

RUSHBROOKE WITH ROUGHAM PARISH COUNCIL

Chairman: Cllr Sara Mildmay-White

Clerk: Christine Mason

parishclerk@rushbrookewithrougham-pc.gov.uk

6 Walpole House

Auction Street

Bury St Edmunds

Suffolk IP33 3FF

Minutes of the Parish Council meeting held on Monday 1st July 2024 at the Sports Hall, Rougham at 7.30pm

Councillors Present: Sara Mildmay-White (SM-W), Debbie Hockey (DH), Jeff Horner (JH) John Newman (JN), Dan Steed (DS) Christine Old (CO)

Others In Attendance : Christine Mason (Clerk), Sara Mildmay-White (SM-W) (as District Councillor) and two members of the public

010724/16 **Apologies for absence:** Cllr Tracey Skoyles due to holiday.

010724/17 **Declarations of Interest:** No declaration of Interests were made.

Dispensation: Councillors noted no requests for dispensations had been received and none were requested at the meeting.

010724/18 **Minutes:** All Councillors resolved to accept the minutes of the Annual Council meeting held on Monday 20th May 2024. SM-W to sign the minutes as a true reflection of the decisions made at the meeting.

010724/19 **Public Forum**

A member of the public raised a matter relating to an ongoing parking issue at Mouse Lane and the possibility of having a disabled bay, KS to be contacted. Peter Langdon asked if the Parish Council were willing to have the outstanding balance of fete committee funds transferred to the PC bank account and earmarked for community use only – agreed. To gauge interest in having a fete, information to be publicised on Facebook, website, parish magazine, pub, school; grass under the Oak Tree and around the outside of the small railings at Mouse Lane was reported as very overgrown.

010724/20 **County & District Councillor Reports**

Owing to the forthcoming General Election no reports were available.

010724/21 **Planning**

Planning applications validated since the last meeting

DC/24/0802/VAR

Variation of condition 3 of DC/24/0802/VAR to enable amended materials-Building to contain two commercial offices.

Location: The White House Barn Blackthorpe Rougham Suffolk IP30 9HZ

Following discussion, it was resolved that Rushbrooke with Rougham Parish Council OBJECTS to this application.

DC/24/0826/LB

Application for listed building consent – replacement of two hardwood doors to rear elevation.

Location: The Battlies House The Battlies Rougham Suffolk IP90 9NA

Following discussion, it was resolved that Rushbrooke with Rougham Parish Council SUPPORTS this application

010724/22 To note planning applications decided under delegated powers since the last meeting

DC/24/0042/FUL

Planning application a. Conversion of 14 affordable dwellings to create 11 affordable dwellings b. Alteration to access c. Extension to car park d. Alterations to dormer on south elevation e. Enlargement to dormer on north elevation f. Removal of window and door openings g. Cladding as part of front and rear elevations h. Demolition of porch, garage, rear extension, connecting laundry room and oil tanks i. Air source heat pumps

Location: James Stiff Cottages Almshouse Road Rougham Suffolk IP30 9JL

SUPPORT

DC24/0676/HH

Householder planning application – single storey rear extension

Location: 71 Kingshall Street Rougham Suffolk IP30 9LF

SUPPORT

010724/23 **Governance**

a. All Councillors resolved to adopt the Local Councils Standing Orders as available prior to the meeting.

b. All Councillors resolved to adopt the new NALC Financial Regulations with amendments.

c. All Councillors resolved to adopt the Model Code of Conduct as produced by the Local Government Association and as available prior to the meeting.

d. Policies and Procedures: All Councillors agreed to adopt these with no changes.

Safeguarding - DH to be the named safeguarding councillor on the website.

Grievance

Equality

Disciplinary

Equal Opportunities

Health & Safety

Sickness & Absence

Meeting attendance

SM-W and TS to look through all documents, DH to contact SALC for availability of training.

e. All Councillors agreed to adopt the Risk Assessment documents.

010724/24 **Finance**

All Councillors confirmed receipt of the bank reconciliation prior to the meeting and agreed this matched the bank statements to the 31st May 2024; the balance of the Community Account stands at £22,809.12 and with £21,737.67 in the Premium Account, the Parish Council has £44,546.79 in the bank.

010724/25 It was resolved that the following payments be approved:

Community Heartbeat	162.00
Warden's salary x 2	291.20
Clerk's salary x 2	951.32
Cllr SM-W AGM expenses	29.96
Clerk's AGM expenses	15.00
HMRC	465.80
Lyward Colley Workshops	100.00

010724/26 **Mouse Lane play area project / Play area inspection Report**

JH reported the grass has been cut and for safety reasons the bench and picnic table have been removed. Matting requires replacing, further discussion at the November finance meeting. The only parts of the wobbly bridge needing attention are the yellow handrails which can be removed and replaced. SM-W to contact contractors suggested by WSC Parks department. The Parish Council would, if possible, prefer to use a local carpenter with relevant Public Liability Insurance. DS to make initial enquiries.

010724/27 **Footpaths**

Overhanging branches on the right hand side of the Church footpath have been cut back by Tony; tree near the Church has two large boughs in need of cutting back, DH to speak with Julia, vicar of St Mary's Church; further overgrown footpaths include off Kingshall Street where the bungalows for the disabled are located, SM-W to meet with Havebury Housing this coming Thursday; junction into Mouse Lane; after Ravenwood Hall Hotel up to the T junction. A notice to be put in the Parish magazine and website advising residents that their first port of call relating to overgrown footpaths is by contacting the Parish Clerk.

010724/28 **Requirement for a stand in Parish Warden for Holiday and Sickness cover**

SM-W to speak with the Parish Warden prior to a decision being made.

010724/29 **School Car Park**

With the Parish Council solely paying for maintenance of the school car park, a preliminary conversation has been arranged between Simon Edell, SM-W and JH. County Cllr Karen Soons to be contacted to determine Suffolk County Council's position in relation to the maintenance of the car park. The Clerk to action.

010724/30 **Correspondence**

The junction at the White House requires tidying up; white lines, signage and possibly 30mph road markings were also suggested.

The Chairman read out a letter received from Cllr Old in which she tendered her resignation. A vote of thanks was given for her invaluable contribution to the Parish Council during her forty years of service. The Clerk to advise WSC Democratic Services of the vacancy.

010724/31 **Any other council business to be noted for inclusion in a future meeting**

None noted.

010724/32 **Chairman to close the meeting**

With no further business the meeting closed at 9.35pm.

Date of next meeting: 2nd September 2024 at 7.30pm.

