



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL

Held in the School Hall, Hadlow Down
at 6.40 pm on Tuesday February 3rd 2009

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 was Clerk Helen Simpson-Wells.

CLERKS REVIEW

Councillor Tony Reid joined the meeting at 7pm

1. **PUBLIC QUESTION TIME** – nothing raised
2. **PCSO KATIE BREEDS** – Katie advised damage to the telephone kiosk + another incident. Has asked colleagues to do evening patrols and speak to anyone seen hanging around.
3. **APOLOGIES AND REASON FOR ABSENCE** – received from Councillors Norman Buck, Ken Ogden and Colin James and PCSO Katie Breeds
4. **DECLARATION OF INTEREST** – Paul advised that from his recent training course it was identified that if any Councillor knows someone to whom a point in the meeting relates i.e planning, they should declare a personal interest. Graham and Paul declared a personal interest on point 8, Cobwebs. Graham, Tony B, Michael, Lucy and Paul declared a personal interest on point 8 The Old Store.
5. **MINUTES OF THE PREVIOUS MEETINGS** held on 6th January and the extraordinary meeting on 13th January were agreed and signed as a true copy apart from on point 12vi on the 6th January people can stay in Uckfield for 2 hours rather than the 1 hour that was quoted.
6. **MATTERS ARISING (from prev. mtgs)**
 - i. Stile on Hall Lane – c/f **PJ**
 - ii. Visit to St Mark's School – Paul & Graham visited the school and spoke to the children who had some good ideas including 'no litter' and 'no dog fouling' signs. Councillors felt that it was a very valuable discussion. *It was suggested that the school do a follow up from last years project. Paul to speak to the teacher. Clerk to look into organising the signs, Graham to advise her how many of each are required.* **PJ**
GT/Clerk
A discussion then followed on the possibility of setting up a youth group.
 - iii. Sustainable lights – Michael has received a quote of approximately £200 for putting the lights in the churchyard, *will speak to Revd. Challis. To place them cut into the kerb going from the school to the playing field will cost approximately £1000. The company are willing to come and show the lights and the colours on offer. Clerk to speak to Ian Johnson at ESCC re kerb lights and to the church wardens.* **ML/Clerk**
 - iv. Easylink – Timetable has appeared in Parish Magazine. Lucy advised that the no.259 is a community bus, people can register with them and they'll then pick them up from their door
 - v. Communities in Control – *Passed to Graham* **GT**
 - vi. Draft Cycling Strategy – a response has been sent off. Graham advised that the strategy concentrates on cycling to work in towns, such as Eastbourne, rather than rural cycling.
 - vii. WDC Open Space Study – a response has been sent off although Graham advised that there was no mention in the study of Hadlow Down playing field.
 - viii. Clerks Report:
 - a. Publications for Parish Magazine – the article on littering appeared in February's issue and the one on the Handyperson scheme will appear in March.
 - b. Clearing gulleys in Dog Kennel Lane and top of Wheelers' Lane – believed to have been cleared
 - c. Green Lane – awaiting response from Rights of Way. *Clerk to chase them and also advise that water has been running from the gully to the side of the green lane and has nowhere to go at the bottom and is overflowing.* **Clerk**
 - d. Bridle Path Brick Kiln Lane – *Clerk chasing Rights of Way* **Clerk**
 - e. A272 footpaths – *Paul to check if they've been done and advise Clerk* **PJ**
 - f. Sign posts – residents have requested that name be changed from Hut Lane to Hall Lane, sign will also say 'leading to Village Hall'. ESCC will put it on the list for the next order which will probably be the beginning of March.
 - g. Dog Kennel Lane ruts and mud – due to adverse weather conditions Highways have not yet been able to look at this.
 - h. Footpath sign end of Hall Lane – not yet been mended, *Clerk to chase Rights of Way* **Clerk**
 - i. Drains and road damage on A272 by Waste Wood entrance – the drains have been fixed and the road mended however it is now breaking up again. *Clerk to report to Highways* **Clerk**

- j. Hedge cutting top of School Lane – *Clerk chasing Highways to find out if this has been done.* **Clerk**
- k. Flooding top of Tinkers Lane on A272 – ESCC are aware of the problem may jet the drain to stop the build up of water. Clerk has advised them that this needs sorting urgently due to the risk of icing.
- l. Letters to SALC and ESCC Education Transport Department – both been sent
- m. Printer – Clerk looking into procurement auction for a printer to see if it is cheaper. Awaiting a response from WDC.
- n. Finger post costs – Clerk written to Highways to ascertain if we still need to precept for this cost or if ESCC would pay the full cost
- o. Wilderness Lane reclaiming ditch and rebuilding verge – some of the work has been done however they haven't done anything at Lodge Farm, *Clerk to contact Highways.* **Clerk**

7. PLANNING MEETINGS:

Planning applications were heard at the meeting on 13th January. 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.

8. APPLICATIONS:

WD/2009/0186/F – COBWEBS, WILDERNESS LANE, TN22 4HT – Alterations to house, driveway and new detached garage. *The Parish Council feel that the alterations to planning application WD/2007/3650 are still suitable for the existing building in view of the application WD/2008/1886, Land North of Cobwebs. We therefore have no objections.*

WD/2009/0037/LB & WD2009/0036/F – LOUDWELL FARM, TINKERS LANE TN22 4ET –

Proposed extension to previously approved extension under WD/2008/1437/F & WD/2008/1433/LB including alterations to the listed building. *The Parish Council feel that the alterations enhance the general look of the building and have no objections to the applications.*

GRANTED PLANNING PERMISSION: None received

REFUSED PLANNING PERMISSION: None received

APPEAL DECISION:

THE OLD STORE, MAIN ROAD, TN22 4HJ – To be able to grant planning permission for the development of the land without complying with a condition subject to which a previous planning permission was granted – appeal dismissed.

The agent of Mr Lomax contacted Paul regarding the workshop at the New Inn and asked if the notices regarding the speed limit were up and when the bollards outside the New Inn were due to go in.

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

Cllr. Reid advised that he has been working on the budget which is made up of the following 4 parts:

- a. Revenue Budget
- b. Capital Programme – such as large school building programme, Hastings Link Road etc.
- c. One offs – emphasis on local communities i.e. double village gangs, develop village transport schemes & activities for youngsters.
- d. Medium Term – address recession issues, roads, at risk children etc.

Community Infrastructure Levy coming in. Meeting soon to approve ESCCs Climate Change Strategy.

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

- i. Burial Ground, Youth Council (to be formed) – Cllr. Tony Bonnick – advised that the information on the risk assessment procedure for memorials was useful. *Possibly do a survey in the Parish Magazine regarding a Youth Council, will try and draft one in time for the next meeting* **TB**
- ii. Rights of Way, Highways and Footpaths – Cllr. David Walker. Nothing to report.
- iii. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry. Neighbourhood committee (Hadlow Down, Maresfield & Buxted) meet every 6 months. Priorities have changed, crime is now at the top of the list. Chief Constable would like to change the meetings so that they meet monthly. Tony B and Paul will also take turns at attending the meetings. NW – Sussex Police have appointed a new manager, pushing to make it more effective. EP – questionnaire has gone out with the Parish Magazine. PFC – have responded to the Parish Council's letter regarding the risk assessment. The post holding the gate up is rotten, decision has been made to keep it open. Clerk to write to PFC to advise that they would like the post renewed and the gate shut, not necessarily locked, request they obtain quote and if it is satisfactory Parish Council will pay for it. **Clerk**
Michael has undertaken a risk assessment at the playing field. He feels that the ditch is a serious problem and recommended that a 6" land drain be put in and then covered in. Due to the urgency of this needing to be resolved, Paul to organise **PJ**
On Sat. 7th Feb. AGMs for Village Hall Committees, PFC & Village Fayre, all welcome
- iv. Village Hall Management Committee Wealden Association of Local Councils and Safer Wealden Partnership – Cllr. Colin James. No report from Colin in his absence.
- v. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn. CS – Putting together a programme. Hoping to start in April and within 6 months have had 6-7 meetings. Preparing an article to go in the Parish Magazine. **ML**

- vi. Easylink – Cllr. Lucy McConachie – response has been sent regarding renewal of tenders. Information regarding volunteer driving schemes passed to Lucy. Tony R advised her to contact Councillor Derek Barlowe regarding this. **LM**
- vii. Tree Warden - Jo Dummer (former Councillor) – nothing to report from Jo. There are some dead trees on Five Chimneys Lane which are covered in ivy and could fall. Clerk to contact Gary Saunders. **Clerk**
- 11. BANK RECONCILIATION:** – The bank reconciliation up to 23rd January was checked and signed as correct.
- 12. OTHER FINANCE MATTERS:**
- i. "Sussex County Playing Fields - Proposal to join and pay an annual £15.00 subscription' – agreed to give £15 per annum to them and become members. Clerk to raise cheque for next meeting. **Clerk**
- ii. Village Hall Electrics – Colin has requested that the council reconsider their decision to pay £500 of the bill and instead pay the bill in full. Clerk updated Parish Council of the Standing Order regarding reversing a decision. In hindsight the Parish Council felt that the cheque should have been paid to the VHMC rather than to Monks and that it is a community facility that the Council should support, which they did by giving £500. Parish Council feel that they should always receive quotes prior to agreeing to making any donations. All of the Parish Council present, agreed to stand by their decision made on 6th January 2009. Clerk to write to VHMC to explain our decision. **Clerk**
- 13. ACCOUNTS FOR PAYMENT** - The following were agreed by all and cheques raised:
- i. Helen Simpson-Wells. Salary £550.51 includes £50.80 for mileage = total £550.51. £460 already paid by standing order therefore cheque raised for £90.51.
- ii. Paul James expenses for training 105 miles £42
- iii. SLCC membership £105
- iv. Madasafish £12.10 – already paid by direct debit
- v. Litter bin emptying £124.09. Wef 1st April charge for emptying increased from £4.15 to £4.35 per bin.
- vi. Dog bin emptying £62.04. Wef 1st April charge for emptying increased from £4.15 to £4.35 per bin.
- vii. SALC Chairmans Course £86.25
- 14. CLERK'S MATTERS:**
- i. Hours checked agreed and signed.
- ii. Gum & Graffiti Removal – Free Trial Demonstration – not a problem in Hadlow Down
- iii. WDALC meetings – 4th Feb. meeting postponed, Colin advised that he normally attends
- 15. TRAINING:**
- i. Helen, Paul, Tony and Lucy gave updates from the training they had attended. *Clerk to obtain copies of documents from the Local Strategic Partnerships and give out to all Councillors. Also to obtain details of the Sussex Stationery contract and the IT hardware auction* **Clerk**
Clerk updated on where she was at on the WWYC course.
 Co-opted members cannot receive allowances however they can get travel expenses for courses. Parish Councils need to formally adopt members allowance scheme, *Clerk to check with WDC if we've already done this.* **Clerk**
Clerk to copy document on Local Government and Public Involvement in Health Act for Councillors **Clerk**
Clerk to check that council have adopted para. 12.2 of the Code of Conduct. **Clerk**
 Parish Assembly needs to be for the public not the Parish Council and needs to be informal, Clerk will take notes (not formal minutes).
 Internal audit should be twice a year. *Clerk to invite internal auditor to attend a meeting and explain what work he does.* **Clerk**
 Insurance needs to be reviewed annually. *Clerk to check that it is for £10 million.* **Clerk**
 Employers Certificate of Liability should be displayed and kept for 40 years. Also public should be involved in setting precept. Paul advised that at the Chairman's course, Hadlow Down Parish Council came across very well.
- ii. Clerks Networking Day in March, East Grinstead £51.75 – agreed for Clerk to attend.
- iii. Councillor briefing and update April 09 Battle prices vary from £86.25 - £201.25 – *Clerk to copy details to all the Councillors.* **Clerk**
- iv. Internal Audit Update April 09 Battle £34.50 – carried forward
- 16. RISK ASSESSMENT** - Michael has completed his risk assessment and *will forward it to Peter Gillies.* **ML**
- 17. WEBSITE** – Graham has updated the website. *All Councillors and Clerk to provide a profile to Graham of max. of 50 words. Clerk to find out how to change reports to PDF and send minutes from April 08 onwards to Eddie.* **ALL/Clerk**
- 18. BURIAL GROUND TENDER & FEES** – *Clerk to write tender letter and send out together with plan of site. Councillors to review fees and discuss at next meeting.* **ALL/Clerk**
- 19. AGM & PARISH ASSEMBLY** – *Clerk to prepare article to go in Parish Magazine for PA. Jason Lavender to attend. Clerk to look into signage for the events.* **Clerk**

20. **VENUE FOR FUTURE MEETINGS** – Clerk to write to the VHMC advising why the Parish Council won't be using the hall again until the 23rd April and that we want to work with them to resolve any issues with the hall. Reiterated that Hadlow Down needs a new Village Hall. **Clerk**

Lucy left the meeting at 9:50.

21. **IT FOR PLANNING** – Clerk to contact WDC to find out what IT equipment we will need for planning in the future **Clerk**

22. **INTERNAL AUDIT** – see point 15i

- 23 **INSURANCE** – see point 15i

24. **WEALDEN LDF & LSP** – Clerk to copy William King's report to all Councillor's **Clerk**

25.. **CORRESPONDENCE RECEIVED NEEDING A RESPONSE:**

- i. Environment Agency Newsletter – Consultation on the Draft South East River Basin Management Plan – passed to Michael **ML**
- ii. Road Safety Compliance Consultation – forwarded to David prior to meeting **DW**
- iii. Survey of authorities re satisfaction with the Standards Board for England and attitudes to the ethical environment – passed to Michael and Clerk for completion. **ML/Clerk**
- iv. East Sussex Village of the Year 2009 – no action taken for this year.

26. **CORRESPONDENCE RECEIVED FOR DISTRIBUTION**

- i. Rural Focus Digest
- ii. Message from new police Divisional Commander & Community Contact
- iii. NALC Legal Briefing on 'The Parish Councils (Power to promote Well-being) (prescribed conditons) order 2008' – passed to councillors prior to meeting.
- iv. NALC Policy and Parliamentary Consultation on 'Publication of candidates' addresses at UK Parliamentary elections
- v. NALC 'Should the voting age be lowered to 16? – consultation response
- vi. Steps to Action – School Travel Plan information for East Sussex schools
- vii. East Sussex 2nd Local Transport Plan – 2008 Progress Report
- viii. Uckfield Volunteer and Information Centre – Community Lunch
- ix. Health Scrutiny in East Sussex Newsletter no. 23
- x. Primary Care Trust News
- xi. EAVS newsletter
- xii. Buxted Community Voice

27. **ITEMS TO GO ON NEXT AGENDA**

- i. Southeastern/Network Rail Newsletter and forum.
- ii. Planning Conference in March in Uckfield. Clerk has asked for agenda and if the points will be relevant to Parish Councils.
- iii. Email received on 'The Recession – can Wealden help?'

Meeting closed 10:05pm

After closure of the meeting cheque was raised for £20 to Heathfield & Waldron Parish Council for training.

**THE NEXT PARISH COUNCIL MEETING WILL BE
on Tuesday 3rd March 2009 at 7.00 P.M**

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