



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in the committee room at Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 3rd June 2014.

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

Present: Councillors Sandra Richards (SR) (Chair), Clare Emsden (CE), Graham Terry (GT), Michael Lunn (ML), Damon Wellman (DW), Nathan James (NJ), Ken Ogden (KO) (WDC), Roy Galley (RG) (ESCC) and the Clerk Helen Simpson-Wells.

66. **PUBLIC QUESTIONS** – Janet Tourell (JT), chair of the Village Hall committee thanked KO for their grant from the WDC Community Fund, they will be using the funds to undertake work on the ceiling in the committee room. She thanked the Clerk for her efforts regarding Wilderness Lane and confirmed that the potholes had now been filled in. JT confirmed that work hadn't yet been undertaken on the ditch in the lane.
67. **APOLOGIES AND REASON FOR ABSENCE** – none received.
68. **DECLARATIONS OF INTEREST** – ML declared a disclosable pecuniary interest in item 72bi.
69. **CRIME REPORT** – in his absence PCSO Davies had sent a report advising that the police have received some calls in the last month regarding suspect persons and vehicles these came to nothing. An electric fencing box was stolen from one of the fields near the A272 between Hadlow Down and Buxted.
70. **MINUTES OF THE MEETINGS** held on 6th and 21st May 2014 were agreed and signed as a true record apart from item 51 which was amended to read that the Clerk wrote to the Chair of the Village Fayre Committee. ML apologized that he did not attend the 21st May meeting.
71. **MATTERS ARISING (from previous meetings):**
- i. Incident with dog – SR had followed this up and passed the information to DW. KO & RG were allowed to comment on this matter by the Chair, they both advised that it is quite common for bin men to give biscuits to dogs. Item closed.
 - ii. WDC Housing List – ML has requested the number of people on the housing list in Hadlow Down, he is awaiting a response, c/f to the next meeting. ML
 - iii. Ditching and grips that need clearing – to be discussed at point 77.
 - iv. Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. Highways were contacted to ensure that the potholes and verges in Wilderness Lane were remedied. She has also reported the signs at the top of Tinkers Lane and the fingerpost at the Wilderness Lane junctions and has chased them about the dirty signs..
 - b. Buxted PC confirmed that they had not received any complaints about the motorbikes at Five Chimneys Farm. Environmental Health have advised that people need to contact them to complete diary sheets if they have concerns over the noise.
 - c. The Clerk has received confirmation that Katy Bourne the Sussex Police and Crime Commissioner will be able to speak at the Parish Council's (PC) 2015 Parish Assembly.
 - d. The Chair of the Playing Field committee has confirmed that it would be best for the PC to insure the seat the committee purchased in School Lane, the Clerk has added it to the insurance schedule. It will also appear on the PC's quarterly risk assessments.
- 72a. **PLANNING APPLICATIONS:**
- i. **WD/2014/7018/AD – FIVE CHIMNEYS COTTAGE, CURTAINS HILL, TN22 4DU** – Steel frame agricultural storage barn – the Clerk will write to planning department to express concern that the site plan included with the application isn't accurate as it doesn't include all of the agricultural buildings

on the site, namely that a large green barn is missing. They feel that it is overdevelopment of the site in an AONB and that the need for further agricultural development has not been demonstrated at this time. (6/0)

- ii. **WD/2014/0990/F – THE OASTS, BROADREED FARM, CRIERS LANE, FIVE ASHES TN20 6LG** – Partial conversion of existing garage to provide annexed accommodation – The Parish Council object to the application as the plans show a home office which is inconsistent with the application which lists it as to ‘provide annexed accommodation’. (5/1)

b. APPROVED APPLICATIONS:

- i. **WD/2014/0537/FT – COOPERS FARM, FIVE CHIMNEYS LANE** – retention of a mobile home and lean-to extension for 2 year period

c. PLANNING MATTERS:

- i. The Clerk had been contacted by a resident regarding her planning application, she had been informed by WDC that her property fell within the 7km Ashdown Forest exclusion zone, the Clerk had questioned this with WDC who had measured it and confirmed that it wasn't within the zone. The Clerk has requested a definitive map of the zone.
DW advised that he raised about the lack of a definitive map at the Parish Planning Panel meeting and WDC have confirmed that they are looking at producing a map and have advised their officers that any applications within 500m of either side of the boundary will need to be referred to an officer to check as to whether or not they fall within the zone.

- 73. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLR. KEN OGDEN WDC.** RG advised that a plan is due out for recycling sites and the PC may be consulted on this. ESCC are producing a report in response to the Ofsted report on council services for looked after children, the main concern is over what happens to these young people when they are 18. There will be a consultation over the Meals on Wheels service which is now only used by about 540 people. ESCC have registered their support for a 2nd runway at Gatwick. He advised that Hastingford Lane has now been resurfaced. Some Councillors raised concerns about drain covers being higher than the road surface especially 2 on the east side and that there is already some cracking of the road surface. *The Clerk will raise with Highways.* **Clerk**

KO congratulated the Clerk on raising with WDC about the lack of a definitive map for the Ashdown Forest 7km zone and that action was now being taken over this. He confirmed that the word SANGS is not in the Habitat Regulations, this originated from the Thames Basement area which has a different layout to the Wealden area.

- 74. BANK RECONCILIATION:** –for 23rd May 2014 agreed and signed.

75. OTHER FINANCE MATTERS :

- i. The payment to Helen Simpson-Wells of £39.64 for mileage and expenses paid at the last meeting and the payments of £289.43 to AON, £249.48 to WDC for litter bin emptying and £168 to Compact Cutting for burial ground maintenance that have been paid since the last meeting were ratified.
- ii. The Clerk updated the PC on the payment to WDC for dog bin emptying that had been paid twice, WDC will be sending a credit to the PC for £142.56.
- iii. The annual accounts were agreed and signed.
- iv. & v. The Clerk had sent details of the tenders for the maintenance of the play area and the burial ground to Councillors prior to the meeting, the PC decided which contractor to use for the 2 year contracts. *The Clerk will write to the contractors.* **Clerk**
- vi. The Internal Audit report was sent to Councillors prior to the meeting, no issues were raised with this.
- vii. The Clerk had received a quote to move the litter bin next to the bus shelter forward, it was agreed that the price was too high, *DW advised that he would move it.* **DW**
- viii. The Clerk gave the PC details of other options for bank accounts for the reserves. It was agreed to stay with the current provider.
- ix. 1st aid training for the Emergency Plan committee – the PC were advised that the TN22 Club are currently organizing some 1st aid training for their volunteers. *The Clerk will contact the group to find out what level of training they are doing and what the cost would be for the PC if the Emergency Plan committee could also be involved in this training.* **Clerk**
NJ updated the PC on the training available from the Red Cross. If the training isn't suitable or available through the TN22 club the PC agreed to support the committee with the expenditure of £75 per committee member providing that the 1st aid training through the Red Cross would be valid for 3 years.

- 76. COMMUNITY PLAN** – ML updated the PC on his recent meeting with Matt Pitt and Mark Davis regarding mapping and licensing. The PC is currently licensed with the Public Sector Mapping Agreement and would therefore be able to use the maps. ML advised that the village website would not be able to handle the mapping. The High Weald website has the ability to host the mapping and the PC would have their own

site and be able to update it. The copyright for the title maps is held by ESCC Records Office and High Weald would need the licence for these maps in order to host them. The Chair thanked RG, as the ESCC representative, for the assistance that they have given to the working party.

The Chair updated the PC on the plans for circular walks and advised that they are due to have a meeting to discuss the linking of the bridlepaths.

It was agreed that the Chair would write to Eddie Westfield regarding the website.

SR

77. **CHECKING OF GULLIES** – the Clerk had been sent a map of the gullies in the area. It was agreed to divide these between the Councillors in order that they can check the ditches, grips and gullies and advise the Clerk if work is required. *GT will check whether the gullies have been cleared in Waghorns Lane and will inform the Clerk if they haven't been done.*

GT

DW to cover Tinkers Lane and the surrounding area. GT Stocklands, Stonehurst, Criers and Brick Kiln Lanes, CE the south west area, NJ the centre of the village and ML & SR the mid area of the village. *The Chair will produce a map of the areas and will send it to the Clerk so that she can allocate the gully maps.*

SR

The Clerk confirmed with Councillors that they all had yellow vests and that they would decide if a risk assessment was required for the area they were covering. *It was agreed that the gullies, ditches and grips would all be checked by the end of August.*

ALL

78. **VILLAGE FAYRE**– the Clerk confirmed the cost of a pitch, *it was agreed for her to book a pitch.* **Clerk**
79. **NEW COMMUNITY CENTRE** – a Councillor advised that the Community Centre committee were holding a public meeting on 18th July. JT was invited to comment, she advised that in trying to eventually merge the Village Hall and the Community Centre committees and form a Charitable Incorporated Organisation (CIO), the Charity Commission have raised about clause 26 of the 1995 Village Hall Scheme document regarding a sale and a public meeting was therefore being held. The Clerk raised about the necessity of a public meeting in the future regarding the disposal of the Village Hall site and that the PC would need to be involved, the Chair confirmed that she had reiterated this to the Community Centre committee. It was confirmed that the Business Plan had been produced however the PC haven't yet seen a copy of it. The Clerk queried how much the PC was involved, it was felt that as they were receiving a copy of the minutes that they were aware of any developments.
80. **WWI COMMEMORATION** – the Clerk had been contacted by Mike Ford regarding the planting of poppy seeds in the village. It was agreed that *ML would contact Mike and offer to plant some at the bottom of his field in order that they can be seen by people entering the village, the remaining seeds will be planted in Hut Lane.*

ML

The Clerk confirmed that a service was being held on 4th August at St Mark's Church, the Chair will be laying a wreath.

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

- i. Cllr. Michael Lunn highlighted the problem with water in School Lane, it has been reported to the water authority however they have advised that it isn't from their pipes, *the Clerk will report to WDC housing authority and also contact ESCC Highways regarding the blocked gully.* **Clerk**
- ii. Cllr. Damon Wellman advised that planning enforcement are investigating about the motorbikes at Five Chimneys. They have also responded to the PC regarding Cart Lodge and have confirmed that the caravan on the site isn't currently breaching planning conditions. From the Parish Planning Panel meeting DW advised that the inspector had agreed with WDC's decision that SANGS and SAMMS would both need to be met for Rose Cottage in Buxted. With regard to the Core Strategy London cannot fit in all the houses they need and are therefore pushing them out to Kent and Surrey. Tunbridge Wells can't fit in all of theirs so are heading to North Wealden and Brighton's allocation is heading to South Wealden. Permitted Development Rights are going to consultation again. DW updated the PC on changes of use from agricultural to residential, on equestrian use and from offices to residential.
- iii. Cllr. Nathan James advised that the PC had been contacted by the Playing Field committee for their comments regarding a planned camping event at the Playing Field. The committee have confirmed that the music will stop at 11pm and that they can ask for a risk disclaimer if that should be required, he also commented on the response from the insurance company. It was agreed that *the Clerk would respond to the committee advising that it was not for the PC to comment, however their only suggestion was that the committee police the event.* **Clerk**
- iv. Cllr. Clare Emsden advised that she had sent the specification for Byeway 24 to DW for his comments. She updated the PC on an email received from a resident regarding the state of the footpath heading east from Wheelers Lane and requested that the PC be copied in on the email and the Clerk's response. It was agreed that *the Clerk would write to the owners of Michel Delving house to request that their hedge be cut back.* **Clerk**

- The Clerk will contact Highways regarding all the outstanding items she has for them.* Clerk
- v. Cllr. Graham Terry requested comments from *Councillors* by 13th June on the draft annual report. ALL
- 82. CLERK'S MATTERS AND CORRESPONDENCE RECEIVED:**
- i. The Clerks hours were agreed and signed.
- 83. ACCOUNTS FOR PAYMENT:** the following payments were agreed and cheques were signed:
- i. Helen Simpson-Wells. Salary £1170.37 includes £18.00 mileage and £351.17 expenses for hard drives and projector, £620 already paid by standing order, therefore cheque raised for £550.37.
- ii. Wealden District Association of Local Councils £20.00 subscription.
- iii. Alison Hillman £111.30 Internal Audit
- iv. Viking £76.36 stationery and postage.
- v. AJW Grounds Maintenance £80.00 play area maintenance.
- vi. BT £133.33 telephone and broadband use, paid by direct debit
- 84. TRAINING AND CONFERENCES:**
- i. East Sussex Resilience Conference – it was agreed that the *Clerk will contact the Emergency Plan committee to see if any of the members would like to attend the conference.* Clerk
- ii. Chair's Networking Day – it was agreed for GT to attend.
- 85. CORRESPONDENCE REQUIRING A RESPONSE:**
- i. Mobile Library and Mobile Office Consultation – no response made.
- 86. ITEMS TO GO ON NEXT AGENDA:**
- i. Update from Chair's Networking Day to appear on the agenda after GT has attended the event.
- 87. ENTRANCE TO PLAYING FIELD –** discussed in closed session

The meeting closed at 9:20pm