



**MINUTES OF THE MEETING of Hadlow Down Parish Council**  
held in the Committee Room of Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday 10<sup>th</sup> January 2017.

Present: Councillors Sandra Richards (SR) (Chair), Damon Wellman (DW), Michael Lunn (ML) and Helen Bonnick (HB). The Clerk Helen Johnson was in attendance.

Apologies were received from Cllrs. Roy Galley (ESCC) and Toby Illingworth (WDC).

**251. PUBLIC QUESTIONS** – none raised.

**252 APOLOGIES AND REASON FOR ABSENCE** – apologies were received from Cllr. Iain Turner, these were accepted.

**253. DECLARATIONS OF INTEREST** – HB and SR declared a personal interest in 255iii regarding the CAB, SR also declared a personal interest in this item regarding the Parish Magazine.

**254. PRESENTATION TO RETIRED COUNCILLOR** – the Chair made a presentation to Graham Terry and on behalf of the Parish Council (PC) thanked him for all the time and effort he had given to the PC and the village during his time on the PC. Councillors also expressed their appreciation.

**255. MINUTES OF THE MEETINGS** held on 6<sup>th</sup> and 22<sup>nd</sup> December 2016 were agreed and signed as true records (previously circulated).

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

- i. Riverside and Sheepwash Lane – a new concrete bag retaining wall has now been installed. The Clerk will write to Karl Taylor and Cllr Galley to thank them for their efforts. **Clerk**

Cllr. Julian Michealson-Yeates (JMY) joined the meeting at 7:05pm

- ii. Newsletter – SR had circulated topics to Councillors and she will send articles to Graham Terry who will draw together the newsletter.

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

- a. Highways public meeting booked for 28<sup>th</sup> February at 7pm at the Village Hall. The Clerk advised that the CH2M Customer Director, the ESCC Highways Contracts Manager and the Service Development Manager would all be attending to give a presentation and answer the public's questions. A discussion was held on the content of the presentation and possible topics to be covered. It was agreed to also send an invite to Buxted, Mayfield and Five Ashes and Rotherfield PCs. The Clerk will also put adverts in the Parish Magazine, on the website and on Twitter. **Clerk**
- b. The Clerk contacted South East Water regarding painting of the bottom of fingerposts and requesting that they be rectified, they have referred the matter to their complaints department.
- c. ESCC Highways have advised that an unsuitable for HGV's/long vehicles warning sign at the A272 end of Five Chimneys Lane isn't necessary.
- d. WDC have been advised that the PC wish to adopt the telephone kiosk on Main Road.

**257. PLANNING:**

**c. PLANNING MATTERS:**

Land at Five Badgers appeal decisions – the Chair updated the meeting on the appeal decisions, ML (WDC) updated the meeting on his discussions with the WDC enforcement team.

The Chair allowed members of the public to speak during this item.

ML (WDC) confirmed that WDC are trying to move forward with their traveler sites plan.

**a. PLANNING APPLICATIONS:**

- i. WD/2016/2900/F & 2901/LB – THE WILDERNESS, WILDERNESS LANE TN22 4HU – Proposed ground floor single storey side and rear extensions, ground and first floor rear extension and internal works – The Parish Council support the application, they feel that it is an improvement on the design and aesthetics of the property (5/0).
- ii. WD/2016/2955/F – HASTINGFORD FISHERY, HASTINGFORD LANE, TN22 4DY – Part change of use

from fishing lodge to fishing lodge and live/work unit (resubmission of WD/2016/1762/F) – The Parish Council strongly support the application and would like to highlight that the design and access statement shows that traffic movements will reduce and it will therefore have less of an impact on the Ashdown Forest. We would like there to be a s.106 to ensure that the residency is tied to the business (5/0).

- iii. WD/2016/2925/F – LYNX HOUSE BARN, SCHOOL LANE, TN22 4JE – Proposed conversion and extension of barn to residential unit – The Parish Council do not support the application as they feel it is overdevelopment of the site, they feel that 255m<sup>2</sup> is sufficient size for the site. The Council feel that the design is not in keeping with the surrounding area which is also in an AONB. The property can be viewed from School and Waghorn Lanes and the development would therefore have an adverse impact on the visible environment (5/0).

**b. APPROVED PLANNING APPLICATIONS:**

- i. WD/2016/2462/F – Annes, Wilderness Lane, TN22 4HU – Demolition of 2 outbuildings and the erection of 2 new buildings, additional planting and the minor enlargement of the existing turning head.
- ii. WD/2016/2285/F – Gate House Farm, Stocklands Lane, TN22 4EA – Redevelopment of site including demolition of industrial farm building, removal of water holding tanks and construction of two detached dwelling with associated works.
- iii. WD/2016/2485/F – Stonehurst Cottage, Stonehurst Lane, TN20 6LL – Demolish existing lean-to extension to rear, replace with new 2 storey extension including pitched roof to existing dormers & single storey lean-to extension beyond, extend hard standing to front of house.

**258. REPORT FROM CLLR. MICHAEL LUNN WDC** – ML advised that the WDC boundary review has been approved. WDC have approved a new crematorium at Horam, although there is possibly some opposition to this from Eastbourne. WDC are establishing a housing company to build and supply housing that is not commercially viable but is required such as small bungalows and single bedroom flats.

**259. BANK RECONCILIATION:** – dated 23 December 2016 was agreed and signed.

**260. OTHER FINANCE MATTERS :**

- i. Quarterly financial report – the PC approved the items that had gone over budget and the report was approved and signed by the Chair.
- ii. Assets Register was approved and signed.
- iii. Draft precept proposals – a discussion was held on the precept and the impact of keeping the % increase at a minimal amount. A budget of £28712 with a precept of £28199 was agreed with the understanding that in future the precept will probably need to increase. It was agreed for the residents to be informed at the Parish Assembly of the reasons for the precept figures and to be encouraged to complete a questionnaire asking whether they agree with the precept expenditure, with an increase to the precept and if so what they would like the money to be spent on, *Clerk to organize questionnaire.*  
**Clerk**
- iv. The payment of £432 to WDC for dog and litter bin emptying that was signed at the last meeting was ratified at this meeting.
- v. Quote for work Waghorns Lane end of footpath 27c – the PC approved the quote for gate and fencing. *The Clerk will inform the contractors.* The Clerk and 1 other will have a key for the padlock. **Clerk**

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

Cllr Julian Michaelson-Yeates advised that the WDALC meeting had been cancelled, he attended the Epiphany service on behalf of the PC and is helping at the pop-up meal at the playing field.

**262. CELEBRATE** – HB updated the PC on the recent Hadlow Down Festival meeting. Denise Leary has been appointed and has started work on the project. The event form has been sent out to the village groups for completion. The Clerk advised that the insurance cover for the events would be considered once they had received details of the events being undertaken. A discussion was held on the festival. The emphasis has been put on the individual groups organizing their events. Completed risk assessments will need to be returned at least 6 weeks before the event and will be approved by the Clerk and either HB or JMY.

**263. ASSETS OF COMMUNITY VALUE** – a discussion was held on the possibility of registering assets of community value, the *Clerk will investigate further and report back at the next meeting.* **Clerk**

**264. RISK ASSESSMENTS** – JMY will undertake the quarterly risk assessments. The Clerk advised that the Chair of the Playing Field Association had queried the number of risk assessments and following advice from their insurance company the PC agreed to annual risk assessments for the pavilion, playing field, play area and bonfire night. Monthly play area inspections will still be undertaken and it was agreed for the *Clerk to write to the insurance company advising that due to the amount of usage at the play area that they feel that a monthly inspection is sufficient and that when they took out the insurance policy inspections were being undertaken on a monthly basis.* **Clerk**

**265. HIGHWAYS AND RIGHTS OF WAY MATTERS:**

- i. Footpath 27c signs – the PC have been contacted by a resident as the surface of footpath 27c is being damaged by horseriders. The Chair has spoken to one stables and ML will speak to another. It was agreed for the Clerk to purchase a sign for either end of the footpath requesting riders do not canter on the footpath. Clerk
  - ii. Agenda items for SLR meeting were agreed.
  - iii. Speed reduction schemes – the meeting was updated on the speed measurements previously undertaken and on the correspondence from Cllr Galley. It was agreed for an item to be included in the Parish Assembly questionnaire asking if villagers felt that the PC should commit expenditure to speed reduction schemes.
  - iv. ESCC Highways report – no action taken.
  - v. Outstanding Highways matters – the Clerk updated the meeting on outstanding highways matters.
  - vi. SLR meetings survey – a response was agreed.
- 266. NEW COMMUNITY CENTRE** – ML updated the meeting on recent correspondence between the Chair of HDCC and Locality. An application for funding will be submitted for expenditure in 2016/17 and then probably a further application in 2017/18. ML will suggest to the Chair of HDCC that a meeting be held of the committee.
- 267. TELEPHONE KIOSK** – the Chair advised that she had spoken to the Head of St Mark’s School regarding the possibility of the pupils giving suggestions on what the telephone box could be used for once it has been adopted by the PC. The PC agreed to provide prizes. An article will also go in the newsletter and Parish Magazine. The Clerk informed the PC on how adopted telephone boxes have been used by other councils.
- 268. DOCUMENT RETENTION POLICY** – c/f to the next meeting.
- 269. BURIAL GROUND** – a discussion was held on the definition of parishioner and non-parishioner for the burial ground. It was agreed that it should be amended so that a person qualifies as a parishioner if they are on the electoral register for the parish of Hadlow Down or were up to a maximum of eighteen months prior to their death and in the meantime have been in a nursing home outside the parish. Evidence would need to be provided to the Clerk.
- 270. CLERK’S MATTERS:**
- i. The Clerks hours were agreed and signed
  - ii. It was agreed that the Clerk could claim for 1-2 hours per month for the next 3 months for Celebrate work and wouldn’t be required to attend the next Celebrate meeting .
- 271. CORRESPONDENCE RECEIVED:**
- i. WDC 2017/18 draft budget and medium term financial strategy consultation – it was highlighted that the consultation was very difficult to find on the WDC website. ML (WDC) will raise at WDC. No response made by the PC.
  - ii. Correspondence regarding new polling districts - a Councillor advised that some properties are missing from the polling districts. ML (WDC) will check the documentation and if required raise it with the electoral team at WDC.
  - iii. Grey Matters
  - iv. Hadlow Down Playing Field Association – the PC have been asked to provide a letter of support for a grant application for the Playing Field Association, the letter was approved by the PC.
- 272. ACCOUNTS FOR PAYMENT:** the following payments were agreed and cheques were signed:
- i. Helen Johnson. Salary £940.27 includes £9 mileage, £750 already paid by standing order, therefore cheque raised for £190.27.
  - ii. Wealden District Council £30 Parish Conference.
  - iii. East Sussex Pension Fund £288.19 pension.
  - iv. HM Revenue and Customs £308.84 tax and national insurance.
  - v. Richard Green Funeral Service £1065 refund of burial fee.
  - vi. Michael Lunn £30 gift for retired Councillor.
  - vii. The Society of Local Council Clerks £121 membership.
- 273. TRAINING AND CONFERENCES:**
- i. SALC East Sussex Spring Conference – no-one attending.
  - ii. Health and Safety Training & Risk Assessment Workshop – no-one attending.
  - iii. Councillor Briefing and Awareness Update - no-one attending.
- 274. DEFIBRILLATOR BATTERY** – the Clerk confirmed that she had checked the defibrillator prior to the meeting.
- 275. ITEMS TO GO ON NEXT AGENDA** – litter picking

The meeting closed at 9:10pm