



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL
Held in Hadlow Down Village Hall, Hadlow Down
at 7.00 pm on Tuesday March 2nd 2010

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

Present: Councillors Paul James (Chairman), Lisa Scott, Michael Lunn, Lucy McConachie, David Walker and Ken Ogden (WDC). Also in attendance was the Clerk Helen Simpson-Wells.

A presentation was made to Colin James following his retirement as a Parish Councillor. The chair thanked him for all the hours he put in during his time as a Councillor. Colin had asked that rather than receive a gift, that the Parish Council (PC) make a donation to the church which he will add to.

The chair thanked the Clerk for organising the trip to the Houses of Parliament.

Complaints had been received by the chair regarding the length of the agenda, he confirmed that he will try and get through it as quickly as possible. ML advised that he appreciated that items need to legally be recorded however he felt that the length of the agenda was unsustainable and wanted assurance that the meeting would be closed by 10pm, this was given

7:05pm Councillor Tony Reid (ESCC) arrived

- 275. PUBLIC QUESTIONS** – A member of the public raised that the new entranceway at Five Chimneys Farm is causing flooding on Main Road, the water is coming from the drive and across the road, concerned that it may ice over. Another member of the public raised about flooding in Dog Kennel Lane, no work has been done on the water tables for about 4 years, the work on the green lane disturbed the silt and ditches aren't clear.. *Clerk to contact Highways.* **Clerk**
Chair felt that the lack of spending by Highways has caused these problems. TR advised that in the new budget there will be a considerable increase in funding for Highway work.
- 276. PCSO KATIE BREEDS** – no report received in Katie's absence however clerk contacted her regarding the police activity in the village on 25th February, this was due to a report being received of a person shouting for help in woodlands, a thorough search was undertaken but no-one was located.
DW reported that a young person knocked at the door of a property in Main Road and asked that they change a £20 note for 2 £10 notes. Also a suspicious N reg. white transit style van has been seen around the village.
- 277. FILM PROJECT** – Vicky Richards reported that the school has been given a grant by Awards for All towards a community project. They will be looking at the need for a new village hall in Hadlow Down. Years 4, 5 and 6 will be visited by a journalist who will show them how to undertake an interview, they will write a questionnaire, hold a coffee morning, where those groups who will potentially use the new hall will be asked to send a representative. These people will then be interviewed by the students (a copy of the questions will be provided beforehand). 3 questionnaires will be sent home with each child, 1 for their parents and 1 for each neighbour, the questionnaire will also be sent out to villagers. In May a film will be produced regarding the feedback received from the questionnaires and in September there will be an open air showing of the film. It is hoped that the PC, along with other interested groups will hold barbeques at this event for themselves and their guests. It is also hoped that this will tie in with the Talent Night and be held on the same night. The PC felt that this was a fantastic project and were impressed with the work that the school will be undertaking.
- 278. APOLOGIES AND REASON FOR ABSENCE** – received from Cllrs Norman Buck and Graham Terry.
- 279. DECLARATION OF INTEREST** – None received.
- 280. MINUTES OF THE PREVIOUS MEETING** – minutes of the meeting held on 2nd February were agreed and signed as a true copy apart from recording at 269i it should have read Barbara Beaton and BB.
- 281. MATTERS ARISING (from prev. meeting):**
- i. Parking at the school – PJ spoke to John Elliot who was going to raise at their committee meeting, awaiting the outcome.
 - ii. Grievance and Discipline Policy – a copy was given to all Councillors *to review and discuss at next meeting.* **ALL**
 - iii. Article for Parish Magazine – an article regarding the bus service to Crowborough will appear in the Parish Magazine, *LM will look into whether a service now runs to Eastbourne.* **LM**
 - iv. Clerks Report: update passed to councillors with agenda
- a. KO was thanked for his help in obtaining a response from WDC regarding access to the playing field. They have confirmed that a lockable gate has been installed and the hedge reinstated, they will write to their residents to advise that access to the playing field is discretionary and that WDC and the PC have the right to prevent access to the playing field. This is also true for all residents bordering the playing field.
 - b. Road breaking away in Stockland Lane has been reported to Highways
 - c. Planning department have confirmed that the structure currently being erected at Five Chimneys Farm is in accordance with planning approval WD/2008/2925
 - d. Acceptance of contract for maintenance at Burial Ground has been sent to Barcombe Landscapes, *Clerk to ensure that a copy of their public liability insurance is received.* **Clerk**
 - e. The Bowls Club have been advised that the PC will pay for the hall hire for their tournament, they hope that one of the Councillors will visit during the day. Chair to attend if available.
 - f. An article was sent to appear on the website regarding the PC vacancy, notices have also been put up on the notice boards. *Clerk to put an article in the Parish Magazine.* **Clerk.**

- g. The Clerk at Buxted is hoping that their new Councillor will take on the Safer Wealden Partnership meetings if a Councillor from Hadlow Down could then attend WDALC on their behalf. One of her Councillors is also keen to become the parish cluster representative for the Parish Planning Panel meetings
- h. The Rights of Way team have removed the foliage that was brought down on the Stocklands Lane green lane.
- i. The new seat has been added to the insurance.
- j. The problem with surface water at the entrance to Little England Farm has been reported to Highways
- k. A welcome letter was sent to Joanne and Jonathan at Wilderness Wood.
- l. A press release is being issued by Charles Hendry's office following the visit to the Houses of Parliament. The Clerk has written to him on behalf of the PC and those villagers that attended, thanking him for the invite and for the meeting. Thank you's sent to the PC by 2 villagers.
- m. WDC have responded regarding the request for a reduction in the fees for dog and litter bin emptying. They have advised that the amount they charge is at a level to recover the full cost of providing the service, they do not seek to recover more than this. They are awaiting feedback from the collection team regarding usage of the bins.
- n. A response was received regarding the Sustainable Communities Act, proposals had to be received by 31st July 2009.

282. PLANNING APPLICATIONS:

WD/2010/0176/F – HADLOW OAST FARM, CURTAINS HILL, TN22 4DU – Porches, dormer and second floor alterations – The Parish Council supports this application

WD/2010/0014/F – UNIT 5, COLES HALL FARM, FIVE ASHES, TN20 6JH – Change of use of existing building to cheese storage from general storage. Retention of 2 no. storage tanks for unpasteurised milk and whey associated with existing cheese making business. – The Parish Council fully support this application and give their encouragement to this rural cottage industry in the High Weald

WD/2010/0328/F – LARCH WOOD, WILDERNESS LANE, TN22 4HT – Proposed garage conversion and new replacement garage – The Parish Council supports this application.

GRANTED PLANNING PERMISSION:

WD/2009/2253/F – FIR TREE COTTAGE, WILDERNESS LANE – Proposed loft conversion to dwelling

PREVIEW OF NEW INN APPLICATION – The Chair has received a copy of the documents from the agent, these were viewed and discussed by the PC. Response to be made to the agent – The Parish Council is pleased and excited to accept the plans in principal and wholeheartedly support the project, however we have concerns about the lack of parking, we would need a scheme to restrict parking on the forecourt, tied into a s.106 agreement. We would also wish to see the redundant fuel tanks dealt with as a pre-condition to this application.

KO suggested that a preview of the plans be held at the Village Hall, *PJ will discuss with the applicant.* **PJ**

REFUSED PLANNING PERMISSION:

None received.

WD/2009/2557/F and WD/2009/2558/LB Shepherds Hill House, Buxted – proposed orangery with basement consisting of wine cellar, utility room and pool plant room – withdrawn.

- 283. REPORTS FROM CLLR. TONY REID, ESCC & CLLR. KEN OGDEN WDC** – TR advised that spending on Highways will increase by £9.5million over the next two years. The 1st million will address damage caused by the extreme weather and flooding. A questionnaire has been sent out asking how well ESCC managed conditions in the bad weather. On 11th March they are holding the final interviews for a new Chief Executive as the present one is retiring. TR was sent photographs taken of the A272 at Buxted on Sunday 28th February following the excessive rainfall, the water came right up however the new culvert has made a big difference and it didn't flood.

ML referred TR to the last PC meeting where parents raised the concern that St Mark's School couldn't clear the snow outside the school. TR confirmed that this will be covered in the review. It was felt that there needs to be clarification for the schools on what they should do under these conditions.

DW raised regarding the extra money for Highways and the contractors they use. TR advised that May Gurney's contract is due to run for a further 18 months, however they can use other companies as well. TR confirmed that principal authorities in the South East will be meeting and will discuss sharing services, i.e. for major works, they are hoping this will reduce costs.

DW said that he was pleased to see that the road surface outside Waste Wood was mended however there is now a new large pothole, immediately in front of where the work had been done. *Clerk will raise at SLR meeting.* **Clerk**

DW confirmed that he had completed and returned ESCC's aforementioned questionnaire.

Chair queried why Uckfield High Street was being resurfaced during the day rather than at night.

KO advised that WDC are trying to cut back on the enforcement section in planning. The Housing Needs Survey cost £64,000.

DW asked why the training meetings he recently attended were held at Uckfield Civic Hall rather than at WDC offices, KO confirmed that the offices at WDC were unavailable.

- 284. BANK RECONCILIATION:** – Bank statements not yet received.

- 282.** WDC have advised that officers have decided that an Environmental Impact Assessment is required for application WD/2010/6500 at Five Chimneys Farm. The agent is applying to the Secretary of State for a screening direction. The Clerk has asked WDC that in future the PC is made aware of any developments, like this, affecting applications, WDC will be raising this matter internally.

DW advised that the previous application for Five Chimneys Farm was for a mobile home, *he will look into whether this complies with the present structure.* **DW**

285. OTHER FINANCE MATTERS –

- i. Payment of £61.70 was ratified, payable to Paul James for 2 visits to ESCC records office
- ii. Payment of £10.00 was ratified, payable to Graham Terry for purchase of “Plan, Design and Build”
- iii. The PC agreed to become Friends of the East Sussex Record Office cost is £24.00 for annual membership.
- iv. Notification has been received of an increase in the cost of the litter and dog bin emptying service from £4.35 per bin to £4.45. *Clerk to ensure response received regarding how often the bins are used and to check how many there are and where they are placed.* **Clerk**
- v. A request for a grant has been received from The Heathfield Partnership, Sports and Leisure Committee towards a new indoor pool in Heathfield. They are asking for a donation of £500 from each of the local parish councils. It was agreed that the Parish Council would not be able to support them. *Clerk to write to inform them.* **Clerk**
- vi. Correspondence from NSPCC – *passed to LS to review.* **LS**
- vii. Quote has been received from GW Allen Contractors for £520 for the installation of the new seat, PC agreed to the quote.

286. ACCOUNTS FOR PAYMENT: The following were agreed for payment:

- i. Helen Simpson-Wells. Salary £666.63 includes £24.40 for mileage, £57.74 training hours and 65.70 expenses. £460 already paid by standing order, therefore cheque raised for £206.63.
- ii. ICO (Information Commissioner’s Office) £35.00 renewal of registration
- iii. Peter Gillies £25.85 in payment of invoice for English Woodlands, to be taken from Pathfinder Grant
- iv. BT £152.10, telephone and internet usage. New direct debit form signed as BT have no record of receiving the previous one.
- v. WDC dog bin emptying £65.03
- vi. Huck Nets (U.K.) Ltd £109.28 to be taken from Pathfinder Grant

The following payments were also signed which will be ratified at the next meeting:

- Technix Rubbers and Plastics Ltd £1238.45, to be taken from Pathfinder Grant
- Viking Direct £48.15 stationery

287. PARISH ASSEMBLY – to be held on Tuesday 20th April at 7pm at the Village Hall. *Clerk to produce a notice for the boards and arrange for an item to appear on the website and in the Parish Magazine.* KO suggested that the Clerk raise at the SLR meeting about having “don’t remove” stickers on notices for the Parish Assembly. **Clerk**

288. COMMUNITY PLAN – ML advised that he is awaiting items from a number of people. The Sussex Wildlife Trust will also be sending him a map of the area.

289. VILLAGE MAINTENANCE TEAMS – *Clerk to complete and send off list of tasks for Village Maintenance Teams to perform, to also contact them to see if they can remove the old seat in School Lane and if so to request a new quote from G.W. Allen Contractors.* **Clerk**

290. A272 BETWEEN BEECH TREE COTTAGES AND A267 – Chair raised about the number of accidents on this section of road. It was felt that the problems are caused by speeding vehicles and from water freezing on the road. *Clerk to raise at SLR meeting, to also request details of number of accidents in this area, DW to take photographs for the SLR meeting to show where vehicles have damaged the hedge way, following an accident.* **Clerk/DW**

291. SLR (HIGHWAYS) MEETING – LS requested that it be raised at the SLR meeting about the possibility of having a sign pointing down Hut Lane for the Village Hall. Clerk went through the items she has to go on the agenda. Ditch clearing including rural lanes and culverts, together with timescales required for how long it will take to resolve problems, to also be added to the agenda.

The Clerk received a telephone call from a member of the public regarding the lack of deer warning signs after 2 deer ran out in front of their vehicle, to also be raised at the meeting

292. WEBSITE – update given from the recent meeting with the owner and editor of the village website. It was recommended that the PC actively use the pages allocated to them on the website. They have been given guarantees that these pages are secure and have been assured that editorial content has been reviewed. Chair recommended that the PC work wholeheartedly with the website, this was agreed by all. The Clerk updated the PC on the options for emails, it was agreed that emails to Councillors would also be copied to the Clerk. *Clerk to organise.* **Clerk**

The editor confirmed that as all documents are sent to him in pdf format they are secure. ML welcomed that EW has now resumed the editorial and commented that he does a very good job of this. EW advised that the more communication from the PC the better as villagers use the website. EW requested an article for the website on the visit to the Houses of Parliament, *Clerk to organise.* **Clerk**
Clerk has received training notes from EW on how to access and update the website, Chair felt that the learning of this and electronic planning should be recorded as training time.

293. TELEPHONE BOX – Clerk has received a response from English Heritage regarding the feasibility of listing the telephone box, *Clerk to complete application form, and DW to take photographs* **Clerk/DW**

EW offered to look in “A272 – An Ode to a Road” and see if there is a reference to the telephone box.

294. VILLAGE HALL LAND OWNERSHIP – Chair confirmed that he has received copies of paperwork confirming that the PC own the land the Village Hall stands on. Clerk is still awaiting confirmation from Barclays in Tunbridge Wells regarding what paperwork they have. *Clerk to chase.* **Clerk**

295. WASTE AND MINERALS CORE STRATEGY – ML advised that he hadn’t yet reviewed the new documentation. The initial

consultation has now been completed. The site at Newhaven will reduce the amount that needs to go in elsewhere.

296. PLAY AREA – no update in GT's absence.

297. RISK ASSESSMENT – c/f

PJ

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

- i. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn – nothing to report
- ii. Youth – Cllr. Lisa Scott – JT is getting a new quote for the work that needs doing at the entrance to the Village Hall. Chair confirmed that he has the old village hall sign which is waiting to be recoated and put up
- iii. Easylink – Cllr. Lucy McConachie – article is appearing in the Parish Magazine regarding the new bus service
- iv. Rights of Way, Highways and Footpaths – Cllr. David Walker – nothing to report
- v. Burial Ground – Cllr. Paul James – nothing to report

TR & KO left at 9:05pm

299. CLERK'S MATTERS:

- i. Hours checked agreed and signed.
- ii. Joint Quality Council presentation being held with Buxted Parish Council
- iii. As the Village Hall does not have broadband the Clerk will need to do a powerpoint presentation for each planning application. The chair suggested whether in the future it would be worth having broadband installed. *LS will investigate the cost of installing.* LS
- iv. LDF Core Strategy and Infrastructure Development Plan – see point 301iii
- v. Various updates received from NALC, passed to Chair to review
Clerk has diarised to review Standing Orders in July. PJ
- vi. A letter was received from Wealden District Police Commander advising that they are shortly launching a new initiative to combat anti-social behaviour. There will be a dedicated phone number that people can ring at the weekends to report incidents.
- vii. Peter Gornall has written to the Clerk advising that due to the lack of interest in the village he will not be carrying on with Speedwatch.
- viii. The Clerk updated the PC on the work due to be undertaken in the area by ESCC Transport & Environment Dept.

300. TRAINING & CONFERENCES

- i. The Clerk will be applying for a bursary to attend the CiLCA fast track training course and for registration for CiLCA. Course cost £80, registration £150.
- ii. The Clerk is booked in for electronic planning training in March.
- iii. ML is booked on the ESCC and AiRs Rural Forum
- iv. The Clerk is booked in for the Parish Clerks Seminar in March

301. CORRESPONDENCE RECEIVED NEEDING A RESPONSE

- i. The Clerk received correspondence from Uckfield Community Technology College who want to meet with people who have lived in the area for a long time. *PJ to speak to people who may be able to get involved.* PJ
- ii. Correspondence received from ESCC regarding their Winter Maintenance policy, copied to all Councillors prior to the meeting. It was felt that local help in the community is good. One local farmer commented that in the 1980s he had a residual contract to clear the roads, once a year ESCC were supposed to check the equipment to see if it was compliant, however this hasn't been done for a long time and the equipment no longer fits their tractors. LS has reviewed the form and agreed with what was on there. It was also felt that gritting had been light at times. *Clerk to respond.* Clerk
- iii. The Clerk has received correspondence from WDC regarding a Communities Facilities List which is being drawn up as part of the Local Development Framework Core Strategy and Infrastructure Delivery Plan, *the Clerk will liaise with the Chair regarding the completion of the form* Clerk
ML suggested that a copy of the community plan be sent to the Planning Policy Manager once it is completed and to then arrange for him to attend a PC meeting.

302. CORRESPONDENCE RECEIVED FOR DISTRIBUTION

- i. Letter from 3VA regarding funding, ii. AiRS newsletter, iii. AiRs Village Hall Workshops, iv. SALC Bulletin, v. NALC e-bulletins, vi. Report on road safety in Wealden, vii. New powers for councils to help communities thrive, viii. Notes from NHS East Sussex Downs and Weald board meeting and HR board meeting, ix. Applause rural touring – live arts in local venues, x. NHS – Introduction to Strategic Commissioning Plan 2010-15, xi. Results of housing needs survey 2009, xii. Rural Services Community and Network, xiii. Wealden Food and Safety Bulletin

303. ITEMS TO GO ON NEXT AGENDA

- i. Correspondence received from WDC regarding buildings and structures of local importance, Clerk has contacted WDC regarding this list and *is awaiting a response from them.* Clerk
- ii. A review of the effectiveness of the system of internal audit will need to be carried out by the end of the financial year, *Clerk to liaise with Chair.* Clerk

Meeting closed 9:35pm

THE NEXT PARISH COUNCIL MEETING WILL be on Tuesday 6th April 2010 at 7pm.

Signed.....

Date.....