

## **RINGSHALL PARISH COUNCIL**

Minutes of a meeting held on Tuesday 15<sup>th</sup> March 2016 at 7.30pm in Ringshall Village Hall.

**Present:** Mrs L Hitchcock (Chairman), Ms C Boniface, Mrs K Benton, Mr J Phoenix, Mr N Last, Cllr J Truelove, Cllr D Whybrow, Mr D Kemp (parishioner).

### **Public Forum**

The report from the Village Hall Management Committee was circulated prior to the meeting. No questions arose from the report.

Cllr Truelove circulated her report and highlighted devolution – now awaiting the Chancellor’s budget decision as to whether or not this proceeds. Cllr Truelove asked for the Parish Council to support the Syrian Refugee Programme. Cllr Truelove gave details of the motion tabled for the council meeting on Thursday and confirmed that she would not be supporting the proposals.

Cllr Whybrow’s report had been circulated prior to the meeting and he spoke of CIL and confirmed that 15% of the funding received from any building development that occurs within the parish would be returned to the parish. This would increase to 25% should the parish have a Neighbourhood Plan in place. Discussion followed regarding the Parish Council’s attempts at producing a parish plan.

#### 1. Apologies for absence

Apologies were received from Mrs A Jones

#### 2. Declarations of Interest

Mr Phoenix declared an interest in item 8.

#### 3. To confirm the minutes of the meeting held on January 19<sup>th</sup> 2016

The minutes were agreed and duly signed and dated by the Chairman

#### 4. To discuss highway matters

The Clerk had been advised by SCC Highways that the works requested following the January meeting had been included in its scheme of work.

#### 5. To discuss the implementation of mains sewerage in Ringshall

The Clerk had spoken to Anglian Water’s First time rural schemes department who had advised that either a resident or the Parish Council could submit an application for AW to investigate the need for a mains sewer within the village. A minimum of two properties showing an interest are required. Should AW decide a mains sewer was necessary the work would not be carried out until sometime during the period 2020-2025. After some discussion it was agreed that the Clerk ascertain from Mrs Wilson the number of properties interested in the scheme and if there are two then an application will be made.

#### 6. To discuss the litter pick

Mrs Hitchcock reported a good turnout with most of the village cleared of litter. There had been no response from Wattisham Airfield to the Clerk’s request that Carters Lane be cleared. It was agreed that an email be sent conveying the council’s disappointment that no support was given and a further request be made for the work to be carried out as part of the Clean for the Queen campaign.

#### 7. To discuss the Clerk’s contract of employment

The Clerk had circulated the paperwork to councillors and outstanding issues were approved by councillors. The Clerk will amend the contract and circulate for final approval. The lack of various policies was highlighted in the discussion and the Clerk will see if model policies are available from SALC.

#### 8. To receive a financial report and approve payments.

The Clerk reported the following balances:

Community Account: £2052.92

Business Saver Account: £9717.61

The Clerk reported that the parish council's application for £1500 Locality Award for the defibrillator and £350 Transformation Fund via SALC for setting up the parish council website had both been successful. A cheque for £2000 had been received being the locality grant kindly donated by Cllr Truelove towards the purchase of a defibrillator.

Bills paid since the last meeting: Street lighting and maintenance £329.29

Bills to be paid:

Clerk's salary and expenses to 29<sup>th</sup> February 2016 £463.74

Other payments:

Donation towards the Queen's 90<sup>th</sup> birthday celebrations £500.00

Brian Robertson donation for setting up website £200.00

Cost of defibrillator, installation & carriage £2250.00

These were approved by councillors and the cheques duly signed.

A request had been received from Battsford Cricket Club asking for financial assistance. Following some discussion Mr Phoenix's proposal to donate £200 was put to the vote with four councillors voting in favour. A cheque for £200 was duly drawn.

#### 9. To discuss the purchase of a defibrillator for the village.

As discussed under finance the locality budget grant from Cllr Truelove had been received so the purchase could go ahead. The clerk will complete the necessary paperwork and return it, with a cheque to the Community Heartbeat Trust. The possibility of purchasing a second defibrillator with the surplus grant funds was mentioned.

#### 10. To receive an update on the Community Emergency Plan

Mr Kemp, chairman of the community emergency plan steering committee reported that the Plan is now up and running. A copy is held by MSDC and is on the multi-agency database. Mr Kemp went on to explain how the Plan would be implemented in the event of an emergency affecting the village. Mr Kemp confirmed that an edited version of the Plan could be put on the parish council website. A locked box file containing copies of the Plan will be kept in the village hall with all committee members having access to a key. The clerk will also hold a copy of the plan. Mrs Hitchcock thanked Mr Kemp for the report and for the work he has done towards the implementation of the Plan.

#### 11. To receive an update on the Parish Council website

The clerk reported that the Minutes and accounts now appear on the website and contact details would also be added. A request was made for a hyperlink from the VHMC website to the parish council's. The clerk will forward the request to Mr Robertson.

#### 12. To discuss correspondence and items emailed to councillors prior to the meeting.

Mr Last produced a letter from MSDC to the VHMC regarding dog fouling on the playing field in which it was confirmed that the dog owner had been identified and the matter dealt with accordingly.

13. To discuss items for discussion at the next meeting

The Clerk reported that one application had been received following the advertisement for a parish councillor to replace Mr Stone. The co-option of Mr David Kemp will be an agenda item for the May meeting.

14. To confirm the date of the next meeting.

The next meeting will be the Annual Parish Meeting and Annual General meeting to be held on Tuesday 24<sup>th</sup> May at 7.00pm in the village hall.