

	DRAFT MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 28 SEPTEMBER 2015	
	<p><u>Present:</u> Cllrs I Steel (Chair), P Langdon, C Old, J Ottley, A Poole and F Shaw</p> <p><u>In attendance:</u> 2 Members of the Public</p>	
		ACTION
15/045	APOLOGIES FOR ABSENCE: Cllrs M Chapple, M Cocksedge, C Drewienkiewicz, J Eden, Co Cllr T Clements and Borough Cllr S Mildmay-White	
15/046	DECLARATIONS OF INTEREST: None	
15/047	APPROVAL OF MINUTES: The Minutes of the last PC Meeting held on 20 July 2015 were approved and signed.	
15/048	MATTERS ARISING: None	
15/049	PUBLIC FORUM: Two residents from Priors Close were present to ask as to progress re the felling of the Crab Apple Trees in the Close. This was discussed and some documentation passed to the Clerk for reference purposes. See Min 15/050 below for details.	
15/050	<p>POLICE REPORT:</p> <p>Thank you to those who came out in the pouring rain to attend the Rural North neighbourhood Watch and crime Reduction Roadshow last Wednesday evening it was lovely to meet you. If you require any more information, please do not hesitate to contact us.</p> <p>Below is a brief crime update for your information –</p> <p>Theft</p> <p>Barrow – Nostreetname – Between 1pm 11/09/15 to 1.30pm 18/09/15 A former church pew situated at the front of a property has been taken – Crime number BR/15/841</p> <p>Burglaries</p> <p>Fornham St Martin – Gleneagles Close – Between 8.30am to 5.15pm 17/09/15 dwelling was entered via back wooden door being forced search made of all rooms and strewn belongings around then sprayed cleaning product over the computer – Crime number BR/15/835</p> <p>Barnham – Water Lane – Between 11pm 16/09/15 to 7am 17/09/15 Gained entry to a garage/workshop by cutting through the lock with a crow bar to force door and taken a generator, cordless drill, power drills, chainsaw, trolley jack and angle grinder – Crime number BR/15/836</p> <p>Great Barton – Livermere Road – Between 12pm 16/09/15 to 1.45pm 18/09/15 Gained entry to rear of dwelling by forcing UPVC window off catch and broken full length glass patio door search made and left same point as entry – Crime number BR/15/837</p> <p>Great Saxham – Nostreetname – Between 11.30pm 17/09/15 to 6.30am 18/09/15 Gained entry to a garage by bolt cropping the padlock but nothing taken – Crime number BR/15/840</p> <p>Great Saxham – Cobbs Hall Road – Between 9am 17/09/15 to 3.30pm 18/09/15 Entered secure outbuilding by unknown method and removed a lawn mower – Crime number BR/15/842</p> <p>Honington – Troston Road – Between 1am 18/09/15 to 1.20pm 20/09/15 Entered a public house under renovation through insecure kitchen window search made a wooden table bench and tables have been taken and internal safe opened but nothing taken – Crime number BR/15/848</p> <p>Fornham St Martin – Ord Road – Between 3.15pm 20/09/15 to 7am 21/09/15 Gained entry to garage by breaking glass of quarter light and removed the metal grill covering the window nothing appears to have been taken – Crime number BR/15/851</p> <p>Great Barton – East Barton Road – Between 5pm 18/09/15 to 7.30am 21/09/15 Entered building site removed barrow mixer twenty five litres of red diesel and six bags of cement with barrow mixer found later on neighbouring premises – crime number BR/15/854</p> <p>Criminal Damages</p>	

	<p>Hopton – Lewis Close - Between 11.59pm 10/09/15 to 10am 16/09/15 Most of the street lights have been shot out – Crime number BR/15/826 No crimes recorded on 15/09/15 If you have any information in relation to any of the above crimes please contact 101 or Crime stoppers anonymously on 0800555111.</p>	
15/051	<p>COUNTY COUNCILLOR'S REPORT: Cllr Clements provided the following report: Suffolk GCSE results rise More of Suffolk's 16 year olds achieved expected levels of GCSE attainment this year, it emerged last month. Provisional results collated in Suffolk suggest around a 4% rise in the number of students getting five or more A*-C grades, including English and Maths. It means that 56% of Suffolk's year 11s got the expected level of attainment. The validated figure for 2014 was 52%. Some schools have made significant gains on last year: The results also saw a significant improvement for disadvantaged pupils – these are children looked after and pupils eligible for free school meals. The early results reported to SCC indicate 72% of schools have seen a rise in the attainment of pupils who are disadvantaged County Upper School - Up 27% on last year to 54%. These results are extremely encouraging. The overall rise in students meeting our expected attainment levels is testament to the hard work and commitment of heads, governors, teachers, parents and, most importantly, students. Key Stage 2 results show significant improvements for Suffolk Schools The percentage of pupils achieving the expected level in reading, writing and maths in primary schools in Suffolk is continuing to rise. Data released by the Department for Education show that 77% of 11-year-olds achieved level 4 or higher in their SAT tests in the three subjects in 2015 – up from 73% in 2014. The Suffolk figure of 77% closes the gap to the national average, which stands at 80%. These results mean that Suffolk has improved on its ranking against all authorities, moving up 22 places to 118th and is now 118 out of 150. This is an improvement of 22 places from last year. Another positive figure emerging for Suffolk is the progress in writing between Key Stages 1 and 2. The percentage of pupils making the expected progress went up from 89% in 2014 to 91% this year. The percentage of children making expected progress from key stage 1 to 2 in Reading and Maths also increased. Both areas seeing a one percentage point rise. Suffolk Skills Show 2015: Are you showcasing your business? The Suffolk Skills Show will take place at Trinity Park on 21st of October 2015 between 9am and 6pm. It will provide a great opportunity for businesses to showcase their work, the people they employ and what they are looking for in future employees. The young people attending will be looking for career inspiration. The inaugural event in 2014 attracted over 44 schools and recorded over 3,500 people through the gates. For more information, visit the Suffolk Skills Show website at: https://www.suffolkskillsshow.com</p>	
15/052	<p>BOROUGH COUNCILLOR'S REPORT: Cllr Mildmay-White provided the following Report: Waste Transfer Hub. Council agreed further funding for a feasibility study to determine the best site. The aim being to provide a waste hub to consolidate the waste transfer for West Suffolk and household recycling for St Edmundsbury including the depot currently located in Western Way. Future of organic waste services in West Suffolk. Following the review by Suffolk County Council of the recycling performance payments and an expected increase in the organic waste treatment costs associated with the new contract, there will be an additional cost to West Suffolk of up to £500,000 per year to maintain a brown bin scheme, albeit collecting garden waste only. This increase is unsustainable and would mean an increase in the council tax of up to 6%. This would trigger a referendum costing around £100,000. Council therefore reluctantly agreed to introduce a subscription service for brown bins with a charge of between £35 and £50 per year. Mid Suffolk and Babergh have always charged and other Suffolk councils are now going to introduce charges. Syrian Refugee resettlement. The Government have asked district councils to collaborate and make a joint offer for possible resettlement of Syrian refugees. A county wide task force has been set up and we await direction from the government. In St Edmundsbury we are working with housing associations to identify any suitable housing although traditionally the majority of asylum seekers are housed in the Ipswich area where they will not be isolated in the countryside.</p>	

	<p>Gypsy and Traveller short stay stopping sites. Between 2009 and 2015 Suffolk has seen 280 unauthorised Gypsy and Traveller encampments. These encampments cost the taxpayer 10s of thousands of pounds each year to deal with. The only way to manage unauthorised encampments is to ensure Suffolk has short stay stopping sites. The County Council, together with the districts, has asked for landowners or other interested parties to identify any land which could accommodate a short stay site. All details of this initiative can be found at www.suffolk.gov.uk/shortstay.</p> <p>South East Bury St Edmunds Strategic Development Site. Council adopted the master plan with some changes. The main ones being the threshold of houses to be provided before completion of the relief road and primary school and the proposed gypsy and traveller site was reinstated. This site is at present the subject of a planning inspectors appeal and we await the outcome.</p> <p>A draft Transport Plan for Bury St Edmunds has been produced by Suffolk County Council and St Edmundsbury councillors are having a workshop next week to discuss the proposals.</p> <p>Community Governance Review. This runs until November, so I shall be discussing this with Ian Steel when I return from holiday. The main thrust of any argument is around proving that the residents in the new houses will feel connected to Rougham, and what we can offer that Moreton Hall cannot. I think there is a definite case to be made on the history of the village and Eldo Farm and the airfield, but not so easily on the services etc.</p> <p>Telephone box at Rougham Green: At last BT has agreed it belongs to them and will repair and renovate unless the Parish Council would prefer it to be removed,</p> <p>New Road: Work due to start, but I saw Guy Smith at County and he was amazed to see that Anglia Water were proposing to dig a new hole near the allotment and he has asked them to review that and use the existing one.</p> <p>Grips at road sides. The contract has been let to clear these but only on A and B roads. If there are any the parish particularly wants cleared the county may be able to arrange for them to be hand dug. Rougham Estate has asked for Mount Road to be a priority.</p>	
15/053	PLANNING	
	<p><u>Decisions Received:</u></p> <p>(a) Permission Granted: DC/15/0925/FUL: Kirkville, Almshouse Road, Rougham (i) Continued use of land to garden land and (ii) construction of an outbuilding and garage (existing outbuilding to be demolished).</p>	
	(b) <u>Withdrawn Applications:</u> None	
	<p>(c) <u>New Applications:</u> DC/15/1738/HH: The Glebe, Almshouse Road, Rougham: Single storey rear/side extensions to existing double garage to form a workshop and craft studio (with WC within craft studio) DC/15/1930/LB: The Chantry, Almshouse Road: Replacement conservatory, new entrance lobby and associated works (following demolition of existing conservatory). The above two applications were discussed and Members agreed to support them; SEBC will be advised.</p>	Clerk
	(d) <u>New Planning Applications received since date of notice:</u> None	
	(e) <u>Other Planning Matters</u>	
	(f) <u>Eastern Relief Road:</u> Nothing to report	
	<p>(g) <u>New Secondary School:</u> Construction work has started. It is hoped that such traffic is using the approved route to site following the PC's intervention. The School's name has been advised as 'Sybil Andrews'; a well-known school teacher from Bury St Edmunds. Cllr Steel reported that he and Cllr Langdon had met with the Academy representatives and requested that it should be 'linked' to the Airfield. The two people present are to consider the idea of using the Tower as an aid to their engineering department. It was agreed that the Academy be encouraged to consider naming their classroom blocks after people living here, and prominent during the War, e.g. Castle, Jennings etc. Cllr Langdon is to provide a list of the respective personnel to the Clerk for submission to the Academy. The idea was floated by the Academy that someone connected to the Tower become a governor. Cllr Steel proposed that Cllr Langdon was the most suitable candidate. This was agreed by the PC.</p>	PL/Clerk

	<p>(h) <u>Mount Road etc</u>: Cllr Steel emphasised that our main thrust at present should be to get both the speed limit on Mount Lane, and the change to the cycle crossing, sorted out. He reported that he had had an informal discussion with Rougham Estate, who would normally be sympathetic to the creation of a cycle path behind the houses at the top of Sow Lane to link with the ERR.</p> <p>(i) <u>Boundary Changes</u>: The date of the next meeting, at which this matter would be discussed, was agreed as Monday 26 October, providing the Sports Hall is available. We must advise SEBC by the 9 November in this regard. It was felt that the new properties should be kept within the Parish. Cllrs Eden and Steel are to meet with representatives of other Parishes, affected by the proposed Boundary Change, on the 6 October to ascertain which Parishes would seek to keep the developments within their Parish, or, because the size of the development respective to their current size would allow that development to be “swallowed” by Bury St Edmunds Town Council. It was felt that, if Great Barton did not wish to “own” the 200 properties being built, then this PC should put forward proposals that it wishes to bring them into this Parish. Perhaps Lady Miriam Way could be used as a logical boundary. Moreton Hall has put forward proposals that it wishes to become a separate PC; it is understood that SEBC does not want this to happen, because it could mean splitting the rest of the town into separate PCs. Cllr Steel is to have a meeting with Cllr Mildmay-White upon her return from holiday. (Post meeting: The Sports Hall booking was confirmed for the 26 October.)</p>	<p>MCo Clerk</p> <p>PL</p> <p>IS/PL</p>
15/054	FINANCE & ADMINISTRATION	
	<p><u>Income and Payments</u> Bank Balances as at 28.8.15: Current: £18,810.28, Deposit: £13,280.96: Total: £32,091.24 Bank Interest: £6.00 <u>Payments:</u> The following payments were approved: BDO LLP: Review of Annual Return year ending 31.3.15: £120.00 Business Services at CAS Ltd: PC Insurance Renewal: 1.10.15-30.9.16: £358.23 Command Pest Control: Quarter 1.9.15-1.12.15: £59.40 Rougham Estate: Playing Field Rent – Half Year 30.9.15-29.3.16: £56.14 Glasdon UK Ltd: 3 x Trimline Black Plastic Liners: £45.21) 2 x Dog Waste Bins: £246.00) £291.21 Mr P Bird: Grounds Maintenance 2.5-1.8.15: £550.48 SALC: 10 sets of Councillor Induction Dividers: £27.00 Clerk: 12.9.15: 1 x 12 2nd class stamps: £6.48 6.7.15: 1 x Printing Paper: £4.99 17.8.15 1 x Printing Paper: £5.50 4.9.15 1 x Twinpack Black Printing Ink: £29.99 TOTAL: £46.97 Mr E J Price: Clearance of Footpath from Smithy Close to the Church and School: £580.00</p>	Clerk
	<p><u>2014/15 Accounts – Minor Issues</u>: BDO LLP had raised a few minor issues re the Annual Return, namely:</p> <ul style="list-style-type: none"> ➤ The comparative figures disclosed in Section 1 of the Annual Return do not agree to the audited Annual Return for last year. We believe the figures have been input in error, but the error does not affect the balance carried forward into the current year. ➤ The council has incorrectly included administration expenses refunded to the clerk in Box 4, Staff Costs. Therefore, Other Payments are understated and Salary Costs are overstated. 	
	<p><u>Annual Donations to Parish Churches and Sports Hall:</u> Cllr Steel suggested, and it was agreed, that regular annual standing orders in this regard be made as follows: £500: Rougham Church (towards churchyard maintenance) £150: Rushbrooke Church (towards churchyard maintenance) £1,000: Rougham Sports Hall (towards annual insurance and grass cutting) This is to be drawn up and signed by the PC.</p>	Clerk

	<u>Parish Council Vacancy</u> : Members were asked to try and encourage possible interested parties. Vacancy Notices are displayed on notice boards and the web site.	ALL
15/055	MOUSE LANE	
	The Green: SEBC is to erect a low fence around the Green to prevent vehicles gaining access. It is believed that this is to be sited from Drury Close to 1 Wheelwrights. Matt Vernon, Assistant Arboricultural Officer, SEBC Leisure Operations is to be asked to provide a scaled map of exactly where this fence is to be placed. Cllr Langdon felt that, this would merely transfer the parking problem elsewhere.	Clerk
	Kedington Close Sign: This is to be replaced in three weeks' time. Brambles along Footpath: Cllr Langdon reported that it is now down to the PC to deal with this. He is to arrange a working party to cut down the brambles, and Cllr Cocksedge will arrange removal. Safety Report: This latest report had been circulated. Cllr Langdon advised that he regularly checks the equipment screws and tightens them, where necessary.	PL/MC
	Priors Close: Crab Apples – Roots and Falling Fruit: Having been referred to Havebury Housing, then SCC, and then SEBC in this regard, the Clerk had been referred to ANO. Two residents of Prior Close, present at the meeting, produced copy paperwork, including an email from Guy Smith to Cllr Mildmay-White dated 22.9.15 stating that, if enquiries requested of Highway Records confirm that the verge and road of Priors Close is Highway Maintained at Public Expense, then Guy Smith of SCC would be more than happy to have the offending trees removed. The Clerk will follow this up with Guy Smith.	Clerk
	Rear of 13 Drury Close: Cllr Langdon advised that he had been able to identify the cause of the regular flooding of this resident's rear garden, which is due to the resurfacing of the adjacent road; the resulting height of which has caused rainwater (during heavy rains) to run off it into the resident's rear garden, and alleyway, flooding both area. This matter is to be taken up with SEBC.	Clerk
15/056	HIGHWAYS	
	Potholes & Hedges: Suggested meeting dates had been provided to Guy Smith for him and Cllr Cocksedge to note and mark up the outstanding problems re potholes. <u>Highway Verges</u> : These overgrown verges have been cut. <u>Unauthorised Signs</u> : These have been removed from Sow Lane. 'Rojanda', High Rougham: Guy Smith is to be asked as to progress re this hedge. Rougham Estate: The only hedge remaining to be cut is that of 51 Moat Lane. The Estate would be asked to write again to this resident. 26 High Rougham: Repairing of these potholes is awaited. Greenwood, Moat Lane: It was agreed that this resident would be asked to cut back his hedge. Corner of Moat Lane/Smithy Close: The residents of 3 Smithy Close are to be asked to cut back their hedge by at least 1 ft. Field View: Having traced the postcode of this property, the Clerk is to obtain copy Deeds shortly. Mount Road/Sow Lane: Nothing further to report at present. Proposed New Drainage Layout in New Road: An email, complete with plan of proposed works had been received from Mr Derek Tinker of Messrs Keir & Co of 16 September 2015 and circulated. Mr Tinker was advised that this item had been placed on today's agenda for approval of such works. Permission is to be confirmed by the PC.	MC Clerk Clerk Clerk Clerk Clerk
15/057	FOOTPATHS: Water Cottage: The PC had advised that SCC is in agreement with the proposed part relocation of the footpath from across the garden of this property to the perimeter, as requested by the new owners. MSDC is dealing with the application to divert this footpath on behalf of SEBC. A formal consultation had been issued to the PC on the 22.9.15. It was agreed that the Clerk would respond to Sharon Berry of MSDC confirming our earlier support for this part relocation.	Clerk
	Dog Litter Bins: It was confirmed that, following purchase of two bins, a further four require to be ordered. This was done immediately post meeting.	Clerk
15/058	COMMUNITY	
	Village Fete – Saturday 28 May 2016: Cllr Langdon advised that it had been agreed to invite other residents to join the Committee/participate in the Fete itself. Once the number of volunteers is known, a list of tasks is to be drawn up and assigned. Cllr	

	Ottley said that he was hopeful of launching his booklet re Former Rougham Residents and the part they played in both War(s) on that day. It is hoped that, instead of buying in such services as caterers, that this can be done "in house" and thus save any profits made for the benefit of the village itself, and to make the Fete self-financing. Cllr Poole agreed that he would be prepared to run a hot dog/burger stand on behalf of the PC. Cllr Poole wondered whether the PC would contribute to the purchase of a bouncy castle (rather than hiring one). Cllr Langton advised that the hiring of one (together with the insurance) cost approximately £80-£100 to hire for the day. The concept of buying/hiring same is to be considered.		PL
	Newthorpe Bus Shelter: An initial emailed request had been sent in July, and a follow up sent in September. A formal letter in this regard is to be issued		Clerk
	James Stiff Cottages: A formal letter is to be sent to Messrs Havebury asking that they consider the urgent installation of a bus shelter at this location in order to provide some protection from the weather to those residents using the local buses. This is to be expedited		Clerk
	Kingshall Street Bus Shelter: Cllr Poole advised that his near neighbour had cut back the vegetation here and further advised that he would re-paint the shelter to further improve its appearance. Cllr Steel thanked him on behalf of the PC in this connection.		AP
	Cleaning of Village Signs: SCC is to be asked to arrange for all signage to be cleaned of algae etc, etc.		
	Public Transport: Cllr Ottley advised that, as from 1 September, there is a new operator; Galloways.		
	Web Site & Emergency Management Planning: Nothing to report.		
15/059	MATTERS OF REPORT ONLY: None		
15/060	MATTERS FOR CONSIDERATION AT NEXT MEETING: Bus shelters		
15/061	DATES OF NEXT MEETINGS: 26 October and 23 November at 7.30 p.m.		