



Notice of Meeting and Summons to Councillors to Attend An Ordinary Meeting of Ringshall Parish Council

Dear Councillor

You are summoned to attend the Ordinary Meeting of the Parish Council meeting at the Village Hall, Ringshall, on Tuesday 30th September 2025 at 7pm

L Luther
Parish Clerk
Tel: 07702 132061
email – pc.ringshall@gmail.com

AGENDA

- 1) To receive Apologies for Absence
- 2) To receive Declarations of Interest
- 3) To receive any Applications for Dispensation
- 4) To approve the Minutes of the previous meeting held on 22th July 2025 as a true and accurate record.
- 5) **Public Participation Session** – *Limited to 15 minutes with 3 minutes per person.
Members of the public may raise any matter affecting the parish*
- 6) To receive the County Councillor's Report – *County Cllr Kay Oakes*
- 7) To receive the District Councillor's Report – *District Cllr Daniel Pratt*
- 8) **Highways** – to receive any reports on highway matters and consider if they require raising to Highways, other authorities or require another action.
- 9) **Planning Applications**
 - a) To discuss the consultations relating to DC/25/03945
 - b) Any other planning matters
- 10) **To receive the Clerk's Report including the following Financial Matters**
 - a) To receive the Clerk's Report
 - b) To note recent pay award increase – see NALC Document sent out with agenda.
Please authorise Back pay award to former Clerk – Lacey Luther – approximately £65 – to be instructed once confirmed by SALC.
 - c) To authorise payments and note Receipts (including £600 from Ringshall School for car park and Precept payment (detailed on separate sheet in additional information).
 - d) To receive and approve the Finance Report & Bank Reconciliation
 - e) Request for monetary donation from Four Parishes Magazine.
 - f) To discuss and consider the insurance renewal premium (GBP 496.20) for 2025/26 and, if appropriate, approve.



- g) To receive CIL report – outlining what funds are held and when they need to be spent by to maximise
- 12) **B1078 AND OFFTON ROAD TRAFFIC ACCIDENTS**
Local forester James Firman is not eligible to carry out the works, so an alternative provision needs to be sought to carry out the work.
- 13) **BIOSOLIDS PROCESSING – CHARLES TYE AREA – RESIDENT COMPLAINTS**
- 14) **TELEPHONE BOX OUTSTANDING INVOICE**
Update. Clerk liaised with Company and explained situation again and they have decided to write off the amount now, leaving the Parish Council will zero liability.
- 15) **Norwich to Tilbury Pylons**
Offton & Willisham PC want to submit objections in conjunction with other Parish Councils – see e-mail sent in additional information.
- 16) **Ringshall Play Area**
a) Update on fence repair
b) Suggestion that Parish Council send out some kind of thanks to the people who have been mowing the lawn of play area – be it an e-mail, letter or token of thanks (vouchers?) as they have saved money versus paying someone externally to do it and it is literally, a thankless task.
c) Any further matters to be discussed
- 17) **Request from Patrick Spencer MP to hold Residents Meeting.**
- 18) **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.***
- 19) **To consider excluding the public from item 21 and 22 due to the nature of the business to be transacted. (Admission to Meetings) Act 1960 S1(2)**
- 20) **Appointment of New Clerk**
Discussion and decision on choice of Clerk following interviews, and scale pay level to be awarded.
- [Public to be invited back at this point if previously excluded]**
- 21) **Date of next ordinary meeting – Tuesday, 25th November 2025 at 7pm**

**For enquiries about the meeting, please contact the Parish Clerk
Via e-mail: pc.ringshall@gmail.com**