



RINGSBALL PARISH COUNCIL

Minutes of the Annual General Meeting of Parish Council held at the Village Hall on **Tuesday 27th May 2025 at 7pm.**

Present:

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

In Attendance Brian Robertson (Acting clerk)

RPC/1/25/26 ELECTION OF CHAIRMAN TO THE COUNCIL

Cllr Hitchcock proposed Cllr Nunn. Cllr Shann seconded. All in Favour. **It was AGREED** Cllr Nunn would be Chair.

RPC/2/25/26 ELECTION OF VICE -CHAIR TO THE COUNCIL

Cllr Nunn proposed Cllr Hitchcock, Cllr Shann seconded. All in Favour. **It was AGREED** Cllr Hitchcock to be Vice-Chair.

RPC/3/25/26 TO RECEIVE APOLOGIES FOR ABSENCE

None from Councillors. Clerk absent, but Brian Robertson took notes for the meeting.

RPC/4/25/26 TO RECEIVE DECLARATIONS OF INTEREST

None

RPC/5/25/26 TO RECEIVE ANY APPLICATIONS FOR DISPENSATION

None

RPC/6/25/26 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

It was AGREED that the minutes of the meeting held on Tuesday 25th March 2025 be approved as a true and accurate record.

RPC/7/25/26 TO APPOINT REPRESENTATIVES TO COMMITTEE AND OUTSIDE BODIES

- a) **Personnel Committee** Cllr Last, Cllr Nunn & Cllr Hitchcock
- b) **Ringshall Village Hall Representative** Cllr Hitchcock
- c) **Tree Warden** Cllr L. Hitchcock
- d) **Footpath Warden** Cllr L. Hitchcock
- e) **SID Operator** Pending further discussion

RPC/8/25/26 AUTHORISATION OF ANNUAL SUBSCRIPTION

A) Suffolk Association of Local Councils £340.05
All in Favour. **It was AGREED** to pay the Subscription Fees.

RPC/9/25/26 PUBLIC PARTICIPATION SESSION

No issues were raised.

RPC/10/25/26 TO RECEIVE THE COUNTY COUNCILLOR'S REPORT

Cllr Oakes had circulated her report prior to the meeting.

RPC/11/25/26 TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT:

Cllr Pratt had circulated his report prior to the meeting.

RPC/12/25/26 HIGHWAYS

- a) Councillors discussed residents' concerns and complaints that had already been submitted to the Environment Authority and **It was AGREED** that Clerk would submit a new complaint to the Environment Authority.
- b) Cllr Oakes had no update on the pedestrians in the road sign.
- c) Council discussed the crossing around around Ringshall School. It was agreed that Cllr Oakes would ask Mike Brookes to contact Wattisham.
- d) Council discussed the trees that need to be reduced along the B1078 and **It was AGREED** that Clerk would get a number of quotes for the work and Cllr Hitchcock would research possible sources of funding for the work..

RPC/13/25/26 PLANNING

- a) Council discussed DC/25/001540 LBC and **IT WAS AGREED** that there were no objections.
- b) Council discussed DC/25/01539 HSE and **IT WAS AGREED** that there were no objections.

RPC/14/25/26 CLERK'S REPORT

- a) Clerk reported that the claim that was submitted to the Parish Council in October last year, from a user of the hall, whose car was damaged by the entrance to the car park, had been dropped. The Council had paid the £100 excess but nothing had been pursued by the claimant, so the £100 would be refunded.
- b) Finance and End of year Budget monitoring report were presented and accepted by Councillors.
- c) CIL Report was received, and **IT WAS AGREED** it was to be approved and signed by Councillors.
- d) Internal Audit Report was received and approved by Council. **It was AGREED** to be approved, and the AGAR form was signed.
- e) Payments and receipts were agreed and authorised as per below:

Payments	Amount	Receipts	
Clerk Pay April	£252.92	CIL Funds	£2,373.11
Clerk Pay May	£378.92	Precept	£4,833.00
Tax Paid (14th April)	£127.60	VAT Reclaim	£662.08
Internal Audit Fee	£150.00	Total	£7,868.19
SALC Membership Fees	£340.05		
SALC Payroll Fees	£54.00		
Clerk WFH Allowance	£50		
Total	£1,353.49		

- f) The bank reconciliation report was circulated prior to the meeting. **It was AGREED** that the reconciliation was correct and signed by Cllr Last.
- g) It was discussed that no external audit would be required, and **IT WAS AGREED** that Clerk would be asked to confirm this at the next meeting.
- h) Clerk advised that the usual Clerk had checked with the Insurance Provider and had confirmed that the playing field was covered under the insurance arrangements for the Parish Council.

RPC/15/25/26 B1078 AND OFFTON ROAD JUNCTION ROAD TRAFFIC ACCIDENTS

Council discussed the information that the Freedom of Information request had gleaned and **IT WAS AGREED** to send the information to Kay Oakes, along with a piece in the local book called 'Chronicles of Ringshall'. It was also noted that another near miss had occurred on 24th May 2025.

RPC/16/25/26 LISTED BUILDING CHANGES CONSULTATION

Item to be discussed at the next meeting.

RPC/17/25/26 SPEED INDICATOR BOARD

- a) Recent Speed watch report was received by Council
- b) Councillors were forwarded e-mail advising them renewal of the warranty of the Speed Indicator Boards was due, but no decision was made as to renew the warranty or not.
- c) Councillors discussed the Speed Indicator Board and were unsure if annual calibration was required in the SID. **It was AGREED** that Clerk would find out if this is required and if so, what would be required in terms of cost etc.

RPC/18/25/26 MAINTENANCE OF FENCE AROUND SEPTIC TANK

The fence around the septic tank was discussed and **IT WAS AGREED** that no maintenance was required this year.

RPC/19/25/26 DEFIBRILLATOR REPLACEMENT

It was AGREED that Cllr Nunn would follow up and speak to Community Heartbeat Trust and a decision would be made before the next meeting to purchase and replace the defibrillator.

RPC/20/25/26 LOCAL GOVERNMENT REORGANISATION – TOWN AND PARISH SURVEY LAUNCH

Council discussed the survey and **IT WAS AGREED** that Clerk would advise Councillors of the latest date for completion of the survey.

RPC/21/25/26 RINGSHALL PLAY AREA

The Annual Inspection report had been received and was circulated to Councillors.

RPC/22/25/26 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

None.

RPC/23/25/26 DATE OF NEXT ORDINARY MEETING

Tuesday, 22nd July at 7pm

The meeting closed at ...8.21pm

Chairman: Dated:.....