

RINGSTEAD PARISH COUNCIL

Parish Office:
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To: All Parish Councillors
From: Ms L Ritchie, Clerk to Ringstead Parish Council

Date: 2 April 2020

Dear Councillor

You are hereby summoned and required to attend the ordinary meeting of Ringstead Parish Council to be held via video conference on **Wednesday 8 April 2020** commencing at 7.30pm to transact the business listed below.

Members of the Public and Press are invited to attend and to participate in Public Open Time.

AGENDA

- RPC20/713 Public Open Time (Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting).
- RPC20/714 To Receive and approve apologies for absence
- RPC20/715 To receive Declarations of Interest under the Council's Code of Conduct related to business on the agenda. (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business. Declarations must be made verbally at the appropriate time as well as entered in the Interest Book).
- RPC20/716 To receive and approve for signature the Minute of the Meetings held on the 11 March 2020.*
- RPC20/717 Review of Actions from previous meeting and to receive the Clerk's Report.*

Action	By Whom	Status
Investigate the replacement goal area in Peace Park with soft surface.	CH	
Investigate extension of the 1.5-meter-wide concrete paving from the recreation ground carpark to the Muga, get quotations	MK	
Long standing repairs to the Village Hall, Guttering, skirting, Skylight flashing, mould removal, Outside Storage and access areas, general repairs and maintenance, get quotations	Clerk	Ongoing due to Annual Leave
Investigate installation of a Flag Pole in time for VE Day Celebrations	CH	
Investigate replacement of damaged window or windows in the Cemetery Chapel	SC	

Please note that this is a public meeting and you may be filmed, recorded and published.
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Investigate installation of Wild flower meadow adjacent to the Muga, it was agreed to investigate polenating tree planting adjacent to MUGA instead of wild flower meadow.	KB	
Send overview of Kinewell Dispute to Cllr Conway for advice	MK/SC	
Speak to TSB regarding ORRI account to confirm current signatories	CM	
Contact Football Club via recorded letter	Clerk	Letter Sent
Source and Purchase Laminator	Clerk	Complete
Send link for emails to Cllr Boulay	Clerk	Complete
Submit concerns re Neighbourhood Plan to Clerk by 4th March	Cllrs	
Enquire about Smart meter for Village Hall Electricity	Clerk	Requested Info
Advise Waendel Walk outcome of discussion regarding route	Clerk	Complete

- RPC20/718 To receive and approve the Balance of Accounts.*
- RPC20/719 Chairman to approve and sign off the Bank Statements.
- RPC20/720 A. To receive and approve the Monthly 2018/19 Budget Review
B. To receive Report from FAC
- RPC20/721 To consider and agree error with precept return and way forward
- RPC20/722 To consider and agree business critical matters pc matters for on going Covid-19 pandemic.
- RPC20/723 To consider and agree ways of working for parish Clerk during pandemic*
- RPC20/724 To agree action for plotting new cemetery area*
- RPC20/725 To resolve if Ringstead Parish Council require all of the Ringstead Parish Council owned lands are to have their boundaries surveyed and registered with the land registry and approve a quotation to undertake such works. Quotations on appendices.
- RPC20/726 To resolve to approve next steps and actions in reference Ringstead Robins maintaining ownership of the fenced garden adjoining the Community Garden.
- RPC20/727 To resolve to approve updating for Ringstead Parish Council insurance cover to include all assets listed on the asset sheet and such as the MUGA and sports equipment. Approved payment to ensure cover is maintained.
- RPC20/728 Approve and agree response to Solicitors regarding Kinewell Dispute.
- RPC20/729 To approve the following invoices due for payment: See Appendix A*

Payment Type	Payee	Total	Details	Budget	Budget Code	Spending Power
S/O	Lisa Ritchie	£414.00	Clerks Salary	Staffing, Clerk Salary	31	Local Government Act 1972 s 112
S/O	Katrina West	£90.00	Cleaner Salary	Staffing, Cleaner Salary	32	Local Government Act 1972 s 112

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S/O	HMRC	£102.59	Clerks PAYE	Staffing, Clerk Salary	31	Local Government Act 1972 s 112
BACS	Balfour Beatty	£61.24	Invoice 87500	Street Lighting Repair	52	Parish Councils Act 1957, s3
BACS	A Harvey	£55.00	Community Garden Mtce	Open Spaces, Community Garden	14	Open Spaces Act 1906 s 9 and 10
BACS	H J Horticulture	£1,286.67	Grass/Hedge Cutting	Open Spaces		Local Government Act 1972 s 111
BACS	Groundwork UK	£3,370.00	Repayment of underspend	N/Plan Admin Loan	27	Local Government Act 1972 s 111
BACS	G Slack	£82.80	Attending Land registry solicitors x 2			
BACS	L Ritchie	£50.50	Fuel expenses, training x 2	Training		Parish Councils Act 1957, s3
DD	Total Gas & Power	cr 381.38+	Village Hall Electricity	Village Hall - Electricity		Local Government Act 1972 s 19
DD	BT	£33.84	Telephone/Broadband	Offices Expenses – Telephone and Broadband	36	Local Government Act 1972 s 111
DD	Anglian Water	£14.75	Cemetery Chapel Water	Cemetery Chapel. Maintenance	24	Local Government Act 1972 s 214
DD	Anglian Water	£18.50	Water Village Hall	Village Hall - Water	65	Local Government Act 1972 s 19
TOTAL		£5,579.89				

**REPORTING
FOR INFORMATION ONLY**

- RPC20/730 Report from Traffic Movement Advisory Committee: Cllr G Slack to give verbal update.
- RPC20/731 Lighting Report: Cllr C Marston to give verbal update.
- RPC20/732 Open Spaces: Cllr C Harris to give verbal update.
- RPC20/733 Kinewell Trust: Cllr Ms K du Boulay to give verbal update.
- RPC20/734 Police Liaison
- RPC20/735 Village Hall Development Project
- RPC20/736 Date of Next Parish Council Meeting: Wednesday 13 May 2020 at 1930

Ms L Ritchie
Clerk to the Council

*Background information provided prior to meeting

***The Agenda specifies the business that it is proposed to transact
(Local Government Act 1972 Sch.12 para 10 (2)(b))
and the Council cannot lawfully decide any matter which is not specified in the Agenda
(Longfield Parish Council v Wright (1918) 88 LJ Ch 119)***

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