

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

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

**Members of the Public: 6**

<b>Item No</b>	<b>Minutes</b>
1.	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
1.1	Apologies were received from Corinna Goward.
2.	<b>DECLARATIONS OF MEMBERS' INTERESTS AND DISPENSATION REQUESTS</b>
2.1	There were no declarations of Members' interests, nor any dispensation requests.
3.	<b>PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA</b> This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.
3.1	At 6.33 pm the Chair invited the Meeting to suspend Standing Orders and asked for questions or comments from members of the public present.
3.2	Members of the public commented on; <ul style="list-style-type: none"><li>- The Parish Office should remain within the Village Hall;</li><li>- The Vice Chair of the Village Hall Management Committee introduced himself and informed Members he would be available to answer questions.</li></ul>
3.3	Orders were reinstated at 6.35pm
4.	<b>NEW PARISH OFFICE</b>
4.1	a) To consider all the options presented and agree whether or not to proceed
4.2	1. To remain in the current office
4.3	Each and every Members shared their view. The meeting moved to a vote by a show of hands the outcome of which was 10 Members agreeing not to remain in the current office. 2 Members for remaining and one abstention.
4.4	2. To work alongside the Village Hall Management Committee to proceed with the scheme of 2007 and incorporate an office
4.5	This was discussed in depth after each and every Member shared their view, and then as a whole considered the pros, cons, indicative costs and location of the office. Members came to the conclusion that option as presented is not considered to be best value for money. The general consensus was If Council were to go ahead with this option, the scheme would not be completed in the short term.
4.6	3. To build a standalone bespoke office

- 4.7 Members agreed that this is unachievable at present but should be a long-term objective and considered in the future.
- 4.8 4. To purchase a house
- 4.9 Members were informed that Andrew Hill of the District Council has advised that the District Council would not support housing stock being turned into an office. Whilst this may be the case and some Members felt that planning permission could be achieved. It was agreed to not to proceed.
- 4.10 5. To relocate to Ringmer Academy
- 4.11 After weighing up the pro's and con's and each and every Member sharing their views it was agreed that this would be the quickest and cheapest way forward.
- 4.12 6. To consider any other alternative
- 4.13 Members agreed that all avenues have been exhausted.
- 4.14 After taking into account various factors and this option being a short-term solution and taking into account the constraints of the existing office, a proposal was received, which was seconded. It was then **resolved** to accept the proposal which was to organise an occupational licence at the school in order for Ringmer Parish council to relocate its offices temporarily, as long as the facilities are updated and the commercials are as expected, whilst the Parish Council continue to look to fulfil the councils aspiration to acquire its own standalone office and keep a dialogue open with the Ringmer Village Hall Management Committee and not close an alternative option using the Ringmer Children's Centre if it becomes available.
- 4.15 b) To agree a ceiling budget for preferred option including use of reserves
- 4.16 It was agreed to use the reserve for Special Projects/New Office which is the amount of £20,000 to cover the rent and set up cost and factor the rent and other associated costs in future budgets.
- 4.17 c) To agree on costs
- 4.18 No decisions were made.
- 4.19 d) To agree to source funding and from where
- 4.20 There is no funding requirement for the option agreed.
- 4.21 e) To consider taking out a loan from the Public Works Loan Board to cover costs as a large amount of CIL has not been received  
<https://www.dmo.gov.uk/responsibilities/local-authority-lending-pwlb/parish-councils-and-drainage-boards/>
- 4.22 It was agreed that there is no need to take out a loan for the option chosen.
- 4.23 f) To consider and manage any risk factors associated with this item
- 4.24 This was not discussed.
- 4.25 Orders were suspended and reinstated during the proceedings in order for the Vice Chairman to clarify a couple of points and a member of the public urging the Council to

consider the amount of funds it currently has available and it expends its finances which are mainly pertaining to staff and administration costs.

There being no further business, the meeting closed at 7.27pm. Date of Next Full Council Meeting: Thursday 12<sup>th</sup> September 2019, St Mary's Room, Ringmer Village Hall,