



## Minutes

### Ordinary Ringshall Parish Council Meeting

on the

26/11/2019

at

7.30-9.30pm

in the

Ringshall Village Hall

Meeting started	19.30	
Present	Cllr A Williams (Chair), Cllr H Williams (Arrived at item .../9c), Cllr Hitchcock, Cllr Last	All current councillors
Also Present	Members of the public: 1 Dave Smith (Clerk) Cllr D Pratt (joined at item .../9a, left after 11)	
RPC/2019/11 01	To receive apologies and consider approval of any absences  <i>Cllr A Williams reported that Cllr H Williams would be arriving late due to a governors meeting.</i>	
02	To receive any declarations of interest  <i>Cllr Last declared a non-pecuniary interest in item RPC/2019/11/12, as he was the previous owner of the site.</i> <i>Clerk advised Council that it would be suitable for Cllr Last to remain in the meeting for the relevant item, but that he probably ought to refrain from voting on the matter to avoid any accusations of bias. Cllr Last concurred.</i>	RA(DPI)R 2012 Suffolk Local Code of Conduct  ADVICE
03	To consider any dispensation requests  <i>None</i>	LA2012 s33
04	To resolve that the following minutes are a true and correct record.  <ul style="list-style-type: none"><li>• Ordinary Council Meeting - 24 September 2019</li></ul> <i>Approved and duly signed by the Chair.</i>	LGA 1972 Sch12 Para 41(1)
05	Public participation session Limited to 15 mins with 3 minutes per person  <i>No public wished to address the Council</i>	Standing Order 3e
06	Clerk's Report on Matters Arising Covers all actions not handled by a specific agenda item  <i>Clerk went through report as attached, Council noted</i>  <i>Council noted the use of Clerk's emergency powers to authorise payment for an additional bin emptying invoice from MDSC due before this meeting. The cheque for which was signed outside a meeting by two Members.</i>	RECEIVE  Emergency Power
07	To receive an update report on Speedwatch matters and consider any further action  <i>See attached report from Peter Watch the Speedwatch Coordinator.</i> <i>Additional to this Peter reported that he should be able to confirm the required positions of the poles for the SID by the end of the year.</i>  <i>Council would like to thank Peter Watson for his time, given free, in pursuit of decreasing the incidents of speeding in Ringshall, and making the village a safer place.</i>	



08	<p>To receive an update report on the village hall/school sewerage system issue and consider any further action</p> <p><i>See attached report from Peter Watson. Further to this report Peter noted that:</i></p> <ul style="list-style-type: none"><li>• <i>RVHMC is also looking to install an Elsan unit.</i></li><li>• <i>Easter holidays 2020 are being targetted as the installation period</i></li></ul> <p><i>Cllr Hitchcock reminded Council that when the shared usage of the school sewerage was first agreed upon, part of the agreement was that the school could make use of the village hall car park for schools runs etc.. Suffolk County Council also installed the car park surface as part of this agreement, but maintenance of car park was taken on by Ringshall Parish Council.</i></p>	
09	<p><b>Financial</b></p>	Financial Regs - various
a	<p>To receive and approve financial reports as attached</p>	
i	<p>Receipts and payments since last meeting</p> <p><i>Report was received and approved</i></p> <p><i>Invoice for bin stickers was signed, as was now available following their purchase. Receipt from SCC for Locality Budget payment was signed.</i></p>	APPROVAL
ii	<p>Bank Reconciliation</p> <p><i>Report was received and approved and duly signed by chair (as only non banking signatory on Council at this time)</i></p>	APPROVAL
iii	<p>Budget To Actual</p> <p><i>Report was received</i></p> <p><i>Cllr Last recalled that at the January 2019 meeting the precept was set low, in part, due to wanting to offset against having too large an amount of capital reserves.</i></p> <p><i>Report was approved</i></p>	RECEIVE  APPROVAL
iv	<p>CIL</p> <p><i>Report was received and approved</i></p>	APPROVAL
b	<p>To authorise payments - see separate sheet</p> <p><i>All payments were approved, and cheques &amp; invoices &amp; receipts duly signed.</i></p>	APPROVAL
<p><i>Cllr H Williams arrived.</i></p>		
c	<p>To consider budget adjustments as detailed on separate sheet</p> <p><i>Report was received.</i></p> <p><i>Council resolved to accept these adjustments, and approved the adjusted budget.</i></p>	RECEIVE RESOLUTION
d	<p>To receive the draft budget for 2020-2021 for initial review [To be agreed and signed off at the January meeting.]</p> <p><i>Council discussed the proposed budget and decided that the percentage increase in the resultant precept was too large. They therefore decided to remove the Youth Activities line, and the Councillor Training line. Both to be covered by Ear Marked reserves instead. This brought the percentage increase in precept down to what they felt was an acceptable level.</i></p>	
e	<p>To consider funding the Clerk's membership of the Society of Local Council Clerks (SLCC)</p> <p><i>Council resolved to approve payment of the Clerk's membership. They also stated they would only consider further membership payments if this one proved beneficial to the Council.</i></p> <p><i>Clerk advised the Chair that the Society is for the benefit of the Clerk.</i></p>	RESOLUTION ADVICE
10	<p>To receive reports from the County and District Councillors</p> <p><i>See attached report from Cllr Pratt.</i></p> <p><i>Cllr Oakes was detained at another Parish Council meeting, and sent her apologies via Cllr Pratt.</i></p>	
11	<p>To receive a report on other Parish/Town Councils' approaches to the 461/2 bus route funding withdrawal and consider further actions</p> <p><i>Council received the attached report and its addendum on the current state of action taken by effected Councils.</i></p> <p><i>A discussion was held and due to the very small number of service users and the proportionality of the potential costs involved Council resolved to not provide any funding.</i></p> <p><i>The Clerk informed Council that there are various Dial-A-Ride services in MidSuffolk. Council resolved to promote the Dial-A-Ride services available to the Parish.</i></p>	RESOLUTION RESOLUTION



Cllr D Pratt left the meeting at this time.

- 12 To consider planning applications and approve any comments
- TCPA 1990  
s1p8
- MSDC Planning Consultation Request - DC/19/04954
- Council **resolved** that as no parishioner had made comment to Council regarding this planning application that Council would not comment. RESOLUTION
- Chair requested a copy of the matters that a Parish Council can and cannot consider when commenting on planning applications. Clerk to action. ACTION
- 13 To receive reports on any highways matters, and consider if they require raising to Highways or other authorities, or require other action
- Cllr H Williams reported about mud on the road, and grass verges being driven on in her area of the parish, mostly due to farming activities.
- Council **resolved** that no action was required. RESOLUTION
- 14 To receive proposals for how CIL monies could be spent, for consideration at the next meeting
- The CIL  
(Amendment)  
Regulations  
2013  
P59C
- Cllr Hitchcock, in her role as liaison to RVHMC, made Council aware of RVHMC's intention to buy a combined 5-side goal and basket ball net at a cost of £2000. Said equipment to be sited at the far end of the playing field. No hardstanding/other matting etc. to be installed. Cllr Hitchcock also informed Council that RVHMC have approached Cllr Pratt for £500 of Locality Budget funding, and where therefore seeking funding support from RPC.
- After discussion, Council **resolved** that it would grant 50% of the remaining funds required for purchase of the equipment, subject to a maximum grant value of £1000. This money to be provided from the CIL reserves. RESOLUTION
- 15 To receive the RVHMC report, and consider any issues raised therein
- Oct and November usage report
- Report received for October 2019 and Nov 2019  
No issues were listed in the reports.
- Accounts
- Accounts received
- 16 To consider raising issues regarding private function management to RVHMC
- Cllr Last reported a number of issues he had with recent private bookings, and his inability to get through to the Duty Steward at the time.
- As the liaison to RVHMC Cllr Hitchcock took the action to forward these concerns to RVHMC. ACTION
- 17 To receive an update on the engagement with the Mix and consider if further action is required.
- Cllr H Williams reported that the target date is the Easter school holidays 2020 for a day of activities.
- Advertising to be placed into the 4 Parishes Link magazine, on notice boards, and with the school. ACTION
- 18 To receive a draft 3 year business plan for review and consider if further actions are required to help enhance it
- The Clerk presented the business plan, making a distinction between the sections that Council does as a matter of course and those that are potential new items/approaches to consider, making it clear these were just exemplars and that Council should consider their own ideas.
- A discussion was held, mostly not about the item under discussion, and the conclusion was that this item would be **deferred** until the next meeting. DEFER
- 19 To consider creating a working party to manage the Parish Emergency Plan, or other mechanism to keep it up to date.
- Potential working party terms of reference attached.



## Ringshall Parish Council

Clerk presented the conditions for a working party to be able to make decisions on Council's behalf, which is to have three Councillors on the working party, with at least two at each meeting.

The Clerk gave Council an update on the Emergency Management Team make up, informing them who wished to stay on, and who wished to step down, and those whose role needed qualification. Clerk informed Council that the interaction with the school needs to be reviewed as currently the plan includes the school, and one member of the EMT (who has stepped down) is listed as the school keyholder.

Cllr Hitchcock, after giving a brief description of the plan for newer Councillor, suggested that the most likely updates required to the plan are just matters of updating contact information: of the EMT; the list of parishioners willing to provide help at a time of emergency; and more importantly the list of at risk parishioners.

Council did **not resolve** to create a working party.

RESOLUTION

Cllr Hitchcock to find the original parish survey questionnaire, and Councillors to distribute to the parish.

ACTION

No timeline was set for these actions or the production of an updated plan.

20 To consider any response to the Suffolk Borders Consultation

Council **resolved** to not respond.

RESOLUTION

21 To receive an update on the current councillor vacancies and consider any further action

No current prospective new councillors.

Clerk has advertised in 4 Parishes and on Nextdoor app, and will re-advertise next year in 4 Parishes Link magazine

22 Items for consideration for inclusion on the next agenda

None in addition to those mentioned above.

23 To receive the proposed dates for the next year of meetings, and confirm the January 2020 date

Council received the proposed date, as given in attached document, and resolved to confirm the next meeting date as the 28<sup>th</sup> January 2020.

RESOLUTION

Meeting closed

21.28

Date:

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Dave Smith  
Clerk to the Council  
Maple Cottage, IP14 2JD