



## **RINGSBALL PARISH COUNCIL**

Minutes of the Ordinary meeting of Parish Council held at the Village Hall on **Tuesday 25<sup>th</sup> March 2025 at 7pm.**

**Present:**

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

**In Attendance** Cllr K Oakes  
Cllr D Pratt  
L.Luther (clerk)

**RPC/92/24/25 TO RECEIVE APOLOGIES FOR ABSENCE**

None

**RPC/93/24/25 TO RECEIVE DECLARATIONS OF INTEREST**

Cllr Hitchcock advised a declaration of interest in item 8a.

**RPC/94/24/25 TO RECEIVE ANY APPLICATIONS FOR DISPENSATION**

None

**RPC/95/24/25 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was **AGREED** that the minutes of the meeting held on Tuesday 28<sup>th</sup> January 2025 be approved as a true and accurate record.

**RPC/96/24/25 TO RECEIVE THE COUNTY COUNCILLOR'S REPORT**

Cllr Oakes had circulated her report prior to the meeting but added that she had cut it down from its original size to include important information from cabinet members.

**RPC/97/24/25 HIGHWAYS**

- a) Councillors discussed the number of e-mails that had been received regarding the recent experiences that had been had with drivers around Ware Road – activity had been reported to the council as “The farmer's track is not wide enough for the lorries to access when traveling down the straight road from Stowmarket. Consequently, the lorries are continuing down the road to the junction at Charles Tye and they are then performing a blind reverse manoeuvre.” Councillors agreed that this was an accident waiting to happen. Clerk reported that she had advised one of the complainants to report the matter to the Police, as there was nothing the Clerk could do having not seen the incidents occurring herself. It was discussed that the farmer is receiving human waste from Thames Water and mixing lime with it to make it acceptable for processing. This was causing seriously offensive odours to be created on a regular basis, as operations appear to be carried out between Monday and Saturday every week. Nearby neighbours are being forced to close their doors and windows to prevent the stench from entering their houses. **It was AGREED** that this matter should be reported to the Environmental Health team at the Council, to see if there is anything they could do in respect to the offensive odours created. The matter of poor driving

needed to be reported directly to the Police, and **it was AGREED** that all complainants would be contacted and advised as such.

A further e-mail sent to the Council made complaint about the roads around Battsford and the condition of them. These roads do not fall under Ringshall, therefore are out of scope for Ringshall Parish Council to be able to take any action on them. However, Councillor Oakes was sympathetic to the e-mail and asked for it to be forwarded to her to investigate and see if anything could be done.

- b) The clerk, acting as a member of the public, requested that 'Pedestrians in the road ahead' signs be placed along the part of Lower Farm Road, where the speed limit is 60mph. The reason for the request was there are significant numbers of pedestrians who use the road to walk along daily, including, in the summer, some families who use it to walk to Ringshall Primary School. **It was AGREED** that Councillor Oakes would look into it and advise if that would be possible.

### **RPC/98/24/25 PLANNING**

- a) Council noted the decision relating to DC/25/00264 – despite Council not being notified in the first instance of the planning proposal, but Council had discussed at the previous meeting and had had no objections to it.
- b) Council noted that the building concerned with planning application DC/24/02665 had been taken down.

### **RPC/99/24/25 TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT:**

Cllr Pratt had circulated his report prior to the meeting and only added that Offton and Willisham had had solar panels installed on their Village Hall, which was generating a healthy supply of electricity for them and saving them money on the monthly costs.

### **RPC/100/24/25 CLERK'S REPORT**

- a) Nothing to report.
- b) Clerk reported how the Precept amount had had to be changed in order to stay the same. At the previous meeting, Council had agreed for the precept to remain at an amount of Nine thousand, six hundred and eighty three pounds (£9,683). However, owing to factors such as a reduction in the tax base between 24/25 and 25/26 for MOD Band A properties, an increase in discounts awarded or more people being eligible for Local Council Tax Relief, the overall Precept amount needed to be changed, in order to be correct. This meant that the Precept amount was being reduced to nine thousand, six hundred and sixty six pounds (£9,666), which equated to an increase of 6p per band D household. **It was AGREED** that the new precept amount was approved.
- c) Payments and receipts were agreed and authorised as per below:

<b>Payments</b>	<b>Amount</b>
Clerk Pay February	£302.92
Clerk Pay March	£302.92
Tax payment - estimated	£26.00
Working from Home Allowance	£50.00
Helen Nunn - Payment for Poppy Wreath and Defib Items (Paid already)	£101.78
Street Lights Invoice	£289.88

Suffolk Cloud (website host annual Invoice)	£120.00
<b>Total</b>	<b>£1,193.50</b>
<b>Receipts</b>	
Bank Interest	£80.57
<b>Total</b>	<b>£80.57</b>

- d) Clerk presented the Finance Report to council, which was circulated prior to the meeting. Clerk also presented the Bank Reconciliation. It was pointed out that there was a £2 discrepancy on the Bank Reconciliation between the payments/receipts and the bank statement. Clerk resolved to reconcile and identify the erroneous entry before the internal Audit was carried out. **It was AGREED** that other than the discrepancy that required resolving, the Bank Reconciliation was approved.
- e) Clerk reported that Mrs V Waples had advised her cost for carrying out the internal audit as being £150. **It was AGREED** that Council approved for the internal audit to be completed by Mrs V. Waples.
- f) Clerk advised that arrangements for the external audit would be carried out by PKF Littlejohn, as per usual. However, given the low expenditure and income of the council, an external audit was not expected to be necessary for the 2024/25 financial year.

#### **RPC/101/24/25 TO REVIEW AND APPROVE POLICIES, DOCUMENTS AND PROCEDURES**

Council discussed the policies and Clerk pointed out the updates on each document. **It was AGREED** to approve all the following updated documents.

- a) Standing Orders
- b) Internal Control Statement 2025-26
- c) Financial Regulations
- d) Risk Assessment
- e) Asset Register

#### **RPC/102/24/25 PLANNING STATEMENT OF COMMUNITY INVOLVEMENT CONSULTATION**

Clerk read out the statement e-mail sent out to all Parish Clerks, regarding the proposal to remove the requirement for the planning department to notify interested parties in planning proposals via a physical notice being posted on nearby posts or letter being sent to individuals who are impacted by the planning proposal. Council discussed the proposal and **it was AGREED** that the council did not agree with the cessation of the current practice of posting physical notices and sending out hard copies letters to residents affected. Council discussed next steps, and **it was AGREED** that clerk would submit an objection comment on behalf of the council, and council members were also able to submit their own personal comments to the consultation online. **It was AGREED** that information regarding the consultation would be added to the Parish Website. **It was AGREED** that information would be included in the next Parish Magazine, and a notice posted on the noticeboard.

## **RPC/103/24/25 INSURANCE POLICY REPORT – VILLAGE HALL AND RINGSHALL COUNCIL POLICY**

Clerk reported that she had got in touch with the Insurance Brokers and asked them to confirm that the Village Hall was not double insured, as both policies were held under the same broker. The broker replied, confirming that the Hall was not double insured and confirmed that the large amounts on the Ringshall Parish Council policy pertained to the municipal infrastructure within the parish of Ringshall.

## **RPC/104/24/25 B1078 AND OFFTON ROAD JUNCTION ROAD TRAFFIC ACCIDENTS**

Councillor Oakes presented the summary of the recent traffic surveys that had taken place around Offton Road. Overall, the numbers of vehicles found to be speeding were very low – for example, 50 speeding vehicles out of 765 on one survey in one direction. Cllr Oakes to send the results of the survey to the Clerk, so she can add to the website, for public accessibility. Owing to the results of the survey, Cllr Oakes advised it was not possible to get anything done with regards to the speeding along that road. Council remained concerned that there was another accident waiting to happen, especially considering the high number of recent incidents, that remain unrecorded in the highways information database. Clerk reported that she had been in touch with the Road Traffic Collision's team, in order to find out about the protocols for accidents being reported and recorded in the Highways database. This reply was read out to Council:

*“It will depend if an accident has been reported as to whether it will get recorded. If an Officer has attended and there is injury then it would be recorded. If an Officer attends and it is damage only then sometimes this will only be dealt with by an exchange of details and does not need to be recorded as stats are only submitted to the Department for Transport where there is an injury RTC. An incident may also be reported by a member of the public and investigated and this could be injury or non-injury depending on the circumstances.*

*Highways will only look at injury collisions over the last 5 years and start to engage once there are over 3. I can see on a search that there were 4 injury cases recorded at that junction last year. To obtain details you could request a Freedom of Information for this junction which you would need to submit to;*

*[Information@suffolk.police.uk](mailto:Information@suffolk.police.uk)*

*You state below that Highways have only come back to you with one but there can be a 6 month delay on stats which will take that into account as 3 were the latter end of the year.”*

**It was AGREED** that Clerk would contact the police with a freedom of information request for accidents recorded at this junction in order to continue the conversation with at the next meeting.

## **RPC/105/24/25 SPEED INDICATOR BOARD UPDATE**

Speed Indicator Board continued to run well. No other update.

## **RPC/106/24/25 VE DAY 80<sup>th</sup> ANNIVERSARY**

Council reported that it had been agreed by the Village Hall Management committee that the bar would be opened on 8<sup>th</sup> May, and the beacon lit to commemorate the occasion.

## **RPC/107/24/25 DEFIBRILLATOR**

Clerk advised Council that CIL funds held could be used to fund the replacement of the defibrillator. **It was AGREED** that Clerk would contact CHT where the original defibrillator was purchased from to obtain a quote for a price for a replacement defibrillator, as well as

gaining at least two other quotes for a defibrillator, to present at the next meeting for consideration.

**RPC/108/24/25 ANNUAL LITTER PICK**

Cllr Hitchcock reported that the whole of the village area was covered in the litter pick. It was noted how disappointing it was that once the litter pick was complete, more litter was appearing later that day even, beer cans and McDonald’s wrappers – items that residents would have no need to discard outside. **It was AGREED** that Clerk would request more bin bags from the public realm as none had been provided this time and the ones that Cllr Hitchcock provided were from her own stores. It was also reported that a member of the Village Hall Management committee had applied to the Community Payback scheme to see if participants could come to Ringshall and carry out further litter picks.

**RPC/109/24/25 PEDESTRIAN ACCESS TO RINGSHALL PRIMARY SCHOOL LETTERS**

A collection of letters, written by Year 6 students who attend Ringshall Primary School, were delivered to Cllr Nunn prior to the meeting. The letters were asking for assistance with help for pedestrians crossing the road outside the School, as the students believed that existing measures were not effective and that new schemes could be installed which would be more effective in the maintenance of road safety. The letters were distributed among the Councillors and read individually. The Council agreed that the letters were very well written, and that the students had clearly done their research and worked hard to achieve a high quality letter at the end of their work. However, this was not an issue that was within the remit of the Parish Council to solve. **It was AGREED** that the Clerk would write to the year 6 teacher, Mrs Cape, to thank her for the wonderful letters, which were all very well written and advise her that the concerns of the children have been noted, but that the Council are unable to help and as such, have forwarded the letters to Cllr Oakes who has a working relationship with Highways, and is better placed to be able to investigate the situation and advise what is possible.

**RPC/110/24/25 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

It was reported that the road sign that is triangular warning of horses sign just outside the pedestrian entrance to the school opposite the village hall, was on a post that was rotten and rusted and looked liable to break at any given time.

**RPC/111/24/25 DATE OF NEXT ORDINARY MEETING**

Tuesday, 20<sup>th</sup> May at 7.30pm following the Annual Parish Meeting to be held at 7pm.

**The meeting closed at ...8.07pm**

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