



RINGSTEAD PARISH COUNCIL

Chairman: Cllr Bill Jacob

Clerk and RFO: Simon Lee

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Dear Councillors,

You are summoned to the meeting of Ringstead Parish Council to be held on **Monday 15 April 2024 at 7:00pm** for the purpose of transacting the following business. This meeting will take place in the Village Hall.

Simon Lee

Simon Lee Clerk and RFO

6 April 2024

Agenda:

1. To receive and consider any apologies for absence.
2. To receive declarations of interest and requests for dispensations by councillors in any of the agenda items listed.
3. Approve the minutes of the last Parish Council meeting held on 11 March 2024.
4. Matters arising from the above minutes not discussed elsewhere on the agenda.
5. Allow Public Participation (10 mins).¹
6. Finance
 - a. Bank Balances.
 - b. Consider payments and invoices March/April 2024.
 - c. Consider any late payments.
 - d. Clerk CiLCA qualification – salary.
 - e. AGAR 2022/23 – Approve Governance Statement and Accounting Statement; Notification of the Dates of the Period for the Exercise of Public Rights.
7. General Agenda Items.
 - a. Any external reports.
 - b. Parish Clerks report.
 - c. Village Hall report.

¹ 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.

- d. Highway related items.
 - e. Update on SAM2 sign.
 - f. Feedback on bench locations from Newsletter.
 - g. Playing field including repairs to play equipment.
 - h. Grounds maintenance.
 - i. Saxon Shore Meeting
 - j. Update on Councillor Refresher Training.
 - k. Policies, procedures and risks – Draft Grant Awarding Policy.
8. Planning matters.
- a. Planning Applications.
 - Planning Application 22/01185/F: Variation of Condition 2 Of Planning Permission: Erection of 1 x No. two-storey house and garage at Land South of 8 Chapel Lane Ringstead PE36 5JY – Awaiting Decision*
 - Planning Application 24/00064/F: Single storey garage extension providing a link through Flint Barn 20 Burnham Road Ringstead PE36 5LB – Awaiting Decision*
 - Planning Permission 24/00081/TREECA: Westgate House 17 Chapel Lane Ringstead Hunstanton Norfolk PE36 5JX - 5 DAY NOTICE: Remove unsafe tree with split trunk within a conservation area - Approved*

Consider any Other Applications/Decisions that are received following publication of the Agenda.
 - b. Update on Ringstead Neighbourhood Plan– Cllr Dr Jacob. – Approve:
 - i. Ringstead Neighbourhood Plan following Regulation 14 consultation and submission to the Local Planning Authority;
 - ii. Consultation statement and statement of basic conditions document.
9. To review any correspondence.
10. Agenda items for next meeting.
11. To confirm date of the next meetings of Parish Council meeting as 13 May 2024:
- a. Parish Meeting at 6:30pm at the Village Hall followed by
 - b. Annual Meeting of the Parish Council.