

RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting

Held on Tuesday 10th March 2026 at 19.00

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

Present:		
Cllr Nick Chaloner (NC)	Cllr Andrew Day (AD)	Cllr Dave Duke (DD)
Cllr Marcia Morgan (MM)	Cllr Gordon Sims (GS) Chair	Cllr Jonathan Spencer (JS)
Other Attendees:		
District/County Cllr	Cllr Johnny Denis (JD)	
Other	Annie Hazzard (AH) – Clerk	Carol Hodgson (CH) - Admin
Members of Public	2	
Agenda Items		
1.	To receive and accept apologies for absence Apologies were received and accepted from Cllrs. Margaret Crompton (MC), Linda Grange (LG), John Kay (JK), Alan West (AW) and John Whitlock (JW).	
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 10 th February 2026 RESOLVED: To approve and sign the minutes of the full council meeting held on 10th February 2026.	
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. <ul style="list-style-type: none"> A member of the public thanked the Parish Council for their support in assisting the community to respond to the Lewes District Council Local Plan Consultation. Cllr. Denis mentioned that as many as 200 households in the village might be impacted by the increase in kerosene prices. JD is contacting the central government to request help with this issue and will update the Clerk with any relevant information or advice. Chris Rowland from Ovesco spoke in relation to planning application LW/26/0036. He advised that the proposed plan will substantially reduce the amount of road works required due to the new connection point, meaning less cabling is required. 	
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 i. Clerk ii. MP iii. East Sussex County Councillor iv. Lewes District Councillor(s) v. PCSO Reports from The Clerk, Cllr. Johnny Denis, Cllr. Lucy Agace, Cllr Emily O'Brien and PCSO Alan Ash had been previously circulated and were noted.	
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.	
9.4	To consider the renewal for Internal Audit Services	

	RESOLVED: To renew the Internal Audit Services with Mulberry & Co for a 3-year term. ACTION: Office to action the above.	OFF
10.	Open Spaces and Related Matters	
10.1	Fingerpost Field To review the muddy areas at FPF and consider any action that needs taking. See Clerk's report RESOLVED: To be considered as part of the Fingerpost Field project.	
10.2	Springett Avenue Streetlights To consider ESCC adopting the 2 streetlights in Springett Avenue – See Clerk's report. ESCC had recently advised that adopting the streetlights could incur a cost. They may require that the streetlights are upgraded to meet their standards, such as converting them to LED lights and completing any necessary associated works, before adoption could proceed. RESOLVED: For ESCC to adopt the 2 streetlights in Springett Avenue, subject to a cost limit of £2,500 per column. ACTION: Office to liaise with ESCC	OFF
11.	General	
11.1	Lewes District Council Local Plan Consultation. To review feedback received on the Consultation process. Feedback received by Parish Council from residents and Councillors on the LDC Local Plan Consultation would be communicated to LDC. ACTION: Office to action the above. Cllr. John Whitlock was formally acknowledged for preparing a comprehensive response on behalf of the Parish Council to the LDC Local Plan Consultation.	OFF
11.2	To review and agree the 'Document Retention Scheme' Policy. RESOLVED: The 'Document Retention Scheme' was reviewed and agreed. ACTION: Office to upload the reviewed document to the website	OFF
11.3	To review Parish Council's Freedom of Information Act – Publication Scheme RESOLVED: To adopt the new Freedom of Information Act – Publication Scheme. ACTION: Office to upload the adopted document to the website	OFF
11.4	Ringmer Jubilee Cottages Housing Trust To receive the statement of accounts for the year ended 31-Dec-25 – see Clerk's report. Received and noted.	
12.	Planning Matters – To consider responses to Planning Applications:	
	LW/25/0699 – Southdown, Gote Lane, Ringmer. BN8 5HP Demolition of existing dwelling and erection of 2no. dwellings with associated parking and landscaping (Response by 23/03/26) RESOLVED: Parish Council decision: Strongly objects to the current proposal. The Parish Council previously objected to planning application LW/23/0360 for the demolition of the existing dwelling and the erection of one detached dwelling and two semi-detached dwellings (amended plans) on the grounds that the proposal would result in loss of light and open space, increased noise and disturbance, overlooking and loss of privacy, together with an overbearing and overshadowing impact on neighbouring properties. Under the previously approved scheme, Plots 1 and 2 were designed with accommodation at ground floor level and additional accommodation at first floor level contained within the roof space, incorporating conservation rooflights to the rear and a pair of modest dormer windows to the front elevation of each dwelling. This design approach moderated the overall scale and massing of the development and reduced the perceived bulk of the buildings, thereby helping to limit their visual impact when viewed from neighbouring residential properties. In contrast, the current proposal seeks permission for two detached dwellings, with Plot 2 now proposed as a full two-storey four-bedroom dwelling to the rear of the site on the approximate position of the single storey bungalow which is to be demolished. This represents a material increase in height, scale and overall massing when compared with the previously approved scheme. As a result, the development would appear significantly more dominant and visually intrusive, particularly when viewed from the rear gardens of properties along Springett Avenue and Mill Gardens. This impact is further amplified by the fact that all properties within Mill Gardens are single-storey bungalows, and the property immediately to the right-hand side of the application site is also single	

<p>storey. The introduction of a two-storey dwelling in such close proximity to neighbouring single-storey properties would create a clear disparity in height and scale, resulting in a development that would appear overbearing and out of keeping with the established character of the surrounding built form.</p> <p>The proposed two-storey form would therefore be likely to increase the sense of enclosure and overshadowing experienced by neighbouring residents, particularly when viewed from the rear gardens of properties in Mill Gardens. This would result in a greater degree of loss of outlook, increased overlooking potential, and harm to residential amenity than would have arisen under the previously approved scheme.</p> <p>Furthermore, Policy 8.3 of the Ringmer Neighbourhood Plan requires that four-bedroom dwellings provide a minimum of three off-street parking spaces, while two-bedroom dwellings are required to provide two parking spaces. In this instance, Plot 2 is clearly proposed as a four-bedroom dwelling and should therefore provide three parking spaces in accordance with the policy requirements.</p> <p>With regard to Plot 1, the submitted floor plans identify a bedroom and a separate study. However, the study measures in excess of 7 square metres, which is generally recognised as being capable of functioning as a single bedroom. Consequently, the room could reasonably be used as an additional bedroom, meaning that Plot 1 has the potential to operate as a two-bedroom dwelling in practice rather than the smaller unit suggested. On this basis, the proposed parking provision does not adequately reflect the likely level of occupancy of the dwelling.</p> <p>In addition, the proposed parking allocation falls below the requirements of the East Sussex County Council (ESCC) parking standards, which seek to ensure that residential developments provide sufficient off-street parking to meet anticipated demand. The shortfall in parking provision is therefore likely to result in overspill parking on the surrounding highway network.</p> <p>In particular, any additional on-street parking associated with the development would be likely to occur along Gote Lane, which is a very narrow rural lane with limited capacity to accommodate additional parked vehicles. The introduction of further on-street parking in this location could therefore restrict vehicle movements, create potential highway safety concerns, and exacerbate access difficulties for residents and service vehicles.</p> <p>Taken together, the increased scale and massing of the proposed development, the potential harm to neighbouring residential amenity—particularly given the surrounding pattern of single-storey bungalows—and the under-provision of parking in conflict with both the Ringmer Neighbourhood Plan and ESCC parking standards, indicate that the proposal would not represent an improvement over the previously approved development.</p> <p>For these reasons, Ringmer Parish Council strongly objects to the proposed development and considers that the scheme would give rise to unacceptable harm to neighbouring residential amenity, local character and highway conditions.</p>	
<p>LW/25/0740 - Caburn Enterprise Park, The Broyle, Ringmer Demolition of 2nos. existing buildings, removal of external storage and erection of 1no. building, addition of car/cycle/motorcycle parking spaces with associated soft landscaping. (Response: 25/3/26) RESOLVED: Parish Council decision: Supports this application. Ringmer Parish Council supports the proposed demolition of the existing two Nissen huts and the removal of nine storage containers, together with the erection of three B2 general industrial units.</p> <p>The Parish Council considers that the proposal will provide much-needed industrial floorspace within Ringmer, which is consistent with Lewes District Council Spatial Policy 1, supporting sustainable development in appropriate locations. The development would also help encourage local economic growth and support employment opportunities, in line with Lewes District Core Policy 4, which seeks to promote economic development and job creation within the district.</p> <p>Furthermore, the proposal aligns with the Ringmer Neighbourhood Plan (RNP) Vision for Ringmer, particularly in relation to supporting employment opportunities within the village and strengthening the local economy.</p>	

	<p>Ringmer Parish Council is also encouraged by the provision of 20 parking spaces, including four electric vehicle-ready spaces, together with secure and dedicated parking provision for the proposed units. This demonstrates a positive approach to meeting modern parking and sustainability requirements while supporting the needs of future occupiers.</p> <p>Overall, the Parish Council considers that the proposal represents a positive redevelopment of the site, replacing outdated structures with modern industrial accommodation that will support local businesses and employment.</p> <p>For these reasons, Ringmer Parish Council supports the application.</p>	
	<p>LW/26/0036 - Land Near Junction Old Uckfield Road, Ringmer Installation of subterranean electricity cable between NGR points TQ440134 and TQ438133 associated with planning approval LW/22/0254. (Response by 23/03/26) RESOLVED: Parish Council decision: No comment.</p>	
	<p>LW/26/0075 - Land North Of Lewes Road, Ringmer Non-material amendment of application LW/25/0411 to change the wording of conditions: 3, 4, 11, 12 and 29 to allow the receipt of the necessary funding and provision of affordable homes. (Determination Date 16/03/26) RESOLVED: Parish Council decision: Strongly objects to this application.</p> <p>The Parish Council objects to the proposed amendments to vary the triggers of pre-commencement Conditions 3, 4, 11, 12 and 29 attached to planning permission LW/25/0411. These conditions were imposed by the Local Planning Authority to ensure that critical technical matters are properly addressed prior to the commencement of development, and the Parish Council considers that weakening these triggers would undermine the safeguards originally secured through the planning permission.</p> <p>In particular, the Parish Council has significant concerns regarding the proposed amendments to Conditions 3, 4 and 29, which relate to surface water drainage and the long-term management of the drainage system.</p> <p>The proposed wording seeks to allow development to commence, including the excavation of trenches associated with foundations, prior to the approval of the detailed surface water drainage strategy. Ringmer Parish Council considers this to be unacceptable. The detailed design of the surface water drainage system should be approved prior to any excavation, groundworks or trenching taking place, as such works have the potential to alter ground conditions and drainage characteristics of the site.</p> <p>Surface water drainage is a critical issue for the site, and the Parish Council considers it essential that the full drainage strategy, including hydraulic calculations, attenuation design and watercourse connections, is approved before any excavation works commence. Allowing works to proceed prior to approval could lead to uncontrolled ground disturbance and potential drainage impacts that have not yet been properly assessed or agreed, which would undermine the purpose of the condition.</p> <p>The Parish Council also objects to the proposed amendments to Conditions 11 and 12, which seek to delay the submission and approval of the Ecological Design Strategy (EDS) and the Landscape and Ecological Management Plan (LEMP) until development reaches above slab level. These documents are fundamental to ensuring that ecological protection, biodiversity enhancement and mitigation measures are properly integrated into the development from the outset. Deferring these requirements risks ecological harm occurring before appropriate mitigation measures have been agreed and implemented.</p> <p>Furthermore, the Parish Council questions whether the proposed changes can reasonably be considered a Non-Material Amendment under Section 96A of the Town and Country Planning Act 1990. The amendments seek to fundamentally alter the timing and effectiveness of several key pre-commencement conditions, which were imposed specifically to ensure that important technical matters—particularly drainage, ecology and environmental management—are resolved before development begins. Altering the triggers of multiple pre-commencement conditions is likely to have material implications for how and when development may proceed and therefore may go beyond what can reasonably be considered a “non-material” change.</p>	

	<p>In addition, the National Planning Policy Framework (NPPF) recognises the importance of pre-commencement conditions in ensuring that development proceeds in a safe, sustainable and properly managed manner. Pre-commencement conditions are typically imposed only where they are necessary to address matters that must be resolved before development can safely begin. Weakening or delaying these conditions risks undermining the environmental safeguards that were considered necessary when the original planning permission was granted.</p> <p>While the Parish Council recognises the importance of delivering affordable housing, it does not consider that this provides sufficient justification to weaken the safeguards established through the original planning permission. The conditions in question were imposed to ensure that drainage, ecological protection and environmental management are properly addressed before development begins, and the Parish Council considers that these protections should remain in place.</p> <p>For these reasons, Ringmer Parish Council strongly objects to the proposed Non-Material Amendment and requests that Lewes District Council refuse the application.</p> <p>ACTION: To consult with Cllr. Whitlock on calling this application into the LDC Planning Committee.</p>	OFF
	Cllr. John Whitlock was thanked for submitting planning application input in his absence.	
13.	<p>Reports, Correspondence, Questions and Future Agenda Items</p> <p>To consider any correspondence received after this agenda has been published for noting or action.</p> <ul style="list-style-type: none"> DD reported on Almond Field: The fencing on the cemetery side had been completed and was now prepared for sheep grazing. The owner of the Herdwick flock had visited the site and confirmed his intention to bring the sheep for grazing annually which DD confirmed would be available between 1st November to 28th February. During this period, volunteer 'Lookers' will be required to assist in monitoring the livestock and ensuring their wellbeing and access to water. The Parish Council can coordinate a rota to facilitate these arrangements. <p>A future Almond Field project was to look into digging a pond, which will help and potentially increase the biodiversity.</p> <ul style="list-style-type: none"> GS reported the Bonfire and Carols event, which took place on the Village Green on 19th December 2025, generated £763.40 through a collection in support of Homelink. 	
14.	<p>Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting.</p> <p>None received.</p>	
	Meeting closed at 7.37pm	

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 14th April 2026 at 19.00

Chairman		Date: 14-Apr-26
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Summary Income & Expenditure by Budget Heading 28/02/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council	Income	475,941	165,450	(310,491)			287.7%
	Expenditure	687	1,800	1,113		1,113	38.1%
	Net Income over Expenditure	<u>475,255</u>	<u>163,650</u>	<u>(311,605)</u>			
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	304,677	0	(304,677)			
	Movement to/(from) Gen Reserve	<u>(134,099)</u>	<u>163,650</u>	<u>(6,928)</u>			
110 Staffing	Expenditure	159,929	172,583	12,654		12,654	92.7%
120 Office & General	Income	152	0	(152)			0.0%
	Expenditure	26,320	41,921	15,601		15,601	62.8%
	Net Income over Expenditure	<u>(26,168)</u>	<u>(41,921)</u>	<u>(15,753)</u>			
	plus Transfer from EMR	-243	0	243			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(26,411)</u>	<u>(41,921)</u>	<u>(15,510)</u>			
200 Allotments	Income	1,040	1,014	(26)			102.6%
	Expenditure	783	950	167		167	82.4%
	Movement to/(from) Gen Reserve	<u>257</u>					
210 Amenities	Expenditure	1,321	6,921	5,600		5,600	19.1%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,321)</u>	<u>(6,921)</u>	<u>(5,600)</u>			
300 Village Green	Expenditure	2,354	2,260	(94)		(94)	104.2%
	plus Transfer from EMR	1,012	0	(1,012)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,342)</u>	<u>(2,260)</u>	<u>(918)</u>			
310 Jubilee Rose Garden	Expenditure	455	1,000	545		545	45.5%
	plus Transfer from EMR	240	0	(240)			
	Movement to/(from) Gen Reserve	<u>(215)</u>	<u>(1,000)</u>	<u>(785)</u>			
315 Sadlers Way/Middleham Close	Expenditure	0	600	600		600	0.0%
320 Anchor Field	Expenditure	240	1,100	860		860	21.8%
330 Fingerpost Field	Expenditure	2,916	4,000	1,084		1,084	72.9%
	plus Transfer from EMR	97	0	(97)			
	Movement to/(from) Gen Reserve	<u>(2,819)</u>	<u>(4,000)</u>	<u>(1,181)</u>			
335 Churchyard - closed	Expenditure	805	0	(805)		(805)	0.0%
	plus Transfer from EMR	805	0	(805)			
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>			
337 Almond Field	Income	470	0	(470)			0.0%
	Expenditure	995	250	(745)		(745)	398.1%
	Net Income over Expenditure	<u>(525)</u>	<u>(250)</u>	<u>275</u>			
	plus Transfer from EMR	995	0	(995)			
	less Transfer to EMR	470	0	(470)			

Summary Income & Expenditure by Budget Heading 28/02/2026

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Movement to/(from) Gen Reserve	<u>(470)</u>	<u>(250)</u>	<u>(250)</u>			
340 Broyle Lane / Broyle Close Expenditure	231	2,365	2,134		2,134	9.8%
plus Transfer from EMR	0	0	0			
Movement to/(from) Gen Reserve	<u>(231)</u>	<u>(2,365)</u>	<u>(2,134)</u>			
355 Pond Expenditure	759	10	(749)		(749)	7585.0%
plus Transfer from EMR	749	0	(749)			
Movement to/(from) Gen Reserve	<u>(10)</u>	<u>(10)</u>	<u>0</u>			
360 Play Area Inspections Expenditure	2,340	3,600	1,260		1,260	65.0%
370 Waste Expenditure	2,803	5,000	2,197		2,197	56.1%
plus Transfer from EMR	0	0	0			
Movement to/(from) Gen Reserve	<u>(2,803)</u>	<u>(5,000)</u>	<u>(2,197)</u>			
380 Open Spaces Expenditure	10,007	14,835	4,828		4,828	67.5%
plus Transfer from EMR	305	0	(305)			
Movement to/(from) Gen Reserve	<u>(9,702)</u>	<u>(14,835)</u>	<u>(5,133)</u>			
390 Other Areas Expenditure	5,689	8,819	3,130		3,130	64.5%
plus Transfer from EMR	1,002	0	(1,002)			
Movement to/(from) Gen Reserve	<u>(4,687)</u>	<u>(8,819)</u>	<u>(4,132)</u>			
Grand Totals:- Income	477,603	166,464	(311,139)			286.9%
Expenditure	218,633	268,014	49,381	0	49,381	81.6%
Net Income over Expenditure	258,970	(101,550)	(360,520)			
plus Transfer from EMR	4,962	0	(4,962)			
less Transfer to EMR	305,147	0	(305,147)			
Movement to/(from) Gen Reserve	<u>(41,216)</u>	<u>(101,550)</u>	<u>(60,334)</u>			

Ringmer Parish Council

Bank - Cash and Investment Reconciliation as at 2 March 2026

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	28/02/2026 Barclays Current	84,194.27
2	28/01/2026 Barclays Premium	44,992.44
4	28/01/2026 Cambridge and Counties 95 Day	300,000.00
6	28/02/2026 Redwood Bank 95 Day CIL Funds	108,584.14
7	28/02/2026 Redwood Bank 35 Day CIL Funds	119,030.15
		656,801.00
<u>Other Cash & Bank Balances</u>		
	Public Sector Deposit Fund	98,100.97
		98,100.97
		<hr/>
		754,901.97
<u>Receipts not on Bank Statement</u>		
0	02/03/2026 All Receipts Cleared	0.00
		0.00
		<hr/>
		754,901.97
<u>All Cash & Bank Accounts</u>		
1	Barclay's Current	84,194.27
2	Barclays Premium	44,992.44
4	Cambridge and Counties	300,000.00
6	Redwood Bank 95 Day CIL Funds	108,584.14
7	Redwood Bank 35 Day CIL Funds	119,030.15
	Other Cash & Bank Balances	98,100.97
	Total Cash & Bank Balances	<hr/>
		754,901.97
		<hr/>

Chairman: _____

Date: 10.03.26

List of Payments made between 01/02/2026 and 28/02/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/02/2026	Lewes District Council	237	234.00		Play area inspections
02/02/2026	Gordon Ellis & Co	238	630.00		FPF picnic bench
04/02/2026	Ash Towner Ltd	239	165.00		IT services
04/02/2026	ESALC	240	48.00		Training
10/02/2026	Copford Sawmill	BACS	1,202.40		Pump Green Posts
10/02/2026	RWC Landscape Maintenance	242	180.00		Various
10/02/2026	Ricoh Uk Ltd	243	178.56		Copier charges
13/02/2026	O2 Mobile Phones	244	13.20		mobile
13/02/2026	Adobe Systems Ltd	BACS	19.97		Adobe licence
16/02/2026	RJS Trees and Gardens	246	3,024.00	FC 14.10 Item 10.1	Yr 3 treework
16/02/2026	Lewes District Council	247	235.20		Bins
16/02/2026	T E Tilley Ltd	248	965.52	FC 11.11 Item 10.8	Church wall repair - deposit
16/02/2026	Lewes District Council	249	234.00		Play Inspections
19/02/2026	Castle Water	250	9.12		Allotment water supply
23/02/2026	Zen Internet Ltd	251	46.25		Broadband and landline
25/02/2026	Countrywide Grounds Maintenance	252	1,157.90		Grass - contracted
27/02/2026	Nest Pension	253	265.99		Pension Contributions
27/02/2026	EDF Energy	254	331.27		Streetlights
27/02/2026	Salaries	255	3,809.71		Salaries
27/02/2026	HMRC Paye/NI	257	1,478.97		Tax/NI
Total Payments			<u>14,229.06</u>		

Chairman: _____

Date: 10.03.26