

RINGMER PARISH COUNCIL

Minutes of the Full Council Meeting
Held on Tuesday 21st June 2022 at 19.30
In the Parish Rooms, Lucy Stone Room

Present:			
Cllr Gordon Sims (Chairman) (GS)	Cllr Sarah Phillips (SP)	Cllr David Duke (DD)	Cllr John Kay (JK)
Cllr Marcia Morgan (MM)	Cllr David Terry (DT)	Cllr John Whitlock (JW)	Mrs Annie Hazzard (Clerk/RFO)
Members of the public:	8		
1.	<p>To receive and accept apologies for absence Apologies received from:Cllrs Gavin May, Richard Turner, Johnny Denis, Tara Barber, Margaret Crompton, Matt Crisp</p>		
2.	<p>Declarations of Interest: 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. None received</p>		
			ALL
3.	<p>Dispensation requests None received</p>		
4.	<p>Minutes of previous meetings: To agree the minutes of the meeting held on 24th May 2022. GS noted that item 9.2 had omitted "Vice Chairman" (in addition to Chairman and 4 members of Council). Minutes were accepted subject to this amendment. ACTION POINT: Amended minutes to be presented at next meeting for signature</p>		
			GS
5.	<p>Public questions or comments: Speaker 1 - Re agenda item 20.1, requested that RPC become a third party presence at the public enquiry under Rule 6. It was noted that the appeal document contained inaccuracies. Speaker 2 - congratulated the Council for delivering the new playground on the village green. Re LDC interim LAA, she would like LDC to advise how they arrived at their conclusions; in particular the grey-listed areas were an area of concern. She hopes the Parish Council will support a request for LDC to explain. Re agenda item 20.1, she requested that Ringmer Parish Council continue to object and reported that the appeal document is inaccurate. Speaker 3 - reported that since the fair on the village green last year, 8 posts have been missing by the war memorial and requested their re-instatement. ACTION POINT: Add to next agenda He reported that in the longer grassed areas on the green particularly around the trees, dog owners are often not picking up their dog's excrement, and that this is an issue when families are using the green for picnics, and children playing near the trees. He expressed concern about the parking on Bishops Lane particularly towards the junction with Lewes Road noting that it is dangerous for children going to and from school and that he believes the Pelican Crossing to be too near the junction. Advised that the road markings indicating a filter lane to turn right into Springett Avenue from the Lewes Road have faded away and need replacing.GS advised that this has been reported to Highways Speaker 4 - introduced herself to the council and explained that she would like to see more community events in the village, i.e. fetes, jumble sales etc. She would like to see and be part of multi-generational development.</p>		
			GS
6.	<p>If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:</p>		

	<p>'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.'</p> <p>No exclusions</p>	
7.	<p>Reports from District and County Councillors (Up to 15 mins) East Sussex County Councillor Lewes District Council To receive and accept any reports submitted Reports received and accepted from Maria Caulfield and Emily O'Brien – these can be viewed on the council website</p>	JD/EO'B/OFFICE
8.	<p>Planning Committee – to approve the 6 Members Further to the appointment at the statutory meeting on 24th May of Cllrs Whitlock, Phillips, May and Morgan it was resolved that Cllrs Kay and Terry would be appointed to the Planning Committee</p>	ALL
9.	<p>Ringmer Gliding Club – to receive an update SP reported that she would write a letter as per point 15 of the minutes of the Full Council Meeting on 24th May.</p>	SP
10.	<p>LDC Consultation – Re. Housing Targets and Methodology – to note the response received Response noted</p>	ALL
11.	<p>Governance Matters</p>	GS
11.1	<p>Swimming Pool – To receive an update on the Swimming Pool. SP reported that the meeting with Rob Cottrill from LDC was positive and that LDC are keen to support the re-opening of the pool, working with ESCC. He will be meeting again with the "Save Ringmer Pool" group to make a business plan to submit to ESCC ahead of the consultation deadline. There is a meeting arranged with Kings Academy Ringmer to discuss a way forward. It was agreed that we post the link to the ESCC consultation on our social media. ACTION POINT: Office to post link.</p>	OFFICE
11.2.	<p>To receive an update on combining the Strategic Plan Working Group (SPWG) and the Communications Working Group (CWG). GS advised that Trevor Leggo, the CEO from East Sussex Association of Local Councils would be willing to run an advisory session to help progress the SPWG but would require some work to be done prior to the session. GS sought the commitment of the councillors and it was agreed that a date would be booked with Trevor Leggo in early autumn to allow the preparatory work to be completed. ACTION POINT: GS to confirm a date with Trevor Leggo</p>	GS
11.3	<p>To receive an update on RPC Assets of Community Value. In discussion Anchor Inn, Ringmer Swimming Pool, Anchor Field and Car Park. Applications have been submitted to LDC re Anchor Inn and Ringmer Swimming Pool. Decision due by 12th August. It was noted that as we own Anchor Field there was no need to apply. Application for Anchor Field car park to be processed. Action Point – Office to monitor for responses and submit application for Anchor Field Car Park</p>	OFFICE
12.	<p>Highways Matters – to receive an update SP reported on the SLR meeting held today. Whilst it was not particularly positive, Highways have agreed to consider a proposal for the use of Speed Indicator Devices (SIDs). SP to look at suitable locations. SP advised that the roads are in a poor condition and they have agreed to do an audit with her and to explain their rationale re repairs.</p>	SP
13.	<p>Open Spaces and Related Matters:</p>	
13.1	<p>Parish Council's Assets Survey and bin audit - To receive an update. Ongoing</p>	OFFICE
13.2	<p>The Bus Shelter at The Cock Inn - To receive an update. 3 quotes were requested. 2 responses received. It was resolved to appoint Externiture Ltd to undertake the work. ACTION POINT: Office to instruct</p>	JD

13.3	<p>Skatepark –</p> <p>i) Fingerpost Field - to confirm that the draft lease has been signed and sent. GS advised that the draft lease had some omissions. He has requested an updated document and once received will sign and return.</p> <p>ii) Planning application – to confirm this has been submitted. JW confirmed that the planning application has been submitted</p> <p>ACTION POINT: JW to get updated quote from Bendcrete</p>	OFFICE JW
13.4	<p>Grounds Maintenance –</p> <p>i) Jubilee Gardens - 9 posts/chains need replacing at the cost £200. To discuss options ie. removal. It was resolved to replace the posts/chains. ACTION POINT: Office to arrange</p> <p>ii) To receive any further updates and agree any actions.</p>	GS
13.5	<p>Field House – To receive an update and agree any actions. GS advised that he has a meeting booked to determine the approximate cost of arranging access to the site. Once received he will contact the donors again.</p>	GS
13.6	<p>Anchor Field – Proposal for open space once hoarding has been removed. Bring forward</p>	GS
13.7	<p>Memorial trees – to agree the type of tree required and location. After discussion surrounding the fully grown size and impact of various trees, it was resolved to offer the following 3 options of tree: Whitebeam, Flowering Cherry and Bird Cherry. It was further resolved to offer the following locations: northeast section of the Village Green, Broyle Lane area and Field House Field providing it becomes available.</p>	ALL
13.8	<p>Consultation -Wildlife and Countryside Act 1981 – Section 53. Claimed Public Right of Way (footpath) Ringmer from Potato Lane to Lewes Road To receive confirmation that a response of “no comment” was sent to LDC. Confirmation noted</p>	OFFICE
13.9	<p>Village Green Play Park Grand Opening – to consider: GS advised that the playground contractor has offered to assist with a Grand Opening. It was agreed to look at 23rd/24th July as preferred dates. It was resolved to organise this event. JK offered thanks to Cllr May for his hard work in bringing this project to fruition. All councillors echoed this point. ACTION POINT: Office to organise</p> <p>(i) Children’s Jumble Sale Stalls at Village Green Play Area Whilst the council do not organise such events, they are happy to support any organisation who wish to do so. DT suggested that we issue authority for events individually to prevent date clashes etc. ACTION POINT: Office to advise speaker 4 (agenda item 5.4) that we are in favour in principle and for her to organise and let us know what she would like to do.</p> <p>(ii) Painting the wooden Captain Mannering in same colours as the pirate ship. It was resolved to paint the Captain Mannering play equipment. ACTION POINT: GS to speak to contractor in the first instance.</p>	ALL
13.10	<p>Ringmer Village Sign – update. Office advised that this has been ordered and delivery is expected in 6-8 weeks</p>	OFFICE
13.11	<p>Fingerposts – update. Office advised that this has been ordered and delivery is expected in 6-8 weeks</p>	OFFICE
13.12	<p>Village Hall Noticeboard – update. Office advised that this has been ordered and we await delivery date</p>	OFFICE
13.13	<p>Norlington Lane Conservation Area – To discuss proposing this to Lewes DC. SP advised that a meeting held with LDC Conservation Officer Jenny Martin revealed that whilst it was long overdue, if we requested an appraisal of our current Conservation Area we would have a lead time of at least a year, but that we may be able to obtain designation for Norlington Lane and Wellingham Lane if deemed appropriate at the same time. It may be possible to accelerate the appraisal at our own cost which is believed to be in the region of £8-£10k. It was suggested that if Norlington Lane was designated it might prevent unwanted development.</p>	Office/SP

	<p>It was resolved to request appraisal of our existing Conservation Area to include investigation of Norlington Lane and Wellingham Lane.</p> <p>It was further resolved to accelerate the designation of Norlington Lane as a Conservation Area, subject to cost agreement.</p> <p>ACTION POINT: Office to check and advise re planning review budget</p> <p>ACTION POINT: SP to clarify cost and process</p>	
14.	Communications Matters:	ALL
14.1	<p>RPC Newsletter – To receive an update.</p> <p>DD requested any items to be included in the newsletter to be submitted to him by 15th monthly. He advised that copy for the newsletter has been sent for inclusion in the Parish Magazine and is with the council office for preparation to go on noticeboards/social media.</p> <p>A new Logo for the Council was discussed and DD is looking at options.</p> <p>GS offered thanks to DD for his commitment and work.</p>	DD
14.2	<p>Hearing Loop System – To receive an update.</p> <p>The Council have kindly been lent a portable Hearing Loop by The Village Hall, which will be tested.</p>	OFFICE
15.	Finance Matters:	JK
15.1	<p>Financial Year End 31st March 2022</p> <p>(a) To receive the Internal Audit Report - received</p> <p>(b) To receive the review of the effectiveness of the system of internal control</p> <p>GS explained the role of internal control. It was resolved that Cllrs Duke and Morgan will undertake this duty</p> <p>(c) To approve the End of Year Accounts - Approved</p> <p>(d) To approve the end of year combined bank reconciliation - Approved</p> <p>(e) To consider and approve section 1 of the AGAR – Annual Governance Statement Approved – subject to query on Office and Finance meeting 16th June minutes pt7.1c. Office and Finance query has been checked with the Internal Auditor with regard to provision, and was found to be adequate.</p> <p>(f) To consider and approve Section 2 of the AGAR – Accounting Statements Approved</p>	
15.2	To receive the latest Financial Reports Reports received	ALL
15.3	To approve the latest bank reconciliation Approved	
15.4	To approve the list of payments Approved	
16.	Untreated Ringmer Sewage – to receive an update Office has chased a response.	GS
17.	Staffing Matters GS reported that the Clerk is now undertaking RFO duties and is well supported by the office staff. He also reported that a new accounting system was agreed at the last Office and Finance Meeting.	GS
18.	<p>The 2022 Hub on Saturday 2nd July 2022, 10am-1pm (open at 9am for setting up)</p> <p>Volunteers and materials needed.</p> <p>Cllrs Whitlock, Phillips and Morgan volunteered to attend. Discussion around stand materials. It was agreed that we will organise a questionnaire to gain electorate views and will purchase an advertising banner.</p> <p>ACTION POINTS: Office to liaise with JK re questionnaire. Office to organise banner.</p>	ALL
19.	Reports, Correspondence, Questions and Future Agenda Items To consider any correspondence received after this agenda has been published for noting or action None received	GS
20.1	<p>Planning Matters</p> <p>APP/P1425/W/22/3299056</p> <p>Land At Broyle Gate Farm Lewes Road Ringmer East Sussex - Croudace</p> <p>Outline planning application for up to 100 residential dwellings (40% affordable) and the provision of community facilities to include an artificial turf football pitch, tennis courts, cricket</p>	JW

	<p>nets, outdoor gym, play area, skate park, parking area and public open space (All matters reserved except for access).</p> <p>GS outlined the process and timescales for the appeal. JK advised we are not a statutory party and suggested we obtain Rule 6 party status, which will allow us or our representative to question the developer.</p> <p>Resolved – Parish Council Decision – to object</p> <p>It was resolved that JW will draft a response with support from cllrs (deadline 5th July).</p> <p>It was resolved that the Chairman of the Planning Committee or his nominee be our representative.</p> <p>It was resolved to enable Rule 6 party status.</p> <p>ACTION POINT: Office to request Rule 6 party status from LDC</p>	
20.2	<p>LW/866/CM</p> <p>Field parcel east of Moor Lane, Ringmer, East Sussex</p> <p>Construction of building and use as animal collection and cremation facility and associated works, including access improvements and landscaping.</p> <p>Resolved – Parish Council Decision – to support</p>	JW
21	<p>Urgent items at the Chairman’s discretion requiring decisions which cannot be held over until the next meeting</p> <p>No urgent items. Meeting closed 9.13pm</p>	GS

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

Date of Next Council Meeting Tuesday 12th July 2022 at **19.30**
in the Parish Rooms, Lucy Stone Room