

MINUTES OF THE OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL MEETING HELD ON MONDAY 10 DECEMBER 2018		
	Present: Cllrs P Langdon, C Old and A Powell	
		ACTION
18/081	APOLOGIES FOR ABSENCE: Cllr K Soons, Boro Cllr S Mildmay-White Cllr Cocksedge (work commitments), C Drewienkiewicz (family commitments), A Poole (family commitments), D Strong (appointments), S Brinkley (work commitments) and M Chapple (unwell)	
18/082	DECLARATIONS OF INTEREST: None	
18/083	APPROVAL OF MINUTES: The minutes of the meeting held on the 19 November were approved and signed.	
18/084	MATTERS ARISING: None	
18/085	PUBLIC FORUM: No members of the public present.	
18/086	COUNTY COUNCILLOR'S REPORT: Cllr Soons' report for December had not been received in time due to the Clerk's IT problems. A further copy had since been received and circulated.	
18/087	BOROUGH COUNCILLOR'S REPORT: No report provided in Cllr Mildmay-White's absence.	
18/088	<p>FINANCE AND ADMINISTRATION</p> <p>Bank Balances as at 31.11.18: Current: £5,604.53, Deposit: £18,050.66 Total: £23,655.19. The bank reconciliation as at 31.11.18 is to be circulated when the bank statement is received.</p> <p>2019/20 Budget & Precept: An updated spreadsheet was issued to Members (incorporating expenditure/budget YTD and suggested budget figures for the next financial year. The 2019/20 budget (and the precept) will be discussed at the next meeting on Monday 21 January (in readiness for submission by 25 January 2019).</p> <p>SALC: Service Level Agreement re Payroll Service: This document was considered, approved and signed.</p> <p>Bank Mandate: A new mandate had been prepared to remove ex Cllr Steel from the PC list of signatories. However, this had been prepared for signing by Cllr Langdon (and countersigned by Cllr Powell). In the latter's absence from the meeting, it was agreed that the Clerk would obtain a fresh mandate reflecting signatures of Cllrs Langdon and Cocksedge instead.</p> <p>2018 Standing Orders: These have already been adopted.</p> <p>General Data Protection Regulation 2018: This approved documentation is being placed on the website.</p> <p>Website Update: Having discussed with Suffolk Cloud the presentation changes in this connection, Cllr Langdon had provided some photographs for inclusion. Other photographs are being provided by Cllr Chapple. As there will be a continuing need for new photographs, Members were asked to provide suitable material to Cllr Langdon for consideration.</p> <p>Sports Hall Funding: Cllr Langdon is to discuss this with Mr Balmer.</p> <p><u>Payments</u></p> <p>Clerk: 2 x Black Printer Cartridges (131.58). Stamps (13.92) and Paper (3.25): Total: £148.75 (100958)</p> <p>Command Pest Control: 1.12.18-1.3.19: £59.50</p> <p>The above invoices were approved for payment.</p> <p>The finance spreadsheet (updated with the above payments and including expenditure YTD/suggested 2019/20 Budget) was issued.</p> <p>The 2019/20 Budget and Precept are to be discussed/agreed at the next meeting on Monday 21 January.</p> <p><u>HIGHWAYS</u></p> <p>Flood Alleviation Works – Almshouse and Church Roads. Co Cllr Soons had kindly tried to expedite this work; enquiries are to be made as to when the work will be carried out.</p> <p>Potholes – Top of Sow Lane/Corner by White House: These new potholes are to be reported.</p> <p>Potholes – Smithy Close: Photographs had been sent to Co Cllr Soons in order for her to expedite on the PC's behalf.</p> <p>Nether Street Sign: It was reported that this sign has been knocked over; this will be reported.</p> <p>Grit/Salt Bins: Members agreed to purchase these for Fishwick Corner, Newthorpe/Almshouse Road junction and The Downs/Almshouse Road junction. It was further agreed to purchase one for the junction of Nether</p>	<p style="text-align: center;">Clerk</p> <p style="text-align: center;">ALL/ Clerk</p> <p style="text-align: center;">PL/Clerk</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">ALL/PL</p> <p style="text-align: center;">PL</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">ALL</p> <p style="text-align: center;">PL</p> <p style="text-align: center;">Clerk</p> <p style="text-align: center;">MCh</p> <p style="text-align: center;">Clerk</p>

	<p>Street/High Rougham, junction of Almshouse Road/Moat Lane A request for locality funding from Co Cllr Soons' budget will be sought – as well as permission for siting of same from Highways.</p> <p>Village Road Signs: Illegible and broken road signs: Replacement of the broken/faded road signs at the junction of Church and Almshouse Roads is to be chased.</p> <p>School Bus Pick Up: It had been reported that the bus no longer collects pupils from the top of Mouse Lane; it is not known where the official PU point is now. Cllr Chapple will be asked to ascertain this information.</p> <p>Emergency Management Planning: Additional Defibrillator: It was clarified that a second defibrillator would be useful outside Kingshall Street Post Office; funding is to be sought in this regard. Some discussion was held about the possible installation of a third defibrillator (by the Farm in Rushbrooke), but this (along with any others) is to be considered later.</p>	<p>Clerk</p> <p>Clerk</p> <p>MCh</p> <p>Clerk</p>
18/089	<p>PLANNING</p> <p>(a) Decisions Received: None</p> <p>(b) Withdrawn Applications: None</p> <p>(c) New Planning Applications: PA DC/18/2091/FUL: Home Farmhouse, The Drive, Rushbrooke: Replacement dwelling with associated outbuilding and landscaping. Members agreed to support the application.</p> <p>(d) Other Planning Matters: None</p>	<p>Clerk</p>
18/090	<p>MOUSE LANE: Cllr Old advised that the commercial vehicle parking issues are ongoing, but it was noted that this should be resolved by WSC by the year end.</p> <p>Play Area Safety Report: Cllr Langdon reported that repairs are required to the climbing frame; quotations are being sought for this work.</p> <p>Dog Litter Bin: Cllr Poole advised that he hopes to install one of the remaining two bins by January's meeting – leaving one in stock.</p>	<p>PL/CO</p> <p>PL</p> <p>A Poole</p>
18/091	<p>HIGHWAYS:</p> <p>Notice Board(s) – Rushbrooke: Cllr Strong is to try and locate notice board(s) in the village and advise who holds keys.</p> <p>Notice Board – by Rougham Stores: Dimensions are to be ascertained re possible renovation/replacement.</p> <p>Footpath: Smithy Close to Church: Permission was granted for this work to be carried out to clear vegetation on/along this path (at the previous price of £700).</p> <p>Public Transport: It is hoped that Cllr Chapple may be able to report on this matter in future.</p> <p>James Stiff Cottages: A response is still awaited from Havebury Housing; Boro Cllr Mildmay-White has asked for a further meeting. Cllr Poole felt that WSC should speak to the PC formally regarding this matter.</p>	<p>Clerk</p> <p>Clerk</p> <p>DS</p> <p>PL</p> <p>SMW</p>
18/092	<p>MATTERS FOR CONSIDERATION AT NEXT MEETING:</p> <p>i. 2019/2020 Budget/Precept</p> <p>ii. Review Councillors' Portfolio Responsibilities</p>	
18/093	<p>DATE OF NEXT MEETING: Monday 21 January at 7.30 p.m. in Rougham Sports Hall</p>	

Approved at the PC Meeting held on 21 January 2019