

	<p align="center"><b>MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 16 JANUARY 2017</b></p> <p><u>Present:</u> Cllr I Steel (Chair), M Chapple, M Cocksedge, C Drewienkiewicz, J Eden, P Langdon, A Poole and F Shaw</p> <p><u>In attendance:</u> Co Cllr T Clements (part time), Boro Cllr S Mildmay-White (part time), PC P Fox and one Member of the Public</p>	<b><u>ACTION</u></b>
	<p><b><u>CLLR JOHN OTTLEY:</u></b> Following notification of Cllr Ottley's recent death, the funeral arrangements were announced; 11 a.m. on Tues 24 January at the Cathedral in Bury followed by burial in the afternoon at Rougham Church. A memorial service is to be held at Rougham Church on Sun 29 January at 2 p.m.</p>	
16/211	<p><b><u>APOLOGIES FOR ABSENCE:</u></b> Cllrs Old and Lee</p>	
16/212	<p><b><u>DECLARATIONS OF INTEREST:</u></b> None</p>	
16/213	<p><b><u>APPROVAL OF MINUTES:</u></b> The Minutes of the last PC Meeting held on 21 November 2016 were approved and signed.</p>	
16/214	<p><b><u>MATTERS ARISING:</u></b> None</p>	
16/215	<p><b><u>COUNTY COUNCILLOR'S REPORT:</u></b> Cllr Clements' report is attached. Cllr Clements was delighted to confirm that a 40 mph speed limit along Sow Lane had recently been approved by the Speed Panel. He advised that £600 is assigned for the School car park from his Highways budget and £600 from his Locality budget. Cllr Steel mentioned that nothing had been heard re possible discounts for users of Bury's sports facilities. Cllr Clements is to expedite this.</p>	TC

16/216	<p><b><u>BOROUGH COUNCILLOR'S REPORT:</u></b> Cllr Mildmay-White's report, below, had been circulated to Members:</p> <p>Eastern Relief Road (Rougham Tower Avenue) and A14 junction 45 are progressing well - completion due early summer. Ongoing discussions around cycle path link.</p> <p>Suffolk Business Park: First outline application for the western side received at Christmas. The application seeks to confirm B1 and B8 uses.</p> <p>Rushbrooke Lane development, outline application approved at January Development Control meeting subject to completion of section 106 and conditions.</p> <p>Bury St Edmunds Town Centre Masterplan. Formal six week public consultation on the Issues and Options Report will take place from 27 February.</p> <p>Farmers market. Pilot event took place on 11 December in conjunction with the Sunday Christmas market. Further pilots will take place in the Traverse with the regular market traders offered the chance to trade as an additional market in the Cornhill.</p> <p>Cupola House: Bourgee Restaurants have confirmed that they will be opening a new restaurant early in 2017. They are keen for a high quality external seating area in The Traverse; officers are working with the applicants on this.</p> <p>Street Begging: Police have requested a new order to ban begging be added to the public space protection order for the town centre. Cabinet will consider this at its next meeting.</p> <p>St Edmundsbury and Forest Heath have awarded Community Chest grants to a total of £340,000. This includes a grant of £182,000 to West Suffolk Citizens Advice Centres.</p> <p>Civil Parking Enforcement. Agreement has been reached between the Police, SCC, St Edmundsbury and Forest Heath that we will put forward a business case for taking control of civil parking enforcement.</p> <p>It was agreed that Cllr Cocksedge would circulate dates/details re the forthcoming traffic diversions. It was noted that no notice had been taken of the PC's Traffic Assessment requirement. Cllr Eden suggested that Steve Griss, from the Roads Policing Unit, should get involved; Cllr Eden is to speak to him in this regard. Re the Town Centre Masterplan consultation, Cllr Mildmay-White advised that there would be displays in the APEX and the market place and urged everyone to take a look as to what is proposed.</p>	MC ALL
	<p>Cllr Mildmay-White advised that a Newthorpe resident had expressed concern re speeding traffic in the area. A Speed Indicator Device sign was mentioned, prices of which vary according to type; display only or those with data capture. The route from the A134 to the School is considered likely to be a <i>rat run</i> with all the new roads. Members said that a traffic survey would be appreciated, the use of SCC's mobile camera van and around the School in the mornings.</p>	JE
6/217	<p>PC Fox advised of the recent Community Policing changes. Since last April, the four Officers and 7 PCSOs, who cover all BSE and Bury Rural (52 villages), are based at BSE. PCSOs no longer work in the evenings, when a PC is on duty. Response officers follow up 999 calls. A recent ASB problem at Mouse Lane would have been followed up by a duty PC. Re PC meetings, officers now aim to attend one meeting (perhaps the PC's Annual Meeting, or if that is not possible, a suitable alternative). Any contact by email should be via the SNT email address. Re the recent spate of burglaries, PC Fox stressed the importance of information provided by members of the public to help them prevent/solve such crimes.</p>	
16/218	<p><b><u>PUBLIC FORUM:</u></b> One pothole reported by Ravenwood Hall Hotel.</p>	Clerk

<p><b>16/219</b></p>	<p><b><u>PLANNING:</u></b>  <u>Decisions Received:</u> None  <u>Withdrawn Applications:</u> None  <u>New Applications:</u>  DC/16/2825/OUT-Western Part of Suffolk Business Park Extension BSE (part BSE and part Rushbrooke with Rougham)-Outline  This PA was discussed. Members were happy to support the application.  <u>New Applications received since the date of Notice:</u>  DC16/2764/CLE Annexe Landmark The Green: (i) Use of 'The Annexe' building as a single dwelling house and (ii) Use of curtilage as garden amenity area and vehicle parking and turning area. Cllr Mildmay-White and Members confirmed that this building was originally part of the house and should not be separated. Both Cllr Mildmay-White and the Clerk are to check back as to an earlier PA, where Members had said it should not be split/sold separately. Cllr MildmayWhite said she would like it to go to the Delegation Panel and would like Cllr Steel to attend with her to put forward the PC's position. This was agreed.  <u>Other Planning Matters</u>  <u>Street Naming of Lark Grange, Rougham:</u> The PC's advice had been sought in this regard and the names chosen are now based on aircraft names. Cllr Langdon, who has been dealing with this matter is now seeking an alternative to one of the names chosen. A confirmatory letter in this regard is to be sent.  <u>Taylor Wimpey Development:</u> Cllr Steel reported that a meeting had been held before Christmas when the PC requested that the sign for the new development be correctly re-positioned and a new 'Welcome to Rougham' sign be erected. A brochure is currently being prepared for the residents of the new residential area, which it is intended to make available in the showhomes. It is estimated that, by 2019, 20 homes will be occupied. It was noted that there could be a Community Governance Review in 2019, but, as only 120 homes were likely to be occupied by then, it would be the PC's position that this should be deferred until at least 50% were completed. The dwellings on the railway side of the site will be completed first, followed by those across the road closest to the Flying Fortress. (No news had, as yet, been received re the proposed use of that site.)  <u>Cycle Path to r/o Sow Lane Bungalows:</u> Cllrs Steel and Eden are having a meeting with representatives from Planning and Suffolk Highways regarding the potential cycle/pedestrian path, Sow Lane junction and the cycle/pedestrian crossing on Mount Road on 19 January, and a meeting with St Edmundsbury Town Council on 25 January. They will report back to the PC subsequent to these meetings.  <u>Landmark, Rougham Green:</u> See Min 16/219 above.</p>	<p>Clerk</p> <p>SMW / Clerk/IS</p> <p>PL Clerk</p> <p>IS/JE</p>
<p><b>16/220</b></p>	<p><b><u>FINANCE &amp; ADMINISTRATION</u></b>  <u>Income and Payments</u>  Income: Interest: 1-31 November 2016: £8.64  Bank Balances as at 30 December 2016: Current: £5,401.93, Deposit: £21,027.02  Total: £26,429.90  <u>Payments</u>  Command Pest Control: 1.12.16-1.3.17: £59.40 (Chq 101048)</p>	

	<p>Clerk: Printer Cartridges: £268.97 and 1 x pack printer paper (3.00) = £271.97 (101049)</p> <p>Rougham Playing Field Management Committee: £700 Omission from 2014/15 grant re mowing. (101050)</p> <p>Bank Reconciliation as at 30.12.16 was issued and approved.</p> <p>Income &amp; Expenditure Spreadsheets had been issued to Members and approved. Budget/Expenditure 2016/17 Actual expenditure against budget was reviewed and approved.</p> <p>Projected variances were noted and considered satisfactory.</p> <p>Budget &amp; Precept 2017/18: A proposed budget of £14,015 (details attached) was approved. Members agreed to seek a Precept of £13,150 (details attached) (with the anticipated shortfall coming from reserves). This figure represents an increase of 1.92% on a Band D property. It was noted that no Local Council Tax Support Grant is now available from SEBC.</p> <p>PC's Pension Responsibilities: Cllr Cocksedge confirmed that, there is no entitlement for automatic pension enrolment for the PC's sole employee and no desire for inclusion, so he will only be completing the appropriate Pensions Regulator's form.</p> <p><u>Play Area Safety Report-Mouse Lane</u>: December's safety report had been circulated. Cllr Langdon requested that Rougham Estate assists with the clearance of the brambles, which had appeared on the recent reports. Cllr Cocksedge agreed to provide help in this regard. An action plan is also to be drawn up.</p> <p><u>Great British Spring Clean</u>: Information in this connection had been received from West Suffolk and circulated to all Members. It was suggested that the Sunday, or Monday, following the Village Fete would be a convenient date. Arrangements are to be made with John Drewienkiewicz and Simon Shaw and the litter picking equipment arranged.</p>	<p>Clerk</p> <p>MC Clerk</p> <p>MC/PL</p> <p>CD/FS</p>
<p><b>16/221</b></p>	<p><b><u>MOUSE LANE</u></b></p> <p><u>Dog Fouling</u>: Cllr Langdon confirmed that this item could be removed from the agenda, since matters had recently improved.</p> <p><u>Fencing</u>: Cllr Langdon advised that the fence requested of SEBC to indicate the area of green permitted for the parking of vehicles is currently being installed. Access will be provided for vehicles (and emergency vehicles). The gate being installed can be opened upon request.</p> <p><u>Grant Application under SEBC's Rural Initiative Grants Scheme</u>: A revised application has been prepared ready for Cllr Mildmay-White's signature and submission to SEBC.</p> <p><u>Village signs requiring Cleaning/Replacement</u>. Cllr Langdon had checked the condition of around the Mouse Lane/Newthorpe area. It is understood that Highways is responsible for the replacement of damaged/missing signs.</p>	<p>Clerk</p> <p>PL</p> <p>PL</p>
<p><b>16/222</b></p>	<p><b><u>HIGHWAYS</u></b></p> <p><u>Mount Road Speed Limit</u>: Refer Minute 16/215 above.</p> <p><u>Cycle Route – Proposed Link from Mount Road to Rougham Tower Avenue</u>: Refer Min 16/219 above.</p> <p><u>Potholes</u>: It was noted that urgent repairs are required to the road leading from Junction 45 on the A14 up to Almshouse Road. Also in need of attention is Hickett Heath, New and Church Roads in Rougham.</p> <p><u>Field View, Sandy Lane, Rushbrooke</u>: Cllrs Steel and Eden met SCC's Cllr James Finch (Portfolio Holder, Highways) on 5 December re this matter. He understood the PC's frustration re this matter and advised that it would cost between £8-£16k to resurface this road.</p> <p>Asked by SCC as to whether the PC could assist by contributing to these costs, Members agreed that such expenditure is the responsibility of SCC.</p>	<p>IS/JE</p> <p>Clerk</p> <p>IS</p>

16/223	<p><b>FOOTPATHS:</b> Cllr Steel advised that details of the responsibilities for the cutting of footpaths had been received. Mr Paul Bird cuts 3 footpaths on three occasions during Spring/Summer, namely 1 Kingshall St. to Rougham Green, 2 Smithy Close to the Church (including triangle by church with sign on it) and 3 School to Newthorpe on three occasions during Spring/ Summer. SCC (with Rougham Estate as the subcontractor) is responsible for cutting the footpaths on the attached list.</p>	
	<p>There is duplication in respect of two of the footpaths, namely Kingshall Street to Rougham Green and Smithy Close to the Church. It was thought that, perhaps, one cut of the two paths could be left with Mr P Bird and consideration given as to how the footpaths' cutting responsibility could be split. Cllr Shaw is to discuss this with her Husband, the Footpaths Warden, and will report back.</p>	FS
16/224	<p><b>COMMUNITY:</b>  <u>Village Fete:</u> Cllr Chapple advised that a meeting of the Committee is to be held on Thursday.  <u>Mouse Lane:</u> Refer Min 16/224 above.  <u>Public Transport:</u> Nothing to report. <del>It is hoped that</del> Cllr Lee will take over responsibility for this.  <u>Web Site:</u> Cllr Shaw advised the website has now been transferred to Suffolk Cloud (www.rushbrookewithrougham@suffolk.cloud). Arrangements are currently being made for publicising this transfer. The old site will be linked to the new site. Cllr Shaw added that the PC has until the end of March to apply to become a Transparency Village in order to achieve hardware/software etc FOC. No fee is payable for the first year. Thereafter the annual charge will be £100.  <u>Emergency Management Planning:</u> Nothing to report  <u>Kingshall Street Bus Shelter:</u> The litter bin received for installation here cannot be locked, so an alternative, lockable bin has been ordered, and the delivered item will be collected. The original, larger, bin will then be sited in Mouse Lane Play Area (advice re position awaited from Cllr Langdon).</p>	<p>MC</p> <p>FS</p> <p>AP PL</p>
16/225	<p><b>MATTERS OF REPORT ONLY:</b> None</p>	
16/226	<p><b>MATTERS FOR CONSIDERATION AT NEXT MEETING:</b> Review of Accounting Procedures and other related matters.</p>	
16/227	<p><b>DATE OF NEXT MEETING:</b> PC Meeting: Monday 20 March 2017</p>	

Approved at the PC Meeting held on 20 March 2017