



**MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL**  
**Held in the Village Hall, Hadlow Down**  
**at 7.00 pm on Tuesday December 2nd 2008**  
*Note – this is a draft copy to be agreed and amended, if necessary, at the next Council Meeting*

Present: Councillors Paul James (Chairman), Lucy McConachie, David Walker, Graham Terry, Tony Bonnick and Michael Lunn. Also in attendance were Councillors Ken Ogden and Tony Reid, PCSO Katie Breeds, Nick Skelton and Mike Stannard from ESCC and Clerk Helen Simpson-Wells.

1. **PUBLIC QUESTION TIME** – nothing raised
2. **SCULL WOOD** – Prior to the meeting ESCC had provided answers to questions that had previously been sent to them by the Parish Council regarding Scull Wood. Mike Stannard (Senior Environment Officer) and Nick Skelton (Team Manager, Waste Operations) gave some background information on what has happened at the site. There are 250,000 tonnes of domestic and light industrial waste there. They also advised that 40,000 gallons of leachate are removed each week. The water company analyse the leachate and ESCC take samples on a monthly basis. They also ensure that the gas flared extraction system is operating. There isn't a liner on the waste as the site isn't designed to be lined, this means that rain permeates the soil which creates leachate, this will continue to happen until the waste has decomposed which will probably take another 50 years. ESCC are in the process of purchasing the site and hope to complete the sale in February and will hold it under vacant possession. They hope that their contractors will be on the site next week in order to investigate and rectify the top soil problems. Paul advised that at a previous meeting regarding Scull Wood, a few years ago, it was agreed that the Parish Council would receive a copy of the annual report relating to the site. Mike will ensure that this is sent to the Parish Council in future and will also provide annual costs for the running of the site.  
Councillor Tony Reid said how good it was to see both groups working together and addressing issues constructively. Parish Council asked that they be kept informed of any problems with the site.  
Nick and Mike left the meeting
3. **PCSO KATIE BREEDS.** – Katie introduced herself to the council. She will be on holiday for a few weeks however PCSO Tam Bennett will cover in her absence. Katie reported that:  
Oil and fuel thefts are really high especially on farms. Outhouse, shed and garage burglaries, again on the increase – make sure these are secure. Crime prevention officer can visit to give advice.  
From now until 22<sup>nd</sup> Dec. a market research company will be visiting Hadlow Down.  
A number of burglaries where the main property has been broken into, also a vehicle in School Lane. Burglaries normally happen between 9pm and 8am, including when the weather is bad. If you see anything suspicious contact the police. If there could be forensic evidence do not disturb it and if necessary protect it i.e. if its raining cover it up.  
Katie left the meeting
4. **APOLOGIES AND REASON FOR ABSENCE** – received from Norman Buck and Colin James
5. **DECLARATION OF INTEREST** – None received.
6. **MINUTES OF THE PREVIOUS MEETING** held on 4<sup>th</sup> November were agreed and signed as a true record.
7. **MATTERS ARISING (from prev. mtg):**
  - i. Gypsy and Traveller accommodation needs - Paul has sent a response
  - ii. Article in Parish Magazine re littering – *Michael to send report to Clerk* **ML**
  - iii. Report from Michael re Five Chimneys Lane – *Michael produced a report which Clerk will send onto Dale Foden at ESCC* **HSW**
  - iv. Natural Resources and Biodiversity – Reviewed by Michael, decided that we need not take it any further.
  - v. Code of conduct for local authority members and employees – Colin has identified a few points that council need to be aware of. Also as part of Freedom of Information Act Clerk will be looking at committee terms of reference.
  - vi. Clerks Report:
    - a. Dog Kennel Lane – Highways advised on 20<sup>th</sup> Nov. that hedge cutting should be done within the week, *Clerk to chase Highways as still not done* **HSW**
    - b. Wilderness Lane – Highways have advised that there will be 2 road closures 1 for the top of the lane and 1 for the bottom of the lane on 12<sup>th</sup> and 13<sup>th</sup> Jan. Will also see if any other small jobs need doing at the same time.
    - c. Green Lanes – In his absence Colin has sent a report following his meeting with Alan Hart of ESCC. *Clerk to contact ESCC to clear gully (also gully at top of Wheelers' Lane).* **HSW**  
Councillor Tony R. advised that the legal process to change a green lane to a bridleway is very expensive, however he will take this one on as a special case. *Clerk to forward information relating to this Green Lane to Tony together with a map showing its location.* **HSW**
    - d. Bridle Path Brick Kiln Lane – ESCC have inspected the bridle path and have requested that the landowner

contact them, if no response within the next few days they will serve notice.

e. Bollards outside New Inn – order not yet been placed, won't be done before Christmas but should be in this financial year. Half a metre in height.

f. Website – Paul has spoken to Nick Allen regarding the setting up of a parish website. *Clerk to explain to Nick what the council require and see if he can come to the January meeting to discuss what he can do and give costings.* **HSW**

g Speed limits – Should be in place in the New Year

h. A272 footpaths – Highways advised on 20<sup>th</sup> Nov. that the footpaths would be sorted within the next few weeks.

i. Dog faeces near school – The Dog Warden went to see Mrs Rivers at the school and has recently spoken to her, there aren't any problems at present.

j. Dog and litter bins - WDC have advised that the dog and litter bins at School Lane are sometimes ½ full when they go to empty then, however sometimes they are full. The litter bin at Tinkers Park is always full.

k. Councillor visit to St Mark's School – *Paul to speak to Mrs Rivers to arrange.* **PJ**

l. Sign posts – *Clerk to look at previous correspondence to see what ESCC have agreed to and to check that sign Colin got a quote for was to the correct specification.* **HSW**

9. Tony and Ken's reports were brought forward.

**REPORT FROM CLLR. TONY REID, EAST SUSSEX COUNTY COUNCIL:**

Tony advised that they are in the process of budget setting. ESCC have given £100,000 to Sussex Enterprise to encourage dialogue between them and small businesses who are struggling in the current financial situation. The Credit Union is being re-established. The number of planning applications are down. Trying to work more accurately with communities and looking at what can be done to cope in 2010-11 when they expect people's financial situation to be worse. They may consider community bus services. Parish Councillors asked Tony questions on recycling and Uckfield Link.

Ken informed the council that the paper price is rising which is good for recycling. WDC are producing a booklet advising people what they can do if they are struggling financially and how they can be helped, this will be published at the end of January. Ken also updated on affordable housing.

8. **PLANNING MEETINGS:**

Planning applications were included in the PC meeting on 4<sup>th</sup> Nov. 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/2008/2782/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. - *The council has no objection to this planning application.*

**WD/2008/2855/F – LYNX HOUSE, SCHOOL LANE, HADLOW DOWN, TN22 4JE** – Stable for horses and outdoor manege area – *Clerk to arrange site visit* **HSW**

**WD/2008/2858/F – TREETOPS, WILDERNESS LANE, HADLOW DOWN TN22 4HU** – Proposed extension and remodelling of existing house and proposed new car entry/exit point with new build car port/log store/study building. – *Clerk to arrange site visit* **HSW**

**WD/2008/2933/OH – COMFREY COTTAGE, FIVE ASHES** – Undergrounding of existing sections of 230/400 volt overhead lines supported by wood poles between A-B, together with the installation of new wood terminal pole.

- *The council has no objection to this planning application.* **HSW**

**GRANTED PLANNING PERMISSION:**

**WD/2008/2242/MRM – FIVE CHIMNEYS, CURTAINS HILL, HADLOW DOWN TN22 4DU** –

Erection of a 12,000 bird free range egg laying unit.

**REFUSED PLANNING PERMISSION:**

None received

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

i. Burial Ground, Youth Council (to be formed) – Cllr. Tony Bonnick. The burial ground was discussed.

ii. Rights of Way, Highways and Footpaths – Cllr. David Walker. Paul to look at what work needs doing to stile on the bridle way along from the village hall **PJ**

iii. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry. Been a number of burglaries in the area including garages close to houses and where the occupants also had dogs – nothing was heard. Asked for people to report suspect vehicles to the police. EP – meeting next week, fresh questionnaire going out to update information currently held. PF – meeting this week.

iv. Village Hall Management Committee Wealden Association of Local Councils and Safer Wealden Partnership – Cllr. Colin James. No report from Colin in his absence, however the potholes have been filled in near the village hall, VHMC to be billed. Councillors advised that the pantomime was very good.

v. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn. CS - Hopes to start work on the new plan in Feb. SD – attended Wealden Energy Summit, funding available for elderly or those in energy poverty situation, believed to be 3300 affected in the Wealden Area, WDC have so far received

1000 calls from people needing help. Also £4000 available to people who are off the grid to make energy saving improvements and £2500 for energy efficiency for renewable energy. Information can be found at [www.funding.gov.uk](http://www.funding.gov.uk). Setting up a warm homes committee who will provide fact sheets and undertake talks. If people want an energy saving survey undertaken and fall into the energy poverty category they can contact John Proctor at WDC.

- vi. Easylink – Cllr. Lucy McConachie – the present bus timetable expires 12<sup>th</sup> Dec, *Clerk to request copy of new timetable and ensure bus times go in the Parish Magazine* **HSW**
- vii. Tree Warden - Jo Dummer (former Councillor). Tree warden co-ordinator had wrong details for Jo, she will update them and get in contact with Jo.

Tony and Ken left the meeting

**11. BANK RECONCILIATION:** – The bank reconciliation up to 24<sup>th</sup> November was checked and signed as correct.

**12. OTHER FINANCE MATTERS:**

- i. Registration form signed by councillors for Barclays in order that Clerk can discuss accounts on the phone and view details online.
- ii. Notice of conclusion of the audit and right to inspect the Annual Return to be displayed for at least 14 days from 6<sup>th</sup> Dec. **HSW**
- iii. Wealden and Lewes Handyperson Scheme – *Clerk to put article in Parish Magazine.* **HSW**
- iv. Sussex County Playing Fields Association requesting support of £15 per annum – *carried forward till next meeting to raise.* **GT**

**13. ACCOUNTS FOR PAYMENT** - The following were agreed by all and cheques raised:

- i. Jean Holmwood £75.40 backpay.
- ii. Helen Simpson-Wells. Salary £593.76 (includes £103.64 extra hours) also £21.20 for mileage and expenses stamps £3 = total £617.96. £460 already paid by standing order therefore cheque raised for £157.96
- iii. Mazars £158.62 external audit
- iv. John Roberts (internal audit) £71.00. Previous cheque cancelled (£8 charge) and new one issued.
- v. Madasafish £9.99 – already paid by direct debit

**14. CLERK'S MATTERS:**

- i. Hours checked agreed and signed.
- ii. Working With Your Council – Clerk has joined a support group and will be having her first meeting in January.
- iii. Economic Downturn – Letter received from WDC, *Clerk to advise that at present we are not aware of anyone in the area who had been adversely affected. Will ensure that precept kept under tight control.* **HSW**
- iv. Litter picker – due to economic situation not taken any further at present, ask that people pick up litter.
- v. Tasks for payback team – *Clerk to write to WDC requesting that they undertake litter picking in the area.* **HSW**
- vi. Review of Finance reconciliation and other Finance matters – Colin and Clerk to meet in Jan. to look at the the way the finances are recorded and whether changes need to be made and will report at finance meeting. Councillors advised that they didn't need to see their own copy of the monthly financial reconciliation as they knew it was available if they wanted to look at it. There isn't a separate finance committee so all councillors are involved in decisions.
- vii. Holidays – Clerk to take 20 hours holiday over the Christmas and New Year period, however will check for urgent emails and answerphone messages
- viii. Register of Electors – *Clerk to request full copy of register* **HSW**

**15. TRAINING:**

- i. Wealden Parish Clerk's Seminar Jan. 08 – Clerk to attend seminar
- ii. New Councillor Training Jan 08 £60 + VAT – Lucy and Tony to attend

**16. RISK ASSESSMENT** – *Michael to do risk assessment for playing field. Paul to complete Parish Councils risk assessments.* **ML/PJ**

**17. FREEDOM OF INFORMATION ACT** – Parish Council agreed to adopt the Model Publication Scheme in full and the Guide to Information. Copies of these items can be obtained from the Clerk.

**18.. CORRESPONDENCE RECEIVED NEEDING A RESPONSE.**

- i. Email from Vicky Richards re school project on Ancient Greeks. *Clerk to send letter to Mrs Rivers fully endorsing the project* **HSW**
- ii. The Big Event, Eastbourne, December – no-one able to attend

**19. CORRESPONDENCE RECEIVED FOR DISTRIBUTION**

- i. NALC Media Release – investment to improve the lives of local communities
- ii. NALC Legal Briefing on Sustainable Communities Act 2007 – update
- iii. Letter from South East Water re draft water resource management plan and environmental report statutory consultation

**THE NEXT PARISH COUNCIL MEETING WILL BE  
on Tuesday 6th January 2008 at 7.00 P.M**

Meeting closed at 10pm

**Parish Council have agreed to adopt the Model Publication Scheme in full and the Guide to Information. Copies of these items can be obtained from the Clerk.**

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