

RINGMER PARISH COUNCIL

MINUTES

Minutes of the Parish Council Virtual Meeting Held on Thursday 8th April 2021 at 19.00

PRESENT: Cllr Richard Turner (Chairman), Cllr Tara Barber, Cllr Richard Booth, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr Clare Herbert, Cllr John Kay, Cllr Gavin May, Cllr Sarah Phillips, Cllr Gordon Sims, Cllr David Terry & Cllr John Whitlock

Also in attendance: Karen Crowhurst – Clerk/RFO
Carol Hodgson - Finance
Gail Metcalfe – Administrator

Members of the Public: Approximately 9

1. **TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

1.1 No apologies were received.

2. **DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS**

2.1 No declarations of interest were received. No dispensation requests were requested.

3. **TO ACCEPT THE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 11TH MARCH 2021**

3.1 It was **resolved** to accept the minutes from the Parish Council meeting held on 11th March 2021.

4. **RECOMMENDATION PRESENTED BY ROB PARSONS & ANNE DUKE FOR "NO MOW MAY".**
<https://www.plantlife.org.uk/uk/discover-wild-plants-nature/nomowmay>

4.1 Rob Parsons and Anne Duke made a presentation on not mowing lawns in May and asked the Council for help on getting the message out there.

5. **PUBLIC QUESTIONS OR COMMENTS**

This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.

5.1 At 19.15 the Chair invited the Meeting to suspend Standing Orders and asked for questions or comments from the members of the public present.

5.2 A member of the public wished to point out that planning application LW/21/0060 must be retrospective as the cabin has been there since February 2021.

5.3 The Chairman reinstated Standing Orders at 19.16.

6. **CO-OPTION OF COUNCILLOR** – To consider any expression of interest in accordance with Parish Council's Standing Orders.

6.1 The Clerk advised that no-one had come forward for consideration and that this would remain an agenda item until someone had been co-opted.

7. **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS – Maximum 15 minutes**
 - a) To note the reports from County and District Councillors
- 7.1 The reports of Cllrs Philip Daniel, Johnny Denis and Emily O’Brien and were noted.
8. **ACTION POINTS AND REPORT FROM THE CLERK**
 - a) There are no actions that are not covered on this agenda
- 8.1 **Remote/Zoom Meetings** - The Clerk advised that remote meetings are to cease on **7th May 2021**. She explained that this would mean that any meeting involving transacting business and working groups recommending action would not be allowed over Zoom. Informal meetings can, however, go ahead. She informed that there is a Court Case on 21st April 2021 attempting to overturn this decision and she would inform of the result of this once in.
9. **CORRESPONDENCE – FOR NOTING OR ACTION**
 - a) To consider any correspondence for noting or action received after this agenda has been published
- 9.1 There was no correspondence for noting or action. As an aside, the Chairman invited members of the public to contact the clerk they wish to become a Councillor.
10. **NEW CODE OF CONDUCT – To accept and adopt the New Model Code of Conduct**
- 10.1 After some discussion it was proposed that this be deferred until the next Council meeting in May. This was seconded and voted on unanimously with a show of hands.
11. **DIGITAL SERVICES – Sourcing new email service and other internet-based services that the Council consumes**
- 11.1 Cllr Terry explained his findings on the Parish’s current digital services status and recommended that we move our email system over to Office 365 with Ionos and use WordPress to host our website. It was proposed that Cllr Terry and his colleague work with the Clerk to manage this changeover.

Action: Cllr Terry, his colleague and the Clerk
12. **HR REVIEW – Update from Spotlight HR**
- 12.1 Kimberly Bradshaw of Spotlight HR gave a presentation on the current status of the HR Review stating that her findings would be made available on 21st April 2021 with a presentation to the Council on 29th April 2021. It was made clear that this report would remain confidential but that any non-confidential items may be reported to the public as part of the minutes of the meeting.
13. **Finance Matters**
 - a) Payments and Receipts (Previously circulated)
 - b) Bank Reconciliation(s)
 - c) Bank Summary
 - d) Cost Centre Report
 - e) Quotation(s)
 - f) Grant application(s)/Donations

- g) To use the quotation process rather than tender process regarding pertaining to the installation of the Skate Park and new play area on the Village Green (Financial Regulations)
- h) Any other financial matters that cannot be held over to the next agenda

13.1 Items a) to d) were taken together and accepted with a unanimous show of hands.

13.2 e) There were no grant applications.

13.3 g) It was **resolved** to use the quotation method rather than a Tendering procedure and not be in accordance with the Financial Regulations in this instance. This was voted on and agreed with a unanimous show of hands.

13.4 h) There were no other financial matters that cannot be held over to the next agenda

14. **PLANNING APPLICATIONS**

14.1 **LW/21/0089, Ashton House, Neaves Lane, Ringmer, East Sussex, BN8 5UA**

First floor rear extension

14.2 **Comments and Observations:**

Ringmer Parish Council offer no objection.

The Chairman did not partake as he knows the applicant, all others were in favour of above decision.

14.3 **LW/21/0041, Downsview Farm, Laughton Road, Ringmer, East Sussex, BN8 5UT**

Retention of timber cabin to be used as dwelling for agricultural worker, replacement of caravan permitted under LW/20/0430

14.4 **Comments and Observations:**

Ringmer Parish Council are in support of this application.

It was agreed that a cabin is a more suitable habitat for a worker and that this should be made legal. This was voted on with a unanimous show of hands.

14.5 **LW/20/0873, 33 Ballard Drive, Ringmer**

Certificate of Lawful Use/Dev (Proposed) - Erection of a single storey side extension

14.6 **Comments and Observations:**

Ringmer Parish Council are in support this application.

14.7 **LW/21/0102, The Granary, Lower Stoneham, Ringmer**

Demolition of existing car port and replacement with single storey side extension, construction of porch, front and rear rooflights and external alterations

14.8 **Comments and Observations:**

Ringmer Parish Council are in support of this application.

14.9 **LW/21/0130, 9 Rushey Close, Ringmer, East Sussex, BN8 5JJ**

Erection of annex ancillary to the host dwelling

14.10 **Comments and Observations:**

Ringmer Parish Council objects to this application unless it can be shown that 3 parking spaces will be provided as outlined in Policy 8.3 of the Ringmer Neighbourhood Plan.

14.11 **LW/21/0060, Caburn Field, Anchor Field, Ringmer, East Sussex**
Seeking temporary consent until 31 July 2021 for the siting of a sales cabin off Anchor Field, Ringmer

14.12 **Comments and Observations**

Ringmer Parish Council felt unable to comment on this application and agreed to defer any response until the information is made available on the portal.

15. **REPORTS BY LEAVE – NOT FOR DISCUSSION OR DECISION**

15.1 Reports were received regarding:

- **Litter bin** in Children’s Play Area in Broyle Close not being emptied
- **Scam emails** from Cllr Turner had been received, do not open if they look strange
- **Church** fully in support to press for safety remedies around the Church. The condition of the Church wall had been checked and it is full of cracks. They are reliant on RPC for the upkeep.
- **Ringmer Safety Road Group** are meeting with Sussex Police next week re. traffic calming and suggestions on how to put pressure on Highways. Cllr Phillips will report back on this.
- **Noticeboard** is still out of date.
- **Property Developments** – Barcombe are good at keeping their residents informed and put everything in the local magazine.
- **The “No Mow May” presentation** was enjoyed by all Cllrs and all would be taking part, with only one feeling conflicted.

16. **ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**

16.1 New Code of Conduct.

17. **URGENT ITEMS AT THE CHAIRMAN’S DISCRETION REQUIRING DECISIONS WHICH CANNOT BE HELD OVER UNTIL THE NEXT MEETING**

17.1 There were no urgent items.

There being no further business, the meeting was closed at 20.21.

Date of Next Council Meeting **6th May 2021** via Zoom
If restrictions are lifted the venue will be confirmed