



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 5th June 2018.

Present: Councillors Sandra Richards (SR)(Chair), Rachel Lewis (RL), Julian Michaelson-Yeates (JMY) and Cllr. Bob Standley (BS)(ESCC). The Clerk Helen Johnson was in attendance.

58. PUBLIC QUESTIONS – the Chair advised that she would delay opening the meeting to Public Questions regarding application WD/2018/0646/F till prior to the application being discussed
A member of the public expressed concern that Southern Water representatives were on their land to investigate the odour near the Village Hall. The Clerk confirmed that she had informed Business Stream that Southern Water needed to contact the landowner before going on the land. *The Clerk and the Chair of the Village Hall Committee will contact Business Stream to ensure that in future they contact the landowner.*

Clerk

A member of the public raised about agenda item 63iv.a. The Chair requested that they keep a record of vehicle movements.

Cllr. Michael Lunn joined the meeting at 7:05pm

The Clerk advised that a resident had contacted the Parish Council (PC) regarding an upgraded track off Heathfield Road. The Clerk has contacted WDC Planning Enforcement.

Cllr. Toby Illingworth (WDC) joined the meeting at 7:06pm

The member of the public updated the meeting on developments on the site. *The Clerk will send details to Cllr Lunn (WDC) who will raise at WDC.*

ML

A member of the public raised that Tinkers Park had an excellent weekend. The Chair advised that she had been contacted with a complaint about noise late at night and had been informed that 2 environmental health representatives were in attendance, *the Clerk will contact them for a copy of their report.*

Clerk

It was confirmed that there was also a wedding at Wilderness Wood on the same night and possibly a party in the village.

59. APOLOGIES AND REASON FOR ABSENCE – apologies had been received from Cllr Wellman, these were noted. [Cllr. Turner also sent apologies]

60. DECLARATIONS OF INTEREST – the following declarations of interest were raised:

Cllr Lewis disclosable pecuniary interest in item 63i.c;

Cllr Standley personal interest in item 63i.c;

Cllr Lunn personal interest in item 63i.f;

All Cllrs personal interest in 63i.e.

61. MINUTES OF THE MEETING held on 1st May 2018 were agreed and signed as a true record (previously circulated).

62. MATTERS ARISING (from previous meetings):

i. Traffic lights at The Toll, to investigate details of licence – c/f

BS

ii. Assets of Community Value – Cllr Lunn advised that he had spoken to the trustees for Tinkers Park and it was felt that as the Park is a Trust that it wouldn't be suitable to be listed as an Asset of Community Value.

iii. Parking on pavements and in Wilderness Lane, to speak to residents – c/f

ML & SR

iv. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:

a. Business Stream have confirmed that Southern Water have installed an odour logger in the manhole which will remain for the next few weeks in order to detect any odours and the data will then be analysed. A further update will be received by them from Southern Water in mid-June.

b. GDPR information has been added to PC forms and the meeting attendance register.

c. Information regarding broadband changes was placed on the website.

58. **PUBLIC QUESTIONS** – members of the public raised about errors in the application for agenda item 63i.a, they expressed concern about the accesses, contractors parking on the pavement and on the double yellow lines and that it was overdevelopment of the site. Concerns were also expressed over claims made in the Transport Report included in the application.

63. **PLANNING:**

i. **PLANNING APPLICATIONS:**

a. **WD/2018/0646/F – MARLOWE HOUSE, SCHOOL LANE, TN22 4HY** – Conversion of existing residential care home and extensions to create four domestic dwellings. Creation of new vehicular access onto School Lane. Creation of new temporary access for construction period.

The Parish Council do not support the application for the following reasons:

Policy EN27 the mass and scale of the development is not in proportion to the site, the size and density of the development, in particular the height of a 3 storey building is not in keeping with the village setting and other buildings in the village;

The number of parking spaces, although in line with recommendations, will not be sufficient for properties of this size and will therefore impact on School Lane which already has issues with parking, especially at school pick-up and drop-off times and from inconsiderate parking which causes a danger due to the busy junction of School Lane and Main Road (A272);

The parking environs are too tight for the residents and also for refuse and emergency vehicles and there is too little regard in the design for adequate turning;

The Parish Council has serious concerns over the proposed temporary access and the proposed new access, these bring the access even closer to a busy junction where there are already problems, especially as for vehicles turning into School Lane from the A272 from the west is a blind turning, drivers are therefore already committing themselves to turning and are unable to see if the exit down School Lane is clear of vehicles or pedestrians. They then have to stop rapidly, blocking westward traffic on the A272 having been unable to proceed down their chosen route, or have to reverse back onto the A272, due to a vehicle travelling in the opposite direction and parked vehicles having made parts of the road a single lane. This is dangerous and the addition of 2 entrances (one temporary and one permanent) within a very short distance from the junction all adds to the confusion and hazard. Maintaining the current single access at least maintains the number of potential hazards at the current level and is positioned further away from the dangerous and congested junction;

It is proposed that the temporary entrance cross the pavement (which is only on one side of the road).

The contractor is already parking on the pavement and on the double yellow lines which are in close vicinity to a turning off the A272 and has resulted in the pavement being blocked and pedestrians (including children for the nearby primary school) having to step into the road to walk around the vehicles, very close to the busy junction with the A272. The pavement needs to be clear for pedestrians and for those with restricted mobility;

The double yellow lines were extended a few years ago due to the danger to pedestrians and other road users of vehicles parked in this area, it would therefore be totally inappropriate and dangerous for contractors vehicles to park on the double yellow lines and would encourage others to park on these and other double yellow lines;

If WDC are minded to approve the application the Parish Council feel that there should be clear conditions regarding access and exit from the site both during construction and after completion of the development. There should also be conditions stating that the footpath should be kept clear at all times.

The Parish Council would also like to confirm that the statement regarding the bus service is incorrect. The bus service only travels 3 times a week. They also advise that the number of road traffic accidents in this area are higher than those being quoted by the applicant. (0/4)

b. **WD/2018/0999/F – LITTLE TINKERS, SCOCUS FARM, FIVE ASHES TN20 6JJ** – New office in roof void with access stairway and dormer window – The Parish Council have no objection to the application (4/0)

Cllr Lewis left the meeting whilst the following application was discussed

c. **WD/2018/0956/F – ST MARKS C OF E PRIMARY SCHOOL, SCHOOL LANE, TN22 4HY** – A timber frame and glazed external structure to be used for outdoor educational activities – The Parish Council support the application. (3/0)

d. **WD/2018/0915/F – 5 DUDSLAND COTTAGES, HEATHFIELD ROAD, FIVE ASHES, TN21 0UJ** – Enlargement of rear dormer, new front dormer and new first floor window to rear – The Parish Council support the application. The Parish Council do not feel that the back dormer is overlooked due to the steep bank and curtilage. They request that a condition be added that the materials be in keeping with the property. (4/0)

- e. **WD/2018/0728/LB – STOCKLAND OAST, STOCKLANDS LANE, TN22 4EA** – Renewal of some existing windows in existing openings – The Parish Council fully support the application (4/0)
 - f. **WD/2018/0638/FR – GREENWAYS, FIVE CHIMNEYS LANE, TN22 4DX** – Retrospective application for an additional section of arena (existing permission WD/2017/2171/F) – The Parish Council support the application (4/0)
 - ii. **APPROVED APPLICATIONS:**
WD/2018/0582/F – Stockyards Farm, Stonehurst Lane – to build a wooden framed building in the garden.
 - iii. **REFUSED APPLICATIONS:**
WD/2018/0161/F – Little England Farm, Main Road – Construction of hard tennis court and associated landscaping and mounded area, for private use.
 - iv. **PLANNING MATTERS:**
 - a. Correspondence regarding use of track off Heathfield Road – already discussed at item 58.
 - b. The Clerk advised that herself and the Chair had been contacted by a member of the public requesting that those living near the Village Hall have a meeting with the Parish Council/Councillor regarding the Village Hall site, prior to a public meeting. The Clerk expressed concern that meetings should be open to the public. The Chair allowed Cllr Illingworth to advise that at Buxted they had held meetings in public and in private regarding their hall. The PC agreed that residents could hire the hall and PC representatives could attend the meeting as observers but wouldn't be able to comment and would then report back to a PC meeting, a public meeting would then be held at a future date.
- 64. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLR. TOBY ILLINGWORTH WDC** – *Cllr. Standley confirmed that he would feed back to ESCC Highways regarding the overgrown verges at either end of Five Chimneys' Lane. He would also investigate why ESCC Highways are proposing that some of the villages' verges be reclassified as urban rather than rural verges.* **BS**
- Cllr Standley advised that ESCC are currently looking at budgets for the following year and are lobbying the government regarding fairer funding and are looking at transition funding. A Green Paper is coming out regarding adult social care.
- Cllr. Illingworth advised that the WDC Chief Executive Officer is retiring and they are aiming for the new appointment to be on the July Full Council agenda as well as the Local Plan. There will be a restructure of senior management. 3 contractors are being invited to produce a proposal for tender for the waste collection contract. He also highlighted about recent missed bin collections
- 65. BANK RECONCILIATIONS:** – dated 25th May 2018 was agreed and signed.
- 66. OTHER FINANCE MATTERS :**
- iv. The internal audit reports had been sent to Councillors prior to the meeting, these were approved and the PC thanked the Clerk for her work on the accounts.
 - i. To approve the Annual Return:
 - a. The PC considered, approved and signed the Annual Governance Statement;
 - b. The PC considered the Accounting Statements;
 - c. The PC approved the Accounting Statements;
 - d. The Chair and the Clerk signed the Accounting Statements.
 - ii. The PC approved the remaining items of the annual accounts
 - iii. The PC ratified the payment of £140.30 to Europlants for burial ground maintenance that was signed prior to the meeting.
 - v. The PC approved the quote to paint and clean the village name sign.
- 67. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)**
- i. Cllr. Lunn raised about a water leak in Five Chimneys' Lane, the *Chair will raise with the landowner.* **SR**
 - ii. Cllr. Michaelson-Yeates advised that the work had been undertaken on the wobbly bridge. He highlighted that work needs to be undertaken to the matting below the tree swing and this will be done once the RoSPA report has been received. The picnic tables will be installed in 2 weekends' time. The play area grass has been cut however the grass in the lower area has not been cut, this will be raised at the Playing Field Committee meeting. He advised that he has spoken to the Chair of the Playing Field Committee who will undertake the pavilion and tree risk assessments. It has been noticed that there is some Ash dieback on trees on the boundary and there is differing advice on how this should be handled.
 - iii. Cllr. Richards advised that she had met with the Rights of Way Officer regarding a possible horse crossing at the A272. She will submit a plan to Father John Barker and will try to get agreement in principle from the Church (via Father John) and Affinity Sutton to the bridleway. She confirmed that once agreement is made, that a safety survey will need to be paid for. A Councillor advised that ESCC may be able to assist with the design and publishing of the circular ride leaflet.
- 68. HIGHWAYS :**

- i. Traffic calming meeting – the Clerk advised that the ESCC Highways representatives weren't willing to attend a public meeting regarding traffic calming matters. A discussion was held on vehicle activated speed signs, the *Clerk will send the Chair and Cllr Standley a copy of the working practice for the signs and will contact the Clerk at Buxted to discuss their use and investigate the costs. She will also find out, if the costs were paid, whether it would be possible to introduce a 40mph speed limit on the east side of the village.* **Clerk**
 - ii. Reclassification of rural verges & correspondence regarding verge cutting – the *Clerk agreed to send Cllr Standley a copy of the correspondence regarding reclassification of verges. She will also respond asking about the impact this may have.* **Clerk**
A member of the public had written regarding the verge cutting on the triangle of land at the top of Wilderness Lane, it was felt that the PC wouldn't get involved.
 - iii. Fingerpost survey – c/f.
 - iv. Public Space Protection Orders – c/f.
- 69. NEW COMMUNITY CENTRE** – the Chair confirmed that at present Hadlow Down Community Centre Committee would like the PC to submit the planning application for the new community centre. The PC would need to see the documentation prior to agreeing, at a PC meeting, to submit the application. The Chair of the Committee has confirmed that they would pay the cost of the planning fee.
- 70. HUT LANE**
- i. Surface by the Village Hall – the Chair allowed a member of the public to comment on the options for improving the eroded surface of Hut Lane near the Village Hall, it was agreed for the member of the public to liaise with the *Clerk regarding the requirements for the work and she will then obtain quotes.* **Clerk**
 - ii. Correspondence regarding the history of Hut Lane – the Clerk had been contacted by a member of the public and had arranged to meet him in order that he could view the documents held by the PC.
- 71. WEBSITE AND EMAIL** – the Chair, Vice-Chair and Clerk had received a presentation from a villager on the new village website. The Chair went through the options available to the PC. The Clerk recommended that the PC have their own independent website. The PC agreed to go with the village website with a review after 1 year. The Clerk gave options for email providers and the PC decided which company to go with, *the Clerk will arrange.* **Clerk**
- 72. HADLOW DOWN TRUST** – the Chair advised that the PC had been invited to have a representative on the Trust. Cllr Lewis agreed to be the PC's representative as an observer.
- 73. PLAYING FIELD SIGNAGE** – the Chair gave examples of signage. *Cllr. Michaelson-Yeates agreed to take to the Playing Field Committee meeting.* It was felt that an official looking notice should be at the entrance to the Playing Field. **JMY**
- 74. RELATIONS WITH THE PRESS/MEDIA** – to be reviewed after the election.
- 75. GATWICK NIGHT FLIGHT TRIAL AND VOLUME OF AIRPLANES** – c/f.
- 76. GENERAL DATA PROTECTION REGULATIONS** – to discuss and update – c/f
- 77. ANNUAL REPORT** – it was agreed for the *Clerk to contact a member of the public to see if they are willing to produce the annual report.* **Clerk**
- 78. GRANTS POLICY** – it was suggested that the follow-up report ask for photographic evidence, the *Clerk will amend and bring back to the next meeting.* **Clerk**
- 79. CORRESPONDENCE RECEIVED:**
- i. Correspondence regarding door to door salesmen – concern had been received over the number of door to door salesmen, some of which had been quite intimidating. It was agreed for *Cllr. Lewis to contact Trading Standards and to respond to residents.* **RL**
 - ii. Correspondence from SE Water – the Clerk had been contacted by South East Water regarding drop in sessions. It was agreed to *request that their representatives attend the July PC meeting in order to respond to residents' concerns over the water shortages.* **Clerk**
 - iii. Aerial Photography for Great Britain agreement – it was agreed to sign up to the agreement.
 - iv. Correspondence regarding the naming of Main Road – the Clerk updated the meeting on the correspondence received and on the response she had made.
 - v. Review of polling stations – no response made.
- 80. MAINTENANCE OF BUS SHELTER AND NOTICEBOARDS** – *SR agreed to check if any work was required.* **SR**
- 81. CLERK'S MATTERS:**
- i. Hours were agreed and signed.
 - ii. 2019 meeting calendar was approved
- 82. ACCOUNTS FOR PAYMENT:** The following payments were agreed and cheques were signed:
- i. Helen Johnson. Salary £939.64 includes £18 mileage & £1.01 expenses, £750 already paid by standing order, therefore cheque raised for £189.64.

- ii. East Sussex Pension Fund £285.17 pension.
- iii. Mrs L. McConachie £40.00 play equipment inspection.
- iv. Viking £82.48 stationery
- v. Public Works Loan Board £567.07 for loan, to be paid by direct debit
- vi. Mr J. Michaelson-Yeates £54.90 items to repair play equipment
- vii. Mulberry & Co £141.60 internal audit
- viii. Europlants £483.50 grounds maintenance £140.30, preparation of land at playing field £343.20. A further payment for £450.00 for Wealden District Council for dog and litter bin emptying was also signed and will be ratified at the next meeting.

83. DEFIBRILLATOR BATTERY – the Clerk confirmed that the battery had been checked and that there were no issues.

84. ITEMS TO GO ON NEXT AGENDA

- i. RoSPA report and play area equipment.
- ii. Parking at the top of Hut Lane

The meeting closed at 9:10pm