

	<p align="center"><b><u>MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 26 FEBRUARY 2018</u></b></p> <p>Present: I Steel (Chair), P Langdon, C Drewienkiewicz, C Old and A Poole,</p>	<p align="center"><b><u>ACTION</u></b></p>
17/09 5	<b>APOLOGIES FOR ABSENCE:</b> Cllrs M Chapple, M Cocksedge, C Lee, A Powell and D Strong	
17/09 6	<b>DECLARATIONS OF INTEREST:</b> None	
17/09 7	<b>PUBLIC FORUM:</b> No members of the public present.	
17/09 8	<p><b>NEW APPLICATIONS:</b> DC/18/0227/HH: 25 Orchard Close, Rougham:</p> <ul style="list-style-type: none"> <li>(i) Two storey side and rear extension</li> <li>(ii) Single storey front extension and</li> <li>(iii) Single storey rear extension (following demolition of existing side extension)</li> </ul> <p>There being no objections, it was agreed to support this PA. DC/18/0034/FUL: Land North of Rougham Industrial Estate, Rougham Tower Avenue, Rougham:</p> <ul style="list-style-type: none"> <li>(i) construction of agricultural dealership building with associated offices,</li> <li>(ii) servicing and repairs of agricultural machinery, parking, access, cleaning facility and outside storage and display areas of agricultural machinery for sale (sui generis use) and (ii) construction of new access road with cycle ways and footpaths, pumping station, substation and associated landscaping.</li> </ul> <p>The original PA in this regard had been supported; since SEBC had advised that this was a amendment resulting in a change of description only, Members agreed to support it.</p>	<p align="center">Clerk</p>
17/09 9	<p><b>PROPOSED CREATION OF A BRIDLEWAY BETWEEN ROUGHAM BRIDLEWAY NO 34 AND ROUGHAM HILL AT BURY ST EDMUNDS – HIGHWAYS ACT 1980 SECTION 26:</b> Members studied the proposed routing of this bridleway and agreed to support it.</p>	<p align="center">Clerk</p>
17/10 0	<p><b>FINANCE &amp; ADMINISTRATION</b></p> <p>Selection/Approval of Data Protection Officer: Details of two organisations, and their fees, had been circulated. It was agreed to appoint the DPO Centre at a Year 1 cost of £600 and Year 2 cost of £300 (including; 3 monthly questionnaire, review and documentation update and telephone/email advice (3 per month). These fees are based on a Precept/Revenue of approx. £5-£25k. This will be confirmed to DPO Centre via SALC. Members authorised the following purchases:</p> <ul style="list-style-type: none"> <li>(i) 1 x notice board for Lark Grange development (details had been circulated) in the sum of £353.99, once this had been approved by Messrs Taylor Wimpey.</li> <li>(ii) 1 x Bisley Steel 4 Drawer Filing Cabinet (net price £199.00)</li> </ul>	<p align="center">Clerk</p>

	<p>Grass Cutting: TC Forestry &amp; Fencing (our current contractor) had submitted the following quotation for this year's work:  Mouse Lane Play Area: £40.50 per cut (last year £39.15 per cut)  Footpaths: £40.00 " " ( " " £38.60 " " )</p>	Clerk
17/10 1	<p><u>Bank Reconciliation</u> as at 1.1.18: This had been circulated and was approved.  <u>Payments</u>  Glasdon UK Ltd: 3 x Fido 25 Dog Waste Bins and Poles: £456.08  Clerk: 2 reams printer paper (3.25 + 4.00) + Blue LA file for internal audit £4.04: Total: £11.29  The above payments were approved.  <u>Updated Register of Assets 2017/18 (FINAL)</u>: This was considered and approved.  <u>Website Maintenance</u>: The Parish Clerk confirmed that synergismedia.co.uk has been appointed for an initial trial period of six months (to July 2018). Some PC information had recently been sent through for uploading to the website to:  Mel Evans <a href="mailto:mel@synergismedia.co.uk">mel@synergismedia.co.uk</a> who also undertook some "housekeeping" of the site. Additional village related information is welcomed (although commercial advertising is not currently accepted).  <u>Community Governance Review 2021</u>: Cllr Steel outlined his and Cllr Langdon's recent meeting with SEBC re the above. On behalf of the PC, they advised their reluctance to find the Parish with a town representative, Parish is a rural one. In 2021, the new Council will have to consider the new terms of reference.  Phases 3, 4 &amp; 5 Lark Grange: Having agreed a number of road names with TW, Cllr Langdon will be submitting these to SEBC.  Postal Addresses for Lark Grange: MP Jo Churchill had promised to take up the thorny matter of including Rougham in these addresses, but so far nothing has been received.</p> <p><b>CONSULTATIONS</b>  Two consultations had been received, via SALC as follows:  (i) DEFRA's Crime and Poor Performance in the Waste Sector: Having discussed the four questions highlighted by SALC for response by NALC, it was agreed that, whilst flytipping had increased over the last few years, the main action to be taken is the issuing of a Fixed Penalty Notice for the offence of a householder passing their waste to an unauthorised person and then enforcing and reporting/publicising same.  (ii) Community Self Help: Members generally felt that the PC does not receive appropriate funding to take on such responsibilities.</p>	PL
17/10 2	<p><b>DATE OF NEXT PC MEETING:</b> Monday 19 March 2018:  Rougham Sports Hall.</p>	

Approved at the PC Meeting held on 19 March 2018