

## ROUGHAM PARISH COUNCIL

### Minutes of the full Council meeting held on 17 April 2023 in Rougham Sports Hall

Councillors Present: Paul Wells (PW) (Chairman), Andrew Dann (AD) (Vice Chairman), Sean Brinkey (SB, and Tony Poole (TP)).

In Attendance : Sara Mildmay-White (SMW) District Councillor, Karen Soons (KS) County Councillor, Tina Newell (TN) (Clerk) and 5 members of public.

- 170423/01 Apologies for absence: Christine Old (CO) and Davina Strong (DS).
- 170423/02 Councillors resolved to accept apologies from CO and DS.
- 170423/03 All Councillors resolved to appoint Tina Newell (TN) as the Locum Clerk for the next two scheduled meetings on previously advised terms agreeing to leave the permanent appointment of a Clerk to the new Council.
- 170423/04 Minutes of previous meeting: All Councillors confirmed receipt of the draft minutes for the Parish Council meeting held on 30 March 2023 prior to the meeting and resolved to accept these as a true record of the decisions made.
- Public Forum:
- 170423/05 District Councillor SMW presented her report in brief; the full report is appended.
- 170423/06 A member of the public asked if the Parish Council have any plans to celebrate the Coronation of His Majesty the King on Saturday 6 May 2023. PW confirmed no plans have been made; all present agreed it was too late to arrange any formal celebration noting plans for Her Majesty The Queen's Platinum Jubilee began six months ahead of the celebration.
- 170423/07 TN read aloud the notice of the uncontested election and statement of persons nominated and duly elected as Parish Councillors for Rushbrooke and Rougham; office of Parish Councillor will commence on 9 May 2023 for Deborah Hockey, John Newman, Tracey Skoyles and Dan Steed. The current Councillors were not made aware of the election by the Clerk of the time, as historically had been

Signed: *John Newman*

Dated: *18 05 2023*

done, and expressed disappointment at not having the opportunity to become elected members for the next term of office. TN confirmed the new Council can co-opt at the May meeting, after the election of a Chairman, noting advertising the vacancies is a good idea but not necessary.

- 170423/08 A member of the public asked if consideration to holding a Summer Fete could be added to the next meeting agenda.
- 170434/09 PW's confirmed there was no apology or report from the County Councillor.
- 170423/10 Finance: TN had prepared a bank reconciliation and PW confirmed the bank reconciliation for the period ended 31 March 2023 agreed to the bank statements showing a balance of £11,307.41; £3,719.51 in the Community Account and £7,587.90 in the Business Premium Account.
- 170423/11 All present noted the cheque book and all paperwork is currently with the previous Clerk and efforts to make contact had been unsuccessful. Councillors therefore resolved for PW and TP to attempt collection of all Parish Council paperwork and assets this week in accordance with the Local Government Act 1972 sections 225 (1), 227 (1) and 228 (3) (5).
- 170423/12 Bank mandate: Noting no current Councillors have been elected to the Parish Council for the next term of office all Councillors resolved to defer making amendments to the bank mandate for the new Councillors. Councillors PW, AD and SB are current cheque signatures with PW alone having access to internet banking.
- 170423/13 Meeting schedule: All Councillors agreed to hold the annual meetings on Thursday 18 May 2023; two members of the elected Council taking office on May 9, 2023 were present at the meeting as members of the public and were consulted on this date and in agreement.
- 170423/14 PW's, as Chairman, resolved to reorder the agenda to take the employment item as the last item on the agenda.
- Planning:
- All Councillor's considered the following planning applications relating to Rougham:

- 170423/15 DC/23/0342 Application for listed building consent- restoration comprising of a. alterations to roof tiles with the inclusion of dormers and roof lights; b. alterations to fenestration; c. installation of bathrooms and kitchen; d. rewiring and provision of heating system.
- Lawneys Farm Nether Street Rougham Bury St Edmunds Suffolk IP30 9LW
- After a brief discussion all Councillors resolved to SUPPORT this application.
- 170423/16 DC/23/0560/ Householder planning application- detached outbuilding  
34 Nether Street Rougham Suffolk IP30 9LW.
- After consideration all Councillors agreed to SUPPORT this application with a condition to limit the use of the outbuilding to be incidental to the enjoyment of the main dwelling and the occupation being functionally dependant on the main dwelling
- 170423/17 Mouse Lane report: Parking remains an issue however all cars are parked considerably it is simply there are more cars than spaces available; TN will investigate if a highways assessment is possible.
- 170423/18 It was agreed to confirm ownership of the play equipment and the land on which it is sited when records have been returned from the previous Clerk.
- 170423/19 County Councillor KS entered the meeting.
- 170423/20 All Councillors agreed to take KS's report which is appended in full.
- 170423/21 SIDS: A recent report of speed data did not include data for Rougham; PW's has not received a response to the Parish Councils request for new locations. It was agreed to bring this item to the May meeting by which time it is hoped a response for new sites has been received.
- 170423/22 Councillors considered purchasing a VAS/SID with the aid of a grant and resolved to defer this to the May meeting.
- 170423/23 Flooding (Surface Water): It was agreed the issue is as a result of the ditches not meeting up with the grips; KS asked for all issues of surface water to be reported on line with photographic evidence as this will provide a database of historical evidence.
- 170423/24 KS left the meeting.

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- 170423/25 Airfield: No update.
- 170423/26 Anti-social behaviour: Councillors were pleased to confirm there had been no reports of such behaviour.
- 170423/27 Website and social media: It was agreed TN would upload as much relevant and required information for compliance with the Transparency Act and in preparation for the internal and external audits.
- 170423/28 Correspondence: None to note.
- 170423/29 Any other business: None
- 170423/30 All Councillors resolved to exclude members of the public from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed: Employment.
- 170423/31 All Councillors noted the previous Clerks last day of appointment was 16 04 2023 and agreed with the severance pay and conditions proposed.
- 170423/32 All Councillors agreed with the temporary appointment of TN as Parish Clerk and Responsible Financial Officer on terms proposed.
- 170423/33 TN expressed an interest in being considered for the permanent position.
- 170423/34 The Chairman closed the meeting at 9.16pm.