

RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting

Held on Tuesday 8th September 2026 at 19.00

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

Present:				
Cllr Joe Carhart (JC)	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 Gordon Sims (GS) Chair	Cllr Alan West (AW)
Other Attendees:				
District/County Cllr	Cllr Emily O'Brien (EOB)			
Other	Annie Hazzard (AH) – Clerk / RFO	Carol Hodgson (CH) – Admin	PCSO Alan Ash	
Members of Public	0			

Agenda Items		
1.	To receive and accept apologies for absence Apologies were received and accepted from Cllrs Marcia Morgan (MM) 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 11 th August 2026 RESOLVED: To approve and sign the minutes of the meeting held on 11th August 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. No members of the public were present.	
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, James MacCleary and PCSO Alan Ash had been previously circulated and were noted. PCSO Alan Ash gave a further update, following on from last month's report: the assault on the two boys opposite Busy Bee Garage remains under investigation, and the culprits are known. Cllr Emily O'Brien reported that she had followed up on multiple noise complaints about the Ham Farm festival over the bank holiday weekend, which operated under a TEN. Specialist officers attended as part of scheduled patrols, liaised with event staff, and received complaints on site. The Environmental Protection team will contact the organisers about future noise management and consider whether to make representations on any similar future TEN's, which would take into account any previous complaints received. EOB asked the PC to consider writing to Environmental Protection in relation to the noise disturbance; the PC has no role in granting TENs, the Environmental Protection team plus the police are the main consultees. The organisers confirmed they will review noise management, though no issues were raised with them during the event. If the Environmental Protection Team or the Police make representations, the application will go to the Licensing Sub-Committee which becomes more public. News has just been released that the Local Government Reorganisation had been paused pending a review following legal advice. District Councillor elections will be going ahead in 2027. An East Sussex parking review consultation is expected soon. EOB asked the Parish Council to copy her into its comments so she can add her support.	
8.	Co-Option of Councillors To consider any expressions of interest in accordance with Parish Council's Standing Orders. None 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	Financial Regulations – Procurement To consider increasing the Clerk's delegated spending authority – see Clerk's Report RESOLVED: To increase the quotation requirement limits as follows: Under FR item 5.8: to increase from £3,000 to £4,000 excluding VAT; Under FR item 5.9: to increase the value from 'between £1,000 and £3,000' excluding VAT to 'between £2,000 and £4,000' excluding VAT. Under FR item 5.15: to also include purchases within an agreed 'earmarked reserve'. ACTION: To update the Financial Regulations as above	OFF
10.	To consider recommendations from O&F Committee meeting on 25-Aug-26 requiring action / decision.	
10.1	Bank Signatories To consider the O&F Committee's recommended changes by in Bank Signatories – see Clerk's Report RESOLVED: To approve the recommended changes in bank signatories of removing Cllr Kay and adding Cllr Day. ACTION: To action the above.	OFF
11.	Open Spaces and Related Matters	
11.1	Fingerpost Field Project To receive an update. Cllr West reported that he, MC and AD had met onsite with pump track specialists Clark and Kent to discuss a design concept for Fingerpost Field. The design can support consultation and, subject to PC's approval, form the basis for seeking quotes. Clark and Kent suggested that the Parish Council begin with a pre-application discussion with LDC Planning.	
11.2	Almond Field To receive an update. Cllr Duke reported that the £5,000 SDNP funding application for a pond at Almond Field was unsuccessful. DD expressed disappointment to SDNP, as the organisation had encouraged the proposal, and SDNP agreed to provide a full debrief. The outcome will not change, so a new application must be submitted in a future funding round. DD has identified another possible funding source and has arranged a meeting later in the month to discuss it.	
11.3	Speed Indication Devices (SID) To ratify acceptance of Elan City Ltd's quote of £6,950 to supply three SIDs – see Clerk's Report RESOLVED: To ratify the decision to accept Elan City Ltd's quote of £6,950 to supply three SIDs.	
11.4	North Road edge of Village Green To consider tree planting along the North Road edge of the Village Green and the possibility of expanding the network of accessible paths along the edge of North Road. The enquirer should be advised that planting trees along North Road would not provide sufficient shade and would block the view of the green from the cottages. The Parish Council will consider planting trees elsewhere on the Village Green to provide shade, subject to any required consents. A path along the south border of the green was deemed unworkable due to the ditches, cricket pitch and cost. RESOLVED: To explore the possibility of introducing a 20mph speed limit on North Road to improve pedestrian safety. LG delegated to investigate. ACTION: LG to report back to the Parish Council	LG
11.5	Springett Avenue Shopping Precinct Project To consider the recommended contractor for the shopping precinct refurbishment. RESOLVED: To accept the quote from Cheesmur Building Contractors as recommended by the Project Manager to undertake the external work at Springett Avenue Shopping Precinct. ACTION: To action the above.	OFF
12.	General	
12.1	Ringmer Hub @ Village Hall Saturday 3rd October 10:00 – 13:00 To decide on presentation content and attendees GS thanked AW and AD for presenting the Fingerpost Field project at the Picnic on the Green event.	OFF /Cllrs

	RESOLVED: To promote the Fingerpost Field project consultation and the refurbishment of Springett Avenue Shopping Precinct Project. ACTION: To action the above.	
12.2	Peoples' Emergency Briefing on Climate Crisis To consider the Parish Council's involvement – See Clerk's Report Cllr O'Brien advised that the film would be shown at Cooksbridge on 22 nd September, and it was noted that Glynde will hold a screening on 15 th September. If Councillors were unable to attend either screening, arrangements may be made for a further showing in Ringmer. Parish Council is in support of the proactive Climate Resilience. RESOLVED: Parish Council will not be appointing a representative to the Support Group at present.	
12.3	Full Council Meetings To consider a reduction in the number of Full Council meetings. RESOLVED: To continue with holding all monthly Full Council meetings.	
13.	Planning Matters – To consider responses to Planning Applications:	
13.1	LW/26/0385 3 Elphick Road, Ringmer. BN8 5PR Single storey side extension to form garage with utility room/WC to rear and alterations to existing conservatory to replace polycarbonate roof with solid insulated tiled roof. (Response by 15/09/26) RESOLVED: Parish Council decision: No objection.	
13.2	Planning Appeal Notification LW/25/0699 - Southdown, Gote Lane. BN8 5HP Demolition of existing dwelling and erection of 2no. dwellings with associated parking and landscaping (Response by 29/09/26). RESOLVED: Parish Council decision: To remain with original objections. Parish Council supports the views of Lewes DC.	
14.	Reports, Correspondence, Questions and Future Agenda Items To consider any correspondence received after this agenda has been published for noting or action. - AD referred to the response received from LDC on PC's concerns regarding the determination of application LW/24/0760. He felt PC's questions had not been answered and requested that a face-to-face meeting should be held with the LDC Chair of Planning and Cllr Laurence O'Connor - Cabinet Member for Planning and Infrastructure to provide better clarification. ACTION: To action the above meeting. - LG requested an agenda item for Road Safety – details to follow. ACTION: To add to the October agenda. - JK reported that the potential refusal of the Turnpike Farm planning application, would now be considered under the new NPPF.	OFF OFF
15.	Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting. - Cllr. Morgan may not be available for the September Personnel meeting, which would make the meeting inquorate. RESOLVED: To appoint Cllr. Day to attend the Personnel Committee Meeting on 28th September 2026. RESOLVED: That the Council approves Cllr Morgan's absence from meetings due to bereavement and work commitments, pursuant to Section 85 (1) of the Local Government Act 1972. - Noise complaints regarding the Ham Farm festival over the bank holiday weekend RESOLVED: To write to the Environmental Protection Team about the noise disturbance from the Ham Farm Festival and the level of concern raised by local residents. ACTION: To action the above	OFF
	Meeting closed 8:13pm	

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

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

Date 13th October 2026 at 19.00

Chairman		Date	13:10:26
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Summary Income & Expenditure by Budget Heading 31/08/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Council	Income	316,554	170,585	(145,969)			185.6%
	Expenditure	80	1,800	1,720		1,720	4.4%
	Net Income over Expenditure	<u>316,474</u>	<u>168,785</u>	<u>(147,689)</u>			
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	231,033	0	(231,033)			
	Movement to/(from) Gen Reserve	<u>(145,592)</u>	<u>168,785</u>	<u>83,344</u>			
110 Staffing	Expenditure	30,112	78,487	48,375		48,375	38.4%
120 Office & General	Income	48	0	(48)			0.0%
	Expenditure	15,993	40,465	24,472		24,472	39.5%
	Net Income over Expenditure	<u>(15,945)</u>	<u>(40,465)</u>	<u>(24,520)</u>			
	plus Transfer from EMR	10,184	0	(10,184)			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(5,761)</u>	<u>(40,465)</u>	<u>(34,704)</u>			
200 Allotments	Income	80	1,014	934			7.8%
	Expenditure	1,389	1,423	34		34	97.6%
	Net Income over Expenditure	<u>(1,310)</u>	<u>(409)</u>	<u>901</u>			
	plus Transfer from EMR	865	0	(865)			
	Movement to/(from) Gen Reserve	<u>(444)</u>	<u>(409)</u>	<u>35</u>			
210 Amenities	Expenditure	1,597	7,221	5,624		5,624	22.1%
	plus Transfer from EMR	1,537	0	(1,537)			
	Movement to/(from) Gen Reserve	<u>(60)</u>	<u>(7,221)</u>	<u>(7,161)</u>			
300 Village Green	Expenditure	90	2,250	2,160		2,160	4.0%
	plus Transfer from EMR	0	0	0			
	less Transfer to EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(90)</u>	<u>(2,250)</u>	<u>(2,160)</u>			
310 Jubilee Rose Garden	Expenditure	273	350	77		77	78.0%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(273)</u>	<u>(350)</u>	<u>(77)</u>			
320 Anchor Field	Expenditure	0	600	600		600	0.0%
330 Fingerpost Field	Expenditure	19,182	3,400	(15,782)		(15,782)	564.2%
	plus Transfer from EMR	18,834	0	(18,834)			
	Movement to/(from) Gen Reserve	<u>(348)</u>	<u>(3,400)</u>	<u>(3,052)</u>			
335 Churchyard - closed	Expenditure	1,877	600	(1,277)		(1,277)	312.9%
	plus Transfer from EMR	1,877	0	(1,877)			
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(600)</u>	<u>(600)</u>			
337 Almond Field	Expenditure	160	0	(160)		(160)	0.0%
	plus Transfer from EMR	160	0	(160)			
	less Transfer to EMR	0	0	0			

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Summary Income & Expenditure by Budget Heading 31/08/2026

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>			
340	Broyle Lane / Broyle Close Expenditure	115	1,865	1,750		1,750	6.2%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(115)</u>	<u>(1,865)</u>	<u>(1,750)</u>			
350	Play Equipment Renewal Expenditure	1,868	0	(1,868)		(1,868)	0.0%
	plus Transfer from EMR	468	0	(468)			
	Movement to/(from) Gen Reserve	<u>(1,400)</u>	<u>0</u>	<u>1,400</u>			
355	Pond Expenditure	10	10	0		0	100.0%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(10)</u>	<u>(10)</u>	<u>0</u>			
360	Play Area Inspections Expenditure	1,129	3,185	2,057		2,057	35.4%
370	Waste Expenditure	2,784	4,500	1,716		1,716	61.9%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(2,784)</u>	<u>(4,500)</u>	<u>(1,716)</u>			
380	Open Spaces Expenditure	4,421	15,349	10,928		10,928	28.8%
	plus Transfer from EMR	0	0	0			
	Movement to/(from) Gen Reserve	<u>(4,421)</u>	<u>(15,349)</u>	<u>(10,928)</u>			
390	Other Areas Expenditure	2,740	10,094	7,354		7,354	27.1%
	plus Transfer from EMR	315	0	(315)			
	Movement to/(from) Gen Reserve	<u>(2,426)</u>	<u>(10,094)</u>	<u>(7,668)</u>			
	Grand Totals:- Income	316,682	171,599	(145,083)			184.5%
	Expenditure	83,820	171,599	87,779	0	87,779	48.8%
	Net Income over Expenditure	<u>232,862</u>	<u>0</u>	<u>(232,862)</u>			
	plus Transfer from EMR	34,240	0	(34,240)			
	less Transfer to EMR	231,033	0	(231,033)			
	Movement to/(from) Gen Reserve	<u>36,069</u>	<u>0</u>	<u>(36,069)</u>			

Ringmer Parish Council

Bank - Cash and Investment Reconciliation as at 4 September 2026

		<u>Account Description</u>	<u>Balance</u>	
<u>Bank Statement Balances</u>				
1	31/08/2026	Barclays Current	90,199.27	
2	31/08/2026	Barclays Premium	15,526.52	
4	31/08/2026	Cambridge and Counties 95 Day	530,917.76	
6	31/08/2026	Redwood Bank 95 Day CIL Funds	108,584.14	
7	31/08/2026	Redwood Bank 35 Day CIL Funds	119,030.15	
				864,257.84
<u>Other Cash & Bank Balances</u>				
		Public Sector Deposit Fund	99,954.79	
				99,954.79
				964,212.63
<u>Receipts not on Bank Statement</u>				
0	04/09/2026	All Receipts Cleared	0.00	
				0.00
				964,212.63
<u>Closing Balance</u>				
				964,212.63
<u>All Cash & Bank Accounts</u>				
1		Barclay's Current	90,199.27	
2		Barclays Premium	15,526.52	
4		Cambridge and Counties	530,917.76	
6		Redwood Bank 95 Day CIL Funds	108,584.14	
7		Redwood Bank 35 Day CIL Funds	119,030.15	
		Other Cash & Bank Balances	99,954.79	
		Total Cash & Bank Balances	964,212.63	

Chairman: _____

Date: 08.09.26

Date: 04/09/2026

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Barclay's Current

List of Payments made between 01/08/2026 and 04/09/2026

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/08/2026	Scantech Lithography	94	78.00		Almond Field signage
03/08/2026	PKF Littlejohn	95	1,260.00		External Audit Fee
03/08/2026	Newtimber Ltd	96	1,200.00		Grass - contracted areas
03/08/2026	High Weald Heritage Ltd	97	2,556.17		Various maintenance
03/08/2026	Bonny's Wood	98	1,920.00	FC 14.04 Item 10.2	3 year tree survey
10/08/2026	Mulberry LA Services Ltd	101	72.00		Conference fee
10/08/2026	Ricoh Uk Ltd	99	166.06		Copying/printing charges
10/08/2026	Tilley Stonemasons	100	2,252.88	FC 11.11.25 10.8	St Mary's organ blower hse
13/08/2026	O2 Mobile Phones	105	15.00		Mobile Aug
13/08/2026	Adobe Systems Ltd	103	19.97		Adobe Licence Aug
14/08/2026	Parcelforce	104	47.66		Millennium clock postage
17/08/2026	Castle Water	102	114.63		Allotment water
20/08/2026	Amazon Prime	107	11.99		Annual Amazon Prime Fee
21/08/2026	Nelly Barber	108	40.00		Office Cleaning
21/08/2026	Clerk and Kent Contractors Ltd	109	900.00		FPF contractor site vist
21/08/2026	Scantech Lithography	110	96.00		Picnic Posters
21/08/2026	Ash Towner Ltd	111	165.00		IT Support
21/08/2026	William's Gardening Services	112	28.00		Allotment Services
24/08/2026	Zen Internet Ltd	BACS	44.70		Broadband and Landline
25/08/2026	Amazon	114	21.63		Office products
25/08/2026	Amazon Prime	115	6.28		Cleaning Products
25/08/2026	Amazon	116	7.58		Cleaning Products
25/08/2026	Good Directions Ltd	117	377.40		Millennium Clock repairs
27/08/2026	Nest Pension	118	274.57		Pension contributions Aug
27/08/2026	Salaries	119/121	3,863.11		Salary Aug
27/08/2026	HMRC Paye/NI	120	1,561.80		Tax/NI Aug
27/08/2026	Terry Rosendale	122	250.00		Play Area Inspection Fee
Total Payments			17,350.43		