

## **RINGSHALL PARISH COUNCIL**

Minutes of the **ANNUAL GENERAL MEETING** held immediately following the Annual Parish Meeting on Tuesday 24<sup>th</sup> May 2015 in Ringshall Village Hall

Present: Mrs L Hitchcock, Mr N Last, Mrs A Jones, Mrs K Benton, Mr J Phoenix, Ms C Boniface, Mrs H Nunn (Clerk), Cllr J Truelove, Cllr D Whybrow, Mr M Snowling, Mr D Kemp.

### **Public Forum**

Cllr Whybrow reported on planning applications and decisions since his last report in March, personnel changes at MSDC, Town and Parish liaison meetings and the planning pre-application advice service.

#### 1. To co-opt Mr David Kemp on to the Council

Ms Boniface proposed that Mr Kemp be co-opted on to the Parish Council and this proposal was seconded by Mrs Benton. Mr Kemp completed the declaration of acceptance of office and the clerk will forward the Members' Interest forms to him for completion.

#### 2. Election of Officers

##### a. Chairman

Mrs Hitchcock announced her decision to stand down as chairman and nominated Ms Boniface who made it clear to councillors that as her job at MSDC was politically restricted, she would be unable to be involved in any political discussions, for example controversial planning applications in the village. Councillors agreed that although it was unlikely that this would occur, it would be dealt with accordingly if it should do so.

Mrs Benton proposed that Ms Boniface be elected chairman and the proposal was second by Mr Phoenix .

##### b. Vice Chairman

Ms Boniface nominated Mrs Hitchcock for this post. Mrs Jones proposed that Mrs Hitchcock be elected as vice-chairman and the proposal was seconded by Mrs Benton.

##### c. VHMC representative

Mr Last confirmed that he wished to continue as Parish Council representative.

##### d. Tree warden

This will be raised at the July meeting as it was unclear as to whether Mr John Hitchcock wished to continue as tree warden.

#### 3. Apologies for absence

There were none.

#### 4. Declarations of Interest

Mrs Hitchcock declared an interest in Item 12.

#### 5. To confirm the Minutes of the meeting held on March 15<sup>th</sup> 2016

The minutes were agreed as a true record and duly signed and dated by the chairman.

#### 6. To review highway matters

The clerk had received no response to her reminder to highways. Cllr Truelove asked for details of the matters requiring Highways attention and she will follow this up. Mr Last requested that Highways be asked to carry out the appropriate work to the ditch adjacent to the village hall as it has silted up. Ms Boniface mentioned the drain cover outside Chapelfields had rusted over and needs replacing.

7. To discuss the implementation of mains sewerage in Ringshall

The Clerk had been unable to contact Mrs Wilson as discussed at the March meeting. However information received appeared to indicate that Mrs Wilson no longer wished to pursue this matter. The clerk will ascertain whether or not this is correct and report back at the next meeting.

8. To discuss the Clerk's contract of employment

The contract had been amended as agreed at the March meeting and was approved by councillors and duly signed and dated by the Chairman and the Clerk.

9. To receive a financial report and approve payments and end of year accounts

The clerk reported the following balances:

Community Account:	£169.18
Business saver account:	£13,028.78

Bills to be paid:

SALC subs	£239.51
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Reimbursement to

Mrs Hitchcock for:

Keysafe for CEP	£11.99
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Document boxes for CEP	£22.90
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VHMC Grant	£1000
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Councillors approved payment for the above.

b) The accounts for the end of financial year 2015/16 had been viewed at the Annual Parish Meeting and were approved by councillors.

c) The clerk went through the annual governance statement following which the Annual Return was duly signed and dated by the chairman and the clerk. This will be returned to BDO together with the appropriate documentation and the intermediate review questionnaire.

The Clerk had circulated a risk assessment which is a requirement of the Transparency Code and this will be discussed at the July meeting.

It was agreed that periodic reconciliation reports be given to councillors and that these be published on the parish council website.

10. To discuss the defibrillator

This is now in place at the village hall. The clerk will contact CHT regarding the completion of the installation form and also to ascertain when the community training can take place. Mrs Hitchcock will provide dates for when the village hall is available.

11. To receive an update on the Community Emergency Plan

Mr Kemp reported that the CEP is now on the parish council website and is in place with MSDC for action should an emergency occur. A request was made for the purchase of 10 hi-vis jackets and this was approved.

12. To discuss the future of the village hall

Mr Snowling, chairman of the VHMC spoke about the committee's disillusionment with the majority of residents apathy regarding events put on for them by the VHMC. On more than one occasion events have been cancelled due to lack of support and with the amount of effort and time put in by committee members, the VHMC is considering stopping future village events and

concentrating on hiring the hall for weddings etc. Much discussion followed between councillors and Mr Snowling which eventually resulted in the chairman inviting Mr Snowling to come back to the PC at the next meeting having discussed matters with the committee. Mr Snowling was asked to suggest to the committee that they explore whether there is a commercial option to support the cleaning etc at the hall to take some of the pressure away from the VHMC.

13. To discuss items previously emailed to councillors

- a. Planning application for a an extension at Langdale, Lower Farm Road

Councillors had no objection to the plans.

14. Items for the next meeting

Councillors had no further items for discussion at the July meeting.

15. To confirm the date of the next meeting

The next meeting will take place on July 19<sup>th</sup> 2016 at 7.30pm in Ringshall Village Hall.