

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 3rd March 2025 at the Sports Hall, Rougham at 7.00pm

Councillors Present: Cllrs Sara Mildmay-White (SM-W), Debbie Hockey (DH), Jeff Horner (JH) Tracey Skoyles (TS) Kate Hardy (KH), John Newman (JN), Christine Mason (CM) Parish Clerk, two representatives from Havebury Housing

0303/25/91 **Apologies for absence:** All present.

0303/25/92 **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.

0303/25/93 **Minutes:** All Councillors resolved to accept the minutes of the Parish Council meeting held on Tuesday 6th January 2025. SM-W to sign the minutes as a true reflection of the decisions made at the meeting.

0303/25/94 **Public Forum:** There were no members of the public present.

0303/25/95 **James Stiff Cottages update from Havebury Housing**

Planning permission has gone through and work has started on the site with the first three properties ready for the summer. Expected completion date for the remaining properties is January/February 2026. Along with considerable support, residents will also be able to choose kitchen units and carpets. There is to be a formal start on site ceremony, parish councillors to be invited, date to be confirmed. A question was raised concerning disruption, but as mainly internal work this will be minimal; although presently not happening, Havebury to ensure every delivery is overseen by the contractor; as there will be children living there, SM-W asked whether an application for a grant towards the refurbishment of the playground could be made to the Community Investment

Fund. A thank you was given for the gift of the original Almshouse Bible kept in the communal lounge.

0303/25/96 **Rougham Development Kingshall Street**

Following a request from Frank Cracknell, Barley Homes, for a name for the Kingshall development, it was proposed Cropley Close would be an appropriate choice given the field in 1815 was owned by Sarah Cropley.

0303/25/97 **County & District Councillor Reports**

The District Councillor's report was previously circulated and noted. Key topics included the WSC rise in Council Tax of 2.96%, equating to an increase of £203.67 for the average Band D property; Government have confirmed Norfolk & Suffolk have been selected to join the Devolution Priority Programme, SCC elections for May have been postponed; Unitary proposal from Suffolk & Norfolk to be submitted by 26th September, if accepted, elections for a shadow authority, including an elected Mayor, will be held in 2026; SM-W attended the A134/Sicklesmere road closures meeting at Nowton to discuss traffic management during closure of the A134, however, both Highways and Hopkin Homes did not attend.

The Parish Report from County Cllr Karen Soons was previously received and circulated.

0303/25/98 **Planning**

A full list of planning applications discussed at the meeting, responses made between meetings under the clerk's delegated powers to be appended to the minutes and posted on the website.

0303/25/99 **Finance**

a. All Councillors confirmed receipt of the bank reconciliation prior to the meeting and agreed this matched the bank statements to 31st January 2025.

Balance of the Community Account stands at £8,942.13 and with £22,266.71 in the Premium Account, the Parish Council has £31,208.84 in the bank.

b. It was resolved payments to be approved at the meeting and payments made since the last meeting be approved

Glasdon two dog waste bins	292.63
Warden's salary February	158.49
Clerk's salary	491.60

HMRC	530.80
Ansvar Insurance	398.11
Training reimbursement DH	40.00
K Cornish works to car park	350.00
Warden's salary	158.69
Clerk's salary	491.40

- c. The updated expenditure against budget schedule was approved.
- d. Quotations received from T C Forestry for grass cutting / general maintenance of road signs and footpaths were retrospectively approved.

0303/25/100 **Appointment of Internal Auditor for 2024-2025**

Trevor Brown CPFA was appointed the Internal Auditor for 2024 - 2025.

- a. Internal Control Statement – approved.
- b. Review of Effectiveness of Internal Control – approved.
- c. Risk assessment and Financial risk assessment – approved.
- d. Asset register was considered - approved.

0303/25/101 **Play area Inspection Report / Maintenance Update**

Inspection reports for the Sports Hall and Mouse Lane play areas were noted. Owing to weather conditions, the maintenance work due to be carried out to the play equipment has been delayed. The new frog litter bin has been delivered, JH to establish whether a fixing kit is required, slabs to be purchased.

0303/25/102 **Local Plan**

The Inspector's initial comments will be available on the 4th March and out for consultation until 15th April.

0303/25/103 **Rougham School car park**

The school will be filling in the potholes at the car park. Concerns were raised on the amount of money that has been spent by the parish council on the car park potholes, but with no long term success.

0303/25/104 **Footpaths**

Deferred until after the meeting with Highways.

0303/25/105 **Meeting with Matthew Fox, SCC Community Liaison Engineer**

SM-W and DH were informed matters they raised were the responsibility of either the Parish Council or homeowners. Issues MH did agree to fund were a) remove the Motorway sign from Elderstub Lane b) retrieve the sign in the hedge at The Downs. SM-W and the Clerk to carry out a review of signage and send to KS for her attention. Flooding hotspots - Highways online reporting tool to be used. Ditches – to be cleared by residents. Owners of The Chantry to be written to regarding the repair of the sign near the bus shelter knocked down by their fallen tree.

0303/25/106 **Provisional Parish Council meeting dates 2025/2026**

Suggested dates to be forwarded to the Sports Hall for availability.

0303/25/107 **Correspondence**

Forwarded as and when received.

0303/25/108 **Any other Council business to be noted**

Training days for defibrillator training to be sourced and circulated.

VE Day, SM-W to contact Rougham Airfield to see whether they intend to celebrate the day.

Flooding at Hessett – JH to send a response to the email via the Clerk.

0303/25/109 **Chairman to close the meeting**

With no further business the meeting closed at 9.15pm.

Date of next meeting to be confirmed.

Signed: Chairman

Date: