

RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting
Held on Tuesday 16th January 2024 at 19.00
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 Marcia Morgan (MM)	Cllr Sarah Phillips (SP)	Cllr Gordon Sims (GS)
Attendance:			
District/County Cllrs	None		
Other	Annie Hazzard (AH) - Clerk Gail Metcalfe (GP) - Administrator		
Members of the public	11		

Agenda Items

1.	To receive and accept apologies for absence Apologies were accepted from Cllr John Whitlock.	
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. None.	
3.	Dispensation requests None.	
4.	Minutes of previous meetings - To agree the Full Council minutes of the meeting held on 12 th December 2023. RESOLVED: The above minutes were signed and approved.	
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. A member of the public queried the replacement bench at the Scout Hut bus shelter asking why it was not placed inside the bus shelter. He also complained about the maintenance of the two passageways - 33 & 39. Four members of the public spoke of their objection to planning application LW/23/0360 asking that the Council reject the amended plans (see item number 15.1).	
	Items 15. & 16. were discussed here for the members of the public wishing to hear Cllr discussions on LW/23/0360.	
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 (Up to 15 mins) - To receive and accept any reports submitted Clerk MP East Sussex County Councillor 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	Financial Regulations - To agree the annual review. RESOLVED - To agree.	
9.	Co-Option of Councillors - To consider any expressions of interest in accordance with Parish Council's Standing Orders. None.	
10.	Policies: i. Biodiversity - To adopt. RESOLVED: To agree adoption with two changes as follows: Bullet point 2: Change "such as Wildflower Ringmer" to "who are engaged in promoting biodiversity." Bullet point 3: Change "The Almond Field" to "any area". ii. Freedom of Information - To review. RESOLVED: To agree review. iii. Recording of Meetings - To review. RESOLVED: To agree review. iv. Social Media Policy - To adopt. RESOLVED: To agree adoption.	OFFICE
11.	Open Spaces and related Matters	
11.1	Almond Field - To receive an update. DD explained that the planning process for the pond which began in November 2023 has been complex because the field is in the SDNP but the nearest postcoded property falls within LDC planning boundary, which caused confusion and delay at LDC. The application cost has increased from £90.00 to £1,172.00 as we are being charged for the whole site. DD has emailed the Interim Chief Executive of SDNPA asking if something can be done about the process in terms of the cost and the red tape as he feels that it is currently not fit for purpose, and he, therefore, proposed not to go ahead with this at the moment. On a cheerier note, the 80 plants put in in October last year are thriving and survived the frost so far. The Clerk confirmed that the new field access gates are being installed and a Grand Opening was mentioned although discussion did not go any further on this.	
11.2	Fingerpost Field: Skatepark - To receive an update In JW's absence the Clerk explained that this is all in hand and that we are awaiting the Licence from LDC to allow hedge amendments and the Access Path Licence from ESCC.	JW
11.3	Village Gateway Signs at Paygate Corner, Laughton Road and The Broyle - To provide an update. In JW's absence there was no update on this.	JW
12.	ESCC Local Transport Plan 4 - To agree response and who to respond (by 25/02/24). Click for link SP kindly volunteered to be the lead on this with NC assisting. It was agreed that Cllr Johnny Denis would be asked to assist. RESOLVED: To delegate response to SP and NC who will circulate a copy once submitted.	SP/NC
13.	Lewes Local Plan Consultation - To agree response and who to respond (by 08/02/24). Click for link It was agreed that Cllrs Lucy Agace, Johnny Denis and Emily O'Brien would be asked to assist. RESOLVED: To delegate a response to JW, JK, LG, and NC who will circulate a copy before submission.	NC/LG/JK/JW
14.	South Downs National Park Board New Councillor Representation Vacancy - To nominate a Cllr (by 15/02/24). RESOLVED: Not to nominate a Cllr.	

15.	<p>Planning Matters - To consider responses to Planning Applications. This item was discussed after Item 5. and most of the members of the public left before the meeting resumed with Item 6.</p>	
15.1	<p>LW/23/0360 - Southdown, Gote Lane, Ringmer, BN8 5HP Demolition of existing dwelling, erection of 4 No. semi-detached dwellings (AMENDED PLANS) (by 07/02/24) RESOLVED: Parish Council Decision - Object on the same grounds as in October 2023 that it contravenes the DM25 Policy of the Lewes District Local Plan (part 2), which sets out that development will be permitted where the following criteria are met:</p> <ul style="list-style-type: none"> i. Its siting, layout, density, orientation, and landscape treatment respond sympathetically to the characteristics of the development site, its relationship with its immediate surrounding and, where appropriate, views into, over or out of the site; ii. Its scale, form, height, massing, and proportions are compatible with existing buildings, building lines, roofscapes and skylines. <p>The Parish Council noted that although this is described as an outline application, the only reserved matters are the landscaping and boundary treatments. The replacement of one bungalow by four two-storey houses would, because of the proposed orientation of the new houses, introduce new and unacceptable overlooking affecting several of the eight immediate neighbours from the upstairs windows of the new houses. The new street scene, in which the view from Gote Lane (widely used for recreational purposes) would be of the blank end wall of the house nearest the lane, in front of which was car parking and an unattractive bin-storage area for a minimum of 8 bins. The Parish Council was also informed by a resident that the existing bungalow at Southdown has for several decades been used as the roost for a bat colony.</p> <p>And a new comment that the revised car parking falls below both the level required by both ESCC parking standards and those required by Ringmer Neighbourhood Plan policy 8.3 (identical in this case), and that this is very likely to lead to additional on-road parking on Gote Lane in the immediate vicinity of the entrance to the new development, which would block the use of the lane by farm vehicles and other large vehicles. This is exactly the sort of thing that the Ringmer NP identified as a particular problem in Ringmer and aimed as a priority to avoid.</p>	OFFICE
15.2	<p>LW/23/0670 - Greendale, Laughton Road, Ringmer, BN8 5NH Single storey side extension with front dormer (by 12/01/23 - extension requested). RESOLVED: Parish Council Decision - No objection.</p>	OFFICE
15.3	<p>LW/23/0732 - Pippins, Bishops Lane, Ringmer, BN8 5LD Variation of condition 1 (Plans) 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 03/01/24 - extension requested). RESOLVED: Parish Council Decision - Object on the grounds of supporting the Design and Conservation Officer's comments that the surface material change is inferior and will not weather well.</p>	OFFICE
15.4	<p>LW/23/0744 - FNR Plant Hire, Isfield Road, Ringmer, BN8 5RP Proposed side extension (to replace port-a-cabins) and widen access (extension acquired until 19/01/24). RESOLVED: Parish Council Decision - Support.</p>	OFFICE
15.5	<p>LW/23/0752 - Land North of Lewes Road, Ringmer Erection of 98 dwellings, with associated access, car parking, refuse/recycling storage, landscaping, infrastructure and works (by 08/01/24 - extension requested). RESOLVED: Parish Council Decision – Object. NC, LG, JK and JW to discuss and will respond on behalf of the Parish Council.</p>	NC/LG/JK/JW
15.6	<p>LW/23/0761 – Land North of Old Ship Inn, Uckfield Road, Ringmer, BN8 5RP Permission in Principle for development of 0.1H land with detached two storey dwelling house (by 16/01/24 - extension requested). RESOLVED: Parish Council Decision - Object on the grounds that a new development at this countryside location would be remote from all local services, as admitted in the application. Development here would be contrary to RNP policy 4.1 as well as to local plan policy DM1.</p>	OFFICE

	<p>That the living conditions at the immediately adjacent former Old Ship Inn (grade II listed) were made so unacceptable by A26 traffic noise that it had to be surrounded by an ugly industrial 3.5m acoustic fence that hid this listed building from the views of passers by and thus greatly detracted from its value. It is common ground that the use of such acoustic fencing in the countryside creates an eyesore. As the proposed new build would be even closer to the A26 than the Old Ship Inn (which is located right at the back of its roadside plot) the living conditions for future residents here would be similarly unacceptable. The new roadside planting proposed here would not be an effective acoustic screen - similar mature planting already existed at the Old Ship along most of its frontage, but had to be supplemented by new acoustic fencing.</p>	
15.7	<p>LW/23/0785 - Nought, Church Hill, Ringmer, BN8 5JX Demolition of existing conservatory and replacement single storey rear extension and alterations to fenestration (by 31/01/24). RESOLVED: Parish Council Decision - No objection.</p>	OFFICE
15.8	<p>LW/23/0791 - Electricity Sub Station North, Lewes Road, Ringmer Electricity Act 1989 As Amended Town and Country Planning General Permitted Development Order 2015 - The extension of an existing compound from 2.1m x 4.5m to 4.1m to 4.5m and upgrading the substation (expiry date not provided). Whilst this application was issued a planning number in error by LDC and therefore is not for consideration, Cllrs decided to make the following comment to LDC as the agent for SDNPA planning: Comments: This is quite a major development in the countryside and the screening wall that was taken down needs to be replaced, and attention given to light pollution.</p>	OFFICE
16.	Planning Matters - All Decisions:	
	<p>LW/22/0849 - Clayhill House, Uckfield Road, Ringmer, BN8 5RU - Approved LW/22/0850 - Clayhill House, Uckfield Road, Ringmer, BN8 5RU - Approved LW/23/0609 - Chapel Lodge, Harveys Lane, Ringmer, BN8 5AG - Approved LW/23/0644 - 10 Springett Avenue, Ringmer, BN8 5HB - Approved LW/23/0682 - 27 Anchor Field, Ringmer, BN8 5QN - Approved LW/23/0701 - Park Gate, Old Uckfield Road, Ringmer, BN8 5RW - Approved LW/23/0729/CD - Land Adjacent 3 Mill Close, Mill Road, Ringmer - Approved LW/23/0747 - Broyle Mill Farm, The Broyle, Ringmer, BN8 5AR - Approved The above decisions were noted.</p>	
17.	<p>Reports, Correspondence, Questions and Future Agenda Items To consider any correspondence received after this agenda has been published for noting or action.</p> <p>The Chairman:</p> <ol style="list-style-type: none"> i. Had advised the members of the public before they left at Item 6. that there was a Local Plan Consultation event at the Village Hall on 17/01/2024 from midday until 7pm with Nadeem Din presenting at 5pm on the impact on Ringmer ie. how many houses are planned for Ringmer and what infrastructure is needed/planned. ii. Said that a separate stand alone meeting with Gleasons should be arranged in the day to replace the meeting cancelled that was due to take place before this Full Council meeting. iii. Future Agenda Item: Scottish Power Community Fund - To discuss suggestions of what to use this for. iv. Thanked NC for his assistance with the new website. v. Asked Cllrs to let the office know if they can make the Christmas meal scheduled for 7pm on 8th February 2024 at The Anchor. vi. Asked Cllrs to note that the Annual Meeting would be on Tuesday 7th May 2024. <p>NC asked if we ever answer members of the public's queries at item 5. and the Clerk explained that we do outside of the meeting. She explained that the reason for the new bench at the Scout Hut going back into the same spot, ie. outside of the bus shelter, was because it is not possible to see when the bus is coming when sat in the shelter.</p>	OFFICE OFFICE CLLRS

	<p>LG advised that Riverdale had agreed to pay for the works needed to alleviate flooding at Mill Road and that Emily O'Brien was meeting with two residents who live near to the development. She said Southern Water will not allow connection for drainage and the next steps needed to be decided.</p> <p>JK advised that he had attended the Boklok appeal hearing and felt that the appeal would be granted.</p>	
18.	<p>Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting.</p> <p>None.</p>	

Meeting closed at 20:40.

Signed:		Chairman
Date:		

Balance Sheet as at 31/12/2023

31st March 2023

31st March 2024

31st March 2023		31st March 2024	
Current Assets			
1,073	VAT Control A/c	3,492	
278,376	Barclay's Current	122,257	
293,086	Barclays Premium	292,514	
26,355	Public Sector Deposit Fund	27,195	
27,858	NS & I Renewals Fund	27,884	
34,096	NS & I	34,128	
0	Cambridge and Counties	100,000	
0	Unity Trust Savings	101,796	
660,845			709,266
660,845	Total Assets		709,266
Current Liabilities			
0			0
660,845	Total Assets Less Current Liabilities		709,266
Represented By			
106,017	General Reserves	161,407	
419,327	EMR - CIL - unallocated	79,838	
16,359	EMR - Comm Asset Rnl & Repair	16,359	
6,000	EMR - Elections	8,600	
1,114	EMR - Office Equipment Replace	845	
500	EMR - Speed Reduction	500	
1,066	EMR - Events	234	
1,950	EMR - Old Church	785	
18,406	EMR - Lucy Stone Precinct proj	18,406	
360	EMR - Pond Maintenance	360	
0	EMR - CIL - Ringmer NHP	25,000	
0	EMR - CIL - Bus Shelters	7,592	
73,759	EMR - CIL - Skatepark	118,936	
0	EMR - CIL - Fpost Field Park	100,000	
0	EMR - CIL - Shopping Precinct	12,000	
0	EMR - CIL - Cyclepath Extn	50,000	
0	EMR - CIL - Jubilee Cottages P	100,000	
1,218	EMR -Lightsource Grant Funds	218	
9,769	EMR - Fields House Field	8,187	
5,000	KAR surface water grant	0	
660,845			709,266

02/01/2024

Ringmer Parish Council

14:40

Balance Sheet as at 31/12/2023

31st March 2023

31st March 2024

The above statement represents fairly the financial position of the authority as at 31/12/2023 and reflects its Income and Expenditure during the year.

Signed :
Chairman _____ Date : _____

Signed :
Responsible
Financial _____ Date : _____

Summary Income & Expenditure by Budget Heading 02/01/2024

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council	Income	181,312	157,084	(24,228)			115.4%
	Expenditure	11	0	(11)		(11)	0.0%
	Net Income over Expenditure	<u>181,301</u>	<u>157,084</u>	<u>(24,217)</u>			
	plus Transfer from EMR	11					
	less Transfer to EMR	8,079					
	Movement to/(from) Gen Reserve	<u>173,232</u>					
110 Staffing	Expenditure	47,445	67,916	20,471		20,471	69.9%
120 Office & General	Expenditure	34,737	48,359	13,622		13,622	71.8%
	plus Transfer from EMR	13,473					
	less Transfer to EMR	138					
	Movement to/(from) Gen Reserve	<u>(21,401)</u>					
130 Income other	Income	272	0	(272)			0.0%
	Expenditure	(14)	0	14		14	0.0%
	Net Income over Expenditure	<u>286</u>	<u>0</u>	<u>(286)</u>			
	less Transfer to EMR	272					
	Movement to/(from) Gen Reserve	<u>14</u>					
140 Admin Income Jubilee Cottages	Income	1,000	0	(1,000)			0.0%
200 Allotments	Income	589	0	(589)			0.0%
	Expenditure	3,738	1,600	(2,138)		(2,138)	233.6%
	Movement to/(from) Gen Reserve	<u>(3,149)</u>					
210 Amenities	Expenditure	10,304	7,280	(3,024)		(3,024)	141.5%
	plus Transfer from EMR	8,821					
	Movement to/(from) Gen Reserve	<u>(1,483)</u>					
300 Village Green	Expenditure	12,631	10,672	(1,959)		(1,959)	118.4%
	plus Transfer from EMR	2,203					
	less Transfer to EMR	62					
	Movement to/(from) Gen Reserve	<u>(10,490)</u>					
310 Jubilee Rose Garden	Expenditure	1,500	1,900	400		400	78.9%
320 Anchor Field	Expenditure	725	1,090	366		366	66.5%
330 Fingerpost Field	Expenditure	2,648	2,932	284		284	90.3%
	plus Transfer from EMR	895					
	Movement to/(from) Gen Reserve	<u>(1,753)</u>					
335 Churchyd maint Contracted	Expenditure	340	0	(340)		(340)	0.0%
336 Fields House Field	Expenditure	4,046	0	(4,046)		(4,046)	0.0%
	plus Transfer from EMR	4,046					
	Movement to/(from) Gen Reserve	<u>0</u>					

Summary Income & Expenditure by Budget Heading 02/01/2024

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
337	Almond Field						
	Income	4,313	0	(4,313)			0.0%
	Expenditure	815	0	(815)		(815)	0.0%
	Net Income over Expenditure	<u>3,498</u>	<u>0</u>	<u>(3,498)</u>			
	plus Transfer from EMR	815					
	less Transfer to EMR	4,313					
	Movement to/(from) Gen Reserve	<u>0</u>					
340	Broyle Lane / Broyle Close						
	Expenditure	1,044	2,225	1,181		1,181	46.9%
345	Rustic seats						
	Expenditure	1,029	1,000	(29)		(29)	102.9%
350	Play Equipment Renewal						
	Expenditure	3,763	117,000	113,237		113,237	3.2%
	plus Transfer from EMR	3,763					
	Movement to/(from) Gen Reserve	<u>0</u>					
355	Pond						
	Expenditure	10	0	(10)		(10)	0.0%
360	Play Area Inspections						
	Expenditure	1,755	3,300	1,545		1,545	53.2%
370	Waste						
	Expenditure	2,847	5,900	3,053		3,053	48.3%
	plus Transfer from EMR	808					
	Movement to/(from) Gen Reserve	<u>(2,039)</u>					
380	Open Spaces						
	Expenditure	2,333	2,320	(13)		(13)	100.6%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(2,333)</u>					
390	Other Areas						
	Expenditure	7,358	6,840	(518)		(518)	107.6%
	plus Transfer from EMR	2,199					
	Movement to/(from) Gen Reserve	<u>(5,159)</u>					
	Grand Totals:- Income	187,486	157,084	(30,402)			119.4%
	Expenditure	139,065	280,334	141,269	0	141,269	49.6%
	Net Income over Expenditure	<u>48,421</u>	<u>(123,250)</u>	<u>(171,671)</u>			
	plus Transfer from EMR	37,034					
	less Transfer to EMR	12,864					
	Movement to/(from) Gen Reserve	<u>72,591</u>					

Ringmer Parish Council

Bank - Cash and Investment Reconciliation as at 2 January 2024

	<u>Account Description</u>	<u>Balance</u>	
<u>Bank Statement Balances</u>			
1	31/12/2023 Barclays Current	122,257.12	
2	31/12/2023 Barclays Premium	292,514.44	
4	31/12/2023 Cambridge and Counties	100,000.00	
5	31/12/2023 Unity Trust Bank Instant acces	101,795.67	
			616,567.23
<u>Other Cash & Bank Balances</u>			
	NS & I	34,128.02	
	NS & I Renewals Fund	27,883.96	
	Public Sector Deposit Fund	27,194.87	
			89,206.85
			<u>705,774.08</u>
<u>Receipts not on Bank Statement</u>			
1	29/11/2023 BGC	-217.38	
1	29/11/2023 BGC	217.38	
			0.00
			<u>705,774.08</u>
<u>Closing Balance</u>			
			<u>705,774.08</u>
<u>All Cash & Bank Accounts</u>			
1	Barclay's Current	122,257.12	
2	Barclays Premium	292,514.44	
4	Cambridge and Counties	100,000.00	
5	Unity Trust Savings	101,795.67	
	Other Cash & Bank Balances	89,206.85	
	Total Cash & Bank Balances		<u>705,774.08</u>

List of Payments made between 01/12/2023 and 31/12/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2023	Lewes District Council	213	234.00		Play Inspection Dec
03/12/2023	Ringmer Parish Magazine	214	50.00		Ringmer Parish Mag Ad
04/12/2023	Lewes District Council	215	188.40		VG Bins Nov
04/12/2023	Lewes District Council	216	19.20		FPF Bins Nov
06/12/2023	Amazon Prime	217	5.99		BT adaptor
06/12/2023	Post Office	218	6.10		Special Delivery
08/12/2023	Parish Council Website (BWP)	219	898.86		website bal & hosting 12 month
08/12/2023	Ash Towner Ltd	220	91.68		Email Licences and storage
08/12/2023	Bonny's Wood	221	1,062.00		Trees around the pond
12/12/2023	Zen Internet Ltd	222	0.36		Broadband and Landline
13/12/2023	Adobe Systems Ltd	223	19.97		Adobe
14/12/2023	O2 Mobile Phones	224	26.40		Mobile
15/12/2023	RJS Trees and Gardens	225	1,233.18		Memorial Trees x3
15/12/2023	Galaxy Technical Solutions	226	60.00		Picnic - PA hire
15/12/2023	Hailsham Roadway Construction	227	2,374.80		re surfacing
15/12/2023	Not on The High Street	228	17.94		Payment for Jub Cottages
15/12/2023	Planning Portal	229	154.00		Planning app fee Almond Field
18/12/2023	Information Commissioner's Off	230	35.00		Data Protection renewal
21/12/2023	Castle Water	238	11.51		Allotment
22/12/2023	Zen Internet Ltd	231	34.80		Broadband and landline
27/12/2023	Nest Pension	232	252.65		December Pension
27/12/2023	Salaries	233	3,816.81		December Salary
27/12/2023	HMRC Paye/NI	236	1,235.20		December Tax/NI
27/12/2023	Viking	237	77.99		Stationery
Total Payments			11,906.84		