

Chalvington with Ripe



Parish Clerk – Sam Adeniji Email: chalvingtonwithripeclerk@gmail.com Phone: 07767405562
Address – Meadow Cottage, Chalvington, Hailsham, East Sussex, BN27 3TH

Minutes of the Ordinary Council Meeting of the Chalvington with Ripe Parish Council (CWRPC) that took place at the Hayton Baker Hall, Ripe on Monday 8th January 2024 commencing 7pm.

Present: Cllr P. Bishop (Chair), Cllr N. Hamblin, Cllr W. Farrer, Cllr C. Hallworth, Cllr S. Flint and Cllr A. Harvey

In attendance: Sam Adeniji (Parish Clerk) and Cllr Alison Wilson (WDC)

Members of the public: 6.

1. **Apologies for Absence** - Cllr J. Ruddock-West
2. **Declarations of Interest** – Cllr Hamblin & Cllr Flint both declared non-pecuniary interests as directors of RACCA
3. **Approval of the Minutes of the Ordinary Council Meeting of the Parish Council held on 4th December 2023.**

RESOLVED – That the minutes of the parish council meeting held on 4th December 2023 were confirmed as a correct record and signed by the Chair.

4. **Public Session.**
None.

5. **Report of the Member of Parliament**
The council took note of a written report by Maria Caulfield MP on general constituency matters

6. **Report of the County Councillor**
Cllr Nick Bennett spoke to update the council that the provisional budget will be presented to the Cabinet in January and to the full Council in February. In answer to a question on LTP4, Cllr Bennett confirmed that this is about public transport and safe cycling within the County.

RESOLVED - That the report of the County Councillor be noted

7. **Report of the District Councillor**
Wealden District Council (WDC) Councillor Cllr Alison Wilson spoke to update the Council on the following matters:

- a) That East Sussex County Council is consulting on its draft Local Transport Plan 4. The consultation runs until the 25th of February 2024.

In answer to a question, Cllr Wilson confirmed that there are no updates to the local plan and that the plan would be published on the 22nd of January as planned.

RESOLVED - That the report of the District Councillor be noted.

8. **Planning.**

- a) **Applications.**

- **WD/2023/3009/F - 6 Carriage Mews, Ripe, BN8 6EX** – New dormer window

Members noted that the original planning application had dormer windows at both the front and rear of the property as in the current application, but the Developer decided against building the rear dormer to save costs. The owner of the property now wants a

rear dormer window but as the property has no permitted development rights coupled with the fact that it is in a conservation area a new planning application has been made.

Members decided that as the property had previous planning permission for a rear dormer, as there have been no objections and as the proposed dormer looks straight across the fields the application will be supported.

RESOLVED – To support the application

- **WD/2023/2624/LDE - Church Farm, Church Lane, Ripe, BN8 6AU** – Continued use of part of a barn as a single dwellinghouse for Farm Manager and Assistant - **REQUIRED TO COMMENT** whether you or your Councillors are in a position to assist this Council in respect of any evidence, local knowledge and/or witnesses who may have personal knowledge of the history of the application site and its uses.

Members noted that the building had planning permission for the past 4 years and had been lived in for 3 years. The property was converted and lived in legally but not noted by the Land Registry, this application is to correct the anomaly.

RESOLVED – To support the application for a certificate of lawful use on the condition that access conditions in the original planning permission will be met.

- b) Planning applications refused, approved, referred, withdrawn or appeals.**
None.

- 9. Other planning matters**
None

- 10. Update on the Community Field**
Members received an update on the community field. Following the Village Hall event, 6 groups have been created namely the recreation group, young families group, young people group, events group, retired residents group and eco-warriors group. The top five requirements of each of these groups were scored against a series of factors, e.g. cost and planning, and have been short-listed to a list of five. A design meeting will now be held with the design group to develop the shortlisted ideas. Work will start as soon as the ground conditions allow (April/May). A pre-planning meeting will be held with Wealden District Council Planning Department to discuss the roadside paddock. A dedicated group has been set up by RACCA to look at funding opportunities.

The Chair confirmed that the remaining CIL grant is available if needed. It was noted that RACCA may request that the Council use the CIL grant to help fund accessibility to the community field.

RESOLVED – that the update be noted.

- 11. Bike Posts Repositioning**
Members considered a request from a resident for the bike posts to be repositioned from the top of Channers Lane to the new Community space. Members noted that the bike posts are not being used in their current position. Moving them to the community space would provide community infrastructure that would be used by people cycling to the community space.

Members also felt that the bike posts are a hazard where they are currently installed as they take up some of the parking space used for the shops, forcing cars into the road and making it more difficult for cars to park. Members noted that re-positioning the posts in the community space is a community benefit as the bike posts would be used. In addition, there is a community benefit in having more usable parking space as a result of moving the bike posts from their existing location.

RACCA guarantees to provide safe storage for the bike posts until they are ready to be installed in the community space. The existing location will be cleared and the parking space restored.

RESOLVED – that the bike posts be repositioned from the top of Channers Lane to the Community Space for community use.

12. Meeting Dates For 2024

Members discussed the proposal to change the meeting date of 1st April to 8th April as 1st April is Easter Monday.

RESOLVED – that the ordinary full council meeting scheduled for Monday 1st April 2024 be changed to the 8th of April 2024.

13. D-Day 80 – 6th June 2024

Members were updated on the planned celebrations for commemorating the 80th anniversary of D-Day on the 6th of June 2024. Cllr Flint reported that both he and Cllr Hallworth have been in discussion with the various organisations in the parish.

D-Day 80 will be a community event involving the Parish Council, RACCA, the Village Hall Committee and Ripe Village Stores. The Parish Council's involvement would be with the ceremonial aspect of the commemorations, e.g. the 6.30 pm bell ringing, the international tributes and lighting of the Beacon. A series of events commemorating the D-day 80 celebrations will be held over the weekend. The council will be regularly updated on the plans.

The parish clerk confirmed that the parish council has registered its involvement and provided the necessary information to Bruno Peek, and in return a certificate of involvement and the D-Day 80 event logo have been sent to the parish council.

RESOLVED – That plans for celebrating D-Day 80 be noted.

14. Independent Remuneration Panel on Councillor Allowance

The Council considered the report of the independent Remuneration Panel on Councillor Allowance. Members agreed to adopt the report.

RESOLVED – That the Parish Council adopt the recommendations of the Independent Remuneration Panel on Town and Parish Council Allowances for 2024/25 and the suggestion that the acceptance of allowances should be for the clerk to communicate directly with individual councillors.

15. Highways, footpaths and rights of way.

None

16. Financial matters –

a. Authorisation of payment of account

The Clerk presented the schedule of payments, circulated previously. After review and consideration, it was **RESOLVED** that the payments be approved. The payment schedule is attached in Appendix A.

b. Completion of audit report for 2022/23

The Council took note and accepted the external audit report for 2022/23 and the completion of audit report for 2022/23.

RESOLVED – To accept the external audit report and the completion of audit report for 2022/23.

c. Interim audit report for 2023/24

The Council took note and considered the recommendations from the interim audit conducted by Mulberry & co.

RESOLVED – To note and accept the recommendations from the interim internal audit report for 2023/24.

d. Precept Form for 2024/25

RESOLVED – That the precept form for 2024/25 be approved for signature by the Chair and Clerk.

17. Correspondence

The email received from Five Rivers regarding putting up a poster on the notice boards was discussed.

RESOLVED – That the correspondence be noted.

18. Urgent Items

None

Exclusion of Public and Press

It was RESOLVED under Standing Order 10(a xi) that the press and public BE EXCLUDED from the meeting for the following item of business, by reason of its confidential nature:

19. Personnel Matters

RESOLVED: To amend the Parish Clerk contract of employment as outlined in report 19.

20. Dates of next meeting - The next Ordinary Parish Meeting will be held on 5th February 2024 commencing at 7 pm at the Hayton Baker Hall.

There being no further business, the meeting closed at 7.39 pm

Payments January 2024

Income since last meeting	Amount
	£ -
Bank Interest	£ 3.39
TOTAL INCOME	£ 3.39

BALANCES ON ACCOUNT	
Current Account (Community)	£ 15,467.91
Deposit Account (Business Premium)	£ 967.45
TOTAL BALANCES	£ 16,435.36

31/12/2023
31/12/2023

PAID SINCE LAST MEETING TO BE APPROVED	Invoiced Services	Folio number	Chq Nos	Amount
IONOS	Web domain	62		£ 1.72
HugoFox	Website	63		£ 11.99
				£ 13.71

To Pay after this Meeting	Invoiced Services	Folio number	Chq Nos	Amount
Chichester Payroll Services	Payroll Company working out Clerk's Nov salary	64		£ 15.00
Sam Adeniji	Parish Clerk Net Pay For December & back pay NJR award	65		£ 681.97
HMRC	Tax & NIC On Parish Clerk Salary December	66		£ 183.42
Mulberry & Co	Invoice for Interim Audit	67		£ 150.76
IONOS	Web Domain (DD on 18 Jan)	68		£ 1.80
Hugo Fox	Wed Host (DD on 13 Jan)	69		£ 11.99
				£ 1,044.94

CIL FUNDS

RECEIPTS	VALUE
Opening Balance	£ 26,346.19
WDC - CIL Oct 2020 to March 2021	£ 6,790.11
WDC - CIL Oct 2021 to March 2022	£ 1,966.67
TOTAL RECEIPTS	£ 35,102.97
EXPENDITURE (net - before VAT)	VALUE
ESCC - Licences - posts	£ 445.50
Costain - Install bike posts	£ 1,013.00
Zara - Island designs	£ 795.00
SH Solicitors - CIL advice July	£ 75.00
SH Solicitors - advice	£ 1,350.00
Costain - abortive visit	£ 294.11
Architect fees - design and tender process	£ 1,744.63
ESCC - S171 fees	£ 295.00
Island 1 refurbishment	£ 14,060.00
Legal advice - CIL (August 2020)	£ 125.00
CIL island cleats (Christmas tree)	£ 327.92
Electical connection	£ 600.00
Extension lead (Christmas tree)	£ 21.45
Abortive community space costs	£ 1,344.00
50% payment for bench	£ 4,445.00
RISE JOINERY LTD second payment	£ 3,111.50
RISE JOINERY LTD final payment	£ 1,333.50
TOTAL EXPENDITURE as at 01/05/2023	£ 31,380.61
COMMITMENTS (net - before VAT)	VALUE
Community space commitment (approved)	£ 2,406.00
TOTAL COMMITMENTS	£ 2,406.00
TOTAL RECEIPTS	£ 35,102.97
TOTAL EXPENDITURE	-£ 31,380.61
TOTAL COMMITMENTS	-£ 2,406.00
BALANCE	£ 1,316.36

Bike
Bike
Island
Island
Island
Bike
Island
Island
Island
Island
Island
Island
Island
Island
Community space
Bench
Bench

Balance excluding commitments £ 3,722.36