



# Hadlow Down Parish Council

Members of **HADLOW DOWN PARISH COUNCIL** are summoned to the annual meeting of the **HADLOW DOWN PARISH COUNCIL** to be held on **TUESDAY 2nd MAY 2017** at **7p.m** in the committee room of the **Village Hall**.

Helen Johnson  
Clerk to the Council

25<sup>th</sup> April 2017

THE PUBLIC HAVE A RIGHT AND ARE WELCOME TO ATTEND THE MEETING. **TEN MINUTES** ARE AVAILABLE AT ITEM 40 FOR THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION ON RELEVANT MATTERS ON THE FOLLOWING AGENDA, THEY ARE THEN WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING. **DURING THE MEETING FURTHER COMMENTS FROM THE PUBLIC WILL ONLY OCCASIONALLY BE ALLOWED, AT THE CHAIR'S DISCRETION.**

## AGENDA

30. **ELECTION OF CHAIRMAN** and signing of declaration of office
31. **ELECTION OF VICE-CHAIRMAN**
32. **REGISTER OF MEMBERS' INTERESTS** – to advise of any amendments.
33. **COUNCILLORS' ALLOWANCES AND EXPENSES** – to agree whether individuals will claim their allowance and expenses in 2017/18.
34. **TO APPOINT REPRESENTATIVE TO MAYFIELD CHARITIES**
35. **COUNCILLOR'S RESPONSIBILITIES:** to appoint responsibilities to councillors and review working group's terms of reference.
36. **COUNCIL'S BANKING ARRANGEMENTS AND SIGNATORIES OF CHEQUES** – to reaffirm the Council's banking arrangements and the signatories.
37. **SUMMONS** – to agree and sign to be sent out electronically
38. **RELATIONS WITH THE PRESS/MEDIA** – to review
39. **ASSETS** – to review
40. **PUBLIC QUESTIONS**
41. **APOLOGIES AND REASON FOR ABSENCE**
42. **DECLARATIONS OF INTEREST** the Chairman will invite Councillors to declare an interest, where applicable, on any of the agenda items below
43. **MINUTES OF THE MEETINGS** held on 4<sup>th</sup> April and the planning meeting on 18<sup>th</sup> April 2017 to be agreed and signed as true records (previously circulated).
44. **MATTERS ARISING (from previous meetings):**
  - i. Assets of Community Value. ML
  - ii. Wording for the Festival brochure. SR
  - iii. HDCC minutes, to respond to chair of the committee. ML
  - iv. Clerks Report: update passed to councillors with agenda
45. **PLANNING:** any applications received between the date of issue of the agenda and the date of the meeting may be discussed and a response agreed at the meeting. Details of the application will appear on the village website and on Twitter.
  - a. **PLANNING APPLICATIONS:**  
WD/2017/0784/F – GILL HOPE FARM, WILDERNESS LANE, TN22 4HU – Double garage.
  - b. **APPROVED APPLICATIONS:**  
WD/2017/0265/F – LAND SOUTH OF RIVERSIDE, WILDERNESS LANE TN22 4HB – Erection of small storage and workshop building for bee farming.
  - c. **WITHDRAWN APPLICATIONS:**  
WD/2017/0311/F – 2 BEECH TREE COTTAGE, MAIN ROAD TN22 4ER – Pole barn to replace existing workshop/store, new garage and car port.
  - d. **PLANNING MATTERS:**
    - i. Correspondence regarding planning application WD/2017/0574/F Gate House Farm.
    - ii. Revision of housing numbers.
46. **REPORTS FROM CLLR. ROY GALLEY ESCC & CLLRS TOBY ILLINGWORTH/MICHAEL LUNN WDC**
47. **BANK RECONCILIATIONS:** –for the 31<sup>st</sup> March and April 2017 to be agreed and signed.
48. **OTHER FINANCE MATTERS** –
  - i. To ratify payment of £960 to Mr N Allen for artwork for Festival that was paid prior to the meeting.

- ii. Review of 2016/17 expenditure and income.
- iii. Statement of internal control and review of effectiveness of internal control – to approve
- 49. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)**
- 50. RISK ASSESSMENTS** - to report on outcome of annual review and quarterly assessments
- 51. DOG POOH AT THE PLAYING FIELD AND ON VILLAGE LANES** – to discuss
- 52. NEW COMMUNITY CENTRE** – to update
- 53. CELEBRATE** – to update and agree proposals
  - i. Risk assessments, first aid provision and insurance.
  - ii. PC assistance at Village Fayre launch event
- 54. MEETINGS WITH POLICE** – to agree items to be raised
- 55. BUS SHELTER** – to discuss treatment
- 56. FOOTPATH 27C** – to update.
- 57. CLERK'S MATTERS:**
  - i. Hours to be checked agreed and signed for April, including hours for Parish Projects.
- 58. ACCOUNTS FOR PAYMENT:**
  - i. Helen Simpson-Wells. Salary £922.45 includes £18.00 for mileage and £46.95 for expenses, £750 already paid by standing order, therefore cheque raised for £172.45.
  - ii. Viking £131.27 stationery
  - iii. Simon P. Goacher £156.85 payroll services.
  - iv. East Sussex Pension Fund £257.50 pension.
  - v. Wealden Citizens Advice Bureau £100 grant.
  - vi. Kent, Surrey and Sussex Air Ambulance Trust £250 grant.
  - vii. Hadlow Down Playing Field £82.48 pole work
  - viii. Denise Leary £550 sessional work for Festival, taken from grant.
  - ix. Europlants Ltd £137.56 maintenance of the burial ground.
  - x. Mrs H Bonnick £75.00 gift for festival logo work, payable from grant
- 59. CORRESPONDENCE RECEIVED:**
  - i. Correspondence from English Woodlands
  - ii. Temporary road closure.
  - iii. Civil Aviation Authority consultation on draft airspace change guidance.
  - iv. Localism consultation.
  - v. Consultation on the Draft Airports National Policy Statement.
  - vi. Correspondence from Ramblers Association representative.
- 60. DEFIBRILLATOR BATTERY**
- 61. ITEMS TO GO ON NEXT AGENDA**
- 62. CLOSED SESSION** – correspondence regarding the purchase of land – to discuss and agree response.

Signed *Helen Johnson*

Clerk

Date: 25<sup>th</sup> April 2017