RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting
Held on Tuesday 11th April 2023 at 19.30
In the Parish Rooms, Lucy Stone Room

Present:			
Cllr Margaret Crompton (MC)	**Cllr Johnny Denis (JD)**	**Cllr David Duke (DD)**	**Cllr John Kay (JK)**
Cllr Marcia Morgan (MM)	**Cllr Sarah Phillips (SP)**	**Cllr David Terry (DT)**	**Cllr Richard Turner (RT)**
Cllr Gordon Sims (GS)	**Cllr John Whitlock (JW)**		
Attendance:	**Annie Hazzard (AH) - Clerk** **Gail Metcalfe (GPM) - Administrator**		
Members of the public:	**9**		

Agenda Items

1.	**To receive and accept apologies for absence** Apologies were received from Cllrs Tara Barber, Matt Crisp and Gavin May.	
2.	**Declarations of Interest:** Disclosure by Councillors of their personal interests in regard to matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct. Richard Turner noted that he had an interest at items 13.3 and 13.7 and confirmed he would be leaving the room when these were discussed.	
3.	**Dispensation requests** None received.	
4.	**To accept the minutes of the Full Council meeting held on 14th March 2023** **RESOLVED:** To accept and sign the minutes of the Full Council meeting held on 14th March 2023.	
5.	**Public questions or comments:** Up to 15 minutes (3 minutes per person) will be available for the public to make representations or questions. Please note that under Data protection regulations we ask members of the public to only state their name if they agree to their name being recorded. One member of the public representing the residents of Delves House Retirement Homes spoke on item 11.3 requesting a bench be placed halfway up the path towards the entry to Delves by the pond on the Village Green to enable residents to take a rest on the return journey from the shops. Another member of the public queried how the 13.2% increase to the Council Tax could be justified. He queried what was provided for this sum by the Parish Council. The Chairman offered to meet separately with him to clarify Parish Council expenditure. A third member of the public mentioned that the village clock was now working after some difficulty and wanted to point out that the Busy Bee garage was so much safer as more open now and he hoped we would not end up with 12 flats there instead. He also said that parking at the Grounded at the Forges coffee lounge needed to be sorted as the clientele were not observing the stipulation of leaving 8 car parking spaces for the school pick-up. He suggested using an adjacent grassed area for further parking.	
6.	**If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:** 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.' Not required.	
7.	**Reports from Clerk, MP, District and County Councillors, and PCSO (Up to 15 mins):** Clerk, Maria Caulfield, MP, East Sussex County Councillor, Lewes District Councillor and PCSO To receive and accept any reports submitted.	

	The reports were noted. JD had not sent in his report so verbally reported on the following: • Traffic problems at A26 Malling Street/Malling Down and A27 with the complete lack of coordination between National Highways and East Sussex Highways in closing both at the same time with diversions through Seaford and Newhaven. He said traffic had been jammed for 2 hours in Ranscombe Lane, Glynde. • Parking on verges on Vicarage Way - there is nothing but concrete there now and he would be asking Highways to reinstate the verges. • No news about the swimming pool. DT queried who owned the overgrown twitten between Shepherds Way and Harrisons Lane. This was not known and JD said he would take this up with ESCC also checking on the twitten between Shelley Road and Lewes Road. **ACTION: Office to liaise with JD to receive update from Highways re. Vicarage Way verges and the twittens.**	OFFICE
8.	**Finance Matters:**	
8.1	To receive the latest Financial Reports - received.	
8.2	To approve the latest bank reconciliation - approved and signed.	
8.3	To approve the list of payments - approved.	
8.4	**Strategic Plan Working Group** - To receive an update re. meeting date. AIRS had offered a meeting on 20th April 2023. **ACTION: GS to confirm he can make this meeting. Cllrs to be informed once this meeting is organised.**	GS/OFFICE
8.5	**Infrastructure Levy Consultation** -To consider who will respond. Deadline: 09/06/2023. JK reported that the proposals would not be taken forward if The Labour Party win the next election and the probability of them ever being taken on was extremely unlikely. **ACTION: It was decided by all not to engage in this exercise, so no response required.**	
8.6	To approve the bank mandate for the two new accounts agreed at the last meeting. See Clerk's report. RESOLVED: To approve the arrangement with the Clerk deciding whether to action this now or wait until new Council is in place in May. **ACTION: Clerk to action the above resolution.**	CLERK
8.7	**To receive any grant applications:** i. KSS Air Ambulance Charity **RESOLVED: To donate £100.00 from S137 funds** **ACTION: Clerk to action the above resolution.**	CLERK
9.	**Governance Matters:**	
9.1	**Swimming Pool -** To receive an update. JD reaffirmed that there was no update.	
10.	**Highways Matters -** To receive an update. JD mentioned the £500k of ESCC funding for the A&B road audit and said that he had nominated some roads but was told this was not necessary as all roads were being considered without any engagement with the Parish Council.	
11.	**Open Spaces and Related Matters:**	
11.1	**Skatepark -** To receive an update. JW reported that due to an incident at Fingerpost Field this would not be heard at the Lewes District Council Planning Applications Committee in April 2023 with no clarification of when it would be heard. After some discussion on whether this should go to appeal on the grounds of non-determination, it was decided that JW should contact Mr Palmer first. **ACTION: JW to contact Mr Leigh Palmer explaining that this would go to appeal if it is not heard in the June 2023 meeting (no meeting in May).**	JW

11.2	**Fingerpost Field Lease -** To agree the lease renewal. An amendment has been requested in connection with clause 13.2 relating to hedges. It was agreed to renew the lease, subject to the amendment being made **RESOLVED: To approve the lease subject to the minor change already requested of "No change without prior consent".** **ACTION: Clerk to action above resolution once amendment to lease has been made.**	CLERK
11.3	**Bench on Village Green -** To consider. (See Clerk's report). After some discussion, it was agreed that MM and the Play Area and Outdoor Social Spaces Working Group (PAOSSWG) would investigate and report back. **ACTION: PAOSSWG to propose something at a similar price that could then be offered as a memorial.**	PAOSSWG
11.4	**Play Area and Outdoor Social Spaces Working Group** - To receive an update. MC and MM reported that they had gone round the parks and taken photos and that they would prepare a presentation for the May 2023 Full Council. They requested another member join the group. They asked for Cllrs to bring along their ideas to the next meeting. They queried the budget and GS said to provide ideas and then a budget could be worked out. **ACTION: MC and MM to meet on Friday 14th April 2023 to discuss.**	MC/MM
11.5	**Improving the Natural Environment in Ringmer -** To receive and discuss. DD's proposal paper was agreed in principle and a Working Group to be set up at the May Full Council meeting. **ACTION: Office to note agenda item of setting up a Working Group for May 2023 meeting.**	OFFICE
11.6	**King's Coronation Street Party -** To discuss the submitted road closure notice at Springett Avenue. This was supported. **ACTION: Clerk to respond to Neighbourhood First's letter of 20th March 2023 by 17th April 2023.**	CLERK
11.7	**Tree Planting Policy** - To receive and discuss. After some discussion, the policy was approved to be adopted for memorials, but not for birthdays, subject to an annual rather than a bi-annual review. The Clerk is to work in consultation with a tree surgeon on the types of trees, and initial cost, to include maintenance charge. **ACTION: Clerk to email a holding reply to the memorial request until precise figures have been worked out.**	CLERK
11.8	**Ringmer Village Green -** To receive and decide on the fee quotation to establish the boundary. Councillors discussed this request and felt that the responsibility to clarify the boundary of the land leased sits with the landlord rather than the tenant, so did not wish to contribute. **ACTION: Clerk to respond to Strutt & Parker to confirm the Council's position.**	CLERK
11.9	**Ringmer Coronation Carnival Planning Group -** To discuss giving them permission to put up publicity boards on the Village Green. **RESOLVED: To approve the use of publicity boards.** **ACTION: Office to report this back to them.**	OFFICE
12.	**Southern Water** - To agree a meeting date. MM said that Fridays were best for her. **ACTION: GS and the Clerk to work out a date and to inform Cllrs.**	GS/CLERK
13.	**Planning Matters - To consider responses to Planning Applications:**	
13.1	**LW/23/0030 - 43 Christie Avenue, Ringmer, BN8 5JT** Single storey rear extension and replacement rear outbuilding (by 06/04/2023, extension requested). **RESOLVED: Parish Council Decision - Object on grounds of overdevelopment of the single storey outbuilding.**	
13.2	**LW/23/0099 - 25 Delves Way, Ringmer, BN8 5JU** Single storey rear extension (by 09/05/23). **RESOLVED: Parish Council Decision - No objection.**	

13.3	**LW/23/0115 - Land Adjacent to Bryn Clai, Uckfield Road, Ringmer, BN8 5RU** Land Adjacent to Bryn Clai, Uckfield Road, Ringmer, BN8 5RU (by 05/04/2023, extension requested). GS supported it on condition the speed limit is reduced to 30mph. JD objected as not designated as a site in the Neighbourhood Plan. This went to a vote with 7 objecting, 1 supporting and 1 abstaining. RT had left the room and did not vote. **RESOLVED: Parish Council Decision - Object on the grounds that: it is a greenfield site; highway matters; alternative commercial and employment sites, with better links that are viable, are on our Neighbourhood plan, and this is not a designated site in the Neighbourhood Plan.**	
13.4	**LW/23/0117 - 7 Anchor Field, Ringmer, BN8 5QN** Variation of condition 1 (Plans) relating to approval LW/20/0209 – Reduce footprint to proposed extension to existing house, existing pedestrian access maintained, layout of proposed house simplified/more in keeping with adjacent houses, roof form simplified in order to match adjacent houses (by 07/04/2023, extension requested). **RESOLVED: Parish Council Decision - No objection.**	
13.5	**LW/23/0127 - 9 Delves Way, Ringmer, BN8 5JU** Demolition of existing conservatory and erection of single storey rear extension (by 12/04/2023). **RESOLVED: Parish Council Decision - No objection.**	
13.6	**LW/23/0128 - Land Adjacent 3 Mill Close, Mill Road** Variation of conditions 1 (Plans), 10 (Cycle Storage) and 11 (Refuse and Recycling) relating to approval LW/20/0880 – to move and separate the combined enclosure into a separate bin store and cycle store, thereby enabling the existing drain and inspection chamber to remain unaltered (by 28/04/2023). **RESOLVED: Parish Council Decision - No comment.**	
13.7	**LW/23/0160 - Bryn Clai, Uckfield Road, Ringmer, BN8 5RU** Discharge of Section 106 Agreement in relation to outline application LW/87/0002 dated 11th May 1998 (S/106/0203) (by 14/04/2023). **RESOLVED: Parish Council Decision - No comment.**	
13.8	**LW/23/0163 - Land Adjacent to Neaves House, Laughton Road, Ringmer** Variation of Condition 20 (Restriction of Access) in relation to approval LW/20/0867 to relocate vehicle access to the paddock from Neaves Lane (by 20/04/2023). **RESOLVED: Parish Council Decision - Object on the grounds that the gate is oversized and wider than the road it will join and in a wildlife corridor.**	
14.	**Planning Matters** - All Decisions:	
	LW/22/0737 - 26 Oakmede Way, Ringmer, BN8 5JL - Approved LW/22/0838 - The Stables, The Holdings, Old Uckfield Road, Ringmer, BN8 5RY - Approved LW/22/0834 - Raystede, The Broyle, Ringmer, BN8 5AJ - Approved LW/23/0025 - Chapel Lodge, Harveys Lane, Ringmer, BN8 5AG - Refused LW/23/0055 - 3 Delves Way, Ringmer, BN8 5JU – Approved The above were noted.	
15.	**Representation for appeals -** To consider the quote. It was agreed to appoint representation for the Gleeson hearing on 13th June 2023 and to consider on an appeal by appeal basis in the future. **RESOLVED: It was agreed to appoint L&N Consultancy Ltd for the full Gleeson appeal and to appoint a Landscape Architect additionally.** **ACTION: Clerk to appoint L&N Consultancy Ltd and to acquire quotes for a Landscape Architect.**	CLERK

16.	**Reports, Correspondence, Questions and Future Agenda Items** To consider any correspondence received after this agenda has been published for noting or action.	
16.1	SP reported on her site visit with 2 residents and Southern Water re. flooding at Mill Road. She said the Southern Water representative had gone away with many issues he would take up with Riverdale but that the residents should continue to get Riverdale to address the issues. It was established that the report being prepared by LDC on whether ESCC got their calculations wrong or whether Riverdale are at fault would be confidential. JK suggested the Clerk along with 2 Cllrs and Tony Read walk round the development to establish where the boundaries are. He said best to arrange this soon before they lose interest. **ACTION: Clerk to action JK's suggestion.**	CLERK
16.2	DT reported on the bad state of potholes at Ham Lane and Church Hill. Springett Avenue was also flagged up as a problem area. JD said he would get the current steward at Highways to look at them. **ACTION: JD to report state of potholes at Ham Lane, Church Hill and Springett Avenue to the Highways steward.**	JD
17.	**Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting** The Chairman thanked the leaving Cllrs for all their hard work and time. JD, DT and RT thanked the Council for having them.	

THE PUBLIC AND THE PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND

Date of Next Council Meeting in the Parish Rooms, Lucy Stone Room:

Tuesday 9th May 2023 at 19.30

Ringmer Parish Council

Balance Sheet as at 31/03/2023

31st March 2022				31st March 2023
		Current Assets		
0		VAT Control A/c	1,073	
0		Barclay's Current	278,376	
0		Barclays Premium	293,086	
0		Public Sector Deposit Fund	26,355	
0		NS & I Renewals Fund	27,858	
0		NS & I	34,096	
0				**660,845**
	0	**Total Assets**		**660,845**
		Current Liabilities		
0				**0**
	0	**Total Assets Less Current Liabilities**		**660,845**
		Represented By		
	0	General Reserves		106,017
	0	EMR - CIL - unallocated		419,327
	0	EMR - Community Asset Renewal		16,359
	0	EMR - Elections		6,000
	0	EMR - Office Equipment Replace		1,114
	0	EMR - Speed Reduction		500
	0	EMR - Events		1,066
	0	EMR - Old Church		1,950
	0	EMR - Bequest Lucy Stone		18,406
	0	EMR - Pond Maintenance		360
	0	EMR - CIL - Skatepark		73,759
	0	EMR -Lightsource Grant Funds		1,218
	0	EMR - Fields House Field		9,769
	0	KAR surface water grant		5,000
	0			**660,845**

Ringmer Parish Council

Balance Sheet as at 31/03/2023

31st March 2022	31st March 2023

The above statement represents fairly the financial position of the authority as at 31/03/2023 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date :_____

			Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Council	Income	363,834	130,924	(232,910)			277.9%
		less Transfer to EMR	229,032					
		Movement to/(from) Gen Reserve	134,802					
110	Staffing	Expenditure	52,986	50,206	(2,780)		(2,780)	105.5%
120	Office & General	Income	57	0	(57)			0.0%
		Expenditure	66,338	39,683	(26,655)		(26,655)	167.2%
		Net Income over Expenditure	(66,281)	(39,683)	26,598			
		plus Transfer from EMR	22,926					
		Movement to/(from) Gen Reserve	(43,356)					
130	Income other	Income	16,718	0	(16,718)			0.0%
		less Transfer to EMR	10,000					
		Movement to/(from) Gen Reserve	6,718					
		Movement to/(from) Gen Reserve	0					
200	Allotments	Income	516	0	(516)			0.0%
		Expenditure	1,495	1,210	(285)		(285)	123.6%
		Movement to/(from) Gen Reserve	(979)					
210	Amenities	Expenditure	19,175	12,020	(7,155)		(7,155)	159.5%
		plus Transfer from EMR	9,724					
		Movement to/(from) Gen Reserve	(9,452)					
300	Village Green	Expenditure	117,618	6,472	(111,146)		(111,146)	1817.3%
		plus Transfer from EMR	218,156					
		less Transfer to EMR	106,000					
		Movement to/(from) Gen Reserve	(5,463)					
310	Jubilee Rose Garden	Expenditure	2,021	1,700	(321)		(321)	118.9%
320	Anchor Field	Expenditure	1,240	1,090	(150)		(150)	113.8%
330	Fingerpost Field	Expenditure	1,980	1,982	2		2	99.9%
		plus Transfer from EMR	1,000					
		Movement to/(from) Gen Reserve	(980)					
		Movement to/(from) Gen Reserve	0					
336	Fields House Field	Expenditure	231	0	(231)		(231)	0.0%
		plus Transfer from EMR	231					
		Movement to/(from) Gen Reserve	0					
340	Broyle Lane / Broyle Close	Expenditure	973	1,675	702		702	58.1%
350	Play Equipment Renewal	Expenditure	241	3,000	2,759		2,759	8.0%
		plus Transfer from EMR	241					
		Movement to/(from) Gen Reserve	0					

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			Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
		Movement to/(from) Gen Reserve	0					
360	Play Area Inspections	Expenditure	2,693	2,850	158		158	94.5%
370	Waste	Expenditure	3,703	5,000	1,298		1,298	74.1%
380	Open Spaces	Expenditure	1,320	1,420	100		100	93.0%
		plus Transfer from EMR	0					
		Movement to/(from) Gen Reserve	(1,320)					
390	Other Areas	Expenditure	6,005	6,790	785		785	88.4%
		Grand Totals:- Income	381,125	130,924	(250,201)			291.1%
		Expenditure	278,020	135,098	(142,922)	0	(142,922)	205.8%
		Net Income over Expenditure	103,105	(4,174)	(107,279)			
		plus Transfer from EMR	252,277					
		less Transfer to EMR	345,032					
		Movement to/(from) Gen Reserve	10,350					

Ringmer Parish Council

Bank - Cash and Investment Reconciliation as at 31 March 2023

		Account Description	Balance	
Bank Statement Balances				
1	31/03/2023	Barclays Current	278,375.95	
2	30/03/2023	Barclays Premium	293,085.99	
				571,461.94
Other Cash & Bank Balances				
		NS & I	34,096.29	
		NS & I Renewals Fund	27,858.03	
		Public Sector Deposit Fund	26,355.17	
				88,309.49
				659,771.43
Receipts not on Bank Statement				
0	31/03/2023	All Receipts Cleared	0.00	
				0.00
Closing Balance				659,771.43
All Cash & Bank Accounts				
1		Barclay's Current		278,375.95
2		Barclays Premium		293,085.99
		Other Cash & Bank Balances		88,309.49
		Total Cash & Bank Balances		659,771.43

List of Payments made between 01/03/2023 and 31/03/2023

Date Paid	Payee Name	Reference	Amount Paid	Authorized Ref	Transaction Detail
01/03/2023	Lewes District Council	431	234.00		Play Inspections March
02/03/2023	Castle Water	432	5.00		Allotment water
06/03/2023	Wildflower Ringmer	433	350.00	O&F 2/3/23 Min 8.1	Grant Funding
06/03/2023	Lewes District Council	434	16.80		FPost Field Bins Feb
06/03/2023	Lewes District Council	435	117.60		VG Bins Feb
06/03/2023	Ash Towner Ltd	436	26.40		Email bounceback issue
07/03/2023	RWC Landscape Maintenace	437	220.24		Noticboard placement
08/03/2023	ODM	468	68.65		Stationery
13/03/2023	Adobe Systems Ltd	439	19.67		Office cost
13/03/2023	Adobe Systems Ltd	439	-19.67		PDf editor
13/03/2023	Adobe Systems Ltd	439	19.97		PDF editor
15/03/2023	Kings Academy Ringmer	440	3,750.00		Rent Jan - Mar 23
15/03/2023	ESCC	441	120.00		Streetlights Maintenance
15/03/2023	RWC Landscape Maintenace	442	140.00		Pond Clearance
15/03/2023	Kings Academy Ringmer	443	3,697.63	GS and DT authorised	Utilities Apr 22 - Feb 23
20/03/2023	Ringmer Village Hall	444	10,000.00	FC 14/03/23 Min 8.5	Cil Grant to RVH re new doors
22/03/2023	Zen Internet Ltd	445	69.60		Broadband and Landline
22/03/2023	Tesco Mobile	446	18.19		Mobile
22/03/2023	Ionos Cloud Ltd	447	143.76		Email licenses
22/03/2023	Amazon	449	11.66		Stationery
27/03/2023	Amazon	448	10.98		Stationery
27/03/2023	Salaries		3929.12		
28/03/2023	BT	453	19.80		Office 365 licence
28/03/2023	Cosmo Construction (UK) Ltd	454	619.20		VG Park gate repair
28/03/2023	Scantech Lithography	455	72.00		Map Printing
28/03/2023	HMRC Paye/NI	456	1,045.85		Tax/NI March
29/03/2023	Ringmer Village Hall	457	10.00		RVH Hub fee
31/03/2023	Lewes District Council	458	117.60		VG Bins March
31/03/2023	Lewes District Council	459	16.80		FP Bins March
		Total Payments	24,850.85		