



Minutes

Ringshall Parish Council Ordinary Meeting

At 7.30 on 28/09/2021

In Ringshall Village Hall

Meeting Started	19:30		
Present	<i>Cllr C Payne, Cllr A Williams, Cllr L Hitchcock, Cllr T Watkins, Cllr H Williams</i>		
	<i>Cllr D Shann - after RPC/2021/09/02</i>		
Also Present	<i>D Smith - Clerk to Council</i>		
	<i>County Cllr K Oakes</i>		
	<i>District Cllr D Pratt</i>		
	<i>Members of the public: 3</i>		
Minute Reference			
RPC/2021/09			
01	To note absences		
	<i>Cllr Last</i>		
02	Co-option		
a	To consider co-option of a candidate to council		
	<i>Council resolved to elect Mr David Shann Council</i>		RESOLUTION
b	To receive acceptance of office forms for newly co-opted Councillors or resolve to accept at a later date		
	<i>Document duly signed and received by Council.</i>		
03	To receive any declarations of interest and consider any dispensation forms		RA(DPI)R 2012 Suffolk Local Code of Conduct LA2012 s33
	<i>Cllrs A Williams & Cllr H Williams declared non-pecuniary interests in item: 14</i>		
	<i>Cllr L Hitchcock declared non-pecuniary interest in items: 9, 11, 14 & 16</i>		
04	To resolve that the minutes of the following meetings of the Council are a true and correct record:		LGA 1972 Sch12 Para 41(1)
	⑩ 27 July 2021		
	<i>Council resolved that these were a true and accurate record, and the Chairman duly signed the pages.</i>		RESOLUTION
05	Public participation session		SO
	Limited to 15 mins with 3 minutes per person		Standing Order 3e
	<i>No one addressed council.</i>		
06	To receive any reports from District and County Councillors		

Signed: _____

Date: _____



Ringshall Parish Council

Reports have been received and circulated prior to the meeting by the Clerk.

Cllr Oaks further added: no update on speedlimit related signage, no update on electrical recharge point at hall - still awaiting feedback from the relevant people at SCC; QLS is progressing as per timetable, with placement of signage as the next step.

Cllr Pratt further added: planning process streamlines so not all applications have to go to cabinet; the application for the Felixstowe port extension at Stowmarket had been approved, though concern about traffic has been raised.

07

Roles and Responsibilities

a

Footpath Warden

Held Over

i

To review and approve the TOR for a Footpath Warden

Council **resolved** to approve the TOR, with the addition of inclusion of footway monitoring etc. to be included in the terms

RESOLUTION

Clerk to update the TOR accordingly.

ACTION

ii

To appoint to the role of Footpath Warden

Council **resolved** to appoint Cllr T Watkins to the role of Footpath Warden

RESOLUTION

08

To receive Clerk's Report on Matters Arising

To cover all actions not covered elsewhere on the agenda

RESIGNATION

Report was presented as per Additional Information (sent prior to the meeting) with the following additions:

ⓐ No update from Cllr Last regarding gaining internet access to the Council's banking facilities.

ⓑ Clerk **resigned**, with an effective date of 31st October and with 21.54 hours of holiday due.

Chairman duly called for a personnel committee meeting for the following Tuesday at 19:00.

09

Village Hall Car park

a

To receive a report on the additional repairs that were undertaken

CP

Chairman reported back that all additional remediation of the repairs had been completed.

b

To receive a report on any updates to negotiations concerning the proposed village hall car park's maintenance agreement between Ringshall Primary School and Ringshall Parish Council and consider implications

CP

Cllr Williams and Cllr Payne (Chairman) attended a meeting with the Asset Education representatives. The final offer from Asset Education was:

£600 per year, with a back payment to October 2019 of £1130, to be reviewed after 5 years

After some discussion Council agreed that the above would be acceptable, but only if the 5 years was decreased to 3 years.

Council **resolved** that the Chairman should send this counter offer to Asset Education, and that if they accepted it, Council should also accept it.

RESOLUTION

10

Financial

SO

Financial Regulations V1.0 (FR V1.0)

a

To receive and consider approval of the following financial reports

i

Bank Reconciliation and Balances

July and September

Cllr Watkins has reviewed the reconciliations and is happy with both.

Council **resolved** to accept these documents.

RESOLUTION

ii

Budget To Actual

This was presented by the Clerk, and accepted by Council.

iii

Receipts and payments since last meeting

Signed: _____

Date: _____



These were noted by Council.

- iv CIL statement Standing Order
- This was noted by Council*
- b To authorise payments as listing below (detailed on separate sheet), and sign relevant cheques and invoices where applicable:
 - Ⓢ Clerk - salary August/September LGA 1972 s112
 - Ⓢ Clerk - expenses LGA 1972 s112
 - Ⓢ AE White - Car park work
 - Ⓢ PKF Littlejohn LLP - external audit
 - Ⓢ Donation to each
 - Ⓢ CAS - insurance
 - Ⓢ ElanCity - for SID
 - Ⓢ Onesuffolk - website hosting
 - Ⓢ Reimbursement for paint and brushes for phone box work - £26.10

All payments were resolved to be approved by Council. RESOLUTION
- c To receive and consider a request from St Catherine's Ringshall Parochial Church Council for funds:

Council was provided, by the Clerk, with all current NALC advice regarding payments to the church prior to the meeting, as well as a reminder about how \$137 donation monies should be considered.

 - i £500 towards grass cutting in church grounds LGA 1894

Council resolved to grant a sum of £500 to the PCC RESOLUTION
 - ii £600 general donation LGA 1894

Council resolved to donate the sum of £600 to the PCC. RESOLUTION

Council further resolved that an account of why the PCC is requesting the monies should be requested prior to approval next year. RESOLUTION
- d To approve the purchase of a wreath for the Remembrance Service

Council resolved to approved this purchase. RESOLUTION
- 11 **The Queen's Platinum Jubilee Celebrations**
 - a RVHMC representative to inform Council of RVHMC's plans to mark the occasion CP

Cllr Hitchcock reported that there will be a beacon lit on the 2nd June at 9:15. Then on 4th June there will be an all day event at the village hall.
 - b To consider a request from RVHMC for a further £500 grant towards the costs of their planned event LH

The Clerk reminded Council that they had already resolved to repurpose the £500 post COVID party funds to the Jubilee event

Cllr Hitchcock informed Council that she was merely wanting to reconfirm that Council had pledged those funds.

Council therefore decided that no further money was being requested.
- 12 **External Audit**

To receive the external audit, note its findings, and decide what remedial actions are required

The Clerk outlined the external audit findings, which were a clean bill of health. The Clerk informed council that an external audit will be required next financial year as well.

Council resolved to display the notice regarding viewing of the accounts for the month of October. RESOLUTION
- 13 **Internal Controls**

Review, confirm and sign the Internal Control Statement for 2021-2022

Council reviewed the internal controls document, and resolved that it was correct. RESOLUTION

Chairman signed the document on behalf of Council SIGN

Signed: _____

Date: _____



14

Planning

To consider the following planning requests:

- ⑩ DC/21/05064 - Land On The West Side Of, Charles Tye, Ringshall, Suffolk IP14 2HU

Council resolved to not oppose the planning application, but without comments.

RESOLUTION

15

Highways

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

SO

None

16

Playground

To receive a report from the Playground Working Party on progress so far.

Cllr Watkins gave an update from the working party, indicating that:

- a questionnaire was to be sent out to the parish asking for opinions
- the Hitchcocks had agreed to remove the hedge between the car park and the field to gain more space
- was to have a site meeting with playground supplier on 7th October, but was reluctant to have any more until a firmer idea of requirements was available.
- Had contacted a number of suppliers who would be willing to submit proposals once a firmer set of requirements was in place

17

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

SO

The CIL (Amendment) Regulations 2013 P59C

Council resolved that CIL monies should be put toward the play area fund, but no figure was considered.

18

RVHMC Monthly Reports

To receive the monthly reports from RVHMC

No written reports were received by the Clerk prior to the meeting.

Cllr Hitchcock, in her RVHMC representative role, indicated that a number of clubs had not returned, and that only about 2 nights a week are currently used. They further indicated that 2-3 weddings and birthday events had/about to happen.

19

The Time Machine

a

To consider supporting the booking of this show for the community

Cllr Hitchcock said she would take this to RVHMC to seek their opinion.

The Clerk advised Council that availability was running short, and that currently it was only for some dates in next year, and that any delay in decision could make the decision for them.

Council made no resolution.

20

Red Lion Pub

To receive an update on the latest state of play

CP

Council was informed that:

- ⑩ an objection to the planning refusal had been lodged.
- ⑩ Another planning application had been submitted for the same change of use, but with slightly different documentation.
- ⑩ A save the Veggy Red Lion facebook page had been created

21

Items for consideration for inclusion on the next agenda

1. *Climate change*
2. *Repair fund for car park*
3. *Play area update*
4. *Car park & Asset Education update*
5. *Queens Jubilee planning update*

Cllr A Williams requested at time that: even though when he was chairman he did not always agree with or heed the advice given by the Clerk, Council should acknowledge the work the Clerk had done for the Council in their time in Council's employ.

22

To confirm the date of the next meeting as Tuesday 30th November 2021

Signed: _____

Date: _____



Ringshall Parish Council

RESOLUTION

Council resolved to confirm this date, with a start time of 19:00hrs.

21:15

**Meeting
Closed**

Signed: _____

Date: _____