



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in the Committee Room of Hadlow Down Village Hall, Hadlow Down
at 7:30pm on Tuesday 4th July 2017.

Present: Councillors Sandra Richards (Chair), Helen Bonnick (HB) and Cllr Julian Michaelson-Yeates (JMY). The Clerk Helen Johnson was in attendance.

Apologies had been received from Cllr. Bob Standley (ESCC)

96. PUBLIC QUESTIONS – members of the public went through their objections to planning application WD/2017/1171/F and showed the Parish Council (PC) a picture of flooding at the site.

Cllr Michael Lunn (ML) joined the meeting at 7:35pm.

97. APOLOGIES AND REASON FOR ABSENCE received from Cllrs Iain Turner and Damon Wellman, these were accepted.

98. DECLARATIONS OF INTEREST – JMY declared a disclosable pecuniary interest in agenda item 101iii.

99. MINUTES OF THE MEETING held on 6th June 2017 were agreed and signed as a true record (previously circulated).

100. MATTERS ARISING (from previous meetings):

- i. Assets of Community Value - c/f ML
- ii. List of planning policies were sent to the Clerk.
- iii. Emergency road closure and lack of information – ML (WDC) advised that this had also been raised by Buxted PC and they were arranging a meeting with ESCC Highways, *the Clerk will contact the Clerk of Buxted PC.* Clerk
- iv. Purchase of item for previous ESCC Councillor - completed.
- v. Treatment of bus shelter – to be undertaken during the school summer holidays.
- vi. Stewards response to request regarding overgrowing foliage on signs. No response received from Cllr Standley. JMY confirmed that he had cut back the vegetation around signs. *The Clerk will report a blocked gully in Brick Kiln Lane to ESCC Highways and will request that the road markings at the top of School Lane be repainted.* Clerk
- vii. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. WDC have confirmed that they will make a decision regarding the application to register the New Inn as an Asset of Community Value by 10th August.
 - b. Highways have responded to the PC's requests for a 50mph limit from the edge of Buxted to Hadlow Down and then a gradual reduction to the 30mph limit. They have visited the area and this section of road is lower than the county average for serious accidents They are looking at those areas that are identified as a priority for the Road Safety Team and will have a better idea, by the end of July, on what action to take.
 - c. Overgrown verge and loose drain cover have been reported to Highways who will take action.
 - d. The Clerk has written to Highways to request warning signs on the approaches to the playing field. They will investigate and respond with their findings.

101. PLANNING:

i. PLANNING APPLICATIONS:

WD/2017/1171/F – BARN AT HUGGETTS FARM, STONEHURST LANE, TN20 6LL – Change of use from redundant farm building to create one single storey, split level residence for the current owners.

The Chair allowed Councillors to ask members of the public about trip movements.

The Parish Council do not support the application for the following reasons:

- The proposal isn't a substitution but is an addition to the traffic movements generation by the applicants' existing residents and traffic associated with the farming activity that is currently

in hand (currently tenanted). The application therefore doesn't follow the precautionary approach regarding traffic growth in EN1.

- The Parish Council has seen photographic evidence of serious flooding on the site and therefore despite the proposed raising of the building there is still a risk to a development on the flood plain.
- The access track to Stonehurst Lane is shared with neighbouring properties. The track is almost entirely 3m-4m wide with narrow verges that do not permit 2 cars to pass. The track is 0.3 miles in length with only one passing place at 0.2 miles (the only other passing points were to be found within 60m from each end of the track). The track is unmade up and is not metalled. It also does not have a suitable access point for increased traffic. (4/0)

Cllr Michaelson-Yeates didn't join in the discussion for the following item:

ii. REFUSED PLANNING APPLICATIONS:

WD/2017/0574/F – GATE HOUSE FARM, STOCKLANDS LANE TN22 4EA – Redevelopment of site including demolition of existing industrial farm building, removal of water holding tanks and associated industrial paraphernalia and construction of four detached dwellings and associated works.

iii. WITHDRAWN PLANNING APPLICATIONS:

WD/2017/0587/F – STOCKYARDS FARM, STONEHURST LANE, TN20 6LL – To build a wooden framed building in the garden of Stockyards.

iv. APPROVED PLANNING APPLICATIONS:

WD/2017/0784/F – GILL HOPE FARM, WILDERNESS LANE TN22 4HU – Double garage

v. PLANNING MATTERS

- a. A Councillor updated the meeting on correspondence he had received from a member of the public and another Councillor regarding an event at Wilderness Wood. He had visited the area after the report was made to him and advised the meeting of his findings. The Chair informed the meeting of her discussion with one of the owners of the Wood and confirmed that the case had been closed with WDC. It was agreed to continue to monitor the situation.

102. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLR. MICHAEL LUNN WDC – The Chair read a report that Cllr. Standley had sent. ESCC is currently examining all multi storey buildings to ensure they are safe and what, if any, actions need to be taken. The annual report of the Council's performance shows 67% of the targets set have been achieved and the majority of those not met are close to target. Whilst a third not meeting target may seem high the targets are stretch targets. Whilst it would be easy to set easily reached targets this would not be a sensible approach in maintaining high standards of service. The financial landscape is still challenging with further savings of some £60m to find. The balanced budget last year is welcome news but this has been achieved with an extra contribution from the Better Care Fund to assist Adult Social Care funding and the changes to Treasury Management regulations. The latter has given a one- off £8.0m. 5.3m has been used to fund one- off projects with the rest used to balance the 16-17 budget.

Cllr. Lunn (WDC) advised that they are waiting for the Local Plan to be formalized and presented to Council, they are still in the process of gathering the evidence base. WDC still don't have a five year land supply. He advised that there have been a number of controversial mobile phone mast applications in local villages. District Councillors have been unable to call them in so that they can go to the planning committee.

103. BANK RECONCILIATION: – dated 26th June 2017 was agreed and signed, including by a non-signatory as part of the quarterly controls.

104. OTHER FINANCE MATTERS :

- i. Burial plaque a discussion was held on whether the decision made on 4th April 2017 at agenda item 21v over the cost to lay a plaque should be rescinded and a new price be agreed. This was not agreed by all 4 Councillors so the previous decision stands.
- ii. Quarterly financial report was sent to Councillors prior to the meeting, it was approved and signed. It was agreed for the *Clerk to contact the Chair of the Playing Field committee to get a quote for the strimming of the ditch area by the rope swing.* The PC will then decide whether they will pay the cost.

Clerk

- iii. Assets register was approved and signed.

- iv. The payments for £432 for WDC for dog and litter bin emptying, £137.56 Europlants for burial ground maintenance, £1000 for Wilderness Wood for the Festival gazebo and £910 for Mr R Butler for the printing for the festival that were signed at the last meeting were ratified at this meeting. The final two payments had been taken from the Celebrate grant.

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

- i. Cllr. Michaelson-Yeates advised that he will be cooking for this week's pop-up supper. He confirmed that he would be unable to attend the WDALC meeting, *the Clerk will send his apologies.* **Clerk**

- ii. Cllr. Bonnick advised that ENGage would like to install cupboards above the chairs in the meeting room. The Chair allowed the Chair of the Village Hall to comment that they are buying 2 new electrical meters. HB advised that the committee are looking at paying a booking clerk and possibly buying a key box for access.
- 106. VOTING REPRESENTATIVE FOR THE SSALC AGM** – it was agreed to appoint Cllr Michaelson-Yeates as the PC's voting representative for the East SALC AGM.
- 107. NEW COMMUNITY CENTRE** – the Chair updated the meeting on the recent Hadlow Down Community Centre (HDCC) committee meeting. The new hall has been designed to be the standard size for a hall. The Chair asked the Chair of the Village Hall committee about the position of the stage. It was agreed to have an extraordinary meeting of the PC to which Village Hall committee members would be invited. The PC would then consult the village on the proposed plans for the site.
- 108. CELEBRATE** – the Chair confirmed that she had spoken to the Chair of the Playing Field committee and they are in agreement with the Village Fayre committee's proposal to erect the festival gazebo at the playing field during the summer until after the end of Festival party on 16th September. As temporary planning permission would be required it was agreed that the *Clerk would request a drawing of the gazebo, the dimensions and a plan of where they wished to site the gazebo from Sarah Prall, in order that the Clerk could complete the application.* **Clerk**
 It was agreed for the *Clerk to contact the PC's insurance company* to check that they can insure the Playing Field committee's gazebo whilst it is at the playing field, it was agreed that any cost for the insurance and for the planning application would come out of Celebrate funding. **Clerk**
 The Chair allowed a member of the public to ask about how the Village Fayre committee are involved.
 It was agreed that the *Clerk would contact Sarah Prall confirming that the PC would pay for the insurance however the Village Fayre committee and Wilderness Wood would need to do a risk assessment and ensure that the gazebo is safe and secure whilst at the playing field.* **Clerk**
 HB advised that she had submitted a survey to the National Lottery. The Open Gardens and Scarecrow Trail were very good and the Open Gardens will happen again next year. She is meeting the scouts tomorrow and the festival will be represented on Uckfield FM. The PC thanked HB for all her work on the Festival. It was proposed and agreed to pay the sessional worker her next payment at this meeting.
- 109. DOGS AT THE PLAYING FIELD** – a discussion was held on the options available. It was proposed and agreed for the *Clerk to write to WDC to request a Public Space Protection Order to cover the fouling of land by dogs and the removal of dog faeces to cover the whole of the playing field.* **Clerk**
 Cllr Helen Bonnick left the meeting at 9:10pm
- 110. HIGHWAYS AND RIGHTS OF WAY MATTERS:**
- i. The Clerk confirmed that Sussex Giving have agreed for the underspend on the Sussex Lund grant to be used for the gate and fencing work and for a hedgerow seed mixture for footpath 27c. Bob Lake is obtaining advice from the AONB unit as to whether it is a good idea to add topsoil or whether something else would be more suitable.
- 111. PARISH COUNCIL LOGOS** – the Parish Council approved the logos.
- 112. RISK ASSESSMENTS AND RoSPA INSPECTION** – ML agreed to do the quarterly risk assessments. A copy of the annual play area safety inspection report had been sent to Councillors prior to the meeting. The Chair confirmed that she had spoken to the Chair of the Playing Field committee. A member of the public keeps on removing the tape that has been used to close the slide. A discussion was held on the maintenance of the equipment and on weekly inspections. The Chair allowed a member of the public to comment, It was agreed for the *Clerk to contact a contractor to obtain a quote to fix those items identified as medium risk and to quote for weekly inspections. To also quote for the cost of filling in the tunnels* **Clerk**
 It was agreed that the cost would come out of burial income. The PC agreed the cost up to a fixed amount, although two Councillors would need to agree the work once the quote has been received.
- 113. CLERK'S MATTERS:**
- i. The Clerk's hours were agreed and signed, including her hours for Parish Projects.
 ii. Health and Safety policy – the Clerk updated the meeting on the response from SSALC. It was agreed for the Clerk to produce a policy.
 iii. Meeting timetable for 2018 was approved.
 iv. Liaison meeting with village organisations to be booked for September.
- 114. CORRESPONDENCE RECEIVED:**
- i. On-street car parking enforcement – it was agreed to ratify the decision made for the Clerk to respond in-between meetings..
 ii. WDC draft Housing Strategy – c/f.
 iii. Correspondence regarding the play area – discussed at item 112. The Clerk updated the meeting on

the conversation she had with the Chair of the Playing Field committee and the action taken once the problem with the slide had been discovered. She confirmed that the Committee would like representatives from the PC to attend a site visit regarding the redesigning of the play area. It may be necessary for the PC to apply for grants to fund the project. JMY and SR agreed to attend the site visit.

- 115. ACCOUNTS FOR PAYMENT:** the following payments were agreed and cheques were signed:
- i. Helen Johnson. Salary £864.16 includes £27.00 mileage and £8.08 expenses, £750 already paid by standing order, therefore cheque raised for £114.16.
 - ii. East Sussex Pension Fund £245.47 pension.
 - iii. H.M. Revenue and Customs £184.98 tax and national insurance.
- Five further payments for Ben Harman Arboriculture Ltd for £1380 for tree cutting, £105 Playsafety Ltd for play area inspection, £200 Hadlow Down Village hall for the hire of the hall, £65.18 for Mrs Smyth for Scarecrow Trail and Open Gardens expenses and £550 for Mrs D. A Leary for sessional worker which is taken from Celebrate grant, were signed and will be ratified at the next meeting. A further payment for £29.98 for E. Richards for a gift for Cllr Galley will be signed at the next meeting.
- 116. HEALTH AND SAFETY** – the effect of health and safety was considered throughout the meeting.
- 117. DEFIBRILLATOR BATTERY** – the Clerk confirmed that she had checked the defibrillator prior to the meeting.
- 118. ITEMS TO GO ON NEXT AGENDA:**
Area to be cleared at the playing field.

The meeting closed at 9:34pm