

Minutes of the Parish Council Virtual Meeting

Held on Thursday 9th July 7.00pm by Zoom2020 in Ringmer Village Hall

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

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

Members of the Public: Approximately 16 people

Item no	Minutes
1.	TO RECEIVE APOLOGIES FOR ABSENCE
1.1	There were no apologies for absence.
2.	DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS
2.1	Cllr Terry declared an interest in planning application LW/20/0235 as the owner is known to him so he advised he would not participate in discussion or any decision made.
2.2	Cllr Herbert requested a dispensation in respect of Jubilee Cottages Housing Trust and agreed not to discuss any financial matters. The Clerk agreed to recommend granting the request which was accepted by Council.
2.3	Cllr May declared an interest in planning application LW/20/0235 as the owner is known to him and planning application LW/20/0367 as he manages a rental property for the applicant. He advised he would refrain from comment and participating in any decision made for these applications.
2.4	Cllr Turner declared an interest in planning application LW/20/0235 as the owner is known to him so agreed to refrain from comment and the decision process.
3.	TO ACCEPT THE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 11TH JUNE 2020
3.1	It was resolved to accept the minutes from the Parish Council meeting held on 11 th June 2020 as a true and accurate record of the meeting. It was agreed for the Council Chairman to sign the minutes
4.	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.
4.1	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.
4.2	Members of the public shared comments, opinions and made reference to the proposal of installing a skate ramp on the village green. These included.

- Concerns regarding vandalism and graffiti as this has occurred at the current skate ramp location
- The stipulation of no building contained within the lease
- How will people be able to take part in the consultation?
- How will people be able to vote in the consultation?
- The expenditure amount of having a new skate ramp
- Skate ramps predominantly being used by boys and teens
- The proposal bringing significant change to the green
- Changing the feel of the village green
- The Council going against its Neighbourhood Plan policies
- The skate ramp would ruin the village green
- Concerns regarding noise and nuisance
- The need of a youth centre and other youth service provision
- The need to keep the Children's Centre open
- The need for the swimming pool
- The Parish Council going back to the drawing board
- A request to leave the green alone
- Lack of information on the website and the website being out of date
- Community Infrastructure Levy expenditure
- CIL funds needing to be spent in a holistic manner
- Forward Planning not being coherent
- The proposal causing division within the village
- The Developer contribution of £45,000
- The amount of £160,000 being required for a skate ramp, which is too much
- Council should not be even considering installing a skate ramp on the green.

At 7.14pm The Chairman reinstated Standing Orders.

5. CO-OPTION OF COUNCILLOR

5.1 The Clerk advised that no expressions of interest have come forward.

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

6.1 a) To note any written reports previously received

6.2 Members noted the reports received from Cllr Philip Daniel – ESCC and Cllr Emily O' Brien – LDC.

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 consideration.

8. To accept Working group meeting notes and accept or refuse any recommendations

- a) Play Area Equipment and Renewals – Notes of the meeting held on 9th June 2020
- b) Skate Ramp Working Group – Notes of the meeting held on 17th June 2020

Cllr Terry raised a point of order and reminded Members that these notes/minutes should be accepted at the next Greens and Amenities meeting as the Working Groups were appointed from that Committee.

The point of order was accepted. Therefore, the Working Group notes were not considered.

9. **APPOINTMENT OF RINGMER PARISH COUNCIL MEMBER TO LEWES DISTRICT ASSOCIATION OF LOCAL COUNCILS**

9.10 Members considered the appointment, as there were no expressions of interest it was agreed not to appoint another Member of the Council.

10. **OFFICE & FINANCE:**

10.1 a) Payments and receipts 31st May – 30th June 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 Reconciliation(s)

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 – WRAS

10.12 It was agreed to award the amount of £100 to WRAS

10.13 g) Bank account signatories – Progress

10.14 The Assistant Clerk reported that she is still waiting for some documentation from Members and Barclays Bank.

11. **ANNUAL RETURN & FINAL ACCOUNTS 2019 – 2020 FINAL ACCOUNTS DOCUMENT AND COPY OF AUDIT FORM PREVIOUSLY CIRCULATED**

11.1 a) End of year Bank reconciliation(s) Business account and Community Account

11.2 It was **resolved** to accept the end of year Bank Reconciliation. This was proposed and seconded, a vote was taken by a show of hands, all were in favour.

11.3 b) Approve sections 1 – Annual Governance Statement

11.4 It was **resolved** to approve the Annual Governance Statement. This was proposed and seconded, a vote was taken by a show of hands, all were in favour.

11.5 c) Approve Section 2 – Accounting Statements

11.6 It was **resolved** to approve the Accounting Statements. This was proposed and seconded, a vote was taken by a show of hands, all were in favour.

11.7 d) To approve the reserve statement

11.8 It was **resolved** to approve the Reserve Statement. This was proposed and seconded, a vote was taken by a show of hands, all were in favour.

- 11.9 e) Approve the Annual Risk Assessment
- 11.10 It was **resolved** to approve the Annual Risk Assessment. This was proposed and seconded, a vote was taken by a show of hands, all were in favour. It was also agreed to add Covid 19 to the Risk Assessment once approved by Council.
- 11.11 f) Internal Auditors report – To accept and agree any actions arising from the report
- 11.12 Members noted the Internal Auditors Report and agreed to work on the recommendations highlighted in the report.
- 11.13 g) Effectiveness of Audit – To agree Ringmer Parish Council have effective control measures in place
- 11.14 It was agreed that Ringmer Parish Council does have effective control measures in place to go through the audit process. The one exception is an internal control as there have not been any recent internal controls due to Covid 19 and other reasons.

12. PLANNING APPLICATIONS

12.1 LW/20/0235 Nought Church Hill Ringmer East Sussex BN8 5JX

Proposed drive and parking area

12.2 Comments and observations

Ringmer Parish Council has no objection subject to the provision of 3 car parking spaces as outlined in policy 8.3 of Ringmer Neighbourhood Plan.

- 12.3 **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.*

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.

12.4 LW/20/0367 Springfield Gote Lane Ringmer East Sussex BN8 5HP

Erection of first floor rear extension above existing single storey extension

12.5 Comments and observations

Ringmer Parish Council supports this application

12.6 LW/20/0370 Moor House Moor Lane Ringmer East Sussex BN8 5UP

Rear and side extension to existing house

12.7 Comments and observations

Ringmer Parish Council supports this application.

12.8 **LW/20/0368 Land North Of Chapters Bishops Lane Ringmer East Sussex**
Removal of condition 3 (Sewage Network Improvement) in respect of approval LW/14/0127

12.9 This application has been withdrawn.

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

13.1 Reports were received regarding:

- A recent Personnel Sub welfare check with staff, where it was identified that there is a need to implement more policies under a duty of care for staff and the increase in workload
- A proposed project to replace a statue which was stolen from the church
- A formal thank you was expressed to former Councillor Mandy Brown
- Bovis landscaping entrance to show houses
- PC virus and the need to look at alternative email provision
- East Sussex County Council's latest documentation for cycle paths

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

14.1 Correspondence regarding the cycle routes to Lewes to the Greens and Amenities Committee.

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

15.1 The matter of signs being placed on the village green was raised. As it is a contravention of the lease it was agreed that these signs should be removed.

There being no further business, the meeting closed at 8.06pm.

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

Date of Next Council Meeting 13th August 2020 via Zoom If restrictions are lifted the venue will be confirmed