RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting
Held on Tuesday 13th October 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 Andrew Day (AD)	Cllr Dave Duke (DD)	Cllr Linda Grange (LG)
Cllr John Kay (JK)	Cllr Gordon Sims (GS) Chair	Cllr Jonathan Spencer (JS)	Cllr Alan West (AW)	Cllr John Whitlock (JW)
Other Attendees:				
District/County Cllr	None present			
Other	Annie Hazzard (AH) – Clerk / RFO	Carol Hodgson (CH) – Admin		
Members of Public	2			

	Agenda Items	
1.	**To receive and accept apologies for absence** Apologies were received and accepted from Cllr Margaret Crompton (MC).	
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 8th September 2026. **RESOLVED: To approve and sign the minutes of the meeting held on 8th September 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. A member of the public observed that a path that had been mown across Pump Green to Penlee.	
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. Emily O'Brien and PCSO Alan Ash had been circulated and were noted.	
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 –** see Clerk's Report 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 recommendations from O&F Committee meeting on 25-Aug-26 requiring action / decision.** **To consider the O&F Committee's recommendation to approve the list of regular payments.** **RESOLVED: To approve the list of regular payments as recommended by the O&F Committee**	
9.5	**Internal Audit Report** i. To receive and review the interim internal audit report by Jackie Scarff of Mulberry Local Authority Services Ltd - See Clerk's Report. The interim internal report had been previously circulated. The Clerk / RFO was commended for her financial management. The one recommendation was acknowledged: At the audit date, balances exceeded the £120,000 FSCS protection limit at each financial	

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	institution. The council should consider transferring funds to maximise coverage. The Clerk advised that the Parish Council had already used most of the limited institutions available for distributing its funds. The following points were also noted: The dates for the period of public rights should be recorded in the minutes of the meeting where the AGAR was signed and the suggested increase to the Clerks delegated authority to spend up to £1,000 for use in cases of serious risk to the delivery of council services or to the safety of the public. The Clerk advised that the current provision which had been reviewed and increased at the Full Council meeting in September was sufficient. ii. To confirm that Council considered the independence and competence of the Internal Auditor when appointing them for a 3 year term at Full Council 10.03.26 Item 9.4 - See Clerk's report. **RESOLVED: To confirm that Council considered the independence and competence of the Internal Auditor when appointing them for a 3 year term at Full Council 10.03.26 Item 9.4. This will now be considered annually and minuted.**	
10.	**Open Spaces and Related Matters**	
10.1	**Fingerpost Field (FPF)** i. To receive an update on the FPF Project Cllr. West reported that he had met with parents and young people at Fingerpost Field on the previous Sunday, to discuss what could be done to enhance the facilities. There had been a good turnout, positive and enthusiastic. Copies of the comments received had been circulated to the working group. The working group's proposed sequence is to present the current ideas, prioritise them, develop a plan and obtain costs. A topographical survey will allow accurate scaling; for now, the pump track, five-a-side area, skate-park extension and street features are only indicative. Consultation should precede formal costing, although high-level visuals and ballpark figures are needed first. The uneven five-a-side area must also be levelled, so we need a suitable contractor and cost estimate. **RESOLVED: To obtain a quote for a topographical survey.** **ACTION: To action the above. JW to provide a contact.** ii. To consider quotations for the annual cutting of FPF Hedges Three quotations had been received and previously circulated. **RESOLVED: To accept the quote from TJW Tree Services. To be funded from FPF Maintenance Fund - £1k and the balance from EMR Open Spaces Maintenance.** **ACTION: To action the above.** iii. To review and sign the transfer document moving ownership of FPF from LDC to Ringmer PC A copy of the transfer document had been previously circulated. **RESOLVED: For GS and JW to sign the transfer document moving ownership of FPF from LDC to Ringmer PC** **ACTION: To check land registry for any easements.**	Off/JW Off Off
10.2	**Broyle Close Play Area** To consider quotations for wet pour repair at Broyle Close Play Area – see Clerk's Report Two quotations had been received and previously circulated. **RESOLVED: To accept the quote from Playsafe Playgrounds Ltd.** **ACTION: To action the above.**	Off
10.3	**Parish Council Trees** i. To consider quotations for annual Tree works – see Clerk's Report Three quotations had been received and previously circulated. **RESOLVED: To accept the quote from Aspen Tree Care.** **ACTION: To action the above** ii. To consider engaging tree surveyor to confirm satisfactory completion of yr 1 tree work **RESOLVED: To engage Bonnys Wood to quality check the 1-year tree work undertaken.** **ACTION: To action the above**	Off Off
10.4	**Village Green Pond** i. To consider quotations for fencing off the fallen willow – see Clerk's Report A vote was cast for fencing off the fallen willow. 4 votes for and 6 votes against. **RESOLVED: The fallen willow will not be fenced off.** ii. To review the recent work undertaken and to consider any further maintenance or safety requirements – see Clerk's Report.	

DRAFT

	Consideration was given to various feedback received and Council were satisfied that no further safety measures were required. **RESOLVED: The piles of wood for natural habitat will remain.** **RESOLVED: To arrange clearing of the rubbish currently in the pond.** **ACTION: GS to arrange volunteers to clear the rubbish currently in the pond**	GS
10.5	**Village Green** **i.** To consider quotations for supplying and installing the Village Green Christmas Tree plus lights Three quotes had been received and previously circulated. **RESOLVED: To accept the quote from Newtimber Ltd who kindly sponsored the tree.** **ACTION: To action above** **ii.** To consider scarifying and reseeding bare areas **RESOLVED: To obtain quotes for scarifying and reseeding the bare areas on the Village Green and Anchor Field. With no budget provision, funding would come from General Reserves.** **ACTION: To approach the Cricket Club for possible contractor contacts.** iii. To consider works required to the footpaths **RESOLVED: To obtain quotes for footpaths running west of Delves House up to the Church and from the B2192 across the Village Green.** **ACTION: JW to prepare a specification for obtaining quotes.**	Off Off JW/Off
10.6	**Christmas Trees** i. To consider quotations for supplying and installing the Village Green Christmas Tree plus lights. Duplication of item 10.5i **ii.** To consider Christmas Trees at the precinct Following discussions with the Shopkeepers Association on installing a Christmas tree at the precinct, consideration was given to the association's suggestion for installing individual trees above their shops on their existing brackets, rather than the one large central Christmas tree. **RESOLVED: To give the Shopkeepers Association £500 towards installing individual trees above their shops.** **ACTION: To action the above.**	Off
10.7	**Almond Field** To receive an update DD reported problems with dog walkers being in Almond Field, including bagged dog waste apparently thrown over the hedge. Signs have been installed to reinforce that dogs are prohibited. After the SDNPA rejected the pond grant application, DD met Rachel Paget from Ouse and Adur River Trust, who is hopeful that alternative funding may be available. The Parish Council has earmarked £5k towards the project. Herdwick sheep will graze the field for two to three months from early November.	
11.	**General**	
11.1	**Policies for review and adoption** i. Dignity at Work Policy. **RESOLVED: To review and agree the policy as presented, including the additional Civility and Respect paragraph.** ii. IT Policy Reviewed with no changes.	
11.2	**Resident Communication and Engagement** To consider setting up a working group to review communication and engagement with residents. **RESOLVED: To set-up a working group to review communication and engagement with residents comprising Cllrs NC, JC, AD, DD, JK & AW.** **ACTION: Working group to arrange their first meeting and report back to Full Council in December.**	
11.3	**Sustainable Communities Act Dependants' Carers' Allowance** To consider supporting Weymouth Town Council's appeal against central government to give Parish and Town Councils in England the same ability as principal authorities to be able to pay dependents care expenses for Councillors when attending Council meetings. **RESOLVED: PC do not wish to respond.**	
11.4	**St John Ambulance – 150th Anniversary fundraising Fete 2027** To consider a request to hold a fundraising fete on the Village Green May / June 2027 – see Clerk's Report. **RESOLVED: To agree to St John Ambulance holding a 150th Anniversary fundraising Fete on the Village Green May / June 2027 subject to approval of their arrangements.** **ACTION: To action the above.**	Off

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11.5	**Ringmer Neighbourhood Plan Review** To receive an update and consider any necessary actions. AW reported that the timeline and outstanding actions had been circulated to the review group ahead of the targeted public consultation launch on 30th November. Posters, advertising and a social media campaign must be arranged before the launch, and owners of local green open spaces proposed for inclusion in the plan need to be contacted. AW and the review group were thanked for all their work.	
11.6	**Grants and Funding Opportunities for the Parish Council** To consider appointing a Councillor with responsibility to explore grants and funding opportunities. **RESOLVED: To discuss setting a budget at the next O&F meeting for engaging a professional fundraiser to source grants / funds for Parish Council and local groups / societies.** **ACTION: To add the above to November's O&F Agenda**	Off
11.7	**Local highways matters** To consider allocating RPC CIL funds to specified local highway projects. **RESOLVED: Prior to allocating CIL funds, to arrange a meeting with Highways to discuss the following:** **i. Cycleway Plan: To see the detailed plan which includes connecting Broyleside with the village.** **ii. School Safety: Address safeguarding concerns by introducing a 20 mph speed limit outside schools.** **iii. Quiet Lanes: Consider introducing quiet lanes, following examples now happening elsewhere in Sussex.** **ACTION: To liaise with Cllr. Johnny Denis to arrange a meeting with Highways to discuss the above.**	Off
12.	**Planning Matters –** To consider responses to Planning Applications:	
12.1	**LW/26/0403** - **Peaceways, The Broyle, Ringmer. BN8 5AJ** Replacement and/or infilling of existing door and windows at all elevations and internal alterations (Response by 14/09/26) **RESOLVED: Parish Council Decision: To support the application.**	
12.2	**LW/26/0415 - 2 Broadlands Trinity Field, Ringmer. BN8 5WR** Erection of a detached outbuilding in the rear garden. (Response by 21/10/2026) **RESOLVED: Parish Council Decision: No objection.**	
	It was noted that the following planning appeal had been dismissed. LW/25/0660 - Land to the east of The Orchards, Uckfield Road, Clayhill, BN8 5FR. Erection of 8 self-build and custom dwellings	
13.	**Reports, Correspondence, Questions and Future Agenda Items** To consider any correspondence received after this agenda has been published for noting or action. i. The Clerk reported that the refurbishment to the Shopping Precinct was due to happen in the next 3-4 weeks and there were 2 redundant metal benches available. **ACTION: To offer them to the Bowls Club, Croquet Club, put on Facebook then dispose if no interest.** ii. The licence to install the SID's had now been received, and it was anticipated that the devices would be installed by the end of the year. iii. Planning application for Turnpike Farm is due to be considered at the November PAC meeting. iv. The Temporary Road Safety Posters had now been installed. v. AW had met with Linda Farley from Lewes DC regarding Emergency Planning. vi. AW proposed setting aside funds for graphics in relation to communicating information to residents. **ACTION: To discuss setting a budget at the next O&F meeting.**	Off Off
14.	**Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting.** None received.	
	Meeting closed at 8.50pm	

THE PUBLIC AND PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND
Date of Next Council Meeting in Parish Rooms, Lucy Stone Room
Date 10th November 2026 at 19.00

Chairman		**Date**	13:10:26