

RINGSFIELD AND WESTON PARISH COUNCIL MINUTES

Date of Meeting: 23rd February 2018

Present: Chair Cllr Scott, Cllrs Statt, Warner, Francis, Cannell & Sherriff .
Attending Clerk Mrs Brown

1. **OPENING OF MEETING** - The meeting was declared open at 7.00pm
2. **DECLARATIONS OF INTEREST** -
3. **RECEIPT AND ACCEPTANCE OF APOLOGIES FOR ABSENCE** – Cllr Rees - holiday
PUBLIC FORUM – None
4. **ACCEPTANCE OF MINUTES OF PC MEETING HELD ON 19th JANUARY 2018** – Cllr Warner proposed acceptance 2nd Cllr Statt aif. The Chair signed the minutes.
5. **MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING** –
 - 1 Neighbourhood Plan – Nothing to report
 - 2 VAS –The sign has been ordered, and the grants claimed. Highways are too busy to come out and agree sites. Cllr Cannell will measure the posts and email Clerk.
 - 3 Data Protection Officer – Cllr Statt proposed expressing an interest in DPO Ltd as remote source, with no obligation, 2nd Cllr Warner aif.
 - 4 Improvements to website content – No progress. One Suffolk are in the process of upgrading all their hosted websites.
 - 5 Quote from Waveney Norse for cutting grass on cricket pitch (19), the green and around the village hall (10) for 2018 - £1,491.90 excl vat. Cllr Warner proposed accepting, 2nd Cllr Cannell aif.

7 FINANCE

a. Accounts for Payment

J Brown, Clerk's pay & expenses January	209.40
HMRC PAYE	39.00
S Statt – expenses re play area	291.60
Total cheques 3	540.00

Cllr Francis proposed acceptance and that these accounts are paid 2nd Cllr Cannell, aif

Cllr Statt handed £1,000.00 to the Clerk in donations for 2 Memorial Benches from the Wilson & Simister families, the remainder of the Simister donation will pay for the litter bin the new play area.

b Accounts already paid - None

c Receipts – HMRC Vat reclaimed 446.96

d Bank Balance Statement at 30th January 2018 £19,235.73

e New Audit requirements – As R&W PC's income is less than £25,000 it can apply for an exemption from an external audit for the next financial year (saving £200.00 audit fee). The auditors can pick organisations at random for a limited assurance review and if the PC wants an audit next year it can ask for one. All PCs have to have an internal audit. Cllr Francis proposed applying for exemption this financial year, 2nd Cllr Warner aif.

d Appointment of Internal Auditor – After some discussion Cllr Cannell proposed SALC, 2nd Cllr Statt, aif.

- 8 **CORRESPONDENCE** – Beccles Town Council asking for support in objecting to plans to close Lowestoft Records Office and transferring the contents to Ipswich. Cllr Francis proposed writing in support of Beccles TC, 2nd Cllr Sherriff aif.

9 PLANNING –**a Applications Rec'd –**

DC/18/0353/FUL Mr Glennie Kestrel House. New vehicular access to Cromwell Road

Some concerns were raised that if this application is successful it may mean the start of more houses being built on the land and surprise at the width (4.5m) of the drive, however no planning law objections had been raised. The Clerk had made the following observation to WDC Planning: Please ensure that residents of Paradise Row still have room to turn round at the top as they presently do. This application, when viewed on WDC's Planning Portal, referred to a hair salon and not Kestrel House.

b Decisions Rec'd– None**10 REPORTS**

County and District Councillors Reports - None

Parish Councillor Reports -

Cllr Francis - School Road is in a disgusting state, with the edges on both sides collapsing and a large pothole opposite the school.

Cllr Cannell: Holton Primary School have a drop off zone for children and it appears that about a third of cars use it, making quite a difference to parking along the road.

Cllr Sherriff- Fridges and tyres have been dumped in 2 locations alongside Cromwell Road. Clerk to report.

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

3 crimes were reported in December 2017

1 x ASB in School Rd. 1 x ASB & 1 other theft in Redisham Road – under investigation.

11 ANY OTHER BUSINESS

Beccles Town Council have suggested that the relief road is named after Lord Prior and would like R&W's thoughts, no Cllrs present had any opinion on this matter, but felt that the road should be designated an A road.

There being no other business the meeting closed at 7.46pm

Signed.....Chair Date: 16th March 2018

Date of next Meeting 16th March 2018