

# Rushbrooke with Rougham Parish Council

## NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that the Meeting in public of the Parish Council will be held on Monday 20 January at 7.30p.m., Rougham Sports Hall  
13 January 2020 P M Lamb (Mrs) - Parish Clerk

## **A G E N D A**

- 1 Apologies for Absence/Acceptance of Apologies: Cllr D Strong
- 2 Declarations of Interest
- 3 Approval of the Minutes of the Parish Council Meeting held on 18 November 2019
- 4 Matters Arising
- 5 Public Forum (15 minutes)
- 6 County Councillor's Report
- 7 Borough Councillor's Report
- 8 Trevor Beckwith's Report
- 9 Finance & Administration
  - Income and Payments
  - Income
  - Bank Balances as at 31.12.19: Current: £19,753.87, Savings: £8,770.88, Total: £28,524.86
  - 2.12.19: Interest £4.37
  - Bank Reconciliation
  - Payments
  - Rougham Estate Property: Half Yearly Playing Field Rent (30.3.19-29.9.19): £56.14 (Chq No 101324)
  - Glasdon UK Ltd: 2 x Fido 25 Dog Litter Bins (1 only post): £288.70 (101327)
  - Clerk: Salary, expenses & mileage (Oct-Dec 2019): £1,536.00 + mileage £14.85: £1,550.85 (101326)
  - HMRC: PAYE Oct-Dec: £384.00 (101329)
  - DM Tree & Landscape Contractors Ltd: Lifting canopies of trees along footpath adjacent Mouse Lane Playing Field: £414.00 (101328)
  - SALC: Internal Audit – Y/E 31.3.19: £225.60 (101325)
  - Administration
  - Budget and Precept 2020/2021
  - Consider appointment of SALC as Internal Auditor for 2020/21
  - Review/approve the following documents for suitability in financial year 2020/21:
    - Standing Orders, Financial Regulations, Risk Assessment (including Internal Control)
    - Asset Register: Addition of 2 x dog litter bins
    - Website: Photographs required.
    - Approval of documentation of purchase of Zoll 3 Fully Auto Defib through Community Heartbeat Trust's Managed Solution scheme
    - Possible Cleaning of War Memorial
- 10 Planning
  - (a) Decisions Received
  - (b) Withdrawn Applications
  - (c) New Planning Applications
    - DC/19/2480/FUL: Pedestrian Crossing, Cattishall, Great Barton: Pedestrian footbridge over railway with associated infrastructure and works.
- 11 Mouse Lane
  - Play Area Report
  - Works to trees along footpath in Mouse Lane: Completed
- 12 Highways
  - Flooding – Almshouse and Church Roads: Request made to expedite cutting of gullies to reach ditch(s).
  - Reed Place name sign ordered; installation expected before Christmas
  - Potholes – outstanding repairs Martin Chapple
- 13 Footpaths
- 14 Community
  - Anti-Social Behaviour
  - Mouse Lane Peter Langdon/Christine Old
  - Public Transport Martin Chapple
  - Web Site and Social Media Paul Wells
  - Emergency Management Planning Peter Langdon
  - James Stiff Cottages – Havebury Housing Tony Poole
  - School Car Park Re-surfacing
- 15 Rougham North Report David Nettleton/Melvin Cocksedge
- 16 Correspondence
- 17 Matters of Report only
- 18 Matters for Consideration at Next Meeting
- 19 Date of Next PC Meeting: PC Meeting: Monday 16 March 2020 at 7.30 p.m.