

	<p align="center"><b>MINUTES OF THE ANNUAL MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 24 MAY 2016</b></p> <p>Present: Cllrs I Steel (Chair), M Chapple, C Drewienkiewicz, J Eden, P Langdon, C Old, A Poole and F Shaw</p> <p>In attendance: Co Cllr Clements (part time), 6 Members of the Public</p>	<b>ACTION</b>
<b>16/125</b>	<b>APOLOGIES FOR ABSENCE:</b> Cllrs M Cocksedge, C Lee and S Mildmay-White	
<b>16/126</b>	<p><b>APPOINTMENT OF CHAIR AND VICE CHAIR:</b></p> <p><b>CHAIR:</b> Cllr Steel was nominated for this post by Cllr A Poole and seconded by C Drewienkiewicz. Cllr Steel was happy to accept.</p> <p><b>VICE CHAIR:</b> Cllr Cocksedge was nominated by Cllrs C Old and seconded by I Steel. Cllr Cocksedge was happy to accept. Declaration of Acceptance of Office forms were completed by all Members.</p> <p>Register of Interest Forms were issued to all Members for completion and return to the Clerk within 28 days.</p>	ALL
<b>16/127</b>	<b>DECLARATIONS OF INTEREST:</b> None	
<b>16/128</b>	<b>APPROVAL OF MINUTES:</b> The Minutes of the last PC Meeting held on 21 March 2016 were approved and signed.	
<b>16/129</b>	<b>MATTERS ARISING:</b> None	
<b>16/130</b>	<p><b>PUBLIC FORUM:</b></p> <p>One gentleman asked which authority is responsible for checking/clearing the highways gulleys (making particular reference to the flooding of the road in front of the Chimneys). He was advised that this is the responsibility of SCC. He added that it is also essential for the ditches alongside the highways to be cleared on a regular basis. In this regard, it was clarified that this would be the responsibility of the landowners. With regard to road maintenance, it was noted that both Church Road and New Road were particularly badly potholed. It was noted that the quality of such repairs was dependant upon the team carrying out the work and the weather when it was done. Cllr Steel advised that all such problems should be notified to Cllr Cocksedge (whose email address can be found on the Rushbrooke with Rougham website).</p> <p>Ms A McQueen asked if the PC could assist in her attempts to return from her current home in Bury back to Rougham, where her parents still reside. She was recommended to contact both Havebury and Orbit in this regard. The PC agreed to send a letter of support to SEBC in this regard.</p>	Clerk
<b>16/131</b>	<p><b>COUNTY COUNCILLOR'S REPORT:</b> Cllr Clements advised that SCC had held an election in Haverhill, which was won by the UKIP candidate. The Conservatives now have a very narrow majority. The 'Bury Pyramid' is coming on line in January, which will see us with a three tier system (rather than the anticipated two tier), which makes it rather difficult for parents to plan. By opening another Middle School, over provision could result and Sybil Andrews Academy, along with Ixworth Park, could face particularly high demand for places in reception classes; the year 5 pupil cohort is very small because of the surplus of places in Years 5 and 6 across the town and the pressure put on parents to move their children into a Trust school in order to 'guarantee' their place at County Upper.</p> <p><b>Mount Road:</b> Cllr Steel advised Cllr Clements that the PC needs an urgent meeting including Guy Simpson, Anthony Smith and Messrs Breheny re various issues including Mount Road, Sow Lane, Field View and School path.</p>	TC
<b>16/132</b>	<b>BOROUGH COUNCILLOR'S REPORT:</b> In Cllr Mildmay-White's absence, no report was available.	
<b>16/133</b>	<b>PLANNING</b>	
	(a) <u>Decisions Received:</u> None	

	(b) <u>Withdrawn Applications</u> : None	
	(c) <u>New Applications</u> : DC/15/0672/FUL: Hall Farm, Rushbrooke: Vegetable Storage Building: Members agreed to support this application. DC/16/0696/FUL: Lake House, Eastlow Hill, Rougham: 1 no dwelling and single storey cartlodge (following demolition of existing dwelling). Members agreed that, subject to traffic management whereby vehicles access the site from the Sudbury Road, they would support this proposal.	Clerk  Clerk
	(d) <u>New Planning Applications received since date of notice</u> : DC/16/0908: Brickyard Cottage, Mount Road, Great Barton: Single storey side Extension: Members support this application. SCC/0125/16: Construction of a borrow pit/tip for the extraction of aggregates with access to be used in conjunction with the Bury St Edmunds Relief Road. Members agreed to support this application.	Clerk  Clerk
	<u>Other Planning Matters</u>	
	<u>Chimneys, New Road</u> : The PC again questioned whether the new allocation of 12 car parking spaces is sufficient to accommodate both staff and visitors' vehicles. Although perhaps not strictly pertinent to this PA, Members have asked that the serious flooding, which occurs on the highway at this location should be mentioned – when the road can become virtually impassable (as recently). SEBC is to be advised of the PC's further thoughts in this regard. (e) <u>Community Governance Review</u> : Cllrs Steel and Eden had attended this meeting yesterday. Now at Stage 2, approval had been granted for the whole Taylor Wimpey development (and all along the railway line (and including the new industrial estate). Lady Miriam Way would form the parish boundary with Bury St Edmunds Town Council. This recommendation is to be submitted to Full Council on 28 June (when there would be an opportunity to speak for 5 minutes).	Clerk
<b>16/134</b>	<b>FINANCE &amp; ADMINISTRATION</b>	
	<u>Income and Payments</u> Bank Balances as at 29.4.16: Current: £14,846.93, Deposit: £20,332.88: Total: £35,179.81. <u>Income</u> 28.4.16: Precept: £11,205 (+ grants of £897 (Parish Revenue Support Grant) and £398 (Council Tax Support Grant)) 1-31.3.16: Interest: £8.63 VAT Refund: £624.37 <u>Payments</u> Ratification of payment dated 11.5.16 to Mr D Lapinte: Removal of Trees in Priors Close: £280.00 The following payments were also approved: SALC: Website Training 14.4.16: Cllr F Shaw: £58.80 SALC: Subscription 2016/17: £405.78 Local Council Public Advisory Service: Highways Course 27.5.16: £25.00 Clerk: 9.5.16: Files and paper: £11.47 <u>Review of Accounting Systems</u> : Cllr Steel confirmed that our accounting systems had been reviewed and found to be fit for purpose. <u>Approval of 2015/16 Accounts and Annual Return for 31 March 2016</u> : These Accounts had been circulated to all Members, who gave their approval for the Chairman to sign them. Cllr Steel ran through with Members, and completed, Section 1 of the Annual Return – Annual Governance Statement, which Members authorised him to sign, along with the Annual Return itself. The aforementioned documents are to be provided to SALC for Internal Audit.	Clerk
<b>16/135</b>	<b>MOUSE LANE</b> <u>Dog Fouling</u> : Cllr Langdon confirmed that the situation is currently under control. <u>Parish Walk – 30 May</u> : It was noted that rubber gloves are to be provided. <u>Ravenwood Hall – Overgrown Footpath</u> : Cllr Old advised that this footpath is now overgrown with vegetation. The Clerk is again to contact SCC re this.	Clerk

	<p><u>Grass Cutting: Mouse Lane and Orchard Close:</u> Cllrs Old and Chapple reported that the grassed areas in these locations need to be cut. The Clerk is to contact SEBC in this regard.</p> <p><u>Hedge along Mouse Lane:</u> Does this need cutting? PL? Hedge on LHS belongs to Rougham Estate.</p> <p><u>Play Area:</u> Cllr Langdon advised that the cutting back of the hedge (as reported following the recent inspection) has been done and work has commenced re the work required to the fence.</p> <p><u>Play Area – Grants Submission:</u> Cllr Langdon advised that he would send through the additional information for inclusion in this application (to be completed by the Clerk.</p>	<p>Clerk</p> <p>Clerk</p> <p>PL</p> <p>Clerk</p>
<b>16/137</b>	<p><b><u>HIGHWAYS</u></b></p> <p><u>Went Road:</u> Refer Min 16/131 above.</p> <p><u>Went Road, High Rougham – Hedge:</u> Since this hedge had been only lightly pruned, C had been requested to undertake the work</p> <p><u>Vehicle Activated Sign:</u> It was decided to remove this item from the agenda.</p> <p><u>Field View:</u> Following recent email exchanges with Guy Smith, it was agreed that:</p> <ul style="list-style-type: none"> <li>• SCC should be asked to properly reinstate the highway and recommence its statutory duty of maintaining it at public expense.</li> <li>• The suggestion by Mr Popham, the owner of Field View, that he would like to be permitted to alter the junction at his own expense, was totally rejected.</li> </ul> <p>Guy Smith is to be advised of the PC's decision in this regard.</p>	<p>Clerk</p>
<b>16/138</b>	<p><b><u>Car Park by School</u></b></p> <p>Cllr Old is to speak to the Headteacher re the situation vis-à-vis this car park.</p>	<p>CO</p>
<b>16/139</b>	<p><b><u>COMMUNITY</u></b></p> <p><u>Village Fete:</u> Cllr Chapple ran through the final requirements.</p> <p><u>Website:</u> Cllr Shaw advised that there is a facility on the website whereby organisations can have their own page and the opportunity to update. The Clerk agreed to forward notification/details of new PAs and decision notice lists to Cllr Shaw for inclusion on the web site.</p> <p><u>Public Transport:</u> Nothing to report.</p>	<p>Clerk</p>
<b>16/140</b>	<p>Emergency Planning Management: Nothing to report.</p>	
<b>16/141</b>	<p><b><u>CORRESPONDENCE:</u></b> Cllr Steel read out a letter re Centenary Fields. It was agreed that we have no suitable areas.</p>	
<b>16/142</b>	<p><b><u>MATTERS OF REPORT ONLY:</u></b> Great Barton is to provide a copy of their Neighbourhood Plan.</p>	
<b>16/143</b>	<p><b><u>MATTERS FOR CONSIDERATION AT NEXT MEETING:</u></b></p> <p><u>Signage:</u> Street signs and general</p> <p><u>Parish Newsletter</u></p>	
<b>16/144</b>	<p><b><u>DATE OF NEXT MEETING:</u></b> PC Meeting: Monday 18 July 2016</p>	

Approved at the PC Meeting held on 18 July 2016