

## DRAFT RINGSFIELD AND WESTON PARISH COUNCIL MINUTES

Date of Meeting: 19<sup>th</sup> January 2018

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

1. **OPENING OF MEETING** - The meeting was declared open at 7.00pm
2. **DECLARATIONS OF INTEREST** - Cllrs Rees & Statt Item 5 para 6
3. **RECEIPT AND ACCEPTANCE OF APOLOGIES FOR ABSENCE** – None  
**PUBLIC FORUM** – None
4. **ACCEPTANCE OF MINUTES OF PC MEETING HELD ON 17<sup>th</sup> November 2017** – Cllr Warner proposed acceptance with the following amendments 2<sup>nd</sup> Cllr Cannell aif. The Chair signed the minutes.  
**Amendments: Cllr Johnson was present and Cllr Cannell sent his apologies**
5. **MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING** –
  - 1 Neighbourhood Plan – It is proving difficult to get someone from WDC out to speak to the group so there has been no real progress, it's doubtful that a meeting will be held before the end of the month. Cllr Rees said that the first paragraph of the PC's letter of objection to Mr Basey-Fisher's planning application appeal sets out the basis for a joint Neighbour Plan. There have been a number of replies to the newsletter from residents interested in taking part. Proposals for weight restrictions on local small roads will be taken up once the southern relief road is completed, Highways will monitor the traffic in the area
  - 2 VAS –Cllrs Cannell & Scott have identified 3 sites and have filled in the form for Highways, Cllr Cannell is to ask Mike Mottram for a site meeting to advise on the best position in Kings Lane. The PC are to hold a vote by email on the 3 quotes that have been obtained. Cllr Sherriff asked if the PC thought that Jacksons (relief road contractors) may contribute financially.
  - 3 Data Protection the changes are due to come into force 25th May 2018. A DPO needs to be appointed to assess the information kept and the processes to be put in place on access, disposal & removal etc. The Clerk circulated a list of all data held by her and the method of safeguarding it. There needs to be a privacy statement on letterheads and on the website, Cllr Rees will get advice.
  - 4 Improvements to website content – No progress
  - 5 Review of revised Standing Orders – circulated. Cllr Statt proposed adoption, 2<sup>nd</sup> Cllr Warner aif
  - 6 Quote for treating play area & tennis court with herbicide £148.46 + vat. Cllr Francis proposed the PC pay for the treatment this year only with responsibility passing to the Community Council is to write to the CC informing them of the decision.

## 7 FINANCE

### a. Accounts for Payment

J Brown, Clerk's pay & expenses November & December	350.96
PAYE Nov & Dec	76.00
S Darch Grass cutting around village sign 2017	100.00
Cllr Rees – Football nets	94.80
Cllr Rees 2 x sets of Christmas Lights & other expenses	65.53
Community Council room hire 2016 & 2017	200.00
Cllr Rees – Christmas Tree	110.00
Cllr Statt – wine & mince pies for Carols on the green	46.50
<b>Total cheques 8</b>	<b>£1043.79</b>

Cllr Scott proposed acceptance and that these accounts are paid 2<sup>nd</sup> Cllr Cannell, aif

**b Accounts already paid** - None

**c Receipts** – WDC 106 money £79.00 – for new football nets.

**d Bank Balance Statement at 20<sup>th</sup> December 2017 £19,532.56**

- 8 CORRESPONDENCE** - Ringsfield School PFA – Asking for a donation towards purchase/hire of a portacabin to be used as a school library – circulated. The PC had previously given the school £100 towards a double decker bus that was going to be converted to a library, in recent years the PC has made a policy of donating only to the 2 churchyards and the East Anglian Air Ambulance therefore they will not be donating anything at this time.

**9 PLANNING –**

**a Applications Rec'd –**

DC/17/5269/AGO Land and Buildings at Granary Farm, Ringsfield Rd. Prior notification. Cllrs had no objection

DC/17/0410/FUL St John's Hall Farm appeal. Cllr Rees sent a letter objecting to this appeal, copy on request from the Clerk.

SCC/0227/17 Consultation by SCC re Importation, crushing, screening aggregate & soils. There is concern that this may also increase heavy lorries cutting through the village.

**b Decisions Rec'd– None**

**10 REPORTS**

**County and District Councillors Reports** - None

The Clerk is to write to the Cllrs to ask why they do not attend meetings or send reports.

**Parish Councillor Reports** -

Cllr Rees proposed that the PC purchase 2 x Cross Country style gates for the play area, this style attracts a £35.00 surcharge, 2<sup>nd</sup> Cllr Statt aif. Cllr Statt has compiled a list of things to do re the new play area, volunteers are needed.

Cllr Scott – Mr Burton's Eye Clinic opened on Monday, there will be facilities to treat cataracts and macular degeneration.

Beccles Town Hall have offered their facilities for RPC to hold their meetings if required.

Cllr Cannell – The litter pick is to held on March 24<sup>th</sup> – volunteers to meet at 10.00am at the Village Hall. Clerk to order supplies from Waveney Norse.

Cllr Rees –A fete will be held at the Village Hall this year, possibly June 17<sup>th</sup> - to be confirmed.

There needs to be a Community Council Meeting in March to include discussing policies on child safeguarding, risk management re investments & complaints procedure. The Trustees Charity Commission Declaration was completed on line by Cllr Rees and the Clerk and submitted.

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

1 Crime reported in November 2017 – Criminal damage, Redisham Road – Under investigation.

**11 ANY OTHER BUSINESS –**

RPC's Complaints Procedure circulated to be adopted during February's meeting.

Cllr Rees will be unable to attend February's meeting.

**Close** There being no further business the meeting was declared closed at 9.10pm.

Signed.....Chair      Date: 23<sup>rd</sup> February 2018

**Date of next Meeting 23<sup>rd</sup> February 2018**