



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in the Hadlow Down Village Hall, Hadlow Down
at 6:30pm on Tuesday 12th January 2016.
*Note – this a draft copy to be agreed and amended, if
necessary, at the next Council Meeting.*

Present: Councillors Sandra Richards (SR) (Chair), Damon Wellman (DW), Julian Michaelson-Yeates (JMY) and Graham Terry (GT). The Clerk Helen Simpson-Wells was in attendance.
Apologies had been received from Cllrs. Toby Illingworth (WDC) and Roy Galley (ESCC)

Cllr. Nathan James (NJ) handed his resignation to the Chair.

270. PUBLIC QUESTIONS – a member of the public asked about the Five Badgers planning application.

A member of the public asked about the Neighbourhood Area application and what authority this would give the Parish Council (PC) and how it would affect other developments. He expressed concern over the access problems for Hut Lane.

271. APOLOGIES AND REASON FOR ABSENCE - apologies received from Cllr. Iain Turner.

272. DECLARATIONS OF INTEREST – none declared.

The Chair agreed for the following 2 items to be moved forward.

276. c. PLANNING MATTERS:

- i. Land at Five Badgers – the Clerk updated the meeting on her correspondence with Planning Enforcement and the action they have taken. She also updated the meeting on her correspondence with Environmental Health. She confirmed that the appellants had appealed against the five enforcement notices. It was agreed that the Clerk would respond to the appeal and that a Councillor(s) would attend the WDC planning north committee meeting when the application is discussed.

Cllr. Michael Lunn (ML) joined the meeting at 6:40pm

The Chair questioned whether ML (WDC) and TI had challenged the Environmental Health report. It was agreed for the Clerk to write to the Head of Planning and Environmental Services to express dissatisfaction at the response from Environmental Health.

The Chair allowed a member of the public to ask a question about people writing to WDC regarding the planning application.

283. NEIGHBOURHOOD AREA – the PC had received correspondence from 3 residents in response to the article in the Parish Magazine. A Councillor advised that when a survey was previously undertaken the option to sell the Village Hall land for housing was the one that was agreed. The Chair confirmed that the PC won't do anything with the village hall site until they have got the views of residents. The meeting was advised that a referendum would be required for a Community Right to Build Order (CRtB).

The Chair confirmed that the Neighbourhood Area would cover the whole parish and that it would allow the Hadlow Down Community Centre committee (HDCC) to then apply for a CRtB. A CRtB needs to be community led so the Neighbourhood Area couldn't be used by an individual. She advised that the HDCC and the Village Hall committee would make decisions about what they wanted to happen with the new and current halls and would then approach the PC. The Clerk confirmed that as they owned both areas of land the PC would need to agree to any proposals. The PC would also consult with the village. *The PC agreed the response to be made to the 3 residents and for the Clerk to apply to WDC for a Neighbourhood Area.*

Clerk/SR

273. PLAYING FIELD AND PLAY AREA – the Chair thanked the Playing Field committee for all their hard work at the playing field and for the improvements that have been made over the last few years. Fiona Shafer (Chair of the Playing Field committee) advised that as the PC has now purchased the land at the entrance to the playing field the committee wanted to clarify responsibilities. She confirmed that the committee were willing to carry on maintaining the play area, the equipment is however deteriorating and

they are looking at applying for community funding and for a grant from Waitrose. They also wanted to clarify regarding insurance cover and legal responsibilities. The Clerk confirmed that the PC needed to insure the equipment.

The Chair proposed that an 'in principle' agreement be made at this PC meeting and then further detail be discussed between representatives of the committee and the PC and that recommendations then be brought to the PC meeting for agreement. It was proposed that either the current lease be altered or that a new lease is drawn up with a schedule giving more indepth detail and that the schedule be reviewed every few years.

The Chair explained the way grants could be given to the committee and what impact each of these ways would have. The main concern for the PC is health and safety. It was proposed that for new equipment that an application for funding be made to the PC for inclusion in the following year's precept. The PC didn't object in principle to the proposals made by the Chair.

A Councillor raised about boundaries.

ML declared a disposable pecuniary interest in the boundary and wasn't involved in further discussion regarding this item.

The Clerk suggested that the boundary only be reviewed if it is raised with the PC or the committee by a neighbour.

Representatives for the meeting and the date were agreed.

A discussion was held on proposals to have a divider between the play area and the car park. The PC agreed to small earth humps. NJ gave details of a rough estimate of the cost to install a sleeper wall, he will try to obtain a better quote for the materials and will look at ways of obtaining sponsorship. NJ asked whether the PC will be starting to build up a reserve for the replacement of the play equipment. The Clerk confirmed that the PC could have a reserve fund for this purpose.

NJ confirmed that he will speak to Dan Morrish at Wilderness Wood regarding the youth shelter.

It was agreed that the Clerk would contact the Solicitor for advice regarding the lease at the playing field.

Clerk

274. MINUTES OF THE MEETINGS held on 1st and 15th December 2015 were agreed and signed as true records.

275. MATTERS ARISING (from previous meetings):

- i. Election costs – ML confirmed that he had raised this at WDC, the Clerk confirmed that she had now received the invoice.
- ii. Clearing back growth from pavements – the Clerk advised that RG had informed her that the Highways Steward was progressing but probably has not yet had a chance to do much.
- iii. Parking in School Lane – ML confirmed that he had spoken to a nearby resident and the car hadn't recently been parked there.
- v. Wealden Local Plan – Issues, Options and Recommendations documents – ML advised that he will raise it at the WDC meeting on Monday. ML/TI
- vi. PCSOs contact details – *the Clerk will look up the information on the police website.* Clerk
- iv. Gap in fencing near drainage pipes in Hut Lane – NJ confirmed that he had spoken to the local resident, it was agreed that NJ will install wooden materials to block off the gap. He confirmed that he had also cleared out the sump holes and the lower pipework. There was a small blockage which he felt would be washed out.
GT will add the sumps onto the risk assessment. GT
- vii. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. The Clerk has requested that HWCAAG membership be changed to associate level.
 - b. The Clerk has requested that Highways clear the gullies in Waghorns and Stocklands Lanes.
 - c. A response was made to the WDC Local Plan Issues, Options and Recommendations document & the WDC statement of licensing policy.

276. PLANNING:

a. APPROVED PLANNING APPLICATIONS:

- i. WD/2015/2017/F – Stonehurst Cottage, Stonehurst Lane – Demolish existing lean to extension to rear replace with new 2 storey extension to rear with single storey lean to extension beyond, extend hardstanding to front of house.

b. REFUSED PLANNING APPLICATION:

- i. TM/2015/0302/TPO – Lazy Acres, Wilderness Lane – Fell one oak tree within tree preservation order (Hadlow Down) no. 2, 1995.

c. PLANNING MATTERS:

- ii. Wilderness Wood – the Chair advised that there had been a technical hitch with the planning application over what had been passed at the WDC Planning Committee North. The Parish Council will probably be requested to respond to an amended application.

- iii. Cart Lodge – the Clerk advised that a member of the public had complained about the increase in rubbish in and around Cart Lodge. The Clerk updated the meeting on the response she had received from Planning Enforcement and Environmental Health.

ML declared a disclosable pecuniary interest in the following item and wasn't involved in any discussion regarding it.

- iv. Coopers Farm – WDC Planning Committee North meeting, the Parish Council won't be making representation at the meeting.

277. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLR. MICHAEL LUNN WDC - Cllr. Galley's report had been sent to Councillors prior to the meeting.

Cllr. Lunn (WDC) advised that WDC were dealing with a lot of planning applications. Platform extensions were being undertaken at Buxted along with tunnel improvements, the line won't open again at Buxted and Uckfield until 20th February. He has been asked to approach his Parish Councils to see if they would sign an open letter to the Minister regarding re-opening the line between Uckfield and Lewes. *The Clerk will add this item to the next agenda and ML will send a copy of the letter to the Clerk.* **Clerk/ML**

ML confirmed that Suitable Alternative Natural Green Space (SANGS) and Site of Access Management and Monitoring Strategy (SAMMS) are now being approved. He updated on the ward boundary changes.

278. BANK RECONCILIATION: -for 24 December 2015 was agreed and signed, including by a non-signatory as part of the financial controls. A Councillor questioned some items on the bank reconciliation, the Clerk responded to these questions..

279. OTHER FINANCE MATTERS :

- i. To agree quote for tree work – the Clerk had received one quote and was still awaiting further information from the Chair of the Playing Field committee, c/f to the February meeting.
- ii. Quarterly finance report and accompanying notes were sent to Councillors prior to the meeting. The PC approved the report and it was signed by the Chair. It was agreed that the Clerk would produce a further report for the March meeting where a decision will be made regarding any remaining budget.
- iii. Precept – the PC agreed a budget requirement of £28897, less Council Tax Support Grant of £706 giving a precept request of £28191. This was signed by the Chair and Clerk.
- iv. The payment of £60 to Mr C Stevenson that was paid at the 15th December meeting was ratified at this meeting.
- v. The Assets Register was approved and signed.
- vi. Safety Matting at the play area – no quote had been received.

280. COUNCILLORS ROLES AND RESPONSIBILITIES - following NJ's resignation it was agreed for GT to take over responsibility for the playing field and JMY for trees.

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

- i. Cllr. Julian Michaelson-Yeates confirmed that he was due to attend the WDALC meeting.
- ii. Cllr. Damon Wellman advised of concerns regarding developments at properties within the village.
- iii. Cllr. Sandra Richards, on behalf of Cllr. Iain Turner, advised that he had visited some residents in Riverside who had been affected by flooding, the problem had been reported to ESCC. A resident had advised of problems at Criers Lane and Dog Kennel Lane. *DW and JMY agreed to look at this issue, SR will send them a photograph of the problem.* **DW/SR/JMY**

The Clerk confirmed that School and Five Chimney Lanes are on ESCC's prioritization list for resurfacing in 2016/17 however a decision has not yet been made on which roads will be done.

The Clerk has been kept informed by the Chair of the Playing Field committee on work they have undertaken.

282. NEW COMMUNITY CENTRE – The Chair confirmed that once the pdf version of the pre-feasibility report has been received it will be circulated to Councillors.

As part of the CRtB it was proposed to put forward the screening process to WDC, with the other evidence including the traffic and housing needs surveys and the traffic report, to see whether the Village Hall site could be taken out of the 7km Ashdown Forest exclusion zone. A Councillor expressed concern that the traffic survey wasn't sufficiently representative of the village.

The majority of the PC agreed with the proposal. ML confirmed that there would still be a requirement to contribute to SANGS/SAMMS.

The Clerk advised that if the Community Centre is built in 2 stages that the second stage may not count as a new build as it will be attached to an existing building and may not therefore qualify for VAT exemption. The Chair allowed Bob Lake (committee chair) to comment. He advised that they were planning to build it all in one stage.

284. RISK ASSESSMENTS – SR agreed to complete the risk assessments, she will include the sumps in Hut Lane.

285. HIGHWAYS MATTERS:

- i. Excess water on roads – concern was expressed over the continued flooding on Main Road opposite

Tinkers Lane, the danger it creates, especially if it freezes and that it is also damaging the road surface and affecting properties in Tinkers Lane. The Clerk has reported it to Highways and has requested flood signs. *It was agreed that the Chair would write to the Head of Highways regarding the problem with surface water in this area.*

SR

The Clerk has also reported problems with flooding on the following roads: Mayfield Flats, bottom of Five Chimneys Lane, junction of Criers Lane and Dog Kennel Lane, Curtains Hill and Riverside. The gullies on the main roads aren't due to be cleared till between February and April 2016.

Councillors also advised of flooding problems at the A267 and A272 junction and that 5 gullies were blocked in Waghorns Lane. *The Clerk will report Waghorns Lanes to Highways.*

Clerk

- ii. Repairs to Wilderness Lane – The Clerk advised that Highways are carrying out road repairs on Wilderness Lane outside Hole Farm on 20th January for 3 days. The road will be closed between 7am and 5pm. If there is bad weather the work may be delayed.

The Chair allowed a member of the public to update the meeting on other problems with Wilderness Lane. *The Clerk will report the problems to Highways.*

Clerk

286. CLERK'S MATTERS:

- i. The Clerks hours were agreed and signed.
- ii. Councillors access to computer files – the Clerk updated the PC on a meeting she'd had with GT and Gwyn Carwardine. GT had thought it would be easier if the PC had access to the Clerks files from their computers. The Clerk informed the PC of her concerns regarding this and of the 'need to know' ruling. GT raised about Freedom of Information requests that allowed members of the public to obtain information. The Chair felt that access to the Clerks computer files wasn't needed. It was agreed for Councillors not to have access.
- iii. The Clerk had received a Freedom of Information request which she had responded to.

287. ACCOUNTS FOR PAYMENT - the following payments were agreed and cheques were signed:

- i. Helen Simpson-Wells. Salary £888.43 includes £13.50 mileage and £16.65 expenses, £750 already paid by standing order, therefore cheque raised for £138.43.
- ii. The Society of Local Council Clerks £131.00 subscription.
- iii. HM Revenue and Customs £234.70 tax and NI.

A further payment for £273.75 to WDC for election costs was signed at this meeting and will be ratified at the next meeting.

288. CORRESPONDENCE RECEIVED:

- i. The Clerk had received correspondence from a resident regarding trees in Wilderness Lane and Hut Lane. The Clerk has confirmed that residents should ensure that their trees aren't affecting utility cables. *JMY will contact the WDC tree officer regarding the oak tree in Hut Lane.*
- ii. DCLG Consultation on proposed changes to national planning policy – no response made.
- iii. SSALC training for 2016 – it was agreed for IT to attend the new councilor training and GT the Legal & Finance Day.
- iv. WDC 2016/17 budget and 2016 to 2021 medium term financial strategy for consultation – no response made.
- v. Correspondence had been received from BT & Roy Galley regarding superfast broadband. *GT to draft a response to be agreed by the PC.*
- vi. Three Counties Devolution bid – it was agreed for ML and JMY to attend the briefing and networking event
- vii. Queen's 90th birthday beacons – no action taken.

JMY

GT

289. DEFIBRILLATOR BATTERY – check undertaken.

290. ITEMS TO GO ON NEXT AGENDA:

- i. Clean for the Queen
- ii. Libraries opening hours consultation.

The meeting closed at 9:10pm