



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

AGENDA Monday 5th January 2026

Dear Councillors

You are duly summoned to the Council Meeting of the Chalvington with Ripe Parish Council that will take place on **Monday 5th January 2026, commencing at 7:30pm**. 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

Dec 2025

S Dubas

Clerk to the Council

122. Attendance and Apologies for Absence	
123. 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
124. Approval of the Minutes	a) Ordinary Council Meeting 01/12/2025
125. Public Session	The Public may speak on any item on the agenda for up to 3 minutes at the Chair's discretion.
126. Report of the Member of Parliament:	To resolve to note a report from the MP:
127. Report of the County Councillor -	To resolve to note a report from the ESCC Councillor if submitted
128. Report of the District Councillor	To resolve to note a report from the WDC Councillor if submitted
129. Planning Applications	a) WD/2025/2601/F Location: LAND OFF CHANNERS LANE, RIPE, BN8 6AS Description: ERECTION OF A SINGLE STOREY BUILDING FOR USE AS TOURIST ACCOMMODATION. Ten dwelling applications from 1985 have been withdrawn or refused. It is to erect a new single-storey detached building for use holiday accommodation as on land to the north of Channers Lane within the Ripe Conservation Area. The land was formerly associated with the Lamb Inn. The existing application site has historic associations with a former public house and coach house, both of which are unlisted, and now in separate ownership, with rear gardens created from the same historic land parcel. The land is therefore fragmented, and the historic associations are eroded. The site is unused, and is unkempt, with scrubby vegetation across it. The Site has undergone archaeological evaluation which identified a post-medieval midden and a ditch and

	metalled surface which may be of medieval date and concluded that the three archaeological features do not merit further archaeological investigation. A net gain for biodiversity could be achieved by implementing a landscaping plan. Prior to site clearance a suitable area should be set aside as a potential refugia for reptiles should any reptiles by found during site clearance.																
130. Planning Approvals	a) WD/																
131. Planning Refusals	a) WD/																
132. Planning Withdrawn	a) WD/																
133. Other planning matters	To discuss or note any other planning matters brought to the attention of the Parish Council.																
134. To receive outside body reports	a) Wealden District Association of Local Councils: Vacant b) Tree Warden: Cllr N Hamblin c) ESALC AGM: Cllr Simon Flint: d) Hayton Baker Hall Trustees: Cllr Charlie Hallworth e) Highways, footpaths and rights of way: Cllr Joe Ruddock-West:																
135.To discuss and agree policies and standards	None Submitted																
136. Financial matters	To approve the draft Budget and precept for 2026/27: a) Appendix A Precept Calculation & Budget Spend b) Appendix B Budget c) Appendix C To note the bank statements and reconciliation to 28/12/2025 d) Appendix D To approve the payment schedule																
137. Speed Report	<p>a) To discuss the speed report and cost estimate issued by ESCC:</p> <p>Please see the website for the recently completed Community Match appraisal for the proposed Chalvington with Ripe Parish Council speed limit reduction scheme. Report</p> <p>Designers have assessed feasibility of a speed limit reduction and other traffic calming measures within Chalvington with Ripe, and have detailed 3 potential options for the parish. These can be found in sections 6.1, 6.2, and 6.3. Should the parish wish to proceed with any of these options, ESCC would suggest applying for the below funding:</p> <table><tr><th>Option</th><th>Total scheme cost</th><th>C&R contribution</th><th>ESCC contribution</th></tr><tr><td>6.1. 20mph across whole village</td><td>N/A not supported</td><td>N/A not supported</td><td>N/A not supported</td></tr><tr><td>6.2. 20mph in The Street and Church Lane only</td><td>£120,000</td><td>£60,000 +</td><td>£60,000 maximum</td></tr><tr><td>6.3. Enhance existing 30mph gateway and signage</td><td>£100,000</td><td>£50,000</td><td>£50,000</td></tr></table> <p>Before deciding whether to apply for funding for either of the above 2 options, the parish should carefully consider the risks outlined within section 8.1 of the appraisal. It should also be noted that should a scheme</p>	Option	Total scheme cost	C&R contribution	ESCC contribution	6.1. 20mph across whole village	N/A not supported	N/A not supported	N/A not supported	6.2. 20mph in The Street and Church Lane only	£120,000	£60,000 +	£60,000 maximum	6.3. Enhance existing 30mph gateway and signage	£100,000	£50,000	£50,000
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	<p>have funding approved, it is not guaranteed to proceed until other requirements, such as support from Sussex Police or Road Safety Audits, are approved. Please also note, speed limit reductions can take 24 months to implement, depending on scope and legal requirements. Wooden gateway features are not supported through Community Match funding. East Sussex Road Safety Team have made comment in response to point 4.3 of the appraisal, suggesting that should the parish wish to proceed with a speed limit reduction, further investigation would be needed to determine whether there are suitable locations for visible signage. The team also noted where average speeds are above 24mph, additional infrastructure would be required before a 20mph could be supported, however, finding suitable locations would be challenging due to the nature of the village and could be detrimental to the feel of the village.</p> <p>Although funding for Community Match has stopped, the Lead Member for Economy and Transport has allowed an extension to apply for the meeting scheduled for 19 January 2026.</p>
138. Correspondence	b) To discuss any written correspondence received and to consider further action; however, no decisions can be made.
139. Urgent Items	
140. Date of next meeting	The next Ordinary Parish Meeting will be held 2nd February 2026 commencing at 7pm at the Hayton Baker Hall.

Appendix A Precept Calculation:

PRECEPT BUDGET				Parish Council	Chalvington with Ripe	
Code	Title	2025-2026 Budget	2026-2027 Budget	Budget for Financial Year:	2026/27	
6	Clerk - Salary/NI/Tax	8558.00	8,750.00	Budget Leading to Council Tax		
7	Overtime	575.64		Budget Requirement	2026/27	17,367
8	Expenses	400.00	200.00	Precept	2026/27	17,367
9	Hall Hire - meetings	178.76	400.00	Tax Base	2026/27	485.2
10	Conference/Course fees/travel	200.00	200.00	Council Tax	2026/27	35.79
11	Insurance	550.00	450.00	Council Tax Previous Year	2025/26	37.0
12	Audit/Professional Fees	650.00	200.00	Increase %		-3.3%
13	CIL asset maintenance	60.00	60.00	Increase £		-1.21
14	Elections	500.00	500.00			
15	Sundry and Contingency	0.00	3,045.00			
16	Subscriptions - ESALC	500.00	350.00			
18	Subscriptions - ICO	43.53	52.00			
19	Mowing - CWRPC owned land	500.00	200.00			
22	Remembrance wreath	60.00	60.00			
24	Website & Domain Name	300.00	185.00			
26	Fingerpost signs	200.00	200.00			
28	Traffic Management & Speed Survey	500.00	500.00			
30	Noticeboards	100.00	100.00			
36	Grant to RACCA	2500.00				
37	Payroll Services		180.00			
41	Grants	671.07	1,500.00			
42	Accounts Software	320.00	235.00			
	SUB TOTAL	17367.00	17,367.00			

Appendix B: Budget 26/27

Chalvington With Ripe Parish Council Budget Summary 2026-2027

Income

Code	Title	Budget 2025-2026	Budget 2026-2027
1	Precept	17,367	17,367
2	VAT refund	355	500
3	Bank interest		120
44	CIL Balance B/f		603
	SUB TOTAL	17,722	18,590

Expenditure

Code	Title	Budget 2025-2026	Budget 2026-2027
6	Clerk - Salary/NI/Tax	8,558	8,750
7	Overtime	576	
8	Expenses	400	200
9	Hall Hire - meetings	179	400
10	Conference/Course fees/travel	200	200
11	Insurance	550	450
12	Audit/Professional Fees	650	200
13	CIL asset maintenance	60	60
14	Elections	500	500
15	Sundry and Contingency		3,045
16	Subscriptions - ESALC	500	350
18	Subscriptions - ICO	44	52
19	Mowing - CWRPC owned land	500	200
22	Remembrance wreath	60	60
24	Website & Domain Name	300	185
26	Fingerpost signs	200	200
28	Traffic Management & Speed Survey	500	500
29	CIL project payments		603
30	Noticeboards	100	100
36	Grant to RACCA	2,500	
37	Payroll Services		180
41	Grants	671	1,500
42	Accounts Software	320	235
	TOTAL	17,367	17,970

Appendix C Bank Reconciliation

A	Bank Reconciliation at 28/12/2025		
	Cash in Hand 01/04/2025		18,088.89
	ADD Receipts 01/04/2025 - 28/12/2025		18,691.10
	SUBTRACT Payments 01/04/2025 - 28/12/2025		36,779.99
	Cash in Hand 28/12/2025 (per Cash Book)		11,538.16
B			25,241.83
	Cash in hand per Bank Statements		
	Petty Cash 28/12/2025	0.00	
	Business Premium 28/12/2025	15,142.28	
	Community account - payments 28/12/2025	10,099.55	
			25,241.83
	Less unrepresented payments		
			25,241.83
	Plus unrepresented receipts		
B	Adjusted Bank Balance		25,241.83
	A = B Checks out OK		

Appendix D Payment Schedule

FINANCE SUMMARY SHEET 25 (Approval Council Meeting 05/01/26)

BALANCES ON ACCOUNT FROM BANK STATEMENTS

Bank Date	Account Name	£
28/10/2025	Current Account (Community)	£ 10,099.55
28/10/2025	Deposit Account (Business Premium)	£ 15,142.28
TOTAL BALANCES		£ 25,241.83

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
55	15/11/06	£ 167.16	£ -	£ 167.16	Tax & NI	HMRC
61	13/12/25	£ 167.16	£ -	£ 167.16	Tax & NI	HMRC
63	12/12/25	£ 9.99	£ 2.00	£ 11.99	HUGO FOX LTD website	GOCARDLESS Aug
53	25/11/25	£ 15.00	£ -	£ 15.00	Payroll costs	Chichester Payroll Services
54	29/11/25	£ 525.52	£ -	£ 525.52	Clerks Salary	S Dubas
62	17/12/25	£ 1.50	£ 0.30	£ 1.80	Website Name	IONOS CLOUD LTD.
SUB TOTAL				£ 888.63		

COMMUNITY BANK ACCOUNT BANK BALANCE

Balance b/f + Income	£ 10,988.18
Less Paid Expenditure	£ 888.63
Balance At Bank	£ 10,099.55

BUSINESS PREMIUM ACCOUNT BANK BALANCE

Bank Date	Description	Scribe	Amount
28/10/25	Balance B/F		£ 15,098.23
08/12/25	Interest	7	44.05
TOTAL			£ 15,142.28

COMMITTED EXPENDITURE

Notified Date	Approval Sou	Invoiced Services	Amount
SUB TOTAL TO BE APPROVED			£ -
TOTAL Spend (Paid + Committed)			£ 888.63