

Minutes of Rushbrooke with Rougham Parish Council Meeting held on Monday 20 May 2019

Present: Cllrs P Langdon, S Brinkley, M Chapple, C Drewienkiewicz and A Poole

19/001 Election of Chair and Vice Chair:

Cllr Drewienkiewicz proposed Cllr Langdon as Chair, seconded by Cllr Old. Cllr Langdon accepted the post and signed the Acceptance of Office form.

19/002 Cllr Langdon proposed Councillor Chapple as Vice Chair, seconded by Cllr Strong. Cllr Chapple accepted the post and signed the Acceptance of Office form.

19/003 The Parish Clerk was confirmed as Responsible Financial Officer.

19/004 All remaining Councillors signed Acceptance of Office forms

19/005 All completed Register of Members' Interest forms were collected and countersigned.

19/006: The minutes of Parish Council meeting held on 18 March 2019 were accepted as a true record of the meeting and signed.

19/007: Matters arising: Cllr Strong accepted that the minutes were technically correct but asked that the footpath at Water Cottage be put on the agenda for the next meeting, for an update and further discussion. Clerk

19/008: Public Forum: There were no members of the public present.

19/009: Borough and Co Councillors' reports: There were no reports from Councillor Soons or Councillor Mildmay-White.

19/010: Finance and Administration

The 2018/19 Accounts were approved and signed. The Annual Governance and Accountability Return was discussed, completed, approved and signed.

The following cheques were approved and signed:

Suffolkbiz: Support & Hosting of Website 1.4.18-31.3.19: £100.00 (Chq101296)

Updating of Website: £10/month 1.5.19-31.10.19: £60.00 (101297)

Rougham Estate Properties: Car Park: Annual Rent: 31.3.18-30.3.19: £15.00 and

Half year Playing Field Rent to 29.3.19: £56.14 TOTAL: £71.14 (101298)

Mr P Langdon: Mileage due to indisposition of Clerk: £51.30 (101299)

SALC: Subscription: 2019/20: £435.23 (101301)

19/011: Co-Option: Cllr Poole proposed the co-option of Melvin Cocksedge (former Cllr), which was seconded by Cllr Drewienkiewicz. This was approved and Mr Cocksedge joined Members.

19/012: Councillors' responsibilities: It was agreed to postpone this matter for discussion at a future meeting. It was noted that a Councillor is required to look after the North Ward. It is understood that two North Ward residents are potentially interested in joining the Council; meanwhile it was agreed that Councillor Cocksedge would be asked to be responsible for the North Ward. A new Councillor would be asked to assume responsibility for the website.

19/013: The following documents were confirmed as suitable for 2019/20 and signed by the Chairman:

- Standing orders
- Financial regulations
- Risk Assessment Schedule
- Register of Assets (2 dog bins added)
- Complaints procedure

19/014: Planning applications/decisions: None to be reviewed/discussed

19/015 Mouse Lane

The Chairman reported the recent vandalism at the play area.

It was noted that the trees along the footpath are very overgrown and need cutting back; These are thought to be the responsibility of the Parish Council, since the land is rented by the Council from Rougham Estate. The Chairman will check again with Rougham Estate and enquire re Tree Preservation Orders. Post Meeting, The Chair had discussed this matter with Rougham Estate, but a check needs to be made as to whether any TPOs exist, before submitting an application for tree works. PL

The grass on the green in is very long in places; the Chairman will follow this up with Matt Vernon of SEBC. PL

10/016: Highways

Flooding along Almshouse Road and Church Road: The Parish Council is not satisfied with the response received from Suffolk Highways and will take this further. PL

Pot-hole repairs: it was noted that some have been done; the Chairman will follow up with Suffolk Highways. PL

Church Road sign: Parish Clerk to be asked to expedite this. Clerk

19/017: Footpaths

Following a recent meeting with SCC, it was noted that they will no longer clear footpaths and that this is to become the responsibility of the Parish Council or volunteers. The Chairman proposed to invite bids to cut/clear/clean the footpaths twice a year; local contractors will be asked to submit quotes. The Chairman will ask Rougham Estate to confirm the footpaths for which they have responsibility and those which are the responsibility of the Parish Council. PL

19/018: Community

Public transport: The service provided by Galloways is usually satisfactory but can be erratic.

Lark Grange: A discussion was held in this regard. Members agreed to arrange a leaflet drop with a view to seeking representation from this estate in order to obtain recommendations from a representative as to the residents' perceived requirements. PL

19/019: Any other business

Defibrillator: the grant will now be requested from the British Heart Foundation. The preferred location is Rougham Post Office; the Parish Clerk will be asked to seek permission in this regard advising that the PC would pay for any necessary electrical work. The second choice of location would be the Bennet Arms PH.

Replacement Notice board outside the Post Office: Parish Clerk is to obtain quotes and seek permission for its replacement. Post Meeting, the owner of the Post Office requested that the replacement be sited, on legs, by the fence on the RHS (facing the PO). Clerk

Vandalism/antisocial behaviour: In view of the vandalism and antisocial behaviour near the bus stop by the Bennet Arms, Cllr Poole advised that he is proposing to put up a closed circuit television (CCTV) camera on his own house, which is likely to cover the bus stop too. A sign will be put up indicating that CCTV is in operation; the Chairman will discuss with PC Paul Fox whether there are any regulations relating to CCTV on private property. PL

Sports Hall: The chairman will request a copy of the sports Hall Play Area safety report.

19/020: Date of Next Meeting

The next PC Meeting is to be held on Monday 15 July 2019 at 7.30 p.m. in Rougham Sports Hall, Almshouse Road.

Approved at the PC Meeting held on 15 July 2019