

PRESENT: – Cllr Richard Turner Chairman, Cllr Richard Booth, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr John Kay Cllr Gavin May, Cllr Sarah Phillips, Cllr David Terry, and Cllr John Whitlock.

Also, in attendance: Karen Crowhurst – Clerk/RFO
Corinna Goward – Assistant Clerk

Members of the public 3

- | ITEM NO | MINUTES |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | TO RECEIVE APOLOGIES FOR ABSENCE |
| 1.1 | Apologies were received from Cllr Brown, Cllr Harper, Cllr Herbert and Cllr Hill. |
| 2. | DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS |
| 2.1 | Cllr May declared an interest in respect of the Ringmer Football Club CIL application and Cllr Terry declared an interest regarding the Ringmer WI grant application. |
| 3. | TO ACCEPT THE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 13th FEBRUARY 2020 |
| 3.1 | It was resolved to accept the minutes as a true and accurate record of the meeting. The minutes were then signed by the Council Chairman. |
| 3.2 | The Chairman then reminded Members of the need for proper conduct in their roles as councillors and to also contact the office prior to any meetings should they have concerns or queries relating to agenda items. |
| 4. | PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA
This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes. |
| 4.1 | At 7.32 pm the Chair invited the Meeting to suspend Standing Orders and asked for questions or comments from members of the public present. |
| 4.2 | A member of the public voiced his concerns over the conflicting information regarding the completion dates for Earwig Corner improvements and Lyndon Homes keen to start the sale of houses on the Bishops Lane site this summer and the request by Lyndon Homes to open the emergency access for regular use on the construction site. |
| 4.3 | One member of the public expressed concerns regarding the Parish Council considering a Community Infrastructure Levy Application when the Council does not have the correct procedures or process in place. The Member of the public requested to know what has happened to the holistic Community Infrastructure Application to Lewes District Council which was supposed to be led by Ringmer Parish Council. |
| 4.4 | The Chairman advised that the item for the CIL application will be discussed later on in the proceedings. |
| 4.5 | Another member of the public provided background and other information in support of the CIL application for Ringmer Football Club. |

4.6 Orders were reinstated at 7.44pm

5. **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS – Maximum 15 minutes**

5.1 a) To note any written reports received

5.2 Members noted the report from Cllr Phillip Daniel regarding the Children’s Centre, Cabinet approval of a recommendation to Government to establish Transport for the South East as a statutory body, grass cutting in Ringmer and adult social care concerns regarding corona virus.

5.3 b) To note any verbal reports received

5.4 Cllr Denis reported on the possible move of the pinch points in Bishops Lane and that no decision had been made by Lewes District Council as yet. Also, the drainage conditions at Anchor Field were still under discussion with East Sussex County Council.

6. **ACTION POINTS & CLERKS REPORT**

6.1 a) Update regarding Ringmer Children’s Centre

6.2 The Clerk reported that meetings have been arranged with East Sussex County Council, Lewes District Council and Ringmer Parish Council to discuss any way forward including service delivery. The Clerk further reported that Lewes District Council have agreed an amount of £20,000 to assist with the management of the building.

6.3 b) Office move progress

6.4 The Clerk reported that a site visit has been arranged for Members in the next couple of days and requested that all meet at the gates to the building itself not via the school. (This meeting did not go ahead due to the corona virus lockdown)

7. **CORRESPONDENCE – FOR NOTING OR ACTION**

a) To consider any correspondence for noting or action received after this agenda has been published

7.1 Members considered correspondence regarding a Treasury policy consultation but did not feel it required a response.

7.2 **Contents of circulation envelope**

a) LCR Magazine – Winter edition

Members noted the content of the circulation envelope.

8. **OFFICE & FINANCE:**

8.1 a) Payments and receipts 31st January 2019 – 29th February 2020 (Previously circulated)

8.2 It was **resolved** to accept the payments and receipts list presented. Both lists were then signed by the Council Chairman. The Clerk then re-iterated the request for queries to be addressed to the Parish Office prior to meetings.

8.3 b) Bank summary

8.4 It was **resolved** to note the Bank Summary. It was also **resolved** to accept the Bank Reconciliations as agreed by the Office and Finance Committee.

8.5 c) Cost Centre Report

8.6 It was **resolved** to accept the Cost Centre report being the current position of the Council’s finances.

- 8.7 d) Quotation(s)
- 8.8 There were no quotations for consideration.
- 8.9 e) Grant application(s)/Donations
- Ringmer Football Club £35,000 (CIL application)
- 8.10 At 7.59pm the Chairman suspended standing orders and allowed a member of the public to speak on the Football Club application. He provided information regarding the progress of the development, the request for funding to provide goal nets/posts and furniture for the club house. He invited Council members to visit the premises.
- 8.11 At 8.02pm the Chairman re-instated standing orders.
- 8.12 The Chairman informed Members that this has been discussed in depth at the Office and Finance Meeting. A proposal was received for the Council to consider the application on its own merit. A counter proposal was received requesting Council do not consider the application until the relevant forms have been received via Lewes District Council as well as the criteria for these types of applications. After some debate the first proposal was not seconded. The second proposal was accepted. A vote was taken by a show of hands therefore it was **resolved** that the application be deferred until the relevant documentation is in place. It was further **resolved** to support any application made by Ringmer Football Club to Lewes District Council and to consider an application to the Parish Council pot of CIL in the near future. The Clerk suggested the creation of a task group with a member liaising with other local sports organisations and that this group should consider meeting as soon as is possible under the current government restrictions.
- 8.13 At 8.17 standing orders were suspended while the football spokesman requested clarification on the application.
- 8.14 At 8.18 The Chairman re-instated standing orders.
- 8.15 - Ringmer WI £200 (Small grants application)
- 8.16 It was **resolved** to award Ringmer WI the amount of £200.
- 8.17 - Joan's Lunch Club £207.60
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- 8.18 It was **resolved** to award the amount of £207.60 to Joan's Lunch Club.
- 8.19 - Ringmer Croquet Club £500 (Small/medium application Special Projects Budget Heading)
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- 8.20 After careful consideration it was agreed to take the recommendation from the Office and Finance Committee which, once the Croquet Club reaches its own funding of £3,500 towards a mower to approve the amount of £500.
- 8.21 - Air Ambulance £250 (Small grants application)
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- 8.22 It was **resolved** to award the amount of £300 to Air Ambulance
- 8.23 f) To launch the Special Projects scheme and agree process
- 8.24 Members considered a paper prepared by Cllr Kay and comments by Council Members. It was **resolved** 1) To proceed with a phased scheme. The dates of which will be announced. 2) For Council Members to approach Community Groups and organisation inviting them to apply. 3) For the Clerk and Cllr Phillips to manage press releases and other

announcements once the dates have been clarified and use the content of Cllr Kay's report.

8.25 g) Any other financial matters that cannot be held over to the next meeting.

8.26 There were no other matters for consideration.

9. **TO AMEND RINGMER PARISH COUNCIL STANDING ORDERS FROM:**

9.1 a The Proper Officer shall:

- i. at least 3 clear days before a meeting of the council, a committee and a sub-committee serve on councillors a summons, by email, confirming the time, place and the agenda provided any such email contains the electronic signature and title of the Proper Officer].
See standing order 3(b) above for the meaning of clear days for a meeting of a full council and standing order 3 (c) above for a meeting of a committee.

9.2 **TO**

9.3 a The Proper Officer Shall:

- I. at least 3 clear days before a meeting of the council, a committee and sub-committee serve on councillors a summons, by email confirming the time, place and agenda provided any such email contains the electronic signature and title of the Proper Officer.

9.4 II. Paper copies of the Agenda, Minutes and other supporting documents will be sent electronically. Hard copies of the above documents will only be available by request to the Proper Officer, within a timely manner, an arrangement to post or arrangement of collection will be at the discretion of the Officer and Member.

9.5 After careful consideration it was **resolved** 1) Not to amend Standing Orders. 2) For Council Members to express their preferences to the Clerk to continue to receive hard copies, whether that by collection or post.

10. **TO RECEIVE A REPORT ARISING FROM THE CLLR SURGERY HELD ON WEDNESDAY 4TH MARCH 2020 AND TO REFER ITEMS TO APPROPRIATE COMMITTEE OR COUNCIL**

10.1 The Chairman thanked Members and residents for attending the surgery. Many questions were asked for which responses are still being worked upon. Members were pleased with how the surgery went and expressed that surgeries need to happen on a more regular basis and feedback be given to the community.

11. **TO CONSIDER PLANNING APPLICATIONS WHICH CANNOT BE HELD OVER TO THE NEXT PLANNING COMMITTEE MEETING**

11.1 **LW/20/0020 Upper Broyle Farm Broyle Lane Ringmer East Sussex BN8 5AB**
Extension of an existing agricultural building

11.2 **Comments and observations**

Members of Ringmer Parish Council did not feel they could comment realistically on this application due to the lack of a location plan and block plan. If the proposal is to the north Members consider that this will be acceptable, however, if the proposal is to the South this would cause detriment on the landscape.

11.3 **LW/20/0109 6 Broyleside Cottages The Broyle Broyleside Ringmer East Sussex BN8 5NS**

Proposed First Floor side extension

11.4 Comments and observations

Ringmer Parish Council does not support this application as there is an apparent lack of parking provision which is not in accordance with Ringmer Neighbourhood Plan Policy 8.3.

11.5 *Policy 8.3:* *All new development in Ringmer must make adequate provision for off-road parking for the numbers and types of vehicles likely to be attracted by the development. Parking for new development in the countryside should be appropriately located or screened to minimise landscape impact.*

11.6 *New residential development should include off-road parking provision at the following minimum ratios:*

1 parking space per 1-2 bed home designed specifically for older residents

2 parking spaces per 1-3 bed home

3 parking spaces per 4 bed or larger home.

Proposals for residential extensions should not reduce off-road parking below these levels.

In addition, new developments should make provision for off-road visitor parking and cycle parking, in accordance with the scale recommended by East Sussex County Council.

11.7 LW/20/0106 15 Middleham Close Ringmer East Sussex BN8 5EN

Single storey rear extension

11.8 Comments and observations

Ringmer Parish Council supports this application.

11.9 TW/20/0024/TPO 3 Crockendale Field Lewes Road Ringmer East Sussex BN8 5QZ

T1 - Ash - fell - infected with Chalara (Ash dieback disease).

T2 - White Mulberry - crown lift to 4.5 metres secondary limbs only, thin by 20% and prune away from house by up to 3 metres - to clear property and allow access underneath.

11.10 Comments and observations

Ringmer Parish Council are happy with the tree works proposed on the proviso that the District Councils Tree Officer is happy to approve them.

12. REPORTS BY LEAVE (NOT DECISION OR DISCUSSION)

Reports were received regarding :

- the closure of Potato Lane for re-surfacing.
- the recent LDALC meeting and the comments of Rupert Clubb
- a day spent with Sussex Police
- the recent zebra crossing meeting with East Sussex Highways
- variations to the site of a possible skate park
- preparations for business continuity plans

13. ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE

13.1 A request was made that the public session element of the meeting not be specifically for items on the agenda but any enquiries or concerns.

14. URGENT ITEMS AT THE CHAIRMAN'S DISCRETION REQUIRING DECISIONS WHICH CANNOT BE HELD OVER UNTIL THE NEXT MEETING

14.1 There were no urgent items for consideration.

There being no further business, the meeting closed at 9.01pm

Date of next meeting. Thursday 9th April, St Mary's Room, Ringmer Village Hall.