



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL

Held in Hadlow Down Village Hall, Hadlow Down
at 7.00 pm on Tuesday April 6th 2010

*Note – this is a draft copy to be agreed and amended, if
necessary, at the next Council Meeting*

Present: Councillors Paul James (Chairman), Michael Lunn, David Walker, Graham Terry and Ken Ogden (WDC). Also in attendance was the Clerk Helen Simpson-Wells.

1. **PUBLIC QUESTIONS** – A member of the public questioned why there couldn't be a shelter at the bus stop. It was also unclear where the bus stop was located, although it has normally been considered to be opposite the old Post Office. *The Clerk will speak to ESCC about the possibility of a bus stop sign being put in.* The Parish Council (PC) have previously considered putting a shelter in but it was considered too expensive. *Clerk to diarise to raise at the next precept meeting and to find out which bus goes down School Lane.* **Clerk**
- GT joined the meeting at 7:10pm
Details of the bus service to Uckfield were requested, *Clerk to obtain details and send out.* **Clerk**
It was highlighted that the surface of footpath 29b is in a bad state of repair and that the path isn't wide enough for 2 people, *Clerk to contact Rights of Way team regarding the footpath.* **Clerk**
Member of the public advised that the problems in Dog Kennel Lane are not due to big tractors. The pipe that was put in at the bottom of the road isn't wide enough for the volume of water. The road gets saturated and is breaking up. At the SLR meeting Highways advised the PC representatives that if the ditch belongs to the landowner it is their responsibility to clear it out. Question was raised as to who would be liable if there was an insurance claim and work hadn't been undertaken. GT highlighted the problem in Stocklands Lane with the drainage, where the road is starting to break away, this has already been reported to Highways, *Clerk to chase. Clerk will also contact Highways again regarding Dog Kennel Lane.* **Clerk**
2. **PCSO KATIE BREEDS** – report received from Katie in her absence. The only reported crime to Sussex Police between 1st – 29th March 2010 was the theft of a gas cylinder and drum of red diesel from the New Inn. ML advised that he is frustrated with the lack of police presence at the PC meeting. The PC are not hearing about suspicious incidents or receiving feedback on items that have been reported.
3. **APOLOGIES AND REASON FOR ABSENCE** – received from Cllrs Norman Buck, Tony Reid, Lucy McConachie and Lisa Scott.
4. **DECLARATIONS OF INTEREST** – None received.
5. **MINUTES OF THE PREVIOUS MEETINGS** – minutes of the meeting held on 2nd March and the Planning meeting on 30th March were agreed and signed as a true copy. The Clerk received correspondence requesting that planning applications show the full address as there was confusion over Fir Tree Cottage in the February minutes, this related to the one in Wilderness Lane.
6. **MATTERS ARISING (from prev. meeting):**
 - i. Bus service to Eastbourne – c/f **LM**
 - ii. Plans for New Inn – PJ has spoken to the agent and left a message requesting that if the plans aren't in with WDC by the time of the Parish Assembly on 20th April, whether the PC would be able to display the preview of the application plans that they have already been sent. If this is agreeable *Clerk to produce flyers to make villagers aware that plans will be available to view.* **Clerk**
 - iii. Planning application at Five Chimneys Farm for a mobile home – application has been discussed by the PC.
 - iv. Correspondence from NSPCC – c/f **LS**
 - v. Cost of installing broadband at the Village Hall – c/f **LS**
 - vi. NALC updates – c/f **PJ**
 - vii. Uckfield College students meeting villagers – c/f **PJ**
 - viii. Clerks Report: update passed to councillors with agenda
 - a. Highways are investigating the new entranceway at Five Chimneys Farm. Flooding in Dog Kennel Lane also reported to them.
 - b. Barcombe Landscapes have advised that they will be sending a copy of their Public Liability Insurance.
 - c. Article went in the Parish Magazine regarding the Councillor Vacancy – no response has yet been received.
 - d. Concern expressed that a response has still not been received from WDC regarding the number, location and usage of the dog and litter bins. *KO to chase WDC for a response.* **KO**
Clerk to contact the Rights of Way team to report the footpath sign at the bottom of Dog Kennel Lane, near Criers Lane that is lying in the hedge. **Clerk**
 - e. A letter has been sent to Heathfield Partnership advising the PC is unable to provide financial support for the pool.
 - f. Village Maintenance Team have removed the old seat in School Lane and made area safe. The quote from G. Allen has been reduced by £50 and the seat is now in place. The list of tasks that the PC would like the Village Maintenance Team to undertake has been sent off.
 - g. Gwyn has set up emails for all Councillors and the Clerk.
Clerk placed article on the website regarding the visit to the Houses of Parliament.
 - h. Application regarding the red telephone box will be sent off in the next few days.
 - i. Barclays Bank at Tunbridge Wells have confirmed that they have no record of anything belonging to the PC in their

open safe custody register. It was agreed that the Clerk will write to Barclays asking where the documentation is, this included the deeds for the land the Village Hall stands on, and as requested by them, was sent to them for safekeeping on 23/2/67. Clerk to also write to the Abergavenny Estate to see if they have a copy in their archive.

Clerk

- j. Feedback was sent to ESCC regarding their Winter Maintenance Policy
- k. The Communities Facilities List has been completed and returned to WDC.
- l. The Rights of Way Team have reported that there are two broken stiles on the route opposite Hadlow House, they will be contacting the landowner to request he repair them.
- m. Highways have confirmed that they have inspected the bridge in Stockhurst Lane, that was damaged following an accident and have put barriers up. They have also added the fence replacement to their job list and expect the works to be done soon.
- n. Report received from the Bowls Club regarding their tournament and thanking the PC for their support.
- o. Agenda items have been sent to SALC for their meeting with the Chief Constable.

7. PLANNING APPLICATIONS:

TM/2010/0058/TPO – LAND ADJACENT ROSE COTTAGE – Fell one oak within Tree Preservation Order (Hadlow Down) no. 25/3, 1989 – GT advised that he has now looked at the tree and it appears to be in a good state. KO advised that he has spoken to Jim Mellor at WDC whose assistant has looked at the tree. The general feeling is that WDC will refuse the felling of the tree and ask for it to be trimmed. Clerk to send PC's response objecting to the application. **Clerk**

WD/2010/0627/F & WD/2010/0628/LB – SHEPHERDS HILL HOUSE, BUXTED TN22 4PX – Proposed orangery with basement consisting of kitchen/dining area, wine cellar, utility room, pool plant room and lightwell – The Parish Council fully support this application.

GRANTED PLANNING PERMISSION

WD/2010/0328/F LARCH WOOD, WILDERNESS LANE, TN22 4HT – Proposed garage conversion and new replacement garage.

WD/2010/0061/LB HASTINGFORD HOUSE, HASTINGFORD LANE, TN22 4DY – Proposed repairs to farmhouse roof.

FORMAL DETERMINATION

WD/2010/7009/AD COOPERS FARM, FIVE CHIMNEYS LANE, TN22 4DX – Erection of a two bay agricultural barn and minor amendments/alterations to existing agricultural barns.

REFUSED PLANNING PERMISSION

WD/2010/0176/F – HADLOW OAST FARM, CURTAINS HILL TN22 4DU – Porches, dormer and second floor alterations.

8. REPORT FROM CLLR. KEN OGDEN WDC – KO requested permission to receive a copy of the PC's replies to WDC where the PC have refused a planning application. PC agreed for Clerk to forward these to KO

9. BANK RECONCILIATIONS: – Bank reconciliations for 26th February and 26th March 2010 agreed and signed as correct.

10. OTHER FINANCE MATTERS –

- i. Payment of £1238.45 was ratified, payable to Technix Rubber and Plastics from Pathfinder Grant
- ii. Payment of £48.15 was ratified, payable to Viking Direct for stationery
- iii. Payment of £574.76 was ratified, payable to Plato Scotland from Pathfinder Grant.
- iv. Proposed new burial fees reviewed, amendments agreed except that the fee for exclusive right of burial for a Hadlow Down resident under the age of 16 should remain at nil. Clerk to update list and send out to Funeral Directors. **Clerk**
- v. PC agreed to increase the monthly standing order for the Parish Clerk from £460.00 to £520.00 which will bring it nearer to her basic monthly wage, thereby reducing the amount required to be paid by cheque. All agreed to add GT as signatory on the bank account and remove Colin James.
- vi. Further payment of £4800.00 received for Pathfinder Grant, GT advised that £1000 of this comprises £500 from WDC and £500 from ESCC towards the cost of services provided by Playlink, for which they have sent an invoice for £4476.75. The plan received from Playlink didn't take into account the topography and the vegetation of the site. They have produced 1 report and some emails. Chair advised that the PC hasn't seen the final plan. GT informed the meeting that the Playing Field Committee expected to have received a final set of plans from Playlink.
- vii. £525 transferred from current account to reserve account, £500 for 2009-10 precepted election costs and £25 for the remainder of the 2009-10 fingerpost costs.

11. ACCOUNTS FOR PAYMENT: Chair proposed and seconded by DW, that cheques be paid for the following, except for Playlink, agreed by all. Proposed that GT write to Playlink and dispute the bill. **GT**

- i. Helen Simpson-Wells. Salary £645.45 includes £37.20 for mileage, £94.48 training hours and £6.22 expenses. £460 already paid by standing order, therefore cheque raised for £185.45.
- ii. Sussex Associations of Local Councils – Subscriptions to SALC £155.50, NALC £37.93 & LCR £27.00 total of £220.43
- iii. Playlink Ltd - £4476.75 from Pathfinder Grant
- iv. SLCC-CiLCA Management - £150 – CiLCA registration – it is hoped that some of this cost can be recovered from the bursary scheme.
- v. Plato Scotland - £85.00 from Pathfinder Grant
- vi. Peter Gillies - £604.75 in payment of invoice from AVS Fencing, to be taken from Pathfinder Grant.

- vii. J. Pooley - £40.30 from Pathfinder Grant
- viii. FESRO (Friends of East Sussex Record Office) - £24.00 – paid under the power given in Local Government Act 1972 s.137.
- ix. Hadlow Down Village Hall - £70 – hire of hall for bowls club tournament – paid under the power given in Local Government (Miscellaneous Provisions) Act 1976 s.19
- x. HM Revenue and Customs - £685.98

Cheques were raised and signed for the following payments, to be ratified at 4th May meeting:

- a. Technix Rubber and Plastics Ltd - £56.40, to be taken from Pathfinder Grant
- b. G. W Allen Contractors - £564.00 installation of seat – paid under the power given in Parish Councils Act 1957 s.1

- 12. PLAY AREA** – GT reported that the ball wall is now up, the basketball hoop is due to be lowered and the new swing is in the tree. PJ has undertaken a risk assessment of the playing field and the Clerk has contacted Peter Gillies to request that the materials being used and the area being developed be fenced off and have warning signs up whilst the work is being undertaken. The Clerk has also requested a risk assessment of the area. GT will contact PG to offer assistance on sorting this and also with the method statements which will also be required. *Clerk to write to PG congratulating him on the work that has been undertaken and offering PC's assistance if required.* **Clerk**

Clerk provided an update on the expenditure to date

Concern was expressed that there is no fencing between the bottom of the playing field and Tulleys' field. *Clerk to write to owner of the field.* **Clerk**

- 13. RISK ASSESSMENTS** have been undertaken apart from at the burial ground which will be done in the next few weeks. CJ confirmed that the Village Hall committee are aiming to do one complete risk assessment on the hall in June.

- 14. ARCHIVING** – *Clerk to investigate the storage of electronic data.* **Clerk**

- 15. REINSTATEMENT OF VERGE NEAR FIVE CHIMNEYS FARM** – ESCC have been approached by the owner of Five Chimneys Farm for him to have permission to reinstate the verge at the unofficial lay-by to the front of his property. The PC feel that the verge should be retained. It has been there for about 40 years, is an established lay-by used by tractors allowing cars to pass them, for parking machinery when work is being done on the road and by other motorists. Also there aren't many lay-bys in the local area. *Clerk to respond to ESCC and also request that the surface be retarmaced, especially due to the increased traffic at the farm.* **Clerk**

- 16. GRIEVANCE AND DISCIPLINE POLICY** – All agreed to adopt the policy

- 17. UPDATE FROM SLR MEETING** - .A copy of the minutes were circulated to all councillors prior to the PC meeting. At the SLR meeting the feasibility of a crossing near the New Inn was discussed. Highways raised that it is near a bend and there is no footway on the other side, they could measure how many people cross here however over a whole day it is anticipated that this would be low. *Clerk to write to villager who raised this item advising that it isn't possible to have a crossing at this site.* **Clerk**

ML raised that a response hasn't been received to the invite to view deer crossings, *Clerk to chase.* **Clerk**

Chair requested that an invite be sent to Ian Johnson and Cllr Tony Reid for him to show them the holes in the hedge near Hadlow House that have been caused by vehicles going through the hedgeway, *Clerk to write to them.* **Clerk**

The driveway at the entrance to Little Tinkers Nursery is due to be done within a month.

The Clerk handed out information on grit bins. The PC decided that they wouldn't be able to install bins due to the cost involved, insurance issues and the number that could be requested due to the hilly area. At present there are no grit bins in the village. *Clerk to write to those villagers who have raised this issue.* **Clerk**

KO advised that other councils are doing a list of farmers who could go round and distribute salt.

Clerk to check when the gulley is due to be cleared at the top of Hut Lane. **Clerk**

Clerk updated the PC on the resurfacing due to be undertaken in the village over the next two years.

- 18. BUILDINGS AND STRUCTURES OF LOCAL IMPORTANCE** – *Forms to be sent off for fingerposts, telephone box and letter box* **Clerk**

- 19. STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT (SHLAA)** – Suitable site identified on land south of St Marks Field however the landowner has decided not to make the site available for the delivery of housing. DW has spoken to the land agent in Hove and nothing further can be done until a new vicar is in place.

ML informed the meeting that the Bishop has advised that permission wasn't given for the sustainable lights to be put in at the churchyard, they are now awaiting approval from the Church Chancellor. 2 submitted sites in Wilderness Lane for the SHLAA have been rejected.

- 20. PARISH ASSEMBLY** – Agenda handed out. ML gave his apologies and will send a written report.

- 21. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)** –

- i. Neighbourhood Watch, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry – GT declared that a resolution is needed regarding the committee for the new Village Hall. Chair advised that the PC will need the final say on the new Village Hall as they will be borrowing money to pay for it, paying the bills and will need to give permission as it's being built on the land they are leasing. GT said that the committee would be raising money from grants. ML notified the meeting that he is disappointed that a brief and the drawings have not yet been done. Chair suggested that a meeting be convened of those people who attended the previous meeting in order that a decision can be made about what action they want to take. Chair to discuss with GT.

- ii. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn – ML mentioned the amount of fly tipping around the village. *Clerk to report fly tipping in Five Chimneys Lane to WDC.* **Clerk**

- iii. Rights of Way, Highways and Footpaths – Cllr. David Walker – nothing to report
- iv. Burial Ground – Cllr. Paul James – nothing to report

KO left at 9:30pm

22. CLERK'S MATTERS:

- i. Hours checked agreed and signed.
- ii. A box of old PC papers have been given to the Clerk *she will arrange to archive.* **Clerk**
- iii. Details of public meetings regarding the new recycling scheme have been received, *Clerk to arrange for these to appear on the website and in the Parish Magazine.* **Clerk**
- iv. A272 road naming update – the Clerk has contacted WDC who have advised that there wasn't a consensus following their communication with residents of Main Road (there was a majority of 2 for one name) They are now looking at where people live and what they voted for as to whether the road could be divided into two parts. If this isn't possible they will need to make another order and it may eventually go to court. The PC felt that this is a waste of taxpayer's money and it should therefore remain as Main Road as it has been known as that for a long time. *Clerk to write to WDC to express the PC's opinion and copy in the leader of WDC and KO.* **Clerk**
- v. Telephone box in Hadlow Down – EW advised that was no information regarding the box in local books.
- vi. Buxted Parish Council have queried the lack of TPOs in Waste Wood, WDC have confirmed that an Order was first served in 2007 which was not renewed at the end of the 6 month period of cover. WDC have discussed management plans with the new owners and the original vendor company and have been monitoring the woodland management practices. Should problems occur, or seem likely a TPO would be made to cover that specific area of concern.
- vii. Report received from Rights of Way Officer they have completed the following work:
 Path no. 37 – improved waymarking; path no. 22 – clearance of vegetation on the path; bridge no. 32 – inspected.
 Work to be carried out includes the following:
 Path no. 32 – replace ditch bridge and secure wobbly steps leading to it and install roadside fingerpost, also get in contact with the landowner to request he replace the hazardous stiles.
- viii. Safer Wealden Partnership and WDALC – Buxted councillors will attend the Safer Wealden Partnership meetings and our PC will be updated on matters discussed, ML will attend the WDALC meetings and we will update Buxted PC.
- ix. Home Works Service have offered to attend a PC meeting, it was felt that this wasn't necessary.

DW left at 9:40pm

23. TRAINING & CONFERENCES

- i. The Clerk updated the PC on the presentations from the Parish Clerks Seminar. *Clerk to send details to EW of items raised in the Emergency Planning presentation.* **Clerk**
- ii. The Clerk updated the PC on the Electronic Planning Training and her concerns regarding the electronic applications.
- iii. Details were given of SALC training courses, Clerk to provide chair with date of chairmanship training.
- iv. Business EXPO 2010 – details given to ML

24. CORRESPONDENCE RECEIVED NEEDING A RESPONSE.

- i. RPDE Leader Programme, availability of grants – has been forwarded to Lisa. **LS**
- ii. Sussex Heritage Trust Awards – passed to ML.

25. CORRESPONDENCE RECEIVED FOR DISTRIBUTION

- i. East Sussex Health Overview and Scrutiny Committee newsletter
- ii. Rural Services Community – Weekly Rural Focus & Rural Services Network
- iii. Wealdlink Services to Tunbridge Wells and Crowborough
- iv. Guided cycle rides in East Sussex for the over 50s
- v. Overview and summary of NHS 'Better health, better care, closer to home'
- vi. Compost Doctors Newsletter
- vii. LCR magazine
- viii. Cycling East Sussex
- ix. Your County magazine
- x. East Sussex Community Transport Guide
- xi. NHS – Improving Mental Health Services
- xii. Charles Hendry's ebulletin

26. ITEMS TO GO ON NEXT AGENDA

- i. High Weald Anvil – passed to ML
- ii. ESCC are hoping to attend the PC meeting in June to update on their plans for Scull Wood. They are hoping to put a plant on site to treat the leachate there rather than transferring it out.
- iii. WDC have enquired about who owns the oak tree on the hedgeline next to the School Lane Community Garden as there are concerns over the safety of the tree. WDC are trying to confirm who is responsible for maintaining the boundary. Parish Councillor to check the state of the tree.

Meeting closed 9:50pm

THE NEXT PARISH COUNCIL MEETING WILL be on Tuesday 13th April 2010 at 7pm.

Signed.....

Date.....