

Chalvington with Ripe



Parish Clerk – Stephanie Dubas Email: chalvingtonwithripeclerk@gmail.com Phone: 07353990253

Dear Councillors

You are duly summoned to the Council Meeting of the Chalvington with Ripe Parish Council that will take place on **Monday 11th May 2026, commencing at 7:00pm**. The meeting will be held at Hayton Baker Hall, Church Lane, Ripe, near Lewes, East Sussex BN8 6AU.

Members of the public are welcome to attend this meeting and speak for a maximum of three minutes about an item on the agenda for this meeting during the Public Session at the discretion of the Chair (Standing Orders 2f).

Stephanie Dubas

May 2026

S Dubas

Clerk to the Council

AGENDA

ORDINARY COUNCIL MEETING

1. Election of Chair by Current Chair:	Cllrs to propose, second and vote for the Chair
2. Election of Vice-Chair:	Cllrs to propose, second and vote for the Vice-Chair
3. Attendance & Apologies for Absence	
4. To receive any declarations from Members concerning items on the agenda	To receive Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation
5. Motion to adjourn the meeting for the Annual Parish Meeting.	Cllrs to propose, second and vote for the adjournment



TO THE ELECTORS OF CHALVINGTON WITH RIPE PARISH

You are invited to the ANNUAL PARISH MEETING

By the Chair of the Parish Council

To be held at the Hayton Baker Hall on Monday 11th May 2026 commencing 7.05 pm

AGENDA

- 1) Welcome by the Chair
- 2) Approval of the APM Minutes 12/05/2025
- 3) Reports from Councillors:
 - a) Chair: Appendix 1 Planning Summary 2025/26
 - b) Tree Warden Verbal Update: Cllr Hamblin
 - c) Footpath Verbal Update: Cllr Rudduck-West
- 4) Reports from outside groups and associations
 - a) Litter Watch Annual Report: Professor Brian Hill
 - b) Village Hall Annual Report: Professor Brian Hill Appendix 2
 - c) Verbal report: Paul Griffiths/Debbie Turner RACCA
- 5) Public session
- 6) Close of APM

Chalvington with Ripe



Appendix 1 Planning Summary 2025/26

REF	Property	Detail	Date to comment	CWR meeting	Submitted Views on	CWR Decision	WDC Decision Date	WDC Decision	Appeal
WD/2024/2863/OH	Meadow View Farm, Poundfield Road, Chalvington BN27 3TH	Replacement Of An Existing Pole Transformer. New Pole To Be Located Approximately 5m Away From The Existing.	20/01/2025	13/01/2025	14/01/2025	Support	12/01/2025	APPROVED	
WD/2024/2870/F	Land Off Channers Lane, Ripe, BN8 6AS	Erection Of A Detached Dwelling With Off Road Parking.	24/01/2025	13/01/2025	17/01/2025	Object	20/02/2025	WITHDRAWN	
WD/2025/0001/F	Church Lane, Ripe BN8 6AU	Formation Of Two New Dwellings, With Associated Parking And Landscaping Works	07/02/2025	03/02/2025 & 12/05/25	04/02/2025	Object	25/04/2025	Refused	
WD/2024/2938/F	6 Carriage Mews, Church Lane, Ripe, BN8 6EX	Dormer Window With Pair Of Opening In Doors And Iron Safety Balustrade	12/02/2025	03/02/2025	04/02/2025	Support	12/06/2025	Refused	
WD/2024/2916/FR	Flock House, Church Lane, Ripe -	Retrospective Application To Retain 28mm In 4 New Windows And Retain Existing Door And Frame With Fanlight Above	14/02/2025	03/02/2025	04/02/2025	Support	30/03/2025	APPROVED	
WD/2025/0605/FA	Lovers Farmhouse, Church Farm Lane, Chalvington, BN27 3TD	Existing Garage With New 3 Bay Garage And Annex.) To Allow The Building To Be Used For Flexible Purposes Incidental And	09/04/2025	12/05/25 & 23/06/25	08/04/2025	Object	25/04/2025	WITHDRAWN	
WD/2025/0515/F	Freshfield, Chalvington Road, Chalvington, BN27 3TA	With A Larger Single-Storey Side Addition (East Side); Demolition Of Existing Modern Outbuilding, Garage, First Floor	09/04/2025	07/04/2025	08/04/2025	Support	30/05/2025	APPROVED	
WD/2025/0514/LB	Freshfield, Chalvington Road, Chalvington, BN27 3TA	With A Larger Single-Storey Side Addition (East Side); Demolition Of Existing Modern Outbuilding, Garage, First Floor	09/04/2025	07/04/2025	08/04/2025	Support	30/05/2025	APPROVED	
WD/2024/2392/ME	Land At Colbrans Farm Estate, Laughton, BN8 6AJ	Associated Infrastructure. Environmental Statement Updated With Additional Information Relating To Ecology And Historic	09/04/2025	07/04/2025	08/04/2025	No comment	21/07/2025	APPROVED	
WD/2024/2893/F	Poundfield Road, Chalvington, BN27 3TQ	Westlyn. Demolition Of Existing Business Unit On Land Known As Dairylands Erection Of New Detached Dwelling . Both Sites To	17/04/2025	07/04/2025	08/04/2025	Support	28/05/2025	WITHDRAWN	
WD/2025/1791/LB	ECKINGTON MANOR, CHURCH LANE, RIPE, BN8 6AU	ECKINGTON MANOR, CHURCH LANE, RIPE, BN8 6AU DEMOLITION	04/09/2025	01/09/2025	05/09/2025	Support			
WD/2025/1790/LB	ECKINGTON MANOR, CHURCH LANE, RIPE, BN8 6AU	ECKINGTON MANOR, Listed Building	04/09/2025	01/09/2025	05/09/2025	Support			
WD/2025/2113/FA	CHURCH FARM, CHURCH LANE, RIPE, BN8 6AU	REMOVAL OF OCCUPANCY CONDITION ATTACHED TO K/48/462 (PROPOSED ERECTION OF TWO STOREY FARMHOUSE)	13/10/2025	06/10/2025	10/11/2025	Object			
WD/2025/2278/FA	CART LODGE, CHURCH FARM, CHURCH LANE , RIPE, BN8 6AU	VARIATION OF CONDITION 2 OF WD/2024/1272/F (CONVERSION OF REDUNDANT CARTSHED TO RESIDENTIAL) NEW INTERNAL LAYOUT, VELUX WINDOWS AND SOLAR PANELS TO BE ADDED TO ROOF	20/11/2025	01/12/2025				WITHDRAWN	
WD/2025/2176/F	1 PEAFIELD COTTAGES, CHURCH LANE, CHALVINGTON	The proposal is for a re-submission of planning application WD/2018/2113/F, to upgrade the existing outbuilding to create a single storey unit to be used as a tourist let. The unit will have a kitchen/dining/living space, two bedrooms, a bathroom and store.	02/12/2025	01/12/2025	02/12/2025	Support			
WD/2025/2601/F	LAND OFF CHANNERS LANE, RIPE, BN8 6AS	ERECTION OF A SINGLE STOREY BUILDING FOR USE AS TOURIST ACCOMMODATION.	12/01/2026	05/01/2026	06/01/2026	Object			
WD/2026/0055/F	CHURCH FARM, CHURCH LANE, RIPE, BN8 6AU	CONVERSION OF REDUNDANT CARTSHED TO RESIDENTIAL	04/02/2026	02/02/2026	03/02/2026	Support	17/04/2026	APPROVED	
WD/2026/0235/F	THE LAURELS, CHALVINGTON ROAD, CHALVINGTON BN27 3TB	NEW DETACHED OFFICE BUILDING FOR OWNERS AND OCCUPIERS OF MOST PROPERTY. THE LAURELS, CHALVINGTON ROAD, CHALVINGTON BN27 3TB	03/03/2026	02/03/2026	02/03/2026	Support	13/04/2026	Refused	
WD/2026/0588/F	LAND AT WESTLYN (SOUTH OF DOWNSVIEW FARMHOUSE, SHEEPCOTE LANE, CHALVINGTON, BN273SY	DEMOLITION OF DWELLING AND ERECTION OF REPLACEMENT	12/05/2026	11/05/2026					
WD/2025/2802/FR	DOWNSVIEW FARMHOUSE, SHEEPCOTE LANE, CHALVINGTON, BN273SY	RETROSPECTIVE APPLICATION FOR RELOCATION OF SEWAGE TREATMENT PLANT.	12/05/2026	11/05/2026					



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Appendix 2 Village Hall Report

CHAIRMAN'S REPORT

The last year has been successful with the Village Hall fulfilling its role within the Community. The facilities have been used on numerous occasions to host a variety of activities, including Parish meetings, the Ripe Pre-School, recreational groups, the Flower Show, a Disco, the Annual Quiz, Vinted and film nights etc.

The fabric of the Hall is carefully monitored and repairs commissioned when necessary. For instance our AV system has been upgraded and a new boiler flue fitted.

Our Treasurer has carefully managed the finances which are currently quite healthy.

It has been a great pleasure to work with the Committee which has significantly benefited from the addition of four new members.

Our formal status is being changed to allow us to become a CIO, which involves certain changes to procedures and responsibilities, particularly the role of trustees and the role of the AGM. We are currently in a transition period, but no major changes to our operations are envisioned.

A big thank you to our team of committee members with whom it has been a great pleasure to work. We are confident that the Hall will continue to be a major asset to our Parish community.

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ORDINARY COUNCIL MEETING: CONTINUED

6. Approval of the OCM Minutes	Ordinary Council Meeting 03/03/2026
7. Public Session	The Public may speak on any item on the agenda for up to 3 minutes at the Chair's discretion.
8. Report of the Member of Parliament:	To resolve to note the March report from the MP uploaded on our website MP report March 26
9. Report of the County Councillor:	To resolve to note a report from the ESCC Councillor if submitted
10. Report of the District Councillor:	To resolve to note a report from the WDC Councillor if submitted
11. Planning Applications	<p>a. WD/2026/0588/F LAND AT WESTLYN (SOUTH OF POUNDFIELD ROAD) AND DAIRYLANDS (NORTH OF POUNDFIELD ROAD), CHALVINGTON BN27 3TQ: Demolition of dwelling and erection of replacement dwelling at westlyn. Demolition of existing business unit on land known as dairylands and erection of new selfbuild detached dwelling. Both sites to include landscaping works</p> <p>b. WD/2025/2802/FR DOWNSVIEW FARMHOUSE, SHEEPCOTE LANE, CHALVINGTON, BN273SY: retrospective application for relocation of sewage treatment plant.</p>
12. Planning Approvals	c. WD/2026/0055/F CART LODGE, CHURCH FARM, CHURCH LANE, RIPE, BN8 6AU: Conversion of redundant cartshed to residential
13. Planning Refusals	d. WD/2026/0235/F THE LAURELS, CHALVINGTON ROAD, CHALVINGTON BN27 3TB: New detached office building for owners and occupiers of host property. The laurels, chalvington road, chalvington bn27 3tb.
14. Planning Withdrawn	None
15. Other planning matters	To discuss or note any other planning matters brought to the attention of the Parish Council.
16. To elect outside body reps	<p>a) Wealden District Association of Local Councils:</p> <p>b) Tree Warden:</p> <p>c) ESALC AGM:</p> <p>d) Hayton Baker Hall Trustees:</p> <p>e) Highways, footpaths and rights of way:</p>
17. To receive outside body reports	<p>a) Wealden District Association of Local Councils: Vacant</p> <p>b) Tree Warden: Cllr N Hamblin</p> <p>c) ESALC AGM: Cllr Simon Flint:</p> <p>d) Hayton Baker Hall Trustees: Cllr Charlie Hallworth</p> <p>e) Highways, footpaths and rights of way: Cllr Joe Ruddock-West:</p>
18. To discuss and agree policies and standards	None Submitted
19. Financial matters	<p>To approve the following:</p> <p>a) Appendix A To note the bank statements and reconciliation</p> <p>b) Appendix B To approve the payment schedule</p> <p>c) Appendix C To approve the Statement Of Account Year End</p>

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	d) Appendix D Annual Return
20. Grants	To consider the grant budget for 26/27 given the limited funds available for the traffic calming measures and the match fund requirement.
21. Grass Cutting	To consider the number of cuts to approve for 26/27 @ £35 each. 25/26 included cuts in May, June, July, Sept & Oct with 1 Nettle treatment (6x£35: 2 have been completed in Mar & Apr 2026).
22. Claimed Footpath	Parish Clerk to update the Parish Council on the claimed footpath.
23. Speed Application	To provide an update on the community Match Application approved by ESCC's Lead Member for Transport and the Environment on 16 th February 2026 for traffic calming measures in Ripe.
24. Litter Update:	The Parish Council has requested signs for four sites as per the map supplied by the litter picking group. 
25. Draft 'Focused' Local Plan (Regulation 18)	To confirm the Parish Council has submitted a response on the Draft Local Plan 2026 submission deadline of 30/03/26. This is on our website CWRPC Plan Response .
26. Correspondence	To discuss any written correspondence received and to consider further action; however, no decisions can be made.
27. Urgent Items	
28. Date of next meeting	The Ordinary Council Meeting will be held on June 1st commencing at 7pm at the Hayton Baker Hall.

All documents can be found on the website, on the agenda and in any links proved. Alternatively, you may request any information directly from the Parish Clerk: chalvingtonwithripeclerk@gmail.com

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Appendix A Bank Reconciliations March 26 & April 26

Bank Reconciliation at 24/03/2026			
	Cash in Hand 01/04/2025		18,088.89
	ADD		
	Receipts 01/04/2025 - 24/03/2026		18,729.43
			36,818.32
	SUBTRACT		
	Payments 01/04/2025 - 24/03/2026		14,851.47
A	Cash in Hand 24/03/2026 (per Cash Book)		21,966.85
Cash in hand per Bank Statements			
	Petty Cash 24/03/2026	0.00	
	Business Premium 24/03/2026	15,180.61	
	Community account - payments 24/03/2026	6,786.24	
			21,966.85
	Less unrepresented payments		
			21,966.85
	Plus unrepresented receipts		
B	Adjusted Bank Balance		21,966.85
A = B Checks out OK			

April 26

1 May 2026

Chalvington Parish Council - LITE

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 30/04/2026			
	Cash in Hand 01/04/2026		21,966.85
	ADD		
	Receipts 01/04/2026 - 30/04/2026		8,683.50
			30,650.35
	SUBTRACT		
	Payments 01/04/2026 - 30/04/2026		2,195.82
A	Cash in Hand 30/04/2026 (per Cash Book)		28,454.53
Cash in hand per Bank Statements			
	Petty Cash 30/04/2026	0.00	
	Business Premium 30/04/2026	15,180.61	
	Community account - payments 30/04/2026	13,273.92	
			28,454.53
	Less unrepresented payments		
			28,454.53
	Plus unrepresented receipts		
B	Adjusted Bank Balance		28,454.53
A = B Checks out OK			

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Appendix B Payment Schedule Mar 26 & April 26

FINANCE SUMMARY SHEET (Approval Council Meeting 11/05/26)

BALANCES ON ACCOUNT FROM BANK STATEMENTS

Bank Date	Account Name	£
30/03/2026	Current Account (Community)	£ 6,786.24
30/03/2026	Deposit Account (Business Premium)	£ 15,180.61
TOTAL BALANCES		£ 21,966.85

COMMUNITY ACCOUNT INCOME FOR THE PERIOD

Bank Date	Income since last meeting	Amount
Total		£0.00

COMMUNITY ACCOUNT EXPENDITURE FOR THE PERIOD

Scribe Voucher	Scribe DATE	£	vat £	Amount £	Service	SUPPLIER
80	18/03/26	£ 1.50	0.3	£ 1.80	Website Name	IONOS CLOUD LTD.
74	12/03/26	£ 9.99	2	£ 11.99	HUGO FOX LTD website	GOCARDLESS Aug
79	24/03/26	£ 167.16		£ 167.16	Tax & NI	HMRC
77	24/03/26	£ 525.52	0	£ 525.52	Clerks Salary	S Dubas
78	24/03/26	£ 15.00		£ 15.00	Payroll costs	Chichester Payroll Services
75	02/03/26	£ 167.16		£ 167.16	Tax & NI	HMRC
76	02/03/26	£ 525.52	0	£ 525.52	Clerks Salary	S Dubas
64	02/03/26	£ 15.00		£ 15.00	Payroll costs	Chichester Payroll Services
SUB TOTAL				£ 1,429.15		

COMMUNITY BANK ACCOUNT BANK BALANCE

Balance b/f + Income	£ 8,215.39
Less Paid Expenditure	£ 1,429.15
Balance At Bank	£ 6,786.24

BUSINESS PREMIUM ACCOUNT BANK BALANCE

Bank Date	Description	Scribe	Amount
30/03/2026	Balance B/F Account		£ 15,142.28
30/03/2026	Income interest		38.33
TOTAL			£ 15,180.61

COMMITTED EXPENDITURE

Notified Date	Approval Sou	Invoiced Services	Amount
SUB TOTAL TO BE APPROVED			£ -
TOTAL Spend (Paid + Committed)			£ 1,429.15

Chalvington with Ripe



Appendix B Payment Schedule April 26

FINANCE SUMMARY SHEET (Approval Council Meeting 11/05/26)

BALANCES ON ACCOUNT FROM BANK STATEMENTS

Bank Date	Account Name	£
21/04/2026	Current Account (Community)	£ 13,273.92
21/04/2026	Deposit Account (Business Premium)	£ 15,180.61
TOTAL BALANCES		£ 28,454.53

COMMUNITY ACCOUNT INCOME FOR THE PERIOD

Bank Date	Income since last meeting	Amount
27/04/26	Wealden DC Precept	£8,683.50
Total		£8,683.50

COMMUNITY ACCOUNT EXPENDITURE FOR THE PERIOD

Scribe Voucher	Scribe DATE	£	vat £	Amount £	Service	SUPPLIER
2	22/04/26	£ 1.50	£ 0.30	£ 1.80	Website Name	IONOS CLOUD LTD.
1	22/04/26	£ 9.99	£ 2.00	£ 11.99	HUGO FOX LTD website	GOCARDLESS Aug
4	22/04/26	£ 167.16	-	£ 167.16	Tax & NI	HMRC
5	22/04/26	£ 525.52	-	£ 525.52	Clerks Salary	S Dubas
3	22/04/26	£ 15.00	-	£ 15.00	Payroll costs	Chichester Payroll Services
6	22/04/26	£ 318.00	-	£ 318.00	Hire of Hall	Village Hall
7	22/04/26	£ 243.00	£ 48.60	£ 291.60	Accounting Software	Scribe
8	22/04/26	£ 399.82	-	£ 399.82	Nalc & Esalc Membership	ESALC
9	22/04/26	£ 26.40	-	£ 26.40	Mobile 6 mths to 1/4/26	Lebara Paid By Clerk
10	22/04/26	£ 31.43	-	£ 31.43	Printer £4.49 mthly to 9/4/26	HP Ink Paid By Clerk
11	22/04/26	£ 407.10	-	£ 407.10	Insurance	Zurich
SUB TOTAL				£ 2,195.82		

COMMUNITY BANK ACCOUNT BANK BALANCE

Mar-26	Balance b/f + Income	£ 15,469.74
Apr-26	Less Paid Expenditure	£ 2,195.82
Balance At Bank		£ 13,273.92

BUSINESS PREMIUM ACCOUNT BANK BALANCE

Bank Date	Description	Scribe	Amount
27/03/26	Balance B/F Account		£ 15,180.61
TOTAL			£ 15,180.61

Forecast Committed Expenditure and Reserves for Approval

Date	Approval Sought	Invoiced Services	Amount
Apr-26	Parish Clerk	Clerks Salary HMRC Tax & NI	£ 8,020.00
Apr-26	Hugo	Website 11 months	£ 131.89
Apr-26	IONOS	Website Domain 11 Months	£ 19.80
Apr-26	Chichester	Payroll Services 11 Months	£ 163.00
Apr-26	Grass cutting - part	Les Morley	£ 210.00
Apr-26	Internal audit fees	Parish	£ 200.00
Apr-26	Expenses	Conference/Course fees/travel	£ 200.00
Apr-26	Assets	Intenance (fingerpost/Noticeboard)	£ 360.00
Apr-26	Reserves	Elections	£ 300.00
Apr-26	Subscriptions	ICO	£ 52.00
Apr-26	Remembrance Day	Remberence wreath	£ 60.00
Apr-26	Grant to RA/CCA	£1189.88+Part CII £603	£ 1,792.88
Mar-27	Clerk Expenses	Mobile 12 mths to 1/4/27	£ 52.80
Mar-27	Clerk Expenses	Printer £4.49 mthly to 9/4/26	£ 53.88
Apr-26	PATAS	Internal Auditor	£ 195.00
Apr-26	Reserves	Contingency	£ 3,045.00
Apr-26	Reserves	Traffic Speed Calming	£ 20,000.00
SUB TOTAL TO BE APPROVED			£ 35,058.25
TOTAL Spend (Paid + Committed)			£ 37,254.07

EXPECTED INCOME TO NOTE

Date	Approval Sought	Invoiced Services	Amount
Apr-26	Precept	Wealden Council	£8,683.50
Apr-26	VAT refund	HMRC	£481.63
Apr-26	Bank Interest	BARCLAYS	£120.00
TOTAL INCOME DUE PLUS IN BANK			£37,739.66

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Appendix C Statement Of Account Year End 31/03/2026

Chalvington Parish Council - LITE STATEMENT OF ACCOUNTS

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	18,088.89	
Cash in Hand		
Precept	17,367.00	
VAT refund		
Bank interest	180.40	
CIL	602.90	
Clerk - Salary/NI/Tax		8,087.11
Overtime		
Expenses		83.95
Hall Hire - meetings		360.00
Conference/Course fees/travel		40.00
Insurance		356.97
Audit/Professional Fees		193.00
CIL asset maintenance		
Elections		
Sundries		
Subscriptions		374.05
Subscriptions - ICO		
Mowing - CWRPC owned land		180.00
Remembrance wreath		
Website		172.86
Fingerpost signs		241.17
Traffic Management & Speed Survey		1,788.00
CIL project payments		1,316.00
Noticeboards		
Grant to RACCA		
Payroll Services		317.16
Grants		847.36
Accounting Software		
asset Repairs		12.21
VAT	579.13	481.63
	18,729.43	14,851.47
Closing Balances:		
Balances in Bank Account		21,966.85
Cash in Hand		
TOTAL	36,818.32	36,818.32

The above statement represents fairly the financial position of the council as at 31 Mar 2026

Chalvington with Ripe



Appendix D Annual Return

28 April 2026 (2025-26)

Chalvington Parish Council - LITE

Annual Return

Accounts for Year from 01/04/2025 to 31/03/2026

This is prepared based on the information in "Governance and Accountability for Local Councils : a Practitioners' Guide"

Important note: These figures have been prepared on a RECEIPTS and PAYMENTS basis.

* Note :- An asterisk to the right of the box below indicates it is an item that has changed by more than 15% and £200 from the previous year and probably warrants a comment in your notes. This is only an indication and should not be considered exclusive. You will only see asterisks if this is the second year you have used the report .

Box No.	Description	Year ending		
		31/03/2025 £	31/03/2026 £	
1	Balances brought fwd	13,730.74	18,088.89	*
2	Annual precept	16,215.00	17,367.00	
3	Total other receipts	2,809.97	1,362.43	*
4	Staff Costs	7,607.64	8,087.11	
5	Loan interest/capital repayment	0.00	0.00	
6	Total other payments	7,059.18	6,764.36	
7	Balances carried forward	18,088.89	21,966.85	*
8	Total Cash and Short Term Inve	18,088.89	21,966.85	*
9	Total Fixed Assets and Long Ter	0.00	11,657.00	*
10	Total Borrowings	0.00	0.00	