



## **RIPPLE PARISH COUNCIL MEETING**

**Minutes of** M. Peters (Chairman), M. Baum, M Davis, K Weyman

**Attendees:** Clerk/RFO M Hinde, and 1 member of the public

- 23.05.2022.1 The elect Chairman and Vice Chairman and Acceptance of Office forms to be signed**  
Councillor Davis proposed Councillor Peters as Chairman which was seconded by Councillor Weyman, and he was unanimously elected.  
Councillor Davis proposed Councillor Baum as Vice Chairman which was seconded by Councillor Weyman, and she unanimously elected.  
Both Councillor Peters and Councillor Baum signed their acceptance of office
- 23.05.2022.2 The Chairman will formally ask if anyone is intending on recording or filming the meeting.**  
There were no requests to film or record the meeting
- 23.05.2022.2 To receive comments from the public - no decisions will be made on issues raised. Any items requiring decisions will be added to the agenda for the next meeting (NB Councils cannot lawfully decide items of business that are not specified on the agenda (LGA1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119)**  
Resident 1 - The gate along the bridleway which runs just to the west of Ryall Court along to the A4104 is closed and impossible to open. The resident noticed that walkers had beaten down the nettles etc round the end of the gate but as the resident bent under the first wire they were surprised to receive an electric shock. The chairman advised he would bring this to the footpath officers attention.
- 23.05.2022.3 To note apologies for absence**  
Apologies were received from Cllr T Armitt, Cllr D Long and County Cllr M Allen.
- 23.05.2022.4 To receive declarations of interest for items on the agenda below (Localism Act 2011) and to confirm the meeting quorate**  
There were no declarations of interest and the meeting was declared quorate
- 23.05.2022.5 To confirm and agree minutes of the Parish Council Meeting held on 11 April 22**  
Council **APPROVED** the minutes from the meeting held on 11<sup>th</sup> April 2022  
**Proposed:** Councillor Weyman                      **Seconded** Cllr Davis
- 23.05.2022.6 To receive Clerks Report and agree actions**  
The Clerks Report as per **APPENDIX 1**  
Council **APPROVED** the Payment list included in the Clerks report  
Flood Hard Standing Grant – Council **AGREED** to ask C. Cllr Allen for an extension on the grant as the location was still undergoing work due to drainage so it is currently unable to have any flood defence installed.
- 23.05.2022.7 To receive County Councillors report and agree actions**  
The County Councillors report will be delivered at the Annual Parish Meeting on 27<sup>th</sup> May 2022.
- 23.05.2022.8 To receive District Councillors Report and agree actions**



The District Councillors report will be delivered at the Annual Parish Meeting on 27<sup>th</sup> May 2022.

- 23.05.2022.9 Finance, all documents circulated prior to the meeting**
- 23.05.2022.9a To approve the annual accounts and bank reconciliation for Year End 31 March 2022**  
Council **APPROVED** the annual accounts and bank reconciliation  
**Proposed** Cllr Davis                      **Seconded** Cllr Weyman
- 23.05.2022.9b To receive Internal Auditors report**  
The Internal Auditors report was received and will be uploaded onto the website.
- 23.05.2022.9c To approve the Annual Governance Statement 2021-22 (AGAR Section 1) for external auditors PKF Littlejohn**  
Council **APPROVED** the Annual Governance Statement 2021-22 (AGAR Section 1) for external auditors PKF Littlejohn  
**Proposed** Cllr Baum                      **Seconded** Cllr Davis
- 23.05.2022.9d To approve Accounting Statement 2021-22 (AGAR Section 2) for external auditors PKF Littlejohn**  
Council **APPROVED** the Annual Governance Statement 2021-22 (AGAR Section 2) for external auditors PKF Littlejohn  
**Proposed** Cllr Baum                      **Seconded** Cllr Davis
- 23.05.2022.9e To agree dates for the exercise of public rights to inspect accounts**  
Council **AGREED** the dates for the exercise of public rights would be 20<sup>th</sup> June – 29<sup>th</sup> July.
- 23.05.2022.9f To review bank signatories and agree actions**  
Council **AGREED** that Cllrs M. Peters, T. Armitt and M. Baum would be added as signatories. Robin Jones would need to be removed from the account now he has resigned from the council.
- 23.05.2022.10 To receive update on Parish Council procedures and resolve to agree actions**
- 23.05.2022.10a To review subscriptions to other bodies and agree actions**  
Council **APPROVED** subscriptions to other bodies as per **APPENDIX 2**
- 23.05.2022.10b To confirm arrangements of insurance cover in respect of all insured risks**  
The council are happy with the insurance cover but acknowledge that the Clerk is still awaiting confirmation that the Naunton Defibrillator has been added.
- 23.05.2022.10c To approve Parish Council Meeting Dates 2022/23**  
Council **APPROVED** the parish council meeting dates for 2022/23 as per **APPENDIX 3**
- 23.05.2022.11 To review the following council procedures**
- 23.05.2022.11a Standing Orders**  
Council **AGREED** to adopt the new standing orders model.  
**Proposed** Cllr Weyman    **Seconded** Cllr Baum
- 23.05.2022.11b Financial Regulations**  
Council **AGREED** that no changes were required to Financial Regulations.
- 23.05.2022.11c Code Of Conduct**  
Council **AGREED** to adopt new version of the code of conduct
- 23.05.2022.11d Complaints Procedure**



Council **AGREED** that no changes were required to the complaints procedure

**23.05.2022.11e Data Protection and Freedom of Information**

Council **AGREED** that no changes were required to the data protection and freedom of information policy

**23.05.2022.12 To discuss the possibility of installing white village gates in Ripple**

Council unanimously **AGREED** that in the absence of extra funding and with the geographical lay out of the parish this would be difficult to implement at the moment.

The council **AGREED** to review again at a later date once the current projects are completed.

**23.05.2022.13 To review quotes for the VAS and agree actions**

Cllr Baum confirmed she had managed to secure funding for the new VAS partly from the Police Commissioner with the remainder being supplied by C.Cllr Allen.

The council reviewed the quotes and **APPROVED** the one from Elan city. As the quote was a couple of months old the council instructed the clerk to have the quote reviewed and order the VAS as long as the quote is not more than 10% higher. The council also requested the Clerk to email HIGHWAYS to see if pole can be fixed/replaced before the new VAS is installed.

**23.05.2022.14 To discuss the changing hours for Boots the chemist in Upton**

Council **AGREED** to write to Boots head office to express concern on restrictive opening hours and worry that the valuable service will close completely.

**23.05.2022.15 To discuss the bus shelter on Ryall Road and agree actions**

Council **APPROVED** for the handyman to fix the bus shelter for £550

**23.05.2022.16 To discuss the following planning applications/appeals made since the last meeting and agree actions:**

**23.05.2022.16a 22/000015/CM – Proposed extraction of sand and gravel with restoration to agriculture and nature conservation, including ponds, wetlands, hedgerows and lowland mixed deciduous. (Ripple East)**

Council **OBJECTED** to this application.

**23.05.2022.16b M/22/00502/HP 1 Southview,**

Council **APPROVED** this application

**23.05.2022.17 To receive agenda items for the next meeting of the council**

Website

Bench

Bins

Flood Hardstanding

Contact Clerk at Welland to see if someone can come and talk at ABC Asset Based Community Development.

Roundabout Artwork

Recreational Ground

**23.05.2022.18 To discuss Clerks performance review in a confidential session**



The Chairman informed the council of the details of the Clerks annual review. The Council Agreed to increase Clerks salary to level 23 based on satisfactory performance.

**23.05.2022.19**      **Date of Next Meeting: Parish Council Meeting 11<sup>th</sup> July 2022**

Meeting Close – 20:25





**APPENDIX 2**

**Ripple Parish Council  
Subscriptions for 2022/23**

Worcestershire County Association of Local Councils (CALC)	£981.31
Society of Local Council Clerks	£54
<b>Total</b>	<b>£1035.31</b>



**APPENDIX 3**



**RIPPLE PARISH COUNCIL**

**MEETING DATES 2022/23**

**MEETINGS ARE HELD AT RIPPLE PARISH HALL, SCHOOL LANE, RIPPLE,  
TEWKESBURY, GL20 6EU**

<https://e-services.worcestershire.gov.uk/MyParish/>

**MEMBERS OF THE PUBLIC ARE INVITED AND ENCOURAGED TO ATTEND**

<b>Date</b>	<b>Time</b>	<b>Parish Council Meeting</b>
<b>11<sup>th</sup> July 2022</b>	<b>19:15</b>	<b>Full</b>
<b>5<sup>th</sup> September 2022</b>	<b>19:15</b>	<b>Full</b>
<b>17<sup>th</sup> October 2022</b>	<b>19:15</b>	<b>Full</b>
<b>5<sup>th</sup> December 2022</b>	<b>19:15</b>	<b>Full</b>
<b>16<sup>th</sup> January 2023</b>	<b>19:15</b>	<b>Full</b>
<b>6<sup>th</sup> March 2023</b>	<b>19:15</b>	<b>Full</b>
<b>17<sup>th</sup> April 2023</b>	<b>19:15</b>	<b>Full</b>
<b>22<sup>nd</sup> May 2023</b>	<b>19:15</b>	<b>Annual Meeting of the Council</b>
<b>26<sup>th</sup> May 2023</b>	<b>19:00</b>	<b>Annual Parish Meeting</b>