



**MINUTES OF THE MEETING of Hadlow Down Parish Council**  
held in the Committee Room of Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday 5<sup>th</sup> April 2016.

Present: Councillors Sandra Richards (SR) (Chair), Damon Wellman (DW), Iain Turner (IT), Michael Lunn (ML), Graham Terry (GT) and Roy Galley (RG)(ESCC). The Clerk Helen Johnson was in attendance.

- 1. PUBLIC QUESTIONS** – Steve Knott from Quantum Homes advised that he'd had a pre-application meeting with Wealden District Council (WDC) regarding the land to the south of the Village Hall. They would like to build 8 x 2 bedroom houses in 2 terraces of 4 houses, and may be willing to drop to 7 houses. They are looking at having parking for the properties at the northern side of the site with access from near the Village Hall. They will be undertaking an arboriculturist survey.

Cllr Julian Michaelson-Yeates joined the meeting at 7:05pm

Concerns were raised about access, parking, surface water and ownership of road. Mr Knott advised that if they received a positive pre-application report plans will be drawn up which will be brought to the Parish Council (PC). He confirmed that he was willing to attend a public meeting and that the surface water issue would either be a condition or be dealt with as part of the application.

A member of the public raised about the missing road surface on the A272 close to the junction with the A267.

Cllr Toby Illingworth (TI)(WDC) joined the meeting at 7:14pm.

The Clerk confirmed that the road surface had been reported to ESCC Highways who had visited the site to do the work and had decided that it needed to be for a larger area and therefore needed a priced ticket which would take longer, she has expressed to them how urgent the work is and that it is a danger for road users. She was twice advised by Highways that the work had been done but has informed them that it hasn't been done. *Cllr. Galley was requested to raise this matter with ESCC Highways.* **RG**

- 2. APOLOGIES AND REASON FOR ABSENCE** – none received.
- 3. DECLARATIONS OF INTEREST** – ML declared a disclosable pecuniary interest in item 6bi regarding Coopers Farm.
- 4. MINUTES OF THE MEETINGS** held on 1<sup>st</sup> and 22<sup>nd</sup> March 2016 were agreed and signed as true records (previously circulated).
- 5. MATTERS ARISING (from previous meetings):**
- i. Changes to footpath signage – the Chair advised that the local Ramblers Association representative had visited the site. No further action taken at this stage.
  - ii. Horse faeces on the pavement – ML confirmed that he had spoken to a resident who will speak to their riders.
  - iii. Noting signs that require cleaning on the A272/A267 – JMY was thanked for cleaning the village road signs. *The Clerk will report to Highways signs that need cleaning on the A267.* **Clerk**  
The Clerk advised that she was contacted by a resident regarding some bollards that needed cleaning, as the Clerk was near the area concerned she has given them a bit of a clean.
  - iv. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
    - a. Letter of endorsement has been sent to Bob Lake for the roller grant application.
    - b. A request has been sent to ESCC Highways to reduce the speed limit to 50mph between Buxted and Hadlow Down. She has also informed the Clerk to Buxted PC of the request. The Clerk updated the meeting on Buxted PC's application for a speed reduction between Coopers Green and Ringles Cross where they are required to provide match funding for the cost of the work.  
The majority of Councillors decided not to produce a petition for the Hadlow Down speed reduction.
    - c. Dog fouling signs have been received and will be installed near the Village Hall.
    - d. ESCC drainage team have clear the gullies on the A272 opposite Tinkers Lane. They are putting

together a drainage scheme for this area which will be referred to the Asset Management Team for future consideration. If flood signs are required Highways should be contacted urgently.

**6. PLANNING:**

**a. APPROVED PLANNING APPLICATIONS:**

i. WD/2015/2785/LDE – The Cottage, Broadreed Farm – Non compliance with condition number 5 of planning consent WD/97/1406/JF for a period of more than 10 years.

**b. PLANNING MATTERS:**

i. Land at Five Badgers – the Clerk advised that WDC are awaiting the outcome from the planning inspectorate and that the appellants have requested that the enforcement and planning appeals be linked.

Gate House Farm – the Clerk advised that she had been contacted by the representative of the applicant regarding the timescale for the calling of the 22<sup>nd</sup> March meeting and the issuing of the agenda, she has responded confirming that the PC acted in line with the Local Government Act 1972.

Councillor Michael Lunn wasn't involved in the meeting during the following item:

Coopers Farm – the Clerk advised that Cllr Lunn had written to her to advise that he will be applying for a further 12 month extension to his temporary agricultural planning permission as his pre-application meeting for a permanent agricultural home won't be heard till May.

**7. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLRS. TOBY ILLINGWORTH/MICHAEL LUNN WDC** – Cllr. Galley (ESCC) updated the meeting on the East and West Sussex and Surrey devolution plan which will cover Highways and Infrastructure. More houses will be delivered if devolution is granted. He also advised the meeting that he had presented a number of speed reduction petitions to ESCC and felt that it may be worth the PC doing a petition. He has got some signs cleaned on the A22 and was advised by ESCC that the Parishes should be cleaning signs. The Clerk advised that she was informed by Highways that they would clean signs on 'A' roads, if they were reported to them.

RG advised that he is pushing for litter clearance by WDC. Councillors commented on PCs having to pay for ESCC Highways speed reduction work and on the ESCC and WDC boundary consultation.

Cllr. Toby Illingworth (WDC) advised that he was available to take any questions.

Cllr. Michael Lunn (WDC) confirmed that the planning application appeal & enforcement appeals for the Land at Five Badgers have been combined. Any representations must be received by the 12<sup>th</sup> May 2016. With regard to Gate House Farm he is trying to speak to the planning officer to decide whether it should be called into WDC Planning Committee North.

**8. BANK RECONCILIATION:** –for 24<sup>th</sup> March 2016 was agreed and signed.

**9. OTHER FINANCE MATTERS :**

i. The payments of £66 to SSALC for training, £375 to Wellers Law Group LLP for legal work and £180 to Festive Illuminations for tree work, that were paid at the last meeting were ratified at this meeting.

ii. Grounds Maintenance Contract – it was agreed to suspend Financial Regulations in order to extend the the current burial ground and play area grounds maintenance contracts till 31<sup>st</sup> October 2016 to tie in with the seasonal contract dates.

iii. Application for grant for Playing Field Associations' legal costs – the Association had applied to the PC to pay their legal costs for issuing a Deed of Covenant to the Diocesan Board of Finance and in obtaining a certificate from them. It was agreed for the *Clerk to obtain firm costs from the Solicitor before a decision is made.*

**Clerk**

iv. Quarterly financial report had been sent to Councillors prior to the meeting. The report was approved.

v. Asset register was sent to Councillors prior to the meeting. The register was approved.

vi. Burial fees – the fees haven't been increased for 2 years. It was proposed and agreed by the majority of Councillors that a charge be added for the internment and exclusive right of burial of a child under 16 years of age. All other proposed changes were agreed by all Councillors.

**10. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**

i. Cllr Damon Wellman updated the meeting on a presentation he had attended by the police. He had highlighted the problem with parking and the lack of response from the PCSO at a meeting with the local Inspector who was willing for the police to write to those parking dangerously. It was agreed for the *Clerk to put an article in the Parish Magazine requesting that residents park safely so that they don't cause a danger for other road users.*

**Clerk**

ii. Cllr.Iain Turner advised that he is working on a draft resources questionnaire which will be sent out to residents. The new emergency plan will cover major and minor emergency incidents.

iii. Cllr. Sandra Richards advised that there is a blocked gully between Civvers and Five Chimneys Lane, this may be connected to the work done by Power Networks, the *Clerk will contact Highways to investigate.*

**Clerk**

The Chair had been contacted regarding a portaloos near the church and had dealt with this matter.

iv. Cllr. Julian Michaelson-Yeates will attend the upcoming WDALC meeting.

- v. Cllr. Graham Terry updated the meeting on the tree that fell at the play area. Most of the rotten wood has been removed and the Playing Field committee will obtain a digger to remove the base and a nearby ash tree.

#### **11. PLAYING FIELD AND PLAY AREA :**

Fiona Shafer (FS), Chair of the Playing Field Committee was invited to update the PC on item 11i.

- i. Update from Playing Field committee meeting – FS advised that the committee had agreed in principle to the accountabilities and responsibilities. They have agreed to take on the quarterly risk assessments for the playing field, play area and pavilion. *GT confirmed that he will undertake the annual review of the risk assessments and will add the pavilion onto them and will then email the relevant ones to FS.* **GT**

ML declared a disclosable pecuniary interest in the boundary and didn't join in this section of the meeting.

The remedial work that needed to be done immediately has been actioned. Further work and the annual tree inspection is dependent on clarification of the boundary. *The Chair will organize a meeting regarding the boundary.* **SR**

FS confirmed that the committee can look at any work they can do on the trees marked as a medium risk.

A discussion was held on the replacement of equipment and costs involved in repairing items raised on the annual play area inspection and on risk assessments. It was suggested that the PC have a contingency budget from 2017/18 onwards and that the committee consider what equipment they would like.

The committee are going to see if the grounds drainage contractor is able to improve the situation with the drainage ditch.

- ii. Deed of Variation – the PC approved the Deed of Variation and Deed of Surrender and agreed for these to be forwarded to FS for the Playing Field Trustees' agreement.
- iii. Trees – discussed at item 10v. and 11i.
- iv. Boundaries – discussed at item 11i. Plan of trees passed to Chair to be updated at site visit.

**12. NEIGHBOURHOOD AREA** – the Neighbourhood Area consultation runs until 25<sup>th</sup> April 2016 and can be accessed on the WDC website.

**13. PARKING IN THE VILLAGE** – discussed at item 10i.

**14. NEW COMMUNITY CENTRE** – c/f.

**15. RISK ASSESSMENTS** – GT will undertake the quarterly inspections and the annual review of documents. The Clerk has requested that the gravestones be checked when the burial ground is inspected. The Chair has completed the finance and office risk assessments.

**16. PARISH ASSEMBLY** – arrangements for the Parish Assembly were discussed and posters were handed out.

**17. THREE SOUTHERN COUNTIES DEVOLUTION PLAN** – c/f.

**18. VILLAGE FAYRE** – c/f.

**19. ANNUAL REPORT** – GT will produce the report after the Parish Assembly.

**20. BRIGHTON MAIN LINE 2 PROJECT** – the Parish Council agreed to be signatories on the open letter to George Osborne MP.

#### **21. CLERK'S MATTERS:**

- i. The Clerks hours were agreed and signed.
- ii. The Clerk had tried to arrange for those interested to attend the TN22 club training but this hadn't been forthcoming, *she will reorganize it with Crowborough First Responders.* **Clerk**
- iii. WDC Parish Conference – c/f

**22. ACCOUNTS FOR PAYMENT:** the following payments were agreed and cheques were signed:

- i. Helen Johnson. Salary £829.44 includes £22.50 mileage and £3.78 expenses, £750 already paid by standing order, therefore cheque raised for £79.44
- ii. Wellers Law Group LLP £950.40 legal fees. £450.40 will be taken out of property maintenance reserves for this invoice.
- iii. SSALC Limited £17.00 Local Council Review subscription.
- iv. East Sussex ALC Limited £230.61 subscriptions.
- v. HM Revenue and Customs £233.08 tax and national insurance.

#### **23. CORRESPONDENCE RECEIVED:**

- i. The Clerk updated the meeting on correspondence that had been received from a resident regarding littering on land south of the Village Hall. She has referred the matter to WDC.  
A Councillor advised that a resident had applied for a grant to undertake work on the Right of Way between Hut and Waghorns Lanes, *the Clerk will contact them for details on what work is planned.* **Clerk**
- ii. Consultation on the draft recommendations for new electoral arrangements for WDC & ESCC – c/f
- iii. WDC burial ground study – the Clerk advised that WDC are beginning work on looking at local burials and cremations, current issues, numbers being undertaken, existing and future capacity and the needs and requirements for the future. This study will support the developing Wealden Local Plan.

- iv. Correspondence regarding kissing gates – the Clerk had been contacted about the state of 2 kissing gates near Waghorns and Stocklands Lanes, as they are part of one of ESCC’s promoted routes ESCC have arranged for them to be repaired.
  - v. Petition regarding appeal rights against planning decisions – the Clerk expressed concern as to whether the PC would have to pay appeal costs. It was agreed not to respond.
  - vi. Correspondence regarding pillars at the entrance to the burial ground – the Clerk advised that she had been contacted by a church warden as one of the pillars at the entrance to the burial ground had been damaged. The pillar has been checked and it was felt that it was safe. The Clerk gave the PC costings to take down and remove the pillar, rebuild or repair it. It was agreed that as it was safe that no action would be taken.
  - vii. Police update roadshow – as DW has attended a recent meeting it was agreed that no-one would attend.
- 24. DEFIBRILLATOR BATTERY** – the Clerk confirmed that she had checked the defibrillator prior to the meeting.
- 25. ITEMS TO GO ON NEXT AGENDA** – nothing raised other than the c/f items.
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**The meeting closed at 9:10pm**