

<b><u>MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 25 SEPTEMBER 2017</u></b>		
	<p><u>Present:</u> P Langdon (Chair), M Chapple, M Cocksedge, A Poole and A Powell</p> <p><u>In attendance:</u> Co Cllr K Soons, two Representatives from two residents from the Battlies, Sow Lane, resident of Field View, Rushbrooke and representative from Churchmanor.</p>	<b><u>ACTION</u></b>
17/044	<b><u>APOLOGIES FOR ABSENCE:</u></b> Cllrs I Steel, C Drewienkiewicz, C Lee, C Old and Boro Cllr S Mildmay-White	
17/045	<b><u>DECLARATIONS OF INTEREST:</u></b> Cllr Cocksedge re Item 10(c) DC/17/1468.	
17/046	<b><u>APPROVAL OF MINUTES:</u></b> The Minutes of the last PC Meeting held on 10 July were approved and signed.	
17/047	<b><u>MATTERS ARISING:</u></b> Open Reach has not, as yet, removed the graffiti from its cabinet in New Road; to be expedited. Cllr Langdon advised the following: A Pelican Crossing is being sought for the cycle way Speed restriction to be sought for Sow Lane along with prohibition of HGVs.	
17/048	<b><u>PUBLIC FORUM:</u></b> Two residents from the bungalows at The Battlies expressed concern about the impact of HGVs travelling along Sow Lane and, also, the siting of the proposed cycle path. Later in the meeting they discussed the issues privately with Cllr Soons. The resident from Field View wished to clarify that he has no intention of trying to subsume land at Rushbrooke for use as a private parking area. Cllr Langdon to liaise with SCC re correct signage to A14.	KS/PL
17/049	<b><u>COUNTY COUNCILLOR'S REPORT:</u></b> Cllr Soons advised that New Road and Church Road, Rougham are to be patched under a road closure, ideally during the autumn half term school holidays 23 to 27 October and both roads to be included in next year's dressing programme to seal patches. Information awaited from Operations re resource availability.	KS
17/050	<b><u>BOROUGH COUNCILLOR'S REPORT:</u></b> Cllr Mildmay-White had submitted her report for September by email (as follows) due to her unexpected absence: 1. I attended the opening of the Eastern Relief Road today. Many thanks to the Tower Association for hosting the event and providing delicious refreshments. 2. Development Control committee met last week and granted permission for the waste hub at Hollow Road. 3. Tomorrow the Council will be taking the decision on whether to proceed with one council for West Suffolk. 4. The Council continues to lobby for a new steps bridge as well as opening up the underpass at the Cattishall level crossing. 5. West Suffolk Business Festival takes place next month 3 <sup>rd</sup> -13 <sup>th</sup> October. This is the 7 <sup>th</sup> year and includes the Bury Free Press Business awards a new one of which the Borough is sponsoring, award for Innovation. 6. Bury in Bloom. Congratulations to all as Bury was the overall winner in Anglia in Bloom.	
17/051	<b><u>ROUGHAM FETE – Transfer to Community Group &amp; Constitution:</u></b> Cllr Chapple had circulated the proposed Constitution for the Fete Committee, which will be presented for approval to its AGM on 13 October.	MCh
17/052	<b><u>ACV - Bennet Arms:</u></b> Cllr Chapple advised that the current PA had been withdrawn and a new one is expected to be resubmitted.	
17/053	<b><u>PLANNING</u></b>	
	(a) <u>Decisions Received:</u> None	
	(b) <u>Withdrawn Applications:</u> None	

	<p>(c) <u>New Applications:</u>  DC/17/1468/OUT: Suffolk Business Park, Rougham Tower Avenue: Outline Planning Application (Means of Access and Landscaping to be considered) for Use Classes B1, B8, A3, A4, A5 and C1.  DC/17/1469/FUL: Suffolk Business Park, Rougham Tower Avenue: (i) 2 no three storey office buildings (B1 use) with an associated two storey warehouse building (B8 use), (ii) Single storey coffee shop unit and drive-through facility (A3/A5 use) with car and cycle parking, landscaping and associated works (iii) Construction of new access roads, foot and cycle ways and strategic boundary landscaping.  DC/17/1504/FUL: Office &amp; Warehouse, Rougham Tower Avenue: Two linked buildings comprising two storey office building (B1 use) and single storey warehouse and building (B8 use) with car and cycle parking, landscaping and associated works. Construction of new access roads, foot and cycle ways and strategic boundary landscaping.  DC/17/1765/RM: Plots SP205 And SP150 Western Part Of The Suffolk Business Park, Extension Bury St Edmunds (Part Parish Of Bury St Edmunds And Part Parish Of Rushbrooke with Rougham): Reserved Matters Application Submission of details under DC/16/2825/OUT - the means of appearance, layout, scale and landscaping for 2no. industrial/logistics buildings (B8/B1C uses), together with associated car parking, service yard and landscaping  DC/17/1880/RM - Land North Of A14 Rougham East Bound: Submission of details under DC/16/2825/OUT - construction of new headquarters and manufacturing facility for RC Treatt and Co Ltd comprising offices (B1a), laboratories (B1b), warehousing (B8) and manufacturing facility (B2) and associated infrastructure including vehicle parking, yard parking, drainage and landscaping on plot.  DC/17/1753/TPO: 8 Mouse Lane, Rougham: 3 no Oak Trees: One third overall reduction  Members supported all the above applications.</p>	Clerk
	<p>(d) <u>Other Planning Matters</u></p>	
	<p><u>Churchmanor development:</u> Mr John Harvey clarified some details upon request  <u>Sow Lane: Cycle Path and Junction:</u> Nothing to report.  <u>Proposed BP Service Station:</u> BP had withdrawn its first PA at SEBC's request and is to re-submit.  <u>Field View – Planned Resurfacing:</u> Emails had been received from John Clements (Head of Infrastructure Management) (on 15.9.17) advising that this work had been placed on hold. On 25.9.17 an email was received from Mark Stevens, Asst Director Highways, apologising for failing to keep the PC informed and advising that, from the attached extracts, of a conveyance document for Field View (dated 15.1.59) and HM Land Registry extract (dated 9.9.98) "there is no road or track shown on either of the attachments that lies immediately adjacent". Also on 25.9.17, Mr Stevens confirmed; "No start date for any improvement work at the junction has been determined yet."</p>	IS  IS Clerk
17/054	<p><b>FINANCE &amp; ADMINISTRATION</b></p>	
	<p><u>Income and Payments</u>  Bank Balances as at 31.8.17: Current: £6,845.35, Savings: £21,458.60, Total: £28,304.95  Income: No receipts  Updated Income &amp; Expenditure Spreadsheets 2017/18 and Bank Reconciliation are to be circulated.  <u>Approval of 2016/17 Accounts, Annual Return for 31 March 2017 and Matters Arising Report:</u> The approved Annual Return, and the Issues Arising report were presented to Members. The Issues Arising report requested that the PC takes action in accordance with SALC's Internal Audit report.  <u>Payments</u>  TC Forestry &amp; Fencing Invoices:  No 55: July: One Mowing of Mouse Lane Playing: £39.15  No 62: Mowing of: Mouse Lane Playing Field x 2 (£78.39) and Footpaths x 1: £38.60 TOTAL: £156.14 (Chq No 101246)  Mr R Peters: Litter Picking: Apr-Jun and Jul-Sep: £600.00 (101247)  Command Pest Control: 1.9-1.12.17: £59.40 (101249)  Clerk: Printing Inks: £397.44 (101250)  Clerk's Salary: Jul-Sep: £1,445.00+Mil: £59.40 = Total: £1,504.40 (101251)  HMRC: PAYE: Jul-Sep: £350.00 (101252)  BDO LLP: Review of Annual Return for Y/e 31.3.17: £120.00 (101253)  Standing Orders 30.9.17: £150: St Nicholas Church, Rushbrooke  £500: St Mary's Church, Rougham</p>	Clerk  Clerk/IS

	<p>£1k: Rougham Playing Field Man. Committee Business Services @ CAS Ltd: £17.18 outstanding on this year's policy due to the addition of 2 items of play equipment on 12 June 2017 (101254)</p> <p>Business Services @ CAS Ltd: Insurance Renewal: 1.10.17-30.9.18: As agreed, the insurance cover had been reduced by: 1 no bus shelter (property of Havebury).</p> <p>Members agreed to accept the option of a 5 year Long Term Undertaking in the sum of £331.84 (101255)</p> <p><u>Great British Spring Clean/Litter Pick</u>: Nothing to report.</p> <p><u>Condition of Village Signs</u>: Cllrs Langdon and Powell had provided reports in this regard to the Clerk; enquiries are to be made with SCC Highways as to its responsibility in this regard.</p> <p><u>Website Maintenance</u>: Notices will be placed to attract possible interest in this role.</p> <p><u>Register of Assets</u>: This is to be reduced by 1 no bus shelter (from 3 to 2) as one at Newthorpe had been replaced by Havebury.</p> <p>It was further agreed to write off the lap tops, which had been provided to the Pre-School as a grant some years ago and, similarly, also write off the Parish Notice Boards.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
17/055	<p><b><u>MOUSE LANE</u></b></p> <p><u>Ravenwood Hall Hotel – Overgrown Footpath</u>: Cllr Mildmay-White had kindly provided a map of this area from which it appears that SCC is responsible for this pavement. Contact is to be made with SCC (0345 606 6067) to remind them of this required work.</p> <p><u>Play Area: Safety Reports</u>: The broken fence awaits taking down by Cllr Lee, and Steve Flowers has offered to dispose of it. (It had been suggested that perhaps this could be replaced by a post and rail/wire type.). An update will be provided to the next meeting.</p> <p><u>Play Area – Grant</u>: Cllr Langdon had passed a cheque re this to the Parish Clerk for banking.</p> <p><u>Potholes – Church and New Roads</u>: Before this meeting, Cllr Steel and Co Cllr Soons had viewed, the state of these two roads re potholes. (Post meeting, the PC was advised that these did not quite meet SCC's requirements for immediate attention, but would be monitored.) See also Min 17/049 above.</p> <p><u>Great British Spring Clean</u>: To be arranged/cancelled?</p> <p><u>Village Signs</u>: The condition of the various highways related signs had been reviewed and the Clerk notified. Those needing attention are; Blackthorpe and Smithy Close (both having 'disappeared'), Moat Lane and Eastlow Hill are broken, Almshouse Road, The Green and Elderstub Lane are completely covered with Brambles. Church Lane sign is dirty. Kingshall Street (junction Kings Close) - damaged 30 mph repeater sign.</p> <p><u>Open Reach Cabinet, Orchard Close</u>: Following contact with Messrs Open Reach, it had been agreed that they would re-paint/clean off the graffiti on this cabinet. To date this had not been done; to be expedited.</p> <p><u>Bus Shelter: Newthorpe</u>: Messrs Havebury are to be asked to maintain this shelter, or replace it, as it is in a poor state following removal of graffiti.</p>	<p>u</p>
17/056	<p><b><u>HIGHWAYS</u></b></p> <p><u>Mount Road</u>: Awaiting advice as to when the agreed new speed limit will be implemented.</p> <p><u>'Rojanda', High Rougham – Hedge</u>: With no work undertaken and no possible work permissible during the bird nesting season, SCC is now to be asked to undertake this work.</p> <p><u>Cycle Path</u>: See Min 17/048.</p> <p><u>Potholes</u>: See Min 17/049 above.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
17/057	<p><b><u>COMMUNITY</u></b></p> <p><u>Village Fete</u>: Refer Min 17/051 above.</p> <p><u>Website</u>: Refer 17/054 above</p> <p><u>Public Transport</u>: Nothing to report.</p> <p><u>Emergency Plan</u>: Cllrs Poole and Lee will report to the next meeting re this.</p> <p><u>Dog Litter</u>: With the new legislation effective 1 October, it was agreed to obtain as many signs etc as possible to ascertain efficacy. (Post Meeting, some 6-8 signs have been received.)</p>	<p>ALL AP AP/CL</p> <p>Clerk</p>
17/058	<p><b><u>CORRESPONDENCE</u></b>: Nothing to report.</p>	

<b>17/059</b>	<b>MATTERS OF REPORT ONLY:</b> None	
<b>17/060</b>	<b>MATTERS FOR CONSIDERATION AT NEXT MEETING:</b> None	
<b>17/061</b>	<b>DATE OF NEXT PC MEETING:</b> Monday 20 November 2017	

Approved at the PC Meeting held on 20 November 2017