

ROUGHAM PARISH COUNCIL

Chairman: Councillor John Newman

Clerk: Tina Newell

25 Shakespeare Road,

Stowmarket,

Suffolk IP14 1TU.



parishclerk@rushbrookewithrougham-pc.gov.uk



07767 163706

Councillors: You are hereby summoned and members of the press and public you are hereby invited to attend a meeting of the Parish Council on **Thursday 20 July 2023 from 7.30pm** to be held in **Bradfield and Rougham Baptist Church, Kingshall Street, Rougham IP30 0BA** to consider the items set out below.

Any person who may find difficulty in access to the meeting through disability is asked to advise the Clerk at least 24 hours before the meeting so that every effort can be made to provide access.

AGENDA

Item	Description
1.	Apologies for absence: <ul style="list-style-type: none">a. Councillors to receive any apologies for absence.b. Councillors to vote on acceptance to apologies for absence.
2.	Co-option: To consider filling the one casual vacancy for a Parish Councillor by co-option noting an election has not been called.
3.	Declarations of Interest: <ul style="list-style-type: none">a. To note any additions/deletions to members Register of Interests.b. To receive any Councillors Interests in subsequent agenda items in accordance with the Council's Code of Conduct.
4.	Dispensation: <ul style="list-style-type: none">a. Councillors to receive any requests for dispensation/s.b. Councillors to decide whether to grant dispensation/s.
5.	Minutes of previous meeting: Councillors to agree the minutes of the Annual Parish Council meeting held on 22 June 2023.
6.	Public Forum: (this section at the Chairman's discretion may last up to 15 minutes): <ul style="list-style-type: none">a. To receive a report from Sara Mildmay-White, District Councillor,b. To receive a report from Karen Soons, County Councillorc. To receive comments or questions on matters of interest from members of the public.
7.	Planning:

	<ul style="list-style-type: none"> a. To receive a presentation from a member of West Suffolk Council planning department on the local plan and developments/proposed developments within and local to the Parish. b. Councillors to consider applications made to the Local Planning Authority (MSDC) relating to Rushbrooke or Rougham: <ul style="list-style-type: none"> I. DC/22/1953/FUL Application to discharge conditions 4 (surface water) 6 (construction surface water management plan) 15 (hard landscaping) 16 (construction method statement) 17 (construction management plan) 20 (boundary treatment) Unit 3 Fortress Way Rougham IP32 7FQ II. DCCON(A)/21/0701 Application to discharge conditions 3 (foul and surface water strategy) and 7 (cycle storage) Haulage Yard Rougham Industrial Estate, Rougham c. Councillors to note decisions made by the Local Planning Authority relating to the Parish since the last meeting. d. To note status of planning appeals relating to applications within the Parish. e. To consider the future of Rougham Airfield.
8.	<p>Finance (all supporting papers appended):</p> <ul style="list-style-type: none"> a. To receive and approve the finance report for the period ended 30 June 2023 including: <ul style="list-style-type: none"> I. Bank reconciliations II. Budget to actual payments and receipts III. Assets IV. Reserves b. Councillors to note receipts since the last meeting. c. Councillors to approve payments to be made by internet banking and to note and approve any payments made since the last meeting. d. Councillors to note DS, DH and JN are authorised signatories on the mandate for both Barclays accounts and are asked to consider any changes required. e. To receive an update on the purchase of a Windows Chromebook 11.

	<p>f. To consider and agree an increase to the insurance premium noting the increase in the value of Parish Council owned assets.</p>
9.	<p>Governance:</p> <p>a. To receive and adopt the Internal Audit report for the year ended 31 March 2023.</p> <p>b. To consider and approve the competition of the Annual Governance Statements (section one) of the Annual Governance and Accountability Return (AGAR) for the year ended 31 March 2023.</p> <p>c. To consider and approve the Accounting Statements (section two) as transposed on the AGAR for the year ended 31 March 2023.</p> <p>d. To note the Parish Council accounts are subject to a Limited Assurance Review for the year ended 31 March 2023.</p> <p>e. To agree the dates for public inspection of the accounts as commencing on 3 July 2023 up to and including 11 August 2023.</p>
10.	<p>To receive updates/reports from officers and village groups and consider action required: Councillors to consider forming a working party to look at community engagement and plan forthcoming celebrations and events.</p>
11.	<p>Play Equipment: To note all play equipment currently erected in the Parish is owned by the Parish Council.</p> <p>a. To receive the most recent play inspection report.</p> <p>b. To consider the frequency of a formal play equipment inspection.</p> <p>c. To consider and agree forming a working party to maintain the equipment.</p> <p>d. To consider formalising the use of the land at the Sports Hall where the play equipment is sited.</p>
12.	<p>Anti-Social Behaviour: To consider recent anti-social behaviour and agree how to address it.</p>
13.	<p>To note the date of the next scheduled meeting is 11 September 2023.</p>
14.	<p>To resolve that under the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting due to the confidential nature of the business to be discussed: Staffing matters.</p>
15.	<p>To consider the appointment of a permanent Parish Clerk and Responsible Financial Officer and agree a plan to hand over from the outgoing Clerk</p>

16.	Chairman to close the meeting.
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Tina Newell

Tina Newell Clerk I RusbrookewithRougham Parish Council

14th day of July 2023