
RUSPIDGE & SOUDLEY PARISH COUNCIL

MINUTES of the MEETING held on Tuesday 13th May, 2025.

Parish Councillors Present:

Cllrs. William Acland Chairman, Jo Smith, Norman Snell, Tony Matthews, Helen Medcraft, Lori-Leah Griffiths, Denis Bagwell-Johnson, Paul Firth.

County Councillors Present:

Cllr. Ray Donaghue.

District Councillors Present:

None-Present.

Parish Council Clerk – Roland Dowding.

Apologies:

Cllrs. Bernie O’Neill, Richard Burton, Andy Moore, Beki Hoyland.

Standing Declarations of Interest

- a) Ruspidge Memorial Hall - Insignificant personal interest by Cllr. William Acland.
- b) St Whites School - Insignificant personal interest by Cllr. William Acland.
- c) Soudley Village Hall - Insignificant personal interest by Cllr. Norman Snell.

Public Present:

None Present.

R&SPC Public Participation:

- 5.1. **Apologies** received and recorded from absent members.
- 5.2. No declaration of prejudicial interest was declared by members present.
- 5.3. **Minutes** - The minutes of the council meeting held on the **8th of April, 2025** were **ACCEPTED** as a true record of the meeting and were duly signed by the Chairman.
- 5.4. **Matters Arising** - There were no matters arising from the minutes.
- 5.5. **District Councillor Reports**
None Present
- 5.6. **County Councillor Reports**
Cllr. Ray Donaghue introduced himself to the members.
- 5.7. **Planning** – The completed schedule for **May** is attached as an Appendix to these Minutes.

- 5.8. Following a report by the Honorary Treasurer, Cllr. Norman Snell the council **APPROVED** the accounts presented for **May** payment totalling **£5,266.28**. This figure is inclusive of confidential expenditure. A financial report is included for this month in the appendix to these minutes.
- 5.9. **Internal Audit Review** – The members present acknowledged receipt of the 2024/25 internal audit for Ruspidge & Soudley Parish Council conducted by Sjs Bookkeeping & Accountancy Service. The members had NO questions.
- 5.10. **AGAR Compliance** - The members present agreed consideration of the internal audit arrangements had been made whilst adopting the financial regulations and risk assessment at the April 2025 meeting.
- 5.11. **AGAR SECTION ONE.** The members present approved by resolution, the Audit Annual Return, Section 1, Annual Governance Statement 2024/25 and the Chairman, William Acland & Clerk. Roland Dowding duly signed the document.
- 5.12. **AGAR SECTION TWO.** The members present approved by resolution, Section 2, Accounting Statements 2024/25. Signed and dated by the Clerk, Roland Dowding prior to submitting to Council for approval (as per audit regulations). Section 2 was duly signed & dated by the Chairman, William Acland.
- 5.13. **EXERCISE OF PUBLIC RIGHTS.** The members noted and agreed the public rights inspection of the Councils accounts will be from the 16th June to the 25th July 2025 inclusive.
- 5.14. **Woodland View Play Area** – The members deliberated a new age 5 and under slide for Woodland View. It is understood that the PC do not have a budget to cover the costs of a new slide, estimated to be around £4,000.00 installed. Cllr. Jo Smith put forward the motion that the PC enquire with our District & County Councillors as to the availability of any grant funding for this purpose. The Clerk will make the relevant enquiries.
- 5.15. **Blue Rock Trail (BRT) Signage Soudley** – The members deliberated on the signage sited at the Soudley entrance to the BRT. The Clerk informed the members that it is believed the signage was originally installed via the BRT partnership, although this sign stands on Forestry Commission England (FCE) Land and they have responsibility for it. Cllr. Jo Smith advised that the sign is very outdated, and routes stated in the signage no longer exist or are not traversable. The members agreed that this should be queried with FCE. It was agreed, should FCE decide to replace the sign the PC will make a £250 payment towards its replacement.
- 5.16. **Community Speed Watch SNEYD WOOD** – Cllr. Tony Matthews reported that unfortunately speeds have not decreased and the highest recorded speed in the last month being 46mph.
- 5.17. **Liaison's Report for Soudley Village Hall** – Cllr. Norman Snell informed the members present of events to be held at Soudley Village hall over the next month. Two allotments are vacant. The 5th of July a Car boot sale will be held. Saturday mornings 10 a.m. – 12 p.m. is bacon butty morning. Two members of the Hall's committee had resigned but the vacancies have been filled. The fete will be held on the 23rd August 2025.
- 5.18. **Correspondence** - The council **RECEIVED** and **NOTED** the following correspondence:

The Parish Councillors accepted all relevant correspondence has been forwarded via email to all members.

- 5.19. **Next Meeting** - the next meeting of the council will be held in the **Soudley Village Hall** at **7.00 p.m. Tuesday, 10th June 2025**. The agenda deadline is **Monday, 2nd of June 2025**.
- 5.20. **Exclusion of the Press and the Public** - The council **RESOLVED** that for any remaining business of a confidential nature, the press and the public should be excluded from the meeting in accordance with Standing Order 10.xi (2020).

The meeting closed at 7.50 p.m.

Signed:.....Chair. Dated:.....

DRAFT

APPENDIX

Financial report for the May meeting.

1. Reconciliation of Account as at:		end April 2025					
Ledger		£			Bank		£
Balance b/f		106,043.80		<i>(Treasurers)</i>	Lloyds Current A/c.		2,415.07
Bank Interest		34.33		<i>(Reserves)</i>	Lloyds Inst. Access A/c.		72,273.52
VAT		2,442.11			Unity Current A/c		906.00
GCC Street Cleaning		600.00			Unity Inst Access A/c		63,076.67
GCC Road Signs		70.00					
Module IT Refund		57.60					
FODDC Precept		34,255.00					
	Total	143,502.84					Total
Less Expenditure April		4,831.58					
Balance		138,671.26			Balance		138,671.26
2. Accounts for Payment		<i># = Paid in April but on May's ledger.</i>					
Payee	No	Total £	VAT	Narrative			
# Solutions In Tech	DD	64.22	10.70	Office Telephone & Broadband			
# EE Ltd	DD	16.07		Mobile Phone			
Module IT	DD	92.80	15.47	Monthly IT Support. Services.			
# Sjs Book Keeping	1	105.02	17.50	Internal Audits 2025			
# The Original Factory Shop	2	2.00		Latex Foam Gloves.			
Soudley Village Hall	3	21.00		SVH Rental			
Earth Anchors	4	806.40	134.40	Dog Waste Bins x3 & Posts x3.			
Complete Landscapes	5	1,104.00	184.00	Parish Grass Cutting			
Merlin Waste	6	230.40		Dog Waste Bins Emptied			
# Lloyds Bank	7	4.25		Bank Charges			
SLCC	8	240.00		Membership Renewal			
Tim Harris	9	199.99		Woodland View Park Repairs			
Tim Harris	10	475.51		St Clean, Defib Checks, Park Inspections, Bus Shelter Clean, Railway Rd Footbridge Check.			
	TOTAL	£3,361.66	£362.07				

Planning Schedule May 2025

<u>Ruspidge & Soudley Parish Council</u>			
<u>Planning Schedule May, 2025</u>			
Planning Reference	Parish		
Site Address & Detail	Comment		
NO PLANNING CONSULTATIONS RECEIVED THIS MONTH.			
<u>Decisions notified by the Planning Authority</u>			
Planning Reference	Parish	District	
Site Address & Detail	Comment	Decision	
NO PLANNING NOTIFICATIONS RECEIVED THIS MONTH.			
Signed: Dated:			

DRAFT