

# RINGMER PARISH COUNCIL

To Members of the Office & Finance Committee

You are hereby summoned to the meeting to be held on

Thursday 29<sup>th</sup> January 2026 at 10:00am

In the Parish Rooms, Old School Close, Ringmer, East Sussex, BN8 5RA

Meeting called by: Annie Hazzard – Clerk

Signature: *Annie Hazzard*

Meeting called: 23<sup>rd</sup> January 2026

The Chairman may, at his discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of Council business.

Agenda Items		
1.	<b>To receive apologies for absence</b>	
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.	
3.	<b>To receive written requests for dispensation for the ensuing year</b>	
4.	<b>To approve the minutes from the Office and Finance Committee meeting held on 27<sup>th</sup> Nov 2025.</b>	ALL
5.	<b>Public questions or comments relating to items on this agenda</b> This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.	
6.	<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.'	
7.	<b>Clerk's Report</b> - To note.	ALL
8.	<b>Finance Matters</b>	
8.1	To receive and agree the latest Income and Expenses Statement	ALL
8.2	To receive and sign the latest bank reconciliation	ALL
8.3	To receive the Earmarked Reserves Statement and consider any movement. See Clerk's report	ALL
8.4	To consider setting a £2,000 Earmarked Reserve for Village Green Pond Project. See Clerk's report	ALL
8.5	To receive the CIL Balance and consider any CIL funding for Council spending. See Clerk's report i. To consider recommending to Full Council the installation of a Cart Barn-style structure at Fingerpost Field using CIL funding. See Clerk's report.	ALL ALL
8.6	To review existing CIL earmarked reserves and make any required recommendations to Full Council.	ALL
8.7	To receive the latest VAT Return	ALL
9.	<b>Grant Applications</b>	
9.1	S137 Parish Grant Fund Applications: None received.	ALL
9.2	To ratify the following decisions made at the meeting held on 27 <sup>th</sup> November 2025, due to the meeting being inquorate following a declaration of interest in the items by AW. S137 Parish Grant Fund Applications: i. Ringmer Dramatic Society: Backstage intercom equipment £500.00 Cllr. West declared an interest as president of Ringmer Dramatic Society. Decision to be ratified at next meeting. <b>RESOLVED: To approve a grant of £300.</b> ii. Ringmer Village Hall: Noticeboard £500.00 Cllr. West declared an interest as a Trustee of Ringmer Village Hall. Decision to be ratified at next meeting. <b>RESOLVED: To approve a grant of £300.</b>	ALL ALL

9.3	CIL Grant Applications: None received.	ALL
<b>10.</b>	<b>Other Matters</b>	
10.1	To carry out the annual review of the risk register and recommend any changes / approval to the Full Council.	ALL
<b>12.</b>	<b>To consider any other financial matters that cannot be held over to the next agenda at the Chairman's discretion</b>	ALL
<b>13.</b>	<b>Items for inclusion on the next agenda</b>	ALL

**THE PUBLIC AND THE PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND**  
**Date of Next Meeting in the Parish Rooms: Thursday 23<sup>rd</sup> April 2026 at 10:00**