



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL
Held in Hadlow Down Village Hall, Hadlow Down
at 7.00 pm on Tuesday June 1st 2010

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

Present: Councillors Paul James (Chairman), Michael Lunn, David Walker, Lucy McConachie, Lisa Scott, Tony Reid (ESCC) and Ken Ogden (WDC). Also in attendance was the Clerk Helen Simpson-Wells. Apologies received from Cllr. Norman Buck (WDC)

- 78. PUBLIC QUESTIONS** – A member of the public raised about the parking situation at the top of School Lane, that it is an accident waiting to happen. People aren't using the nearby lay-by. The Parish Council (PC) advised that this area is on a waiting list for the double yellow lines to be extended. The PC have highlighted this issue numerous times. It was also raised that the PC on the planning application for the New Inn commented about the parking issue, in order to ensure that it was safe for everyone, however it hasn't been highlighted that steam engines also park there which causes problems. Robert Thorpe raised about Japanese Knotweed growing at Gatehouse Farm, it has been cut down and the cuttings have been put between this and another property where it is now growing. The local authority has been approached about this before and nothing was done. **ML** advised that he would speak to the owner and contact the local authorities. **ML** RT also raised about the letter that was sent to him regarding the fencing between the Playing Field and his land. He was unhappy about the tone of the letter. He advised that if the PC wanted to keep children in the play area they need to provide a fence. If he was putting sheep on his land he would put a fence up. He is willing to assist with paying for a chain link fence. Chair will contact RT to discuss. RT requested that he be kept informed about the oak tree inspection at the Playing Field. **PJ**
- 80. APOLOGIES AND REASON FOR ABSENCE** – received from Cllr Graham Terry.
- 81. DECLARATIONS OF INTEREST** – None received.
- 82. MINUTES OF THE PREVIOUS MEETINGS** – minutes of the annual meeting held on 4th May and the extraordinary meeting held on 18th May were agreed and signed as true copies apart from at point 47 it should read that LS was unaware. Also at point 63 it should read that ML suggested during the public meeting of the Parish Council, that Tinkers Park raise it in their planning application.
- 83. MATTERS ARISING (from prev. meeting):**
- i. Installation of broadband at Village Hall – LS didn't think that it was worth the village hall installing broadband, however if the PC wanted to install it, it could be set up so that only they could use it. It was decided to see whether it was needed in the future.
 - ii. NALC updates – c/f **PJ**
 - iii Litter in country lanes – Clerk received a response from WDC requesting we advise them of areas of concern. They are however only able to litter pick where it is safe to do so. *Councillors to advise Clerk of areas for litter picking.* **ALL**
 - iv. Active for Life Project – *Clerk to check when details were sent to ML and to resend* **Clerk**
 - v. Speed limit and safety of cyclists – *ML to raise with TR.* **ML**
 - vi. Response to Playlink letter – response has been sent to Playlink, they haven't yet responded. The letter was also sent to TR raising the PC's concerns.
 - vii. Kerbing on Main Road east of Wheelers Lane – ML has written to TR regarding the kerbing that has been undertaken by the New Inn. TR advised that he has investigated and there are 2 budgets, 1 for the maintenance of existing facilities and 1 for new works. TR advised that the PC should communicate with Highways regarding what is required and possibly asking for a site visit. Chair advised that it would have been helpful if the PC had been emailed regarding the kerbing work that was planned as we could have discussed it with them. *ML to contact Highways.* **ML**
 - viii. Clerks Report: update passed to councillors with agenda
 - a. LM has agreed to take on neighbourhood watch with LS, LM to be the main contact.
 - b. Clerk contacted Planning Department regarding the buildings behind Little Tinkers Nursery, this has been forwarded to their enforcement team.
 - c. Electronic data c/f
 - d. Archiving c/f
 - e. Village Hall sign has been ordered.
 - f. A letter wasn't sent to the police inspector regarding speeding motorcyclists as recording of speeds has since been undertaken by the police. ML proposed that the Clerk submit details of the police's report to the website and the Parish Magazine. *Clerk to action* **Clerk**
 - g. The Clerk has requested that Rights of Way resurface path 29b and bring it up to specification.
 - h. A letter has been sent to Colin James regarding Dog Kennel Lane.
 - i. The hedge has been cut back at Preston House
 - j. A letter has been sent to Highways regarding safety for cyclists and requesting their suggestions for improvements.
 - k. A letter has been sent to Jo Dummer thanking her for her work as tree warden

- l. Highways have advised that they will look into the issue of water coming onto the A272 from the new entrance at Five Chimneys Farm.
- m. Details of the Wealdlink service have been added onto the website together with a link to the Wealdlink website.

84. PLANNING APPLICATIONS:

WD/2010/0454/F – LITTLE FOXES FARM, STONEHURST LANE TN20 6LL – Erection of new dwelling and associated outbuildings amendments to approved application WD/2008/0339/F. To include amendment to condition relating to demolition of existing dwelling, application seeks to retain this until new dwelling is constructed – amended plans – basement windows omitted; omit summerhouse and deck; omit chicken shed; removal of concrete driveway; reduction of terrace surrounding pool; separation of garage into two structures and tractor store from domestic to agricultural. – The applicants updated the PC on the amendments to the original application, they have consulted with WDC and have separated out the two outbuildings. They also want to look after the woodland, the garden and paddock. ML commented that the ridge height was the same. The applicants advised that it may be lower as the building will be dropped down. - The Parish Council supports the application but would like to see some form of sustainability built into the permission.

LAWFUL DEVELOPMENT APPLICATION

WD/2010/0419/LDE – COLES FARM, POUNSLEY, BLACKBOYS, TN22 5HS – Dwelling occupied in breach of condition for more than 10 years - Certificate of lawful development issued.

REFUSED PLANNING PERMISSION

WD/2010/0604/F – WOODLANDS FARM TN22 4HH – Single storey side extension and two storey rear extension

FEEDBACK TO WDC REGARDING ELECTRONIC PLANNING TRIAL – Kelvin Williams, Head of Planning and Building Control at WDC explained about the electronic planning process. He gave the PC copies of what would be shown at WDC's planning meetings. The design and access statement and other background information would be viewed online by members of the committee prior to the meeting. Chair advised that members of the PC need to view the application online prior to the PC's meeting. ML highlighted the amount of time the Clerk has spent on preparation prior to a meeting and that the precept would be higher if she was working more hours. DW highlighted the amount of time spent by Councillors and that if the PC had the planning paperwork it would be a lot quicker for them. KW advised that the process to roll out electronic planning had been agreed by WDC members. He has spoken to other authorities who are all going electronic. He advised that there is a risk in doing a live presentation for the meeting in that the website could be down or there could be another technical problem.

ML questioned if there could be a separate download areas for PCs. KW advised that improvements are being made to the system. The Transformation programme is looking to reduce costs and localism may change the process further. Chair advised that savings made by WDC are costing the PC more. ML questioned whether it was fair on the applicant for the PC not to download everything. KW advised that there will be an update on the electronic planning trial at the Parish Conference in November.

Chair advised that a resident had asked when submission of building regulations would be online, KW advised that he hoped that it would go live in a month or 2. Chair asked if there was any protection for architect copyright, KW advised that electronic planning is about having information in the public domain, about being more open. WDC are now receiving more comments on planning applications as it is easier for people to view them and make their comments. KW left at 8:10

- 79. PCSO KATIE BREEDS** – PC Dave Charlton and PCSO Dean Reynolds attended on behalf of KB who was unable to attend. DC advised that since the 1st May there had been 1 reported crime, an attempted burglary to a shed at Kit Wilson. ML advised that he is pursuing the installation of deer warning signs, Highways have twice requested details from the police of the number of incidents involving deer but have had no response. DC to chase for statistics. Chair raised that a resident, earlier in the meeting, had raised concerns regarding the rally weekend and the danger of steam engines on the Main Road outside the New Inn. DC will arrange for police slow signs to be put up either side of the village.

- 85. REPORTS FROM CLLR. TONY REID ESCC AND KEN OGDEN WDC** – TR advised that cuts are being made by central government to local government. There will be cuts in specific budgets of probably 20-25% however details are not yet known. Already ESCC is looking at specific spending. The police are also having their specific grants cut and Highways will be affected.

Highways are looking at ways to limit the effect of the works on the A272, which will probably be undertaken in August. The Council Tax freeze next year for residents will be honoured. It will take 2 years for ESCC to look at funding and the possibility of reallocating.

KO advised that WDC have a new leader and deputy leader. He advised that if people see unsocial or dangerous riding of a motorbike they should report it to the police, giving the bike's registration number.

TR advised that there has been a spate of thefts from sheds and tack rooms in the vicinity of where he lives.

ML advised KO that the PC have received a response from Charles Hendry MP regarding the street naming. The Chair advised that the road has been known as Main Road for years. KO will raise at WDC.

TR and KO left at 8:30

- 86. BANK RECONCILIATION:** – Bank reconciliation for 26th May carried forward.

87. OTHER FINANCE MATTERS –

- i. Payment of £150.00 was ratified, payable to Village Hall Management Committee for the expense of the village print

launch, given under powers of LGA 1972 s.137

- ii. Payment of £2115.00 was ratified, payable to Playlink from Pathfinder Grant
- iii. The PC agreed to the purchase of the photocopied new Governance and Accountability in Local Councils Guide from SALC for £16.00 + VAT
- iv. The PC approved the internal audit report. ML requested that it be recorded that the Clerk did an excellent job with preparing for the internal audit and that it was a good report.
- v. A quote has been received from Graffiti Design for a sign at the entrance to the Playing Field. 400mm x 400mm £62.50 + VAT, 700mm x 700mm £82.50 + VAT. The PC felt that people should be able to read the sign from a distance of 20m and agreed to the smaller size sign however with a decent size font. *LS to organise.* **LS**

88. ACCOUNTS FOR PAYMENT: The following were agreed by all and cheques raised:

- i. Helen Simpson-Wells. Salary £655.02 includes £64.00 for mileage and £78.74 training hours, £520 already paid by standing order, therefore cheque raised for £135.02.
- ii. Wealden Citizens Advice Bureau - £50.00 – under power given in the Local Government Act 1972 s.142 (2a)
- iii. Sussex Air Ambulance - £50.00 – under power given in the Local Government Act 1972 s.137
- iv. Hadlow Down Parish Magazine - £250.00
- v. BT direct debit for £594.24, includes invoice figures from disputed bill of 23/9/09. Credit of £319.28 to be applied to account for termination charge made in error.
- vi. Swan Timber £216.32 from Pathfinder Grant
- vii. Peter Gillies £44.65 for C.B. Winter & Sons from Pathfinder Grant

89. UPDATE ON CLERKS HOURS FOR MAY AND ON HER OUTSTANDING WORKLOAD – the Clerk advised that she did 10 hours and 50 minutes extra in May, mainly due to the work on the internal audit. She has got approximately 10 hours of work still to do, also the archiving, which has been agreed by the PC to do as extra hours and the VAT return.

90. PLAY AREA – ML advised that Peter Gillies has contacted GT regarding the post insulation inspection. The £500 fee for this will come out of the Pathfinder Grant, PG wants the PC to keep back £500 to pay for it. *ML will advise PG of the remaining balance and that the Clerk needs to be kept informed of what is being planned to be spent to ensure that an overspend isn't made.* **ML**

91. RISK ASSESSMENTS – new risk assessments to be undertaken in July.

92. LITTER AND DOG BIN EMPTYING – It was agreed for the Clerk to contact WDC to request that the litter bin opposite the New Inn be emptied fortnightly rather than weekly and to request that they inform us if this becomes a problem. **Clerk**

93. WORKING PARTY REVIEW OF CLEANING AND GREENING WEALDEN; WORKING WITH PARISH AND TOWN COUNCILS – ML went through the recommendations from the report.

94. VILLAGE HALL DEEDS – Barclays and the Nevill Estate have advised that they do not have the deeds for the Village Hall land. *Clerk to organise registration of the land.* **Clerk**

95. FORMAT OF MEETINGS – Chair advised that he didn't think committees would work due to the size of the PC. ML suggested that finance and planning be discussed at a separate meeting a fortnight after the main meeting. PC to aim for the meetings to not last more than 2 hours. Meetings would also normally be on a fortnightly basis. DW left 9:05

96. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES) –

- i. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn – Nothing to report.
- ii. Youth, Old Village Hall and Emergency Planning – Cllr. Lisa Scott – LS is due to speak to a lady at Blackboys regarding youth.
- iii. Burial Ground – Cllr. Paul James – nothing to report on burial ground however PJ advised that the New Village Hall has got to move on, money has been allocated and an architect has been appointed. LS advised that things have been happening. PJ advised that the PC could form a committee to run it, people have been asking him what's happening. LS advised that there is a committee however there is no-one to chair it. ML advised that the committee needs representation from all areas. To be discussed further at the next meeting on 15th June.

97. CLERK'S MATTERS:

- i. Hours checked agreed and signed. Clerk to claim for extra hours in March, April and May
- ii. Standing Orders – PC agreed for the Standing Orders to be redrafted after the 2011 elections
- iii. Forthcoming Highways works – on the 14th June in Tinkers Lane surface dressing works will be undertaken also overnight works between 1st and 5th June on the A267, Highways will be repairing and replacing faulty catseyes.
- iv. Operation Crackdown – flyers handed out to Councillors and details given of reported incidents.
- v. Statistics produced after the election showed that there are 638 electors within Hadlow Down (increase from 618) and 292 properties (increase from 288).
- vi. Response from WDC to Charles Hendry's letter regarding road naming has been received by the Clerk.

98. CORRESPONDENCE RECEIVED FOR DISTRIBUTION

- i. NALC e-bulletins; ii. Buxted Community Voice; iii. Clerks and Councils Direct

Meeting closed 9:25pm

THE NEXT PARISH COUNCIL MEETING WILL be on Tuesday 15th June 2010 at 7pm.

Signed.....

Date.....