

RICKINGHALL PARISH COUNCIL

Minutes of the Meeting held Tuesday, 9 May 2023
Rickinghall Village Hall

Present: Cllrs Gillian Crossley-Holland (Vice-Chair) Cllr Andy Gordon
Cllr Geoff Short (Chair) Cllr Sally Smith

Parish Clerk – Leeann Jackson-Eve
2 Members of the Public

7.45pm The Chair welcomed those present and opened the meeting.

1. **To Elect a Chair for the Year 2023/24.** Nominations were sought for the post of Chair. Cllr Short, proposed by Cllr Crossley-Holland, seconded by Cllr Smith, and agreed unanimously, was elected as Chair.
2. **To receive the Chair's Declaration of Acceptance of Office.** The Council received Cllr Short's Declaration of Acceptance of Office.
3. **To receive Councillors' Declaration of Acceptance of Office.** These were signed.
4. **Apologies for absence:** Cllrs Ian Patterson and Brian Rhodes.
5. **To elect a Vice Chair for the Year 2023/24.** Nominations were sought for the post of Vice Chair. Cllr Crossley-Holland, proposed by Cllr Short, seconded by Cllr Smith, and agreed unanimously, was elected as Vice Chair.
6. **Casual Vacancies:** There were no applications for seats on the Council.
7. **To elect Council Officers and Representatives to outside bodies (w/previous appts):** The following appointments were agreed:

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|-----------------------------|---------------------------------------|
| Allotments Man't Committee: | Reports from AMC Chairman |
| BARWOODS: | Reports via Clerk |
| Local Charities: | Cllrs Crossley-Holland & Smith |
| Local Transport: | Cllr Smith |
| Parish Assets: | Cllr Crossley-Holland |
| Planning Working Party: | Cllrs Short & Smith |
| Public Rights of Way: | Cllr Smith |
| SALC/Parish Liaison: | Reports from W Sargeant via the Clerk |
| Tree Warden: | Reports from R Jones |
| Village Hall: | vacant |
| Website/Facebook: | Clerk |
8. **To confirm the minutes of the Meeting held on 6 April 2023:** The minutes, circulated prior to the meeting, were agreed as a true record.
9. **Magazine Input:** Cllr Smith.
10. **Members Declarations of Interest and Dispensations:** None.
11. **Public Forum:** None.
12. **Planning:**
 - 12.1 **Planning Applications:**
 - 12.1.1 **Greyhound Inn, The Street.** Ref. DC/23/01914. Full Planning Application - Creation of 1no. two-storey dwelling (retention of). The PC RESOLVED, with all agreed, to have no objection.
 - 12.1.2 **Greyhound Inn, The Street.** Ref. DC/23/02009. Listed Building Consent - Internal works in conjunction with creation of separate two-storey dwelling. The PC RESOLVED, with all agreed, to have no objection.
 - 12.2 **Notice of Intent to prune/remove tree(s) in the Conservation Area:** None.

12.3 **Notification of Planning Decisions by Mid Suffolk DC:**

12.3.1 **The Anchorage, The Street.** Ref. DC/23/00542. Householder Application - Erection of single storey rear extension and removal of section of roof and replace with shallower lean-to roof (following demolition of rear canopy and decking). Alterations to doors and windows as per schedule of works. Planning Permission REFUSED.

12.3.2 **The Anchorage, The Street.** Ref. DC/23/00543. Listed Building Consent - Erection of single storey rear extension and removal of section of roof and replace with shallower lean-to roof (following demolition of rear canopy and decking). Alterations to windows and doors and other internal works as per schedule of works. Listed Building Consent REFUSED.

12.3.3 **39 Church Meadow.** Ref. DC/23/00804. Householder application - Erection of front single storey extension to form entrance lobby. Planning Permission GRANTED.

13. **Progress Reports:**

13.1 **Chairman:** None.

13.2 **Clerk:** None.

14. **Correspondence:**

14.1 **Bowls Club:** The PC considered the request to amend the directional sign at Fen Lane to omit the Bowls Club due to fears of break-ins. It was agreed to contact the Bowls Club to confirm the request and order new signs if they wanted to proceed.

14.2 **Resident:** The PC considered a complaint about dog waste in the Litter Bin next to the phone box on The Street near Fen Lane. It was RESOLVED, with all agreed, to move the Litter Bin next to the Walks board and tree and provide a new dog bin at the same location.

15. **General Items:**

15.1 **Annual Parish Meeting on 6 April 2023:** The DRAFT minutes of the meeting were noted by the Council and acknowledged by those councillors present as a true record. There were no matters arising from the meeting.

15.2 **Parish Infrastructure Investment Plan:** It was noted that the new chairs for the Day Centre have been received and the Day Centre had transferred their contribution of £553 to the PC. The PC further considered the amount to award to St Botolph's School for new boilers costing £37,000, noting contributions from Redgrave (13%) and Botesdale (32%) in proportion to children from that parish at the school. It was RESOLVED, with all agreed, to contribute £17,000 now and £3,350 when additional CIL funds were received. The first payment would be made at the June meeting.

15.3 **July Meeting Date:** The change from 6 July to 29 June was noted.

15.4 **Parish Assets:** It was agreed to seek quotes for a survey and remedial work to the following assets:

- "Rickinghall" sign at junction with Fen Lane
- Fingerpost opposite Hinderclay Road at Junction with The Street
- Fingerpost in Rickinghall Inferior churchyard - post
- Bus Shelter
- Information board at Micklewood Green.

15.5 **Northfield Wood:** The contractor would undertake the work to the play equipment before the summer.

15.6 **Community Governance Review:** There was no update available.

16. **Finance (as of 30/04/23):**

| | | | |
|------|--------------------------|-------------|---------------------------------|
| 16.1 | Accounts Balance: | £ 63,381.21 | |
| | Bank Balance: | £ 63,381.21 | |
| | Income: | £ 15,800.00 | MSDC Parish Precept 23-24 (1/2) |
| | | £ 553.00 | Rickinghall Day Centre |

16.2 **Accounts for Payment:**

| | | |
|--------------------------|----------|----------------------------------|
| Admin Payments | £ 981.78 | Not itemised due to GDPR |
| Street Sweeping etc. | £ 401.69 | St Clean/Grass/Paths May 23 |
| Redgrave Parish Magazine | £ 120.00 | Annual Page Fees 23-24 |
| Trevor Brown CPFA | £ 300.00 | Annual Internal Audit Fees 22-23 |
| M J Nunn Surfacing Ltd | £ 480.00 | Relocate SID Post |
| MSDC | £ 59.00 | Brown Bin – Jubilee House |
| MSDC | £ 804.90 | Litter/Dog Bin Emptying |

Direct Debit:

HMRC £ 399.00 PAYE for LJE – 4th qtr 2022-23
RESOLVED, with all agreed, to approve payment of the accounts above.

- 16.3 **To approve payment of Grant Funding 2023/24:** (agreed under Minute Ref: 11.3, 10 January 2023). Noted that Remembrance Day funds would be paid in Oct/Nov.

| | | |
|------------------------|-------|------------------|
| RBR PCC | £ 800 | Churchyard Maint |
| Rickinghall Day Centre | £ 330 | General Grant |

RESOLVED, with all agreed, to approve payment of the grants detailed above.

- 16.4 **To consider the 2022-23 Annual Governance and Accountability Return (AGAR) and related accounts information for Year Ending 31st March 2023:**

- i) The PC received the Internal Audit report as prepared by the appointed internal auditor and agreed that it was very complimentary. There were no actions.
- ii) The Clerk presented the Financial Statement and supporting documents including the Assets Register. The Council RESOLVED, with all agreed, to approve the accounts submitted.
- iii) The Council RESOLVED, with all agreed, to approve the signing of the Statement of Assurance as per the Annual Governance Statement (Section 1 of the AGAR).
- iv) The Council RESOLVED, with all agreed, to approve the signing of the Accounting Statements (Section 2 of the AGAR).

The Council noted that the period during which the accounts would be open to public inspection was 5 June – 14 July. A notice to this effect would be posted on the parish notice board.

17. **Highways Issues:** None.

18. **Welcome Pack:** 1 for GCH at the following meeting.

19. **Councillors' Reports:**

- Local Charities – A meeting had taken place in March with no requests received.

20. **Matters to be brought to attention of the Council:** None.

21. **Next Meeting:** Thursday, 1 June 2023

The Chair closed the meeting at 8:11pm.