



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL
Held in Hadlow Down Village Hall, Hadlow Down
at 7.00 pm on Tuesday February 2nd 2010

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

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

253. **PUBLIC QUESTIONS** – No public questions were received.
254. **PCSO KATIE BREEDS** – Report received from Katie in her absence. No crimes reported in the period 1st – 30th January 2010. She will be holding a drop in session on the 8th February at 5:30-7pm at Five Ash Down Village Hall where anyone can visit her to discuss their concerns and local priorities. GT advised that his gates were stolen on the evening of 30th January, this was a few hours after KB sent her report to the Clerk.
255. **APOLOGIES AND REASON FOR ABSENCE** – received from Cllrs Norman Buck and Ken Ogden
256. **DECLARATION OF INTEREST** – none received.
257. **MINUTES OF THE PREVIOUS MEETINGS** – minutes of the meeting held on 5th January and the extraordinary meeting held on 19th January were agreed and signed as true copies apart from at point 244v should read Barbara Beaton.
258. **MATTERS ARISING (from prev. meeting):**
- i. Parking at the school – Meeting to be held next week, *PJ will raise beforehand.* **PJ**
 - v. Article for youth – LS has written an article which will appear in the Parish Magazine and go on the website.
 - vi. Wealden View Big Event 2010 – GT has checked the agenda and felt that it was not worth the PC sending a representative.
 - vii. Review of supported local bus services – LM advised that they are reviewing the services and seeing if they have the appropriate ones.
 - viii. Clerks Report: update passed to councillors with agenda
 - a. PCSO Katie Breeds has confirmed that she is hoping to attend the Parish Assembly, the Clerk has asked that she talk for a few minutes on what has been happening in the area over the last 12 months.
 - b. *Clerk will continue to chase Head of Housing regarding the agreement on the entrances to the Playing Field* **Clerk**
 - c. The Rights of Way team have advised that they are confident that occasional vehicle use will not wreck the Stocklands Lane green lane, the only problem would be if there are patches where the water doesn't drain properly. They are monitoring the byway and if it gets damaged they will close it.
 - d. The Clerk has written to WDC regarding the Sustainable Communities Act 2007 to find out how it can be used and what is available.
 - e. *GT reviewing and amending the Grievance and Discipline policy.* **GT**
 - f. Clerk has written to WDC who have confirmed that they understand that if the phone box was listed BT would still have to maintain the box, although they would not have to keep the telephony equipment in it, *Clerk to send letter to English Heritage to see if it can be listed.* **Clerk**
 - g. The drain opposite Lynx House and the gully in Stockland Lane near green lane have been reported to Highways. GT advised that water is running down the road near his property and the road is breaking away, *Clerk to contact Highways.* **Clerk**
- 7:15pm Councillor Tony Reid ESCC joined the meeting
- h. An article has appeared in the Parish Magazine and on the website regarding the precept rise.
 - i. The Clerk has written to the officer at Highways inviting her to a meeting where a Councillor can show her the tracks where deer are crossing the A272.
 - j. The Clerk has written to Mr & Mrs Yarrow thanking them for their work at Wilderness Wood and wishing them well in their retirement.
 - j. The Clerk has written to WDC requesting a reduction in the charge for dog and litter bin emptying and asking whether the bins need emptying as often as they are.
 - k. The Clerk has been advised that WDC are purchasing a projector for the Parish Council (PC) in order that they can take part in the electronic planning trial. As there is no broadband at the Village Hall the Clerk will need to download the information for each planning application and do a powerpoint presentation for the PC meeting.
259. **PLANNING APPLICATIONS:**
- WD/2009/2667/F & WD/2009/2668/LB – WOODREED FARMHOUSE, STONEHURST LANE, FIVE ASHES TN20 6LJ** – Proposed single-storey link extension between existing farmhouse and barn and alterations to the fenestration of the existing barn – The Parish Council support this application.
- WD/2010/0061/LB – HASTINGFORD HOUSE, HASTINGFORD LANE, TN22 4DY** – Proposed repairs to farmhouse roof and adjoining barn – The Parish Council fully support this application and would like to see the work done as soon as possible in order to secure a valuable listed building.
- WD/2010/0055/F – STONEHURST FARM, STONEHURST LANE, FIVE ASHES TN20 6LL** – Haystore/tractor shed – The Parish Council support this application.

GRANTED PLANNING PERMISSION:

None received.

REFUSED PLANNING PERMISSION:

None received.

DW confirmed that he attended the planning meeting at WDC regarding Fir Tree Cottage and gave the PC's objections. Councillor Michael Lunn joined the PC meeting at 7:30pm

The Clerk has received correspondence from the Head of Planning at WDC regarding Fir Tree Cottage. He feels that the distance between the properties is significant, that there is adequate screening and he has advised that the design and access statement does not prevent future changes being made. The application before committee in January shows further revisions which will reduce the impact, i.e. the ground floor window is now omitted.

The Clerk received a copy of an email that was sent to Planning Department by Buxted Parish Council giving their comments to the recent planning application at Five Chimneys Farm. Hadlow Down PC raised questions about the building that has just gone up on the site, *Clerk to write to Planning requesting that they investigate whether this has been given permission and if so whether it is in the correct position.* **Clerk**

258. ii. Community Led Plans database training – ML advised that the training is being run by Rural Sussex in March and that he will attend.
iii. ML has been informed that the hatches are being used for pheasant rearing and are technically temporary structures.
iv. Booklet on 'Ways to tackle climate change' – ML will be incorporating this into the Community Plan

260. **REPORTS FROM CLLR. TONY REID, ESCC & CLLRs. KEN OGDEN AND NORMAN BUCK WDC** – TR advised that the budget will be debated at the next meeting. ESCC are asking for a council tax increase of 2.7%. they were initially planning a 3% increase but have managed to reduce this. GT asked whether the work required on the roads following the bad weather will have affected this figure. TR advised that they are proposing to increase highways maintenance by £8.5 million over the next two years, they will be reducing reactionary spending by ensuring that repairs are done well the first time around. £1 million is immediately available for pothole repair, drainage etc. There is a growing increase in the number of children at risk and the number of referrals, this means that the budget for this area has increased by 20%.

If the governments plans come in for paying for the care of some of the elderly, ESCC have only got half the funds that are needed to pay for it.

Following the long freeze ESCC are doing a "lessons learned" exercise on how well the roads were kept open, they are hoping to speak to the parishes to get their feedback. It is felt that the current plans are alright for dealing with a normal winter but not for the extremes we have recently had. They will be looking at areas of particular difficulty for local people. DW commented that in West Sussex the roads were more efficiently cleared. GT requested that TR look into what else can be done i.e. can farmers help with clearing roads. LS advised that St Mark's School weren't allowed to clear the path outside the school which meant it was very slippery for parents and pupils. Chair advised that it should be the schools responsibility to get the children to school safely.

TR advised that Highways Department will be issuing a quarterly maintenance schedule to each parish.

TR apologised that he won't be able to attend the next SLR meeting.

DW commented that at Ringmer where Highways Depot is based, the roads and pavements are very good. TR advised that this is mainly due to the secondary school being there.

261. **BANK RECONCILIATION:** – Bank reconciliation for 26th January 2010 agreed and signed as correct.

262. **OTHER FINANCE MATTERS** –

- i. Burial ground contract – Barcombe Landscapes have confirmed that they will charge £900, the same amount as this financial year. All agreed to accept, *Clerk to write to them to extend contract.* **Clerk**
ii. Clerk reported that there had been a discrepancy over the amount Chandlers originally quoted of £466.54 to be paid prior to delivery of the goods for the play area work. The amount charged on the invoice was £466.59 which meant that the PC actually paid 5p less than the invoice amount. The Clerk has spoken to Chandlers who are waiving the 5p.
iii. Request has been received from Hadlow Down Short Mat Bowls Club for financial support for their Triples Tournament in March 2010. The PC commented that the club is an important part of the village. Chair proposed that the PC pay the £70 for the Village Hall hire, GT seconded, agreed by all. *Clerk to write to club to confirm.* **Clerk**
iv. The Clerk suggested that the PC purchase RoSPA's guide to risk assessments of children's playgrounds. It was agreed to wait until the play area had been completed and then decide if it was needed.

263. **ACCOUNTS FOR PAYMENT:** The following were agreed for payment:

- i. Helen Simpson-Wells. Salary £623.08 includes £24.80 for mileage, £83.98 training hours and £3.60 expenses. £460 already paid by standing order, therefore cheque raised for £163.08.
ii. WDC £130.07 litter bin emptying
iii. Peter Gillies £24.59 in payment of invoice from Absolute Industrial to be taken from Pathfinder grant.

264. **PLAY AREA** – GT reported that due to the Playing Field being very wet, not much work can be undertaken at present.

265. **RISK ASSESSMENT** – *PJ to undertake quarterly assessments.* Janet Tourell advised that she believed a risk assessment was undertaken at the Village Hall in September, she will forward the paperwork to the Clerk. **PJ**

266. **PARISH COUNCIL VACANCY** – no response was received to the official notice regarding the vacancy. *Clerk to put an*

advertisement on the notice boards and on the website to see if anyone is interested in being co-opted onto the Parish Council. If no response is received by the 16th February an article will appear in the March edition of the Parish Magazine.

Clerk

LS agreed to take on representation on the Old Village Hall Management Committee and on a short-term basis on the Emergency Committee. GT will continue to report on the play area and LS will take this over once it is up and running. Clerk to speak to Clerk at Buxted regarding sharing Safer Wealden Partnership and WDALC representation, although ML is happy to take on WDALC. ML will also take on the Rail Line Committee, Police Liaison Committee and one-off meetings i.e. SALC

Clerk

ML advised that he will need all the background paperwork for the roles he is taking on.

For the moment GT will keep Neighbourhood Watch.

- 267. PUBLIC RIGHTS OF WAY NETWORK SURVEY** – summary report received from the Rights of Way team. They have identified where work needs to be carried out and have already replaced 1 bridge and listed 3 others for repair/replacement.

GT raised that a number of trees have been brought down by the heavy snowfall on the green lane in Stocklands Lane, Clerk will raise with Rights of Way team.

Clerk

- 268. SEAT FOR SCHOOL LANE** – Seat has been delivered, Clerk to contact G. Allen for a quote for putting it in and removing the old seat and making good the path surface underneath the seat, to also contact the insurance company to ensure that it is insured.

Clerk

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

- i. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry – advised that he and Rachel Lewis had a meeting with Margaret Beaton from AiRS, she has given GT a large amount of paperwork to read through. MB advised that it works best if the old Village Hall committee form the new Village Hall committee. A business plan will need to be done and a lot of money raised. They will also need to talk to SALC about the best way to go about it all and will need to visit recent village hall projects. There will be a lot of work involved. GT advised that it is clear that without the PC backing the project will fail. It is proposed to have an Open Day, however, more information will need to be available prior to this.

Janet Tourell advised that she spoke to Richard Boswell who has advised that he can't do anything until he has had a brief from a committee. It was suggested that photographs of other recent Village Hall builds be displayed at the Open Day. TR mentioned that a lot of halls have bad acoustics, although GT advised that different acoustics are needed for different uses i.e. a band as compared to a speech or a theatrical production.

GT also raised that a lot of useful information can be found on the East Sussex in figures website, regarding the demographics of the area.

- ii. Youth – Cllr. Lisa Scott – article will be going in the Parish Magazine regarding youth.

The Village Hall want to put in railings and a ramp, they received one quote that was excessive. The second quote was: £520 + VAT for a ramp for the front door and £670 + VAT for steps at the side and to fit the existing handrail. LS will go back to the company to also ask about a handrail being put up by the front steps. ML asked for a further quote. DW suggested a decking area to the side with wooden steps.

- iii. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn – hoped to have completed the Community Plan however it has been too big to print and he has had to liaise with many other areas, it is now all coming together. Photographs will be going in and ML hopes to get it out on a CD-Rom in the next week. All Councillors are requested to have read it prior to the March meeting in order that it can be discussed then. **ALL**

- iv. Easylink – Cllr. Lucy McConachie – advised that she will be attending the Wealdlink meeting. She will also put an article in the Parish Magazine regarding the new service available to Crowborough. **LM**

- v. Rights of Way, Highways and Footpaths – Cllr. David Walker – nothing to report.

It was raised that the manhole and drains have been repaired outside the Little England Farm entrance on the A272 however the ductwork that joins them all together hasn't been repaired. Clerk to report to Highways. **Clerk**

TR advised that he is pushing that drainage on the roads be sorted

- vi. Burial Ground – Cllr. Paul James – nothing to report.

Clerk advised that Highways had completed the work in Stocklands Lane near the White House. The leaning footpath sign and stile opposite Hadlow House have been reported to Highways.

The Clerk received an email from Eddie Westfield confirming that during the bad weather vulnerable people were contacted to check that they were alright.

The trees opposite Keepers Cottage in Brick Kiln Lane were reported to Highways as they were considered a danger to road users.

Chair advised that he and GT visited the East Sussex Record Office at Lewes to view the archives. They can confirm that the PC do own the land the Village Hall stands on. Clerk to contact Barclays to ascertain where the deeds were sent to when their branch in Mayfield shut. Chair advised that he will do a report of the visit for the Parish Assembly. **Clerk**

Councillor Tony Reid left at 8:50pm

Chair proposed that the PC support the friends of East Sussex Record Office (£24.00 per annum) or give them a donation, they were very helpful and the items were in excellent condition. Clerk to add to agenda for the next meeting. **Clerk**

270. CLERK'S MATTERS:

- i. Clerks hours were checked, agreed and signed

- ii. Correspondence was received from one of the villagers regarding the new Village Hall, Clerk updated Councillors on its content.
- iii. Clerk has spoken to WDC regarding the responses to the recent letter they sent out about the proposed naming of the A272 from St Mark's Church to the junction with the A267. They are sorting through the responses and checking whether those that responded live on this section of the road.
- iv. Clerk has forwarded final details to the attendees for the visit to the Houses of Parliament, it was agreed that she would claim for 4 hours training.
- v. GT will arrange for Colin James to be removed as a Councillor from the website. Clerk is hoping to hold a meeting regarding the website later this month.
- vi. PC agreed the new burial forms
- vii. ESCC are asking for work that could be undertaken by the Village Maintenance Teams in Hadlow Down, Councillors to consider and come with ideas for the next meeting. **ALL**
- viii. SALC hope to do a presentation to the PC and to Buxted PC in March on what is required to become a Quality Council, this will be followed by Power of Wellbeing training.

Clerk also advised that ESCC are hoping to attend a future meeting to update the PC on decisions on Scull Wood.

271. TRAINING & CONFERENCES

- i. Clerk advised that following a review of their annual conference arrangements WDC have decided to merge the Parish Planning Conference and the Parish Conference into one event

272. CORRESPONDENCE RECEIVED NEEDING A RESPONSE.

- i. Planning Inspectorate Model Planning Conditions Consultation – Clerk to email link to DW **Clerk**
- ii. NALC's Local Council Awards 2010 – Clerk updated the PC on the awards

273. CORRESPONDENCE RECEIVED FOR DISTRIBUTION

- i. Changes to local NHS ambulance service
- ii. East Sussex Supporting People Newsletter
- iii. WDC benefit newsletter
- iv. Grey Matters
- v. East Sussex Seniors Association Autumn/Winter 09 edition

274. ITEMS TO GO ON NEXT AGENDA

- i. Letter from 3VA regarding funding – passed to Graham
- ii. AiRS newsletter – passed to Graham
- iii. AiRs Village Hall Workshops
- iv. SALC Bulletin
- v. To ratify payment of £61.70 to Paul James for 2 visits to ESCC records office
- vi. To ratify payment of £10.00 to Graham Terry for purchase of "Plan, Design and Build"
- vii. Clerk to send letter to Joanne and Jonathan advising that the PC look forward to working with them in the future and sending their best wishes for their work as they take over the management of Wilderness Wood. **Clerk**

Meeting closed 9:15pm

THE NEXT PARISH COUNCIL MEETING WILL be on Tuesday 2nd March 2010 at 7pm.

Signed.....

Date.....