

## RUSHBROOKE WITH ROUGHAM PARISH COUNCIL

Chair: Cllr Sara Mildmay-White

Clerk: Christine Mason

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### **Minutes of the Parish Council meeting held on Monday 2<sup>nd</sup> March 2026 at the Sports Hall, Rougham at 7.00pm**

**Present:** Cllrs Jeff Horner (JH), Tracey Skoyles (TS) John Newman (JN), Sarah Whitlow (SW), Debbie Hockey (DH), Christine Mason (CM) Parish Clerk, Simon Edell, Rougham Estate Manager, Oliver Waddel, SCC PROW Officer

0203/26/87 **Apologies**

Cllr Sara Mildmay, County Cllr Karne Soons.

0203/25/88 **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.

0203/25/89 **Approval of Minutes**

All Councillors resolved to accept the minutes of the Parish Council meeting held on January 2026. Vice -Chair Jeff Horner to sign the minutes of the Parish Council meeting as a true reflection of the decisions made.

0203/25/90 **Presentation regarding the proposed Thurston to Rougham multi-use path**

Following a public meeting in Thurston in relation to improving safety and access from Fishwick Corner to Windmill Cottage onto the Rougham Estate and the wider path network, SCC Highways have confirmed, subject to a Road Safety Audit being carried out, construction of the path and crossings on the New Road and Mount Road will hopefully commence early summer. The Parish Council to be updated on the progress of the works.

Rougham School car park: To support the local community, Rougham Estate

would like to support the community by taking on the maintenance of the school car park. This will be on the same basis that the parish council continues renting the site and takes on the overall general control of the car park as a PC asset. Responsibility of duties to be formalised, currently in progress and will be circulated once finalised. In the interim period, plantings already in situ will be used to fill in the potholes, Simon Edell to action. In relation to the trees, Rougham Estate is willing to cut them back, but maintenance and liability will remain with the parish council.

0203/25/91 **County and District Councillor reports**

None received.

0203/25/92 **Public Forum**

There were no members of the public present.

0203/25/93 **Finance**

a. All Councillors confirmed receipt of the bank reconciliation prior to the meeting and agreed this matched the bank statements to 30<sup>th</sup> January 2026. Balance of the Community Account stands at £7,235.69 and with £17619.63 in the Premium Account, the Parish Council has £24,855.32 in the bank.

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

Warden's salary January 2026	172.60
Clerk's salary January 2026	519.48
Compass Pest Management	218.75
HMRC	626.36
Wardens Salary February 2026	172.60
Clerk's salary February 2026	519.48
Ansvar Insurance	422.60
Cooperfix - deferred pending clarification	186.93

c. It was resolved to retrospectively approve the quotation received from T F Forestry.

d. The quotation received from Compass Pest Management for 2026-2027 for £375 was unanimously approved.

0203/25/94 **To receive a verbal report following the site meeting with Matthew Fox, Highways.**

Inspection of suitable sites in Rougham for our new speed indicator signs with Matthew Fox, Community Liaison Engineer, Suffolk Highways Wednesday 25<sup>th</sup> February 2026.

Almshouse Road: Potential site adjacent to sports hall, between resident's driveway and entrance to sports hall car park- new post required.

Also, coming the other way, on the opposite side of the road between The Chantry back gate and Sara's driveway- existing post available if height extension used. .A 40mph 'buffer zone' leading up to 30mph signs could be established.

Kingshall Street: Potential site between two existing telegraph poles between entrance to old barns and new building site- new post required, or there is the option to ask permission from UK Power Network to use their pole.

Could establish 40mph 'buffer zone' before the current 30mph signs.

Once further new houses are built in this area, funds could be provided to take 30mph zone further back.

Blackthorpe: Potential site between entrance to Blackthorpe Barn and Mouse Lane- existing post suitable for an extension. Existing post by The Downs could be more effective if it were opposite the bus shelter at the entrance to Newthorpe

New Road: Potential for a 40mph 'buffer zone' before the 30mph signs.

Other matters: Warning of bend sign before The Downs is missing. MF will find one and have it installed PC will need to fill out paperwork, including agreement with any affected residents. JN/DH/SM-W to liaise and report back at the May meeting. Maps to be provided by JH.

0203/25/95 **Planning Applications**

To be forwarded to councillors following the meeting.

0203/25/96 **Review & Approval of Policies**

- a. Internal Control Statement
- b. Review of Effectiveness of Internal Control
- c. Risk assessment and Financial risk assessment
- d. Revised Standing Orders

e. Revised Financial Regulations

f. Code of Conduct

Policies were reviewed and unanimously approved en bloc.

0203/25/97 **To finalise meeting dates for 2026**

Prior to approval, suggested dates to be confirmed with the Sports Hall.

0203/25/98 **Arrangements for the May Annual Meeting**

To be kept low key as in 2025.

0203/25/99 **Litter pick**

Date confirmed as 28<sup>th</sup> March 2026 10am 12pm. Two meeting places were agreed, one at the Sports Hall for picking up rural rubbish and the second outside the shop/Post Office, TS to carry out a risk assessment, SM-W to collect litter pickers, bags and hoops from WSC, DH to advertise the event on social media.

0203/25/100 **Correspondence**

With no response from letters sent to the Chief Constable and Social Services, concerning complaints of anti-social behaviour by a resident, it was agreed follow up letters to be drafted and sent. TS to action.

0203/25/101 **Any other Council business to be noted for inclusion in a future meeting.**

Identified within the meeting.

0203/25/102 **Chair to close the meeting**

The meeting closed at 8.27pm.

0203/25/103 **Date of next meeting**

To be confirmed.