

	<p align="center"><u>MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL MEETING HELD ON MONDAY 20 MARCH 2017</u></p> <p><u>Present:</u> Cllrs I Steel, C Drewienkiewicz, C Old, P Langdon, A Poole and F Shaw</p> <p><u>In attendance:</u> Co Cllr T Clements (part time) and Parish Clerk</p>	<u>ACTION</u>
16/238	<u>APOLOGIES FOR ABSENCE:</u> Cllrs M Chapple, M Cocksedge, J Eden and Boro Cllr Mildmay-White.	
16/239	<u>DECLARATIONS OF INTEREST:</u> Cllrs Poole re Item 9 – 4A Kingshall Street PA and I Steel – re Lundy Court PA.	
16/240	<u>APPROVAL OF MINUTES:</u> The minutes of the meetings held on 16 January and 27 February were approved and signed.	
16/241	<u>MATTERS ARISING:</u> None	
16/242	<u>CO-OPTION:</u> Permission had been granted to co-opt following the recent death of Cllr Ottley. An application had been received from Mr A Powell, which had been circulated to all Councillors. It was agreed to co-opt him and he was invited to join Members.	
16/243	<u>County Councillor's Report:</u> Cllr Clements advised that he would be retiring from this role. Cllr R Hopfensberger would be covering the PC Meetings with effect from the boundary changes on 1 April 2017.	
16/244	<u>Borough Councillor's Report:</u> Cllr Mildmay-White's report had been circulated and is now attached.	
16/245	<u>PUBLIC FORUM:</u> No members of the public present.	
16/246	<p><u>PLANNING:</u></p> <p><u>Decisions Received – Permission Granted:</u></p> <p>DC/17/0078/TPO: 4A Kingshall Street Rougham -TPO 396(2005) TPO - 1.no Silver Birch (T1 on plan, T1 on order) reduce by 3 metres and shape <u>New Applications</u></p> <p><u>New Planning Applications received since the date of this Notice</u></p> <p>DC/16/2825/OUT: Western part of the Suffolk Business Park Extension: Outline PA (means of Access and Structural Landscaping to be considered):</p>	

<p>(Re-consultation). Members were happy to support this PA amendment. DC/17/0241/TPO: 25 Mouse Lane: TPO 311(2001) TPO – 1 no Oak (T25 on Order) Reduce height by 4m and reshape. Cllr Steel left the meeting for the following two items. DC/17/0338/FUL: Unit 2 Lundy Court, Rougham Industrial Estate: (i)Change of use of Unit 1 storage (B8) to cafe/coffee shop (A3) (ii) COU of part of ground floor of Unit 2 from shop (A1) to café/coffee shop/kitchen (A3) (iii) COU of Unit 4 Warehouse to shop (A1) and (iv) associated parking. Members were happy to support this PA. Cllr Poole left the meeting for the following item. DC/17/0437/FUL: 4 Kingshall Street, Rougham: 1no dwelling and associated access: (Post Meeting it was decided to defer consideration of this PA to the next meeting, when official plans would be available on SEBC's website. Cllrs Steel and Poole returned to the meeting.</p> <p><u>Other Planning Matters</u></p> <p><u>Sow Lane:</u> Cllr Steel provided plans for the new Sow Lane, Rougham junction, which is being adapted (a roundabout would be preferable here). <u>Mount Road:</u> The speed limit here (from the Taylor Wimpey site) to just beyond East Barton Road is being reduced to 40 mph. Cllr Steel reported on a recent meeting with Highways re the proposed cycle route near Sow Lane. The two location options discussed were (i) behind the dwellings and (ii) if space permits, in front. If it is feasible to place these in front, this work could be funded by s106 monies. If such funding is not required, SCC had been requested to use that money to extend the school footpath to Almshouse Road. <u>Naming of Lark Grange:</u> Cllr Langdon advised that the suggested street names for Phase 1 of this development had been approved. It is anticipated that the first homes will be occupied by 1 April. Naming of roads in Phase 2 will be agreed by Cllr Langdon, Taylor Wimpey and SEBC. The play area in Phase 2 will be funded and looked after by SEBC. It is anticipated that 50 homes will be occupied by the end of this year, and 50 next year, 40 by the end of 2019 and Phase 2 complete with final 40 at the end of 2020. The effective date for the new CGR for the development is 2019, but should be deferred to 2023 when at least 350 homes should be occupied (and not 140).</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><u>Lark Grange Brochure:</u> Production of this is being expedited. <u>Asset of Community Value - Bennet Arms PH:</u> – The PC had received confirmation of receipt from SEBC. A decision is expected by 26 April. As requested by Mrs Shaw, it was agreed that the PC would continue to be associated with the application until approval - at which time it is expected that a community team will assume responsibility. <u>Possible Asset of Community Value – Flying Fortress PH:</u> Cllr Steel reported that neither Taylor Wimpey, nor the PC, wishes to see this resited from its current, historical location, although SEBC would not be averse to this, if Greene King wanted it moved closer to the road. Although the PC was originally asked to apply for an ACV, it had been discovered that Greene King had paid £1m+ for the building. In view of this, the building's lack of architectural merit and the inability to get it listed, it was agreed not to proceed with such an application.</p>	<p>IS</p> <p>FS</p>

16/247	<p><u>Finance & Administration</u> Income and Payments Bank Balances as at 28 February 2017: Current: £4,060.61, Deposit: £21,028.34 Total: £25,088.95 Income: Interest: 1 December 2016 – 2 January 2017: £1.32 Refund due £72.27 (requested from Glasdon UK): Return of 1 x Fusion Bin for Kingshall St Bus Stop (£411.78 credit) & Purchase of 1 x Evolution Bin (£339.51) (Cheque received post meeting 1.4.17) Payments Ratification of cheque issued on 19.1.17 to Old Burians Charitable Trust (re the Late Cllr Ottley): £100.00 (Chq 101143) SALC: Planning for All Conf-Mildenhall 2.3.17-Cllr A Poole: £90.00 (101144) Clerk's Sal & Mil: Jan-Mar 2017: £1,276.00 + mil £59.40: £1,335.40 (101145) HMRC: PAYE: Jan-Mar 2017: £319.00 (101146) Command Pest Control: 1.3 – 1.6.17: £59.40 (101147) Clerk: 1 Ream Paper: £4.00 (101148) Mr R Peters: Litter Pick: Jan-Mar 2017: £300.00 (101149) Rougham Estate: Play Field Half Year Rental: (30.9.16-31.3.17): £56.14 (101150) SALC: 6 Months Payroll Service: 1.10.16 – 31.3.17: £18.00 (101151) Rougham Fete: Contribution: £400.00 (101152) Nowton Press: Parish Directory 2017 Printing: £420.00 (101153) Bank Reconciliation approved as at 28.2.17</p>	
16/248	<p><u>Review of PC Documentation:</u> It was noted that both the PC's Standing Orders and Financial Regulations had been updated in accordance with NALC requirements on 18 July 2016 and that no further changes were required for the current financial year. It was agreed to adopt the following for this financial year; Effectiveness of Financial Controls and new format Risk Assessment. SALC had confirmed that it would be acceptable to "roll over" their appointment as the PC's internal auditors (and, similarly, the audit scope) The updated asset register is to be circulated.</p>	Clerk
16/249	<p><u>Donation Request – Rougham Playing Field Management Committee</u> A request for funding had been received by the PC for expenditure re storage facilities (£1.6k inc VAT) and to replace decayed timber to multi-play platform wall, 2 pairs of flat and cradle swing seats inc chains and shackles and supply and installation of new cargo climbing net to multi-play unit (£1.6k inc VAT). A request is to be made to RPFMC for information as to other funding provided/ promised by others. (Post meeting, it was learned that Cllr Mildmay-White should be able to provide £1k (plus(X?)))</p>	Clerk
16/250	<p><u>2017/18 Grass Cutting Quotation:</u> Members agreed to continue with this contractor but mention would be made that they may be asked to continue with the same amount of work on different paths at some stage in the near future.</p>	Clerk
16/251	<p><u>Great British Spring Clean:</u> Footpaths Warden Simon Shaw is arranging this. (Mr J Drewienkiewicz can provide map.) Cllr Langdon is to locate the notices he has in this regard.</p>	FS/PL
16/252	<p><u>MOUSE LANE</u> <u>Footpath</u> Cllr Langdon confirmed that this footpath has been cleared of brambles and the hedges cut back. <u>Grant Application:</u> Cllr Langdon queried as to when the grant would be made available. (Post meeting it was confirmed that funding would be made available, by bank transfer, upon completion of the project and production of invoices to</p>	

	cover the grant.) <u>Play Area Safety Report – February 2017</u> : Rougham Estate is to remove the fence highlighted in this report. <u>New Parking Area on Green</u> : Cllr Langdon advised that the promised low metal fence has now been installed and this additional parking is very successful. <u>Village Signs</u> : Cllr Langdon ran through the list produced re the signage requiring attention in his locale; Cllr Cocksedge is to produce a similar list for his area. Cllr Langdon queried whether the Elderstubb Lane sign (which is covered by brambles) could be removed. <u>Rougham Hall Hotel Footpath</u> : Vegetation still to be cleared.	PL MCo MCo Clerk/IS Clerk
16/253	<u>HIGHWAYS</u> Mount Road 40 mph Speed Signs: To be done. Potholes: Church Road and New Road: SCC had advised that the problems here are not sufficiently bad to warrant immediate action. Cycle Path linking Mount Road with Rougham Tower Avenue: Refer Min 16/246 above. Field View: Road resurfacing to be done. Currently the resident here is advertising a vehicle for sale on the triangle of land. Rojanda, High Rougham: No action has been taken following the PC's letter and the hedge is now hanging over the road. SCC is to be asked to take appropriate action.	Clerk
16/254	<u>Footpaths</u> : A complaint had been received re the dog excrement along the footpath leading from Smithy Close to the Church. Cllr Lee suggested that the installation of an additional two dog litter bins (situated at the end of Orchard Close by the School and one on Oak Lane may help improve the situation). Two additional warning signs re dog fouling could be placed at the end of Smith Close and the School.	Clerk CL/AP
16/255	<u>COMMUNITY</u> Village Fete: Cllr Langdon reported that preparations are going according to plan. A Temporary Event Notice is to be arranged. Public Transport: Cllr Lee advised that there was nothing to report. It was agreed that Cllr Powell would assume the mantel in this regard (following discussions with Cllr Steel). Website: The Transparency Fund application is to be expedited. Emergency Management Planning: Cllrs Lee and Mr John Drewienkiewicz are to meet to discuss this. Large Litter Bin ex Kingshall Street – with Cllr Langdon; decision to be made re installation in Mouse Lane. Parish Directory: Cllr Steel sought Members' help in distributing the new Directory. Graffiti on Bus Shelter, Kingshall Street: Cllr Poole reported that there is a large amount of graffiti here; he offered to apply a fresh coat of paint to obliterate it.	CL/JD PL/AP AP
16//256	<u>CORRESPONDENCE</u> : Nothing to report.	
16/257	DATE OF NEXT MEETING : Monday 24 April: (Annual Parish Meeting) at 7.30 p.m. – Rougham Sports Hall	