RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting
Held on Tuesday 14th November 2023 at 19.30
In the Parish Rooms, Lucy Stone Room

Present:			
Cllr Nick Chaloner (NC)	Cllr Margaret Crompton (MC)	Cllr David Duke (DD)	Cllr Linda Grange (LG)
Cllr John Kay (JK)	Cllr Sarah Phillips (SP)	Cllr Gordon Sims (GS)	Cllr John Whitlock (JW)
Attendance:			
District/County Cllrs	Cllr Lucy Agace		
Other	Annie Hazzard (AH) - Clerk Gail Metcalfe (GP) - Administrator		
Members of the public	7		

Agenda Items

1.	**To receive and accept apologies for absence**	
	Apologies were received from Cllr Marcia Morgan (MM).	
2.	**Declarations of Interest:** Disclosure by Councillors of their personal interests regarding matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct. JK declared an interest at Item 8.4.	
3.	**Dispensation requests -** Jubilee Housing Trust (JHT) All Cllr members of the JHT, apart from JK, asked for dispensation to talk and vote on JHT matters and specifically Item 8.4 for this meeting. This was because 5 votes are needed for the vote to be quorate and if all JHT members were disqualified from voting, this would not be the case. **RESOLVED: To grant dispensation until the end of office term – May 27.**	CLERK
4.	**Minutes of previous meetings -** To agree the Full Council minutes of the meeting held on 10th October 2023. DD asked for the wording at Item 11.1 to be changed to "to provide a pond with fencing, hedging/trees and native wildflowers". All agreed. **RESOLVED: To agree the above minutes with requested amendment which had already been prepared and were then signed by the Chairman.**	
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. Five members of the public spoke on issues such as: Wildflowers - like them but not locations when blocking view of drivers Bishops Lane - continuous problem with school run parking King's Academy – Member of the public offered payment for lighting around the entrance/bus shelter Village Green Pond - should have a sign indicating there is a pond there for safety Balfour Beatty - can we invite them to our meetings Passageways - are in a state especially the one from the Chip Shop through the twitten to Shelley Road, and from Shelley Road to Pump Cottage (W-Bound bus stop "Ringmer Green") bus stop. Naming of New Roads - can we get developers to ask us for name suggestions to inject a bit of local colour. LW/21/0667 (Item 17.1) - Asked Cllrs to reject this planning application on grounds of green field site, infrastructure, dangerous access, drainage. Plus they were given hardly any time to object and then the deadline date given of 10/11/23 was incorrect as it was actually 06/11/23.	

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.' Item 21 was noted.	
7.	**Reports (Up to 15 mins) -** To receive and accept any reports submitted Clerk MP Lewes District Councillor(s) PCSO The above reports were noted.	
8.	**Finance Matters:**	
8.1	To receive the latest Financial Reports - received.	
8.2	To approve and sign the latest bank reconciliation - approved and signed.	
8.3	To approve and sign the list of payments - approved and signed.	
8.4	**Recommendation from Office and Finance Committee of 21/09/23, deferred agenda item from 10/10/23 Full Council meeting. Jubilee Cottages CIL application of £225k to buy a third property** - To hold £100k in Earmarked Reserves towards the purchase until such a time as they are able and ready to purchase a third property. **RESOLVED: To agree the above recommendation.** **ACTION: Clerk to hold £100k in Earmarked Reserves.**	CLERK
8.5	**Mulberry and Co, Interim report Sept 23** - To consider a recommendation from the Internal Auditor to increase the emergency non-budgeted spend limit for the Clerk from £500 to £1000 to bring this into line with Financial Regulation 4.1. See Clerk's report. **RESOLVED: To agree the above recommendation.** **ACTION: To amend the Financial Regulations accordingly.**	CLERK
8.6	**Financial Regulation point 3 -** To consider amending the wording from "Each Committee (if any) to "The Office and Finance Committee". See Clerk's report. **RESOLVED: To agree the above amendment.** **ACTION: Office to amend wording.**	OFFICE
9.	**Co-Option of Councillors** - To consider any expressions of interest in accordance with Parish Council's Standing Orders. None.	
10.	**Open Spaces and related Matters**	
10.1	**Almond Field -** To receive an update. The planned work for the Ash die back did not take place on 01/11/23 due to the storm. This will now be going ahead between now and the end of February 2024. Two sources of funding have been applied for: Ouse & Adur Rivers Trust for £7300 to pay for a wildlife pond and fencing. A pre-planning application has been submitted to LDC. The deadline for the funding to be used is 31/03/24. Southdowns National Park Authority for £1,272k to purchase plants and equipment (brush cutter). The application deadline is 15/12/23.	
10.2	**Memorial Tree -** To agree to a new tree on northeast section of the Village Green. **RESOLVED: To agree to this memorial tree.** **ACTION: Office to instruct tree surgeon.**	OFFICE
10.3	**Ham Lane Path** - To consider trying to input this into the new Local Cycling and Walking Infrastructure Plan (LCWIP) as part of the review of the Local Transport Plan and to agree which Councillor/s will take this forward. See Clerk's report. It was noted that the road is not wide enough and that the lack of path discourages further planning applications whereby residents would be reliant on the path to reach the centre of the village. **RESOLVED: Not to try to input this into the new LCWIP.**	

10.4	**Urban Grass Cutting Options 2024** - To agree which option. Deadline is 10th December 2023. **RESOLVED: To agree Option 1.** **ACTION: Office to inform of decision to go with Option 1.**	CLERK
10.5	**New Bus Shelter at Lime Tree House (direction towards Lewes) -** To consider. See Clerk's report. **RESOLVED: Not to support a bus shelter here.** **ACTION: Office to ask Highways to get landowner to cut the hedge back to the boundary line.**	OFFICE
10.6	**Allotments -** To consider reimbursement for travelling costs for one of the allotment holders in view of his assistance throughout the year. See Clerk's report. **RESOLVED: To discount £37.00 from the allotment holder's annual fee in lieu of costs.** **ACTION: Office to action the above resolution.**	OFFICE
10.7	**Biodiversity Statement -** To agree. DD was thanked for providing this. Two revisions were requested: In the paragraph "The way forward" to change "Village" to "Parish" To note the owner of the Village Green as "The Lord of The Manor of Ringmer" **RESOLVED: The statement was agreed with the above amendments.** **ACTION: DD to amend as above. Office to publish.**	CLERK
11.	**Communications Matters -** To consider the new logo options. **RESOLVED: To adopt the green one with the Mill Post.**	CLERK
12.	**Skatepark -** To receive an update. Work has been provisionally booked in for 28/02/24, subject to LDC granting the licences to build and to remove some hedging, and one more reserve matter of landscaping which will be submitted shortly. The project should take up to 12 weeks subject to the weather. **ACTION: Address the remaining landscaping reserve matter.**	JW
13.	**Highways Matters -** To receive an update. See Clerk's report. To answer the MOP's comment about inviting Balfour Beatty to our meetings, SP explained that we are allowed to meet with them twice a year. She explained that the office is continually reporting problems to Highways and she encouraged the general public to do the same. There was a request to consider bollards on Vicarage Way on the next agenda. **ACTION: To put "To consider bollards on Vicarage Way" on next agenda.**	OFFICE
14.	**The Henrietta Hay Charity Trustees -** To approve the re-election of Jenny Hill and Angela Glaysher. **RESOLVED: Approved.** **ACTION: Clerk to confirm this with Jenny Hill.**	CLERK
15.	**East Sussex, South Downs and Brighton & Hove Waste and Minerals Plan Review - Main Modifications and Draft East Sussex Statement of Community Involvement Public Consultations, 27/10/23 to 22/12/23 -** To consider whether we want to respond and if so who will do so. **RESOLVED: Not to respond.**	
16.	**Terms of Reference:** i. **Office and Finance Committee Terms of Reference** - To agree the changes. **RESOLVED: Agreed.** **ACTION: Office to make changes and upload as necessary.** ii. **Personnel Committee Terms of Reference** - To agree. **RESOLVED**: **Agreed.** **ACTION: Office to make changes and upload as necessary.**	OFFICE

17.	**Planning Matters -** To consider responses to Planning Applications:	
17.1	**LW/21/0667 - Land East of The Orchards, Uckfield Road, Ringmer, BN8 5RX** Amendment to Outline Planning Application LW/21/0667 (Erection of 8 Open Market Dwellings concerning Access Only), to Provide a Total 8 Custom Build Dwellings at The Orchards, Uckfield Road, Ringmer (by 17/11/23). **RESOLVED: Parish Council Decision - Continue to strongly object to the outline planning application 'Amendment to Outline Planning Application LW/21/0667 (Erection of 8 Open Market Dwellings concerning access only), to Provide a Total 8 Custom Build Dwellings' as originally submitted on the 17th August 2021.** The reasons for objection are as follows: • No affordable housing allocation provided in previous 'As Built' scheme and now proposed additional 8 dwellings do not include any affordable housing. • Proposed site highly car dependant with no direct bus service in to the centre of Ringmer village with in correct statement contained with GTA Transport Report dated May 2021 page 5 *'The bus stops provided on the A26 offer services that provide links to key destinations including Lewes, **Ringmer** and Uckfield'*. Further incorrect information is also included within report on page 7 referring 'Bus Services' which is outdate with links into Ringmer and page 9 '4.10……..accessible via cycling or by bus.' There are no direct links from the bus stops located on A26 into the centre of Ringmer village. • A26 at Clayhill/Barcombe junction has been subject to numerous serious RTA/RTC in last 12 months. Additional traffic to/from additional dwellings will cause further pressure at this stretch of road. Again, GTA Transport Report page 5 refers to 'Accident Data' from 2016 – 2020. The report should be updated with latest statistics. • The application site due to its rural location cannot be connected to main drainage sewerage system. Environmental Health and Environment Agency to be consulted further on the proposed design for additional 8 no. dwellings in order not to cause additional pressure on any localised private drainage systems.	
17.2	**LW/23/0609 - Chapel Lodge, Harveys Lane, Ringmer, BN8 5AG** Single storey rear extension, hip to gable roof extension, erection of 3no. front and rear dormers, alterations to fenestration, installation of Air Source Heat Pump and addition of PV panels to roof (by 30/11/23). **RESOLVED: Parish Council Decision - No objection.**	
17.3	**LW/23/0617 - 23 Shepherds Way, Ringmer, BN8 5LT** Demolition of existing garage, two storey flat roof side extension with solar panels (by 16/11/23). **RESOLVED: Parish Council Decision - Object on the grounds of design as the flat roof is out of keeping.**	
17.4	**LW/23/0622 - Pippins, Bishops Lane, Ringmer, BN8 5LD** Non-material amendment relating to approval LW/22/0443 - To extend the upper mono pitch roof, eliminating part of a side flat roof, increasing the main flat roof in height, alterations to external materials and fenestration (by 10/11/23, extension requested). **RESOLVED: Parish Council Decision - No comment.**	
17.5	**LW/23/0638/CD - Bridge Farm, Barcombe Mills Road, Barcombe, BN8 5BX** Discharge of Conditions 2 (Surface Water Drainage), 3 (Drainage Management and Maintenance), 12 (Construction Management Plan), 14 (Ecological Design Strategy) and 21 (Contaminated Land) in relation to approval LW/22/0840 (by 23/11/23). **RESOLVED: Parish Council Decision - No comment.**	
17.6	**LW/23/0644 - 10 Springett Avenue, Ringmer, BN8 5HB** Replacement of the existing extensions with a single storey extension at side elevation; formation of parking area at front, and addition of PV solar panels to rear roof (by 05/12/23). **RESOLVED: Parish Council Decision - Supports.**	

18.	**Planning Matters - All Decisions:**	
	LW/23/0052/CD - Broyle Mill Farm, The Broyle, Ringmer, BN8 5AR - Approved LW/23/0160 - Bryn Clai, Uckfield Road, Ringmer, BN8 5RU - Approved LW/23/0163 - Land Adjacent to Neaves House, Laughton Road, Ringmer - Approved LW/23/0262 - Westbourne, Lewes Road, Ringmer, BN8 5ES - Approved LW/23/0268 - 2 Norlington Villas, Norlington Lane, Ringmer, BN8 5SH - Approved LW/23/0369 - 7 Anchor Field, Ringmer, BN8 5QN - Approved LW/23/0405/CD - Bridge Farm, Barcombe Mills Road, Barcombe, BN8 5BX - Approved LW/23/0410/CD - Pippins, Bishops Lane, Ringmer, BN8 5LD - Approved LW/23/0507/CD - Acorn House, The Broyle, Ringmer (LW/22/0499) - Approved LW/23/0542 - 1 Finger Post Cottages, The Broyle, Ringmer, BN8 5NN - Approved LW/23/0580/CD - Fingerpost Field Recreation Ground, The Broyle, Ringmer – Approved The above were noted.	ALL
19.	**Reports, Correspondence, Questions and Future Agenda Items** To consider any correspondence received after this agenda has been published for noting or action. NC reported that he had not met up with the PCSO but that Alan Ash had confirmed that the Church now has CCTV and there would be more regular patrols. JW asked that The Anchor Inn be thanked for providing the Christmas tree and lights. The Clerk confirmed they would be thanked once the tree has gone up along with a photo of said tree. **Agenda Items** • Draft Local Plan • Bollards on Vicarage Way	
20.	**Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting.** None.	
	Per Item 6, all members of the public and office staff left the room at 20:50.	
21.	**Staffing Matters -** To consider the recommendation from the Personnel Committee. **RESOLVED**: To agree the recommendation. **Action:** Clerk/GS to action.	CLERK/GS

Signed:		**Chairman**
Date:		