



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


The Minutes of the Ordinary Council Meeting Chalvington with Ripe Parish Council (CWRPC) at Hayton Baker Hall Minutes Monday 3rd November 2025

Present: Cllr S. Flint (Chair), Cllr J. Ruddock-West (Vice Chair), Cllr W. Farrer, Cllr C. Hallworth

In Attendance: Stephanie Dubas Parish Clerk, Cllr Alison Wilson

Public: 2 members

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| 85. Attendance and Apologies for Absence | Cllr Lonsdale, Cllr Harvey, Cllr Hamblin, Cllr Bennett |
| 86. To receive any declarations from Members concerning items on the agenda | No Declarations of Interest, Notification of Changes to Members' Interests and consider any requests for a dispensation were received. |
| 87. Approval of the Minutes | a) It was resolved to approve the Ordinary Council Meeting minutes 06/10/2025 |
| 88. Public Session | <p>The Public may speak on any item on the agenda for up to 3 minutes at the Chair's discretion:</p> <p>Resident A: Spoke on the use of a Shepherds Hut for a charitable use for low paid workers. Only partly in view and would be painted green to blend into the hedge in front.</p> |
| 89. Report of the Member of Parliament: | No report received from the MP. |
| 90. Report of the County Councillor - | No report received from the ESCC Councillor. |
| 91. Report of the District Councillor | <p>To resolve to note a report from the WDC Councillor.</p> <p>The Crowborough camp has been highlighted in the media recently. Wealden were advised it was a proposal and the Council want a stakeholder meeting to be held to take everyone's opinions to be involved and considered. Avian Flu outbreak is just outside our Parish, links to the advice are in the report and will be uploaded to the Parish website. CLIF fund launched and is on our website, separate to the Ward budget fund. Will take comments by Parish Council and residents on the Kittyhawk aerodrome back to Planning.</p> |
| 92. Planning Applications | <p>To resolve to support an amended application title to exclude the residential curtilage and remain agricultural.</p> <p>WD/2025/1565/FR PART RETROSPECTIVE APPLICATION FOR SITING OF SHEPHERDS HUT FOR MIXED USE AS ANNEXE/HOLIDAY LET AND PROPOSED ERECTION OF DECKING TOGETHER WITH CHANGE OF USE OF LAND TO RESIDENTIAL. Planning application states: to change the use of 208 sq. metres of agricultural land to residential curtilage. The majority of this area is currently not useful for agricultural purposes, plan to use the curtilage extension for the purpose of siting a Shepherd's Hut (SH). Its use will be for ancillary residential occupation as an annexe of the main dwelling</p> |

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| | house, and for holiday let use. Parking accessed from the parking area within the current residential curtilage. The builder told us that it could be sited 'anywhere on our land'. Now advise it would only be feasible to keep the SH in this position if the designation of the land it is sited on is changed to residential. Enforcement note Oct 25. See application: Planning link . Link to Airbnb: Airbnb for commercial business holiday let. Any waste generated from the Shepherds Hut will be disposed of via the main house waste disposal bins. Would be willing to accept a condition / legal agreement to limit the use of our Shepherds Hut to use as an Annex / Holiday Let for family / tourism use. |
| 93. Planning Approvals | a) WD/ |
| 94. Planning Refusals | a) WD/ |
| 95. Planning Withdrawn | a) WD/ |
| 96. Other planning matters | To discuss or note any other planning matters brought to the attention of the Parish Council. |
| 97. Map Modification Order | <p>To resolve to support an application for a map modification.</p> <p>a) Consideration of making an application for a Definitive Map Modification Order for a claimed public right of way on foot linking public footpaths CHV/23/1 and CHV/22/1 on land formerly part of Church Farm to the north of Langtye Cottage shown for the purposes of identification coloured brown on the plan. Members of the public walked in a shortcut between the fields. There is a presumed right for over 20 years to make this application by producing evidence showing the use has occurred. Between 5-20 people should provide statements of use over 20 years. Parish Clerk will notify the Rights Of Way Officer that this is our intention and check there is no bar against footpaths being applied for and any recommendations they would wish to make on the pathway and make the application. The owners would prefer cutting across the adjoining field or go all the way around as they want to install an allotment. Residents have always made the footpath their preferred route. The owners have used the field for a campervan.</p>  |
| 98. To receive outside body reports | <p>b) Wealden District Association of Local Councils: Vacant</p> <p>c) Tree Warden: Cllr N Hamblin</p> <p>d) ESALC AGM: Cllr Simon Flint: Nov 25th 2025</p> <p>e) Hayton Baker Hall Trustees: Cllr Charlie Hallworth: Still looking for the AV system and furniture.</p> <p>f) Highways, footpaths and rights of way: Cllr Joe Ruddock-West</p> |
| 99. To discuss and agree policies and standards | a) None presented |
| 100. Financial matters | <p>To resolve to support the bank reconciliation and payment schedule</p> <p>a) To note the bank statements and reconciliation to 28/10/2025</p> <p>b) To approve the payment schedule at Appendix A</p> |
| 101. Correspondence | No written correspondence received and to consider further action; however, no decisions can be made. |
| 102. Urgent Items | <p>To resolve to support finger post restoration</p> <p>a) Finger post outside the Village Store to be restored by a local joiner using oak and treat the sign with natural preservative for</p> |

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| | <p>a max of £160. Consideration will be made to the pictorial sculpting at the base of the sign.</p> <p>To resolve to support meeting dates for 2026.</p> <p>b) To agree the dates of meetings for 2026</p> |
| 103. Date of next meeting | The next Ordinary Parish Meeting will be held on 1 st December 2025 commencing at 7pm at the Hayton Baker Hall. |

There being no further business, the meeting closed at 19:45 pm

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| <i>Signed: Chair: Cllr S Flint</i> | |
| <i>Date:</i> | <i>01/12/25</i> |

APPENDIX A – Payments

FINANCE SUMMARY SHEET 25 (Approval Council Meeting 03/11/25)

BALANCES ON ACCOUNT FROM BANK STATEMENTS

| Bank Date | Account Name | £ |
|----------------|------------------------------------|-------------|
| 28/10/2025 | Current Account (Community) | £ 11,527.49 |
| 28/10/2025 | Deposit Account (Business Premium) | £ 15,098.23 |
| TOTAL BALANCES | | £ 26,625.72 |

COMMUNITY ACCOUNT INCOME FOR THE PERIOD

| Bank Date | Income since last meeting | Amount |
|-----------|---------------------------|------------|
| 25/10/25 | Precept | £ 8,683.50 |
| 25/10/25 | CIL | £ 602.90 |
| Total | | £ 9,286.40 |

COMMUNITY ACCOUNT EXPENDITURE FOR THE PERIOD

| Scribe Voucher | Scribe DATE | £ | vat £ | Amount £ | Service | SUPPLIER |
|----------------|-------------|----------|--------|----------|-----------------------------|-----------------------------|
| 50 | 45957 | £ 15.00 | £ - | £ 15.00 | Payroll costs | Chichester Payroll Services |
| 49 | 45957 | £ 60.00 | £ - | £ 60.00 | Grass cutting - parish land | Les Morley |
| 48 | 45957 | £ 167.16 | £ - | £ 167.16 | Tax & NI | HMRC |
| 51 | 45958 | £ 9.99 | £ 2.00 | £ 11.99 | HUGO FOX LTD website | GOCARDLESS Aug |
| 47 | 45929 | £ 525.52 | £ - | £ 525.52 | Clerks Salary | S Dubas |
| 52 | 45958 | £ 1.50 | £ 0.30 | £ 1.80 | Website Name | IONOS CLOUD LTD. |
| SUB TOTAL | | | | £ 781.47 | | |

COMMUNITY BANK ACCOUNT BANK BALANCE

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| Balance b/f + Income | £ 12,308.96 |
| Less Paid Expenditure | £ 781.47 |
| Balance At Bank | £ 11,527.49 |

BUSINESS PREMIUM ACCOUNT BANK BALANCE

| Bank Date | Description | Scribe | Amount |
|-----------|---------------------|--------|-------------|
| 28/10/25 | Balance B/F Account | | £ 15,098.23 |
| TOTAL | | | £ 15,098.23 |

COMMITTED EXPENDITURE

| Notified Date | Approval Sou | Invoiced Services | Amount |
|--------------------------------|--------------|-------------------|----------|
| | | | |
| SUB TOTAL TO BE APPROVED | | | £ - |
| TOTAL Spend (Paid + Committed) | | | £ 781.47 |