

**GREAT RINGSTEAD PARISH COUNCIL**

Chairman: Cllr William Jacob

Clerk and RFO: James Howard  
[greatringsteadpc@outlook.com](mailto:greatringsteadpc@outlook.com)  
Mobile: 07979 987384

<https://greatringsteadpc.wixsite.com/ringsteadpc>

Minutes of the Meeting of Ringstead Parish Council held on Monday 13th June 2022 at 7.00pm held at the Village Hall.

Present:

Cllr Jacob (Chair), Cllr S Little, Cllr V Everitt, Cllr J O’Shea, Cllr B Crowfoot, Cllr D Rice

J. Howard (Clerk).

1 member of the public attended

1. To receive and consider **apologies** for absence.

None

1. To receive any **declarations of interest** from Members & consider requests for dispensation. Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Localism Act 2011.

None

1. **Public Participation** (10 mins). This provides an opportunity for members of the public to raise questions about and comment on items on the agenda, and other points, before the Council make decisions.

Questions were asked about the councillor vacancy and advice given.

1. **To receive reports.**
   1. **Any external reports.**

None

* 1. **Parish Clerks report.**

Given later for item 10 and will be attached to minutes.

* 1. **Village Hall report.**

Written copy to be forwarded. Quote for pipework has been accepted and a grant is available from the Allotment Charity.

* 1. **Report on Neighbourhood Planning and decide on a grant application.**

It has been a quiet month but things are now moving ahead with the housing needs assessment. Local research has identified approximately 60 second homes in the village and more details may be added later. A draft plan is due soon and a second years’ grant is now available. Council agreed to apply. Clerk to progress.

* 1. **Report on the jubilee celebrations.**

Cllr Rice to forward written report. Event was a success with a turnout of approximately 70 people. Thanks were expressed to Cllrs Rice and Little.

* 1. **Report on appointment of a new Clerk.**

A decision was taken to allocate 40 hours per month for the new Clerk and to place advertisements with NALC and Norfolk PTS. Clerk to action.

1. To consider, and confirm as a correct record, the **minutes** of the meeting held on 9th May 2022.

Agreed.

1. **Matters arising** from the above minutes (for information only)

None

1. **Finance** and **Legal**:
   1. Bank Balances.

Forwarded prior to meeting.

Current a/c balance £20542.95

Savings a/c balance £9459.06

* 1. Consider payments to be made and invoices issued.

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| **May payments and receipts for approval June 22** | | | |  |  |
| **Payee** | **Reason** | **Invoice Number** | **Payment by** | **Amount** | **VAT Portion** |
| HMRC | Tax for May | Log sheet | BACS | £103.40 | £0.00 |
| James Howard | Pay for May | Payslip | BACS | £412.00 | £0.00 |
| James Howard | Expenses for May | Expense sheet | BACS | £27.00 | £0.00 |
| Village hall | Donation | May minutes | BACS | £600.00 | £0.00 |
| Church | Donation |  | BACS | £600.00 | £0.00 |
| Jason Clarkson | Grounds maintenance | Contract | Standing order | £260.00 | £0.00 |
| Lawnright | Grass cutting | Email | BACS | £360.00 | £0.00 |
|  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |
|  |  |  |  | **£2,362.40** | **£0.00** |

* 1. Consider any late payments.

None

8. **Reports & other resolutions**:

1. Playing field, inspection reports and issues for action including rabbit and mole issues.

Rabbit and mole problems persist. To be reviewed and monitored. Jenny to

look into mole issues. The entry of rabbits from the shop has been cleared.

Cllr Crowfoot to plant cowslips amongst the new trees. Grass cuts looking

good.

1. Highway related items: To discuss any new issues.

“SNAP” sign from the police is approx. 7 foot up and partially covered in ivy. Clerk to report to police rep.

1. To discuss tree inspections.

No problems reported. Cllr Crowfoot to chase.

1. Chalk Pit Accounts.

The Allotment Trustees will be asked to survey the Chalk Pit.

1. Grounds maintenance.

A quote of £200 has been received to cut the hedge on the playing field near the village shop. This has been accepted. Clerk to advise Jason Clarkson who will also meet Cllr Crowfoot at the village signpost to discuss further work.

9. **To discuss planning applications.**

None currently.

10. **To discuss progress on new playing field lease and appoint a solicitor.**

Quotes given by Clerk. Ward Gethin Archer selected providing no new quote

was lower. Clerk to advise WGA and The Le Strange Estate.

11. **To accept the new quote for play equipment.**

Agreed to pay the extra. Clerk to action.

12.  **To consider the adoption of a co-option policy.**

Policy agreed for adoption with the change made to ensure the voting was in

secret. Clerk to make change and post on website.

13. **To discuss possible applications for CIL funding.**

Various options suggested including work on the village hall and the bus

shelter. Councillors to consider and finalise at the next meeting.

14. **To review any correspondence.**

None.

15. **Agenda items for next meeting.**

To include CIL grant. To discuss crumbling wall issues. Clerk to investigate

prior to meeting. Other items to be forwarded.

15. **To confirm date of the next Parish Council meeting as 11th July at 7pm.**

Confirmed.