



## **RINGSBALL PARISH COUNCIL**

Minutes of the Ordinary meeting of Parish Council held at the Village Hall on **Tuesday 12<sup>th</sup> November 2024 at 7pm.**

**Present:**

**Councillors:** H.Nunn  
L.Hitchcock  
D.Shann

**In Attendance** Cllr Kay Oakes  
Cllr Dan Pratt  
L.Luther (clerk)  
6 members of the public

**RPC/52/24/25 TO RECEIVE APOLOGIES FOR ABSENCE**

Cllr Last sent apologies, which were accepted.

**RPC/53/24/25 TO RECEIVE DECLARATIONS OF INTEREST**

None

**RPC/54/24/25 TO RECEIVE ANY APPLICATIONS FOR DISPENSATION**

None

**RPC/55/24/25 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

It was **AGREED** that the minutes of the meeting held on Tuesday 24<sup>th</sup> September 2024 be approved as a true and accurate record.

**RPC/56/24/25 TO RECEIVE THE COUNTY COUNCILLOR'S REPORT**

Cllr Oakes's report was circulated prior to the meeting.

**RPC/57/24/25 TO RECEIVE THE DISTRICT COUNCILLOR'S REPORT:**

Cllr Pratt's report was circulated prior to the meeting. Cllr Pratt just added that the most notable news was the introduction of the bus service by Mid Suffolk District Council for the first time.

**RPC/58/24/25 HIGHWAYS**

Councillors discussed the installation of the finger post at the junction of Stowmarket Road and Ware Road. Councillors agreed the installation was substandard and would keep a close eye on the post, as it was felt that it posed a risk of causing an accident if it were to fail while a vehicle was in the vicinity.

**RPC/59/24/25 PLANNING**

Council noted the decisions relating to DC/24/03722 & DC/24/03723  
No other planning matters were discussed.

## RPC/60/24/25 CLERK'S REPORT

- a) Clerk reported that she had spoken to SALC regarding the concerns Council had over Clerk taking up training, and then leaving the post. SALC confirmed that it is accepted to require Clerk to remain in post for up to a year after training is completed. Legally speaking, 6 months retention is considered ideal, but a year is acceptable. Council were happy with that information. **It was AGREED** that clerk would complete the proforma letter, and it would be signed by Council and the Clerk prior to training being commenced.
- b) Clerk requested authorisation for overtime, as Clerk had been away on holiday, but all the work was completed, so requested 5 hours for holiday time, and 3 hours for additional work that had been created by the recent claim made against the Parish Council for damage caused to a user of the field's car, when entering the car park. **It was AGREED** to approve 8 hours overtime, to be paid in November pay.
- c) Payments and Receipts were acknowledged, and **it was AGREED** that they were approved.

Payments	Amount	Payments	Amount
Clerk Pay November (approx)	£430	Car Park Repair	£456.00
Clerk Pay October	£269.80	ICO Membership (direct Debit)	£40.00
Batteries for SID	£421.89	SALC Payroll Fees	£54.00
Insurance excess	£100.00	Payment for Noticeboard Repair	£30.00

Receipts	Amount
50% Cost of CILCA intro Training from Great Finborough PC	£16.00
Car Park Funds From School	£600
Bank Interest	£85.73

- d) Clerk read out the Finance Report to Council, which had been circulated prior to the meeting and uploaded to the website.
- e) Clerk reported that the annual review by the National Joint Council on the salary scales had been completed, and salaries had been increased, as per the new salary scale sheet, as circulated by Clerk prior to the meeting. **It was AGREED** to approve the new salary scale.
- f) Clerk had circulated some budget sheet options for Councillors to discuss and agree. As Cllr Last was absent from the meeting, **it was AGREED** to defer discussion until the next meeting, when it could be discussed by all councillors and agreed upon in time for the Precept form requiring submission to BMSDC.
- g) Clerk received the annual request from Ringshall Parish Church for £500 to pay for grass cutting at the church. **It was AGREED** to approve the request and pay £500 to the Church.
- h) Clerk received a request from St Elizabeth's Hospice for support. Council discussed the request and felt that the Hospice wholeheartedly deserved support. **It was AGREED** to donate £100 to St Elizabeth's Hospice.

- i) Clerk received a request from the Citizen's Advice bureau for support, which was discussed by the Council. **It was AGREED** to donate £100 to Citizens Advice Bureau.

#### **RPC/61/24/25 VILLAGE HALL CAR PARK INSURANCE CLAIM**

- a) Clerk reported that on Monday 14<sup>th</sup> October 2024, a user of the car park to the village hall, had her car damaged by a raised concrete block that had been dislodged when the drainage had failed. The user contacted the Village Hall Management committee to ascertain who would be responsible for the repairs to the damage on her car. The e-mail was forwarded to the clerk. Clerk reported that initially she was concerned with closing the car park to prevent further damage to anyone else's car. Clerk reported the closure of the car park to the school, so that parents could be notified in good time. Once complete, Clerk set about contacting the insurance companies to establish which policy would honour the claim. All the details of the incident were advised to the insurance companies, along with the lease for the Village Hall and CCTV details that had been recorded. The Insurance companies established that the policy held by Ringshall Parish Council would be the policy that would be honouring the claim.
- b) Clerk mentioned that repairs had been made to the car park, but questioned whether more permanent work would need to be done to prevent a recurrence of the incident. Councillors discussed the issue but decided that it would be preferable to leave the car park as it is and see how the surface aged over time and establish at a later point if more extensive repairs were required. **It was AGREED** that Clerk would request the Headteacher of the school put a note in the school newsletter, to ask people to contact the clerk if they notice any issues with the car park in future, to prevent this kind of situation from happening again.

Cllr Pratt left the meeting at 19.33hrs

#### **RPC/62/24/25 SPEED INDICATOR BOARD**

There was no update on the Speed indicator board, an updated report would be sent out in the next few weeks.

#### **RPC/63/24/25 EMERGENCY PLAN**

Council discussed the low level of engagement from the village with the emergency plan. **It was AGREED** that the project to update the emergency plan would be put on the backburner until such a time when greater village engagement could be achieved.

#### **RPC/64/24/25 PARISH NOTICEBOARD**

Clerk reported that the noticeboard had been ordered and would be delivered directly to Cllr Hitchcock for installation.

#### **RPC/65/24/25 RINGSHALL PLAY AREA**

Clerk reported that there was no update on the Play area, it continued to be well used and much loved by the younger residents.

### **RPC/66/24/25 DEFIBRILLATOR**

Cllr Nunn reported that the Defibrillator was coming up to its tenth year in the village and **it was AGREED** that Clerk would check its age and report back at the next meeting. Once the Defibrillator was over ten years old, it would require replacement.

### **RPC/67/24/25 MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL**

None.

### **RPC/68/24/25 DATE OF NEXT ORDINARY MEETING**

Tuesday 28<sup>th</sup> January 2025

19.43 hrs Cllr Oakes arrived

### **RPC/69/24/25 PUBLIC PARTICIPATION SESSION**

The public participation session was combined with item 12 on the Agenda, B1078 AND OFTON ROAD JUNCTION TRAFFIC ACCIDENTS

### **RPC/69/24/25 B1078 AND OFTON ROAD JUNCTION TRAFFIC ACCIDENTS**

Cllr Nunn read out the response that Council had received from Melanie Hall, who is the Community Liaison Engineer for Highways at Suffolk County Council, following discussion at the last Council meeting, where it was decided that Ringshall Parish Council needed to take action concerning the number of accidents that had happened at that location in the year 2024 alone. Members of the public and Council discussed the issue, with points being made including the following

- 1) The current road markings are not clear, and in certain times of day, even less so.
- 2) The trees on the side of the road, contrary to the response from Melanie Hall, do obscure visibility along the road.
- 3) Four accidents had been reported as having happened in recent times at the Offton Road/B1078 junction, with three in the most recent three months.
- 4) A further three accidents were reported as having happened at the Lower Farm Road junction with the B1078, with one of the accidents being reported that the vehicle ending up in a residents' front room.

Discussion was curious and questioning in a respectful and informed manner. Residents were concerned that according to the police website, there had only been one reported accident in the area in the past 5 years, when residents were aware of 7 in the current year alone. Recent accidents at the Offton Road junction were reported as being serious, involving the police at every incident and some required the Fire Brigade and Air Ambulance. The protocol for accidents being reported on the police website was very unclear. A comment was made that some of the accidents were the result of driver error, a resident remarked that this was a disingenuous thing to say, because if the speed limit was lower, the accident simply would not have happened, so how could it be attributed to driver error alone.

Councillors asked if residents felt it would be useful for the Parish Council to get in touch with the Police to find out what the criteria should be for road traffic accidents to be reported on the website that is also accessed and used by Suffolk Highways to assist in the safer management of roads.

In conclusion of the discussion **it was AGREED** that all the residents e-mails that had been sent to Clerk, regarding the traffic accidents, would be forwarded to Cllr Oakes, to use in

discussion with Melanie Hall. **It was also AGREED** Cllr Oakes would look into the cost for Traffic Management for Council to set about removing the trees that cause visibility problems along the road. **It was ALSO agreed** that Cllr Oakes would provide a quote for the cost of repainting the give way signs on the ground. **It was AGREED** that the Clerk would get in touch with the Police to find out more information about reporting protocols for accidents in their system and would report back at the next meeting.

**The meeting closed at ...8.18pm**

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