



## **RINGSBALL PARISH COUNCIL**

Minutes of the Ordinary meeting of Parish Council held at the Village Hall on **Tuesday 22<sup>nd</sup> July 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/24/25/26 TO RECEIVE APOLOGIES FOR ABSENCE**

None

### **RPC/25/25/26 TO RECEIVE DECLARATIONS OF INTEREST**

None.

### **RPC/26/25/26 TO RECEIVE ANY APPLICATIONS FOR DISPENSATION**

None

### **RPC/27/25/26 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was **AGREED** that the minutes of the meeting held on Tuesday 27<sup>th</sup> May 2025 be approved as a true and accurate record.

### **RPC/28/25/26 TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT**

Cllr Pratt reported that the Pride in your Place Grant was active again. Any work to improve appearance within villages could be supported financially, such as removing graffiti, repairing broken windowpanes. Cllr Pratt encouraged applications for it – amounts between £250 - £5000 would be considered. It was also reported that Cllr Oakes has been speaking to a travel officer called Catherine Davies, who works on projects that encourage walking and cycling, and Cllr Oakes has been liaising in conjunction with users of Ringshall Primary School, to see if anything could be done to encourage more residents to walk or cycle to school. The officer is funded within the county council and is a design engineer who checks and costs proposals, as part of the local walking and cycling plan. Ringshall has been added to the Local Council plan as medium priority, and depending on costings and perceived benefit, it will move up or down the priority list – maybe something the CIL can partially fund, options include possibility of pedestrianising the space a little and/or truncating the bus stop.

### **RPC/29/25/26 PUBLIC PARTICIPATION SESSION**

No Public present

### **RPC/30/25/26 BIOSOLIDS PROCESSING CHARLES TYE AREA \_ RESIDENTS COMPLAINTS**

Cllr Pratt acknowledged that he had seen all the complaints, not just residents from Charles Tye area, but from far and wide, including Hitcham, Battsford, Wattisham, Bildeston and Barking. Cllr Pratt asked as to whether the council would consider having a meeting with the

site manager. It was generally felt by Council and Cllr Pratt that a public meeting would not be productive. It would be more helpful to have local leaders have a meeting with the manager to find out what mitigations can be implemented, and more productive to form a relationship with the company to help find the solutions. **It was AGREED** that the Clerk would e-mail local councils to find out if they were prepared to take similar action.

**RPC/31/25/26 WATTISHAM CAR EVENTS**

Council discussed the car events; Dan asked the Environment Protection Officer if he could go and measure the noise at the events. Council was informed that there were people walking about the events with a decibel meter every half an hour, measuring the noise to ensure it was within legal limits – the base take their responsibilities very seriously. **It was AGREED** that Clerk would e-mail the resident who complained to inform them of the action that was taken during the event to reassure them that measures were taken to ensure compliance.

**RPC/32/25/26 HIGHWAYS**

- a) Cllr Oakes reported that a sign saying pedestrians in the road along the bottom of Lower Farm Road was rejected but could not provide any justification for the rejection.
- b) Council discussed signs around the village, and **it was AGREED** that Clerk would get in touch with Dan Pratt to ask if Pride in your Place grants could be applied for to use for cutting back vegetation around road signs in the village.

**RPC/33/25/26 PLANNING**

- a) Council noted the refusal relating to DC/25/01539.

**RPC/34/25/26 CLERK’S REPORT INCLUDING THE FOLLOWING FINANCIAL MATTERS**

- a) Clerk confirmed her resignation and asked the Council to approve the decision to advertise the post with SALC. **It was AGREED** that Clerk could advertise the role with SALC. Clerk also suggested that the Personnel Committee be reinstated in preparation for recruiting a new clerk. **It was AGREED** that all the Councillors would be part of the Personnel committee, to enable maximum support when interviews would be held.
- b) Clerk raised the issue of the unpaid Telephone box power invoices. Council discussed the issue, under the belief that no power has ever been supplied to the telephone box, so found it hard to understand why they were being invoiced for power they have never used. **It was AGREED** that Clerk would e-mail the company back to ask for more information.
- c) Council approved payments and receipts as follows:

<b>Payments</b>	<b>Amount</b>	<b>Receipts</b>	
Clerk Pay June	£315.92	Insurance Excess Refund	£100
Clerk Pay July	£315.92	Bank Interest	£83.24
Clerk WFH Allowance	£50	<b>Total</b>	<b>£183.24</b>
Line for strimmer for Play Area	£4.99		
Petrol for lawnmower for play area	£12.71		
<b>Total</b>	<b>£699.54</b>		

- d) Council were advised that Cllr Last had supervised the most recent bank reconciliation and it was approved.

- e) Clerk confirmed that no external audit would be required for the 2025/26 Financial year.
- f) Clerk asked Council to advise if they approved continued use for the BACS system for generating payments on behalf of the Council. **It was AGREED** that BACS would continue to be used.
- g) Clerk reported that she had spoken to the BMSDC concerning the noticeboard it had recently purchased, to see if CIL Money could be used to spend on it. It was confirmed that CIL Money could be used for this purpose, so clerk asked Council to approve reallocating funds in order to utilise CIL funds. **It was AGREED** that CIL funds could be used to pay for the Bus stop – so the financial report could be adjusted to reflect that funds had come from the CIL Pot and not general reserves for the noticeboard.

#### **RPC/35/25/26 TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT**

Cllr Oakes had circulated her report prior to the meeting.

#### **RPC/36/25/26 TO REVIEW AND APPROVE POLICIES, DOCUMENTS AND PROCEDURES**

- a) Clerk reported that the current Standing Orders were not aligned with the NALC model Policy, so Clerk had updated the policy to include language that was approved by the civility document that had recently been released. **It was AGREED** to approve the new Standing Orders.
- b) Clerk reported that the Publication Policy for the Council had not been updated for a few years and so Clerk had reviewed the model policy from NALC and updated the policy for Ringshall. No fundamental changes were part of the new policy just updated language. **It was AGREED** to approve the new Publication policy.

#### **RPC/37/25/26 B1078 AND OFFTON ROAD JUNCTION TRAFFIC ACCIDENTS**

- a) Cllr Oakes advised that it is a lengthy process to have trees cut back along the B1078 – which included obtaining permission from County Council in principle to begin with, then an arboriculturist would need to do an assessment, then a company who is accredited to work on the highways would need to send their public liability insurance details ahead of the work being started. Cllr Oakes would advise what forms needed to be filled in, to begin the process. It was agreed that CIL Money would be used to finance the work done. Cllr Oakes would initiate the process for Ringshall. **It was AGREED** that local resident James Firman would be asked if he is eligible to complete the work.

#### **RPC/38/25/26 SPEED INDICATOR BOARD**

- a) **It was AGREED** that data would only be reported when significant changes were occurring or when a complaint was made.
- b) Further to discussion at the previous meeting, it was confirmed by the clerk that calibration of the SID was not required, while the position of the board remained the same.

#### **RPC/39/25/26 DEFIBRILLATOR UPDATE**

Clerk confirmed that owing to the recent replacement of the battery in the Defibrillator, replacement of the Defibrillator would not be needed until July 2027. **It was AGREED** to timetable the process for replacing the Defibrillator for July 2026.

It was also noted that Cllr Nunn had added the Defibrillator to the circuit over the weekend (the Circuit being a national database.)/

**RPC/40/25/26 LOCAL GOVERNMENT REORGANISATION**

Clerk advised that the survey details were on the Parish Website, and that residents were invited to complete individually.

**RPC/41/25/26 RINGSHALL PLAY AREA**

Clerk advised that the fencing around the play area required repair, as the gate had gone out of alignment with the adjacent fencing and another part of the fence had come loose. **It was AGREED** that clerk would contact Clarke's Fencing to find out if they would consider doing the repair. The consensus was that the repair needed to be done as soon as possible.

**RPC/42/25/26 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

None

**RPC/43/25/26 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 8.21pm**

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