



Chalvington with Ripe

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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 3rd July 2023 commencing 7pm.

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

In attendance: Sam Adeniji (Parish Clerk)

Members of the public: 6.

85. **Apologies for Absence** - Cllr W. Farrer, ESCC Cllr Nick Bennett and WDC Cllr Alison Wilson
86. **Declarations of Interest** – Cllr P. Bishop declared a prejudicial interest on agenda 95(a) Planning Application WD/2023/1525/F as he is an immediate neighbour.
87. **Approval of the Minutes of the Ordinary Council Meeting of the Parish Council held on 6th June 2023.**

RESOLVED – That the minutes of the parish council meeting held on 6th June 2023 were confirmed as a correct record and signed by the Chair.

88. **Public Session.**

Paul Griffiths stated that at the last Council meeting the Parish Clerk circulated detailed reports for many of the items on the agenda. This was useful as it enabled members of the public to better understand each agenda item. The Parish Clerk responded by thanking the gentleman for the feedback, this was an idea he tried out at the last meeting but was not sure if people found it useful. Detailed reports will be reinstated for future meetings.

89. **Report of the Member of Parliament**

The council took note of a written report by Maria Caulfield MP on general constituency matters.

RESOLVED - That the report of the Member of Parliament be noted

90. **Report of the County Councillor**

The council took note of a written report by Cllr Nick Bennett.

RESOLVED - That the report of the County Councillor be noted

91. **Report of the District Councillor**

The council took note of a written report from District Cllr Alison Wilson.

RESOLVED - That the report of the District Councillor be noted

92. **D-Day 80 – 6th June 2024**

The Council took note of the invitation to take part in events commemorating the 80th Anniversary of the D-Day landings on 6th June 2024 and lighting a beacon at 9.15 pm on 6th June 2024.

Members agreed that the Parish Council should work with RACCA and that both the Community Association and the Parish Council should put their heads together and come up with a plan. Different themed events and parties can be arranged and events can be organised to include Deanland. Members agreed that a working group should be created and interested outside parties can be welcomed as members.

RESOLVED - That the interest of the Parish Council is registered and that the item be brought back to the Council in two months.

93. Standing Order Review

The council took note of the draft Standing Order already circulated, Cllr Ruddock-West explained that minor changes have been made to the Standing Orders. The main change allows members of the public to make representations on planning applications. People who want to make public representations on planning applications can now make their representation just before the planning application is debated.

RESOLVED – That the amended standing order be adopted with public participation increased to 15 minutes and time to speak increased from 2 minutes to 3 minutes.

94. Press and Media Policy and Social Media Policy

a) The council took note of the amended press and media policy already circulated. Cllr Ruddock-West has made changes to ensure that full Council is consulted especially on non-urgent press releases. Sections that were deemed unnecessary have been deleted.

RESOLVED – That the draft press and media policy be adopted

b) The council took note of the draft social media policy circulated. Members felt that additional work is required before the policy can be adopted.

RESOLVED – That a decision on the social media policy be deferred.

95. Planning.

a) Applications.

(Cllr Bishop left the room)

- **WD/2023/1525/F - Meadow View Farm, Poundfield Road, Chalvington** - Change of use of existing Agricultural dwelling to that of an unrestricted C3 dwellinghouse and discharge of section 106 agreement dated 12th Sept 2003 attached to planning permission WD/2003/0379/F (erection of agricultural dwelling). The Applicant explained that the reason the application has been brought back to the Council was due to an administrative error by Wealden District Council, they simply want to add rooms upstairs. Cllr Ruddock West explained that the Parish Council had opposed the removal of the agricultural dwelling condition. Members, however, were persuaded by the planning statement submitted by the applicant and supported the removal of the agricultural dwelling condition. Members voted by 4 votes (1 abstention) to **SUPPORT** the application.

(Cllr Bishop rejoined the meeting)

- **WD/2023/1346/LB - Lovers Farm, Poundfield Road, Chalvington BN27 3YD** - Removal of existing electric light storage heaters and installation of heating and hot water pipe work. Construction of in-built cupboard. Members felt as there will be no detrimental effect to the Grade 2 dwelling, they had no opposition. Members unanimously voted to **SUPPORT** the application.
- **WD/2023/1345/F - Lovers Farm, Poundfield Road, Chalvington BN27 3YD** - Installation of an air source heat pump (ASHP) to the side of the detached garage. Members noted that there will be no detrimental effect to the Grade 2 dwelling and it would not be visible from the road and contribute to low carbon and emission. Members voted to **SUPPORT** the application.

b) Planning applications refused, approved, referred, withdrawn or appeals.

The following applications were noted:

- **APPROVED** - **WD/2023/0914/F** - Single-storey side extension. Ivy Cottage, Mill Lane, Ripe, BN8 6AX
- **WITHDRAWN** - **WD/2023/0539/F** – Change of use from residential annex to independent residential dwelling. 4 Church Lane Cottages, Church Lane, Ripe BN8 6AU
- **REFUSED** - **WD/2023/3074/F** – Proposed detached art/studio/annexe. Re-consult requested by Planning officer. Brook Cottage, Ripe Lane, Ripe BN8 6AR

96. Other planning matter

None.

97. Highways, footpaths and rights of way.

Cllr Hamblin explained the progress he has made as Tree warden, he explained that he has received a complaint about a tree being cut down in the Conservation area, which he has followed up with Wealden District Council. Members felt that this should be drawn to the attention of residents living in the conservation area by publishing it on the notice board. Members also agreed that the Council's website should have a section listing what can or cannot be done to buildings under permitted development and trees for those living in the Conservation area under a section headed living in the Conservation area.

98. Financial matters –

a. Authorisation of payment of account

The Clerk presented the schedule of payments, circulated previously. Members queried the expense claim from ex-Councillor John Ward which included a claim of 4 hours at £12ph for help with the expediting of change of bank authorised signatories. After review and consideration, it was **RESOLVED** with one abstention that the payments be approved. The payment schedule is attached in Appendix A.

- b. An update on the current Banking situation: The Clerk explained that there has been no progress and that currently, the previous Councillors (John Ward and Alison Dunbar Dempsey) and former Parish Clerk have refused to hand over the Parish Council's Bank Account to the new Councillors by refusing to sign the bank mandate to add the new Councillors as authorised bank signatories and removing the old Councillors as authorised bank signatories. Alison Dunbar Dempsey wrote that *"once I receive confirmation that you have issued an apology to Paul Richards, the previous clerk, in relation to the letter you sent to Lady Susan Conway (copied below), and once the photos and write up of the Volunteer Big Day Out held on May 8th 2023 are put up on the CwR Parish Council website and remain up, I would be more than happy to sign and give my consent so that the new signatories can be added. I am sure that John Ward will also assist if the above is actioned"* The Clerk further explained that even though John Ward had submitted an expense claim (4 hours travel time to Barclays in Eastbourne at £12 ph) he has refused to sign the form to add new councillors as signatories.

99. Correspondence

Cllr Bishop explained that an email was received from a former Councillor which he has been advised not to correspond with by the Police. This has been passed to the Clerk and he has responded accordingly.

Cllr Hamblin explained that Mr Freddy Pankhurst raised the issue of the Polling Station at Deanlands not being available for the local elections and wanted to know if they will be available for the General Elections. Cllr Hamblin stated that he has spoken to the Management at Deanland Wood Park and they have agreed that the polling station will be available at the next General Elections. The Parish Council is grateful to Mr John Sargeant who is the owner of Deanland Wood Park for his assistance on this matter,

100. Urgent Items

Cllr Bishop stated that he has been forwarded a model Community Resilience plan and that he is working on a draft parish emergency plan which will be circulated to members in due course.

101. Dates of next meeting - The next Ordinary Parish Meeting will be held on 4th September 2023 commencing at 7 pm at the Hayton Baker Hall.

There being no further business, the meeting closed at 8.15 pm

Payments July 2023

Income since last meeting	Amount
Bank Interest	£ 6.43
TOTAL INCOME	£ 6.43

BALANCES ON ACCOUNT	
Current Account (Community)	£ 13,616.61
Deposit Account (Business Premium)	£ 970.35
TOTAL BALANCES	£ 14,586.96

28/06/2023
28/06/2023

PAID SINCE LAST MEETING TO BE APPROVED	Invoiced Services	Folio number	Chq Nos	Amount
lonos Cloud Ltd	Website Services	19		£ 1.20

£ 1.20

To Pay after this Meeting	Invoiced Services	Folio number	Chq Nos	Amount
Chichester Payroll Services	Payroll Company working out Clerk's salary	25		£ 15.00
Sam Adeniji	Parish Clerk Net Pay For April	26		£ 485.47
HMRC	Tax & NIC On Parish Clerk Salary April	27		£ 121.20
Mulberry & Co	Professional Audit Services for 2022/23	28		£ 248.58
John Ward	Travel Expense to Barclays with Parish Clerk	29		£ 61.50
Paul Richards	Clerk support from drawdown fund	30		£ 113.75
				£ 1,045.50

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

Balance excluding commitments £ 3,722.36