

**Meeting notes of  
RINGMER PARISH COUNCIL  
Forward Plan Working Group  
held on  
Thursday 12<sup>th</sup> December 2019 6.30pm  
in  
St Mary's Room – Ringmer Village Hall**

**Attended by;** Cllr Mandy Brown, Cllr Richard Booth, Cllr Margaret Crompton, Cllr David Harper, Cllr John Kay, Cllr Gavin May, Cllr David Terry, Cllr Richard Turner and Cllr Whitlock also joined the meeting)

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

<b>Item No</b>	<b>Meeting Notes</b>
1.	<b>TO APPOINT A CHAIRMAN FOR THE MEETING</b>
1.1	It was agreed to appoint Cllr Turner as Chairman of the meeting.
2.	<b>APOLOGIES</b> – To receive apologies for absence
2.1	Apologies were received from Cllr Denis, Cllr Herbert, Cllr Hill and the Assistant Clerk. Cllr Whitlock sent apologies for lateness.
3.	<b>TO CONSIDER HOW TO MANAGE COMMUNITY INFRASTRUCTURE LEVY APPLICATIONS EXPENDITURE AND THE IMPLEMENTATION OF PROCEDURE(S) OUTSIDE OF THE GRANT PROCESS</b>
3.1	Having established how much CIL funds are expected in the next financial year, this item was discussed in depth. Members took into account various considerations into account, such as the process for smaller CIL payments. The need for an up to date and thorough Business Plan and Investment Appraisal to confirm the continuing need and the cost of the works, along with the size of the income stream to cover the interest on any additional loans that might be needed, and running costs for the works proposed. Such evidence along with a referendum will be essential should a Public Works loan be contemplated." Some Members felt that this is a bit too arduous for Community Groups and organisations. It was suggested that each application needs to be considered on its own merit.
3.2	A suggestion was made to use the District Councils application form, Members agreed that this made sense and will ease the process it was agreed to make a recommendation at the next Parish Council Meeting. <b>Action – Recommend to Council.</b>
3.3	The smaller grant process was also discussed, it was felt that there will be a need to publicise this, whilst discussing publicity the Clerk informed Members that there is a company called "Breakthrough Communications" who are tailored to enhance communication for Parish Council, this being electronically and other methods. It was agreed to recommend to Council that the Clerk and the Chairman work with the Office and Finance Working Group to tailor a procedure for small amounts of Community Infrastructure requests it was agreed not to cap

small grants and have a relaxed approach about timing and dates. **Action – Recommend to Council.**

4. **TO CONSIDER HOW TO SUPPORT THE VILLAGE HALL AND OTHER COMMUNITY GROUPS AND ORGANISATION WITH APPLYING FOR LEWES DISTRICT COUNCIL COMMUNITY INFRASTRUCTURE LEVY AND PUBLIC WORKS LOAN BOARD AND MAKE RECOMMENDATIONS TO FULL COUNCIL FOR APPROVAL**

4.1 This item was discussed, it was agreed that it is important to have good communication with the Ringmer Village Hall Management Committee. Members were reminded that a meeting has been set on the 15<sup>th</sup> January 2019. No recommendations were made.

5. **SKATE RAMP AND SECTION 106 UPDATE AND AGREE ANY ACTIONS FOR RECOMMENDATION TO FULL COUNCIL**

5.1 Various considerations were taken into account, it arose that it will be important to communicate with residents about their preference for Fingerpost Field or the Village Green. It was also agreed that clear pictures including the dimensions of what the skate ramps will look like in both areas. It was expressed that it is important to proceed with this sooner rather than later. It was agreed to recommend to Council that Cllr Harper be involved with this initiative alongside the Clerk and attend meetings with Chris Bibb. **Action – Recommend to Council.**

6. **TO AGREE AGENDA ITEMS FOR NEXT AND FUTURE MEETINGS**

6.1 None were agreed upon.

7. **CLOSE OF MEETING**

7.1 There being no further business the meeting closed at 7.25pm.