



Notice of Meeting and Summons to Councillors to Attend the Annual General Meeting of Ringshall Parish Council Meeting

Dear Councillor

You are summoned to attend the Annual General Meeting of the Parish Council meeting at the Village Hall, Ringshall, on Tuesday 21st May 2024 at 7.30pm

L Luther
Parish Clerk
Tel: 07702 132061
email – pc.ringshall@gmail.com

AGENDA

- 1) **Election of the Chairman of the Council**
(To receive the Chairman's Declaration of Acceptance of Office)
- 2) **Election of the Vice-Chairman of the Council**
(To receive the Vice-Chairman's Declaration of Acceptance of Office)
- 3) **To receive Apologies for Absence**
- 4) **To receive Declarations of Interest**
- 5) **To receive any Applications for Dispensation**
- 6) **To approve the Minutes of the previous meeting held on 21st March 2024 as a true and accurate record.**
- 7) **To appoint representatives to Committees and Outside Bodies**
 - a. Personnel Committee
 - b. Ringshall Village Hall Committee Representative
 - c. Tree Warden
 - d. Footpath Warden
 - e. SID Operator
- 8) **Authorisation of Annual Subscriptions a. Suffolk Association of Local Councils (£339.87)**
- 9) **Public Participation Session** – *Limited to 15 minutes with 3 minutes per person.*
Members of the public may raise any matter affecting the parish
- 10) **To receive the County Councillor's Report** – *County Cllr Kay Oakes*
- 11) **To receive the District Councillor's Report** – *District Cllr Daniel Pratt*
- 12) **Highways** – to receive any reports on highway matters and consider if they require raising to Highways, other authorities or require another action.
 - a) Update on damaged sign post at the junction of Stowmarket Road and Ware Road.



- 13) Planning Applications**
- a) To note the decision relating to DC/23/01433 – Broad View Farm
 - b) To note the decision relating to DC/24/01284 – Woodlands – Lighting design Scheme
 - c) To note the decision to uphold rejection of Appeal for DC/22/02458 Anglia Business Park
 - d) To note the Planning Consultation request DC/24/01771 – Planning for building on Wattisham Base.
 - e) To note the Planning Consultation request DC/24/01771 – Work to improve the drive way and extend onto grass area.
- 14) To receive the Clerk's Report including the following Financial Matters**
- a) To receive the Clerk's Report
 - b) To receive the Finance Report
 - c) To review and sign CIL Report for 2023/24
 - d) Clerk to present outcome of Internal Audit for 2022-23 and request approval from council for the Internal Audit report. Clerk to request Chair Sign AGAR Form.
 - e) To authorise payments and note Receipts (detailed on separate sheet in additional information).
 - f) To receive the Bank Reconciliation.
 - g) To seek approval to appoint 2024/25 Annual Internal Auditor Mrs V Waples
 - h) To approve External Auditor Arrangements for 2023/24
 - i) To request Approval for Clerk to undertake some training on Planning
 - j) Replacement of Battery for Defibrillator
- 15) To review and approve Policies and Procedures**
- a) Financial Regulations
 - b) Asset Register
- 16) Gov.uk Domain Name Transfer – Website and E-mail Addresses**
- 17) Solar Panels on Village Hall Roof**
- 18) Speed Indicator Board Update**
- b) Speed watch report
 - c) 30mph Signs on Stowmarket Road
- 19) Emergency Plan – Update**
- 20) Maintenance of Fence Around Septic Tank**
- 21) Parish Noticeboard Maintenance**
- 22) Ringshall Play Area**
- a) Play Area Inspection Update – Small Repairs needed.
 - b) Annual Inspection by BMSDC of Play Area Report
 - b) Purchase of Strimmer for Play Area Request
- 23) Matters to be brought to the attention of the Parish Council – *Items for consideration and/or inclusion on the next agenda. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.***
- 24) Date of next ordinary meeting – Tuesday, 30th July 2024 at 7pm**