

RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting
Held on Tuesday 8th April 2025 at 19.00
In the Parish Rooms, Lucy Stone Room

Present:			
Cllr John Kay (JK)		Cllr Linda Grange (LG)	Cllr Sarah Phillips (SP)
Cllr Gordon Sims (GS) - Chairman		Cllr Alan West (AW)	Cllr John Whitlock (JW)
Attendance:			
District/County Cllr		Cllr. Emily O'Brien (EOB)	
Other		Annie Hazzard (AH) – Clerk	Carol Hodgson (CH) - Admin
Members of Public		1	
1.	To receive and accept apologies for absence Apologies were received and accepted from Cllr Dave Duke, Cllr Nick Chaloner and Cllr Jonathan Spencer		
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 received.		
3.	Dispensation requests None received.		
4.	Minutes of previous meeting - To agree the Full Council minutes of the meeting held on 11 th March 2025 RESOLVED: To approve and sign the minutes of the full council meeting held on 11th March 2025		
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 raised concerns on the markings in the car park to the rear of the shopping precinct. The directional signs had completely disappeared and the markings for the parking spaces had faded. This was causing issues with traffic flow – especially with new visitors unfamiliar with the car park and vehicles were being blocked-in due to the lack of clear lineage. GS advised this is part of the PC's project to upgrade the shopping precinct and the owners have been asked to relay parts of the car park plus remark it all to which they have agreed. This is all subject to a legal agreement which is currently being negotiated.		
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.' None required.		
7.	Reports (Up to 15 mins) - To receive and accept any reports submitted		
	i. Clerk ii. MP	iii. East Sussex County Councillor iv. Lewes District Councillor(s)	v. PCSO
	Reports from The Clerk, Cllr. Denis, Cllr. Emily O'Brien, Cllr. Lucy Agace and PCSO Alan Ash had been previously circulated and were noted. SP asked for Cllr. Denis's work on the reopening of Ringmer Swimming Pool to be acknowledged. EOB confirmed that the LDC publicly available asset list that currently contained absences, was being updated and would be made available before the end of the month. SP thanked EOB for her continued involvement in trying to resolve the issue in Mill Road where residents had experienced waterlogging and garden flooding following the Caburn Field Development. EOB advised there is a solution. ESCC has paid for the design of the solution and the developer has agreed to pay for it. Southern Water will not currently permit the proposed solution, so the matter had been passed to the MP for a resolution.		
8.	Co-Option of Councillors To consider any expressions of interest in accordance with Parish Council's Standing Orders. No expressions of interest had been received.		

9.	Finance Matters	
9.1	To receive the latest Financial Reports. Received and noted.	
9.2	To approve and sign the latest bank reconciliation. RESOLVED: The latest bank reconciliation was approved and signed.	
9.3	To approve and sign the list of payments. RESOLVED: The list of payments was approved and signed.	
10.	Open Spaces and Related Matters	
10.1	Lost Ponds of Ringmer To receive an update on the formation of a working group. JK had no further updates to report and asked that the item was carried forward to the next meeting ACTION: To add an update for the next meeting.	OFF
10.2	Proposed Unitary Authority – potential devolution of services i. To receive an update on obtaining an accurate list of Ringmer’s assets currently under LDC’s ownership and considering those of interest. LG reported that the ‘expression in assets’ had also been raised at the recent ESALC Devolution meeting attended by RPC and had mentioned that the publicly available list was invalid. LG as requested by LDC, had emailed them on this issue but had not received a response. EOB had previously reported on this matter – see item 7. SP noted to EOB that Rother DC had put out on social media that a dedicated website had been set-up inviting people to register an interest in taking over certain available assets under their ownership. It was mainly targeted at Town / Parish Councils. EOB was not aware, but acknowledged it was a good idea. LDC were looking at assets and agreeing the principles for taking on open spaces etc. Following this EOB would like LDC to go out to Town / Parish Councils to discuss. ii. To receive details from Barcombe PC on the requirements of running a car park – see Clerk’s report. Details had been received from Barcombe PC on the annual running costs and liabilities of a car park. This was useful information should the PC decide to take over any Ringmer car parks.	ALL
10.3	Allotments To consider a request to install a composting toilet at the allotments – see Clerks Report Members considered the requirements of providing and maintaining a composting toilet. It was acknowledged that the maintenance cost would be significant, and councillors agreed that allotment holders would need to manage the facility and cover this cost. UKPN has been approached to see if this is a possibility. RESOLVED: To wait for a response from UKPN and report back to the next meeting. ACTION: To chase UKPN for a response. To contact the allotment holder putting forward the request and advise we are waiting to hear back from UKPN, and to advise re maintenance and management expectation of the proposed new facility.	OFF
10.4	Fingerpost Field Skatepark i. To review the muddy areas around the skatepark - See Clerk’s report The Councillors undertaking the review were not available to report. ACTION: To agenda for review at the September 2025 meeting ii. To consider replacing the main entrance gates – see Clerk’s report RESOLVED: To replace the gate like for like in wood with an agreed budget of £2.5k + VAT. Should the cost exceed this amount The Clerk and Chairman have delegated powers (up to £5k) to authorise. ACTION: To order a replacement gate.	OFF OFF
10.5	Bus Shelter – Ringmer Green (Goldsborough Hall) To consider a further request to install a seat in the bus shelter – see Clerks Report RESOLVED: To install a seat only. ACTION: To arrange the installation of a seat.	OFF

11.	General	
11.1	Ringmer Hub event – 27th September 2025 - 10am – 1pm To consider an invitation to the Ringmer Hub. See Clerk's report. RESOLVED: To accept the invitation to the Ringmer Hub event. ACTION: To action the above resolution. Cllrs. GS, SP, AW, JW will attend on behalf of the PC. Details of the PC's content for the stand will be agreed nearer to the event.	OFF CLRs
12.	Planning Matters - To consider responses to Planning Applications:	
12.1	LW/25/0130 - Bridge Farm Barcombe Mills Road Barcombe Variation of Condition 1 (Plans) relating to approval LW/22/0840 - addition of 4no. windows, 1 into each of the 4 units (Response by 21/04/25) RESOLVED: Parish Council decision: No comment.	
12.2	LW/25/0149/CD - Land at Broyle Gate Farm Lewes Road Discharge of Condition 7 (External Materials) related to Planning Approval LW/24/0401 (Response by date not available – Internal target date 11/04/2025) RESOLVED: Parish Council decision: No comment.	
12.3	S1/443 Broyle Gate Farm, Ringmer. s278 proposed highway works & street lighting on Lewes Road, Ringmer To consider the response received from ESCC. A draft letter was circulated and comments invited. RESOLVED: To send the response to ESCC as agreed. ACTION: Office to action the above.	OFF
13.	Planning Matters – All Decisions – see Clerk's Report Noted	
14.	Reports, Correspondence, Questions and Future Agenda Items To consider any correspondence received after this agenda has been published for noting or action. <ul style="list-style-type: none"> JK advised that LDC Planning Committee is due to discuss at their meeting on 9th April 2025 the 'Designation under section 62A of the Town and Country Planning Act 1990' with a particular note in the amendment to CIL changes coming into force on 1st May 2025. LG advised that a bike had reappeared on the Macar development land. This has been reported to the PCSO. AW asked for an update on the caravan sitting in Harrisons Lane and was advised that the caravan is not breaking the law for being parked there. The Rural Policing Force have offered to come and meet the parish. Waiting to hear back on possible dates. 	
15.	Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting. <ul style="list-style-type: none"> RPC had been served a notice by the new owner of Penlee for an 'Application for planning permission' of a new driveway, vehicle access and dropped kerb, across land that RPC potentially owns. This has not been through due process. RESOLVED: Delegated authority given to JW to prepare a response for the office to action ACTION: Notice to be forwarded to JW to prepare a response.	OFF JW
	Meeting closed at 7.55pm	

THE PUBLIC AND PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND
Date of Next Council Meeting in Parish Rooms, Lucy Stone Room
on Tuesday 6th May 2025 at 19.00

Chairman		Date: 06-May-25
----------	--	-----------------

07/04/2025

Ringmer Parish Council

08:30

Balance Sheet as at 31/03/2025

31st March 2024

31st March 2025

Current Assets

1,522	VAT Control A/c	3,514
94,760	Barclay's Current	128,638
188,816	Barclays Premium	51,862
90,287	Public Sector Deposit Fund	94,728
100,000	Cambridge and Counties	0
102,494	Unity Trust Savings	0
0	Redwood Bank 35 Day CIL Funds	114,564
100,000	Redwood Bank 95 Day CIL Funds	104,482

677,879

497,788

677,879 Total Assets

497,788

Current Liabilities

89	Creditors	0
----	-----------	---

89

0

677,791 Total Assets Less Current Liabilities

497,788

Represented By

120,652	General Reserves	156,583
51,602	EMR - CIL - unallocated	99,044
16,359	EMR - Comm Asset Rnl & Repair	12,469
8,600	EMR - Elections	8,792
845	EMR - Office Equipment Replace	389
500	EMR - Speed Reduction	500
227	EMR - Events	0
2,000	EMR - Old Church	1,440
18,406	EMR - Lucy Stone Precinct proj	18,406
10,360	EMR - Open Spaces Maintenance	7,895
25,000	EMR - CIL - Ringmer NHP	24,747
7,592	EMR - CIL - Bus Shelters	7,592
135,116	EMR - CIL - Skatepark	9,526
100,000	EMR - CIL - Fpost Field Park	0
12,000	EMR - CIL - Shopping Precinct	32,000
50,000	EMR - CIL - Cyclepath Extn	50,000
100,000	EMR - CIL - Jubilee Cottages P	0
10,000	EMR - CIL - Ringmer AFC	0
0	EMR - CIL - Village Gateway	13,000
0	EMR - CIL - Ringmer Rifle Club	35,000

08:30

Balance Sheet as at 31/03/2025

31st March 2025

497,788

Date : _____

Date : _____

Summary Income & Expenditure by Budget Heading 31/03/2025

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council	Income	378,270	158,641	(219,629)			238.4%
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	207,027	0	(207,027)			
	Movement to/(from) Gen Reserve	(35,783)	158,641	(12,602)			
110 Staffing	Expenditure	65,272	74,460	9,188		9,188	87.7%
120 Office & General	Expenditure	183,125	40,111	(143,014)		(143,014)	456.5%
	plus Transfer from EMR	152,374	0	(152,374)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	(30,751)	(40,111)	(9,360)			
130 Income other	Income	100	0	(100)			0.0%
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	100	0	(100)			
200 Allotments	Income	1,003	0	(1,003)			0.0%
	Expenditure	212	1,150	938		938	18.5%
	Movement to/(from) Gen Reserve	791					
210 Amenities	Expenditure	8,059	12,100	4,041		4,041	66.6%
	plus Transfer from EMR	2,417	0	(2,417)			
	Movement to/(from) Gen Reserve	(5,642)	(12,100)	(6,458)			
300 Village Green	Expenditure	7,297	6,010	(1,287)		(1,287)	121.4%
	plus Transfer from EMR	2,719	0	(2,719)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	(4,578)	(6,010)	(1,432)			
310 Jubilee Rose Garden	Expenditure	2,002	2,000	(2)		(2)	100.1%
	plus Transfer from EMR	296	0	(296)			
	Movement to/(from) Gen Reserve	(1,706)	(2,000)	(294)			
320 Anchor Field	Expenditure	420	800	380		380	52.5%
330 Fingerpost Field	Expenditure	171,370	1,200	(170,170)		(170,170)	14280.8%
	plus Transfer from EMR	271,223	0	(271,223)			
	Movement to/(from) Gen Reserve	99,854	(1,200)	(101,054)			
335 Churchyard Maintenance	Expenditure	560	0	(560)		(560)	0.0%
	plus Transfer from EMR	560	0	(560)			
	Movement to/(from) Gen Reserve	0	0	0			
337 Almond Field	Income	90	0	(90)			0.0%
	Expenditure	284	0	(284)		(284)	0.0%
	Net Income over Expenditure	(194)	0	194			
	plus Transfer from EMR	284	0	(284)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	90	0	(90)			

Summary Income & Expenditure by Budget Heading 31/03/2025

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
340	Broyle Lane / Broyle Close	Expenditure	1,808	1,365	(443)	(443)	132.5%
	plus Transfer from EMR	1,348	0	(1,348)			
	Movement to/(from) Gen Reserve	<u>(460)</u>	<u>(1,365)</u>	<u>(905)</u>			
350	Play Equipment Renewal	Expenditure	100,354	100,000	(354)	(354)	100.4%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(100,354)</u>	<u>(100,000)</u>	<u>354</u>			
355	Pond	Expenditure	10	10	0	0	100.0%
360	Play Area Inspections	Expenditure	2,535	2,900	365	365	87.4%
370	Waste	Expenditure	2,813	4,300	1,487	1,487	65.4%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(2,813)</u>	<u>(4,300)</u>	<u>(1,487)</u>			
380	Open Spaces	Expenditure	7,945	8,035	90	90	98.9%
	plus Transfer from EMR	135	0	(135)			
	Movement to/(from) Gen Reserve	<u>(7,810)</u>	<u>(8,035)</u>	<u>(225)</u>			
390	Other Areas	Expenditure	5,400	11,800	6,400	6,400	45.8%
	plus Transfer from EMR	200	0	(200)			
	Movement to/(from) Gen Reserve	<u>(5,200)</u>	<u>(11,800)</u>	<u>(6,600)</u>			
Grand Totals:- Income		379,463	158,641	(220,822)			239.2%
Expenditure		559,466	266,241	(293,225)	0	(293,225)	210.1%
Net Income over Expenditure		<u>(180,003)</u>	<u>(107,600)</u>	<u>72,403</u>			
plus Transfer from EMR		431,556	0	(431,556)			
less Transfer to EMR		207,027	0	(207,027)			
Movement to/(from) Gen Reserve		<u>44,527</u>	<u>(107,600)</u>	<u>(152,127)</u>			

Ringmer Parish Council

Bank - Cash and Investment Reconciliation as at 31 March 2025

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/03/2025 Barclays Current	128,638.17
2	31/03/2025 Barclays Premium	51,862.24
6	31/03/2025 Redwood Bank 95 Day CIL Funds	104,482.14
7	31/03/2025 Redwood Bank 35 Day CIL Funds	114,563.88
		399,546.43
<u>Other Cash & Bank Balances</u>		
	Public Sector Deposit Fund	94,727.86
		94,727.86
Closing Balance		494,274.29
<u>All Cash & Bank Accounts</u>		
1	Barclay's Current	128,638.17
2	Barclays Premium	51,862.24
4	Cambridge and Counties	0.00
5	Unity Trust Savings	0.00
6	Redwood Bank 95 Day CIL Funds	104,482.14
7	Redwood Bank 35 Day CIL Funds	114,563.88
	Other Cash & Bank Balances	94,727.86
	Total Cash & Bank Balances	494,274.29

List of Payments made between 01/03/2025 and 31/03/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/03/2025	Synergy Electrical	370	132.34	Office electrics	Synergy Electrical
05/03/2025	ESCC	371	120.00		Streetlamp maintenance
05/03/2025	William Townsend	372	24.00		Jubilee Rose Gdn maint
05/03/2025	Ash Towner Ltd	373	156.12		IT services
05/03/2025	Ricoh Uk Ltd	374	126.74		Copier rental
06/03/2025	Amazon	376	7.59		Office Supplies
07/03/2025	Amazon	377	36.72		Stationery
07/03/2025	Amazon Prime	378	7.98		Stationery
10/03/2025	Castle Water	379	6.61		Allotment Water Charges
13/03/2025	Adobe Systems Ltd	380	19.97		Adobe License
14/03/2025	O2 Mobile Phones	381	28.72		Mobile March
17/03/2025	St Mary's - Ringmer PCC	382	180.00		S137 Grant - St Mary's
17/03/2025	Kompan Ltd	383	77.88		Replacement Bolts VG equipment
18/03/2025	RWC Landscape Maintenance	384	300.00		Various
18/03/2025	Goldcliff	385	784.00		Jub Gdns plants
24/03/2025	Zen Internet Ltd	386	40.80		Broadband and Landline
25/03/2025	HM Land Registry	387	14.00		Land Reg search
25/03/2025	Countrywide Grounds Maintenance	388	1,113.50		Grass contracted
26/03/2025	Alison Eardley	389	12,000.00		NHP Review partial fee
26/03/2025	RWC Landscape Maintenance	390	2,950.00	Budgeted 2024/25	Bus Shelter repairs
27/03/2025	Nest Pension	392	157.92		Pension contribution
27/03/2025	Salaries	393/4	3,940.17		Salaries March
27/03/2025	HMRC Paye/NI	395	965.90		Tax/NI March
29/03/2025	Kings Academy Ringmer	396	2,481.39		KAR utilities
31/03/2025	Lewes District Council	397	201.60		VG Bins - 6258876
31/03/2025	Lewes District Council	398	19.20		FPF Bins - 6258878
31/03/2025	Lewes District Council	399	14.40		Broyle Rec Bins - 6258880
Total Payments			25,907.55		

Chairman: _____

Date: 08.04.25