

## RINGSFIELD AND WESTON PARISH COUNCIL MINUTES

Date of Meeting: 15<sup>th</sup> June 2018

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

1. **OPENING OF MEETING** - The meeting was declared open at 7.00pm  
Cllr Rees signed the Declaration of Office (Chairman)
2. **DECLARATIONS OF INTEREST** - None
3. **RECEIPT AND ACCEPTANCE OF APOLOGIES FOR ABSENCE** – None  
  
**PUBLIC FORUM** – None
4. **ACCEPTANCE OF MINUTES OF PC MEETING HELD 20<sup>TH</sup> APRIL 2018** – Proposed Cllr Francis, 2<sup>nd</sup> Cllr Statt, 2 abstentions, 5 in favour  
**ACCEPTANCE OF MINUTES OF PC MEETING HELD 18<sup>th</sup> May 2018** – Proposed Cllr Cannell, 2<sup>nd</sup> Cllr Warner, 3 abstentions 4 in favour.
5. **MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING** –
  - 1 Neighbourhood Plan – There was an open meeting at Ilk St Andrew June 8<sup>th</sup> with approx. 60 attendees where discussions took place re past and likely future developments covering the St Andrew, St John, Mettingham, Barsham, Shipmeadow, Ringsfield and Weston areas.  
Points made:  
The proposed large pallet warehouse in St John was turned down at appeal, the decision may have been easier for the tribunal to make if a NP was in place. The new developments at Ellough along with the relief road and associated traffic will have an impact on Ringsfield, Weston & St John although Highways have argued this point. Cllr Rees has asked for weight restrictions on Cromwell, School and Top Roads which have so far been refused. The applicant for the turbine at Barsham has recently put in a request for 11 conditions to be removed from the original planning permission Cllr Rees is to draft a letter to the planning authority from R&W PC outlining their belief that this would constitute a new application, she also urged everyone who had a letter from WDC regarding this matter to reply.  
All the above parishes were represented by some residents, many of whom are interested in making a joint NP. Cllr Rees will schedule a meeting with WDC Planning Officers to get the project started.
  - 2 Waveney Local Plan Final Draft – The development in School Road, with access opposite the school, still appears in the Final Draft. Cllr Rees says it is up to the PC to ensure the Planning Dept know of the extra services needed for new families - school places, public transport, access to medical services etc.
  - 3 VAS – Highways were contacted in November 2017 re siting of the poles and the correct forms sent to them in January 2017, Cllr Rees recently contacted Mr Mottram in an effort to speed things up and was told that R & W had to wait their turn. The Clerk will contact him and both County Cllrs who gave grants for the sign.  
Cllr Rees contacted C Cllr Ritchie re extending the 30mph zones, his reply was not encouraging for a speedy resolution, but she will persevere. The PC feel that the proposed 40mph on the A145 from Cromwell Road to the new roundabout should be extended to the end of Kings Lane for safety reasons.
  - 4 Tennis court fence – This is the Community Council’s responsibility. Thanks to Trevor and Chris for making temporary repairs.

## 7 FINANCE

### a. Accounts for Payment

J Brown, Clerk's pay & expenses	236.17
HMRC PAYE	47.20
Glasdon UK Torque kit	24.19
SALC Internal Audit	234.00
D Bracey Play Inspection, post installation inspection	300.00
ICO Registration	40.00
Elphick Buildings Ltd	4,375.20
Monarch Signs – revised names of helpers	60.00
Action Play & Leisure – vat element of new play area costs	9,687.00
M Cannell – Expenses for opening day	29.77
D Bracey Ply Insp – Post installation inspection (zip wire)	72.00
Cllr Statt – Expenses for opening day	5.00

### Total cheques 12

**£15,110.53**

Cllr Warner proposed acceptance and that these accounts are paid 2<sup>nd</sup> Cllr Scott, 5 votes for 2 abstentions

### b Accounts already paid - None

c Receipts – £60.16 given to Clerk - donations to play area.

### d Bank Balance Statement at 18<sup>th</sup> May 2018 £18,119.11

e Review of Internal Audit – copies circulated. Recommendations for reviewed Financial Regs, Internal Audit Form published, introduction of Internal Control document and registration with ICO all actioned. Adoption of renewed Standing orders see Item 10 on agenda.

Item 5 The PC felt there is no need for variance from the budget to be reported quarterly. Item 5 The PC discussed and agreed the Precept budget and demand as per minutes of October 2017. Item 10 There is no information missing from the bank reconciliations. The Clerk will write to SALC to dispute their remarks in Items 5 & 10.

f Agree Internal Control Document – copies of SALC's recommended list circulated, Cllr Scott proposed acceptance, 2<sup>nd</sup> Cllr Statt, aif

g CIL money **£386.06** (to spend). Clerk will contact WDC to ask agreement on putting this towards costs of ground works for play area.

## 8 CORRESPONDENCE - None

## 9 PLANNING –

### a Applications Rec'd –

DC/18/2148/FUL PCC Ringsfield – All Saints Church. New detached small single storey universal toilet building and connecting path to Church. Cllr Rees recommended acceptance with the observation that using reclaimed brick and tiles for the building would be more in keeping, 2<sup>nd</sup> Cllr Statt, 5 votes for 2 abstentions.

### b Decisions Rec'd– None

## 10 REPORTS

### County and District Councillors Reports - None

### Parish Councillor Reports –

Cllr Statt: The final report for WREN can be signed off when they receive a letter from the PC confirming that they have the additional funds required for the completion of the project.

Cllr Sherriff is disgusted with the service from Norse whilst mowing the cricket pitch, he expects them to clear by mulching and dissipating after every cut and the cut should be shorter, Clerk to contact Norse and ask for 2 free cuts as compensation.

Cllr Rees: There have been no cuts to the grass alongside the cycle racks.

Cllr Scott has a meeting with the CCG to look at the time taken to fill prescriptions at the Health Centre Pharmacy.

He would also like to send a copy of Cllr Ritchie's email (see Item 5 (3) to the Beccles Society.

Cllr Francis reported that state of School Road is deteriorating, and that people have been seen measuring the size of potholes. The Clerk reported the collapsing road edge and potholes to Highways who replied that they had assessed the problem and would not be taking any remedial action at the moment, the Clerk will try again.

**Clerk's Report – To include crime report sourced from Suffolk Constabulary's website.**  
There was 1 crime reported in February – 1 ASB Hall Road.

**11 ANY OTHER BUSINESS –**

Application for new Councillor. The PC received an application from Christine Wheeler, Cllr Sherriff proposed co-opting her onto the PC, 2<sup>nd</sup> Cllr Rees, aif. The Clerk will contact Mrs Wheeler.

Adoption of Updated Standing Orders – circulated. Place on July's agenda.

Estimate for drainage on Village Hall grounds – The PC will need to obtain 2 more estimates.

**Close** There being no further business the meeting was declared closed at 9.05pm.

Signed.....Chair      Date: 20<sup>th</sup> July 2018

**Date of next Meeting 20<sup>th</sup> July 2018**