



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday July 2nd, 2013.

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

Present: Councillors Sandra Richards (SR) (Chair), Graham Terry (GT), Nathan James (NJ), Damon Wellman (DW), Michael Lunn (ML), Clare Emsden (CE) and Roy Galley (RG)(ESCC).
Apologies were received from Cllr. Ken Ogden (KO)(WDC)

61. PUBLIC QUESTIONS – a member of the public raised about the reduction in parking in Hut Lane due to the area that has been grassed over and hedges planted and requested that this be returned to car parking, to be discussed at the next meeting.

The Chair agreed to discuss item 69 before item 67.

62. APOLOGIES AND REASON FOR ABSENCE – none received

63. DECLARATIONS OF INTEREST – NJ declared a personal interest in point 69.

64. CRIME REPORT – nothing received.

65. MINUTES OF THE MEETING held on 4th June 2013 were agreed and signed as a true record. A Councillor confirmed that the grass at the play area had now been cut.

66. MATTERS ARISING (from previous meetings):

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

a. Play area grass wasn't cut due to the wet weather, extra cut to be undertaken in June.

b. *Quotes for the cutting of the burial ground hedge c/f.*

Clerk

c. The PCSO has confirmed that the electric fencing near Wilderness Lane is acceptable. The Clerk has asked for clarification of the addresses relating to the complaints about dogs.

69. TINKERS PARK – the Chair summarized the complaints that the Parish Council (PC) had received. ML highlighted that all the items raised did not fall under the PC's jurisdiction and he proposed that this should be referred to the relevant authority, seconded by GT and agreed by NJ. The Chair confirmed that it wasn't the PC's responsibility, however they needed to be able to advise residents who they should communicate with if they contacted the PC with a complaint. A concern was expressed that the PC should be representing villagers.

Standing orders suspended

Peter Haining from Tinkers Park responded to the concerns that had been raised with them. Some caravans always appear in the week before the rally commences, however people don't tend to be staying in them. People can't gain access to their caravans until the gate is unlocked when the fair arrives. The number of campers varies each year and the rally is the only event where camping takes place. They have a band on the Saturday night in the beer tent and there is no broadcasted music other than on the Saturday night. He was not aware of any fireworks being set off, however a rook scarer was set off in a neighbouring property. The railway is mainly operated at the weekends and occasionally on weekdays, they keep a log of when it is run and Peter updated the PC on this.

Parking outside the New Inn is not part of the rally or something that Tinkers Park have control over, any issues people have with the parking or how people are travelling on vehicles should be raised with the police.

Safety procedures have been revised and the whistle on the train is only used when members of the public

are on site to make people aware of the danger.

Peter apologized that a member of the public was sworn at by a volunteer, however they did not know who this related to.

The Chair clarified that if villagers had issues over the parking at the New Inn or how people are travelling on vehicles they should raise them with the police. Any complaints regarding noise should be referred to Environmental Services and diary sheets can be kept by the resident. The Clerk confirmed that anyone recording diary sheets must be prepared to stand up in court to confirm that they wrote the diary record. Any planning issues need to be raised with WDC planning enforcement.

The Trust is in communication with WDC over issues that have been raised.

Peter was thanked for responding to the items raised.

Standing orders reinstated

67a. PLANNING APPLICATIONS:

- i. **WD/2013/1144/F - 7 SCHOOL LANE COTTAGES TN22 4JD** - Single storey side extension - The Parish Council fully support the application. (6/0)
- ii. **WD/2013/1198/F - SOUTH VIEW, WILDERNESS LANE, TN22 4HX** - Remodelling and extension to dwelling - The Parish Council support the application. (6/0)

67b. APPROVED PLANNING APPLICATIONS:

- i. **WD/2013/0840/FE & 0841/LBE- CROWPITS BARN, CROWPITS HOUSE, WILDERNESS LANE** - Extension of time of WD/2010/1009/FE & 1091/LBE - conversion of Crowpits Barn to create a residential annexe to Crowpits House.

68. REPORT FROM CLLR. ROY GALLEY, ESCC - RG updated the PC on the format of the new council. He advised that the vast majority of their budget is used on adult social care and child protection. He is due to meet all of the Highways stewards for his area and is having a further meeting with Highways department. Residents had raised concerns with him over the speed of traffic from the junction of the A267 and A272 towards Heathfield, he will be discussing this with Highways.

The continuing problem with potholes was highlighted to RG.

70. BANK RECONCILIATION: -for June 2013 agreed and signed. *The Clerk will contact SALC about their outstanding cheque.* **Clerk**

71. REVIEW OF QUARTERLY FINANCIAL FIGURES - the Clerk had sent details of the quarterly figures to Councillors prior to the meeting. It was agreed that in future the Clerk would show the reserves figures at the last quarterly review along with the current reserves figures.

72. OTHER FINANCE MATTERS -

- i. The Clerk updated the PC on the cost for a new dog bin near the Village Hall, it was proposed by ML, seconded by GT and agreed by all to arrange for WDC to install the bin now and for it to be emptied on a fortnightly basis. *Clerk to liaise with Janet Tourell (JT) to decide location for the bin.* **Clerk**
- ii. A Councillor raised a concern with how the contractors had been listed, it was agreed that in future the Councillors would be advised who the contractors were but their quote would be listed anonymously. A discussion was held on the work involved, the PC agreed on the contract, *the Clerk will write to all those who tendered for the work and will get a commencement date from the contractor, DW to order the materials, the Clerk will ensure that NJ and DW are given 2 weeks notice prior to the work commencing.*

Clerk/DW

Standing orders suspended

GT and JT confirmed that the Village Hall Committee have seen the work specification and have agreed to the work. They are aware of some concerns that have been raised by contractors.

Standing orders reinstated

- iii. The payments of £75 to SLCC Enterprises Ltd for the Clerk's course and £20 for WDALC subscription, that were signed at the June meeting, were ratified at this meeting.
- iv. It was agreed to purchase the Local Council Administration book 9th edition
- v. The internal audit report was sent to Councillors prior to the meeting, the Clerk was congratulated on a successful audit. A discussion was held on the comments made by the auditor regarding the report on earmarked reserves, the Clerk commented that she found that this document was useful and it was therefore agreed by all to keep it.

73. STANDING ORDERS - GT proposed an amendment to standing orders so that the Chair could, without the need to suspend standing orders, ask a member of the public a question, or could allow another Councillor to ask a member of the public a question or could invite a member of the public to comment on the topic under discussion. Seconded by ML and agreed by all. The Clerk advised that as this had now

- been agreed it could commence immediately, *she will update the Standing Orders* Clerk
74. **BUS SHELTER** – the Clerk advised that she had been informed that the bus shelter had now been installed, the Chair thanked Wilderness Wood for their work on this. *DW agreed to inspect it.* A discussion was held on ensuring that the shelter is kept clean and Councillors agreed to regularly check it. DW
75. **WILDERNESS WOOD** – the Chair had sent to Councillors the notes from the meeting with Wilderness Wood, she thanked Zoe John for attending the meeting and requested that she contact the PC if she had any concerns.
A Councillor requested that the *Clerk write to WDC requesting that the PC be informed and be allowed to comment if there is a change of use application for Wilderness Wood.* Clerk
76. **LEASE FOR THE ENTRANCE TO THE PLAYING FIELD** – the Clerk updated the PC on the developments regarding a new lease for the entrance to the playing field, they should receive a copy of the heads of agreement in the next month. The PC will need to refer the new lease to their lawyer. The Clerk advised that until the new lease is agreed the planning application for the Community Centre would not be able to be agreed with WDC.
77. **YOUTH SHELTER** – NJ confirmed that he had met with the Playing Field committee and they had agreed the location for the youth shelter, between the zip wire and the play area, and the proposed design. *NJ will ask Wilderness Wood to draw up the design.* NJ
Clerk to draft letter to the trustees of St Mark's School House Trust to send with the map and design requesting agreement to the shelter. Clerk
The Clerk advised that under the Town and Country Permitted Development Order 1995, part 12 schedule 2, public shelters are permitted development for PCs. Once agreement is received from the trustees *the Clerk will write to Doug Moss at WDC planning with the map and design in order to get confirmation that it is permitted development for the PC.* Clerk
It was agreed that as the shelter is for everyone it should be called a public shelter. *GT agreed to speak to the residents of the Oaks regarding the shelter.* GT
78. **NEW COMMUNITY CENTRE** – it was confirmed that the Geotech survey has been undertaken, it has identified that the top level is topsoil, then clay, then sandstone. The results of the analysis of the soil haven't yet been received. The Clerk reiterated the Solicitor's comments that the PC need to have a building agreement with a lease at the end of it for the new Community Centre, however the PC shouldn't spend out on this being drawn up, until the plans have been agreed by WDC and the Centre is going ahead. If the PC is providing any funding there will need to be collateral funding arrangements. The PC will need to agree the plans before they go to WDC. It had been suggested that the PC meet with some of the committee members and also that they meet with other Town/PCs who have been in similar situations and that they possibly set up their own committee. *The Chair will highlight these items at the next Community Centre committee meeting.* Chair
The proposed building may straddle the Playing Field land and the St Mark's School House Trust land. It was confirmed that the new lease for the entrance to the Playing Field should address this issue and it has been requested that the rent be based on the square meterage of the building on the Trusts land.
79. **DEER ACCIDENTS** – it was confirmed that new yellow deer warning signs have been put up and when more supplies are received Highways will add ones the other side of those already installed. *CE to request Highways also put signs either side of The Toll and by Hadlow House.* CE
The Chair allowed a Councillor to ask RG about the culling of deer across the county. RG confirmed that there had been selective culling. *The Clerk will write to the conservation officer at Ashdown Forest to ascertain what action has been taken in the Hadlow Down area.* Clerk
80. **REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
Cllr. Michael Lunn congratulated the Village Fayre committee on a successful fayre, it was agreed that the *Clerk would write to the chair of the committee congratulating them on the Fayre and thanking them for the work they put into it.* Clerk
ML advised that consultants have been employed by WDC regarding the 7km zone of influence for the Ashdown Forest, they have done the methodology which has been sent to Natural England. No testing of the nitrogen has yet been undertaken.
ML advised that it is proposed that Uckfield, Heathfield and Crowborough police stations be closed, he has spoken to the inspector who has confirmed that they are looking at redeploying at other public buildings. It was proposed that the PC write to object to the closures and copy in Charles Hendry MP. Concern was raised that the PCSO's wouldn't have a base to work from. To be discussed at the next meeting.
Cllr. Nathan James advised that the Emergency Plan had been updated, Councillors checked that their

information was correct.

Cllr. Clare Emsden updated the PC on Highway's scoring for potential schemes. The footway extension on the A272 in the vicinity of Bracherlands scored 29 points, traffic calming within the 30mph limit on School Lane scored 50 points, the benchmark score for a scheme to be considered further is 70 points. Both items will remain on Highway's list of potential schemes that could be undertaken if external funding were to become available. The Chair asked that measurements be undertaken so that the PC can be informed about how the new roundels in School Lane had affected speed limits, *CE to contact Highways to request.*

CE

A Councillor highlighted that the speed sign has been turned around in Wilderness Lane, this has been reported to Highways department.

Cllr. Graham Terry updated the PC on the Chair's Networking Day that he attended. Nick Boles MP is going to look into the 7km exclusion zone for the Ashdown Forest. It was recommended at the meeting that PC's use social networking sites. To be discussed at the next meeting.

GT advised that the fayre had been successful and was enjoyed by attendees.

Cllr. Sandra Richards advised that she had reported a Tesco's van parked on the double yellow lines in School Lane.

81. CLERK'S MATTERS AND CORRESPONDENCE RECEIVED:

- i. Hours agreed and signed
- ii. The Clerk confirmed that ESCC have signed a contract with BT to bring superfast broadband to East Sussex. 99% of premises will have fibre broadband resulting in improved speeds.
- iii. The Clerk had received correspondence from WDC and from their insurers regarding the damaged kerbing on the corner of Standen Mews and Hut Lane. *SR to send the Clerk contact details of the resident who reported the damaged kerb so that she can get the information required by the insurance company. The Clerk will also get quotes for replacement of the kerbing.* **SR/Clerk**

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

Cllr. Graham Terry updated the PC on a recent Playing Field committee meeting. There may be a bonfire night this year and there is a proposal that the cricket club buy a mower, although consideration needs to be given to insurance etc. To be discussed by the PC when they have been approached by the committee.

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

- i. Helen Simpson-Wells. Salary £737.10 includes £28.80 mileage, £620 already paid by standing order, therefore cheque raised for £117.10.
- ii. Compact Cutting £240.00 mowing at the Playing Field
- iii. H.M. Revenue and Customs £138.45 Tax and National Insurance

Two further payments of £200 to Simon Fitt for burial ground maintenance and £170 to Printmonger for the printing of the Annual Report together with a further payment of £240 for Compact Cutting which was combined with the payment at point 82ii, were also signed and will be ratified at the next meeting.

83. TRAINING AND CONFERENCES:

- i. Planning training – the Clerk updated the PC on the planning training offered by Patrick Coffey. The PC agreed to the training and the cost involved, *the Clerk will liaise with Patrick and also check that there aren't due to be any planning changes that would mean that the training should be held after these commence.* **Clerk**

84. CORRESPONDENCE REQUIRING A RESPONSE:

- i. Consultation Draft of the High Weald AONB Management Plan 2014-19 – it was agreed that ML and SR would review the document and decide whether to send a response on behalf of the PC.
- ii. Community Infrastructure Levy Charging Schedule – no response made.
- iii. Proposed Submission Strategic Sites Local Plan – no response made.

85. ITEMS FOR DISTRIBUTION:

- i. Benefit Changes flyers – handed out

86. ITEMS TO GO ON NEXT AGENDA

- i. Publicity
- ii. Risk assessments – to report on the outcome of the quarterly risk assessments
DW unable to attend the Neighbourhood Policing Panel meeting, ML will try to attend instead.
Details of the tree warden role to appear in the next PC newsletter.

The meeting closed at 8.56pm