

## RINGSFIELD AND WESTON PARISH COUNCIL MINUTES

Date of Meeting: 19<sup>th</sup> May 2017

Present: Chair Cllr Rees, Cllrs Statt, Warner, Francis, Cannell, Sheriff & Scott  
 Attending Incoming Clerk Mrs Brown and 8 members of the public.

**1. OPENING OF ANNUAL MEETING** - The meeting was declared open at 8.20

The Chair asked for a minutes silence to show respect for the recently deceased leader of WDC Cllr Colin Law.

Election of Chairman – Cllr Cannell proposed Cllr Rees, 2<sup>nd</sup> Cllr Statt aif. Cllr Rees signed the Declaration of Office.

Election of Vice Chairman – Cllr Rees proposed Cllr Scott, 2<sup>nd</sup> Cllr Francis aif, Cllr Scott accepted the position.

Appointment of RFO – Cllr Rees proposed that the new Clerk Jean Brown is appointed aif

Authorisation of subscriptions for the coming year- Cllrs Rees proposed that the PC authorise subs to SALC & CAS again this year aif.

Review Financial Risk Assessment- To be added to June's agenda

Review of Internal Controls – To be added to June's agenda

Review of Asset Register- agreed at £5,409.00

**2. DECLARATIONS OF INTEREST** - None

**3. RECEIPT AND ACCEPTANCE OF APOLOGIES FOR ABSENCE** – Cllr Ritchie

**PUBLIC FORUM** –

A member of the Public asked about weight restrictions on roads through the Parishes, see Annual Parish Meeting Minutes.

**4. ACCEPTANCE OF MINUTES OF PC MEETING HELD 21<sup>st</sup> April 2017** – Cllr Statt proposed acceptance  
 2<sup>nd</sup> Cllr Scott aif

**5. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING** –

Insurance for phone kiosk and defib – Kiosk currently valued at £1,000.00, there is no need to increase the insurance at present, but will discuss again when the defib is installed.

Community or Parish Plan. Cllr Rees gave the following brief outline of the nature of a plan: These types of plans should ideally be made by residents rather than Cllrs, although Cllrs could start one and hope to draw in members of the public later. The plan should cover the residents wants and needs for the next 30 years on development & infrastructure, cycle paths, bus services etc, this could help in the event of an unwelcome development being proposed in the future as it would be easier to challenge and the District Council would be obliged to take more notice of the resident's views than if no plan were in place. Ringsfield & Weston, along with several other of the surrounding parishes, originally were to join in with the Beccles Neighbourhood Plan, but as Beccles is classed as Urban they (Beccles) would not be eligible for all the grants if they had any rural areas in their plan and R & W were encouraged to leave. Cllr Scott still attends their meetings as R & W have large borders with Beccles and so any plans they have may have an effect here, and a close eye will be kept on the large development in Worlingham. Quite a few sites in the Parishes were put forward during WDC's 'Call for Sites', although this does not necessarily mean that development will take place on them. There is seminar on Neighbourhood Planning at 7pm on Wednesday at Worlingham and Cllr Scott will be attending.

Access to cricket pitch – The Clerk is to get a spare key cut for Waveney Norse.

## 7 FINANCE

### a. Accounts for Payment

J Brown, Clerk's Pay & expenses for April	202.90
PAYE	41.80
SALC – Subscription	257.07
<b>Total cheques 3</b>	<b>£501.77</b>

Cllr Rees proposed acceptance and that these accounts are paid, aif

### b Accounts already paid - None

**c Receipts** – Indoor Car Boot Sale £305.00, WDC 1<sup>st</sup> Half Precept £3250.00

**d Bank Statement Figures-** Not available, the Clerk asked the signatories to sign a form to change the bank account's registered address to the new Clerk's

**e To receive Internal Audit Report** – A review of the internal report was done and signed by the Chair & the Clerk

**g To receive and sign Annual Report for External Auditors** Cllr Warner proposed the report be signed, 2<sup>nd</sup> Cllr Statt aif

**g Review of Asset Register -circulated** The Asset register was agreed at £5408.00

## 8 CORRESPONDENCE

Weston & Ellough PCC – Thanking R & W PC for the £100 donation towards the churchyards.

## 9 PLANNING –

### a.Applications Rec'd –

- 1) DC/17/1697/ARM. Mr Arnold, The Woods at Harmony Hall. Approval of Reserved Matters of DC/17/1697/ARM. Construction of a dwelling live/work unit – use(proposal), amount, layout, scale, appearance, landscape, access and sustainability.
- 2) DC/17/1694/FUL. Mr Seely, Sparrow Thicks, Weston. Ground floor extension to kitchen and first floor gable.
- 3) DC/17/1612/FUL Mr Scase-Jones, Triple Trees, Cucumber Lane. Replacement of existing bungalow with two storey dwelling and subservient connected outbuildings.
- 4) DC/17/2089/FUL Mr Mrs Frost, Ringsfield Hall. Construction of a single storey rear extension.

Cllr Rees proposed acceptance to items 1, 2 & 4 with the following observations on item 1, 2<sup>nd</sup> Cllr Warner aif. Cllrs will have a site visit to Triple Trees and vote on the item after.

Observations on item 1: That WDC should make sure that their restrictions placed on the outline planning DC/16/1272/OUT are observed and to make it a condition of any permission granted that the kiln should be wood fired, it appears to be run on propane gas at present, there were also concerns raised that in the future the building could be turned into a substantial house.

### b Decisions Rec'd– None

## 10 REPORTS

### County and District Councillors Reports - None

**Parish Councillor Reports** - Cllr Scott's update on Beccles Health Centre – he learnt at a meeting with Dr Collins that EC have increased the funding for the Minor Injuries Unit as there are more patients using the service than anticipated. Dr Collins is also concerned with the Phlebotomy Service as the present provider will only take blood from patients registered with the Practice. The Health Centre is short of GPs which make it hard to give appointments and the receptionists are having to deal with abuse from some patients because of this. The old kitchens in the hospital have been converted to 3 rooms for the use of Mr Burton, the eye Consultant. The Friends of Beccles Hospital have lost confidence in Health East and are presently holding back funding for equipment etc

**Clerk’s Report – To include crime report sourced from Suffolk Constabulary’s website**

There were 2 crimes reported in February: 1 x Criminal Damage & 1 x Violence in Russells Green, both investigations complete unable to prosecute suspect. There were 2 crimes reported in March: 1 x Violence in Hall Road – Local resolution, 1 x Burglary Kings Lane Weston – investigation complete, no suspect identified.

The application has been made for £700.00 for a laptop and printer/scanner from the Transparency Code Fund.

The new Clerk reported that not all documents (including signed minutes and computer files) had been handed over by the previous Clerk, the Chair is to contact Mrs Cardwell.

The Chair now has the access codes to the Website and she and the Clerk will begin to update it, although this will be a fairly long process.

**11 ANY OTHER BUSINESS –**

Cllr Statt asked if the PC would donate £1,000.00 to the new play equipment, after some discussion, Cllr Francis proposed acceptance, 2<sup>nd</sup> Cllr Scott and with 6 votes for and 1 abstention the proposal was carried and the money will be made available when needed.

Cllr Rees proposed the PC order the Ultimate Pack Defib for £1,605.00 + vat which includes training, 2<sup>nd</sup> Cllr Cannell aif

Cllr Statt has 5 volunteers so far for the full CPR training course held on a Saturday and 9 for the basic course.

Cllr Cannell asked the Clerk to check on the legality of a co-opted Councillor holding the Chair or Vice Chair’s office.

**11 Close** There being no further business the meeting was declared closed at 9.40 pm.

Signed.....Chair      Date: 23<sup>rd</sup> June 2017

**Date of next Meeting 21<sup>st</sup> July 2017**