



Minutes

Ordinary Ringshall Parish Council Meeting

28/01/2020

7.30-9.30pm

Ringshall Village Hall

Meeting Started	19.30	
Present	Cllr A Williams (Chair), Cllr H Williams, Cllr Hitchcock, Cllr Last	Quorate
Also Present	Members of the public: 2 Dave Smith (Clerk) District Cllr Daniel Pratt County Cllr Kay Oakes	
RPC/2020/01	01	To receive apologies and consider approval of any absences
		None
	02	To receive any declarations of interest
		Cllr Last declared a non-pecuniary interest in item RPC/2020/01/19, as he was the previous owner of the site.
		Clerk advised Council that it would be suitable for Cllr Last to remain in the meeting for the relevant item, but that he probably ought to refrain from voting on the matter to avoid any accusations of bias. Cllr Last concurred.
		RA(DPI)R 2012 Suffolk Local Code of Conduct
	03	To consider any dispensation requests
		None
	04	To resolve that the minutes of the meeting of the Council held on Tuesday 26 th November 2019 are a true and correct record.
		Approved and duly signed by the Chair.
		LGA 1972 Sch12 Para 41(1)
		APPROVAL
	05	Public participation session Limited to 15 mins with 3 minutes per person
		Standing Order 3e
		No public wished to address the Council
	06	Clerks Report on Matters Arising From Previous Meetings Covers all active actions not handled by a specific agenda item
		Clerk went through report as attached, Council noted.
		RECEIVE
	07	To receive an update report on SID pole siting and consider any further action on this matter
		See attached report - Speedwatch matters update.
		Council would once again like to extend their thanks to Peter Watson for all the effort he has put into this activity.
		Cllr Oakes reminded Council of her offer to provide locality award monies to the value of £2k towards the SID purchase.
		Chair took the decision to reorder the agenda at this point, to accommodate the need of Cllr Pratt to leave early
		Standing Orders
	08	To receive reports from the County and District Councillors (part i)
		Cllr Pratt was given leave by the Chair to deliver his report earlier than the agenda.
		Standing Orders
		Cllr Pratt delivered his report, with the following additional information:
		<ul style="list-style-type: none">• £1000 granted to RVHMC for the goal/basket ball purchase.
		Cllr Pratt leaves the meeting.
	09	To receive an update report on the village hall/school sewerage system issue
		See attached report - Sewerage Works Update.



10	Financial	Financial Regs
	See attached report Financials 28 th Jan 2020	
a	To receive and approve financial reports	
i	Receipts and payments since last meeting	
	<i>The payments were noted and approved by Council.</i>	APPROVAL
	It should be noted that the payment was authorised under the Financial Regs clause allowing the Clerk and Chair to approve out of meeting, as their was budget line for this.	Financial Regs
ii	Bank Reconciliation	
	See attached report - Overview.	
	<i>This report was received, approved and duly signed by the Chair as the only non-banking signatory on the Council at this time.</i>	APPROVAL
iii	Budget To Actual	
	See attached report - Budget To Actual	
	<i>This report was received and approved by Council.</i>	APPROVAL
IV	CIL	
	See attached report - CIL	
	<i>This report was received and approved by Council.</i>	APPROVAL
b	To authorise payments as listed in documentation pack	
	<i>Council approved all payments listed, and cheques were duly signed.</i>	
c	Budget & Precept 2020-2021	
i	To consider and approve the budget	
	<i>Council received the draft budget as amended at the last meeting and resolved to approve it.</i>	RESOLUTION
ii	To consider and approve the precept	
	<i>The Council resolved to approve the precept value of £7100, as determined by the budget. The precept form was duly signed by the Chair, 2 other members, and the Clerk.</i>	RESOLUTION
	<i>Clerk to return to MidSuffolk by 31st January 2020.</i>	ACTION
d	To consider donation requests from:	LGA 1972 S137
	1. Suffolk Neighbourhood Watch Association	
	2. Citizens Advice Mid Suffolk	
	<i>1 - SNWA - Council decided to await a response from the Clerk's enquiry before making a decision on whether to make a donation. Item to be re-tabled when and if such a response is forthcoming.</i>	
	<i>2 - Council discussed the amount to be given, as their was a general consensus that the budgeted £50 was insufficient given the work undertaken for their parishioners.</i>	
	<i>Clerk advised Council that it had a line left of around £3600 possible under S137 rules. The Clerk also reminded Council that any donation should be proportionate, and that it had previously decided to give £50 to SARS (with no known recipients of help) and £600 to the PCC (22 parishioners), and thus had precedence for its view on proportionality for any donation to CAB (helped 14 people in the last year).</i>	ADVICE
	<i>Council had further discussion and resolved to give £100 to CAB, and a cheque was duly made out and signed.</i>	RESOLUTION
	<i>Clerk to forward cheque to Mid Suffolk CAB</i>	ACTION
11	To receive reports from the County and District Councillors (part ii)	
	<i>Cllr Oakes delivered her report, and will forward an electronic copy to the Clerk.</i>	
12	To receive an update on the goal post/basket ball net funding from RVHMC	
	<i>Cllr Hitchcock reported that RVHMC had approached Cllr Oakes for a donation towards the cost of the posts. This was further discussed at the meeting with Cllr Oakes, who agreed in principal to support from her Locality Award budget, and potentially from a charity she is associated with to the combined value of £1250. Discussion was also held about which entity would be best suited to actually purchase the posts given Council's potential ability to reclaim VAT on items it purchases.</i>	
	<i>Clerk advised that Council could reclaim VAT on a purchase of such an item.</i>	ADVICE
	<i>Clerk actioned self to investigate the potential cross funding issues, as had no knowledge to hand.</i>	ACTION
13	To consider any proposals for District Councillor Locality Budget submissions.	
	<i>Council resolved to submit a request for aid with funding of upgrading the street lighting.</i>	RESOLUTION



Ringshall Parish Council

There are currently four lamps which are not LED, and Council will seek funding to support the upgrade of as many as Cllr Pratt deems suitable, with Council to look to fund the remainder from CIL funds.

- Clerk **actioned** to submit request to Cllr Pratt. ACTION
- Clerk **actioned** to approach SCC over the upgrades ACTION
- 14 To receive an update on the engagement of the Mix for an activities day and consider if further facilitation is required.
- With the sewerage works taking place later in the year, various dates over the Easter period were discussed, and it was decided that the 14th April would be the primary target date, with 16th April being a backup date. The main activity to be provided is a mobile skate park, with potential for a bouncy castle and other smaller activities. Discussion was also held about providing refreshment stalls. DECISION
- Clerk **advised** Council that they could not charge for any refreshments themselves as they do not have the Power Of General Competency, so it would be best if RVHMC ran any such trading stalls. ADVICE
- Post meeting note - Clerk is now aware of LGA 1972 s145(2)(c), which permits the sale of refreshments at any entertainment put on by the Council. Correction
- Cllr Oakes leaves the meeting
- 15 To receive an update on the Parish Emergency Plan work, and consider what further action is required to update it
- Council **resolved** to redo the original survey to gain more up to date information. RESOLUTION
- Cllr Hitchcock has the original survey, and will scan in and forward to the Clerk. ACTION
- Clerk to print out the survey for distribution. ACTION
- Council **resolved** to revisit this at the next meeting. RESOLUTION
- 16 To consider a draft 3 year business plan and consider if further actions are required to help enhance it before adoption
- The intention is to not necessarily adopt at this meeting, but possibly just to discuss: if the plan is considered useful; if it would be useful to request input from the parish; and ideas Council has for inclusion etc..
- Council discussed how to garner input from the parish, and **resolved** that a survey, to go out with the PEP survey, would be the best way forward.
- Clerk **actioned** to create said survey, basing on a previous version Council considered. ACTION
- Council **resolved** to revisit this at the next meeting. RESOLUTION
- 17 Annual litter pick
- The Clerk **advised** Council as to the content on the Risk Assessment, and how, in particular, litter picking outside of the 30/40mph zones (where footways are not present) is the responsibility of MidSuffolk. The Clerk also **advised** Council that due to the change in insurance this year, any volunteer litter picker would be covered under the Council's insurance, so long as they were advised of and understood the Risk Assessment.
- Clerk further **advised** that Council could alter the risk assessment and provide assessments which allowed picking on any road in the Parish. ADVICE
- a To consider a date
- Council **resolved** to hold a week long litter pick from 4-11th April RESOLUTION
- b To consider adding the event to the "Great British Spring Clean" interactive map
- Council **resolved** that this would be a good idea RESOLUTION
- Clerk to **action** this. ACTION
- c To consider how to find volunteers
- Council **resolved** that the following avenues for finding volunteers would be used: RESOLUTION
- Council web site
 - 4 Parishes Link Magazine
 - School Newsletter (subject to school agreement)
- Clerk to **action** all. ACTION
- d To review and adopt the Risk Assessment
- Council **resolved** to **adopt** the risk assessment as presented without modification. ADOPTION
- 18 To consider whom to appoint as internal auditor
- The Clerk presented three potential candidates with costings for consideration. After discussion Council **resolved** to engage the services of Heelis & Lodge. If they did not have capacity, then Council **resolved** to authorise the Clerk to attempt to gain service from the other providers in least cost order. RESOLUTION
- Clerk **actioned** to request service from Heelis & Lodge ACTION



Ringshall Parish Council

19 To receive reports on any highways matters, and consider if they require raising to Highways or other authorities, or require other action

Clerk reported that Offton Road potholes have been marked in national speed section. Cllr Hitchcock reported that there is still subsidence issues on Stowmarket Road that require work.

Cllr Oakes, before leaving, had requested that any issues with road be raised to her, as well as Highways.

20 To consider commenting on the following planning applications:

- DC/20/00267

The Town and Country Planning (Development Management Procedure) (England) Order 2015 S25

Council resolved to make no comment

RESOLUTION

21 To receive proposals for how CIL monies could be spent, for consideration at the next meeting

The CIL (Amendment) Regulations 2013 P59C

Council received a suggestion to use CIL funds to upgrade any street lighting not covered by any grant awarded from Cllr Pratt's Locality Award budget.

RECEIVE

22 To receive the RVHMC report, and consider any issues raised therein

The attached report for January was received. Clerk informed Council that no report was produced for December.

23 To consider a request for help regarding creation and implementation of a parish plan for planting of trees

A resident presented their proposals on tree planting, see attached document.

The Clerk advised Council that they could create a working party to look into the proposal, thus lending Council backing to it. Such a working party would not be given powers to make monetary decisions, such would need to be referred back to Council.

ADVICE

A discussion was held: lack of Council owned land was noted, and local farmers likely reticence to engage after a hard winter was noted. Mention of regulation changes that enforce relevant changes on farmers in the near future (2024) were noted.

Council resolved to not provide any official backing for the proposal, however the Chair was willing to help in his capacity as a private individual/ Councillor.

RESOLUTION

24 To consider the reply to the SALC Survey on planning

Council resolved not to complete the survey.

RESOLUTION

25 Items for consideration for inclusion on the next agenda

- Funding items for the Activites Day
- Clerk Appraisal

26 To confirm the date of the next meeting as Tuesday 31st March 2020

Date was confirmed by Council

CONFIRMATION

21.20

Meeting closed

Date:

Dave Smith
Clerk to the Council
Maple Cottage
IP14 2JD