



MINUTES OF THE MEETING of Hadlow Down Parish Council  
held in Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday 6<sup>th</sup> February 2018.

Present: Councillors Sandra Richards (SR)(Chair), Julian Michaelson-Yeates (JMY), Jas Singh (JS), Iain Turner (IT), Michael Lunn (ML) and (WDC) and Cllr. Bob Standley (BS)(ESCC). The Clerk Helen Johnson was in attendance.

**286. PUBLIC QUESTIONS** – members of the public advised that they were attending regarding the problems with bridleway 25a that runs from Wheelers Lane to Brick Kiln Lane

Cllr Damon Wellman (DW) joined the meeting at 7:03pm

A member of the public asked about the architect's fee for the outline planning application for the Village Hall site and when the Parish Council (PC) had made resolutions to instruct the architect. They advised that Hadlow Down Community Centre committee's specification had included the work for the village hall site. They requested that the PC review the payment request before it is paid. A Councillor confirmed that the fee had previously been discussed by the PC. The Clerk advised that the PC noted the resident's concerns and that she would respond to him.

Clerk

**287. APOLOGIES AND REASON FOR ABSENCE** – none received.

**288. DECLARATIONS OF INTEREST** – no declarations of interest made.

**289. MINUTES OF THE MEETING** held on 9<sup>th</sup> January 2018 were agreed and signed as a true record (previously circulated), the Clerk highlighted that the PC should have declared a personal interest in item 268i .

**290. MATTERS ARISING (from previous meetings):**

i. Assets of Community Value – c/f

ML

ii. Costs of Traffic Regulation Orders – Cllr Standley confirmed that he had requested the information. He will email it out once it has been received.

BS

iii. Circular Walk leaflet – the Chair advised that she will continue to try to speak to the landowner. SR

iv. Website - to be discussed at item 307.

v. Highways repairs – BS to cover at item 292.

vi. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:

a. Business Stream have advised that they have requested that Southern Water respond to a number of questions and have also requested that they investigate the pipe work to see if there are any defects.

b. A response has been sent to the residents who raised the suggestion to extend the School Lane layby and the request for a grit bin.

c. ESCC Highways have removed the old signage post and have apologized that it was left at the junction of the A267 and A265.

**298. HIGHWAYS AND FOOTPATHS:**

v. Correspondence regarding bridleway 25a – the Clerk had been contacted as a rider and horse had fallen. The Clerk confirmed that she had contacted the Rights of Way team who will inspect the state of the bridleway. She advised that the landlord was responsible for the vegetation and it was agreed for the Clerk to write to them regarding it.

Clerk

The Chair allowed members of the public to comment that they had reported the problems with this bridleway to the Rights of Way team over a number of years, however no action had been taken. Cllr. Standley agreed to follow up this matter.

BS

The Chair explained that the PC had been looking into a circular horseriding route and members of the public offered to assist with this.

i. Correspondence regarding access to footpath 27c – the Chair advised that as the owner of the field to the south of the footpath and to the east of Springwell Cottage had provided the

requested map and affidavit that they should be allowed vehicular access to the footpath in order to access their field. The Clerk confirmed that a letter had been received from a resident disputing the use of the gateway to the field. A Councillor confirmed that cars were using the footpath in approx. 1979. The PC agreed for the landowner to obtain access from the eastern end of the footpath. It has been requested by a member of the public that if the path does get damaged by the use of a vehicle on it that the landowner repairs it. A Councillor asked about the treatment of Japanese knotweed and the landowner confirmed that he will continue to treat it.

**291. PLANNING:**

**i. APPROVED PLANNING APPLICATIONS:**

WD/2017/2663/F – Secret Garden, Wilderness Lane – Internal alterations, extensions and velux window.

**ii. PLANNING MATTERS:**

- a. Land on the east side of Wilderness Lane – WDC have confirmed that plot lands on the east side of Wilderness Lane are now covered by Tree Preservation Orders and by Article 4 directions removing Specific permitted development rights on the land. A Councillor highlighted about other plots of land close to Hadlow Down being marketed as potential development sites. *ML (WDC) to inform WDC officers.* **ML**
- b. Old Cart Lodge – the Clerk updated the meeting on the response from WDC Planning Enforcement and on the information provided by Cllr Toby Illingworth (WDC). A Councillor asked about the covenants on the land. A Councillor felt that these were a civil matter.

**292. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLRS. TOBY ILLINGWORTH & MICHAEL LUNN WDC – Cllr.**

Standley advised that ESCC had approved their budget today and will have to make cutbacks to their frontline services, the closure of 2 care homes, some libraries and Wadhurst and Forest Row recycling sites have been proposed.

Cllr Toby Illingworth (TI) joined the meeting at 7:35pm

Cllr Standley commented that he felt that the SLR (Strengthening Local Relationships) meeting had gone well and has today spoken to the Lead Member and to the Chair of the Scrutiny Committee about it. He has some photographs and items from Cllr Wellman which he will forward on at ESCC. ESCC have passed a motion to go to the government to request that HGVs have to have the correct Sat Nav. He has followed up regarding the damage to School Lane pavement, the *Clerk will send BS details of the correspondence from Kiers offering a payment to the Parish Council.* **Clerk**

Cllr Illingworth advised that the Local Plan will be presented to WDC Full Council on 25<sup>th</sup> April. He will inform the Clerk if he hears anything more regarding Old Cart Lodge.

Cllr Lunn advised that WDC cabinet decided to reject the proposal to decriminalize parking in Wealden due to the impact to residents and the need to have parking meters. It was also felt that it would have an adverse affect on High Street trade. Cllr Standley confirmed that they were looking at other options, he has a meeting with the Sussex Police and Crime Commissioner and will try and get her to install traffic wardens.

Councillor Lunn confirmed that the ground works for the new crematorium were progressing well, it is due to be completed this year.

**293. BANK RECONCILIATIONS:** – dated 26<sup>th</sup> January 2018 were agreed and signed.

**294. OTHER FINANCE MATTERS :**

- i. The following payments that were paid prior to this meeting: Greener Gardening £280 clearing of land and Land Registry £20 registration of Deed were ratified at this meeting.
- ii. Sussex Lund grant – as no correspondence had been received from the resident it was agreed for the *Clerk to write to Sussex Giving to arrange the return of the remainder of the grant.* **Clerk**
- iii. Burial Ground piers – the PC discussed the quotes and agreed to only remove 1 pier and on which contractor to appoint.
- iv. The PC were updated on the work that had been required and ratified the decision that had been made by 2 Councillors to cut down the tree at the Playing Field. It was requested that trees in the cleared area be discussed at the next meeting.
- v. Solicitors costs – the Clerk updated the meeting on correspondence from the solicitor regarding their and the Diocesan's solicitors costs. She has confirmed that the PC have agreed to pay the Diocesan Solicitors costs. It was agreed to accept the PC Solicitors costs of £1700 + VAT this will also cover for the registration of the 2<sup>nd</sup> Deed of Variation with the Land Registry.

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

- i. Cllr Michaelson-Yeates advised that he is getting ready for the litter picking.
- ii. Cllr Richards advised that she had been contacted regarding the state of Green Lane 22 that runs from School Lane to Stocklands Lane as they say it is being damaged by 4 wheel drive vehicles. The Clerk has emailed ESCC Rights of Way team about it.

297. **NEW COMMUNITY CENTRE** – HDCC (Hadlow Down Community Centre committee) are holding a public meeting on 9<sup>th</sup> February.
298. **HIGHWAYS AND FOOTPATHS:**
- ii. SLR meeting – the minutes of the meeting had been copied to Councillors. Cllrs Richards and Wellman updated the PC on the meeting. The Costain Service Director and the ESCC Highways Head of Service will accompany Cllr Wellman on a tour of the problem areas in the village. *Cllr Wellman asked that Cllrs email him with any other Highways problems in the village.* **ALL**  
The Chair thanked Cllr Wellman for all the work he had done for the SLR meeting.
  - iii. Public Path Diversion Order – the Clerk confirmed that WDC had made a public path diversion order for parts of footpaths 38 and 39c.
  - iv. Loan of Speed Indicator Device – the Clerk updated the meeting on the information she had received regarding speedwatch and the loan of devices. She has been contacted by 2 residents who were previously involved in speedwatch advising that they feel the most effective means of enforcing speeding drivers is a speed camera rather than a speed indicator device. It was agreed that the Clerk would pass the information regarding speeding to a resident in order that they could decide whether they wish to organize Speedwatch, this would be a resident rather than a PC initiative.
299. **PUBLIC PHONE BOX** – the Chair advised that she had spoken to St Mark’s School about the possibility of the pupils having a competition for ideas for the use of the phone box. The possibility of a book exchange and local village and tourist information point were discussed. The Clerk advised that the PC would need to check with WDC planning to confirm whether planning permission was required. She confirmed that the telephone box has been added to the insurance, there will be no charge till renewal.  
BT have signed the agreement and are arranging for the telephony equipment to be removed. The Clerk highlighted that it wasn’t known whether the paint on the box contained lead. It was confirmed that the wooden door would need to be replaced or fixed. *The Clerk will look into replacement equipment and pass the information onto Cllr Michaelson-Yeates to review.* **Clerk/JMY**
300. **BURIAL GROUND** – the Clerk raised that she felt that there needed to be rules on securing new headstones and has obtained guidelines from a memorial mason. She also felt that there needed to be regulations for the burial ground. Councillors agreed that trees, shrubs and plants shouldn’t be planted in the ground. They also agreed for the *Clerk to draw up guidelines in liaison with the Chair and for them to be discussed and agreed at the next meeting.* **Clerk**
301. **COUNCILLORS ROLES AND RESPONSIBILITIES** – following the resignation of Cllr Bonnick it was agreed for Cllr Singh to be the PC’s representative on WDALC and take over responsibility for the Community Plan. *The Clerk will send a copy of the plan to Cllr Singh.* It was agreed that Cllr Lunn would add website to his responsibilities. Cllrs Lunn and Turner will arrange to meet with the new local police inspector, *the Clerk will send them his details.* **Clerk**  
The Chair will temporarily take on responsibility for the Burial Ground and Village Hall
302. **HEALTH AND WELLBEING** – the Chair gave details of the Healthy Wealden branding, it was agreed not to take this up.
303. **PARISH ASSEMBLY** – a discussion was held on possible speakers for the Parish Assembly. It was agreed to invite the ESCC Assistant Director for Transport and Operations to speak. *Councillors were asked to identify new residents that the Clerk could invite to the Parish Assembly.* **ALL**
305. **RISK ASSESSMENTS** – *c/f to the next meeting.* **JMY**
306. **COUNCILLORS INTERESTS** – the Clerk had sent Councillors a copy of the PC’s Code of Conduct, she explained how Councillors can have an interest as they are a member of the PC which is a corporate body. A discussion was held on the different types of interest and when they would be used. The Clerk suggested that if Councillors are unsure whether they have an interest that they contact her to clarify, if necessary she would contact the WDC Monitoring Officer for guidance. She explained that it is the Councillor’s responsibility to declare the interest.
307. **WEBSITE** – the Chair updated the PC on the meeting she and Cllr Singh had recently had with the owner and editor of the website. She has organized a further meeting for this week with representatives of village organisations. It was confirmed that if the website moves that there would need to be an agreement to ensure that there aren’t issues in the future should the provider i.e. move away.
308. **CLERK’S MATTERS:**
- i. The Clerks hours were agreed and signed.
  - ii. General Data Protection Regulations – the Clerk had sent notes to Councillors from the training she had received, she had recommended and it was agreed for the PC to appoint an external Data Protection Officer (DPO) for approximately £150 per annum. *The Clerk will look into companies that provide a DPO service.* **Clerk**
309. **CORRESPONDENCE RECEIVED:**
- i. The Clerk confirmed that the second Deed of Variation has now been completed as the PC’s

solicitor has now received the completed Deed of Covenant and the formal consent from the diocese. The solicitor will be applying to the Land Registry to register the second Deed of Variation.

- ii. South Downs Spring Sportive Cycling event – the Clerk gave the PC details of a cycling event that will happen around the village on 7<sup>th</sup> April. *She will send details to the editors of the Parish Magazine and the website in order that residents are aware.*

**Clerk**

- 310. ACCOUNTS FOR PAYMENT** - a discussion was held on the payment to MJB Architecture and a Councillor expressed that HDCC should pay the invoice. It was agreed for the *Clerk to put together a response to the member of the public.*

**Clerk**

The following payments were agreed and cheques were signed:

- i. Helen Johnson. Salary £964.78 includes £13.50 mileage & £97.35 expenses, £750 already paid by standing order, therefore cheque raised for £214.78.
- ii. East Sussex Pension Fund £256.00 pension.
- iii. Mrs L. McConachie £40.00 play equipment inspection.
- iv. SSALC Limited £57.60 GDPR training
- v. MJB Architecture Ltd £2765.00 cost relates to planning fee and work required to bring to planning submission. The Clerk confirmed why this figure was lower than the amount quoted on the agenda. This invoice was paid under the power given in Local Government Act 1972 s.111.

The Clerk confirmed that the purchase of the telephone box and litter picking equipment would be paid under Local Government Act 1972 s.137.

A further payment for £35 to Information Commissioner for registration renewal was also paid and will be ratified at the next meeting.

**311. TRAINING AND CONFERENCES**

- i. New Councillor training – attendance was approved for Cllr Singh.
- ii. SLCC Training Seminar – it was agreed for the Clerk to attend.
- iii. SALC East Sussex Spring Conference – no-one attending

- 312. DEFIBRILLATOR BATTERY** – the Clerk confirmed that the battery had been checked and that there were no issues.

**313. ITEMS TO GO ON NEXT AGENDA:**

- i. Correspondence from resident regarding Highways issues
- ii. Mission statement and 5 year plan

**The meeting closed at 9:15pm**