

	<p align="center"><u>DRAFT MINUTES OF THE MEETING OF RUSHBROOKE WITH ROUGHAM PARISH COUNCIL HELD ON MONDAY 21 JANUARY 2019</u></p> <p><u>Present:</u> Cllrs P Langdon, S Brinkley, M Chapple, M Cocksedge, C Drewienkiewicz, A Poole, A Powell and D Strong <u>In attendance:</u> Co Cllr K Soons, Boro Cllr S Mildmay-White, Mr A Tucker (NHW Co-ordinator), PC P Fox (NHW CEO) and Mr J Drewienkiewicz</p>	<u>ACTION</u>
18/094	APOLOGIES FOR ABSENCE: C Old (Holiday)	
18/095	DECLARATIONS OF INTEREST: Cllrs S Brinkley, M Chapple, M Cocksedge, C Drewienkiewicz, A Poole and A Powell (re pre-planning notification in respect of land to west of Kingshall Street)	
18/096	APPROVAL OF MINUTES: The Minutes of the Meeting held on 10 December 2018 were approved and signed.	Clerk
18/097	MATTERS ARISING (not covered by agenda): None	
18/098	PUBLIC FORUM: Mr Andy Tucker and PC P Fox outlined their responsibilities vis a vis the area's Neighbourhood Watch activities, which cover six local villages. They recommended residents investigate a possibly useful, site. (However, post meeting, it was found that the owner of this site is considering selling it. Any clarification received on the matter will be communicated by the NHW in due course.) A crime figure of 6/month was reported which is reassuringly low. Mr J Drewiekiewicz commented on Messrs Strutt & Parker's pre-application notification re proposals for Land West of Kingshall Street.	
18/099	COUNTY COUNCILLOR'S REPORT: Cllr Soons' report for January had been received and circulated. It was felt that there had been an improvement in respect of pothole repairs. It was noted that there are several outstanding in New Road, but it is hoped that these are to be done shortly. Cllr Soons clarified that SCC is not <u>required</u> to repair potholes in passing places on roads, but generally tends to repair them. It was advised that, during the winter, temporary repairs are done pending permanent repairs when the weather improves. Cllr Langdon reminded Members to report pothole issues to Cllr Chapple, who will report on-line and monitor the situation. Cllr Soons asked to be notified of any failure to carry out work required. The consultation re Citizens Advice Bureaux closes on Wednesday 24 January. It was noted that the PC had received no notification re the road works currently taking place on Mount Road; Cllr Soons felt that this was likely to have been human oversight.	
18/100	BOROUGH COUNCILLOR'S REPORT: Cllr Mildmay-White's report had been circulated. She advised that a new Locality Officer has been appointed (succeeding Helen Lindfield). £14m had been received to improve the road from Linton to Cambridge. 2020 sees the 1,000 years since the founding of the Abbey of St Edmund. The next Landlord Forum is to take place on 30 January from 4 p.m. West Suffolk Councils made a successful bid for £335k to pilot smart energy solutions including developing a local smart grid installing solar power on buildings and new battery technology and storage including that planned for the Mildenhall Hub. Suffolk Internship Programme: Now receiving applications for these twelve week placements available at all Suffolk Councils (inc West Suffolk). Closing date 24 February. Housing Register: With a change to a new IT provider, all current residents are asked to re-register to confirm ongoing interest. Cllrs Mildmay-White and Langdon had attended a recent meeting re 'County Lines'.	
18/101	FINANCE & ADMINISTRATION	
18/102	<p><u>Income and Payments</u> Bank Balances as at 31.12.18: Current: £5,604.53, Deposit: £18,050.66 Total: £23,655.19. The bank reconciliation as at 31.12.18 is to be circulated. <u>Income:</u> £437: Churchmanor Estate: Sponsorship of Parish Directory 2018/19 <u>Payments</u> The following two cheques were ratified;</p> <ul style="list-style-type: none"> ➤ 101291: Mr E J Price: Footpath-Smithy Close to School: Cutting back footpath and hedge vegetation and spraying edges: £700 ➤ Suffolk Cloud ('Suffolkbiz'):Website updating 6 mths (1.11.18-30.4.19): £60.00 (101292) <p>Clerk: Salary & Mileage: Oct-Dec 2018: £1,584.40 (101293) HMRC: PAYE: Oct-Dec 2018: 370.00 (101294) Mr R Peters: Litter Picking: Oct-Dec: £300.00 + £0.99 for refuse sacks: £300.99 (101295)</p>	Clerk

	<p>The above payments were approved and the cheques signed.</p> <p><u>Parish Councillor Vacancy:</u> An expression of interest has been received.</p> <p><u>2019/20 Budget & Precept:</u> An updated spreadsheet was issued to Members (incorporating expenditure/budget YTD and suggested budget figures for the next financial year). The new 2019/20 budget (and the precept) were discussed and agreed as follows:</p> <p>Salaries: £7,500 (No change) Admin Expenses: £250 (Increase £50) Subscriptions: £667 (Increase £15) Rents: £205 (Increase £100) Audit (SALC): 300 (Increase £50) Insurance: £507 (Increase £35) Grass Cutting (Mouse Lane & Footpaths): £1,000 (No change) Footpath Clearance: Smithy Close to Church/School: £700 (New budget) Pest Control: £200 (No change) Litter Picking: £2,000 (Increase £800) Increased hours required & hourly rate increased to £10. Training: £400 (Increase £250 - Increased needs (Councillor training etc)) Grants re Churchyards: £650 (No change) Grant to Sports Hall: £1,000 (No change)* Miscellaneous Expenditure: £1,100 (Increase £100) Election Costs: £1,200 Grit Bins (4): £230 (+ locality contribution £229.68) TOTAL: £17,707</p> <p>On the basis of the above budget, Members agreed to request a Precept of £18k.</p> <p><u>Audit 2018/19:</u> This was approved and booked with SALC.</p> <p><u>Review of Sports Hall Funding</u></p> <p>Members agreed to continue with the grant of £1k p.a. on the basis that it includes playing field grass cutting contribution (£700), £300 towards play equipment insurance and the PC's hire of the Sports Hall for its meetings. If the RPFMC wishes to seek additional funding from the PC, for specific purposes, it was agreed that the PC would consider same <u>provided that</u> it is on a match-funded basis.</p> <p><u>Distribution of Parish Directories</u></p> <p>Members confirmed the areas now in receipt of directories and agreed distribution of the remaining copies.</p>	<p>Clerk Clerk</p> <p>Clerk</p> <p>ALL</p>
18/103	<p><u>PLANNING</u></p> <p>(a) Decisions Received: None (b) Withdrawn Applications: None (c) New Planning Applications DC/19/0042/FUL: Plot 1520 Land East of Suffolk Business Park Rougham (i) Construction of access road and (ii) Ambulance Depot with associated landscaping and parking Members agreed to support this application. DC/18/2502: The White House, Blackthorpe: 1 no Office Building (following demolition of existing collapsed barn (DC/18/0977/FUL) Members objected to this application on the basis of increased traffic volumes at the proposed junction with Almshouse Road.</p> <p>(d) Other Planning Matters Notification of Proposal to build 13 no Dwellings on Land to the West of Kingshall Street, Rougham: It was agreed that the PC would advise Messrs Strutt & Parker that the proposal was unsatisfactory on the following grounds; Road safety concerns, including narrow road width, increased traffic volumes at new junction with Almshouse Road (an already busy road), etc.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
18/104	<p><u>MOUSE LANE:</u> 30 Mouse Lane: Enforcement notices had been issued re the use of this dwelling for business purposes; such use should cease end January 2019. Play Area Safety Report: Cllr Langdon advised that repairs are awaited to the climbing frame; quotations have been received. Dog Litter Bin: Cllr Poole advised that one bin remains to be installed.</p>	<p>PL APoole</p>
18/105	<p><u>HIGHWAYS</u> Flooding – Almshouse and New 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>KS</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; these potholes do not meet the repair criteria at present.</p> <p>Nether Street Sign: This damaged sign had been reported.</p> <p>Grit Bins: Members agreed to purchase 4 bins for the following road junctions: (i) Newthorpe/Almshouse Roads (ii) The Downs/Almshouse Road (iii) Almshouse Road/Moat Lane (iv) Nether Street/High Rougham</p> <p>Locality funding of £239 had kindly been agreed by Co Cllr Soons; permission is to be sought from SCC for the siting of these.</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 has been requested; confirmation awaited from SCC.</p>	<p>MCh</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
18/106	<p><u>FOOTPATHS</u></p> <p>Smithy Close/School: Footpath has been cleared of overgrown vegetation.</p> <p>Footpaths Warden Vacancy: No applications had been received to date.</p>	
18/107	<p><u>COMMUNITY</u></p> <p><u>Public Transport:</u> 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 and to seek Galloways' passengers' opinions as to the quality/reliability of service.</p> <p><u>Emergency Management Planning:</u> 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. (Post Meeting: Cllr Mildmay-White advised that all her Locality budget had been allocated; it is hoped that she will be able to assist during the next financial year. (It had also been suggested that a donation from the Fete fund may be possible.))</p>	<p>MCh</p> <p>Clerk PL</p>
18/108	<u>CORRESPONDENCE:</u> Nothing to report.	
18/109	<u>MATTERS OF REPORT ONLY:</u> None	
18/110	<u>MATTERS FOR CONSIDERATION AT THE NEXT MEETING:</u> Review of Councillors' Responsibilities – 2018/20	
	The meeting closed at 2200 hours.	
18/111	<u>DATE OF NEXT MEETING:</u> Monday 18 March at 7.30 p.m. Rougham Sports Hall.	