



Minutes

Ordinary Ringshall Parish Council Meeting

28/01/2020

7.30-9.30pm

Ringshall Village Hall

Meeting Started	19.30	
Present	Cllr A Williams (Chair), Cllr H Williams, Cllr Hitchcock, Cllr Last	Quorate
Also Present	Members of the public: 2 Dave Smith (Clerk) District Cllr Daniel Pratt County Cllr Kay Oakes	
RPC/2020/01 01	To receive apologies and consider approval of any absences	
	None	
02	To receive any declarations of interest	RA(DPI)R 2012 Suffolk Local Code of Conduct
	<i>Cllr Last declared a non-pecuniary interest in item RPC/2020/01/19, 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>	ADVICE
03	To consider any dispensation requests	LA2012 s33
	None	
04	To resolve that the minutes of the meeting of the Council held on Tuesday 26 th November 2019 are a true and correct record.	LGA 1972 Sch12 Para 41(1)
	<i>Approved and duly signed by the Chair.</i>	APPROVAL
05	Public participation session Limited to 15 mins with 3 minutes per person	Standing Order 3e
	<i>No public wished to address the Council</i>	
06	Clerks Report on Matters Arising From Previous Meetings Covers all active actions not handled by a specific agenda item	
	<i>Clerk went through report as attached, Council noted.</i>	RECEIVE
07	To receive an update report on SID pole siting and consider any further action on this matter	
	<i>See attached report - Speedwatch matters update.</i>	
	<i>Council would once again like to extend their thanks to Peter Watson for all the effort he has put into this activity.</i>	
	<i>Cllr Oakes reminded Council of her offer to provide locality award monies to the value of £2k towards the SID purchase.</i>	
	<i>Chair took the decision to reorder the agenda at this point, to accommodate the need of Cllr Pratt to leave early</i>	Standing Orders
08	To receive reports from the County and District Councillors (part i)	
	Cllr Pratt was given leave by the Chair to deliver his report earlier than the agenda.	Standing Orders
	<i>Cllr Pratt delivered his report, with the following additional information:</i>	
	<ul style="list-style-type: none"><i>£1000 granted to RVHMC for the goal/basket ball purchase.</i>	

Cllr Pratt leaves the meeting.



- 09 To receive an update report on the village hall/school sewerage system issue
See attached report - Sewerage Works Update.
- 10 Financial Financial Regs
See attached report Financials 28th Jan 2020
- a To receive and approve financial reports
- i Receipts and payments since last meeting
The payments were noted and approved by Council. APPROVAL
It should be noted that the payment was authorised under the Financial Regs clause allowing the Clerk and Chair to approve out of meeting, as their was budget line for this. Financial Regs
- ii Bank Reconciliation
See attached report - Overview.
This report was received, approved and duly signed by the Chair as the only non-banking signatory on the Council at this time. APPROVAL
- iii Budget To Actual
See attached report - Budget To Actual
This report was received and approved by Council. APPROVAL
- IV CIL
See attached report - CIL
This report was received and approved by Council. APPROVAL
- b To authorise payments as listed in documentation pack
Council approved all payments listed, and cheques were duly signed.
- c Budget & Precept 2020-2021
- i To consider and approve the budget
Council received the draft budget as amended at the last meeting and resolved to approve it. RESOLUTION
- ii To consider and approve the precept
The Council resolved to approve the precept value of £7100, as determined by the budget. The precept form was duly signed by the Chair, 2 other members, and the Clerk. RESOLUTION
Clerk to return to MidSuffolk by 31st January 2020. ACTION
- d To consider donation requests from:
1. Suffolk Neighbourhood Watch Association
2. Citizens Advice Mid Suffolk
*1 - SNWA - Council decided to await a response from the Clerk's enquiry before making a decision on whether to make a donation.
Item to be re-tabled when and if such a response is forthcoming.*
2 - Council discussed the amount to be given, as their was a general consensus that the budgeted £50 was insufficient given the work undertaken for their parishioners.
Clerk advised Council that it had a line left of around £3600 possible under S137 rules. ADVICE
The Clerk also reminded Council that any donation should be proportionate, and that it had previously decided to give £50 to SARS (with no known recipients of help) and £600 to the PCC (22 parishioners), and thus had precedence for its view on proportionality for any donation to CAB (helped 14 people in the last year).
Council had further discussion and resolved to give £100 to CAB, and a cheque was duly made out and signed. RESOLUTION
Clerk to forward cheque to Mid Suffolk CAB ACTION
- 11 To receive reports from the County and District Councillors (part ii)
Cllr Oakes delivered her report, and will forward an electronic copy to the Clerk.
- 12 To receive an update on the goal post/basket ball net funding from RVHMC
Cllr Hitchcock reported that RVHMC had approached Cllr Oakes for a donation towards the cost of the posts. This was further discussed at the meeting with Cllr Oakes, who agreed in principal to support from her Locality Award budget, and potentially from a charity she is associated with to the combined value of £1250.
Discussion was also held about which entity would be best suited to actually purchase the posts given Council's potential ability to reclaim VAT on items it purchases.



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	<i>Clerk advised that Council could reclaim VAT on a purchase of such an item.</i>	ADVICE
	<i>Clerk actioned self to investigate the potential cross funding issues, as had no knowledge to hand.</i>	ACTION
13	To consider any proposals for District Councillor Locality Budget submissions. <i>Council resolved to submit a request for aid with funding of upgrading the street lighting.</i> <i>There are currently four lamps which are not LED, and Council will seek funding to support the upgrade of as many as Cllr Pratt deems suitable, with Council to look to fund the remainder from CIL funds.</i> <i>Clerk actioned to submit request to Cllr Pratt.</i> <i>Clerk actioned to approach SCC over the upgrades</i>	RESOLUTION ACTION ACTION
14	To receive an update on the engagement of the Mix for an activities day and consider if further facilitation is required. <i>With the sewerage works taking place later in the year, various dates over the Easter period were discussed, and it was decided that the 14th April would be the primary target date, with 16th April being a backup date. The main activity to be provided is a mobile skate park, with potential for a bouncy castle and other smaller activites. Discussion was also held about providing refreshment stalls.</i> <i>Clerk advised Council that they could not charge for any refreshments themselves as they do not have the Power Of General Competency, so it would be best if RVHMC ran any such trading stalls.</i> <i>Post meeting note - Clerk is now aware of LGA 1972 s145(2)(c), which permits the sale of refreshments at any entertainment put on by the Council.</i> <p style="text-align: center;"><i>Cllr Oakes leaves the meeting</i></p>	DECISION ADVICE Correction
15	To receive an update on the Parish Emergency Plan work, and consider what further action is required to update it <i>Council resolved to redo the original survey to gain more up to date information.</i> <i>Cllr Hitchcock has the original survey, and will scan in and forward to the Clerk.</i> <i>Clerk to print out the survey for distribution.</i> <i>Council resolved to revisit this at the next meeting.</i>	RESOLUTION ACTION ACTION RESOLUTION
16	To consider a draft 3 year business plan and consider if further actions are required to help enhance it before adoption <i>The intention is to not necessarily adopt at this meeting, but possibly just to discuss: if the plan is considered useful; if it would be useful to request input from the parish; and ideas Council has for inclusion etc..</i> <i>Council discussed how to garner input from the parish, and resolved that a survey, to go out with the PEP survey, would be the best way forward.</i> <i>Clerk actioned to create said survey, basing on a previous version Council considered.</i> <i>Council resolved to revisit this at the next meeting.</i>	ACTION RESOLUTION
17	Annual litter pick <i>The Clerk advised Council as to the content on the Risk Assessment, and how, in particular, litter picking outside of the 30/40mph zones (where footways are not present) is the responsibility of MidSuffolk. The Clerk also advised Council that due to the change in insurance this year, any volunteer litter picker would be covered under the Council's insurance, so long as they were advised of and understood the Risk Assessment.</i> <i>Clerk further advised that Council could alter the risk assessment and provide assessments which allowed picking on any road in the Parish.</i>	ADVICE
a	To consider a date <i>Council resolved to hold a week long litter pick from 4-11th April</i>	RESOLUTION
b	To consider adding the event to the "Great British Spring Clean" interactive map <i>Council resolved that this would be a good idea</i> <i>Clerk to action this.</i>	RESOLUTION ACTION
c	To consider how to find volunteers <i>Council resolved that the following avenues for finding volunteers would be used:</i> <ul style="list-style-type: none">• Council web site• 4 Parishes Link Magazine• School Newsletter (subject to school agreement) <i>Clerk to action all.</i>	RESOLUTION ACTION
d	To review and adopt the Risk Assessment	



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	<i>Council resolved to adopt the risk assessment as presented without modification.</i>	ADOPTION
18	To consider whom to appoint as internal auditor <i>The Clerk presented three potential candidates with costings for consideration. After discussion Council resolved to engage the services of Heelis & Lodge. If they did not have capacity, then Council resolved to authorise the Clerk to attempt to gain service from the other providers in least cost order.</i> <i>Clerk actioned to request service from Heelis & Lodge</i>	RESOLUTION ACTION
19	To receive reports on any highways matters, and consider if they require raising to Highways or other authorities, or require other action <i>Clerk reported that Offton Road potholes have been marked in national speed section. Cllr Hitchcock reported that there is still subsidence issues on Stowmarket Road that require work.</i> <i>Cllr Oakes, before leaving, had requested that any issues with road be raised to her, as well as Highways.</i>	
20	To consider commenting on the following planning applications: • DC/20/00267 <i>Council resolved to make no comment</i>	The Town and Country Planning (Development Management Procedure) (England) Order 2015 S25 RESOLUTION
21	To receive proposals for how CIL monies could be spent, for consideration at the next meeting <i>Council received a suggestion to use CIL funds to upgrade any street lighting not covered by any grant awarded from Cllr Pratt's Locality Award budget.</i>	The CIL (Amendment) Regulations 2013 P59C RECEIVE
22	To receive the RVHMC report, and consider any issues raised therein <i>The attached report for January was received. Clerk informed Council that no report was produced for December.</i>	
23	To consider a request for help regarding creation and implementation of a parish plan for planting of trees <i>A resident presented their proposals on tree planting, see attached document.</i> <i>The Clerk advised Council that they could create a working party to look into the proposal, thus lending Council backing to it. Such a working party would not be given powers to make monetary decisions, such would need to be referred back to Council.</i> <i>A discussion was held: lack of Council owned land was noted, and local farmers likely reticence to engage after a hard winter was noted. Mention of regulation changes that enforce relevant changes on farmers in the near future (2024) were noted.</i> <i>Council resolved to not provide any official backing for the proposal, however the Chair was willing to help in his capacity as a private individual/Councillor.</i>	ADVICE RESOLUTION
24	To consider the reply to the SALC Survey on planning <i>Council resolved not to complete the survey.</i>	RESOLUTION
25	Items for consideration for inclusion on the next agenda • Funding items for the Activites Day • Clerk Appraisal	
26	To confirm the date of the next meeting as Tuesday 31st March 2020 <i>Date was confirmed by Council</i>	CONFIRMATION

Meeting closed

21.20