



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 March 2015.

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

Present: Councillors Sandra Richards (SR) (Chair), Julian Michaelson-Yeates (JMY), Nathan James (NJ), Graham Terry (GT), Damon Wellman (DW), Clare Emsden (CE) and the Clerk Helen Simpson-Wells. Apologies were received from Cllr. Ken Ogden (KO)(ESCC).

317. PUBLIC QUESTIONS – a member of the public advised that he was sorry to hear that Cllr. Ken Ogden was leaving and commented that KO had done a superb job in representing Hadlow Down, these views were echoed by another member of the public. He was pleased that Tinkers Park was hosting the Village Fayre this year and hoped that the Parish Council (PC) would support it. Concern was raised over the delay in obtaining crematorium bookings and it was questioned whether there were sufficient crematoriums.

Cllr Roy Galley (RG)(ESCC) joined the meeting at 7:05pm

It was agreed to put crematoriums on the next agenda.

318. APOLOGIES AND REASON FOR ABSENCE – apologies were received from Cllr. Lunn who had been delayed due to the late running of a train.

319. DECLARATIONS OF INTEREST – CE declared a disclosable pecuniary interest in item 341i. GT declared a personal interest and JMY declared a disclosable pecuniary interest in item 323b.ii.

320. CRIME REPORT – in his absence PCSO Davies reported that there had been 2 thefts from vehicles in the Hadlow Down area in February.

321. MINUTES OF THE MEETING held on 3rd February 2015 were agreed and signed as a true record apart from item 304i which was amended to read ‘automatic number plate recognition’. Details regarding the 2 speed reduction initiatives will be discussed at this meeting. A Councillor had also written to the Clerk concerning the wording of 304iii, the PC all agreed that it was correct and the Clerk confirmed that the wording would only change if there was an error. The Chair confirmed that anything said in a meeting could be recorded in the minutes and therefore Councillors could not request for items not to be recorded. Also that in the period prior to the election [purdah] items regarding party politics could not be discussed.

322. MATTERS ARISING (from previous meetings):

i. Site visit to Dog Kennel Lane and Criers Lane – CE confirmed that she has liaised with the resident and is awaiting a date to meet with him, she has since spoken to the *Clerk who has instead agreed to write to the resident to update him on developments in this area.* **Clerk**

If CE does meet with the resident she will update the PC on the outcome of the meeting.

Cllr. Michael Lunn (ML) joined the meeting at 7:10pm

It was confirmed that Criers Lane has been jetpatched although some areas have been missed, the *Clerk will contact Highways.* **Clerk**

Dog Kennel Lane, Brick Kiln Lane and Criers Lane are due to be resurfaced between April – October 2015.

ii. Potholes in School Lane and Stocklands Lane – GT confirmed that one pothole had been repaired however others weren’t considered to be big enough to require a repair at this stage. *GT will take photographs for the SLR (Strengthening Local Relationships) meeting with Highways.* **GT**

iii. Broadband – NJ has passed the broadband speeds to SR who will write to Charles Hendry MP, she also has details of Broadband measurements from other residents. **SR**

The meeting was opened to members of the public to comment on this item.

A member of the public advised that BT are offering to update people to Infinity for free.

The Chair highlighted to RG that residents are having problems with their old broadband speeds, some can't upgrade to superfast broadband and those with superfast the speeds are now slower. *RG asked to be copied in on the Chair's letter.* **SR**

A discussion was held on the problems and the possible reasons for them.

- iv. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. Barclays have confirmed that DW has been added as a signatory.
 - b. She has liaised with the Chair of Hadlow Down Community Centre committee (HDCC), the final quote for the architect's work should be received before the PCs April meeting and the quotes and a possible grant will then be discussed.
 - c. The Clerk has spoken to Highways regarding gully clearing on the A272 they will investigate. Repairs are due to be undertaken on the large potholes in Nursery Lane and the ditches near Old School House are to be cleared in order that the drainage system can work correctly. The leaning sign at the end of Five Chimneys Lane has been inspected and referred for repairs
 - d. The Playing Field (PF) committee will rectify the problem with the perishing rubber mat around the trees at the play area.
 - e. A response has been sent to the ESCC Shaping the future of our countryside access survey.
 - f. The gritter drivers have been requested to give an extra blast of salt opposite Tinkers Lane and opposite the entrance to Little England Farm as well as the areas already highlighted.
 - g. The Clerk has written to Highways to request a pedestrian crossing sign on Main Road, this will also be discussed at the SLR meeting.
 - h. The knocked Rosers Common street name sign has been reported to WDC.
- It was highlighted by a councilor that the reason the gullies close to the Brick Kiln Lane and Stonehurst Lane junction were jetted were because he saw the workmen and steward and directed them to it.

323. PLANNING:

a. PLANNING APPLICATIONS:

WD/2015/0224/F – SHEPHERDS HILL HOUSE, SHEPHERDS HILL TN22 4PX –Proposed tennis court and establishment of extent of residential curtilage – The Parish Council support the application.

b. PLANNING MATTERS:

- i. The Clerk had received correspondence regarding a new horse shelter at Hope Farm, WDC have confirmed that it does not require planning permission.

JMY left the meeting.

- ii. Land at Gate House Farm – the PC had received notification of an appeal against an enforcement notice issued by WDC. The Clerk had copied in the PC on a statement received on behalf of the Trustees who own the site. The PC considered the information that had been presented to them and had no further comment to add, no representation was therefore made.

JMY rejoined the meeting

CE left the meeting

ML declared a disclosable pecuniary interest on the following item and left the meeting.

341. CORRESPONDENCE RECEIVED:

- i. Correspondence regarding motorbikes at Five Chimneys – the Clerk had received a letter from a resident about the use of motorbikes at Five Chimneys Farm. She updated the PC on the response she had received from Planning Enforcement. It was highlighted that if residents have concerns over noise they can contact Environmental Health. The Chair had spoken to the owner of the site who has advised that they have reduced the number of times that motorbikes use the site and if anyone had a special event on in the village, i.e. a wedding,, they can contact him beforehand so he can ensure that the motorbikes aren't running.
A Councillor commented on the amount of noise in the village and expressed concern over the content of the letter.

This agenda item was opened up to members of the public.

Confirmation was received that the frequency of the events had reduced and comments were received on the noise of the motorbikes and the amount of noise in the village.

324. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLR. KEN OGDEN WDC – RG advised that he believed that the problems at Mayfield Flats and on the A267 had been resolved. He confirmed that he wouldn't be attending any meetings or issuing his reports during purdah [30th March – 7th May], when asked by the Clerk he confirmed that he wouldn't be issuing a report for the Parish Assembly.

The Chair highlighted that the 2 water leaks at Oast Farm, Buxted and at Pound Green still haven't been

resolved and concern was expressed, especially if the water froze. RG will raise with Highways. The Clerk confirmed that she hadn't been advised that the Mayfield Flat flooding issue had been resolved and that there was a problem with the piping that wasn't resolved by jetting the gullies. A Councillor questioned whether regular maintenance work would be undertaken following the current work on the A272.

In his absence the Clerk reported that KO had advised that WDC were freezing their council tax for the 5th year. Permission has been granted for Pine Grove at Crowborough to be used as a hub, this could save WDC £100,000 per year and could offer employment opportunities for Hadlow Down. He also commented on the parking at Uckfield and that WDC are encouraging people to stand for election.

325. BANK RECONCILIATION: –for February 2015 to be agreed and signed – c/f to the 9th March meeting as the bank statement haven't been received.

326. OTHER FINANCE MATTERS :

- i. Financial Regulations – the updated Financial Regulations were agreed.
- ii. Review of the Effectiveness of the Internal Audit – this was agreed by the PC.
- iii. Authorising Agent – the Chair signed the form.

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

- i. Cllr. Graham Terry advised that the Village Hall committee and the Hadlow Down Community Centre committee (HDCC) meetings were being held this week. He expressed disappointment with the number of Councillors who attended the Village Hall clean. He spoke with the fingerpost contractor about the maintenance of the fingerposts, the Clerk has since spoken the contractor and he will be sending her details of a proposed 2 year maintenance contract. It was confirmed that the fingerpost at the junction of Wilderness Lane and Main Road was due to be replaced.
- ii. Cllr. Clare Emsden warned the meeting of bogus council contractors knocking on peoples doors. She attended a stakeholder engagement session for the Shaping the Future of our Countryside Access consultation, following this and the responses to the consultation, a long term plan will be produced which will then be consulted on.
- iii. Cllr. Damon Wellman updated the PC on his meeting with Highways during the resurfacing work on the A272 to the east of Hadlow Down. It had been highlighted to him that due to the road being shut for a limited time during the day and the need to move equipment on and off site, that it reduced the amount of time the contractor could spend on the actual work and that if the road could have been shut for 24 hours that all of the work could have been done in that time, including ensuring that the ironwork was level to the road. He updated the meeting on why the work was required and on the responses to the questions he had raised. The contractor will be returning to finish the work on the drain covers on the westbound carriageway. DW has emailed Highways regarding the dip at the top of Dog Kennel Lane and has requested a date for when the work on this and the drain covers will be undertaken. During his meeting with Highways they visited the gully on Main Road opposite the junction with Tinkers Lane and Highways agreed to put a concrete skirt around it.

It was questioned why the road hadn't been shut for sufficient time to ensure that all the work that the contractor needed to be done could be done, the Chair asked RG to look into this. If a *Highways representative attends the Clerks next Wealden Clerks meeting she will raise also it with him.* **Clerk** DW was thanked for his work on this item.

It was agreed for the *Clerk to write to the Planned Maintenance Manager at Highways to thank him and his team* for their meeting with DW. **Clerk**

- iv. Cllr. Michael Lunn advised that he had an ongoing dialogue with the Chief Planning Officer regarding the HDCC and about getting the element of SANGS (Suitable Alternative Natural Green Spaces) resolved which would probably take 6-8 months. A Councillor questioned why WDC officers weren't raising this with the PC, the Chair confirmed that items regarding WDC should be raised with KO.
- v. Cllr. Nathan James requested that due to his commitment to the Village Fayre he would like another Councillor to take on the responsibility for the Emergency Team as he didn't want the work on the emergency plan to suffer. It was agreed that a decision on responsibilities would be delayed till after the election.
- vi. Cllr. Sandra Richards advised that she had attended the Hadlow Down Community AGM and she had thanked the committees on behalf of the PC.

328. NEW COMMUNITY CENTRE – there is a committee meeting this week. At the AGM last week the Chair of HDCC had advised that the costings for the building of the original design was £1.5m.

The meeting was opened to a member of the public to comment on this item

It was confirmed that the original design was based on a wish list.

329. VILLAGE HALL:

- i. Disposal of hall – The Clerk asked the PC questions in order that the Strategic Housing and Economic

Land Availability Form could be completed for the Village Hall. She updated the PC on a discussion she'd had with an agent who had attended the WDC planning agents meeting. He felt that it was important for the PC to meet with WDC to discuss options available for the village hall and for an update on the current situation. He also recommended that the PC send a letter of intent to WDC regarding applying for the village hall to be a SANGS windfall. The PC agreed to send a letter of intent to WDC and to request a meeting with them. At the Village Hall Committee meeting GT will ask if a committee member can also attend the meeting. *SR and the Clerk to write letter of intent. Clerk/SR*

331. HIGHWAYS:

- ii. SLR (Strengthening Local Relationships) meeting – the agenda items were agreed. GT to chair and CE to take the minutes.

329. VILLAGE HALL:

- ii. Risk assessment – the Clerk confirmed that she had received the risk assessment for the village hall and that the committee are working on those with a medium or high risk.

330. PLAYING FIELD LEGAL CHARGE – the Clerk updated the meeting on her discussion with the Solicitor. The lease does not allow for a charge and a deed of variation will need to be completed for the extension of the lease and to allow for a charge on the leasehold title, these will then need to be registered with the Land Registry. The PC are statutorily prohibited from granting a charge on their title. Also an agreement can't be entered into over the access as this is owned by another landowner. Full searches will need to be undertaken and a Certificate of Title obtained. It was questioned whether if the PC have already agreed for an extension of the lease whether the Playing Field committee would need to write to them again with a formal request for an extension, *the Clerk will raise with the Solicitor*. The PC felt that they should help the Playing Field committee and agreed to 2 deeds of variation and for the *Clerk to ask the Solicitor for a quote to draw these up*, quote to be agreed at the 9th March meeting. *The Clerk will also check with the Solicitor where exactly access would be.* **Clerk**

The Playing Field committee are liaising with their solicitor. The Clerk questioned about the PC considering paying the legal fees. *The Chair will contact the chair of the Playing Field Committee to update her.* **SR**

331. HIGHWAYS:

- i. Speed reduction initiatives – GT gave details of the following 2 speed reduction initiatives: automatic car number plate recognition and 40mph speed limit throughout the lanes in East Sussex, of which he would consider the A272 to be included. A discussion was held on whether the PC wished to support these initiatives. A Councillor updated the PC on the new LED lights which can take the car registration number and report it to Operation Crackdown, they can also produce data on speed. *It was agreed for ML to obtain quotes for an LED sign.* **ML**

It was agreed for GT and DW to send the Clerk details of the 2 initiatives in order that she can send letters of support. **GT/DW/Clerk**

- iii. Cleaning of road signs – the Clerk has listed the signs on the A roads that need cleaning and these will be raised at the SLR meeting. Cleaning of minor road signs to be discussed at the April meeting.
- iv. Drainage work on Main Road – the Clerk confirmed that drainage repairs will be undertaken on Main Road between School Lane and Five Chimneys Oast from 2nd March for 3 weeks and then from 30th March for 6 weeks. There will be temporary 10mph and 30mph speed limits in place. A convoy system for the first phase and temporary traffic lights for the second phase.

332. POLICIES:

- i. Equal Opportunities Policy – agreed.
- ii. Discipline and Grievance Policy – agreed.

333. AFFORDABLE HOUSING – c/f to the next meeting.

334. ARBORICULTURIST SURVEY OF TREES – c/f to the next meeting.

335. HUT LANE DRAINAGE – NJ requested that as the sumps had been checked recently that this be diarised to be actioned again in 3 – 4 months' time.

336. LITTER PICKING WORKPARTY – JMY advised that he will undertake litter picking in Hastingford and School Lanes, ML will do it in Five Chimneys Lane. The Clerk informed the meeting that WDC have advised that volunteers cannot undertake litter picking on busy roads or those without pavements.

337. PARISH ASSEMBLY – the Clerk advised that the Sussex Police and Crime Commissioner has confirmed that she will be able to attend the Parish Assembly. It was agreed for the Clerk to produce laminated posters. KO has confirmed that he will be attending. A Councillor advised of a further new resident to the village to whom the Clerk will send a personal invite. It was agreed for everyone to have 3 bullet points for their talks.

338. BURIAL GROUND DRIVEWAY – c/f to the next meeting. It was highlighted that the paths at the Burial Ground need sweeping, *the Clerk will raise with the contractor for when their seasonal contract restarts.*

Clerk

339. CLERK'S MATTERS:

- i. The Clerks hours were agreed and signed

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

- i. Helen Simpson-Wells. Salary £823.72 includes £24 mileage and expenses, £620 already paid by standing order, therefore cheque raised for £203.72.
- ii. Information Commissioner £35.00 data protection registration, paid under the power given in Local Government Act 1972 s.111..
- iii. Ian Richards £186.00 fencing work, paid under power given in Local Government Act 1972 s.137.
- iv. Hadlow Down Village Hall £560.00 grant for loft insulation work, paid under the power given in Local Government (Miscellaneous Provisions) Act 1976 s.19.
- v. BT £147.09 telephone and broadband, already paid by direct debit

341. CORRESPONDENCE RECEIVED:

- ii. Publication of revised submission affordable housing delivery local plan and draft statement of community involvement representations – no response made.
- iii. Sussex Heritage Trust Awards.
- iv. Grey Matters.

342. ITEMS TO GO ON NEXT AGENDA:

- i. Village Fayre – to consider whether to have a stall.

The meeting closed at 9:20pm