

| <u>MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 19 MARCH 2018</u> | | |
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| | <p><u>Present:</u> P Langdon (Chair), M Chapple, C Drewienkiewicz, C Old, A Poole and A Powell</p> <p><u>In attendance:</u> Co Cllr K Soons, Dist Cllr S Mildmay-White and S Burhm (part time)</p> | <u>ACTION</u> |
| 17/103 | <u>APOLOGIES FOR ABSENCE:</u> Cllrs I Steel, M Cocksedge, C Lee and D Strong | |
| 17/104 | <u>DECLARATIONS OF INTEREST:</u> None | |
| 17/105 | <u>APPROVAL OF MINUTES:</u> The Minutes of the Meetings held on 22 January and 24 February 2018 were approved and signed. | |
| 17/106 | <u>PUBLIC FORUM:</u> A brief discussion was held re the Asset of Community Value held by the PC in respect of the Bennet Arms PH and the public meeting scheduled for Friday 23 March 2018. Cllr Mildmay-White advised that, although the owner hopes to sell the land to the side and rear of the PH, the ACV will still stand re the PH itself. | |
| 17/107 | <u>COUNTY COUNCILLOR'S REPORT:</u> Cllr Soons' report is attached. | |
| 17/108 | <u>BOROUGH COUNCILLOR'S REPORT:</u> Cllr Mildmay-White reported as below. | |
| | <ol style="list-style-type: none"> 1. Single Council for West Suffolk. The creation of a single West Suffolk Council continues to move forward. It is expected that the parliamentary process for the Orders will be complete before the end of May and we have been given assurances that the process will be completed in time for the May 2019 elections. 2. Boundary Review. The Local Government Boundary Commission for England met on 20 February to discuss West Suffolk proposal for size, 64 members (down from 72) overall. When the Order to create West Suffolk Council is issued, the LGBCE will then meet to consider the draft proposals put forward by the Councils and any other people who have made submissions. The LGBCE will then put forward a draft proposal themselves and submit this for public consultation throughout the summer. Please visit the www.westsuffolk.gov.uk and visit the electoral review consultation to have your say on shaping new council wards. 3. Council Tax. St Edmundsbury has proposes nil increase in council tax for 2018. 4. 17-18 Cornhill Bury St Edmunds. Architects have been appointed to develop proposals for the old Post Office including proposals that keep the historic Victorian front respecting the town's heritage while also bringing it back into economic use. 5. Newbury Community Centre Howard Estate. St Edmundsbury together with Suffolk County Council have been awarded £670,000 government funding towards the redevelopment of this site which will include 79 new homes and a new community centre. 6. Abbey of St Edmund Heritage Partnership of which St Edmundsbury is a part have been granted Scheduled Monument Consent by English Heritage to move the tennis courts in the Abbey Gardens. These will be relocated on the Eastgate Nurseries site. This will allow further Heritage Assessments of the old tennis court site. 7. Apprenticeships. 10 new apprenticeship posts are to be created including degree apprenticeships. 17 apprenticeship posts have been taken up since April 2017 many of these have now moved into full time posts within the council. <p>Cllr Mildmay-White also provided the following information regarding the ACV on the Bennet Arms: The operation of the moratorium and protected periods is a separate process from the inclusion and removal of assets from the ACV register. Once land is listed as an ACV, it will remain listed until five years have passed, or until it is removed because the land no longer meets the criteria of an ACV, or until it is sold (after the application of the moratorium). Where, as in this case, the owner intends to sell only part of the listed land, the Regulations allow for the entry in the ACV register to be amended so that the ACV status is only removed from the land which is sold. Therefore, in this instance, the pub will remain on the ACV register. If the owner decides not to sell the land, the whole site will remain listed.</p> | |

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| | The moratorium and protected periods will run over the whole site as the Regulations do not allow for parts of a site not for sale to be treated differently for these purposes. This does mean that the owner will be able to offer the pub building (and other land in the site) for sale for the next 18 months without the moratorium applying again, despite the land remaining on the ACV register. A question was raised as to whether, if HL sells the right of way, could access be gained through the allotments (Rougham Estate has access.) | |
| 17/109 | FINANCE & ADMINISTRATION | |
| | <u>Income and Payments</u> Bank balances as at 28.2.17: Current: £4,785.80, Savings: £16,464.73, Total: £21,250.53. <u>Payments</u> R Peters: Litter Picking: Jan-Mar 2018: £300.00 (Chq 101272) Clerk: Salary: Jan-Mar 2018: £1,400 + Mileage £59.40 = £1,459.40 (101274) HMRC: PAYE: Jan-Mar 2018: £350.00 (101275) Viking Payments: 1 no Bisley 4 Drawer Filing Cabinet: £238.80 (101276) The above were approved for payment. <u>Bank Reconciliation as at 28.2.18)</u> <u>Finance Spreadsheet</u>) These documents are to be circulated shortly. | |
| | <u>Boundary Review</u> : It was noted that in future each councillor must represent a similar number of electors, with either one or two councillors representing each Ward. St Edmundsbury Borough Council and Forest Heath District Council have proposed two options for the representation of the Parish on the new combined West Suffolk Council. It was agreed that neither is ideal and that the Parish Council should propose an alternative option that maintains the integrity of the Parish and is more appropriate for the area (and its rural nature), namely for Rushbrooke with Rougham Parish to be to be part of a Ward comprising Rushbrooke with Rougham, Bradfield St Clare and Bradfield St George, represented by one Councillor. The electorate would total 1,986. The Parish would then be represented by one Councillor with experience of rural matters. Cllr Drewienkiewicz will accordingly draw together all the evidence and revise the draft prepared by Cllr Steel for submission by the deadline of 28 March. | |
| | <u>Review/Approval of Documents for Financial Year 2018/19</u> : The following documents (updated/amended as appropriate) had been circulated to all Members, approved for use for 2018/19 and signed; Standing Orders, Financial Regulations, Register of Assets and Risk Assessment and Internal Control schedules. Insurance details to be updated following approval of Register of Assets. | Clerk |
| 17/110 | PLANNING (a) Decisions Received: None (b) Withdrawn Applications: None (c) New Planning Applications DC/18/0339: Kingshall Cottage, 12 Kingshall Street: 1 no Dwelling with vehicular access Members agreed unanimously to object to this PA for the following reasons: Overdevelopment of the site, out of keeping with Street Scene, represents 'garden grab'. If permitted, there would be serious transport and parking issues, especially during construction, due to its location opposite the village shop, close proximity to Orchard Close access and the nearby bus stops. (d) Other Planning Matters: Nothing to report. | Clerk |
| | <u>James Stiff Cottages</u> : Cllr Poole reported that, currently, only 50% of the accommodation is occupied. Members hope that, Borough Cllr Mildmay-White will be able to advise as to plans for increasing occupancy numbers (having previously contacted Messrs Havebury. | SMW |
| | <u>Website</u> : PC documents are now being added by Synergis Media. Members agreed it would be good to see this developed to provide a comprehensive website for the Parish. It was agreed that all Members would take a look at the site with a view to bringing forward ideas to the next PC Meeting for its enhancement. | |
| | <u>Condition of Village Signs</u> : The missing, or damaged, signs had been advised to SEBC/SCC Highways as appropriate; SCC advised that such work would be tackled in the new financial year. Whilst Mr Peters had been asked if he would be interested in cleaning these various signs and, if so, to take a look and advise at what charge, the Clerk learned (post meeting) that he has actually cleaned some already (but no estimate of charge had been provided.) Cllr Langdon | |

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| | advised that he had recently washed some of the signs in the Mouse Lane area and encouraged all Members to do similarly in their local areas. | ALL |
| | <p><u>Notice Board for Lark Grange</u>: Details of a possible product had been circulated (cost £354 (ex VAT) for size 780mm x 1031mm) ex Education Supplies) and details sent to Taylor Wimpey for approval before purchase. TW's response is to be expedited.</p> <p><u>Incorrectly Sited Bury St Edmunds Sign and Royal Mail Issues re Inclusion of 'Rougham' in postal addresses</u>: These items are still awaiting SEBC and Royal Mail to action (respectively).</p> <p><u>Open Reach Cabinet, Orchard Close/Kingshall Street</u>: The graffiti has been removed; this item will be removed from the agenda.</p> | Clerk IS Clerk |
| 17/111 | HIGHWAYS: | |
| | <p><u>A14 Junction 45</u>: Cllr Powell updated Members as to the situation re this slip road and confirmed that the matter is currently awaiting a response from Highways England. Cllr Powell forwarded his recent email in this regard to Cllr Soons for her to investigate the cause of the delay in re-opening this.</p> <p><u>Church Road and New Road Junction/Old A45: Potholes</u>: Cllr Soons requested that SCC's report number re this work be advised to her, so that she may expedite the outstanding work to the junction of New Road/old A45.</p> <p><u>Flooding: Almshouse Road</u>: The problems cited in Cllr Powell's recent email on this matter are to be reported online to SCC and the details forwarded to Cllr Soons. (It was noted that the best way to remedy this problem is to dig a gully to take the water <u>all the way into</u> the nearby ditch.) Cllr Soons advised that, if the work is not done, it should be reported as a complaint (i.e. to Rougham Highways Office via herself). Cllr Chapple agreed to take appropriate photographs to accompany report.</p> <p><u>Overgrown Pavement from A14 to Blackthorpe</u>: Only part of this path had been cleared and a further report issued; to no avail to date. Cllr Soons asked that a further report be sent to SCC and a copy of that report number provided to her.</p> <p><u>Dog Litter Bins</u>: Cllr Poole kindly agreed to install the three new bins as follows; (i) by little bridge on Moat Lane (nearly opposite Oak Lane), (ii) Laundry Lane junction with Oak Lane and (iii) across the road from Mouse Lane on path to Blackthorpe Barn.</p> <p><u>Dog Litter Signs</u>: It was agreed to affix laminated board signs to notice board supports. It was also agreed to affix the metal penalty signs by the new bins.</p> <p><u>High Rougham</u>: Members reported that this hedge (near Flint Cottage) has been pruned to uncover the road sign.</p> <p><u>Rojanda</u>: The resident here has failed to accede to our several requests to prune the Leylandii hedge, which is encroaching on the highway. Following receipt of a report from SCC refusing to undertake this work instead (stating that this is the responsibility of the resident to maintain and will not therefore be carrying out the work), Cllr Soons asked to be advised re SCC's response/report number etc for her to action as a formal complaint.</p> <p>It was noted that Complaints may be sent to: customerrights@suffolk.gov.uk (or Tel No 0345 266 1821) – with an accompanying photograph of the problem.</p> <p><u>Incorrectly Sited Bury St Edmunds Sign and Royal Mail Issues re Inclusion of 'Rougham' in postal addresses</u>: These items are still awaiting Taylor Wimpey and Royal Mail action.</p> | KS Clerk/KS Clerk/MCh Clerk/KS AP IS |
| 17/112 | MOUSE LANE | |
| | <p><u>Mouse Lane Play Area – Safety Reports</u>: Cllr Langdon had circulated an email advising of the work undertaken in line with the Play Area Safety Reports; Rougham Estate had planted a hedge, which it is hoped will obviate the need to remove the broken timber and wire fence. The picnic tables will be removed from storage, cleaned and returned to the playing field after Easter (and fixed to the ground to prevent them being moved). A carpenter has been contacted to effect repairs to the damaged equipment. Bolts on the small child swing are beginning to wear; these will be replaced. Equipment remaining to be painted will be done. All work should be completed by late Spring.</p> <p><u>Mouse Lane</u>: Cllr Old reported that there are parking problems by the corner here (near the Green).</p> <p><u>Rougham United Charities</u>: As Trustee of the above, Cllr Old advised that all Trustees are coming up for re-election. Cllrs Old and Cocksedge (as the PC's representatives) had both expressed an interest in continuing). The PC needs to contact Mr J Revick of Kingshall Street in this connection; Cllr Chapple offered to advise his address for this purpose.</p> | PL MCh/Clerk |

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| 17/113 | <p>FOOTPATHS Mr J Drewienkiewicz is to be asked for an update. It would appear that Mr Chris Smith, who had expressed an interest in taking over the role of Footpaths Warden, has not responded to his requests to arrange a mutually convenient time to meet.</p> | |
| 17/114 | <p>COMMUNITY <u>Bennet Arms PA</u>: Re Hawthorn Leisure's PA, SEBC had requested a traffic report, which is still awaited. See also Min 17/106 above. <u>Village Fete</u>: Nothing to report <u>Public Transport</u>: Nothing to report. <u>Emergency Plan</u>: Nothing to report; Cllrs Lee and Poole to provide a report to the next meeting.</p> | AP/CL |
| 17/115 | <p>CORRESPONDENCE: Nothing to report.</p> | |
| 17/116 | <p>MATTERS OF REPORT ONLY: None</p> | |
| 17/117 | <p>MATTERS FOR CONSIDERATION AT NEXT MEETING: None</p> | |
| 17/118 | <p>DATE OF NEXT MEETINGS: Monday 23 April: Annual Parish Meeting: 7.30 p.m. Monday 21 May: Annual PC Meeting: 7.30 p.m. Rougham Sports Hall.</p> | |

Approved at the PC Meeting on 30 April 2018