

Minutes of the Parish Council Meeting
Held on Thursday 8th August 2019 in Ringmer Village Hall

PRESENT: – Cllr Richard Turner Chairman, Cllr Mandy Brown, Cllr Richard Booth, Cllr Margaret Crompton, Cllr Johnny Denis, Cllr Clare Herbert, Cllr Jenny Hill, Cllr Gavin May, Cllr John Kay, 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: 3

Item No	Minutes
1.	TO RECEIVE APOLOGIES FOR ABSENCE
1.1	Apologies were received from Corinna Goward – Assistant Clerk, Cllr Philip Daniel. Cllr Sean MacLeod LDC and Cllr Emily O’ Brien.
2.	DECLARATIONS OF MEMBERS’ INTERESTS AND DISPENSATION REQUESTS
2.1	There were no declarations of Members’ interests. A dispensation request was received from Cllr Turner with regard to his involvement with the Community Land Trust. The dispensation was duly granted until April 2023.
3.	TO ACCEPT THE MINUTES FROM THE PARISH COUNCIL MEETING HELD ON 11TH JULY 2019
3.1	It was resolved after one slight amendment to accept the minutes from the Parish Council meeting held on 11 th July 2019 as a true and accurate record of the meeting. The Council Chairman then signed the minutes.
4.	PUBLIC QUESTIONS OR COMMENTS RELATING TO ITEMS ON THIS AGENDA 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 7.33 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">- The Green space at Anchor Field;- Ringmer Area Community Land Trust;- Application reference LW/19/0454.
4.3	Orders were reinstated at 7.40pm
5.	REPORTS FROM DISTRICT AND COUNTY COUNCILLORS – Maximum 15 minutes
5.1	a) To note any written reports received
5.2	There were no written reports for noting.
5.3	b) To note any verbal reports received
5.4	Cllr Denis reported about his attendance with South East Water regarding recent water leaks, Cllr Denis reported to Members that work will be carried out to address this.

6. **ACTION POINTS**

- a) None

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

- 7.1 a) **Local Plan Part 2** Addendum to the Sustainability Appraisal which assesses the proposed modifications – Consultation deadline 19th August 2019

7.2 It was agreed that Ringmer Parish Council will not respond to this consultation.

- 7.3 b) Lewes District Local Plan Part 2: Site Allocations and Development Management Policies Main Modifications – Consultation deadline 19th August 2019

7.4 It was agreed that Ringmer Parish Council will not respond to this consultation.

- 7.5 c) To consider any correspondence for noting or action, after this agenda has been published

7.6 Further correspondence considered was from the South Downs National Park who are hosting workshops. Cllr Turner agreed to attend this. Sussex and Surrey Association of Local Councils inviting Members to attend a Local Government Finance Workshop for Councillors. Ringmer Parish Council declined the invitation. Action in Rural Sussex invitation to attend a neighbourhood plan briefing. Ringmer Parish Council agreed not to send a representative.

7.7 **Contents of circulation envelope**

- a) 2 x Planning Magazines
b) The Clerk Magazine
c) LCR Magazine

7.8 Members noted the content of the circulation envelope.

8. **OFFICE & FINANCE:**

- 8.1 a) Payments and receipts 30th June – 31st July 2019 June2019 (Previously circulated)

8.2 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 June 2019 – 31st July 2019. The Chairman then signed both lists. **Payments are appended at the end of these minutes.**

- 8.3 b) Bank reconciliation(s) Current and Business Accounts to 30th June2019 (Previously circulated)

8.4 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.

- 8.5 c) Quotation(s)

8.6 There were no quotations for consideration.

- 8.7 d) Grant application(s)/Donations

8.8 There were no grant applications/donations for consideration.

- 8.9 e) Internal Audit report (Previously circulated)

- 8.10 It was **resolved** to accept the Internal Audit report and note the comments raised within it. It was agreed for the Clerk to investigate how the Alfred Godden Trust Finance can be managed in the future.
- 8.11 f) To increase the Clerk's hours by 5 per week
- 8.12 The Clerk left the meeting at this point of the meeting.
- 8.13 The Clerk re-joined the meeting.
- 8.14 It was **resolved** to accept the proposal for an increase of four hours to the clerk's time in principle and subject to the Chair and Vice Chair working with the clerk to identify a budget source and report back to Council."
- 8.15 g) Any other financial matters that cannot be held over to the next meeting.
- 8.16 There were no other financial matters for consideration.

9. **FORWARD PLAN WORKING GROUP**

- 9.1 a) To appoint membership
- 9.2 The purpose of the Forward Plan Working Group was explained. It was agreed to appoint all Members to the Working Group and meet prior to Parish Council or Planning Committee meetings
- 9.3 b) To agree and adopt the Forward Plan Working Group Terms of Reference (Previously circulated)
- 9.4 It was agreed to defer the adoption of the Terms of Reference.

10. **TO DECIDE WHETHER TO TAKE OUT A PUBLIC WORKS LOAN TO PROVIDE AFFORDABLE HOUSING IN RINGMER AND PASS THE LOAN TO RINGMER AREA COMMUNITY LAND TRUST**

- 10.1 This item was discussed, and various comments were raised. Members agreed with the principle of lending money, however, it was raised that there should always be a business plan and figures presented to Council in order for a decision to be reached. It was agreed that this should be the same principle for any organisation wishing to request the Council to assist.

11. **RINGMER SWIMMING POOL**

- 11.1 a) To consider whether the Parish Council should be involved if the swimming pool being forced to close
- 11.2 It was agreed that the Parish Council should be involved. The Clerk reminded Members about the Public meeting mentioned by Cllr Daniel on 11th September 2019.
- 11.3 b) To agree after establishing the Parish Council should be involved any actions to be taken
- 11.4 It was agreed for the Clerk and Chairman to arrange meetings with relevant partners, including Ringmer Academy and Ringmer Football Club to obtain relevant information including costings in order to make any further decisions. It was agreed that Members should attend the public meeting.

12. TO CONSIDER PLANNING APPLICATIONS WHICH CANNOT BE HELD OVER TO THE NEXT PLANNING COMMITTEE MEETING

12.1 LW/19/0454 JWR Tyres Oak Trees The Broyle Ringmer East Sussex BN8 6PH

New hard standing and vehicular access onto the B2192

12.2 Comments and observations

Ringmer Parish Council positively supports this application.

12.3 LW/19/0505 44 Mill Road Ringmer East Sussex BN8 5HZ

Erection of single storey front and rear extensions

12.4 A vote was taken by a show of hands, the majority of which was to support the application.

12.5 Comments and observations

Ringmer Parish Council supports this application.

12.6 LW/19/0511 Wish Farm Moor Lane Ringmer East Sussex BN8 5UP

Proposed conversion of existing barn to one three-bedroom dwelling

12.7 Comments and observations

Ringmer Parish Council supports the principle of the barn conversion on the proviso that there is adequate parking and no negative impact to the rural landscape. Ringmer Parish Council requests that the conversion meets the requirements of biodiversity.

12.8 LW/19/0431 Land On The West Side Of Old Uckfield Road Ringmer East Sussex

Proposed change of use for siting of two storage containers for the storage of fireworks on site

12.9 Comments and observations

Ringmer Parish Council objects to this application, as the storing of fireworks will be within very close proximity to a public right of way.

13. REPORTS BY LEAVE (NOT DECISION OR DISCUSSION)

13.1 Reports were received regarding;

- The pinch points in Bishops Lane;
- The Southdown's National Park adopted plan where the North Street site in Lewes has been named as a strategic site;
- Lorries using Bishops Lane;
- Parking and the entrance to the Bovis site;
- Commercial Square Bonfire Society offering a Christmas Card delivery service;
- Being able to claim costs of tyre punctures and wheel damage from Bovis;
- More foundations being built and issues sourcing bricks at the Bovis site
- Attendance at a Planning Briefing Session held at Lewes Town Hall;
- Leaflets advising how to access STEPS service.

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 requiring decisions.

There being no further business, the meeting closed at 9.15pm. Date of the next Full Council Meeting, Thursday 12th September 2019, 7.30pm, St Mary's Room, Ringmer Village Hall.

Payments List

VN	Date	Bank	Cheque No	Description	Supplier	Total
128	01/07/2019	Barclays Current	107051	Wasp nest removal	SDR Conservation	50.00
129	10/07/2019	Barclays Current	107052	Grass Cutting Allotments	Ringmer Property Maintenance	160.00
130	10/07/2019	Barclays Current	107052	Grass Cutting Various	Ringmer Property Maintenance	140.00
132	10/07/2019	Barclays Current	107053	Tree tidying v green	RJS Trees & Gardens	445.00
133	10/07/2019	Barclays Current	107054	Staff training	SSALC	108.00
134	15/07/2019	Barclays Current		Paper	Staples	61.91
135	21/07/2019	Barclays Current		Clerk Salary	Karen Crowhurst	[REDACTED]
136	21/07/2019	Barclays Current		Clerk Salary	Karen Crowhurst	
137	21/07/2019	Barclays Current		Assistant Clerk Salary	Corinna Goward	
138	21/07/2019	Barclays Current	107055	Employees Pension Contribution	East Sussex Pension Fund	
139	21/07/2019	Barclays Current	107055	Employers Pension Contribution	East Sussex Pension Fund	
140	21/07/2019	Barclays Current	107055	Employees Pension Contribution	East Sussex Pension Fund	
141	21/07/2019	Barclays Current		Employers Pension Contribution	East Sussex Pension Fund	
142	29/07/2019	Petty Cash		Stamps	Surrey Hills Solicitors LLP	
143	21/07/2019	Barclays Current	107056	National Insurance Clerk	HM Revenue & Customs	
144	21/07/2019	Barclays Current	107056	National Insurance Assistant Clerk	HM Revenue & Customs	
145	21/07/2019	Barclays Current	107056	National Insurance Employer	HM Revenue & Customs	
146	21/07/2019	Barclays Current	107056	Income Tax Clerk	HM Revenue & Customs	
147	21/07/2019	Barclays Current	107056	Income Tax Assistant Clerk	HM Revenue & Customs	
148	16/07/2019	Barclays Current	107057	Play Area Inspections - Monthly	Lewes District Council	
149	16/07/2019	Barclays Current	107058	Grant	Ringmer Primary School	350.00
150	24/07/2019	Barclays Current	107059	Subscriptions	LDALC	30.00
151	24/07/2019	Barclays Current	107060	Litter Bin Emptying	Lewes District Council	204.61
152	24/07/2019	Barclays Current	107061	Professional charges	Surrey Hills Solicitors LLP	1,980.00
153	24/07/2019	Barclays Current	107062	Bus shelter repairs	Ringmer Property Maintenance	20.00
154	24/07/2019	Barclays Current	107062	Hedgecutting	Ringmer Property Maintenance	120.00
155	24/07/2019	Barclays Current	107062	Shrub maintenance / removal	Ringmer Property Maintenance	195.00
156	24/07/2019	Barclays Current	107063	Staff training	Surrey Hills Solicitors LLP	600.00
157	29/07/2019	Barclays Current	107065	Catering	Ringmer Evening WI	120.00
					Total	10,175.50