

Chalvington with Ripe



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The Minutes of the Annual Council Meeting of the Chalvington with Ripe Parish Council (CWRPC) that took place at the Hayton Baker Hall, Ripe on Monday 15th May 2023 commencing 7pm.

Present: Cllr (Vice-Chair 2022 – 2023), Cllr P. Bishop (Chair), Cllr J. Ruddock-West (Vice-Chair), Cllr S. Flint, Cllr C. Hallworth, Cllr N. Hamblin, Cllr A. Harvey and Cllr W. Farrer.

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

Members of the public: 38.

50. Election of Chair

One nomination was received; Cllr Bishop. The **MOTION** was carried and It was **RESOLVED** that Cllr P. Bishop be APPOINTED as Chair of the Parish Council for the 2023/2024 Council Year.

51. Election of Vice-Chair

One nomination was received; Cllr J. Ruddock-West. The **MOTION** was carried and It was **RESOLVED** that Cllr J. Ruddock-West be APPOINTED as Vice-Chair of the Parish Council for the 2023/2024 Council Year

52. Attendance and Apologies for Absence - ESCC Cllr Bennett

53. Declarations of Interest - none

54. Motion to adjourn the meeting for the Annual meeting of the Parish.

The **MOTION** was carried and It was **RESOLVED** that the meeting will be adjourned for the Annual meeting of the Parish. Meeting adjourned at 6.04pm.

Meeting resumed at 6.35pm

55. Approval of the Minutes of the Ordinary Council Meeting held on 4th April 2023.

It was **RESOLVED** to APPROVE the minutes and that the Chair could sign them.

56. Matters Arising from Item 55 - None

57. Public Session - The Public may speak on any item on the agenda for up to 2 minutes at the Chair's discretion.

58. ESCC and WDC Reports.

A written report from Maria Caulfield MP had been circulated to members. Alison Wilson the new WDC Councillor for the ward was introduced

59. Committee Membership –

It was **RESOLVED** that Complaints Committee, Planning Committee and F&GP sub-committees be all-council sub committees and that all Members may serve upon them.

60. To discuss and agree representatives on outside bodies

It was **RESOLVED** to appoint the following representatives to outside bodies for the 2023 -2024 Council Year:

- Police Liaison Meetings – Cllr Harvey;
- Emergency Co-ordinator – Cllr Bishop;
- Wealden District Association of Local Councils – Cllr Flint;
- Tree Warden – Cllr Hamblin;
- ESALC AGM – Cllr Bishop;
- Parish Planning Panel and all planning matters - Cllr Farrer;
- Hayton Baker Hall Trustees – Cllr Hallworth;

- Roads – Cllr Ruddock-West
61. **To discuss and agree policies and standards – S**
It was **RESOLVED** to update CWRPC Standing orders, Financial Regulations, Code of Conduct and all other policies and procedures.
62. **To discuss and approve steps and expenditure on a CWRPC Emergency Plan.**
It was **RESOLVED** that a working party consisting of all Members be set up to update the Emergency Plan.
63. **Planning.**
- a) **Applications.**
 - none
 - b) **Planning applications refused, approved, referred, withdrawn or appeals.**
 - APPROVED** - **WD/2023/0403/F** – Installation of 43 M2 Domestic Ground Mounted Solar Array - MEADOW COTTAGE, POUNDFIELD ROAD, CHALVINGTON, BN27 3TH.
 - APPROVED** - **WD/2023/0339/F/** – Conversion of Detached Garage into residential family annex – OXSPRING, POUNDFIELD ROAD, CHALVINGTON, BN27
 - REFUSED** - **WD/2023/0714/F** – Single storey side and rear extension, 1 CHURCH LANE COTTAGES, CHURCH LANE, RIPE, BN8
64. **Other planning matters - none**
65. **Highways, footpaths and rights of way. - none**
66. **Financial matters –**
- a. Authorisation of payment of accounts. – It was **RESOLVED** that these were **AGREED**
 - b. Donation request – Villages Music Festival – It was **RESOLVED** that this be **DEFERRED** until the next Budget setting process.
 - c. **RESOLUTION** to approve all Councillors to be included as signatories on all Bank accounts and bank mandate. – It was **PROPOSED** to **AMEND** the motion to include adding the Parish Clerk as a signatory on all Bank accounts and bank mandate. The **MOTION** was **CARRIED** and **RESOLVED** to **APPROVE** that all Councillors including the Parish Clerk should be included as signatories on all Bank accounts and bank mandates. The approved signatories are Cllr P. Bishop (Chair), Cllr J. Ruddock-West (Vice-Chair), Cllr S. Flint, Cllr C.Hallworth, Cllr N. Hamblin, Cllr A. Harvey, Cllr W. Farrer and S. Adeniji as the Parish Clerk.
 - d. Formalise a change of address and named point of contact for Bank accounts. – It was **RESOLVED** to **AGREE** to a formal change of address and named point of contact to that of the Parish clerk.
 - e. Authorisation to reallocate Election Budget to Training and Reserves - It was **RESOLVED** to **AGREE** that:
 - The sum of £700 from the unspent Elections Budget be transferred to ther Training budget.
 - To the creation of a new earmarked reserves called “Elections” and to transfer the sum of £500 from the unspent Elections budget to the new reserves
 - To leave the sum of £300 unspent in the elections budget
 - f. Agree the appointment of a new Internal Auditor – It was **RESOLVED** to **AGREE** the appointment of Mulberry & Co Ltd as the Internal Auditor.
 - g. Insurance arrangements for 2023/2024 – It was **RESOLVED** to **NOTE** the Insurance arrangements for 2023/2024.
67. **Dates of next meeting** - The next Ordinary Parish Meeting will be held on 5th June 2023 commencing 7pm at the Hayton Baker Hall.

The meeting closed at 19:47

Signed..... Chairman

Date.....

