



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

AGENDA Monday 3rd November 2025

Dear Councillors

You are duly summoned to the Annual Council Meeting of the Chalvington with Ripe Parish Council that will take place on **Monday 3rd November 2025, commencing at 7pm**. 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

October 2025

S Dubas

Clerk to the Council

85. Attendance and Apologies for Absence	Cllr Alison Wilson Wealden Council
86. 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
87. Approval of the Minutes	a) Ordinary Council Meeting 06/10/2025
88. Public Session	The Public may speak on any item on the agenda for up to 3 minutes at the Chair's discretion
89. Report of the Member of Parliament:	To resolve to note a report from the MP if submitted:
90. Report of the County Councillor -	To resolve to note a report from the ESCC Councillor if submitted
91. Report of the District Councillor	To resolve to note a report from the WDC Councillor if submitted
92. Planning Applications	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 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	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.' 
98. To receive outside body reports	b) Wealden District Association of Local Councils: Vacant c) Tree Warden: Cllr N Hamblin d) ESALC AGM: Cllr Simon Flint: Nov 25 e) Hayton Baker Hall Trustees: Cllr Charlie Hallworth f) Highways, footpaths and rights of way: Cllr Joe Ruddock-West
99. To discuss and agree policies and standards	a)
100. Financial matters	a) To note the bank statements and reconciliation to 28/10/2025 b) To approve the payment schedule at Appendix A
101. Correspondence	To discuss any written correspondence received and to consider further action; however, no decisions can be made.
102. Urgent Items	a) To agree the dates of meetings for 2026
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.

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

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