



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in the committee room at Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 5th August 2014.

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

Present: Councillors Graham Terry (GT) (Chair), Clare Emsden (CE), Damon Wellman (DW), Nathan James (NJ), Roy Galley (ESCC) (RG) and the Clerk Helen Simpson-Wells.

- 116. PUBLIC QUESTIONS** – Fiona Shafer (FS), Chair of the Playing Field committee raised about the Play Area Inspection Report. It was agreed to bring item 127ii forward so that FS could contribute.
A Councillor commented on signs advertising the Tinkers Park Model Railways plus event that were placed near road junctions, including at the top of Tinkers Lane and which then blocked visibility for people exiting the junction. It was also highlighted that a fast food van had been parked in the layby prior to the Gala, however it was unknown whether this was connected with the event. *The Clerk will write to the Trustees.* **Clerk**
- 117. APOLOGIES AND REASON FOR ABSENCE** – apologies received from Cllrs Sandra Richards (SR) and Michael Lunn (ML) these were accepted. The Clerk advised that Cllr. Ken Ogden (WDC) (KO) had advised that he would be late.
- 118. DECLARATIONS OF INTEREST** – CE declared a disclosable pecuniary interest in item 122b.
- 127ii. PLAYING FIELD** - Play area safety inspection report – FS confirmed that the Playing Field committee would be looking at the items raised in the report at their meeting on 11th August, she has discussed some of the items with one of the company's play area inspectors. It has been highlighted in the report about having a fence between the play area and the car park area, it was suggested to install a post and rail fence. The Clerk highlighted that a fence may be needed for insurance cover if this has been highlighted in the safety report. FS will check with the insurance company and also find out if a sign advising that parents/carers are responsible for their children whilst at the play area would be sufficient. It was suggested about alternatively putting posts in to keep the cars further away from the play area. It was confirmed that John Thompson and NJ had looked at the tree swing in January and they could check it again to see whether any work is now required.
FS confirmed that the committee will have actioned the items on the report before the insurance company's required 60 days limit.
- 119. CRIME REPORT** – in his absence PCSO Davies had reported that no crime had happened in Hadlow Down last month, however there was a nude streaker at the cricket match on 13th July, however they had gone by the time the police arrived.
- 120. MINUTES OF THE MEETING** held on 1st July 2014 were agreed and signed as a true record.
- 121. MATTERS ARISING (from previous meetings):**
- i. DW confirmed that he had moved the litter bin forward by the bus shelter.
 - ii. RG confirmed that he had received a copy of the letter from SR regarding the clearing of gullies by Highways, pothole work and the carriageway re-instatement work by South East Water.

Cllr Ken Ogden joined the meeting at 7:20pm

A Councillor highlighted the issues of self-certification by the contractor. Highways have advised that the contractor will be carrying out permanent repairs on the potholes in Five Chimneys' Lane at their own expense. The PC expressed that they shouldn't be having to identify work that has been completed to an insufficient standard to Highways and that the work should have been done correctly in the first place.

A Councillor highlighted that the Clerk had been informed by Highways that the level of the ironwork

compared to the level of the new road surface in Hastingford Lane was within tolerance. The Councillor took photos of a number of areas with measurements which were then forwarded to Highways. They have now confirmed that they will be undertaking further works to raise the ironworks as they are outside their tolerances. Also one patch that was included in the original instructed work wasn't actioned and will be completed at the cost of the contractor. The Clerk has raised the concern with Highways that a Parish Councillor had to identify the problems. Highways have confirmed that it was a self-certification contract and they have expressed their dissatisfaction to the contractor.

- iii. RG advised that he hadn't received a letter from SR however he had received a letter from a resident. The Parish Council (PC) expressed concern that at the time of the Broadband launch event that superfast broadband wasn't live in Hadlow Down and that some people would never be able to connect to it unless the cabling to properties was changed. *RG considered it to be a communication issue and will speak to those concerned at ESCC.* **RG**
- iv. NJ confirmed that he hadn't yet spoken to the Emergency Planning committee about the 1st aid training, he is hoping to have a meeting with them this month and *will raise it with them then.* **NJ**
- v. Rural Services Network questionnaire on rural housing – *NJ confirmed that he needed to pass this on to ML.* The Clerk queried the closure date for responses. **ML/NJ**
- vi. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. Highways have confirmed that the signs have been cleaned. The Clerk asked that she be informed of any that have been missed. They have advised that the grips and gullies in Wilderness Lane were dealt with during the road closure and they will investigate about the reinstatement of the verges. Highways will be cutting the hedgerow at the top of Waghorns Lane.
 - b. WDC have confirmed that there are 2 applicants on the housing register for Hadlow Down.
 - c. The letter confirming the extension of the lease for the playing field has been signed by 2 Councillors and 2 playing field trustees.

122. PLANNING:

a. APPROVED APPLICATIONS:

- i. **WD/2014/O990/F – THE OASTS, BROADREED FARM, CRIERS LANE** – Partial conversion of existing garage to provide home office as ancillary accommodation to the existing dwelling.
- ii. **WD/2014/1005/F – GREYSWOOD FARM, HOWBOURNE LANE** – Double garage and log store.

b. PLANNING MATTERS:

- i. The Clerk had received a further complaint from a resident regarding the noise from the motorbikes at Five Chimneys Farm. The Clerk updated the PC on the communication she had with Planning Enforcement, the track requires planning permission and they have written to the landowner requesting that the land be put back to its original condition. If the land is used for more than 28 days by motorcyclists it would need a change of use. It has been confirmed that any complaints regarding the noise should be reported to Environmental Health at Rother District Council.

123. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLR. KEN OGDEN WDC. RG advised that ESCC councillors have had a meeting to discuss performance measures and will be looking at projects and cuts for 2015. KO advised that due to changes to the planning rules people no longer have to let a building prior to asking for it to be changed to residential use. He has been working on the Streets Ahead project and will bring a brochure on this to a PC meeting.

124. BANK RECONCILIATION: –for July 2014 was agreed and signed. The Clerk will arrange for a further signatory to sign it. *DW will chase Barclays about the request to add him as a signatory.* **DW**

125. OTHER FINANCE MATTERS :

- i. The following payments that were signed at the last meeting: Printmonger Media £150.00 for printing of newsletter; Hadlow Down Village Hall £200.00 hire of hall; The Royal British Legion £79.00 wreaths for WWI commemorative event, were ratified at this meeting.

126. VILLAGE FAYRE– *GT confirmed that he was able to provide a gazebo. NJ/GT to provide a table, GT & HSW to set up. Rota for manning the stall agreed.* **ALL**

127. PLAYING FIELD:

- i. Restriction on Playing Field registration – the Clerk advised that she had spoken with the Solicitor and he had advised not to have a charge on the Land Registry entry but to have a restriction which will have standard wording and the PC should be sent a form of agreement. Sports England have confirmed that they will provide details of the legal wording in due course. The Clerk recommended and it was agreed that the PC await the wording from the Playing Field committee.

128. NEW COMMUNITY CENTRE – GT confirmed that the public meeting had been held and the Village had approved the CIO. A Councillor advised that the village should have been told prior to the meeting what they were going to vote on as more people would have turned up. *GT advised that he would pass this*

comment on to the committee.

GT

A Councillor advised that a further public meeting would be held showing the plans for the new Community Centre.

129. RISK ASSESSMENTS – c/f to the next meeting as ML not available to report on the outcome.

130. STANDING ORDERS – c/f to the next meeting.

131. PARISH PLANNING PANEL – the PC agreed for DW to be appointed as the Buxted area representative on the Parish Planning Panel.

132. HIGHWAYS AND RIGHTS OF WAY MATTERS:

- i. Hastingford Lane – update provided at item 121ii. It was confirmed that some of the gullies are blocked with mud, the *Clerk will update ML who is checking the gullies in this area.* **Clerk**
- ii. Parking on footpaths – it was highlighted that vehicles are parking on the footpath on Main Road east of School Lane, this affects visibility for those exiting School Lane and a pushchair would not be able to get past. A Councillor has spoken to one of the residents. It was confirmed that at the recent police Local Action Team (LAT) meeting one of the three month priorities for the police is parking on pavements. It was agreed that the Clerk would write to the residents of the cottages advising them of the problems being caused and that vehicles cannot park on the pavement. KO highlighted that he had previously raised that the PC could take over parking for their area and issue tickets.
- iii. Correspondence regarding knotweed and gullies – the Clerk had been contacted by a resident regarding a blocked gully on footpath 27c between Hut Lane and Waghorns Lane which has resulted in water overflowing into a field. She has written to the Rights of Way team requesting that the gully be inspected, they have confirmed that if it is their responsibility they will clear it. The resident also highlighted that knotweed that originated from the footpath has spread into their field. The Rights of Way Team have confirmed that if the knotweed has affected the footpath surface the Rangers will clear it.

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

- i. Cllr. Clare Emsden advised that Byway 24 (Green Lane from Main Road to Dog Kennel Lane) will be closed from 27th August for 10 days in order that the surface can be repaired. Once the work is completed it will remain closed to equestrians and motor vehicles to allow the surface to consolidate.
- ii. Cllr Nathan James advised that the police had been undertaking speed checks near the end of Hall Lane, they arrested a driver, however the person's car was left blocking the way in Hall Lane. *The Clerk will inform PCSO Davies.* **Clerk**
- iii. Cllr Damon Wellman advised that speeding motorbikes on Sunday mornings were highlighted at the LAT meeting. The police would like to see more areas involved in Speedwatch. There has been some police monitoring however they do not have the resources required. A Councillor highlighted that at a meeting with Katy Bourne, the Sussex Police and Crime Commissioner, they were advised that resources would be put into speed monitoring. KO confirmed that he had reported motorbike riders to Operation Crackdown and this had resulted in a reduction of speeding motorbikes. DW advised that the landowner of the new gateway onto the field off of Main Road has promised to put in a planning application for the entranceway.
- iv. Cllr. Graham Terry advised that the Village Hall Committee had a meeting on 6th August 2014.
- v. The Clerk advised that she had reported the condition of School Lane to Highways and has requested that it be repaired/replaced.

134. CLERK'S MATTERS:

- i. The Clerk's hours were agreed and signed
- ii. The Clerk's update from the Legal & Finance Day had been sent to Councillors prior to the meeting. She has included the changes in the new standings orders. The Clerk confirmed that NJ and CE will need to verify the bank reconciliation on a quarterly basis and at the end of the financial year, she will give them guidance on what is required. *The Clerk will produce a draft Scheme of Delegation for approval.* **Clerk**

135. ACCOUNTS FOR PAYMENT - the following payments were agreed and cheques were signed, the Clerk will arrange for a second signatory to also sign the cheques:

- i. Helen Simpson-Wells. Salary £798.44 includes £13.50 mileage and £4.79 expenses, £620 already paid by standing order, therefore cheque raised for £178.44.
- ii. Wealden District Council £73.56 dog bin emptying. The cheque was raised for £328.08 as the litter bin invoice for £254.52 was received after the agenda was issued, to be ratified at the next meeting.
- iii. Playsafety Limited £99.60 play area inspection.
- iv. SSALC Limited £33.00 Councillor packs.
- v. Compact Cutting £168.00 maintenance of the burial ground.
- vi. AJW Grounds Maintenance Services £120.00 play area maintenance.

- i. Wealden coffee, cake and networking – *CE will let the Clerk know if she wishes to attend.* **CE**
- ii. WDC Parish Planning Conference – it was agreed that DW would attend.

137. CORRESPONDENCE REQUIRING A RESPONSE:

- i. Gatwick Local Area Consultation – the Clerk confirmed that she had been contacted by a resident with concerns over the proposed airspace change. She has also been contacted by Withyham PC asking if the PC would be interested in joining with a group of parishes against narrowing the flight path over East Sussex, she has responded however she has received nothing further from them. A discussion was held on the consultation, the map shows aircraft going over Jarvis Brook but doesn't show the direction south of here. There is a pressure group in Tunbridge Wells pushing for aircraft to not go over the town. It was agreed that *DW would write to the Clerk in order that she can respond to the consultation on behalf of the PC, he would also draft a letter to Charles Hendry MP for the Clerk to send on.* **Clerk**
- ii. WDC's Draft Housing Strategy consultation – no response made.
- iii. WDC review of polling stations - *Clerk to respond confirming that the current arrangements are acceptable.* **Clerk**
- iv. ESCC consultation on bus service changes – no response made, there has been insufficient use of the bus and it is therefore proposed that the service be reduced.
- v. East Sussex, South Downs and Brighton and Hove Waste and Minerals Sites Plan Consultation – no response made.
- vi. Sussex Police Community Remedy Consultation - it was agreed that offenders should undertake local unpaid work, *the Clerk will respond.* **Clerk**
- vii. ESCC Meals in the Community Service Consultation – *the Clerk will respond advising that the PC is concerned that the health of residents won't suffer due to the changes.* **Clerk**

138. CORRESPONDENCE NOT REQUIRING A RESPONSE:

- i. Grey Matters.

139. ITEMS TO GO ON NEXT AGENDA – SLR agenda items.

140. ENTRANCE TO PLAYING FIELD – discussed in closed session

The meeting closed at 9:08pm