

# RINGSTEAD PARISH COUNCIL

Parish Office:  
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To: All Parish Councillors

28.08.2024

From: Ms L Ritchie, Clerk to Ringstead Parish Council

Dear Councillor

You are hereby summoned and required to attend an **Ordinary Meeting** of Ringstead Parish Council to be held at the Village Hall conference on **Weds 13<sup>th</sup> November 2024** commencing at 7.30 pm to transact the business listed below.

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

## AGENDA

To remind Councillors of the requirement to ensure that their [Register of Interests](#) is up to date at all times.

RPC24/0141 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).

RPC24/0142 To Receive and approve apologies for absence.

RPC24/0143 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).

RPC24/0144 To receive and approve for signature the Minute of the Meeting held on 9<sup>th</sup> October 2024.\*

RPC24/0145 Review of Actions from previous meeting and to receive the Clerk's Report.\*

Action	By Whom	Status
Publish Minutes	Clerk	Complete
Chase up Hirer of Recreation ground for usage	Clerk	Complete
Instruct External Payroll company to audit RPC PAYE/Salary payments	JG	Complete
Accept quote for works from ROSPA	Clerk	Complete
Accept quote from NNC for replacement bin at Kinewell Lake and Invoice Kinewell trust for half the cost.	Clerk	Complete, it is decided not to replace bin
Report Blocked drains on Fix My Street	Clerk	Compleat

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Approach Fire service with regards to possible signage to assist in parking issue	Clerk/JG	
Update website for new Kinewell trust member	Clerk	Complete
Provide clerk with details of landlord with regards to ORRI Leak, and write to landlord.	RP/Clerk	Complete
Chase EA for response	Clerk	RP has finally had response
Write to resident with regards to Barn bordering Peace Park	Clerk	Complete

RPC24/0146 To receive and approve the Balance of Accounts. \*

RPC24/0147 Chairman to sign off Bank Statements. \*

RPC24/0148 A. To receive and approve the Monthly 2024/2025 Budget Review  
B. To receive Report from Finance Advisory Committee.

RPC24/0149 Receive and approve quotation for supply and installation of Christmas tree. \*

RPC24/0150 Receive and approve quotation for works to trees in Churchyard. \*

RPC24/0151 Consider and agree Action for Community group request to use Village hall with no charge for Carols around the tree, and to get foliage cut down to fence height.

RPC24/0152 Precepting & Cost-of-Living Crisis, discuss and agree to what level Inflation is applied to the Budget for fy25/fy26 it is recommended by Ncalc that a rate of 3.1% is applied for all lines apart from salaries which should be set higher.

RPC24/0153 Approve NCalc increase in clerk salary and backdating payment to April 2024. \*

RPC24/0154 Approve and adopt 'Training statement of intent' \*

RPC24/0155 Elect a fourth member of Finance Advisory Committee.

RPC24/0156 To acknowledge payments made and approve any outstanding Invoices.

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Payment Type	Payee	Net	VAT	Gross	Details	Budget	Budget Code	Spending Power
<b>Completed Payments</b>								
DD	BT	£53.77	£10.75	£64.52	Broadband/telephone, Oct Inv	Broadband and Telephone	36	LGA 1972, s111
BACS	Eon Energy Solutions	£178.00	£35.60	£213.60	Maintenance Contract Street Lights	Street Lightng Mtce	26	PCA 1957, s3
DD	Wave	£64.13	£0.00	£64.13	Rec Ground Water	Football Club Water Supply	87	LG(MP)A 1976, s19
DD	EON	£27.55	£1.38	£28.93	Electricity EON	Electricity Football Club	88	LG(MP)A 1976, s19
DD	Valda Energy	£488.11	£97.62	£585.73	Village Hall Electricity	Village Hall, Electricity	61	LGA 1972, s111
DD	SSE	£249.10	£12.45	£261.55	Street Lighting Electricity	Street Lighting Electricity	44	PCA 1957, s3

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DD	HMRC	£523.50	£0.00	£523.50	PAYE Jul 2024-Sep 2024	PAYE	64	LGA 1972, s112
<b>TOTAL</b>				<b>£1,741.96</b>				
<b>Payments to be approved</b>								

BACS	Tony Knight	£396.73	£0.00	£396.73	Caretaker Salary Nov	Caretaker Salary	32	LGA 1972, s112
BACS	Lisa Ritchie	£657.24	£0.00	£657.24	Clerk Salary	Clerk Salary	31	LGA 1972, s112
				<b>£1,053.97</b>				

Vat Code	*tbc
1 - 20%	
2 - 5%	Signed
3 - Nil VAT	Printed
	Date

						Signed
						Printed
						Date

**Income Receipts**

52	06.11.2024	£52.00	£0.00	£52.00	06.11.2024	Village Hall Hire
53	06.11.2024	£72.00	£0.00	£72.00	06.11.2024	Village Hall Hire
54	06.11.2024	£500.00	£0.00	£500.00	06.11.2024	Annual Rent for Chapel
55	01.11.2024	£120.00	£0.00	£120.00	06.11.2024	ORRI RENT
49	29.10.2024	£52.00	£0.00	£52.00	29.10.2024	Recreation Ground Bookings
50	24.10.2024	£0.00	£4,950.12	£4,950.12	28.10.2024	VAT Reclaim
48	23.10.2024	£45.00	£0.00	£45.00	23.10.2024	Village Hall Hire
47	21.10.2024	£27.00	£0.00	£27.00	21.10.2024	Village Hall Hire
51	10.10.2024	£161.23	£0.00	£161.23	30.10.2024	Interest
45	<b>07.10.2024</b>	<b>£65.00</b>	£0.00	65	07.10.2024	Village Hall Hire
46	07.10.2024	£39.00	£0.00	39	07.10.2024	Recreation Ground Bookings
<b>TOTAL</b>				<b>£6,083.35</b>		

**RPC24/0157 FOR REPORTING ONLY**

RPC24/0158 Items for next agenda

RPC24/0159 Close Date of Next Parish Council Meeting: Wednesday 11 Dec 2024 at 1930

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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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