



RINGSHALL PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Ringshall on **Tuesday 19th May 2026 at 7.30pm.**

Present:

Councillors: H.Nunn (Chair)
N.Last
L.Hitchcock
D.Shann

In Attendance: A Maloney – Clerk
District Cllr Dan Pratt
County Cllr Gary Keogh

RPC/1/26/27 ELECTION OF CHAIRMAN TO THE COUNCIL

Cllr Hitchcock proposed Cllr Nunn. Cllr Last seconded. All in Favour.

It was AGREED: Cllr Nunn would be Chair.

Cllr Nunn signed the Declaration of acceptance of Office.

RPC/2/26/27 ELECTION OF VICE-CHAIRMAN TO THE COUNCIL

Cllr Nunn proposed Cllr Hitchcock, Cllr Shann seconded. All in Favour.

It was AGREED: Cllr Hitchcock to be Vice-Chair.

RPC/3/26/27 - TO RECEIVE APOLOGIES FOR ABSENCE

None

RPC/4/26/27 - TO RECEIVE DECLARATIONS OF INTEREST

None

RPC/5/26/27 - TO RECEIVE ANY APPLICATIONS FOR DISPENSATION

Dispensation requests were received by the Clerk and agreed from Cllr H Nunn and Cllr L Hitchcock on Item 18 – Church Organ donation. The dispensation request was received at the meeting of 25th November 2025 and is intended to cover the time period the item is under consideration.

RPC/6/26/27 - TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

It was AGREED: that the minutes of the meeting held on Tuesday 24th March 2026 be approved as a true record and signed by the Chair.

RPC/7/26/27 TO APPOINT REPRESENTATIVES TO COMMITTEE AND OUTSIDE BODIES

- a) **Personnel Committee:** Cllr Nunn, Cllr Hitchcock, Cllr Last, Cllr Shann
- b) **Ringshall Village Hall Representative:** Cllr Nunn, Cllr Hitchcock

- c) **Tree Warden:** Cllr Hitchcock
- d) **Footpath Warden:** Cllr Hitchcock
- e) **SID Operator:** To be confirmed

RPC/8/26/27 AUTHORISATION OF ANNUAL SUBSCRIPTIONS

- a) Suffolk Association of Local Councils £327.87

It was AGREED: that the annual subscriptions be authorised.

RPC/9/26/27 - PUBLIC PARTICIPATION SESSION

One member of the public was present. Brian Robertson wished to congratulate the Parish Council on a great job for the year.

RPC/10/26/27 - TO RECEIVE THE COUNTY COUNCILLORS REPORT

None received.

RPC/11/26/27 - TO RECEIVE THE DISTRICT COUNCILLORS REPORT

Cllr Pratts report had been received and circulated prior to the meeting and would be published on the village website.

RPC/12/26/27 - CLERK'S REPORT INCLUDING THE FOLLOWING FINANCIAL MATTERS

a) CLERK'S REPORT

The Clerk reported on the Council's current financial position and movements since the last meeting. It was reported that the balance in the accounts on 19th May 2026 was £39211.36.

The receipt on 31st March from Ringshall Village Hall Christmas Fayre fund raising has been added to the play area earmarked reserves.

b) PAYMENTS AND RECEIPTS

It was AGREED: That the following payments and receipts be approved:

Payments	Amount	Receipts	Amount
Clerk Salary March	£233.60	RVH Xmas Fund Raising	£513.35
HMRC PAYE	£58.20	MSDC Precept	£4875
Pear Space Web Hosting	£120		
V Waples Internal Audit Fee	£190		
SALC Annual Membership	£327.87		
Clerk Salary April	£233.60		
HMRC PAYE	£58.20		
Clerk WFH Allowance	£50		
Telephone Box Glass Panel Repair	£30		
Total	£1271.47	Total	£5388.35

c) FINANCE REPORT

It was AGREED: That the Finance Report be approved.

d) ANNUAL GOVERNANCE STATEMENT – 2025/2026

The Annual Governance Statement was completed by the Council and signed by the Chair and the Clerk.

e) END OF YEAR 31ST MARCH 2026 STATEMENT OF ACCOUNTS

The Statement of Accounts was presented for approval. Decision – approved and signed by the Chair and the Clerk.

f) CERTIFICATE OF EXEMPTION – 2025/26

Having reviewed the criteria for exemption, Council agreed to claim exemption. The Certificate of Exemption was completed by Council and signed by the Chair and Clerk.

g) INTERNAL AUDITORS REPORT 2025/2026

The Internal Auditors Report for 2025/2026 was received and the recommendations were noted. **Clerk to action.**

h) BANK RECONCILIATION

It was AGREED: That the bank reconciliation be approved.

i) BUDGET MONITORING REPORT

The budget monitoring report was received.

j) ANNUAL CIL RETURN

The Annual CIL expenditure report was received and signed by the Chair and the Clerk.

RPC/13/26/27 HIGHWAYS

a) Primary School Crossing Proposals

The councillors discussed the school crossing proposals and agreed in principle that a crossing would improve safety. However, it was felt that the proposals required further consideration, particularly in relation to the location of the crossing, project costs and funding, and the need to maintain the rural aesthetic of the village.

It was agreed that the crossing would be better located at the end of the footpath when turning left out of the village hall car park, as the current proposals were not considered to provide clear visibility.

Concerns were raised regarding the ongoing maintenance costs associated with a raised crossing, as opposed to a level zebra crossing, due to the regular use of the road by military vehicles, which were considered likely to cause wear to a raised surface. Concerns were also raised regarding the ongoing energy costs required to power the Belisha beacons should solar power prove unsuitable.

Funding options for the project were discussed, and councillors felt that the full cost should not fall solely to the parish council.

The Clerk advised that, whilst Community Infrastructure Levy (CIL) funding had been proposed as a possible funding source, it would not cover the full cost of the project as currently proposed.

Cllr Pratt advised that the overall cost of the project could be reduced by removing the Belisha beacons and confirmed that he would liaise with the designer to amend the proposals in line with the discussion.

b) B1078 Trees

Cllr Shann advised that he had received an email from a concerned resident regarding the trees on the B1078 following a further collision.

Quotes had been sought under the Self-Help Scheme, as advised by SCC, to cut back the trees. However, councillors felt that the seven trees located at the junction of Offton Road needed to be felled, as it was the tree trunks that were obstructing visibility for road users.

It was AGREED: The Clerk would seek quotes for the felling of the seven trees, and that an extraordinary meeting would be called to discuss and approve a quotation once the quotes had been received.

RPC/14/26/27 PLANNING APPLICATIONS

a) Planning appeal DC/25/03945 was received and noted.

RPC/15/26/27 POLICIES, DOCUMENTS AND PROCEDURES

It was AGREED: The Grant Policy and Application Form be approved.

It was AGREED: That the Document Retention Policy be approved.

RPC/17/26/27 PLAY AREA INSPECTION REPORT

The Annual Inspection Report had been received and circulated prior to the meeting.

Cllrs discussed the recommendations from the report.

It was AGREED: The basket hoop and football net would be removed. Cllr Hitchcock to action.
The Swing Shackles would be monitored.

RPC/18/26/27 BIOSOLIDS PROCESSING PLANT

Concerns were raised by a resident that the bio-solid processing plant had recommenced activities. It was found to be not the case and nothing of concern.

RPC/19/26/27 Donation to St Catherines Church

Councillors discussed the donation request.

It was AGREED: that David Higgins would be requested to complete the Grant Application Form. Council would reconvene for an extra-ordinary meeting to review the application once received.

RPC/20/26/27 Matters to be brought to the attention of the Parish Council

Cllr Pratt noted that the proposed Solar Panels for the village hall may qualify for District CIL funding. Cllr Pratt to confirm.

RPC/21/26/27 DATE OF NEXT ORDINARY MEETING

It was AGREED: That the next meeting be held on Tuesday, 28th July 2026 at 7pm.

The meeting closed at 20:35pm.

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