## **RINGSHALL PARISH COUNCIL**

Minutes of a meeting held on Tuesday 19<sup>th</sup> January 2016 at 7pm in Ringshall Village Hall. <u>Present:</u> Mrs L Hitchcock (Chairman), Ms C Boniface, Mr J Phoenix, Mrs A Jones, Cllr D Whybrow, Mrs H Nunn (Clerk)

## Public Forum

The reports from Cllr Truelove and the Village Hall Management Committee were circulated prior to the meeting. No questions arose from either report.

Cllr Whybrow reported on the council tax draft proposal for 2016/17 which would see an increase of £3.12 p.a. for a Band D property. The changes have yet to be decided but all current services would be protected under these changes.

## 1. Apologies for absence

Apologies were received from Cllr J Truelove and Mrs K Benton.

The Clerk advised that Mr Andrew Stone had resigned from the parish council due to his ongoing work commitments. The clerk will write to Mr Stone thanking him for his work carried out during his term of office.

2. Declarations of interest

Mrs Hitchcock declared an interest in item 6.

3. <u>To confirm the minutes of the meeting held on November 23<sup>rd</sup> 2015</u>

The minutes of the meeting held on November 23<sup>rd</sup> 2015 were approved and duly signed and dated by the chairman.

4. <u>To discuss highway matters</u>

The clerk had been advised by Highways department that the road signs had been ordered and that the issue with the inspection cover had been taken over by SCC as there may be a spring beneath the road. Mr Phoenix pointed out the problems with drainage and the ditch near Ridgeway – the Clerk will report this and the condition of the verges, pot holes and drops in the road on Stowmarket Road.

5. To discuss the implementation of mains sewerage in Ringshall

The Clerk had been advised by Anglian Water that a representative would be able to attend a meeting to discuss the possibility of mains sewerage being implemented in the village. The clerk will confirm the date of the next meeting to AW.

6. Assignment of village hall lease

The letter from the Chairman of the Village Hall Management Committee was read out following which councillors agreed that the matter was now resolved.

7. <u>To discuss dog fouling on the playing field</u>

The Clerk advised that the police were not able to prosecute so the matter has been passed on to the Enforcement Department at MSDC who are pursuing the culprit.

8. <u>To discuss the purchase of a defibrillator for the village</u>

The clerk confirmed that Cllr Truelove had offered £2000 from her locality budget to go towards this project. Councillors had received the quotation from CHT which councillors approved and Mr Phoenix suggested that the Managed Solutions option should be looked into. The clerk will ascertain costings. The clerk had applied for further funding through the MSDC Locality Award.

9. <u>To receive a financial report and set the budget for 2016/17</u>

The clerk reported the following balances:

Community Account £1568.49

Business Account £8216.59

The clerk's salary and expenses to 30<sup>th</sup> November 2015 amounted to £466.28 and was approved for payment. Reimbursement of £20 for the wreath purchased by the clerk on behalf of the parish council for the Remembrance Day Service was approved for payment.

The clerk reported that Mrs Kay Benton has been appointed as cheque signatory on the account.

A request from the Four Parishes Magazine for a donation towards its running cost was approved. £50 was granted.

The budget proposals were discussed and councillors agreed that £500 would be allocated towards the Queens 90<sup>th</sup> birthday celebrations.

The clerk had provided councillors with details of the NALC pay awards and after some discussion Ms Boniface proposed 'that had a contract of employment been in place in 2007 (the date of the clerk's last salary review) 9 increments would have been awarded reaching SCP 25 which should be used as a base for the salary increase'. This proposal was seconded by Mr Phoenix and unanimously approved. The hourly rate for SCP 25 is £11.55 which equates to £2400 p.a. In the event of a new clerk being appointed in the future, the SCP will be reviewed and the set according to experience in the sector. The clerk's contract of employment will be discussed at the March meeting.

The clerk's revised salary was added to the budget proposals which amounted to £6600. It was unanimously agreed that the precept for financial year 2016/17 be set at £6600 and the precept form was duly completed and signed.

10. <u>To receive an update on the Community Emergency Plan</u> Mrs Hitchcock advised that this is still ongoing.

11. To confirm details of the litter pick on March  $5^{\text{th}}$ 

The litter pick will take place on Saturday 5<sup>th</sup> March starting at 9.30am from the village hall. It was agreed not to provide refreshments. The Clerk will remind Wattisham Airfield.

12. To receive an update on the Parish Council website

The clerk confirmed that the website is now live. All councillors present gave their agreement for their contact details to be added. It is envisaged that a link will be made with the VHMC website.

13. <u>Items for discussion at the next meeting</u> There were none

14. <u>Items for discussion at the next meeting</u>
Dates for meetings in 2016 were agreed as follows:
March 15<sup>th</sup> (note change, parish council to share hall with craft club)
May 24<sup>th</sup>, July 19<sup>th</sup>, September 27<sup>th</sup> and November 22<sup>nd</sup>.

Meeting closed at 8.55pm