**RINGSHALL PARISH COUNCIL**

Minutes of the Ordinary Great Finborough Parish Council meeting held in the Upper Room of the Pettiward Hall on Monday 15th July **2024 at 7.30pm.**

**Present:**

|  |  |
| --- | --- |
| **Councillors:**  | J.Spencer (Chair)  |
|  | A.Mann (Vice-Chair) |
|   | J.Barron  |
|   | S.Waspe  |
|   |   |
| **In Attendance**  | Cllr Penny Wooton L.Luther (Clerk)4 Members of the Public |
|   |   |

**GFPC/01/24/25 TO RECEIVE APOLOGIES FOR ABSENCE**

Cllr Morgan, Cllr Burton and Cllr Campbell. Apologies acceptable.

**GFPC/02/24/25** **TO RECEIVE DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION**

None were received.

# **GFPC/03/24/25 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

# **It was AGREED** that the minutes of the meeting held on 10th June 2024 be approved as a true record and were signed by the Chair. Proposed by Cllr Mann, seconded by Cllr Barron and all were in favour.

**GFPC/04/24/25 PUBLIC PARTICIPATION SESSION:**

There were 4 members of the public present.

An e-mail was sent to the Clerk prior to the meeting by the head of the Allotment Association, who raised the issue of plots for Great Finborough Allotment Association being used by non-Great Finborough residents. The question was asked of the Councillors, for their guidance on the matter of whether people outside of the Parish should be allowed to hire a plot, and if so, how many the Council would be comfortable to be used by non-residents. Council discussed the matter and established that unused plots create more work for the Allotment Association because they require ongoing maintenance and work, so it would be deemed that it would be better for a plot to be used than left unused, irrespective of who is hiring the plot. If there came a time when a Great Finborough resident could not have a plot when non-Finborough residents were using them, the matter would require further discussion. **It was AGREED** that Council trusted the final decision made by the Allotment Association in allocating plots to non-Great Finborough Residents.

Another member of the public advised that the planning application for the upcoming proposed building project at Finborough School would be submitted to council in time for discussion at the next Great Finborough Parish Meeting on 9th September.

**GFPC/05/24/25 TO RECEIVE THE COUNTY COUNCILLOR’S REPORT**

County Cllr Otton’s report was circulated prior to the meeting. Cllr Otton was keen to point out parts of the report and spoke on the matter concerning the current crisis regarding the lack of available foster carers. Cllr Otton also reported that at the last Council meeting held on 11th July, post the recent election, all the political leaders, stood up and spoke to the council, pledging that they would work with all the MPs in Suffolk, irrespective of their political persuasion. Cllr Otton observed that Suffolk was poorly financed compared to a lot of other councils, particularly within education and expressed her hope that change would be imminent. Cllr Otton mentioned that there was a pot of money held by the Council that needed to be properly spent, with around 50% of that money being allocated to the new Sizewell project, there remained a fair amount of money for other projects. A member of the public asked if there were funds available for the Starhouse Lane development. Cllr Otton advised that she would look into the issue. Cllr Otton also mentioned the traffic issue at Fishwick Corner, which was notorious for accidents taking place.

# **GFPC/06/24/25 TO RECEIVE THE DISTRICT COUNCILLOR’S REPORT**

Cllr Matthissen was absent from the meeting. No report was circulated as little had changed owing to the recent election.

Cllr Otton left the meeting 19.48 hrs.

**GFPC/07/24/25 TO RECEIVE THE CLERKS REPORT**

Clerk reported that she was still waiting for the mandate form for HSBC to be completed and processed. Until the mandate had been received and accepted by HSBC, Clerk was unable to provide an accurate and current financial report.

Clerk reported that the cash that was raised for the DDay Event back in June, had been £10 short of the reported amount. Cllr Spencer donated £10 immediately to make up the shortfall, which Clerk received and would pay into the account. Once the bank mandate had been processed, Clerk would pay the funds to the Royal British Legion on behalf of the Parish Council.

**GFPC/07/24/25 PLANNING**

1. DC/24/02758 Councillors discussed this planning application and observed that Highways had written a comprehensive response to the planning application. It was also noted that there was an outstanding issue with regards to the boundary lines, as it was observed that the door opened directly onto neighbouring land. **It was AGREED** that Clerk would issue a statement for the consultation process which reflected that the Council had discussed the planning application and had no comments other than being aware that there was an unresolved boundary issue..
2. DC/24/01882 Councillors discussed the decision relating to this planning application and had no comments.

**GFPC/08/24/25 FINANCE**

1. The Finance report was not currently available and would be rolled forward to the next meeting.
2. Clerk reported on the payments to be made for July and requested authorisation for payment, including staff salaries and the following:
	1. Top Garden £432 and Robinson Arnold £674.40 & £624 – two months of work. ICO annual renewal fee £40. Councillors were concerned that there were two amounts to pay for Robinson Arnold, **It was AGREED** that subject to Clerk verifying the two payments to Robinson Arnold, payments were all approved. Cllr Mann proposed, Cllr Barron seconded, and all were in favour.
3. Clerk reported that under the Financial Regulations that it was preferable for there to be a second authoriser for payments, as another level of protection for the Clerk. Council discussed the merits of the proposal, and questioned who the second authorisers would be and how it would work logistically, for instance if more than one councillor was not available to complete an authorisation on a payment. Clerk reported that generally she would always speak to councillors to ensure they were available to make payments before they were input to the system. **It was AGREED** that when the new mandate form was submitted to the bank, this change would also be requested. Cllr Spencer proposed, Cllr Mann seconded and all were in favour. .

**GFPC/09/24/25 VILLAGE MAINTENANCE**

1. **TO REVIEW THE MIDDLEFIELD DRIVE PLAY PARK** Cllr Mann updated Council that he had obtained a quote for works to be done on the play area including cleansing the margin of rubbish, brambles, putting in a buffer strip, pulling down one or two trees and repairing trip hazards within the play area. Cllr Mann has been in contact with the lottery people and had received verbal approval of this quote and works to be done, to be covered by lottery funds. Council discussed the approval and subject to written approval being received from the lottery for works to be completed on the play area **It was AGREED** that the works could be carried out, as long as payment was covered by the lottery funds.
2. **TO RECEIVE AN UPDATE FROM THE RECENT WORK PARTY** Update from the work party was that there was no update. Nothing has been done since the last meeting, and at the time, there were no plans for the next party, but it was presumed something would be organised in the Autumn. Additionally, the Golf Course have been contacted about the triangle behind the church, that falls within their remit. Cllr Mann had been and cleared a path to the reservoir and Cllr Waspe had put chippings down on another path. Mary Smythe had ideas regarding the next working party, Cllr Mann requested she e-mail him with those ideas, so they could be discussed further, but nearer to the time.

Cllr Mann has been in touch with Top Garden, regarding areas that have not been covered by them, in particular the area around Pettiward Hall that has not been done, when it should be. Cllr Mann to will follow up and report back at the next meeting.

1. **UPDATE ON PROVISION OF THE BRICK PLINTH FOR THE VILLAGE SIGN AND THE BENCH PROJECT**

 A representative from Finborough School reported that they would be splitting the costs of the brick Plinth with Marcin Prus, so no need for the Parish Council to pay for that element of the project. Finborough had the flint, it was just the bricks that were needed. It was suggested to look at Cobar, in Ringshall, who sell reclaimed bricks. Concerning the bench project, Cllr Mann reported that £730 had been raised, and at the time of the meeting, it was hoped the bench would be installed by the 1st December.

1. **TO CONSIDER ANY OTHER MATTERS REPORTED.** Woodpecker Hill had requested £70 to pay for a strimmer. Councillors discussed the request, but the general consensus was that £70 would not be enough to purchase a robust enough piece of machinery. Cllr Mann suggested that they could have a look at his tools, to see if he had anything that would be appropriate for their use. Additionally, it would be an idea to keep in mind, that if the Parish Council were to provide funds for a purchase, it would be preferable for the Parish Council to purchase it, so they can reclaim the VAT.

**GFPC/10/24/25 FLOOD WORKING GROUP**

The notes from the previous Flood Working Group meeting held on 16th June were circulated prior to the meeting. Councillors discussed the general outcome of the meeting, which was the acquired knowledge of the Internal Drainage Board and its role in terms of assisting with flooding. **It was AGREED** that the next Flood Working Group Meeting would be held on Monday 7th October 2024.

**GFPC/11/24/25 FOOTPATHS**

Cllr Campbell was absent from the meeting but had sent her report which the clerk read out. Cllr Campbell had rehung the kissing gate behind the church, which was reported by Cllr Waspe. A further report was received from Cllr Mann, which Cllr Campbell will investigate in time. No other reports had come her way. Cllr Campbell had also had nothing back from Kevin Verlander regarding additional posts and delivery, for the footpath signs that were needed. No complaints had been received prior to the meeting.

**GFPC/12/24/25 CORRESPONDANCE**

Already covered in the public participation section.

**GFPC/13/24/25 OPEN SPACE MANAGEMENT WORKING GROUP**

Already covered in the Village Maintenance section.

**GFPC/14/24/25 BIODIVERSITY ACTION PLAN**

The report was circulated prior to the meeting. However, with Cllr Campbell absent, it was decided to defer discussion to the next meeting.

**GFPC/15/24/25 EMERGENCY PLAN**

Discussion regarding the emergency plan was deferred to the next meeting, in order for Cllr Morgan to be present.

**GFPC/16/24/25 TO CONSIDER THE PURCHASE OF A SHED AND LAWNMOWER FOR THE ALLOTMENT ASSOCIATION**

Council discussed the Allotment Association’s need for a new lawnmower, but it was reported that a new shed was not necessary at the time of the meeting. **It was AGREED** that the Allotment Association would talk to Tomlinson’s, to see if they would sponsor such a purchase at all. No agreement was made concerning how much Parish Council would contribute at this time.

**GFPC/17/24/25 TO CONSIDER A PROJECT FOR VALLEY LANE SPACE**

Cllr Mann reported that he had received an enquiry from a resident regarding the Valley Lane Space, as to whether anything could be done there, to provide an activity for older children. Cllr Mann reported that it could be possible to obtain funding for the space from the lottery funding programme. Council discussed that they would need to survey the community, to ensure engagement and that a project would be a desirable facility within the parish. One proposal was to install a quarter sized Basketball court and hoop. Cllr Spencer also reported that a resident had made enquiries to him concerning the Valley Lane space too. It was AGREED to include this item on the next agenda for further discussion and decision concerning community engagement.

**GFPC/18/24/25 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

None.

# **GFPC/19/24/25 DATE OF THE NEXT MEETING**

#  Monday 9th September 2024 at 7.30pm in the Main hall of the Pettiward Hall.

**The meeting closed at 20.45hrs.**

**Chairman: ……………………………… Dated:………………………………..**