

# RINGMER PARISH COUNCIL

To all Members of Ringmer Parish Council you are hereby summoned to the  
 Parish Council Meeting to be held on  
 Tuesday 11<sup>th</sup> August 2026 at 19.00  
 In the Parish Rooms, Old School Close, Ringmer, East Sussex, BN8 5RA

Meeting called by: Annie Hazzard – Clerk

Signature: Annie Hazzard

Meeting called: 6<sup>th</sup> August 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 and accept apologies for absence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |
| 2.           | <b>Declarations of Interest:</b><br>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.                                                                                                                                                                                                                                                 | ALL |
| 3.           | <b>Dispensation requests</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                        | ALL |
| 4.           | <b>Minutes of previous meeting</b><br>To agree the Full Council minutes of the meeting held on 14 <sup>th</sup> July 2026                                                                                                                                                                                                                                                                                                                                                           | ALL |
| 5.           | <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.                                                                                                                                                                            |     |
| 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>Reports (Up to 15 mins)</b> – To receive and accept any reports submitted<br>i. Clerk   ii. MP   iii. East Sussex County Councillor   iv. Lewes District Councillor(s) v. PCSO                                                                                                                                                                                                                                                                                                   |     |
| 8.           | <b>Co-Option of Councillors</b><br>To consider any expressions of interest in accordance with Parish Council's Standing Orders.                                                                                                                                                                                                                                                                                                                                                     |     |
| 9.           | <b>Finance Matters</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |
| 9.1          | <b>To receive the latest Financial Reports.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                     | ALL |
| 9.2          | <b>To approve and sign the latest bank reconciliation.</b>                                                                                                                                                                                                                                                                                                                                                                                                                          | ALL |
| 9.3          | <b>To approve and sign the list of payments.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                    | ALL |
| 9.4          | <b>External Audit Report and Conclusion of Audit</b><br>To receive the External Auditor's Report and Certificate for the year ended 31st March 2026 by PKF Littlejohn and to approve the Conclusion of Audit.                                                                                                                                                                                                                                                                       | ALL |
| 10.          | <b>General</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |     |
| 10.1         | <b>Annual Data Audit Review (Assertion 10 Compliance)</b><br>To Confirm that the Council has met its statutory obligations under the Assertion 10 for the current financial year. See Clerk's Report                                                                                                                                                                                                                                                                                | ALL |
| 10.2         | <b>New GDPR Complaints procedure</b><br>i. To adopt the new GDPR Complaints procedure. See Clerk's Report<br>ii. To amend the Document Retention Scheme to include the new GDPR Complaints Policy                                                                                                                                                                                                                                                                                   | ALL |

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|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| <b>11.</b>  | <b>Planning Matters – To consider responses to Planning Applications:</b>                                                                                                                                                                                                                                                                                                                                                                              |       |
| <b>11.1</b> | <b>LW/25/0580/CD - Theydon Hall, Green Lane. BN8 5AD</b><br>Discharge of condition 3 (Stopping up) relating to approval LW/23/0436 (Response by 12/08/26)                                                                                                                                                                                                                                                                                              | ALL   |
| <b>11.2</b> | <b>LW/26/0309 - Laburnum House, Lewes Road. BN8 5QD</b><br>Removal of existing rear conservatory and erection of single storey rear extension, replacement of existing garage door with window to match existing. (Response by 26/08/26)                                                                                                                                                                                                               | ALL   |
| <b>11.3</b> | <b>LW/26/0324 - Wish Farm Barn, Moor Lane. BN8 5UP</b><br>Variation of Condition 3 (Shutters and Blinds) in relation to approval LW/25/0422 to change the location of approved rear window at ground floor level, add 3no. skylights to side elevations, remove 3no. rear rooflights and side door and install motorised blinds to rear first floor windows. (Response by 26/08/26)                                                                    | ALL   |
| <b>11.4</b> | <b>LW/26/0342 - 46 Sadlers Way. BN8 5HG</b><br>Demolition of the existing rear-side conservatory and replacement with a single-storey rear-side extension; alterations to fenestration on the rear-side elevation; erection of a two-storey infill extension between the existing dwelling and detached garage; and first-floor extension to the existing garage to provide additional habitable accommodation. (Response by 07/08/26) extn requested. | ALL   |
| <b>11.5</b> | <b>LW/26/0359/CD - Land North Of Lewes Road</b><br>Discharge of Condition 19 (Sustainability) in relation to approval of LW/25/0411 (Response by not available).                                                                                                                                                                                                                                                                                       | ALL   |
| <b>12.</b>  | <b>Reports, Correspondence, Questions and Future Agenda Items</b><br>To consider any correspondence received after this agenda has been published for noting or action.                                                                                                                                                                                                                                                                                | ALL   |
| <b>13.</b>  | <b>Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting.</b>                                                                                                                                                                                                                                                                                                                                 | CHAIR |

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

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

**Date 8<sup>th</sup> September 2026 at 19:00**