

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 May 2019 at 7.30p.m., Rougham Sports Hall
14 May 2019 P M Lamb (Mrs) - Parish Clerk

A G E N D A

- 1 Election of Chair and Vice Chair and Confirmation of Parish Clerk as RFO
- 2 Completion of Declaration and Acceptance of Office Forms by all Members
- 3 Completion of Register of Interest Forms
- 4 Apologies for Absence: Co Cllr K Soons
- 5 Declarations of Interest
- 6 Approval of the Minutes of the Parish Council Meeting held on 18 March 2019
- 7 Matters Arising
- 8 Public Forum (15 minutes)
- 9 County Councillor's Report
- 10 Borough Councillor's Report
- 11 Finance & Administration
 - Income and Payments
 - Bank Balances as at 29.3.19: Current: £116.11, Savings: £18,062.83, Total: £18,178.94
 - Bank Reconciliation as at 29.3.19
 - Consider/Approve 2018/19 Accounts
 - Consider/Approve/Sign the Annual Governance and Accountability Return – 2018/19 and Exemption Certificate

 - Income
 - Receipts: 4.3.19: Barclays: Interest: Period 3.12.18 to 18.3.19: £9.00
 - 25.4.19: West Suffolk Council: Precept: £18,000

 - Payments
 - SALC: Subscription 2019/20: £435.23
 - Suffolk Cloud: Support and Hosting of Website 1.4.19-21.3.20: £100.00
 - Monthly updating of Website: 1.5-31.10.19: £ 60.00
 - Rougham Estate Property: Half Yearly Playing Field Rent to 30.3.19 :£56.14
 - Annual Rent to 30.3.19 - Car Park: £15.00 TOTAL: £71.14
 - Clerk: Stationery: 1 Lever Arch File: £3.99
 - 1 Ream Printing Paper: £3.25
 - File Dividers: £3.79
 - Filing Pockets: £12.78 TOTAL: £23.81

 - Spreadsheets – 2018/19 and 2019/20

 - Administration
 - Consider co-option – Melvin Cocksedge
 - Review/approve the following documents for suitability in financial year 2019/20:
 - Standing Orders: No Changes since approved in 2018 – Sign Sheet to confirm.
 - Financial Regulations: No Changes since approved in 2018 – Sign Sheet to confirm
 - Risk Assessment Schedule (includes Internal Control)
 - Asset Register
 - Bank Mandate – Review (Current signatories: PL and MCo) Additional signatory required. Cllr C Drewienkiewicz happy to become signatory
 - Review Councillors' responsibilities in accordance with Transparency Code for Smaller Authorities
 - Complaints Procedure: No changes considered necessary since last year's review.
 - Website
 - Condition of Village Signs – Replacement sign for Church Road expedited.
- 12 Planning
 - (a) Decisions Received
 - (b) Withdrawn Applications
 - (c) New Planning Applications
 - (d) Other Planning Matters

- 13 Mouse Lane
 - Footpaths
 - Play Area Safety Report – April 2019
 - Trees along Footpath beside Mouse Lane Playing Field
- 14 Highways
 - SCC – Order re Stopping, Waiting & Loading Prohibitions Order 2019 issued 3.5.19
 - Flooding - Almshouse Road and Church Road – Work required to ditches and gulleys
 - Mount Road: 40 mph Speed Limit
 - Cycle Path linking Mount Road with Rougham Tower Avenue
 - Potholes – outstanding repairs
- 15 Footpaths
- 16 Community
 - Mouse Lane Peter Langdon/Christine Old
 - Public Transport Martin Chapple
 - Web Site
 - Emergency Management Planning Tony Poole
- 17 Correspondence
- 18 Matters of Report only
- 19 Matters for Consideration at Next Meeting
- 20 Date of Next Meeting: Ordinary PC Meeting: Monday 8 July 2019 at 7.30 p.m.