

RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting

Held on Tuesday 14th April 2026 at 19.00

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

Present:		
Cllr Nick Chaloner (NC)	Cllr Margaret Crompton (MC)	Cllr Andrew Day (AD)
Cllr Dave Duke (DD)	Cllr Linda Grange (LG)	Cllr John Kay (JK)
Cllr Jonathan Spencer (JS)	Cllr Alan West (AW)	Cllr John Whitlock (JW) - Chairing
Other Attendees:		
District/County Cllr	Cllr Emily O'Brien (EOB)	Cllr Lucy Agace (LA)
Other	Annie Hazzard (AH) – Clerk	Carol Hodgson (CH) - Admin
Members of Public	4	

Agenda Items		
1.	To receive and accept apologies for absence Apologies were received and accepted from Cllr Gordon Sims and Cllr Marcia Morgan	
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 March 2026. AD abstained. RESOLVED: To approve and sign the minutes of the full council meeting held on 10th March 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. 2 members of the public spoke in support of item 10.6	
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, and PCSO Alan Ash had been previously circulated and were noted. Cllr. Emily O'Brien explained that, owing to the upcoming elections, she could not present a report; however, she noted that work on the Broyle Close houses is set to resume soon.	
8.	Co-Option of Councillors To consider any expressions of interest in accordance with Parish Council's Standing Orders. No expressions of interest 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	Fingerpost Field To receive an update on the proposed improvements to Fingerpost Field – see Clerk's report. Following a meeting with Chris Bibb – Specialist Advisor for Green Consultancy (Projects) at LDC, JS prepare a project proposal. It was noted that a MUGA was to be included in the Broyle Gate Farm	

	development. Feedback from other Parish Council's on 'sandpits' had not been favourable. To enable the PC to go out to public consultation, costs and timescales would need to be known. RESOLVED: To liaise with Chris Bibb at LDC and Bendcrete to create a project plan and determine costs and timelines. ACTION: To action the above	OFF
10.2	Parish Tree Survey To receive quotes for conducting a survey of trees managed by the Parish Council – see Clerk's report. RESOLVED: To accept the quote from Bonny's Wood. ACTION: To action the above.	OFF
10.3	War Memorial To consider renewing the wooden posts around the War Memorial. See Clerk's report. RESOLVED: To renew the existing wooden posts. To allocate a budget of £1500 from the Community Asset Renewal and Repair EMR. ACTION: To action the above.	OFF
10.4	Allotment Garden Agreement To review the current allotment garden agreement and consider any requests. RESOLVED: To update the item 12. of the Tenancy Agreement to include that tenants are responsible for maintaining the fencing around their plots. ACTION: To action the above. RESOLVED: That the request from an allotment holder to install a shed has been refused. A storage box would be an acceptable alternative. ACTION: To action the above.	OFF OFF
10.5	Almond Field To consider a request for ashes to be scattered at Almond Field. RESOLVED: Parish Council cannot grant permission, as it is against the limitations stated on the Land Registry document. ACTION: To advise the enquirer of the above.	OFF
10.6	Pump Green <ul style="list-style-type: none"> i. To consider a request for driveway access over Pump Green to Penlee. RESOLVED: To defer the decision as further information was submitted by members of the public at the meeting which require further investigation. ACTION: Member of Public to forward documentation regarding the reference to easements. ii. To agree a public statement to address inquiries regarding the crossing of Pump Green for access to the property known as Penlee. RESOLVED: This matter will be deferred pending resolution of item 10.6.i. 	OFF MOP
11.	General	
11.1	James MacCleary MP Summer Visit 2026 To agree a proposed date and arrangements for James MacCleary's Summer Visit – see Clerk's report. RESOLVED: To confirm the arrangements for the James MacCleary MP Summer Visit 2026, scheduled for 29th July 2026 at 11:00 am, to be held at the Parish Offices. ACTION: To confirm the above arrangements.	OFF
11.2	LEAF (Lewes Environmental Advisory Forum) To consider nominating a Councillor who is interested in participating in this Special Interest Group. RESOLVED: To promote the forum through the PC's social media and monthly newsletter. ACTION: To action the above.	OFF / DD
11.3	Rights of River Charter <ul style="list-style-type: none"> i. To consider formally expressing the Parish Council's support for the Rights of River Charter concerning the River Ouse. RESOLVED: To formally support the 'Rights of River Charter' concerning the River Ouse. ii. To receive an interim update on water quality testing. Update received and noted. 	
11.4	Planning Committee reform: statutory consultation on draft regulations and guidance. To consider a response. RESOLVED: LG / JK are delegated to respond to statutory consultation on draft regulations and guidance on behalf of the PC.	JK/LG

11.5	<p>Ringmer Hub event – 3rd October - 10am – 1pm To consider an invitation to the Ringmer Hub. RESOLVED: To accept the invitation. ACTION: To action the above and request that the PC is sited in Symonds Hall.</p>	OFF
12.	Planning Matters – To consider responses to Planning Applications:	
12.1	<p>LW/26/0094/CD - Clayhill House, Uckfield Road, Ringmer. BN8 5RU Discharge of Condition 4 (The Barn Roof - Joinery) relating to approval LW/24/0288 and LW/24/0405 (Barn only). (Response by 23/04/26) RESOLVED: Parish Council decision: No comment.</p>	
12.2	<p>LW/26/0095/CD - Land to the south of The Broyle, Ringmer. Discharge of Conditions: 11 (EVC), 13 (External Materials) and 28 (Energy and Water) of Planning Appeal Decision APP/P1425/W/23/3319706 (Refused Application LW/22/0282). (Response by 10/04/26) – extension granted. RESOLVED: Parish Council decision: Support for the application would be given if condition 28 included an energy strategy that advocates the installation of photovoltaic panels on roofs.</p>	
12.3	<p>LW/26/0119 - Merlins, Uckfield Road, Ringmer. BN8 5RU Installation of roof over existing stable yard with open-front single storey side extension to house hay store. (Response by 22/04/26) RESOLVED: Parish Council decision: No objection</p>	
12.4	<p>To ratify previously submitted comments on a planning application to ensure the response deadline was met. LW/26/0079 - 3 Hayes Close, Ringmer. BN8 5HN Replacement of existing garage with two-storey front / side extension, addition of front porch, rear window replacement with double doors with associated hard and soft landscaping. RESOLVED: Parish Council Decision: The Parish Council objects to the proposal in its current form. Ringmer Parish Council has considered the application LW/26/0079 for the replacement of the existing garage with a two-storey front/side extension, the addition of a front porch, and the replacement of the rear window with double doors, including associated hard and soft landscaping. The proposal conflicts with the requirements of the Ringmer Neighbourhood Plan in respect of parking provision. The plans indicate a four-bedroom dwelling; however, insufficient parking has been clearly demonstrated. Policy 8.3 of the Ringmer Neighbourhood Plan states that development proposals should provide an appropriate level of off-road parking relative to the size of the dwelling, including a minimum of three parking spaces for dwellings of four bedrooms or more. These spaces should be clearly illustrated on the submitted drawings. The absence of this information represents a failure to comply with Policy 8.3. In addition, the design of the proposed side extension is not considered acceptable. The roof form does not appear sufficiently subservient to the main dwelling. Policy DM21 (Extensions and Alterations to Existing Dwellings) of the Lewes District Local Plan Part 2 requires that extensions are well-related to the existing dwelling and are of a scale, design and form that is subordinate to the host building. The current proposal fails to demonstrate this, particularly in respect of the roof design. The Parish Council considers that the scheme should be revised to ensure a more subordinate relationship, either through the use of a fully hipped roof across all three roof slopes, or alternatively a hipped roof incorporating a gable barn-end arrangement. For these reasons, the Parish Council recommends refusal of the application unless the concerns outlined above are satisfactorily addressed. RESOLVED: Parish Council decision: To ratify the comments submitted.</p>	
12.5	<p>APPEAL/25/0024: LW/25/0156 - Land Adjacent to Shortgate Industrial Park, The Broyle. Ringmer. BN8 6PH Erection of rural workers dwelling and storage building incorporating areas of habitat creation (resubmission of LW/23/0443). (LW/23/0443 – 08-Aug-23: PC Decision: Strongly support as it will create new employment and enable an employee to live on the premises). (LW/25/0156 – 08-Jul-25: PC Decision: To support the application) To consider delegating a representative to attend the Hearing on 19th May 2026 as an Interested Party and express (restate) our perspective. RESOLVED: Parish Council decision: JK delegated to represent the PC at the appeal hearing. ACTION: Office to advise PINS and LDC</p>	JK OFF
13.	<p>Reports, Correspondence, Questions and Future Agenda Items To consider any correspondence received after this agenda has been published for noting or action.</p> <ul style="list-style-type: none"> DD is due to meet with the Chair of Governors at Ringmer Primary School. 	

	<ul style="list-style-type: none"> • NC requested an update regarding the Shopping Precinct project. AH reported that the PC is currently awaiting receipt of the signed agreement from the other party. Once received, the tendering process can go ahead. • To note a thankyou to William Townsend for the gardening work he has done outside the Scout Hut. 	
14.	<p>Urgent items at the Chairman’s discretion requiring decisions which cannot be held over until the next meeting.</p> <p>To consider issuing the Grounds Maintenance contractor a default notice to terminate the contract.</p> <p>RESOLVED: To terminate the contract with immediate effect under condition 15.iii of the agreement.</p> <p>ACTION: To action the above.</p> <p>RESOLVED: To put in place a temporary solution for the remaining year of the contract.</p> <p>ACTION: To make arrangements for grounds maintenance requirements to April 2027.</p>	<p>OFF</p> <p>OFF</p>
	Meeting closed at 8.40pm	

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

Date of Next Council Meeting in Parish Rooms, Lucy Stone Room

Date 5th May 2026 at 19.00

31/03/2026

Ringmer Parish Council

10:09

Balance Sheet as at 31/03/2026

31st March 2025

31st March 2026

31st March 2025		31st March 2026	
Current Assets			
3,514	VAT Control A/c	3,447	
128,638	Barclay's Current	62,784	
51,862	Barclays Premium	42,019	
94,728	Public Sector Deposit Fund	98,701	
0	Cambridge and Counties	300,000	
114,564	Redwood Bank 35 Day CIL Funds	119,030	
104,482	Redwood Bank 95 Day CIL Funds	108,584	
497,788			734,567
497,788	Total Assets		734,567
Current Liabilities			
0			0
497,788	Total Assets Less Current Liabilities		734,567
Represented By			
155,875	General Reserves	60,733	
99,044	EMR - CIL - unallocated	30,450	
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	6,877	
18,406	EMR - Lucy Stone Precinct proj	18,406	
0	EMR - Play Equipment Replaceme	10,000	
7,895	EMR - Open Spaces Maintenance	10,096	
24,747	EMR - CIL - Ringmer NHP	21,407	
7,592	EMR - CIL - Bus Shelters	0	
9,526	EMR - CIL - Skatepark	17,777	
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	
0	EMR - CIL - Affordable Housing	100,000	
0	EMR - CIL - Infrastructure Pro	300,000	
13,565	EMR -Lightsource Grant Funds	11,501	
6,842	EMR - Almond Field	12,816	
0	EMR - Devolution Costs	5,000	

31/03/2026

Ringmer Parish Council

10:09

Balance Sheet as at 31/03/2026**31st March 2025****31st March 2026**

0 EMR - Public Toilets	2,000
0 EMR - LSource - Pond Project	2,500
0 EMR - CIL - Speed Indicator De	5,000

497,788

734,567

The above statement represents fairly the financial position of the authority as at 31/03/2026 and reflects its Income and Expenditure during the year.

Signed :

Chairman

Date : _____

Signed :

Responsible
Financial

Date : _____

Summary Income & Expenditure by Budget Heading 31/03/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council	Income	476,909	165,450	(311,459)			288.2%
	Expenditure	687	1,800	1,113		1,113	38.1%
	Net Income over Expenditure	<u>476,222</u>	<u>163,650</u>	<u>(312,572)</u>			
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	305,044	0	(305,044)			
	Movement to/(from) Gen Reserve	<u>(133,866)</u>	<u>163,650</u>	<u>(7,528)</u>			
110 Staffing	Expenditure	165,483	172,583	7,100		7,100	95.9%
120 Office & General	Income	152	0	(152)			0.0%
	Expenditure	37,352	41,921	4,569		4,569	89.1%
	Net Income over Expenditure	<u>(37,200)</u>	<u>(41,921)</u>	<u>(4,721)</u>			
	plus Transfer from EMR	3,097	0	(3,097)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(34,103)</u>	<u>(41,921)</u>	<u>(7,818)</u>			
200 Allotments	Income	1,105	1,014	(91)			109.0%
	Expenditure	1,043	950	(93)		(93)	109.8%
	Movement to/(from) Gen Reserve	<u>62</u>					
210 Amenities	Expenditure	4,674	6,921	2,247		2,247	67.5%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(4,674)</u>	<u>(6,921)</u>	<u>(2,247)</u>			
300 Village Green	Expenditure	2,396	2,260	(136)		(136)	106.0%
	plus Transfer from EMR	1,012	0	(1,012)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(1,384)</u>	<u>(2,260)</u>	<u>(876)</u>			
310 Jubilee Rose Garden	Expenditure	928	1,000	72		72	92.8%
	plus Transfer from EMR	240	0	(240)			
	Movement to/(from) Gen Reserve	<u>(688)</u>	<u>(1,000)</u>	<u>(312)</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	3,961	4,000	39		39	99.0%
	plus Transfer from EMR	97	0	(97)			
	Movement to/(from) Gen Reserve	<u>(3,864)</u>	<u>(4,000)</u>	<u>(136)</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 31/03/2026

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	2,535	3,600	1,065		1,065	70.4%
370 Waste Expenditure	3,072	5,000	1,928		1,928	61.4%
plus Transfer from EMR	0	0	0			
Movement to/(from) Gen Reserve	<u>(3,072)</u>	<u>(5,000)</u>	<u>(1,928)</u>			
380 Open Spaces Expenditure	10,660	14,835	4,175		4,175	71.9%
plus Transfer from EMR	305	0	(305)			
Movement to/(from) Gen Reserve	<u>(10,355)</u>	<u>(14,835)</u>	<u>(4,480)</u>			
390 Other Areas Expenditure	6,036	8,819	2,783		2,783	68.4%
plus Transfer from EMR	1,002	0	(1,002)			
Movement to/(from) Gen Reserve	<u>(5,034)</u>	<u>(8,819)</u>	<u>(3,785)</u>			
Grand Totals:- Income	478,635	166,464	(312,171)			287.5%
Expenditure	241,857	268,014	26,157	0	26,157	90.2%
Net Income over Expenditure	<u>236,778</u>	<u>(101,550)</u>	<u>(338,328)</u>			
plus Transfer from EMR	8,302	0	(8,302)			
less Transfer to EMR	305,514	0	(305,514)			
Movement to/(from) Gen Reserve	<u>(60,434)</u>	<u>(101,550)</u>	<u>(41,116)</u>			

Ringmer Parish Council

Bank - Cash and Investment Reconciliation as at 1 April 2026

		<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>			
1	31/03/2026	Barclays Current	62,784.15
2	31/03/2026	Barclays Premium	42,019.49
4	31/03/2026	Cambridge and Counties 95 Day	300,000.00
6	31/03/2026	Redwood Bank 95 Day CIL Funds	108,584.14
7	31/03/2026	Redwood Bank 35 Day CIL Funds	119,030.15
			632,417.93
<u>Other Cash & Bank Balances</u>			
		Public Sector Deposit Fund	98,701.44
			98,701.44
			<u>731,119.37</u>
<u>Receipts not on Bank Statement</u>			
0	01/04/2026	All Receipts Cleared	0.00
			0.00
Closing Balance			<u>731,119.37</u>
<u>All Cash & Bank Accounts</u>			
1		Barclay's Current	62,784.15
2		Barclays Premium	42,019.49
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	98,701.44
		Total Cash & Bank Balances	<u>731,119.37</u>

List of Payments made between 01/03/2026 and 01/04/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/03/2026	Gordon Ellis	258	30.00		FPF Bench delivery
02/03/2026	Clear Insurance	259	70.23		Increased Fidelity Ins cover
02/03/2026	Glasdon	260	87.90		VG bin liner replacement
02/03/2026	Ash Towner Ltd	261	160.56		IT Services
02/03/2026	Scantech Lithography	262	312.00		Allotment numbers
02/03/2026	Balfour Beatty Living Places	263	2,711.52	FC 14/10 Item 10.4	Streetlight removal
13/03/2026	RWC Services	264	261.75		Various
13/03/2026	Lewes District Council	265	235.20		Bins
13/03/2026	Alison Eardley	266	4,008.00		NHP review
16/03/2026	O2 Mobile Phones	268	13.20		Mobile
16/03/2026	Adobe Systems Ltd	267	19.97		Adobe licence
23/03/2026	Zen Internet Ltd	269	42.30		Broadband and landline
25/03/2026	Countrywide Grounds Maintenanc	270	1,157.90		Grass contracted
25/03/2026	Kings Academy Ringmer	271	3,575.32		Office - utilities cost
26/03/2026	Kings Academy Ringmer	272	3,750.00		Office Rent
27/03/2026	Nest Pension	273	265.99		Pension contributions
27/03/2026	Carol Hodgson	274	1,502.03		Salary
27/03/2026	Annie Hazzard	275	2,307.68		Salary
30/03/2026	Goldcliff Nursery	276	240.00		Jub Gdns plants
30/03/2026	Trenchline Utilities Ltd	277	1,893.22	DA via JW	S/park S171 licence
30/03/2026	William's Gardening Services	278	273.00		Jub Gdns maintenance
30/03/2026	Lewes District Council	279	234.00		Rospa Annual Inspections
30/03/2026	Carol Hodgson	280	149.38		cleaning etc
30/03/2026	Grace Edgar	281	35.00		Pump Green
30/03/2026	HMRC Paye/NI	282	1,478.97		Tax/NI

Total Payments 21,174.13

Chairman: _____

Date: 14.04.26