



RINGSBALL PARISH COUNCIL

Minutes of the Ordinary meeting of Parish Council held at the Village Hall on **Tuesday 24th September at 7pm.**

Present:

Councillors: H.Nunn
N.Last
L.Hitchcock
D.Shann

In Attendance Cllr Dan Pratt
L.Luther (clerk)

RPC/52/24/25 TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Oakes sent apologies which were accepted.

RPC/53/24/25 TO RECEIVE DECLARATIONS OF INTEREST

Cllr Nunn declared as Editor of Parish Magazine, she had an interest in item **RPC/61/24/25f** so she would step out of the meeting.

RPC/54/24/25 TO RECEIVE ANY APPLICATIONS FOR DISPENSATION

None

RPC/55/24/25 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

It was AGREED that the minutes of the meeting held on Tuesday 30th July 2024 be approved as a true and accurate record.

RPC/56/24/25 PUBLIC PARTICIPATION SESSION

None

RPC/57/24/25 TO RECEIVE THE COUNTY COUNCILLOR'S REPORT

Cllr Oakes's report was circulated prior to the meeting.

RPC/58/24/25 TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT:

Cllr Pratt's report was circulated prior to the meeting and he had nothing to add.

RPC/59/24/25 HIGHWAYS

- a) It was noted that the finger signpost at the junction of Stowmarket and Ware Road had finally been reinstalled correctly.
- b) The question of responsibility for footpaths was raised, as hedges had been cut and debris was not removed and this caused a pet to get a thorn stuck in their paw which had to be removed by a vet. **It was AGREED** that Clerk would seek to find out whose responsibility this should be.
- c) Another crash was reported to have happened at the junction of the B1078 and Offton Road, the third in almost as many months. **It was AGREED** that Clerk would contact

Cllr Oakes to find out if there was anything that could be done by Highways to help mitigate the traffic and perhaps help prevent future traffic accidents.

RPC/60/24/25 PLANNING

- a) Council discussed the consultations related to DC/24/03722 & DC/24/03723 and noted that the designs were sympathetic and in keeping. **It was AGREED** that Clerk would advise the Council had no comments on the consultation.
- b) Council noted the decision relating to the appeal being dismissed for the land on the west side of Charles Tye.
- c) Council discussed the consultation relating to DC/24/04141 and while they were confused as to why there was a requirement for further vehicular access, **it was AGREED** that clerk would comment on the consultation to express that the Council were concerned that the dropped kerb was in a place that would not allow the driver enough space to turn around in, once off the road, and therefore would be a hazard to pedestrians, and/or the driver who had to reverse off the drive. If the resident was in need of space for parking for visitors, the car park for the Village Hall is directly opposite, and could be used by any visitors. Another concern expressed was that the property was very close to the school, so the increased drop kerb access would be hazardous to school children and their families that would be using that part of the footpath on a regular basis.
- d)

RPC/61/24/25 CLERK’S REPORT

- a) Clerk reported that the external audit had been completed and the invoice had been sent which came to £252. Clerk reported that she hoped next year would not require an external audit, as expenditure this year was low, with no large purchases of anything.
- b) Clerk reported on the recent “Introduction to CILCA” course that she had attended. Reporting that to complete the training, and achieve the CILCA qualification, it would cost Ringshall Council 50% of £797 which would cover registration fee and training modules. The cost will be shared with the other council that the Clerk works for, and that also, it was recommended that 4 hours a week was required to complete the study, which should also be paid for by council. This cost can also be split, and therefore would cost Ringshall £109.84 for 8 hours a month, for 12 months to cover the term of the course. Council discussed the training and wanted some kind of written agreement that Clerk would remain in employment of the Council for at least two years post completion of the training, otherwise would be required to pay back the cost of the training. **It was AGREED** that Clerk would speak to SALC to find out if such an agreement had been put in place elsewhere, that could be used for Ringshall PC to give them the security that they needed.
- c) Clerk went through the payments and receipts for the previous two months, including clerk’s salary and expenses. The laptop had required repair, and Clerk reported that the coverage purchased at the time of the laptop purchase had not covered the cost of the repair, so Clerk had complained and after many emails between Currys, the Technology Retail Ombudsman and herself, managed to reduce the cost of the repair to Council from £205 to £37.95. The paperwork is all printed and included with the payments and receipts.

Payments	Amount	Payments	Amount
Clerk Pay August	£324.85	bin emptying charges	£447.74

Clerk Pay September	£269.80	PKF LittleJohn External Audit Cost	£252.00
Insurance renewal premium	£446.03	Laptop repair Charges/Ink Cost/software McAfee Protection/WFH Allow/Grass Cutting Expenses/Office Expenses	£180.87
Introduction to CILCA training cost	£38.40	4 Parishes Donation Payment to be agreed	£100.00

Receipts	Amount
Precept	£4,841.50

- d) Clerk presented the bank reconciliation to Council. Cllr Last reviewed the bank reconciliation and **it was AGREED** that the bank reconciliation was approved. Clerk read out the Finance Report to Council.
- e) Clerk presented the Budget Monitoring Report to Council. In summary, expenditure was in line with the budget, and overall was forecast to come in under budget at the end of the financial year.

19.43hrs Cllr Nunn left the meeting

- f) Council discussed the recent request for funding from the Four Parishes Magazine. **It was AGREED** that the usual £100 would be given to the Four Parishes Magazine.

19.46hrs Cllr Nunn rejoined the meeting

- g) Council discussed the insurance premium, which had increased by 15% since last year, but broadly it was felt that insurance had gone up a fair amount in general and that the new premium cost was acceptable. **It was AGREED** to renew the insurance premium with the new provider.

RPC/62/24/25 TELEPHONE BOX VANDALISM.

- a) Council discussed the action that had been taken by the perpetrator's family to repair the telephone box. Firstly, the council were appreciative that the repair work has been completed in good time, before poor weather starts with the onset of autumn and winter. Council discussed how although they are happy with the repair work thus far, the noticeboard that was inside the noticeboard needed to be replaced as it was destroyed when the damage took place, and a new one needs to be purchased and reinstalled. **It was AGREED** that Clerk would write to the perpetrator's family, to thank them for the work done to repair the phone box so far, and request they complete the works by reinstalling a noticeboard.
- b) It was reported that a resident had offered to repaint the telephone box, Council just need to pay for the paint. The resident is a relative of the perpetrator of the damage, so it was requested that the perpetrator be involved in cleaning the telephone box up before the painting is done, and perhaps that person assisting with the painting too, and then cleaning up afterwards

RPC/63/24/25 BUS STOP NOTICEBOARD

Council had received the price list of noticeboards that could be used to put up on the Bus stop. Council selected the one it felt was ideal. **It was AGREED** that Clerk would contact the company to find out if the noticeboard could be made so that it did not require a key to open it, so it would be open to anyone who needed to access it to display anything. If the noticeboard could be purchased so that no key was needed, **it was AGREED** that Clerk would purchase the noticeboard on behalf of the Parish Council and Cllr Shann and Cllr Hitchcock would install the noticeboard.

RPC/64/24/25 SPEED INDICATOR BOARD UPDATE

- a) Speed watch report was sent out by Cllr Hitchcock. Nothing new was reported, speeds seem to have calmed down.
- b) It was reported that battery life on the SIDS was low, so **it was AGREED** that 8 new batteries could be purchased to prevent the batteries needing to be changed as often.

RPC/65/24/25 EMERGENCY PLAN

Councillors discussed the emergency plan and how one of the main objectives of it was to identify where the vulnerable people in the village were, in order to ensure they received the support they would need in the event of an incident. **It was AGREED** that a piece would be put in the November Magazine, emphasising this part of the emergency plan and asking people to return theirs in order to help with this element of the emergency plan.

RPC/66/24/25 PARISH NOTICEBOARD

Much needed maintenance work has been carried out on the noticeboard. **It was AGREED** Clerk would ask for an invoice from the resident to cover costs incurred during the maintenance period and would refund accordingly.

RPC/67/24/25 RINGSHALL PLAY AREA

No incidents to discuss. Council discussed the broken part on the climbing frame, but decided it was not worth the excessively expensive cost of replacing them.

RPC/68/24/25 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

None raised

RPC/68/24/25 DATE OF THE NEXT MEETING – The next Ordinary Meeting of the Parish Council will be on Tuesday 12th November 2024 at 7pm.

The meeting closed at ...8.11pm

Chairman: **Dated:**.....