



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL

Held in St Mark's School Hall, Hadlow Down

at 7.00 pm on Tuesday April 7th 2009

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

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

1. **PUBLIC QUESTION TIME** – nothing raised
2. **PCSO KATIE BREEDS** – Katie advised that they received a call from the fire brigade regarding a fire in Wilderness Lane. Also a report was received regarding speeding motorcycles on the A272 this has been passed to the Roads Policing team who will be targeting speeding motorcyclists.
3. **APOLOGIES AND REASON FOR ABSENCE** – apologies received from Katie Breeds, Cllrs. Tony Bonnick, Tony Reid, Ken Ogden and Norman Buck.
4. **DECLARATION OF INTEREST** – Cllr. Colin James has a prejudicial interest on point 11i although he advised that no decision would need to be made tonight.
5. **MINUTES OF THE PREVIOUS MEETINGS** – minutes of the meeting held on 3rd March 09 were agreed and signed as a true copy.
6. **MATTERS ARISING (from prev. mtg):**
 - i. Sustainable lighting – Michael has a meeting with Mike Ford and the churchwardens together with the supplier of the lights on 9th April.
 - ii. Trees in Five Chimneys Lane – Michael confirmed that there is ivy on the trees which is probably affecting the state of them.
 - iii. IT for planning – unable to raise this issue at the Planning Conference, however when she visited the WDC Chair said that it was not likely to happen in the near future. Michael will need a projector for the Community Strategies meetings, *Graham may have an available one.* **GT**
 - iv. Speedwatch – Graham raised at the recent meeting with the police, it has now been agreed to have a 12 month delay from when the speed is reduced to when Speedwatch can be undertaken rather than the 2 years that was previously quoted.
 - v. Ditch filling by cycle track – to fill in the ditch quite a large pipe will be needed, *Paul to get quotes.* **PJ**
 - vi. Website – Graham now has 2 profiles, *requested that remaining Councillors provide him with theirs.* **PJ/CJ/TB/DW/ML**
 - vii. Signs for AGM & PA – The signs will be up after the weekend.
 - viii. WDC chair's visit – agreed that this was a very worthwhile visit and she was very supportive. She visited the school, village hall, playing field and had a drive around the village. Mrs Wilson will be making a report of her visits listing concerns and aspirations.
 - ix. Rural Services Network – *c/f to next meeting* **PJ**
 - x. East Sussex Local Site and National Indicator 197 – *c/f to next meeting* **ML**
 - xi. Clerks Report: update passed to councillors with agenda.
 - a. Scocus Farm – Highways have confirmed that the owners have said they will create a proper driveway, just waiting for the right weather. Complaints about the state of the road have also been made by parents of children attending the childcare facilities. Highways will check after a month that the work has been undertaken on the driveway. Traffic won't be putting signs up as no children will be walking on the road. *Clerk to speak to Highways prior to the AGM.* **Clerk**
 - b. Signatories for Youth Club account – Tony and Paul to be added as signatories, *bank amendment forms passed to Clerk.* **Clerk**
 - c. School Lane markings – PCSO Simon French in agreement with extending the double yellow lines, however various people need to be consulted and can take up to 18 months to get agreement. Highways will renew present markings. Clerk has responded to questions from Highways.
 - d. Marlow House – Clerk sent a letter to them regarding an ambulance parked on the double yellow lines for ½ day. Marlow House have contacted Clerk disputing the amount of time an ambulance would be there.
 - e. Domain – Clerk still having problems, can now receive emails under domain of: clerk@hadlowdownpc.org.uk but can't send them. *Will contact broadband provider again.* **Clerk**
 - f. Deeds – Clerk has located information confirming the Parish Councils ownership of the land the Village Hall stands on and their section of the playing field. She has written to the bank to see if they have information regarding the Burial Ground.

7. PLANNING MEETINGS:

Planning applications were included in the meeting on 3rd March. Minutes are circulated to Councillors, and posted on the village notice boards and can be provided to anyone who may be interested via the Clerk.

APPLICATIONS:

WD/2009/0470/LB & WD/2009/0469/F – BRICK KILN FARM, BRICK KILN LANE TN22 4EJ – Alteration and extension to existing dwelling to form link to and convert disused barns – full documentation not received, *Clerk to contact planning to request and ask for an extension.* **Clerk**

WD/2009/0598/F – WOODEND, WILDERNESS LANE TN22 4HT – Two storey extension to north and south elevations and demolition of existing garage and construction of double garage – As with our previous replies to the applications on this site, we have no objection.

WD/2009/0547/LB & WD/2009/0546/F – HUGGETTS FURNACE FARMHOUSE, HASTINGFORD LANE TN22 4DY – Alterations to existing building including single-storey porch extension – *carried forward to meeting on 14th April.*

GRANTED PLANNING PERMISSION:

WD/2009/0186/F – COBWEBS, WILDERNESS LANE TN22 4HT – Alteration to house, driveway and new detached garage

WD/2008/1437/F – LOUDWELL FARM, TINKERS LANE, TN22 4ET – Proposed extension to previously approved extension under WD/2008/1437/F

WD/2009/0037/LB - LOUDWELL FARM, TINKERS LANE, TN22 4ET – Proposed extension to previously approved extension under WD/2008/1437/F and WD/2008/1433/LB including alterations to the listed building.

WD/2009/0267/F – COOPERS FARM, FIVE CHIMNEYS LANE TN22 4DX – Temporary extension to temporary dwelling until 11 Dec. 2011 to provide boiler and plant room and associated dry wood storage.

REFUSED PLANNING PERMISSION:

None received

REVIEW OF PLANNING DECISIONS MADE BY WDC:

FIR TREE FARM, WILDERNESS LANE – The site has been cleared of the caravans and 3 fires were lit. Concern over what substances were put on the fires, also gas bottles near them. Fire Brigade attended. Notice has been served on the owner under the Environmental Protection Act 1990. WDC keeping David informed of developments.

LYNX HOUSE – response received from Head of Planning & Building Control – Councillors disappointed at response received as it doesn't mention the size and scale. *Clerk to send reply highlighting the items that weren't addressed and requesting a response. Clerk to also write to the Chairman of the Environmental Scrutiny Committee asking that they call in this planning application and investigate.* **Clerk**

8. REPORTS FROM CLLR. TONY REID, ESCC & CLLR. KEN OGDEN/NORMAN BUCK WDC – nothing received.

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

i. Village Hall Management Committee, Wealden Association of Local Councils and Safer Wealden Partnership – Cllr. Colin James – *Colin has drafted a memo listing the work that needs to be undertaken on the Village Hall and will provide quotes.* **CJ**

ii. Easylink – Cllr. Lucy McConachie – Lucy attended the Easylink meeting which is now Wealdlink they need funding from the Parish Council for them to come to Hadlow Down however we are too small. She also attended a Transport Seminar where speed limits were discussed and what transport the village needs.

iii. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn – Michael has booked the Village Hall for the 8 CS sessions, 1st one on 13th May and last one on 19th August. Invited guests and members of the village will attend. He proposes to put a summary of each session in the Parish Magazine and on the website.

WDC concerned about the value of recyclables, *Michael to draft letter to them on behalf of Parish Council to encourage them to continue.* Low carbons building programme – no money left in the the fund. **ML**

iv. Rights of Way, Highways and Footpaths – Cllr. David Walker - *Clerk to report hole on A272 by the church.* Also a lot of dust, grit and debris along the A272 next to the kerb, *Clerk to request that the sweeper go along the road or that the village maintenance team clear it.* 3 drains on the south side of A272 near Little England Farm, tarmac broken up around them. *Clerk to report.* **Clerk**

v. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry – Village Fayre 20th June, PCSO and Eddie Westfield will be doing a stall, Parish Council need to provide information on the Power of Wellbeing and on the Community Strategy. NVH Graham is due to speak to someone about being the new chair. Lot of work been done on the inside of the Pavilion.

vi. Burial Ground, Youth Council (to be formed) – Cllr. Tony Bonnick – no report in Tony's absence.

vii. Tree Warden - Jo Dummer (former Councillor) – Attending seminar on Wealden Ancient Tree Survey. Written to Headmistress at St Mark's School, asking if the children would be interested in a small field exercise. Jo asks if at the next precept meeting council would consider making a regular donation to the Tree Council of Great Britain. *Clerk to diarise ahead.* **Clerk**

10. BANK RECONCILIATION: – The reconciliation up to 24th March was checked and signed as correct.

11. OTHER FINANCE MATTERS:

- i. Village Hall funding – c/f to next meeting
 - ii. Meetings at St Mark’s School – Letter received from Headteacher. She will invoice the Parish Council for the Premises Manager’s time and for the cost of heating and lighting, whilst meetings have been held at the school. Parish Council agreed to donate to the PTA a tree for the school’s new garden.
 - iii. Parish Magazine – Mr Neill contacted the clerk regarding the length of minutes and the cost for them to go in the Parish Magazine. Proposed and agreed that the council will give the magazine a larger donation than they currently do, if the minutes continue to take up more than 3 pages. Also with the Community Strategies sessions about 2 more pages will be needed in the magazine between May – August 09. Clerk to contact Mr Neill and discuss. **Clerk**
- 12. ACCOUNTS FOR PAYMENT:** The following were agreed by all and cheques signed:
- i. Helen Simpson-Wells. Salary £606.85 includes £46.80 for mileage, £5.10 for expenses, £31.09 training hours and £10.36 extra hours. £460 already paid by standing order therefore cheque raised for £146.85.
 - ii. Jean Holmwood backdated pay £10.56 due to final salary award agreed for 1st April 2008.
 - iii. H.M. Revenue and Customs £622.73
 - iv. SALC Clerks Networking Day & SALC, NALC & LCR subscriptions total of £258.00
 - v. Viking Direct £61.89 (stationery)
 - vii. CAB £150.00 under the power of s.111 of the Local Government Act 1972.
 - viii. Eddie Westfield re Emergency Plan questionnaires £45.91
 - ix. Madasafish £12.10 – already paid by direct debit
 - x. BT £103.38 – already paid by direct debit
- 13. CLERK’S MATTERS:**
- i. Hours checked agreed and signed.
 - ii. Strengthening Local Relationships – meeting booked in May. Items for agenda to be decided at AGM. *David to do a small portfolio regarding the double yellow lines in School Lane* **DW**
 - iii. Sustainable Communities Act 2007 – Clerk updated Parish Council regarding consultations.
 - iv. Burials over one meter deep – grave will now need shoring, *Clerk to amend letter to Funeral Directors* **Clerk**
 - v. Internal audit – dates been booked, *Clerk to obtain terms of reference defining the responsibilities of the Internal Auditor.* **Clerk**
 - vi. Right of Way report – gate at bottom of bridleway 25a has now been removed. Members of public have commented that byeway 22 is now a pleasure to walk. *Clerk to check she has a map listing the path no.s if not she will contact rights of way for a copy* **Clerk**
- 14. TRAINING:**
- i. Update from Planning Conference – talk on affordable housing. Advise money available to sustain villages. Parish Council needs to be more proactive if they have a concern and should write to WDC to see what their stand would be. Affordable housing to speak to Graham regarding the land the village hall stands on and church land
 - ii. Update from Clerks Networking Day – introduction to the Power of Wellbeing, also talks on current legal matters, planning appeals and emergency planning.
 - iii. East Sussex Rural Forum April 09 - Lucy will attend
 - iv. Transport Seminar – see point 9ii
- 15. RISK ASSESSMENT** – Remains of bonfire still not cleared away – due to be actioned. *Graham to undertake April’s risk assessments.* Village Hall risk assessment to be undertaken 6 monthly. Agreed software not required. **GT**
- 16. LOCAL STRATEGIC PARTNERSHIPS & SUSTAINABLE COMMUNITY STRATEGY** – c/f to 14th April meeting
- 17. MEMBERS ALLOWANCE SCHEME** – c/f to next meeting
- 18. NETWORKING EVENING** for other councillors and stakeholders – c/f to 14th April meeting
- 19. SCULL WOOD** – *Graham to make Councillor Tony Reid aware of recent events at Scull Wood. Clerk to write to ESCC, Highways & Environment department. Clerk to also write to RSPCA who attended at Scull Wood.* **Clerk/GT**
- 20. WEALDEN RAILWAY GROUP** – Group was started to stop any further closures of the railways. Graham to carry on as Parish Council’s representative on the group.
- 21. BURIAL GROUND TENDER & FEES** – Agreed to offer the tender to Barcombe Landscapes Ltd, Clerk to write to all applicants. **Clerk**
- 22. BOLLARDS AT NEW INN** – discussion held regarding the bollards. The Parish Council felt that the aesthetics of the bollards wasn’t as they had expected. They still see the New Inn as central to the village and that it has a historic access across the forecourt to the car park.
- 23. AGM & PARISH ASSEMBLY** – Councillors will bring refreshments, clerk to organise remaining food and drinks
- 24. CORRESPONDENCE RECEIVED NEEDING A RESPONSE.**
- i. Applause Rural Touring – passed to Colin
 - ii. Farm Animal Welfare Council Consultation – *passed to Paul prior to the meeting* **PJ**
 - iii. Sites of Nature Conservation Importance – *passed to Michael* **ML**
 - iv. Draft Private Housing Renewal Strategy and Empty Homes Strategy 2009-14 consultation – passed to Paul **PJ**
 - v. East Sussex Highways survey – David has completed, *passed to Clerk to send off* **Clerk**

25. CORRESPONDENCE RECEIVED FOR DISTRIBUTION – passed to Councillors

It was raised that deer are being shot and parts that aren't wanted i.e. hooves etc are left behind.

Meeting closed at 9:40pm

**THE NEXT PARISH COUNCIL MEETING WILL BE
the AGM on Tuesday 5th May 2009 at 7pm.
There will also be a planning meeting at 7pm on Tuesday 14th April
followed by a Finance meeting at 7:30pm. The Parish
Assembly is on Tuesday 21st April at 7pm. All these
meetings will be held at the Village Hall.**

Signed..... Date.....