



## NOTICE OF MEETING AND SUMMONS TO COUNCILLORS TO ATTEND RINGSHALL PARISH COUNCIL

The Annual Parish Council Meeting of Ringshall at The Village Hall,  
Ringshall on Tuesday, 19<sup>th</sup> May 2026 at 7.30pm

Mrs A Maloney  
Parish Clerk  
Tel: 01449 403008  
Email: clerk@ringshall-pc.gov.uk

# AGENDA

- 1) **Election of the Chairman of the Council**  
*(To receive the Chairmans Declaration of Acceptance of Office)*
- 2) **Election of the Vice-Chairman of the Council**  
*(To receive the Vice-Chairmans Declaration of Acceptance of Office)*
- 3) **To receive Apologies for Absence**
- 4) **To receive Declarations of Interest**
- 5) **To receive any Applications for Dispensation**
- 6) **To approve the Minutes of the previous meeting held on 24<sup>th</sup> March 2026**
- 7) **To appoint representatives to Committees and Outside Bodies**
  - a. Personnel Committee
  - b. Ringshall Village Hall Representative
  - c. Tree Warden
  - d. Footpath Warden
  - e. SID Operator
- 8) **Authorisation of Annual Subscriptions**
  - a. Suffolk Association of Local Councils - £327.87
- 9) **Public Participation Session – Limited to 15 minutes with 3 minutes per person.**  
*Members of the public may raise any matter affecting the parish.*
- 10) **To receive the County Councillor’s Report – County Cllr Kay Oakes**
- 11) **To receive the District Councillor’s Report – District Cllr Daniel Pratt**
- 12) **To receive the Clerk’s Report including the following Financial Matters**
  - a) To receive the Clerk’s Report
  - b) To authorise Payments and note Receipts
  - c) To receive and approve the Finance Report
  - d) To approve the Annual Governance Statement – 2025/26
  - e) To approve the End of Year Accounting Statements 31<sup>st</sup> March 2026
  - f) To approve the Exemption Certificate for 2025/26 (External Audit not required)

- g) To receive the Internal Auditor's Report for 2025/26
- h) To receive the Bank Reconciliation
- i) To receive the Budget Monitoring Report
- j) To approve the annual CIL Return

**13) Highways** – to receive any reports on highway matters and consider if they require raising to Highways, other authorities or require another action.

- a) Update on proposed pedestrian crossing outside Ringshall Primary School from Cllr Pratt.
- b) To receive an update on the tree cutting works on B1078.

**14) Planning Applications**

- a) For discussion and decision – (including any applications / decisions received since the publication of this agenda)
- b) To receive Planning Decisions from the Local Authority

**15) To review and approve Policies, Documents and Procedures**

- a) To review and approve the Grant Policy and Application from
- b) To review and approve the Document Retention Policy

**16) To receive the annual Play Area Inspection Report**

**17) To receive an update on the Charles Tye Biosolids Site**

**18) To discuss the donation request from St Catherines Church**

**19) Matters to be brought to the attention of the Parish Council** – *Items for consideration and/or inclusion on the next agenda. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.*

**20) To approve the date of the next meeting** – Tuesday, 28<sup>th</sup> July 2026 at 7pm

**For enquiries about the meeting, please contact the Parish Clerk  
Via e-mail: [clerk@ringshall-pc.gov.uk](mailto:clerk@ringshall-pc.gov.uk)**