



Minutes

Ordinary Ringshall Parish Council Meeting

30/03/2021

7.30-9.30pm

Held via Zoom

Time	URL	Meeting ID	Passcode
19:30	https://us02web.zoom.us/j/89299712028?pwd=L2hEQINwZTdBellYdFFOUThNS0pVUT09	892 9971 2028	784795

Started 19:30
Present Cllr L Hitchcock, Cllr N Last, Cllr C Payne

Also Present D Smith - Clerk
 Cllr K Oakes - SCC
 Cllr D Pratt - MSDC
 4 members of the public (at the start)

Minute Id		
RPC/2021/03 00	Council resolved that Cllr Last should be the meeting Chairman	RESOLUTION
01	Apologies	SO
a	To receive apologies Councillor H Williams and Councillor A Williams could not make meeting due to travelling to attend a funeral the next day.	
b	To consider approval of any absences Council resolved to approve the absences	LGA 1972 s85 (1) RESOLUTION
02	Declarations of interest To receive any declarations of interest Cllr Hitchcock stated a declaration of interest regarding 7c, 12c, 12d, 13, 19	SO RA(DPI)R 2012 Suffolk Local Code of Conduct
03	To consider any dispensation requests Ongoing wrt to Cllr Hitchcock and the car park The Clerk advised Council, that due to only having three members present, the need for dispensations is moot, as Council would be inquorate if Cllr Hitchcock was not present and able to vote.	SO LA2012 s33 ADVISE
04	Minutes To resolve that the minutes of the following meetings of the Council are a true and correct record. ○ 26/01/2021 Council resolved to approve the minutes without change.	SO LGA 1972 Sch12 Para 41(1) RESOLUTION
05	Public participation session Limited to 15 mins with 3 minutes per person	SO Standing Order 3e

Signed: _____ Date: _____



Penny Summer the new Ringshall Recorder addressed the meeting. Her information can be found in the supporting documentation.

06 Clerks Report on Matters Arising From Previous Meetings
Covers all active actions not handled by a specific agenda item

Clerk spoke to the report, which included updates on the Village Hall responsibilities document.

Cllr Hitchcock indicated that she had replied on behalf on the landlord to the question of the hedge ownership at the hall. After which a long and robust discussion was held between the Clerk and said Councillor regarding what information had been supplied, and its clarity. The outcome of which was Hitchcock Farms accepting responsibility for all the hedges at the village hall site.

Due to this, the Clerk will indicated that there will no requirement from Council for Hitchcock Farms to show any PLI documentation with regards to hedge maintenance works at the village hall site.

The Clerk will update the responsibilities document and redistribute to the RVHMC and Cllr Hitchcock in her capacity as Hitchcock Farms/Village Hall Site Landlord representative.

During the above discussion, the Clerk advised Cllr Hitchcock that if she has issues with how the Clerk operates she should report her concerns via the proper procedure rather than at at publicly held meeting.

ADVICE

Further, the Clerk advised Cllr Hitchcock that if she did not like how the Clerk pursued his defined role, then she should raise a motion to alter the job description (and therefore the role) of the Clerk.

07 Financial

Financial Regs

a Financial reports

- i To note receipts and payments since last meeting

SO

Council noted the report.

- ii To agree and sign off the Bank Reconciliation

SO

Cllr Payne stated that he had found, to the best of his ability, not issues with the banking reconciliation. Cllr Payne to sign the reconciliation outside of the meeting.

AGREEMENT

- iii To note the Budget To Actual

SO

Council noted the budget to actual, and the accompanying notes, without questions.

- iv To note the CIL

SO

Council noted the current CIL report

b To authorise payments as listed in documentation pack

RESOLUTIONS

Council resolved to approve the following payments:

- street lighting
- salary
- working from home allowance
- salc payroll

c To receive and consider a donation request from RVHMC

Council resolved to make a donation of £1000 to RVHMC

RESOLUTION
LGA 1972 s135?

d To receive and consider a donation request from Marie Curie

Council resolved to not make a donation, as the request was just for £3. Instead, individual Councillors decide to donate.

RESOLUTION

08 Street lighting

a To approve upgrades to LED of the broken units using Neighbourhood CIL

Council resolved to approve the fixing of the broken lights using CIL monies. Council further resolved that if the amber lighting option was 10% or less of the quote for the white LED units, then amber could be installed.

RESOLUTION

b To approve upgrades of all other light unit to the same LED specification using Neighbourhood CIL

Signed: _____ Date: _____



Ringshall Parish Council

Council **resolved** to approve the upgrading of all other units to current LED specifications. RESOLUTION
Council further **resolved** that if the amber lighting option was 10% or less of the quote for the white LED units, then amber could be installed.

09 To receive reports from the County and District Councillors

Council **received** the reports (see attached). RECEIVE

Further to her report, Cllr Oakes indicated that the Needham Market Rapid Testing Centre would be closing due to insufficient usage. More effort and monies will be put into home testing kits instead.

Cllr Oakes also told Council about the scheme to site temporary ANPR SID devices at traffic hot spots in rural communities. Council asked that Cllr Oakes signs up on its behalf for this scheme, which she indicated she would do.

10 Policy Document Approvals

a To review and approve the Equal Opportunities policy
Council **resolved** to approve the policy without comment. RESOLUTION

b To review and approve the Safeguarding Policy
Council **resolved** to approve the policy without comment. RESOLUTION

11 Planning Applications

- To consider commenting on the following planning application:
 - SCC-0017-21B
Proposal: Single-storey and two-storey LPG hot training rig (extension to existing hot training rig) & erection of single-storey and two-storey carbonaceous hot training [sic] rig on existing concrete hardstanding.
Location: Suffolk Fire and Rescue Service Training Centre, Wattisham Airfield, Wattisham, IP7 7RA

Council had no objections to the application and **resolved** to make no comments. RESOLUTION

12 Village Hall Sewage Plant Project

a To receive update report on the Village Hall sewage treatment plant installation
Clerk submitted their update on the installation as given in AdditionalInformation, which Council duly **received**. RECEIVE

b To receive update on the CIL and Communities Grants
Clerk submitted their update in AdditionalInformation. Further to this the Clerk indicated that all monies had now been received. RECEIVE
Council **received** this report.

c To receive update on installation of suitable fencing around the STW, and consider what further action is required
Cllr Hitchcock sought approval from Council for the installation of the fencing, which the Clerk had already used their emergency powers to authorise three weeks prior to the meeting. Subsequently, Cllr Hitchcock said she would engage a contractor to install the fence.
Council thanked the Hitchcock family for their generous donation in installing said fence.
Council **confirmed** the approval of the installation of the protective fence.

d To consider the offer from the landlord's family to re-grass the area around the STW
Council considered the offer and **resolved** to give the landlords family the go ahead. RESOLUTION
The Clerk **advised** Council that part of the planning permission approval conditions was an onus on Council to repair any damaged grass area. ADVICE

e To confirm that the invoice from the contractor is correct and should be paid once funds arrive from MSDC
The Clerk presented their report from AdditionalInformation on this item.

Signed: _____ Date: _____



Ringshall Parish Council

Council resolved to approve the payment and Council further resolved that it should be paid before the precept arrived, and thus would need to make use of CIL funds on a temporary basis to cover the full cost of the invoice. RESOLUTIONS

- f To consider funding the replacement of the tree removed during the works

Council was informed during the meeting by one of the RVHMC co-chairs that RVHMC had agreed that a bench with a plaque should be purchased instead of a replacement tree.

Therefore there was nothing for Council to consider under this item.

- g To approve Clerk's additional hours spent on this project

Council resolved to approve 15 hours (which includes time to pay the invoice) of additional time. RESOLUTION

13 Village Hall Car Park

- a To receive an update on the Chairman's action to contact the school's trust regarding their initial offer to maintain the car park surface.

No report received by Clerk before the meeting.

[Post meeting note - Subsequently the Chairman sent the report with apologies for forgetting it]

- b To consider how to best to proceed with the car park maintenance

In light of the nil report, the meeting Chairman decided to hold over this item until the next meeting. CHAIRMAN DECISION

14 Highways Matters

To receive reports on any highways matters, and consider if they require raising to Highways or other authorities, or require other action

The Council was informed of the road works planned for the 12th April onwards along Stowmarket Road. Further works to the Vodaphone cabling installed a few years ago.

SO

15 Neighbourhood CIL

To receive and consider proposals for how Neighbourhood CIL could be spent

No proposals were presented for consideration.

SO The CIL (Amendment) Regulations 2013 P59C

16 Slow Ways

- a To receive a report from the Chairman on Slow Ways

No report received by Clerk

[Post meeting note - Subsequently the Chairman apologised for forgetting to send reports, but did not include Slow Ways in what he then sent out]

- b To consider supporting the Slow Ways initiative

In light of the nil report, the meeting Chairman decided to hold over this item until the next meeting. CHAIRMAN DECISION

17 RAF Wattisham Liaison and Helicopters

- a To receive emails from a resident on the matter of helicopters and communication with RAF Wattisham

Council received the correspondence, and resolved to invite the resident to the next Council meeting so they could speak to the issues to Council. RECEIVE RESOLUTION

- b To receive an update from the Chairman on his correspondence on setting up a liaison group with the base

No report received by Clerk before the meeting.

[Post meeting note - Subsequently the Chairman sent the report with apologies for forgetting it]

- c To consider taking up Jo Churchill's (MP) offer to facilitate a meeting between RPC and the base

Council resolved to take up the offer. RESOLUTION

18 VE Day

To consider marking this day

Signed: _____ Date: _____



Council decided that there was nothing they could do per se.

RVHMC stated that they would fly the flag at the village hall on that day.

19 Village Hall Recovery

To consider offering support and encouragement to the RVHMC in helping to develop and promote a three-year recovery plan for the village hall's reopening post pandemic

Some discussion was held between Councillors and RVHMC on future directions, and facilities. The outcome of which was that Council resolved that there was nothing they could do at present, except to offer their future support in principle for the hall.

RESOLUTION

20 Red Lion Pub & Restaurant ACV Status

To consider offering RPC support to efforts to retain the Red Lion Pub & Restaurant, Great Bricett, from closure.

It was reported to Council by Cllr Oakes that the planning application had recently been turned down.

Council resolved that they were in favour of the continued use of the premises as a functioning public house, and in the AVC if required.

RESOLUTION

Clerk actioned to pursue this support.

ACTION

21 Quiet Lanes Suffolk

a To receive updates on the state of the Quiet Lanes Suffolk project

Council received updates from Cllr Oakes and Cllr Payne on the latest status with QLS, Offton Road and Holley Lane.
<more to add in>

b To consider whether to proceed with designation of Offton Road (national speed limit section) as a QL

Council decided to proceed with process, which will next involve a public consultation, and agreed that Cllr Oakes could lead on their behalf.

Cllr Oakes to update QLS on this decision.

22 Charles Tye Notice Board

To receive an update on the provision of the notice board at Charles Tye.

No report received by Clerk from Chairman

23 Items for consideration for inclusion on the next agenda

SO

- Planning commenting policy

24 Next meeting

SO

a To confirm the change of date of the next meeting from Tuesday 25th May 2021 to Tuesday 18th May 2021

Council resolved to confirm this date

b To decide where/how the meeting is to be held

The Clerk provided advice on this in the Additional Information document.

DECISION

Council decided that they would not commit to a location until the legal proceedings delivered a verdict on the LGA 1972 perspective on remote meetings.

Closed

21:54

Signed: _____ Date: _____