

# RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting  
Held on Tuesday 12<sup>th</sup> July 2022 at 19.30  
In the Parish Rooms, Lucy Stone Room

<b>Present:</b>			
<b>Cllr Tara Barber (TB)</b>	<b>Cllr John Kay (JK)</b>	<b>Cllr Marcia Morgan (MM)</b>	<b>Cllr Sarah Phillips (SP) - Chair</b>
<b>Cllr Richard Turner (RT)</b>	<b>Cllr John Whitlock (JW)</b>	<b>Gail Metcalfe, Administrator (GPM)</b>	
<b>Members of the public:</b>	3		
<b>1.</b>	<p><b>To receive and accept apologies for absence</b> Apologies were received from Cllrs Matt Crisp (MC), Margaret Crompton (MC), Johnny Denis (JD), David Duke (DD), Annie Hazzard (AH), Gavin May (GM), Gordon Sims (GS) and David Terry (DT).</p>		
<b>2.</b>	<p><b>Declarations of Interest:</b> Disclosure by Councillors of their personal interests in regard to matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct. JK declared an interest in item 14.5.</p>		
<b>3.</b>	<p><b>Dispensation requests</b> None received.</p>		
<b>4.</b>	<p><b>Minutes of previous meetings:</b> To agree the amended minutes of the meeting held 24<sup>th</sup> May 2022 and the minutes for 21<sup>st</sup> June 2022. The amended minutes of the meeting held on 24<sup>th</sup> May 2022 and the minutes for 21<sup>st</sup> June 2022 were accepted and signed by the Vice Chair, Cllr Sarah Phillips.</p>		
<b>5.</b>	<p><b>Public questions or comments:</b> Up to 15 minutes (3 minutes per person) will be available for the public to make representations or questions. Please note that under Data protection regulations we ask members of the public to only state their name if they agree to their name being recorded. Sara Hobden said that the Parish Council is not making enough of willing volunteers. She said we should reach out to other organisations who are willing to help to get things done. At Item 12.1, Sara volunteered to finish the asset and bin audit for us which Cllrs were pleased to take her up on. <b>ACTION: Office to email remaining list for the Asset and Bin audit to Sara Hobden.</b></p>		
<b>6.</b>	<p><b>If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</b> 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.' No exclusion required.</p>		
<b>7.</b>	<p><b>Reports from District and County Councillors (Up to 15 mins)</b> East Sussex County Councillor Lewes District Council To receive and accept any reports submitted. Maria Caulfield's report for July was duly noted. <b>ACTION: Office to chase JD for his report and for this item to read "Reports from MP, District and County Councillors" for next agenda.</b></p>		
<b>8.</b>	<p><b>Ringmer Gliding Club – to receive an update</b> SP reported that the works were likely to finish in August 2022 which would take the project to 4 years rather than the 18 months it should have been. They will be applying retrospectively at the Planning Committee meeting in September 2022. TB queried the point of this and SP said it would at least give RPC the chance to express their disappointment.</p>		

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9.	<b>LDC Consultation – Re. Housing Targets and Methodology – to note the response received</b> SP noted that this had been circulated and that Leigh Palmer was scheduled to meet RPC at 7pm just before the next Parish Meeting on 9 <sup>th</sup> August 2022 to provide information on LDC's interim LAA and the planning process.	ALL
10.	<b>Governance Matters</b>	GS
10.1	<b>Swimming Pool</b> i) To receive an update on the Swimming Pool. SP advised that Cllrs had met with King's Academy and the good news was that they were willing to alter their operational times to make the swimming pool available during the school day. SP said that she and JD had subsequently met with Rob Cotterall and Wave Leisure with the aim of seeking help to produce a viable operational business plan. There is another meeting scheduled in a few weeks. TB said it had been tricky to find out how much it will cost to fix the pool and how much it will cost to run it. SP said that Lewes had said it would cost £125k to repair but had subsequently changed this to £300k in the public consultation so it is likely to be somewhere between the two. ii) To approve the advertising funding and agree which budget coming from. After some discussion it was decided that the best route would be for TB to apply for funding for the "Save Ringmer Swimming Pool" Group through a grant application. <b>ACTION: TB to apply for funding through a grant application to the Parish Council.</b>	TB
10.2	<b>Strategy Day</b> – update on setting up a meeting with Trevor Leggo. SP reported that GS had asked Trevor Leggo about this but had not had anything back to date.	
10.3	<b>RPC Assets of Community Value</b> – update on Anchor Field Car Park. GPM confirmed that this had been applied for (application sent on 28/06/22).	
11.	<b>Highways Matters – to receive an update</b> SP said that she was waiting to hear from the surveyor of Church Hill as she wants to be with him when he does his feasibility study.	SP
12.	<b>Open Spaces and Related Matters:</b>	
12.1	<b>Parish Council's Assets Survey and bin audit</b> - To receive an update. SP reported that 5 Cllrs had not undertaken their section of the audit. Sara Hobden volunteered to undertake this (see item 5).	
12.2	<b>The Bus Shelter at The Cock Inn</b> - To receive an update. GPM confirmed that this was on order.	
12.3	<b>Skatepark</b> –to receive an update. JW confirmed that the planning application had gone in but that Lewes had subsequently requested a Planning and Access Statement which has now been done and is awaiting validation. <b>ACTION: JW to let the office know once the application has been validated so that the office can take appropriate action.</b>	JW/OFFICE
12.4	<b>War Memorial Posts</b> – to receive an update. GPM said that Tony Read had quoted £285.00 for 11 posts including installation. All were in agreement to get this done. <b>ACTION: Office to instruct Tony Read.</b>	OFFICE
12.5	<b>Field House</b> – To receive an update. GS and Tony Read had met to potentially locate where the footpath should go. This would be paid for by using some of the executor's £10k donation. It was not possible to proceed yet as the executors are awaiting probate.	
12.6	<b>Anchor Field</b> – To receive an update. SP confirmed that this would get revisited once the hoardings are down.	

12.7	<p><b>Village Green</b></p> <p>i) Play Park Grand Opening – update. GPM said this was booked in for Saturday 23<sup>rd</sup> July 2022 from 1pm to 4pm and that Kompan were paying for ice cream.</p> <p>ii) Painting Captain Mannerling in same colours as the pirate ship - update. GPM said that Kompan had agreed to do this.</p> <p>iii) Signage around the play park. It was decided that the new signage suggested would be insulting to teenagers and that the problem was based on one incident alone.</p> <p><b>ACTION: Office to thank Marisa Hayes for her suggestion and say this is to be revisited should it become a repeated problem.</b></p>	OFFICE
12.8	<p><b>Norlington Lane Conservation Area</b> – update. SP confirmed that Norlington Lane and Wellingham Lane had been signalled out for this and that she was awaiting a response from Jenny Martin.</p>	
12.9	<p><b>Allotments</b> – update. GPM informed that the allotment holder of Plot 15d had been issued with an eviction notice as they have not paid their fee and the plot is severely overgrown again. Their plot has been allocated to the next person on the waiting list. Eviction date is 27<sup>th</sup> July 2022. GPM asked that Tony Read be instructed to clear the plot for the new allotment holder at a cost of £30.00. All were in agreement.</p> <p><b>ACTION: Office to instruct Tony Read to clear plot 15d.</b></p>	OFFICE
12.10	<p><b>Tree at Scout Hut</b> – update on removal at a cost of £350.00. GPM advised that LDC Tree Officer had inspected the tree and was in agreement that it needs removing but that a formal application is required. An application has been made. JK asked if we need to wait until this is approved before removing the tree. GPM said this was her understanding. All were in agreement that once LDC approval is received, removal is to take place by our tree surgeon at a cost of £350.00.</p> <p><b>ACTION: Office to instruct tree surgeon once approval received.</b></p>	OFFICE
13.	<p><b>Communications Matters – update</b> As DD was not in attendance and had not provided an update, there was nothing to report.</p>	DD
14.	<b>Finance Matters:</b>	
14.1	To receive the latest Financial Reports. Received.	
14.2	To approve the latest bank reconciliation. Approved.	
14.3	To approve the list of payments. Approved.	
14.4	Internal Control Procedures – to agree new procedures (in bold). Agreed.	
14.5	CPRE The Countryside Charity – do we want to renew our membership (£36.00). Agreed. <b>ACTION: Office to renew membership.</b>	OFFICE
15.	<p><b>Untreated Ringmer Sewage – to receive an update</b> SP advised that Southern Water have offered us some dates when they are available for a meeting. <b>ACTION: Office to circulate the email with the possible dates asking Cllrs to advise which suit and to set up the meeting.</b></p>	OFFICE/CLLRS
16.	<p><b>The 2022 Hub on Saturday 2<sup>nd</sup> July 2022, 10am-1pm – feedback</b> SP reported that this had been very well attended overall and that she, MM, GS and JW had represented the Parish Council. She said she had received much positive feedback on the skatepark and the new play park on the Green and key issues had been re.:</p> <ul style="list-style-type: none"> <li>• Village Sign and when it is going back up</li> <li>• Planning issues - potential developments</li> <li>• Swimming Pool</li> </ul> <p>She complimented MM for her printed t-shirt and asked that we make up name badges for next time and invited any further suggestions to be put to AH and DD. <b>ACTION: Office to acquire name badges and any further suggestions to be made to AH/DD.</b></p>	OFFICE/ALL

17.	<p><b>Reports, Correspondence, Questions and Future Agenda Items</b></p> <p>To consider any correspondence received after this agenda has been published for noting or action.</p> <p>JK will be attending the Southern Water online business planning stakeholder workshop on Friday 15<sup>th</sup> July from 10am-12.30pm.</p>	ALL
18.	<p><b>Urgent items at the Chairman's discretion requiring decisions which cannot be held over until the next meeting</b></p> <ul style="list-style-type: none"> <li>• MOP's request for a bouncy castle on the public green space on Broyle Lane just before the turning to Broyle Close on the left hand side was discussed. Cllrs had concerns over the bouncy castle and requested proof of insurance and then were happy for this to go ahead. <b>ACTION: Office to request proof of insurance for the bouncy castle.</b></li> <li>• Cllrs agreed to undertake a tree audit as one has not been done for 4 years at a cost of £275.00. <b>ACTION: Office to instruct the tree surgeon to undertake a tree audit after agreeing which trees are involved.</b></li> </ul>	OFFICE  OFFICE
Meeting ended at 8.45pm.		

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

Date of Next Council Meeting Tuesday 9<sup>th</sup> August 2022 at 19.30  
in the Parish Rooms, Lucy Stone Room

Signed:		Chairman
Date:		