

# RUSPIDGE and SOUDLEY PARISH COUNCIL

Dear Councillor,

You are hereby summoned to attend  
a meeting of the Ruspidge and Soudley Parish Council:  
at Ruspidge Memorial Hall **7.00 pm** on Tuesday **March 11th, 2025.**

**Published Tuesday 4<sup>th</sup> March 2025**

**Roland Dowding**

Clerk of the Council

Email: [info@ruspidgesoudley-pc.gov.uk](mailto:info@ruspidgesoudley-pc.gov.uk)

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## AGENDA

### ➤ **7.00 p.m. Public participation period.**

- 3.1. To receive apologies for absence. Members to submit apologies.
- 3.2. To record any declaration of personal or prejudicial interest.
- 3.3. Acceptance of the Minutes of the Council meeting held on the **11th of February 2025** other than those recording exempt matters.
- 3.4. **Matters Arising** from the Minutes.
- 3.5. **District Councillor** - to report, as necessary.
- 3.6. **County Councillor**- to report, as necessary.
- 3.7. **Planning Matters** - the Planning Schedule for February to be tabled at the meeting.
- 3.8. **Financial Matters** - to approve the accounts presented for payment, the financial report for March is to be tabled at the meeting.
- 3.9. **Budget Transfers.**
  - Transfer from Contingency budget **£ 114.00** to balance IT/Web budget. Members approval requested.
  - Transfer from Contingency budget **£ 250.00** to BRT Maintenance budget. Member approval requested.
  - Transfer from Contingency budget **£ 30.00** to balance Office budget. Member approval requested.
  - Transfer from Contingency budget **£ 700.00** to balance Grass Cutting budget. Member approval requested.
  - Transfer from Contingency budget **£ 96.00** to balance Dog Waste budget, member approval requested.

- 3.10. **Allocated Reserve Transfer.**
- Transfer from Blue Rock Trail – contingency reserve **£ 8,448.40** to BRT Maintenance budget. Member approval requested.
- 3.11. **Financial Regulations 2025** – Prior to signing the Financial Regulations for 2025 at the Parish Council’s APM to be held in May. Members review roles and responsibilities associated within the financial regulations.
- 3.12. **Internal Auditor** – Member approval requested, for the appointment of SJS Bookkeeping & Accountancy Service as Internal Auditor to the Council for the 2024/25 financial year.
- 3.13. **Review of Appointed Contractors** – The members will consider appointments for ongoing contractors within the Parish. Grass Cutting & Street Cleaning, etc.
- 3.14. **Annual Review of Banking Arrangements** - for security and efficiency. The Parish Council RFO, Mr. R. Dowding will take questions from the members regarding banking arrangements. The members will debate and decide if the current arrangements are secure & efficient.
- 3.15. **Dog Waste Bin** – Woodland View. Dog waste being put in the rubbish bin in the area. Request from the public for a Dog Waste bin to be sited in the area.
- 3.16. **February Quarterly Operational Inspections** - Members acknowledge and confirm receipt of February’s operational inspection of the recreational areas, attended to by KOMPAN. Debate where necessary.
- 3.17. **Community Speed Watch SNEYD WOOD** – Cllr. Tony Matthews to update the members.
- 3.18. **Liaison’s Report for Soudley Village Hall** – Presented by Cllr. Norman Snell.
- 3.19. **CORRESPONDENCE**  
All relevant correspondence whether specifically dealt with under agenda items, or not, has been forwarded via email to all Councillors. Any concerns regarding the receipt of correspondence.
- 3.20. To agree the date of the next meeting scheduled for **Tuesday, 8th April 2025** in the **Soudley Village Hall**. The deadline date for the agenda is **Monday, 31<sup>st</sup> March 2025**.
- 3.21. For confidential matters, to determine by motion that the Press and Public be excluded from the meeting for the remaining business of the Council in accordance with Standing Order 10.xi (Adopted 2020).