



RINGSTEAD PARISH COUNCIL

Chairman: Cllr Bill Jacob

Clerk and RFO: Simon Lee

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Dear Councillors,

You are summoned to the Annual Meeting of Ringstead Parish Council to be held on **Monday 11 May 2026 at 7:00pm** for the purpose of transacting the following business. This meeting will take place in the Village Hall.

Simon Lee Clerk and RFO

29 April 2026

Agenda:

1. Elect a Chair.
2. To receive and consider any apologies for absence.
3. Elect a Vice Chair.
4. To receive declarations of interest and requests for dispensations by councillors in any of the agenda items listed.
5. Approve the minutes of the Meeting of the Parish Council meeting held on 13 April 2026.
6. Matters arising from the above minutes not discussed elsewhere on the agenda.
7. Allow Public Participation (10 mins).¹
8. Finance
 - a. Bank balances.
 - b. Consider payments and invoices April 2026.
 - c. Consider any late payments.
 - d. AGAR 2025/26 – Approve Certificate of Exemption, Annual Internal Audit Report, Governance Statement and Accounting Statement; Notification of the Dates of the Period for the Exercise of Public Rights.
 - e. Annual CIL Return.
 - f. Update Unity Trust Bank mandate.
9. General Agenda Items.
 - a. Any external reports.
 - b. Parish Clerks report.
 - c. Village Hall report.

¹ This provides an opportunity for members of the public to raise questions about and comment on items on the agenda, and other points, before the Council make decisions.

- d. Highway related items.
 - e. Update on the bus service.
 - f. Update on playing field and grounds maintenance including considering a request for private parking 27 and 29 August 2026.
 - g. Update on Norfolk and Suffolk Devolution consultation and Local Government Reorganisation.
 - h. Update on management of the Chalk Pit utilising the Parish Council's Public Liability Insurance.
 - i. Update on Great Ringstead Allotment Charity and Advertise Vacancy for a Trustee.
 - j. Update on Notice of Casual Vacancy within the Parish Council.
10. Planning matters.
- a. Discuss any new planning applications received after the publication of the Agenda.
11. To review any correspondence.
12. Agenda items for next meeting.
13. To confirm the date of the next meeting of Ringstead Parish Council as 7:00pm on 8 June 2026.