

# RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting  
Held on Tuesday 9<sup>th</sup> September 2025 at 19.00  
In the Parish Rooms, Lucy Stone Room

<b>Present:</b>		
Cllr Nick Chaloner (NC)	Cllr Margaret Crompton (MC)	Cllr Linda Grange (LG)
Cllr John Kay (JK)	Cllr Marcia Morgan (MM)	Cllr Gordon Sims (GS) - Chair
Cllr Jonathan Spencer (JS)	Cllr Alan West (AW)	Cllr John Whitlock (JW)
<b>Other Attendees:</b>		
Cllr Emily O'Brien (EOB)	Annie Hazzard (AH) – Clerk	Carol Hodgson (CH) - Admin
<b>Members of Public</b>	0	
1.	<b>To receive and accept apologies for absence</b> Apologies were received and accepted from Cllr David Duke.	
2.	<b>Declarations of Interest:</b> 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.	<b>Dispensation requests</b> None received.	
4.	<b>Resignation of Cllr. Sarah Phillips</b> The resignation of Cllr Sarah Phillips was noted.	
4.1	<b>Election of Vice Chairman</b> GS nominated JW. NC seconded. All unanimously agreed. <b>RESOLVED: Cllr John Whitlock appointed as Vice Chairman for the remaining year.</b> <b>ACTION: Office to update website</b>	OFF
4.2	<b>Appointment of Councillor to the following Committees (To replace Cllr Phillips)</b> <ul style="list-style-type: none"> <li>i. Jubilee Cottages Housing Management Committee <b>RESOLVED: Cllr Linda Grange appointed for the remaining year.</b></li> <li>ii. Office &amp; Finance Committee <b>RESOLVED: Cllr Alan West appointed for the remaining year.</b></li> <li>iii. Personnel Committee <b>RESOLVED: Cllr Marcia Morgan appointed for the remaining year.</b></li> <li>iv. Liaison – Development Sites <b>RESOLVED: Cllr Nick Chaloner to remain as the reserve member. Further appointment(s) will be considered as necessary.</b></li> <li>v. Liaison Community Safety / Traffic <b>RESOLVED: Cllr Linda Grange appointed for the remaining year.</b></li> </ul> <b>ACTION: Office to update website</b>	OFF
5.	<b>Minutes of previous meeting</b> To agree the Full Council minutes of the meeting held on 12 <sup>th</sup> August 2025 <b>RESOLVED: To approve and sign the minutes of the full council meeting held on 12<sup>th</sup> August 2025.</b>	
6.	<b>Public questions or comments:</b> 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. There were no members of the public present.	
7.	<b>If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</b> '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.	
8.	<b>Reports (Up to 15 mins) –</b> To receive and accept any reports submitted <ul style="list-style-type: none"> <li>i. Clerk    ii. MP    iii. East Sussex County Councillor    iv. Lewes District Councillor(s) v. PCSO</li> </ul> Reports from The Clerk, James MacCleary MP, Cllr Lucy Agace and PCSO Alan Ash had been previously circulated and were noted. Cllr Johnny Denis is holding a District Councillor briefing for Parish Councillors on 18 <sup>th</sup> September 2025.	

9.	<b>Co-Option of Councillors</b> To consider any expressions of interest in accordance with Parish Council's Standing Orders. None received.	
10.	<b>Finance Matters</b>	
10.1	<b>To receive the latest Financial Reports.</b> Received and noted.	
10.2	<b>To approve and sign the latest bank reconciliation.</b> <b>RESOLVED: The latest bank reconciliation was approved and signed.</b>	
10.3	<b>To approve and sign the list of payments.</b> <b>RESOLVED: The list of payments was approved and signed.</b>	
10.4	<b>External Audit Report and Conclusion of Audit</b> To receive the External Auditor's Report and Certificate for the year ended 31st March 2025 by PKF Littlejohn and to approve the Conclusion of Audit. There were no matters for concern that relevant legislation and regulatory requirements had not been met. The Clerk / RFO was thanked for her work on obtaining a clean bill of health on the Audit.	
11.	<b>To consider recommendations from O&amp;F Committee meeting on 26-Aug-25 requiring action / decision</b> i. To approve the creation of a new EMR – Play Equipment Replacement for £10k <b>RESOLVED: To create a new EMR (sinking fund) for Play Equipment Replacement at £10k</b> <b>ACTION: RFO to set-up EMR as above.</b> ii. To approve the annual review of regular payments <b>RESOLVED: The annual review of regular payments was approved.</b>	RFO
12.	<b>Open Spaces and Related Matters</b>	
	<b>Fingerpost Field</b> i. To receive an update on the Fingerpost Field consultation document. See Clerk's Report JS to provide the consultation document for the Ringmer Village Hub on Saturday 27 <sup>th</sup> September for feedback. ii. To review the muddy areas. See Clerk's Report <b>ACTION: To diarise another review in 6 months' time.</b>	JS OFF
13.	<b>General</b>	
13.1	<b>Ringmer Hub @ Village Hall Saturday 27th September 10:00 – 13:00</b> To decide on presentation content and attendees <b>ACTION: To promote the RNP, achievements, grants, Fingerpost Field consultation and village support.</b> <b>ACTION: Office to organise relevant materials for display.</b>	LG/JW/ MC/MM /GS OFF
13.2	<b>The Green Man – Designated Asset of Community Value - disposal of a small portion of land.</b> After requests from 6 Councillors as RPC Standing Orders dictate: To consider a motion to revisit the decision by the Parish Council on 10th June 2025 concerning the submission of an expression of interest in a small portion of land at the Green Man Pub, in order to allow for additional discussion and review of newly received information. <b>RESOLVED: To overturn the decision made by Parish Council on 10<sup>th</sup> June 2025 to submit an expression of interest in the small portion of land at the Green Man Pub.</b> Further consideration was given to new information received, regarding the provision of car parking to be made by the purchaser of the land. A proposal was put forward to withdraw the Expression of Interest in the land. A vote was taken 5 were in favour. 4 abstained. <b>RESOLVED: To withdraw the Parish Council's Expression of Interest in the disposal of a small portion of land at The Green Man pub.</b> <b>ACTION: Office to action the above resolution.</b>	OFF
14.	<b>Planning Matters</b> – To consider responses to Planning Applications:	
14.1	<b>LW/25/0430 - Land North of Lewes Road Ringmer East Sussex</b> Modification of S106 linked to Planning Application LW/23/0752 to remove the requirement for First Homes from the affordable housing mix and replace with affordable rent homes (Response by 01.10.25) <b>RESOLVED: Parish Council Decision. Cannot support the proposed change to the S106 agreement for the following reasons:</b> 1. The application is missing information on whether CIL will be paid on the remaining market houses 2. The plan submitted does not identify the full amount of what is offered as affordable rented or shared ownership which was illustrated within the equivalent application ref LW/24/0146. 3. RPC is extremely concerned that the LDC policy was changed/relaxed in order to allow this application to come before us i.e. the housing mix has changed from 75/25% to 50/50%	

14.2	<b>LW/25/0450 - 48 Ballard Drive Ringmer. BN8 5NU</b> 2 storey side extension (Response by 18.09.25) <b>RESOLVED: Parish Council Decision: No objections.</b>	
14.3	<b>LW/25/0456/CD - Land North of Lewes Road Ringmer</b> Discharge Of Condition 12 (Landscape & Ecological Management Plan) relating to approval LW/23/0752 (Response by 05.09.25) <b>RESOLVED: Parish Council Decision: No comment.</b>	
14.4	<b>LW/25/0488/CD - Land North of Lewes Road Ringmer</b> Discharge of Condition 32 (Condition Survey) in relation to the approval of LW/23/0752 (Response by 18.09.25) <b>RESOLVED: Parish Council Decision: No comment.</b>	
14.5	<b>LW/25/0497/CD - Land East of Uckfield Road (A26) Ringmer</b> Discharge of Conditions 4 (CEMP), 10 (Materials and Finishes), 21 (CMP) and Partial Discharge of Conditions 5 (Archaeological Works) and 17 (Access (A26)) in relation to the approval of LW/22/0254 (Response by 24.09.25) <b>RESOLVED: Parish Council Decision: There are inconsistencies in the starting times stated in the CMP and CTMP. The CMP references a 07:00 start, which should be 08:00. This would make the need for lighting as stated in the CMP prior to 07:30 and after 19:30 unnecessary. Also, the CTMP references the battery storage which has been excluded.</b>	
14.6	<b>LW/25/0513 - Downside Gote Lane Ringmer. BN8 5HT</b> Variation of Condition 1 (Plans) in relation to approval LW/23/0441 to increase size of side extension at ground and first floor level, increase pitch/height of the roof on rear extension (Response by 25.09.25) <b>RESOLVED: Parish Council Decision: No objection.</b>	
15.	<b>Reports, Correspondence, Questions and Future Agenda Items</b> To consider any correspondence received after this agenda has been published for noting or action. i. Concerns were raised in relation to the gaps at the bottom of fencing at the Village Green play area. This has already been addressed, and the cause is down to the dry weather and will be resolved when it rains. ii. An update was given on the closure of Ringmer's Community Orchard. A group is being set-up to review the situation, and a report will be made available to RPC for consideration. iii. An update was provided regarding the Thakeham 1 (Bishops Lane) properties. Occupancy of the available affordable homes has been delayed as the nomination agreement between LDC and Stonewater Housing has not been completed. One of the two shared ownership houses has been taken up. iv. Information has been received on the timetable for LDC's Local Plan. v. The module units have been delivered in Broyle Close and anticipated occupation is January 2026 vi. GS reported on finance matters discussed at the O & F Meeting on 26 <sup>th</sup> August 2025.	
16.	<b>Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting.</b> A planning appeal has been made on application LW/24/0216: Merlins Uckfield Road Ringmer East Sussex BN8 5RU - Outline application for demolition of existing buildings, erection of new employment/commercial units and up to 43 residential dwellings and other associated works with all matters reserved apart from access to the site. There is an opportunity for interested parties to submit comments by 9 <sup>th</sup> October 2025, which is before PC's next meeting. RPC had previously submitted a response which was not showing on the planning portal. <b>RESOLVED: To submit RPC's response to the Planning Inspectorate pointing out that RPC did lodge objections when the original plan was put forward but these had not been uploaded to the planning portal.</b> <b>ACTION: Office to action the above.</b>	OFF
	<b>Meeting closed at 8.24pm</b>	

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

Date of Next Council Meeting in Parish Rooms, Lucy Stone Room - on Date 14<sup>th</sup> October 2025 at 19.00

Chairman		Date: 14-Oct-25
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31/08/2025

## Ringmer Parish Council Balance Sheet

14:54

as at 31/08/2025

31st March 2025

31st March 2026

## Current Assets

3,514	VAT Control A/c	1,153
128,638	Barclay's Current	165,021
51,862	Barclays Premium	102,473
94,728	Public Sector Deposit Fund	96,126
114,564	Redwood Bank 35 Day CIL Funds	114,564
104,482	Redwood Bank 95 Day CIL Funds	104,482

497,788

583,819

497,788 Total Assets

583,819

## Current Liabilities

0

0

497,788 Total Assets Less Current Liabilities

583,819

## Represented By

155,875	General Reserves	184,742
99,044	EMR - CIL - unallocated	192,246
12,469	EMR - Comm Asset Rnl & Repair	12,372
9,500	EMR - Elections	10,300
389	EMR - Office Equipment Replace	1,832
500	EMR - Speed Reduction	500
1,440	EMR - Old Church	1,440
18,406	EMR - Lucy Stone Precinct proj	18,406
7,895	EMR - Open Spaces Maintenance	12,350
24,747	EMR - CIL - Ringmer NHP	24,747
7,592	EMR - CIL - Bus Shelters	0
9,526	EMR - CIL - Skatepark	9,526
32,000	EMR - CIL - Shopping Precinct	32,000
50,000	EMR - CIL - Cyclepath Extn	50,000
13,000	EMR - CIL - Village Gateway	13,000
35,000	EMR - CIL - Ringmer Rifle Club	0
13,565	EMR -Lightsource Grant Funds	13,565
6,842	EMR - Almond Field	6,794

497,788

583,819

28/08/2025

**Ringmer Parish Council**

14:54

**Balance Sheet as at 28/08/2025****31st March 2025****31st March 2026**

The above statement represents fairly the financial position of the authority as at 28/08/2025 and reflects its Income and Expenditure during the year.

Signed :

Chairman

Date : \_\_\_\_\_

Signed :

Responsible

Financial

Date : \_\_\_\_\_

28/08/2025

Ringmer Parish Council

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## Summary Income &amp; Expenditure by Budget Heading 28/08/2025

## Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council	Income	133,384	165,450	32,066			80.6%
	Expenditure	15	1,800	1,785		1,785	0.8%
	Net Income over Expenditure	<u>133,369</u>	<u>163,650</u>	<u>30,281</u>			
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	50,610	0	(50,610)			
	Movement to/(from) Gen Reserve	<u>32,148</u>	<u>163,650</u>	<u>80,891</u>			
110 Staffing	Expenditure	27,801	73,783	45,982		45,982	37.7%
120 Office & General	Income	10	0	(10)			0.0%
	Expenditure	9,938	39,671	29,733		29,733	25.1%
	Net Income over Expenditure	<u>(9,928)</u>	<u>(39,671)</u>	<u>(29,743)</u>			
	plus Transfer from EMR	-243	0	243			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(10,171)</u>	<u>(39,671)</u>	<u>(29,500)</u>			
200 Allotments	Income	86	1,014	928			8.5%
	Expenditure	636	950	314		314	67.0%
	Movement to/(from) Gen Reserve	<u>(550)</u>					
210 Amenities	Expenditure	680	6,921	6,241		6,241	9.8%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(680)</u>	<u>(6,921)</u>	<u>(6,241)</u>			
300 Village Green	Expenditure	72	2,260	2,188		2,188	3.2%
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(72)</u>	<u>(2,260)</u>	<u>(2,188)</u>			
310 Jubilee Rose Garden	Expenditure	260	1,000	740		740	26.0%
	plus Transfer from EMR	240	0	(240)			
	Movement to/(from) Gen Reserve	<u>(20)</u>	<u>(1,000)</u>	<u>(980)</u>			
315 Sadlers Way/Middleham Close	Expenditure	0	600	600		600	0.0%
320 Anchor Field	Expenditure	0	1,100	1,100		1,100	0.0%
330 Fingerpost Field	Expenditure	200	4,000	3,800		3,800	5.0%
	plus Transfer from EMR	97	0	(97)			
	Movement to/(from) Gen Reserve	<u>(103)</u>	<u>(4,000)</u>	<u>(3,897)</u>			
337 Almond Field	Expenditure	48	250	202		202	19.2%
	plus Transfer from EMR	48	0	(48)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(250)</u>	<u>(250)</u>			
340 Broyle Lane / Broyle Close	Expenditure	156	2,365	2,209		2,209	6.6%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(156)</u>	<u>(2,365)</u>	<u>(2,209)</u>			

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28/08/2025

Ringmer Parish Council

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## Summary Income &amp; Expenditure by Budget Heading 28/08/2025

## Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
355	Pond Expenditure	10	10	0		0	100.0%
360	Play Area Inspections Expenditure	975	3,600	2,625		2,625	27.1%
370	Waste Expenditure	1,529	5,000	3,471		3,471	30.6%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,529)</u>	<u>(5,000)</u>	<u>(3,471)</u>			
380	Open Spaces Expenditure	3,570	14,835	11,265		11,265	24.1%
	plus Transfer from EMR	305	0	(305)			
	Movement to/(from) Gen Reserve	<u>(3,265)</u>	<u>(14,835)</u>	<u>(11,570)</u>			
390	Other Areas Expenditure	1,560	8,819	7,259		7,259	17.7%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,560)</u>	<u>(8,819)</u>	<u>(7,259)</u>			
Grand Totals:- Income		133,479	166,464	32,985			80.2%
	Expenditure	47,449	166,964	119,515	0	119,515	28.4%
	Net Income over Expenditure	<u>86,030</u>	<u>(500)</u>	<u>(86,530)</u>			
	plus Transfer from EMR	447	0	(447)			
	less Transfer to EMR	50,610	0	(50,610)			
	Movement to/(from) Gen Reserve	<u>35,867</u>	<u>(500)</u>	<u>(36,367)</u>			

## Ringmer Parish Council

## Bank - Cash and Investment Reconciliation as at 31 August 2025

		<u>Account Description</u>	<u>Balance</u>	
<u>Bank Statement Balances</u>				
1	31/08/2025	Barclays Current	165,020.74	
2	31/08/2025	Barclays Premium	102,472.53	
6	31/08/2025	Redwood Bank 95 Day CIL Funds	104,482.14	
7	31/08/2025	Redwood Bank 35 Day CIL Funds	114,563.88	
				486,539.29
<u>Other Cash &amp; Bank Balances</u>				
		Public Sector Deposit Fund	96,126.11	
				96,126.11
				<u>582,665.40</u>
<u>Receipts not on Bank Statement</u>				
0	31/08/2025	All Receipts Cleared	0.00	
				0.00
				<u>582,665.40</u>
<u>Closing Balance</u>				
				<u>582,665.40</u>
<u>All Cash &amp; Bank Accounts</u>				
1		Barclay's Current	165,020.74	
2		Barclays Premium	102,472.53	
6		Redwood Bank 95 Day CIL Funds	104,482.14	
7		Redwood Bank 35 Day CIL Funds	114,563.88	
		Other Cash & Bank Balances	96,126.11	
		Total Cash & Bank Balances		<u>582,665.40</u>

Chairman: \_\_\_\_\_

Date: 09.09.25



Date: 28/08/2025

## Ringmer Parish Council

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Time: 15:12

Barclay's Current

## List of Payments made between 01/08/2025 and 28/08/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2025	Lewes District Council	97	234.00		Playground Inspections Aug
04/08/2025	Ash Towner Ltd	98	570.00		New desktop and screen
06/08/2025	Community Orchard	20	-500.00		Repayment of LS Grant
08/08/2025	Ash Towner Ltd	99	156.12		IT Services
08/08/2025	Isla Francis	100	22.00		Cleaning fee
08/08/2025	Lewes District Council	101	235.20		Bins
13/08/2025	O2 Mobile Phones	102	5.08		Mobile
13/08/2025	Adobe Systems Ltd	103	19.97		Adobe
18/08/2025	Castle Water	104	107.40		Allotment water
19/08/2025	ODM	105	65.99		stationery
19/08/2025	Post Office	106	2.80		Postage
22/08/2025	Zen Internet Ltd	107	40.80		Broadband and landline
25/08/2025	Countrywide Grounds Maintenanc	108	1,157.90		Grass - contracted
26/08/2025	Isla Francis	109	22.00		Cleaning
26/08/2025	William's Gardening Services	110	20.00		Backpay for gdning servs
26/08/2025	KSS Air Ambulance	111	300.00		S137 - Donation Air Ambulance
27/08/2025	Nest Pension	112	309.53		Pension contributions
27/08/2025	Carol Hodgson	113	1,666.53		Salary Aug CH
27/08/2025	Annie Hazzard	114	2,566.23		Salary Aug AH
27/08/2025	HMRC Paye/NI	115	1,746.44		Tax/NI
27/08/2025	Amazon	116	17.63		picnic equipment
Total Payments			8,765.62		

Chairman:\_\_\_\_\_

Date: 09.09.25