

**Ringsfield and Weston Parish Council**

**Draft Minutes of the AGM 21<sup>st</sup> May 2021 held at Ringsfield Village Hall after the Annual Parish Meeting**

**The Meeting opened at 7.40pm**

Cllr Rees had previously indicated that she would be stepping down as Chair at this meeting, the PC presented her with flowers and a voucher in thanks and recognition of her outstanding work over a number of years. Cllr Scott said that in all his years in Local Government he thought that she was the best Chair he had ever come across and will be hard act to follow..

**1. Annual Meeting:**

Election of Chairman – After some discussion Cllr Statt proposed Cllr Rees Chair this meeting, 2<sup>nd</sup> Cllr Warner, aif. Cllr Rees agreed on the proviso that this is a temporary role.

Election of Vice Chairman – Cllr Rees proposed Cllr Scott, 2<sup>nd</sup> Cllr Statt, aif.

Authorisation of subscriptions for the coming year – SALC proposed Cllr Rees, 2<sup>nd</sup> Cllr Scott, aif

Review Standing Orders – circulated. Cllr Statt proposed no changes are needed, 2<sup>nd</sup> Cllr Scott, aif

Review of Internal Controls -circulated. Cllr Statt proposed no changes are needed, 2<sup>nd</sup> Cllr Scott, aif

Adoption of General Power of Competence – Criteria no longer met

**2 ACCEPTANCE OF THE MINUTES OF THE ZOOM MEETING HELD ON 16<sup>th</sup> APRIL 2021**

Cllr Statt proposed acceptance, 2<sup>nd</sup> Warner, aif.

**3 MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING –**

**1 Development of the land north of School Road.** Cllr Rees has spent a long time trying to arrange a site meeting with ESC Planning Officers to no avail, there were lots of different excuses/reasons for this. Cllr Rees attended a virtual meeting and put forward all the objections/concerns from residents including drainage, speeding traffic and general road safety, irreversible ecological damage, lack of amenities, lack of consultation with adjacent landowners and lack of consistency in planning decisions. All these points were met with indifference apart from reporting that they had made a payment towards an Environmental Group which will allow this development to go ahead despite being in the 13km protection zone. Residents and Cllrs feel let down by the Planning Dept and Cllr Brooks who did not respond to requests for help. Mr Nathan & Mr Garrod spoke of their frustration at the lack of local engagement when residents have objected to this development from the first mention of it in Waveney's Local Plan. The developers had been asked at the last Planning Committee Meeting to come back with a revised plan showing development of the whole site, however, they have refused stalling the process. Cllrs felt that when revised plans are submitted will be the time to press again for a site meeting.

**2 Neighbourhood Plan** A Public Consultation Meeting will need to be arranged after 21<sup>st</sup> June to get the project moving again. Cllr Rees will contact members of the other Councils in the joint Plan.

**3 Quiet Lanes.** No progress.

**4 Speeding and HGV traffic through the village, to include proposed Speedwatch Team of volunteers.** Mr Garrod has sent Cllrs some photos of HGV's using the villages' roads which are not on the HGV map, the map is to be updated soon. Cllr Elfrede Brambley- Crawshaw will confer with Cllr Cloke and L Topping to stop HGVs using the roads in one direction. The PC is still trying to get a meeting with the MP re the problems caused by the southern bypass.

Cllrs were asked to find more volunteers for the Speedwatch Team.

**5 Installation of bench for Russells Green.** Cllr Rees will try to get this done at the same time as the path to the tennis courts is laid.

**6 Light in village hall car park.** This will be done during electrical works starting on 22<sup>nd</sup> May.

**7 Repairs/maintenance to PC's assets.** Cllr Fletcher circulated a detailed report on the bus shelter which is in a sound condition and really only needs some wood treatment and a good clear out, the hedges and trees surrounding the area also need some work. A working party will be arranged. The noticeboards all need some repairs, Cllrs Rees will ask the carpenter who made the village sign if he is willing to do this. The Clerk is to order another deep water warning sign for the pond. Cllr Statt has received the play area inspection report and will get some compost to fill in the dip under one of the gates caused by use and fill in gap under safety mat for the basket swing, the mat needs to be fixed down again too. She will contact Play Action to find out if this can be done under the guarantee.

**8 Events to mark the end of lockdown.** Covered in the APM

**9 Cricket outfield grass cutting.** There have been problems with this recently, resulting in deep rutting. The response to the facebook request to borrow a roller on the pitches was brilliant. Cllr Rees is conferring with the Cricket & Football Teams regarding future grass cutting. The toilet shed roof collapsed and a portaloos will be used until the plan to pull down the sheds and replace with an accessible toilet can be carried out, the football team have offered to help with this. Cllr Statt has found the planning permission documents for the buildings from 1976 & 1979.

**10 From the APM.** Nothing to be discussed.

#### 4 FINANCE

##### a. Accounts for Payment

J Brown, Clerk's Pay & expenses	£298.84
Waveney Norse – Measure & mark out football pitches (from Cil)	£339.50
Amazon – Ink cartridge (Chair's) Expenses	£20.99
SALC – Internal Audit	£189.60
ICO – Data protection fee	£40.00
David Bracey – Play equipment inspection	£102.00
PRS – Grass cutting	£180.00
<b>Total 7</b>	<b>£1,170.93</b>

**Cllr Rees proposed acceptance of these accounts, 2<sup>nd</sup> Cllr Scott, aif.**

**b Accounts already paid - None**

**c Receipts – ESC Precept £7087.00, usually the Precept is paid in two instalments**

**d Bank Balance at 30<sup>th</sup> April 2021 £ 21.332.66**

**e To change bank signatories if applicable**

**f CIL money £293.39 - £39.77 spend by Oct 2023, £253.62 spend by Apr 2024**

**g Review Financial Regulations – circulated.**

**h Review Financial Risk Assessment – circulated Cllr Statt proposed no changes needed to items g & h, 2<sup>nd</sup> Cllr Fletcher, aif.**

**i Review of Internal Audit & it's effectiveness – circulated.** Cllr Rees congratulated the Clerk on a good result and proposed the Internal Audit is effective for this Council, 2<sup>nd</sup> Cllr Statt, aif.

**j Quote from Norse for weedkilling £165 excluding vat.** Cllr Statt proposed acceptance, 2<sup>nd</sup> Cllr Rees, aif.

#### 5 CORRESPONDENCE - None

#### 6 PLANNING –

##### a Applications rec'd –

##### b Decisions rec'd –

DC/21/0794/LBC – Hill Farm House, Weston. Alterations to existing ensuite bathroom. PERMITTED.

DC/21/0279/FUL – 16 School Rd. Single story front & rear extensions, reroof existing garage and internal alterations to form annex accommodations ancillary to main dwelling. PERMITTED.

#### 7 REPORTS

**Cllr Fletcher** A Highways Engineer came out to inspect the blocked ditch in School Rd following his complaint, he will contact ESC who appear to own this land he will ask them to inspect the trees too. The Engineer advised the public not to fill in potholes with rubble as they have to be a certain depth for Highways to repair them.

#### 8 ANY OTHER BUSINESS – Cllr Statt asked if Helen Kerridge has a risk assessment for the Church Service on the green, Cllr Rees to check.

With no further business the meeting closed at 9.19pm.

Jean Brown, Clerk to Ringsfield and Weston Parish Council, 5 Mill Lane, Wrentham, Beccles NR34 7JQ  
01502 675739, email: [ringsfieldandweston.pc@gmail.com](mailto:ringsfieldandweston.pc@gmail.com)

**Next meeting June 18<sup>th</sup> 2021**