

RINGSFIELD AND WESTON PARISH COUNCIL

MEETING – 17TH JUNE 2016

MINUTES [approved by councillors on 15-07-16].

1. The chairman, Louise Rees, welcomed councillors Sarah Statt, Stephen Warner, Chris Scott, David Cannell and Rory Sherriff. Apologies were received from David Francis. Mick Arnold was absent. Apologies received also from Kevin Springall [WD councillor] and David Ritchie [Suffolk County councillor]. The clerk, Caroline Cardwell, was in attendance.
2. **Declarations of interest** and any dispensations allowed – none
The chairman then asked councillors to observe a minutes silence to respect the work and memory of Jo Cox, MP who died in Birstall, W. Yorkshire on 16th June.
3. Public Forum – no members of the public present.
With councillors' agreement, the chair then took item 7 before the remaining business
7. Community Council – the future and present make-up of the Council was extensively discussed and the chair reiterated the findings of the previous meeting on 31st May re grants, VAT and parish council restrictions on when VAT could be reclaimed. Councillors also discussed the allocation of S. 106 money. Possible future plans could perhaps include establishing the Co-Co as an incorporated charity, to remove the individual financial liability of the members. On membership it was agreed that 2 councillors [Louise Rees and Sarah Statt] should join as PC representatives – however numbers still fell short of the 15 required by the current constitution and Ringsfield was under represented. Concerns were also raised about risk assessments of the hall, the sports facilities and the children's playground as the PC felt it would be appropriate to have yearly copies; also accounts should ideally be audited by an independent auditor before submission to the Charity Commission. The clerk was asked to write to the Co-Co with these details and also to again state the PC policies on grants and VAT; councillors are very appreciative of the work of the present committee and would like to support them in their various projects. It was hoped that improvements to the hall could be put in hand later this year.
4. **Minutes** of previous meetings [20-05-16; 31-05-16] were approved and signed as a true record.
5. **Matters arising** – Rory Sherriff declined the offer of the shed; the chairman stated that she had been approached by WDC about a possible prize from the litter pick draw. Councillors agreed that the clerk should order "Local Councils Explained", but to check if new edition might be available.

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6. **Finances** - Balance at 09-05-16 - £ 18,066.78 [less 466.86 cheques approved in May] = **17,599.92**; Cheques for approval as follows: 548 to C. Cardwell for 177.92 [net Jun sal]; 549 to HMRC for 133.20 [tax to Jul 5]; 550 to L. Rees for 15.58 [flowers etc to previous auditor]; Total cheques - £326.70
7. **Community Council** – see above
8. **Planning** – Low Fm, School Rd.: proposed balcony – no objection. Councillors also noted WDC permission for extension at 2 Hillside Cottages, Cromwell Rd. and SCC permission for landscaping and fencing associated with the Beccles Relief Road.
9. **Councillors' responsibilities** – Louise Rees and Sarah Statt to join Community council; Rory Sherriff to cover trees, hedges and footpaths. Further allocations at next meeting.
10. **Correspondence** – received and discussed
11. **Reports** from County, District and parish councillors – none
12. **PC meeting venues** – the chair reported that the church would be very pleased to host the PC; although Ringsfield Hall had offered it was felt that access for the public could be an issue. The November meeting date to be moved to the 25th.
13. **Any other business** – the list of parish assets was discussed and various items identified – to be considered more fully at the next meeting. Neighbourhood Plan Meetings – Chris Scott to attend and the forthcoming dates to be checked. The hedge next to the children's play area to be trimmed. Rory Sherriff reported that he had sourced a possible newer mower and the present one needed a new engine.
14. **Next meeting** – 15 July 2016

The meeting ended at 8.40pm

R. Rees
15/7/16