

RINGSTEAD PARISH COUNCIL

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Minutes of the Annual Meeting of Ringstead Parish Council held on Wednesday 10th May 2017 at 7.30pm.

Present: Cllrs: R Phillips; Ms K du Boulay; J Hornsey; G Slack; R Talbot; Mrs C Marston; C Harris

In Attendance: Mrs L Marshall (Clerk to the Council); Roger Kinsey; Sara Sharman

		Action
RPC17/093	Cllr R Phillips stood down as Chair.	
RPC17/094	It was proposed and duly resolved that Cllr R Phillips be re-elected as Chair.	
RPC17/095	The Declaration of Acceptance of Office was duly signed.	
RPC17/096	It was proposed and duly resolved that Cllr Ms K du Boulay be re-elected as Vice Chair.	
RPC17/097	The Councillors were reminded to check their Register of Members' Interest form for any amendments necessary.	
RPC17/098	Public Open Time: Sara Sharman advised that ENC will not provide a bin for the car park at Kinewell Lake free of charge. To be discussed later. Sara advised the meeting of the fire at the lake that afternoon and the attendance of the fire brigade. Roger Kinsey wished to congratulate the Council on its new website. He asked if more photos could go up on the scrolling banner. The Clerk advised that it only allowed for 3 but that she would rotate them. The calendar of events was raised. Roger Kinsey is to let the Clerk have details of any events that the Social Club would like advertising.	
RPC17/099	Apologies were received and accepted by the Council for Cllrs G Underwood and R Hall.	
RPC17/100	There were no Declarations of Interest received.	
RPC17/101	Resolved that the Minutes of the previous meeting held on the 12 th April be signed by the Chair as a true reflection of the meeting.	
RPC17/102	The Clerk's report was received and accepted . It was noted that Anglian Water had still not responded. The Clerk is to telephone. Cllr J Hornsey asked what was happening with regards to the cemetery now? Cllr R Phillips advised that the Working Party need to fix a date to meet to discuss this.	Clerk/ Cemetery Working Party
RPC17/103	Resolved that the Balance of Accounts and Bank Reconciliation be accepted by the Council. It was noted that the current balance as at 28.04.17 stood at £33,805.33.	
RPC17/104	The Chairman approved and signed the bank statements.	
RPC17/105	Resolved that the Monthly Budget Review be accepted by the Council.	
RPC17/106	The Clerk read the Annual Governance Statement and the various sections were completed and agreed. It was proposed and duly resolved that the Annual Governance Statement be approved by the Council. The Chair and Clerk duly signed Section 1.	
RPC17/107	The Clerk had circulated the accounts for the year 2016/17 and Section 2 of the Annual Return had been considered together with the Bank Reconciliation, the Statement of Account and the Significant Variations. It was proposed and duly resolved that the Accounting Statements be approved by the Council. The Chair duly signed Section 2.	
RPC17/108	The Clerk had circulated the Internal Auditor's Report to the Council and it was proposed and duly agreed that the report be accepted by the Council.	
RPC17/109	Resolved that the Council accepts the Annual Return in its entirety. Noted that the Annual Return must be submitted by the 12 th June.	
RPC17/110	Noted that the period of inspection for the exercise of public rights commences on the 5 th June 2017.	
RPC17/111	It was proposed and duly agreed that the Clerk's Salary should increase in accordance with the National Pay Scales and that she should move up to SCP31. The Chair noted that as the	Clerk

	Clerk had completed the CiLCA qualification, the Council were open to applying for the General Power of Competence. The Clerk is to circulate details by email to everyone.	
RPC17/112	It was proposed and duly resolved that the Finance Regulations and Risk Management Scheme be accepted and adopted by the Council.	
RPC17/113	It was proposed and duly resolved that the Councillors Code of Conduct be re-adopted without amendment.	
RPC17/114	It was proposed and duly resolved that the Standing Orders be re-adopted without amendment.	
RPC17/115	A review of the Council's insurance policy was undertaken. It was agreed and accepted that no changes were required to the policy.	
RPC17/116	It was proposed and duly resolved that all other policies and procedures held by the Council be re-adopted without amendment.	
RPC17/117	It was proposed and duly resolved that the Council would switch to Internet Banking for an initial trial period of 3 months.	
RPC17/118	Resolved that in accordance with the Council's Standing Orders and Financial Regulations that all payments be made. The cheques were signed.	
RPC17/119	It was noted that the Council would discuss the possibility of a Neighbourhood Plan at the forthcoming APM.	
RPC17/120	The poster for the APM was approved. It was noted that Cllr G Slack would also give a presentation on Traffic Calming.	
RPC17/121	It was noted that the Heritage Group will be applying for funding to replicate the map/board by the lake 2 or 3 times around the village. They will be applying for a grant of £10k. The Council considered and resolved that they were very happy to provide a letter of support.	
RPC17/122	Following consideration of the letter received from Ken Dornan it was resolved that the Clerk should respond to say that we note his objections but that we consider the minutes of the meeting in question to be an accurate reflection of the discussions that took place.	Clerk
RPC17/123	It was noted that the Clerk has been appointed as Clerk to Little Addington as well, and would now be working from the office from 11am each day.	
RPC17/124	Defibrillator: Cllr R Talbot reported that 13 people turned up for the training on the 26 th April. He advised that we now need to consider spare leads and batters; he will get prices. He asked if we could invoice for the hire of the hall for that evening. Finally Cllr R Talbot handed round some posters that he had prepared and asked if people could display them.	
RPC17/125	Traffic Movement Advisory Committee: Cllr G Slack reported that everything is going well and he is due to receive an update at the end of May. Discussions took place regarding the forthcoming Speedwatch campaign.	
RPC17/126	Lighting: Cllr C Marston reported that she had now highlighted the next lot of lamps for reporting to Balfour Beatty for repair; at a cost of around £4,000.	
RPC17/127	Open Spaces: Cllr C Harris reported (i) that the grass cutters had been in the village today, but couldn't cut the churchyard due to access issues; (ii) that there had been a fair bit of broken glass in the peace park which he had cleared up; (iii) that there are concerns regarding the grass cutting at the recreation ground, but that he still cannot get hold of anyone from the football club (iv) the Youth Group will be contacting us regarding putting another bench in the peace park; (v) he had received the quotes from the tree specialists. Following discussion it was proposed and duly resolved that the Clerk should instruct Wilby Tree Surgeons to undertake the survey.	Clerk
RPC17/128	Village Garden: Cllr J Hornsey reported (i) that the seats are now installed; (ii) that the gardener has started, although the conditions are very dry; (iii) that he will be installing the hose reel in the next couple of days (iv) that he had received a quote from Metrosigns for the information board. Following discussion it was proposed and duly resolved that the Clerk should instruct Metrosigns to proceed with the sign board. It was further agreed that Cllr J Hornsey would speak with the gardener and discuss the planting being delayed until Autumn due to the weather conditions and notify the residents accordingly via the Messenger. Finally it was agreed that Cllr J Hornsey would speak with the developers regarding the railings.	JH
RPC17/129	Kinewell Trust: Cllr Ms K du Boulay reported that two bins were needed, one in the lake car park and the other in the fisherman's car park. She further reported on the fire that had occurred that afternoon. She advised that some signs would be put up around the lake, some of which were quite amusing. She concluded that the Kinewell Trust's AGM is on the	

Clerk

31st May. Finally the Clerk was asked to chase the Environment Agency regarding the trees that had come down in the storm. Cllr Ms K du Boulay to provide the details again.

RPC17/130

Date of Next Meeting: Wednesday 14th June 2017 at 7.30pm.

Signed: _____

Dated: _____