**Rushbrooke with Rougham Parish Council**

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| I hereby give you notice that the next Ordinary Meeting of the above Parish Council will be held on Monday 19 July 2021 at 7.30 pm in Rougham Sports Hall 13 July 2021 *P M Lamb - Parish Clerk* |

# A G E N D A

1. Election of Chair
2. Completion of Declaration and Acceptance of Office forms and Registers of Interest for 2021/22

 (to be completed and returned to Parish Clerk by 31 May 2021)

1. Apologies for Absence/Acceptance of Apologies
2. Approval of Minutes of Annual Meeting of PC held on 17.5.21
3. Public Forum (15 minutes)
4. County Councillor’s Report
5. Borough Councillor’s Report
6. Trevor Beckwith’s Report
7. Finance & Administration

 Income and Payments

 Income: 29.4.21: Precept: £19,380 Interest:

 Bank Balances: 30.6.21: Current: £16,243.66 Savings: £28,158.40 Total: £44,402.06

 Income

 Bank Reconciliations

 Updated Finance Spreadsheet 2020-21 – circulated

 Payment for Ratification

 27.5.21 Donation to Rougham Acorns & Woodlands: Donation: £2,000.00 (101452) to assist

 with proposed works.

 New Payments

 Mr D Larke: Litter Picking: May-June 2021 (based on new quarterly payment agreed at

 PC Meeting on 17.5.21: £450 (inc pay and mileage).

 This period (May-Jun) = £225 + related consumables totalling £54.96 = £279.96

 Clerk: Salary: Apr-Jun: £1,536.00 + mileage (3 trips Norton-Rougham Return @ £14.85):

 £1,550.85

 HMRC: Apr-Jun: £384.00

 ICO: GDPR/Data Protection Act 2018 – Annual Fee: £40.00

 Mr P Wells: Purchase of Software for Use with Website: £2.99

1. Administration

 Consider/Approve 2020/21 Accounts

 Consider/Approve 2020/21 AGAR

 Approval/Adoption of latest Internal Control Statement and Report – as circulated and recommended by

 SALC

 Website Training: To be re-arranged for Cllr Wells once Covid 19 regulations permit.

 Website: Photographs required.

 Grit Bins: Now installed at the following junctions on Almshouse Road; namely Newthorpe, and The Downs.

11 Planning

1. Decisions Received: None

(b) Withdrawn Applications: None

 (c) New Planning Applications:

 (d) Tree Preservation Order: None

 12 Mouse Lane

 The Play Area Report for Mouse Lane had been received and circulated (including Hayley Horner)

 Request to have vegetation on footpath from Mouse Lane to Church/School cleared; Cllr Chapple

 investigating/seeking quote

13 Highways

Flooding – Almshouse and Church Roads: Request made to expedite cutting of gullies to reach

 ditch(es): Current situation? Co Cllr Soons

 Potholes – Repairs outstanding Martin Chapple

 VAS/SID poles: Two poles installed at two agreed locations. Awaiting addition to SCC rota.

14 Rojanda

15 Community

 Anti-Social Behaviour

 Mouse Lane 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

16 Rougham North Report David Nettleton

17 Correspondence

18 Matters of Report only

19 Matters for Consideration at Next Meeting 20 Date of Next PC Meeting: Monday 20 September 2021