

Minutes of the Parish Council Virtual Meeting

Held on Thursday 11<sup>th</sup> June 7.00pm by Zoom2020 in Ringmer Village Hall

**PRESENT:** – Cllr Richard Turner - Chairman, Cllr Richard Booth, Cllr Mandy Brown, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr Clare Herbert, Cllr David Harper, Cllr Kay, Cllr Sarah Phillips, Cllr Richard Turner, and Cllr John Whitlock.

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

**Members of the Public: 4**

<b>Item No</b>	<b>Minutes</b>
<b>1.</b>	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
1.1	Apologies were received from Cllr May and Cllr Terry.
<b>2.</b>	<b>ELECTION OF VICE CHAIRMAN</b>
2.1	A nomination form was received proposing and seconded that Cllr Booth to be appointed as Vice Chairman. As no other nominations were received a vote was taken by a show of hands. All were in favour. Therefore, it was <b>resolved</b> that Cllr Booth be appointed as Vice Chairman to Ringmer Parish Council.
<b>3.</b>	<b>DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS</b>
3.1	Cllr Whitlock declared an interest in relation to planning application reference LW/20/0201 Caburn Field and advised he would not participate in discussion or any decision made.
3.2	Cllr Harper declared an interest in relation to planning application reference LW/20/0262 6 Corner Green who also advised that he would refrain from comment or contribute during the decision making process.
<b>4.</b>	<b>TO ACCEPT THE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 14<sup>th</sup> MAY 2020</b>
4.1	It was <b>resolved</b> to accept the minutes from the Parish Council meeting held on 14 <sup>th</sup> May 2020 as a true and accurate record of the meeting. It was agreed for the Council Chairman to sign the minutes.
<b>5.</b>	<b>PUBLIC QUESTIONS OR COMMENTS</b>
	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 7.04 pm the Chair invited the Meeting to suspend Standing Orders and asked for questions or comments from members of the public present.

5.2 Members of the public expressed their thoughts; views and their comments submitted to the District Council and requested the support of the Council endorsing their objections to planning application LW/20/0201 Caburn Field Anchor Field Ringmer East Sussex

5.3 At 7.10pm The Chairman reinstated standing orders.

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

6.1 a) To note any written reports previously received

6.2 The Chairman requested that in future the written reports be sent to the Clerk by Noon on the day of the meeting in order for her to disseminate the reports to Members allowing them time to read the reports.

6.3 Members noted the written report received from Cllr Emily O’ Brien. Cllr Denis offered to send a written report in due course.

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

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

7.2 There was no correspondence for noting or requiring any action.

8. **APPOINTMENT OF MEMBER TO JUBILEE HOUSING COTTAGES MANAGEMENT TRUST**

8.1 Cllr Herbert requested to be considered for the appointment. After a short discussion it was **resolved** to appoint Cllr Herbert to Jubilee Cottages Housing Management Trust on the proviso that she would complete a dispensation request which will be granted to consider other Jubilee Cottages matters and not to participate in any financial decisions. A vote was taken by a show of hands. 9 were in favour, there was 1 abstention.

9. **PROPOSAL RECEIVED TO MANAGE AND FACILITATE RINGMER CHILDREN’S CENTRE (DOCUMENTS PREVIOUSLY CIRCULATED)**

9.1 After careful consideration it was agreed 1) not to make any decisions at this meeting. 2) To hold an informal meeting requesting County and District Officers attend. 3) To wait until more information becomes available regarding the District Councils contribution towards the Children’s Centre. 4) To hold an extra meeting in order for Members to discuss and consider this item in more depth.

10. **OFFICE & FINANCE:**

10.1 a) Payments and receipts 31<sup>st</sup> May - 2020 (Previously circulated)

10.2 It was **resolved** that the payments and receipts lists presented be accepted and signed by the Council Chairman.

10.3 b) Bank Reconciliations

10.4 It was **resolved** that the Bank Reconciliations presented be accepted and signed by the Council Chairman.

10.5 c) Bank summary

10.6 Members noted the Bank Summary Report.

- 10.7 d) Cost Centre Report
- 10.8 Members noted the Cost Centre report.
- 10.9 e) Quotation(s)
- 10.10 There were no quotations for consideration.
- 10.11 f) Grant application(s)/Donations
- 10.12 There were no grant applications for consideration.
- 10.13 g) Bank account signatories – Progress
- 10.14 This item is still on going. The Assistant Clerk urged those who have not completed the forms do so quite promptly.
- 10.15 h) Statement of Reserves
- 10.16 Members accepted the Statement of Reserves.
11. **ANNUAL RETURN & FINAL ACCOUNTS 2019 – 2020 FINAL ACCOUNTS DOCUMENT AND COPY OF AUDIT FORM PREVIOUSLY CIRCULATED**
- a) Income and expenditure for the year – To approve end of year accounts
  - b) End of year Bank reconciliation(s) Business account and Community Account
  - c) Approve sections 1 – Annual Governance Statement
  - d) Approve Section 2 – Accounting Statements
  - e) Approve the Annual Risk Assessment
  - f) Internal Auditors report – To accept and agree any actions arising from the report
  - g) Effectiveness of Audit – To agree Ringmer Parish Council have effective control measures in place
- 11.1 The Clerk reported that the audit is being carried out in 2 parts and is therefore not finalised. The Clerk requested that the above be deferred until the July Parish Council when the audit will have been completed and the audit report submitted.
12. **PLANNING APPLICATIONS**
- 12.1 **LW/20/0201 Caburn Field Anchor Field Ringmer East Sussex**  
Application to vary condition 1 to allow minor alterations to layout to facilitate drainage easement, in relation to planning approval LW/18/0808
- 12.2 **Comments and observations**  
Whilst Ringmer Parish Council does not usually comment on variations, the Parish Council **strongly** objects to this variation as it is an un-neighbourly solution. Members of the Council have concerns that the alleyway/passage behind the properties could lead to anti-social behaviour and is in contravention to Sussex Police advice.
- 12.3 Ringmer Parish Council endorses and supports the comments and suggestions made by those objecting the variations especially those of Mr and Mrs Powell, which are amplified below:
- 12.4 We wish to object to the amendments to the residential layout at the Caburn Field development proposed in the above application, which we regard as a material departure from the approved design, on the following grounds:-

- 12.5 (1). The two blocks of three terraced houses constitute an undesirable change to the continuity and scale of the street elevation which in the original approved layout comprised semi-detached houses. The developer has resorted to this amendment in order not to lose one dwelling occasioned by the need to allow for the drainage easement. In our opinion the layout should be revised to accommodate two pairs of semi-detached dwellings and one detached dwelling in the reduced space in order to restore the scale and character of the original design.
- 12.6 (2). The proposed passageway between the two terraced blocks, presumably considered desirable, but not obligatory, to give a second access to these dwellings is a potential location for criminal and anti-social behaviour and threatens the security of our property, 60 Mill Road, and that of our neighbours at 58 and 56 Mill Road. Such a proposal contradicts the advice given in the National Planning Policy guidance in relation to UK Planning and Strategic policies in support of Secured by Design. The guidance states it is important to note that crime is a material planning consideration in gaining planning permission. In addition, the National Planning Policy specifically states in Section 8 - 'Promoting healthy and safe communities' paragraph 91, 'planning policies and decisions should aim to achieve healthy, inclusive and safe places which ... are safe and accessible so that crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion'. Having regard to this guidance it is evident that the proposed passageway should not be permitted.
- 12.7 (3). The approved layout indicated tree planting in the gardens of the semi-detached houses to the rear of our property. Under the revised proposals this is impractical and it's loss further increases the visual impact of the proposed development, to our properties.
- 12.8 For the reasons stated above we request that the amendments proposed in the application should be refused.
- 12.9 A vote was taken by a show of hands. 9 were in favour, there was 1 abstention.
- 12.10 **LW/20/0155 Bluebell Cottage Laughton Road Ringmer East Sussex BN8 5NH**  
Roof conversion including raised ridges to dwelling, detached garage and side extension
- 12.11 **Comments and observations**  
No objections as long as there is no floor installed to the roof of the garage
- 12.12 A vote was taken by a show of hands. 9 were in favour, there was 1 abstention.
- 12.13 **LW/20/0262 6 Corner Green Lewes Road Ringmer East Sussex BN8 5PS**  
Erection of single storey side extension
- 12.14 **Comments and observations**  
No objections.
- 12.15 **LW/20/0265 Pilon Danes Laughton Road Ringmer East Sussex BN8 5NH**  
Roof extension, internal alterations and parking area to form integral residential annexe accommodation
- 12.16 **Comments and observations**

Ringmer Parish Council supports this application subject to the provision of 3 parking spaces in accordance with Policy 8.3 of Ringmer Neighbourhood Plan.

**12.17 LW/20/0186 23 Shepherds Way Ringmer East Sussex BN8 5LT**

Demolition of existing conservatory and erection of two storey rear extension

**12.18 Comments and observations**

Ringmer Parish Council do not have any objections regarding the extension. However, they would like to draw attention to the requirement of parking provision. In this instance 3 parking spaces.

**12.19 LW/20/0290 Clayhill Woods Isfield Road Ringmer East Sussex**

Proposed change of use from Agricultural use to Dwelling (C3) under Schedule 2, Part 3, Class Q of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)

**12.20 Comments and observations**

Ringmer Parish Council objects to this application. There is lack of evidence of previous agricultural use. The building is not structurally capable of conversion to provide a suitable home. The dwelling is remote in the countryside and adjacent to ancient woodland.

**12.21 LW/20/0011 Averys Nurseries Uckfield Road Ringmer**

Outline Planning Application - Outline application (Access only) for demolition of existing commercial/agricultural buildings and construction of new office/light industrial workshops (B1) and 53 dwellings, including new site entrance and A26 right turn lane for Cross Stone Regeneration Ltd

**12.22 Comments and observations**

Ringmer Parish Council still objects to this application. Previous comments and observations regarding this application remains the reasons for objecting. These comments are below:

12.23 Ringmer Parish Council objects to and recommends refusal of this application as it is a clear contravention of Ringmer Neighbourhood Plan as well as the site being deemed in Lewes District Council's Local Plan as not appropriate for housing. Ringmer Parish Council would like to draw attention to the fact that Lewes District Council does have a 5 year Housing Land Supply.

12.24 Planning theory suggests this country site is inappropriate for large scale housing. It is remote from Ringmer's schools, services and amenities so car ownership would be essential.

It would also encourage further ribbon development along the A26.

12.25 The application does not demonstrate sufficient parking provision for employees. There is also insufficient space to service the commercial element.

12.26 Ringmer Parish Council considers the housing mix to be wrong whilst the parking mentioned in the application is based on the East Sussex County Council's Policy rather than Policy 8.3 of Ringmer Neighbourhood Plan as endorsed by LDC. There will be a considerable increase of traffic movement onto the A26 as parents drive their children to school.

- 12.27 Ringmer Parish Council considers that the proposal of 53 dwellings, of which none are affordable, is too dense so does not provide sufficient and adequately safe areas for children to play. The location itself is not suitable for family dwellings – the only way out is by car. There is inadequate green and amenity space which is essential as there is none within walking distance.
- 12.28 A location for a SUDS pond has not been provided. There is no proposal for how foul sewage will be dealt with. Ringmer Parish Council also have significant concerns regarding surface water drainage disposal.
- 12.29 Any Council who wishes to be involved in Climate Change needs to bear in mind that this application will increase the Carbon Footprint.
- 12.30 Ringmer Parish Council does not consider the precedent of the 'Orchards' to be appropriate because of the large amount of housing in this case, lack of parking provision and its isolation from schools, services and amenities. It should remain a designated employment site.
- 12.31 The commercial success and recent expansion of nearby employment sites (e.g. Bridge Farm Barcombe) suggest that this site too is fully viable for further employment use.
- 12.32 Ringmer Parish Council will still hold the view, even should this Application be approved, that this is an inappropriate housing site and should be used as a commercial site as previously designated.
- 12.33 **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.*
- 12.34 *New residential development should include off-road parking provision at the following minimum ratios:*
- 12.35 *1 parking space per 1-2 bed home designed specifically for older residents*
- 12.36 *2 parking spaces per 1-3 bed home*
- 12.37 *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.*
- 12.38 A vote was taken by a show of hands. All were in favour of the objections.
- 12.39 **LW/20/0300/CD Broyle Mill Farm The Broyle Ringmer East Sussex BN8 5AR**  
Discharge condition 9, 10 ,11,17,19 and 20 in relation to planning approval  
LW/16/0519
- 12.40 **Comments and observations**  
Ringmer Parish Council has no comments to make regarding the discharge of conditions

**13. REPORTS BY LEAVE ON PLANNING MATTERS – NOT FOR DISCUSSION OR DECISION**

13.1 Reports were received regarding

- Pending maintenance at Anchor Field
- The organiser of Covid Response 19 stating that there has been a lack of help from the Parish Council. The Cllr reporting this advised that they have sent the grant application form
- Delves House has worked on their element of the fencing and the need for the Parish Council to take action as soon as possible
- A meeting with Emily O' Brien and the Chairman of Planning
- Fly tipping at Half Mile Drove
- The increase of speeding traffic on the A26 especially the Clayhill area during lockdown which is being monitored
- A rat infestation on Anchor Field
- Young people using the skate park
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**14. ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE**

14.1 There were no items for referral.

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

15.1 There were no urgent items.

There being no further business, the meeting closed at 8.20pm.

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

Date of Next Council Meeting Thursday 9<sup>th</sup> July 2020 via Zoom If restrictions are lifted the venue will be confirmed