

Agenda

Ringshall Parish Council Meeting

26/03/2019

7.30-9.30pm

Ringshall Village Hall

RPC/
2019/03/

01 To receive apologies and consider approval of any absences

02 To receive any declarations of interest

RA(DPI)R 2012
Suffolk Local Code of
Conduct

03 To consider any dispensation requests

LA2012 s33

04 To resolve that the minutes of the meeting of the Council held on Tuesday 22nd January 2019 are a true and correct record.

05 To receive Progress Reports for information:

a Parish Clerk

i handover

ii General work, including actions from last meeting, and urgent action taken

b Cllr A Jones on response from informing VHMC of agenda item 8 of the meeting RPC Tuesday 22nd January 2019, and of correspondence about dog fouling

c Cllr H Williams on contacting with the Mix

06 Public participation session to include Police, District and County Councillors' Reports

07 To consider and approve creation of a Personnel Committee with delegated powers to mananage all employment matters

08 Financial

a To receive and approve financial report

i Bank Reconciliation

ii Budget To Actual

iii Receipts and payments since last meeting

b To authorise payments as listing below:

i Expenses for previous Clerk totalling £25 as follows:

- Wreath - £20
- Telephone Calls - £5

LGA 1972 s112

ii Expenses for current Clerk totalling as follows:

- Advent USB Mouse - £4.99
- Sandisk 32GB USB Stick – £9.99
- Printer paper - £4.29
- Use of home as office: Feb - £18

LGA 1972 s112

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|-----------|--|------------------|
| iii | Salary for new Clerk for February and March totaling:
£280.50 | LGA 1972 s112 |
| iv | Final salary for previous Clerk totaling: £600 | LGA 1972 s112 |
| v | SALC Payroll services: £21.60 | LGA 1972 s112 |
| d | To consider acceptance of the following additional Clerking hours, and
authorise requisite payment: | LGA 1972 s112 |
| i | Clerk's Course - 12 hours | |
| ii | Handover hours – 10 hours | |
| e | To consider purchase of the following books: | |
| i | Arnold-Baker on Local Council Administration
11 th Edition at £129.99 | LGA 1972 s137 1 |
| ii | Local Councils Explained at £14.99 + p&p (£5) | LGA 1972 s137 1 |
| f | To consider paying the difference between the cost of the long service
award for the previous Clerk and the sum of the personal monies
contributed by Councillors | LGA 1972 s112 |
| g | To consider and approve the setting up of a standing order to pay the
Clerk on a monthly basis | LGA 1972 s112 |
| h i | To retrospectively approve purchase of 10 litter picking hoops | LGA 1972 s111 |
| ii | To approve reimbursement for purchase of 10 litter picking hoops to the
value of £77.90 | LGA 1972 s111 |
| iii | To approve seeking Locality Budget support for offsetting cost of litter
picking hoops. | |
| 09 | Grant requests | |
| a | To consider a grant request for the Four Parishes Magazine as per
correspondence | LGA 1972 s137 1 |
| b | To consider a grant request for Age UK Suffolk as per correspondence | LGA 1972 s137 3a |
| 10 | To consider planning applications and approve any comments | TCPA 1990 s1p8 |
| a | DC/19/00942 | |
| b | DC/19/01032 | |
| 11 | To receive a report on the Data Audit Questionnaire, and consider
the approval of creation of the following policies: | |
| | <ul style="list-style-type: none"> • Data Protection Policy • Data Retention Policy • Freedom of Information Policy • Data Privacy Notice (to be posted on web site) | |
| 12 | To receive the RVHMC report, and consider any issues raised
therein | |
| 13 | To receive an update on the village sign maintenance, and consider
if any subsequent actions should be considered | LGA 1972 s137 1 |
| 14 | To receive an update on the phone box maintenance, and consider if
any subsequent actions should be considered | LGA 1972 s137 1 |
| 15 | To receive a report on the litter pick, and consider if any subsequent
actions should be considered | LGA 1972 s137 1 |

16 Correspondence for Consideration

- a Neighbourhood Plan – To consider approval of delegates for this meeting at £20 a head
- b RSN Funding Digest – To consider investigation of funding opportunities
- c A Christmas Carol On Tour – To consider supporting this tour
- d UKTV Paranormal Series – To consider making the Parish aware of the opportunity
- e Tink's Tipsey Tavern – Rural Rescue Programme – To consider engagement with this programme

17 To consider and approve the revised Asset Register

18 To consider the resiting of the paediatric defibrillator pads in light of correspondence from communityheartbeat

19 Street Lighting

PCA 1957 s3, Highways
1980 s301

- a To receive a report on faults
- b To receive correspondence from Suffolk Highways and consider if any action to upgrade lighting is required

20 Correspondence for Information

21 Items for consideration for inclusion on the next agenda

22 To confirm the date of the next meeting as May 21st 2019

23 To consider excluding the public and press for the remaining items as their presence would be prejudicial to the public interest due to the nature of the matter to be discussed

Public Bodies
[Admissions to meetings
Act] 1960

24 To consider reconciliation of clause 4.1 and clause 4.2 of the Clerk's contract, and approve any remedial actions

LGA 1972 s112

25 To resolve to removal of bank signatory who is no longer a Councillor, and consider appointing a new third signator in their place

26 To consider the appointment of an internal auditor



Dave Smith
Clerk to the Council
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Date: 20/3/2019