



## MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL

Held in Hadlow Down Village Hall, Hadlow Down

Tuesday 3rd August 2010 at 7.00 pm

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

Present: Councillors Paul James (Chairman), David Walker, Graham Terry and Ken Ogden (WDC). Also in attendance was the Clerk Helen Simpson-Wells. Apologies received from Cllrs. Norman Buck (WDC) and Tony Reid (ESCC).

**151. PUBLIC QUESTIONS –** It was raised regarding the progress with the community plan. The Chair has spoken to ML who is still working on it, collating all the information, however he is at present very busy at work. He is sure that ML will be doing a very thorough job on the plan and that there is therefore a lot of work involved.

**152. PCSO KATIE BREEDS –** PC Dave Charlton attended with PCSO Katie Breeds. There was 1 reported crime in July which was a domestic related incident. 1 Hadlow Down resident attended the Neighbourhood Panel meeting on 19th July and only neighbourhood watch was raised. It has been agreed that the police will add the Hadlow Down website to their messaging list for neighbourhood watch items. The police want people to be co-ordinators for their roads and would encourage people who are interested to contact the police.

ML joined the meeting at 7:10pm

The Chair asked if KB knew what would be happening regarding PCSO funding and was advised that this wasn't yet known.

GT commented that at the panel meeting speeding wasn't mentioned, KB advised that it is the top priority for the Hadlow Down area. The contact regarding speeding has now been passed from KB to an officer who co-ordinates it for the whole of Wealden. Chair mentioned how effective the S.I.D. machine is. The police are currently collating information from PCSOs to decide where the new moveable S.I.D. machine should be located. GT confirmed that the Speedwatch team have recorded a number of cars travelling above the speed limit.

**153. APOLOGIES AND REASON FOR ABSENCE –** received from Cllrs Lisa Scott and Lucy McConachie.

**154. DECLARATIONS OF INTEREST –** None received.

**155. MINUTES OF THE PREVIOUS MEETINGS –** held on 6th and 20th July were agreed and signed as true copies.

**156. MATTERS ARISING (from prev. meeting):**

- i. Japanese Knotweed – ML advised that the Environment Agency is responsible for controlling the spread of Japanese Knotweed. He has spoken to them and they have advised that an offence is committed only if development of the site has occurred and the Knotweed has been dug up and not been destroyed at a site set up for this purpose. Also if plants' cuttings are dug up and i.e. thrown over a hedge this can also be an offence. However for both of these offences there needs to be proof. *ML to send links to the relevant websites to the Clerk so that she can put an article in the Parish Magazine.*  
ML
- ii. Fence adjacent to play area – the Chair confirmed that he has visited the site and feels that the hedge is thick enough to prevent children going through there, he doesn't see it as a problem. *PJ to ring adjacent landowner to update him* PJ
- iii. Sites for deer warning signs – *off* ML
- iv. Stile in Hut Lane – Chair confirmed that work has been undertaken on the stile
- v. Play area risk assessments – to be discussed at point 163
- vi. Clerks Report: update passed to councillors with agenda
  - a. Articles have been put in the Parish Magazine requesting that people pick up their dog's faeces and also informing villagers of the new play area.
  - b. The Land Registry have sent a pack to get the land the Village Hall stands on registered. Currently with Chair to consider application forms.  
PJ
- c. A letter was not sent to WDC regarding the New Inn as a decision has only been made on the LB application not on the F application.  
A letter has been sent to the website editor apologising that he wasn't personally informed that the PC would no longer be using the website and thanking him for his work on the Emergency Planning Committee.
- e. The hedge at Middle Manor has already been cut back by the owners. An article has been put in the Parish Magazine requesting that people cut back their overgrown hedges. *Clerk to try and identify who owns the hedge of the field next to Waste Wood, in order that they can be requested to cut back their hedge so that people can continue to use the footpath rather than having to walk on the road.* Clerk
- f. The Clerk has written to Highways to advise that the Parish Council (PC) are concerned that the accident with the cyclist wasn't recorded on the Police Crash Record and therefore may not of been taken into account in their response to the PC.
- g. Correspondence has been sent to the Speedwatch team advising that the PC will pay for the microphone and giving guidelines on applying for funding prior to purchasing items.  
A letter has been sent to the Kit Wilson Trust regarding dog walkers
- i. WDC have requested that the shrub be cut back that is obliterating the bin at the bus stop, the Clerk has arranged for this to be done. WDC have suggested that this bin be emptied on a monthly basis.
- j. WDC have advised that they are awaiting a report from their external contractor regarding the oak tree at the playing field.
- k. Highways have advised that the issue of the new entrance way at Five Chimneys Farm has been passed to their enforcement team who have confirmed that they will shortly be visiting the site.

- I. The Clerk has spoken to Passenger Transport Services who have advised that buses no longer travel down School Lane and they will therefore be removing the sign. They are due to replace all bus stop signs and will put new ones in either side of the A272.

157. PLANNING APPLICATIONS:

KD/WD/2010/0392/F – THE OAST HOUSE, SHEPHERDS HILL, BUXTED, TN22 4PX – Demolition of front porch rear conservatory and rear utility and replacement with single storey rear extension and new front porch and wc – planning appeal – the PC agreed that they had nothing further to add to their previous response.

GRANTED PLANNING PERMISSION:

WD/2010/1190/F – HADLOW OAST FARM, CURTAINS HILL TN22 4DV – Front entrance canopy to existing entrance porch

REFUSED PLANNING PERMISSION:

WD/2010/1191/F – HADLOW OAST FARM, CURTAINS HILL, TN22 4DV – First floor alterations and formation of a small dormer to the rear elevation to improve the existing dangerous staircase access.

158. REPORTS FROM CLLR. TONY REID, ESCC & CLLRs. KEN OGDEN and NORMAN BUCK WDC – KO advised that the PC need to keep the pressure on Planning Enforcement to ensure that action is taken. The transformation programme to move the Crowborough office to Hallsham is still ongoing. Less houses will be built over the next 5 years compared to what was previously planned. KO has pushed that WDC should declare an interest where they are advantaged by a planning application, as has been done at Ashdown Business Park.

159. BANK RECONCILIATION: – Bank reconciliation for 27<sup>th</sup> July 2010 agreed and signed as correct.

160. OTHER FINANCE MATTERS –

- i. Payment of £33.07 was ratified, payable to Swan Timber from the Pathfinder Grant
- ii. Payment of £41.83 was ratified, payable to Steve Godfrey for Balcombes from the Pathfinder Grant
- iii. Payment of £138.65 was ratified, payable to Agrifactors from the Pathfinder Grant
- iv. Payment of £374.86 was ratified, payable to Peter Gillies for itemised invoices for the play area, from the Pathfinder Grant
- v. Woodworm treatment for Village Hall – The Village Hall Committee have provided details of 2 quotes for woodworm treatment at the Village Hall. DW advised that he is arranging for another quote to be obtained. Concern was expressed that a lot of money is being spent on the old Village Hall, although a lot of the work that has been done or is proposed, is overdue, however spending is also being looked at for a new Village Hall. The public's perception could be that the PC is spending 2 ways. It was felt that the Village Hall does need money spent on it especially on essential items. Another new issue is that a consultation is currently being undertaken that if a PC raise the precept above a government set amount or percentage, there would need to be a public referendum, money will therefore be a lot tighter. It was suggested that the idea of a new Village Hall may need to go on the back burner for about 5 years as money is so tight. It was also suggested that if a new Village Hall can't be obtained, or it is unknown whether it can be, then money would need to be spent on the present hall. It was felt that the present quotes for the woodworm treatment are expensive and that a further quote needs to be obtained, also that you may be paying more for a brand.

It had previously been suggested by Colin James that the VHC could obtain a loan from the PC however the Clerk advised that a legal document would need to be drawn up giving details of when and how the money would be paid back and she has been advised that they would have to charge interest – this was not felt to be a good way forward.

There is £1000 available from the precept that had been allocated for safety items i.e. a ramp, railings etc however this could be used for the woodworm treatment. Janet Tourell advised that the VHC are trying to get grants for the aforementioned safety items. The Chair advised that running the Village Hall is a difficult job, he suggested that whilst investigations are being undertaken that the slope in the hall and where it has sunk at one side also be looked at to see if there is any rot in these areas.

161. ACCOUNTS FOR PAYMENT: The following were agreed by all and cheques raised:

- i. Helen Simpson-Wells. Salary £737.42 includes £29.20 for mileage, £36.52 for expenses and £140.93 training hours, £520 already paid by standing order, therefore cheque raised for £217.42..
- ii. Wealden District Council £271.89 of which £203.92 for litter bins and £67.97 for dog bin emptying.
- iii. Graham Terry £16.82 – expenditure for post for playing field sign
- iv. J.L Roberts £100 – Internal audit

The following payments also had cheques raised, to be ratified at the 7<sup>th</sup> September meeting:

- v. Express Matting Services Ltd £470.00 from Pathfinder grant
- vi. Jason Pooley £120.00 from Pathfinder grant

162. NEW VILLAGE HALL – GT advised that an agenda has been produced for the New Village Hall meeting in August. On

1<sup>st</sup> October at the Uckfield Civic Centre the film premiere is being shown that has been produced with the children from St Mark's School. Councillors are unable to attend the AiRS Autumn Village Hall workshop however JT could attend and will see if anyone else can attend with her.

The Chair asked for feedback from the other Councillors as to how they felt regarding the New Village Hall. He has spoken to SALC regarding concerns over funding, they have advised that there is no funding available through ESCC,

WDC or the police. Funding is however still available from various charities including the Big Lottery Fund, also there are loans available from the Public Loan Board at good rates. Support was reiterated for the New Village Hall however it was felt to be a difficult time to apply for funding. GT advised that it was difficult to tell when would be a good time.

DW asked whether part of the field south of the present hall could be sold in order that there is parking and so that the hall could be extended. He suggested that the owner of the field be approached. The Chair advised that the resolution of the PC had supported the move of the village hall to a new site. It was suggested by DW that in these difficult times the new Village Hall may need to be put on hold. The Chair felt that the scope of the project needs to widen to see how far money would go and the committee needs to look into this.

JT advised that she understood that one of the principal reasons to move was because of access problems. It is difficult for the emergency services to get down Hut Lane. They previously looked at the old Village Hall site however it was felt that the new site was more suitable as it is more open.

GT advised that it was not yet known whether the PC would need to contribute to a new Village Hall project. The Chair advised that people in the village had expressed their concern to him. It was felt that if villagers could see plans it would help to get them enthused about the project. The meeting in August is to give a brief to Richard Boswell in order that he can produce the plans, this would then be able to give an indication of the eventual cost. *The Chair will speak to RB to request a quote for the work in producing the plans and the work he has already undertaken on the old hallPJ*

KO advised that he will forward an email he's received regarding a community led project to the Clerk. KO  
163. PLAY AREA - GT advised that the inspection report has been received for the play area. He went through the report, everything is either low or medium risk and most of these have now been rectified. The ball park falls under different regulations. It is generally recommended that a play area be fenced in so that dogs can be kept out, it was felt that this would have a visual impact. The Chair advised that when a risk assessment is undertaken for the area it should cover that when cars are parking there is a play area close by. *The Clerk will send a copy of the report to the insurance company and ensure that the play area is covered for sufficient items of equipment, she will then send a copy of the report and the insurance to WDC to ensure that the final 5% payment can be sent.* Clerk

LS and LM have raised various questions regarding risk assessments, *Clerk to update them on the PC's response.*Clerk

It was agreed that *GT would approach Jason Pooley for a price for grass cutting, tidying and hedge trimming* GT  
The Clerk will ensure that continuing maintenance of the area is discussed at the Precept meeting in the Autumn. Maintenance of the Burial Ground and the play area will then go out for tender in the new year.

The PC was keen for the play area to be opened, the only item left to be done is the surfacing under the tree rope, although it was felt that the equipment could still be used, *GT to liaise with Peter Gillies.* GT

164. RISK ASSESSMENT - ML confirmed that the quarterly risk assessments had been undertaken, *he will forward the paperwork to the Clerk.* ML

165. YOUTH CLUB AND CRB CHECKS - LS has advised that she is keen to set up a youth club, she was hoping to commence this in September however it will probably now be slightly later. She will put an article in the Parish Magazine asking for volunteers and parental help. *Clerk to look into whether the PC's insurance would cover for a youth club and whether the PC would need to organise CRB checks.* Clerk

166. UNCONSECRATED PART OF BURIAL GROUND - *c/f*

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

i. Community Strategies, Sustainable Development and Environment Matters - Cllr. Michael Lunn - ML advised that he had attended the Transport and Environment Annual meeting where there was a presentation on winter maintenance, ML raised about the issue of schools being closed and pavements outside them not being cleared. ESCC recognised that there had been miscommunication over this and will be doing a lot more to re-educate that it is alright to clear paths outside schools, businesses etc. All Town and Parish Councils will also receive maps of the gritting routes.

DW left 8:55pm

ML advised that he also raised about plans for a rail extension to Lewes from Uckfield, this is being pushed by both Charles Hendry MP and Norman Baker MP. ESCC are also updating the definite map of public rights of way. Some PCs have Rights of Way Volunteer Schemes, ESCC will give a 25% grant for maintenance of stiles, rights of way, fingerposts etc.

ii. New Village Hall Working Party and Playing Field Committee - Cllr. Graham Terry - GT advised that the Winterfest is being held on 16<sup>th</sup> October

iii. The Clerk advised that she has contacted the Village Maintenance Team to request that the bollards in the village be cleaned along with any dirty signs

168. CLERK'S MATTERS:

i. Hours checked agreed and signed. The Clerk has spent 3 hours on archiving in July however there is still a large amount to do, she will try and fit this in with her normal hours.

ii. The Clerk updated the PC on her progress with CILCA.

169. TRAINING & CONFERENCES:

ii. WDC District/Parish Conference - ML to attend

**170. CORRESPONDENCE RECEIVED NEEDING A RESPONSE**

- i. South Downs questionnaire – GT to complete

**171. CORRESPONDENCE RECEIVED FOR DISTRIBUTION**

- i. NALC e-bulletins
- ii. AiRS Quarterly newsletter
- iii. Green Johanna's initiatives – passed to ML prior to the meeting
- iv. ESCC Transport and environment update

KO advised that he has asked for people in the ward to be included in the option for the 6 houses coming up for availability at Grampian Field.

**Meeting closed 9:05 pm - THE NEXT PARISH COUNCIL MEETING WILL be on Tuesday 10<sup>th</sup> August 2010 at 7pm.**