

PRESENT: – Cllr Richard Turner Chairman, Cllr Mandy Brown, Cllr Richard Booth, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr Clare Herbert, Cllr Hill, Cllr John Kay, Cllr Gavin May, Cllr David Terry, and Cllr Julie Terry.

Also, in attendance: Karen Crowhurst – Clerk/RFO

Members of the Public: 2 including the 2 people who were standing for co-option.

| Item No | Minutes |
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| 1. | TO RECEIVE APOLOGIES FOR ABSENCE |
| 1.1 | Apologies were received from Cllr Wilcox, County Councillor Philip Daniel and Corinna Goward – Assistant Clerk. |
| 2. | DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS |
| 2.1 | There were not declarations of Members interests. The Clerk informed Members that she has received dispensation requests from Cllr D Terry with regard to the Community Land Trust. Further dispensation requests were from Cllr D Terry and Cllr J Terry regarding the allotments. The Clerk agreed to grant the dispensations received for the Council administration term ending 30 th April 2023. |
| 3. | TO ACCEPT THE MINUTES FROM THE ANNUAL STATUTORY MEETING HELD ON 16TH MAY 2019 |
| 3.1 | It was resolved to accept the minutes from the Annual Statutory Meeting held on 16 th May as a true and accurate record of the meeting. The minutes were then signed by the Council Chairman. |
| 4. | PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA |
| 4.1 | At 7.33 pm the Chair invited the Meeting to suspend Standing Orders and asked for questions or comments from members of the public present. |
| 4.2 | Members of the public commented on; <ul style="list-style-type: none">- Concerns and matters relating to the installation of the new zebra crossing on the Lewes Road these included;- Impact on neighbouring properties;- Light Pollution;- Traffic incidents;- The lights installed being too bright;- The height of the lighting columns;- The Neighbourhood Plan Policy regarding lighting throughout the Parish;- The lights being intolerable to live near;- The design of the lights as they are considered to be on an industrial scale. |
| 4.3 | The residents who spoke requested support from the Parish Council. |
| 4.4 | Other comments made by members of the public included; <ul style="list-style-type: none">- The retention of an open space at Anchor Field |

- The number of children who would require an area to play in;
- The Governments policy regarding the retention of open spaces.

4.5 Standing Orders were reinstated at 7.40pm.

5. **CO-OPTION OF COUNCILLOR**

5.1 The 2 candidates were given the opportunity to add any further information to their statement. This was done in accordance with the Co-option Procedure. Members then voted, the outcome of which was for John Whitlock to be the Co-opted Member to Ringmer Parish Council. John Whitlock then signed the acceptance of office and joined the meeting.

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

a) To note any written reports received

6.1 Members noted the report submitted by Cllr Daniel – ESCC.

6.2 b) To note any verbal reports received

6.3 Cllr Denis reported on;

- The Early Years Consultation and the County Councils pending decision to close 12 providers;
- The loss of Meals on Wheels subsidy;
- The offloading of the Rights of way and country park services;
- The recommendations from the Inspector regarding the Local Plan Part 2 arriving soon;
- Correspondence received regarding the overgrowth in Delves Pond.
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7. **ACTION POINTS**

a) Anchor Field Hoarding, lease arrangements for relinquishing and acquiring land

7.1 The Clerk informed Members that this is now in the hands of the Solicitors for final drafting.

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

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

8.2 Correspondence received regarding the lighting and other matters relating to the newly installed zebra crossing was received and discussed. It was agreed to request the Clerk write a letter to Dan Witcher offering support to the North Ringmer Residents Group after further information has been sent to her, via North Ringmer Residents Group.

8.3 **Contents of circulation envelope**

a) The Clerk magazine

8.4 Members noted the content of the circulation envelope.

9. **OFFICE & FINANCE:**

9.1 a) Payments and receipts 30th April – 31st May 2019

9.2 It was **resolved** upon the recommendation of the Office and Finance Working Group to accept and approve the payments and receipts lists for the period of 30th April – 31st May 2019. The Chairman then signed both lists

9.3 b) Bank reconciliation(s) Current and Business Accounts to (Previously circulated)

9.4 It was **resolved** upon the recommendation of the Office and Finance Working Group to accept the bank reconciliations presented. The Chair signed the bank statements and reconciliation documents.

9.5 c) Quotation(s)

9.6 There were no quotations for consideration.

9.7 d) Grant application(s)/Donations

9.8 There were no application(s)/Donations for consideration.

9.9 e) Internal Audit Report

9.10 There was no Internal Audit report as the audit has been carried out in 2 stages and will be completed on Monday 17th June 2019.

9.11 f) Appointment of Internal Auditor

9.12 After careful consideration it was **resolved** to appoint Mr Keith Robertson for the Council administration term.

9.13 g) To adopt the draft Press and Media Policy

9.14 It was **resolved** to accept and adopt the draft Press and Media Policy presented by the Clerk.

9.15 h) To renew office photocopier as the 3-year agreement has passed

9.16 Whilst the office endeavoured to obtain 3 quotations only one was received. After considering best value for money. It was **resolved** to proceed with the quotation from Richo.

9.17 i) Any other financial matters that cannot be held over to the next meeting.

9.18 There were no other matters for consideration.

10. **APPOINTMENTS TO OTHER BODIES**

10.1 a) Cheyney Trust

10.2 A proposal was received that the Chairman of the Council, The Chairman of the Community Land Trust and one other person become the Representative Trustees appointed by the Parish Council. This proposal was seconded.

10.3 A second proposal was for the representatives to remain in order to keep status quo, meaning the representative Trustees would comprise of John Payne, Cllr Hill and Cllr Kay. This was also seconded.

10.4 Both proposals were discussed in depth and an explanation regarding the composition of the Trust and appointments was given.

- 10.5 The meeting then moved to a vote by a show of hands, the outcome of which for the first proposal was 2 for and 11 against.
- 10.6 The meeting then moved to a vote by a show of hands for the second proposal the outcome of which was 10 for 1 against and 2 abstentions. Therefore, the motion was carried and it was **resolved** that Mr John Payne, Cllr Jenny Hill and Cllr John Kay be appointed as Representative Trustees to Cheyney Trust.
- 10.7 b) Liaison Cllr Ringmer's businesses & approve the Terms of reference
- 10.8 It was agreed to appoint Cllr Kay as liaison Cllr for Ringmer's businesses, it was further agreed to adopt the Terms of Reference.
- 10.9 c) Liaison Cllr for education provision in Ringmer & approve the Terms of reference
- 10.10 No appointment was made.
- 10.11 d) Liaison Cllr for healthcare provision in Ringmer & approve the Terms of Reference
- 10.12 It was agreed to appoint Cllr Whitlock as liaison Cllr for healthcare. It was further agreed to adopt the Terms of Reference.
- 12.13 e) Liaison Cllr for public relations & approve the Terms of reference to follow in accordance with the Public relations policy and contract of employment procedures.
- 12.14 No appointment was made.
11. **COMMUNITY FORUM** – To decide whether the Parish Council should create and lead a Community Forum
- 11.1 The Clerk apprised Members on the purpose of a Community Forum and where it arose from. The Clerk also explained the functionality of the forum.
- 11.2 After a short discussion, it was **resolved** to proceed with the creation of a Community Forum, led by the Parish Council. It was further **resolved** to appoint Cllr Turner to work alongside the Clerk.
12. **POSSIBLE RELOCATION OF PARISH OFFICE** – Update and to agree any actions or decisions
- 12.1 This item was discussed, and various options were considered. Including the possibility of hiring a temporary office on the land at the Village Hall. The Clerk informed Members that she has discussed this with the Chairman of the Village Hall Committee, who is happy to explore the possibility of this.
- 12.2 Another option considered was to use the vacant shop in the precinct. This was discussed and, after a short while, it was agreed to request the Clerk investigate this option including costs. It was also agreed to add an item to the next agenda to establish how much the Council would be willing to pay for a new office per annum. – **Action – The Clerk.**
13. **EAST SUSSEX COUNTY COUNCIL CONSULTATION REGARDING THE CLOSURE OF RINGMER CHILDREN'S CENTRE**
- 13.1 a) To decide whether or not to participate in the consultation

- 13.2 It was agreed that the Parish Council should participate in the consultation and requested the Clerk submit the response on behalf of the Council including points raised by Members at the meeting and via meeting. **Action – All Members and the Clerk.**
- 13.3 b) To agree any actions or decisions regarding this
- 13.4 There were no actions or decisions.
14. **TO CONSIDER PLANNING APPLICATIONS WHICH CANNOT BE HELD OVER TO THE NEXT PLANNING COMMITTEE MEETING**
- 14.1 **LW/19/0256** Broyleside Farm Broyle Lane Ringmer
Construction of two-storey dwelling with access onto Broyle Lane
- 14.2 **Comments and observations**
No objections.
- 14.3 **LW/19/0256** Broyleside Farm Broyle Lane Ringmer
Construction of two-storey dwelling with access onto Broyle Lane -**Further information received**
- 14.4 **Comments and observations**
No objections.
- 14.5 **Road Closure Harrison Lane for Street Party 1st September 2019**
- 14.6 Ringmer Parish Council does not object to this road closure.
- 14.7 **LW/19/0309 Barn On Land At Isfield Road Isfield East Sussex**
Proposed Change of Use of Agricultural Building to 1x Dwelling houses (Class C3), and for associated operational development
- 14.8 **Comments and observations**
Ringmer Parish Council objects to this application as in essence the proposed change of use is a creation of a new house in the countryside. It is also not in accordance with the National Planning Policy Framework categories for this type of application.
- 14.9 **LW/19/0389 33 Fairlight Field Ringmer East Sussex BN8 5QP**
Erection of a front porch
- 14.10 **Comments and observations**
No objections.
- 14.11 **LW/19/0373 6 Gote Lane Ringmer East Sussex BN8 5HP**
Section 73a retrospective application for the retention of a garage and car Port
- 14.12 **Comments and observations**
No objections.
15. **REPORTS BY LEAVE (NOT DECISION OR DISCUSSION)**
- 15.1 Reports were received regarding;
- Penfold lorries through the village;
 - Attendance at the Lewes District Association of Local Councils meeting;

- Representation at the Planning Applications meeting where it was felt that the decision made was not compliant with policies contained within the Neighbourhood Plan;
- The recent decision at the Greens and Amenities Committee not to proceed with the Cycle Path;
- The registration of rights of way;
- Chris Smith speaking about rights of way at the next History Group meeting;
- Issues at the Bovis site and mud being on the road;
- Fencing being down at the Bovis site;
- Decisions of the Council being carried even if all Members are not in agreement.

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

16.1 Ceiling cost for relocation of the Parish Office.

17. **URGENT ITEMS AT THE CHAIRMANS 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 closed at 9.15pm. Date of next Full Council Meeting: Thursday 11th July 7.30pm, St Mary's Room, Ringmer Village Hall.