



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 4th March 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), Nathan James (NJ) and the Clerk Helen Simpson-Wells.

279. PUBLIC QUESTIONS – Janet Tourell gave the Parish Council (PC) details of the 3 quotes she had received for the storage cupboard in the committee room, the PC agreed to contribute £575 from the Village Hall's grant for 2013-14, the Clerk raised a cheque to be signed at point 299.

280. APOLOGIES AND REASON FOR ABSENCE – apologies received from Cllr Damon Wellman (DW) these were accepted.

281. DECLARATIONS OF INTEREST – ML declared a disclosable pecuniary interest in point 298ii.

Cllr. Ken Ogden (KO) (WDC) joined the meeting at 7:10pm

282. CRIME REPORT – in his absence PCSO David Davies advised that there had been no crime reported in Hadlow Down in February. A Councillor advised the meeting of crime that he knew had been reported to the police in February, *the Clerk will raise this with PCSO Davies.* **Clerk**

Cllr. Roy Galley (RG) (ESCC) joined the meeting at 7:12pm

283. PRESENTATION BY ANDREW THOMPSON, WDC ON THE DELIVERY AND SITE ALLOCATIONS LOCAL PLAN.

There is no specific allocation for Hadlow Down and the Development Boundary has already been removed. WDC would need to look at Countryside Policies for any development for Hadlow Down. They are looking at the protection of community facilities. Councillors commented that there needs to be support for local businesses, that community facilities need to be developed and not just protected, there was no consultation over the removal of the development boundary and that they would like 1-2 new houses each year. Andrew Thompson (AT) advised that they are doing scientific research regarding the nitrogen levels at the Ashdown Forest and they currently have to operate on a precautionary basis until they have the results of the research. They are looking at SANGS and these may result in some development. A Councillor advised that due to the 7km Ashdown Forest Protection Zone, the AONB and the removal of the development boundary the village feels very isolated.

The Clerk will send AT a copy of the community plan and SR's contact details. **Clerk**

A Councillor requested that the Delivery and Site Allocations Local Plan has clear policies on Village Halls, community facilities, local businesses and facilities in the countryside.

AT was thanked for his talk.

284. MINUTES OF THE MEETINGS held on 4th and 12th February 2014 were agreed and signed as true records (previously circulated).

285. MATTERS ARISING (from previous meetings):

- i. Green Lane 24 – CE confirmed that the Rights of Way team are arranging for the work to be done on this lane and will produce a specification for the work in the next 3 months.
- ii. Hall Lane surface – NJ will liaise with the contractor.
- iii. WDC Community Dividend – it was agreed that *SR would write to local groups and will co-ordinate the requests for funding and send them onto KO. KO will forward the WDC bid application form to the PC.* **SR/KO**

iv. Emergency Plan – SR has forwarded the link to NJ.

v. Community Plan – NJ and GT have organized to attend an assembly in March at St Mark's School.

- vi. Risk assessment paperwork - given to the Clerk by NJ.
- vii. Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. The Clerk has responded to the European Commission on the EU VAT review.
 - b. The insurance company have confirmed that volunteers for the PC would be covered under the Public Liability section of the insurance policy no matter what their age, as long as the PC feel they are competent to carry out the task and have been given any necessary training and equipment.
 - c. The owners of the hedgerow on the plots of land at Waghorns Lane/School Lane have all been written to by ESCC requesting that they cut back their hedges.

286. PLANNING MATTERS:

- i. The Clerk has received correspondence regarding a new gateway on the A272, a new stable block, an advertising banner at Marlow House and car spare parts vehicles delivering to Five Chimney's Cottage. Planning have confirmed that the stable block had permission. The banner and gateway have been reported to planning enforcement. A Councillor confirmed that there had historically been a gateway at the site on the A272. KO updated the meeting on Five Chimneys Cottage who have advised that the delivery vehicles are for parts for their own vehicles.
The Clerk had received correspondence from a plot owner of land in School Lane regarding horses being kept on their land, she will advise them to contact planning enforcement.
- ii. The Clerk confirmed that application: TM/2014/0030/TPO to fell 3 silver birch trees, 1 holly tree and 1 pine tree at Hardly Beacon, Wilderness Lane had been agreed.

287. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLR. KEN OGDEN WDC – The Chair thanked RG for Roger Williams attending a meeting with the PC. RG confirmed that ESCC council tax would be increased by 1.95%, the fire and police authorities are increasing theirs by a similar amount and WDC aren't having an increase. ESCC have allocated extra money for potholes and unclassified roads.

KO advised that he had challenged WDC's constitution and has asked for cabinet to be sacked. Minutes will now be recorded correctly and issued as early as possible. Officers will inform members if they are meeting with members of the public, in order to give the member an opportunity to attend. SANGS land requirement has increased from 28 to approximately 40 hectares, KO is questioning this. To build 1000 houses in Uckfield, SANGS of approximately 100 acres would be required.

288. BANK RECONCILIATION: –for February 2014 was agreed and signed.

289. OTHER FINANCE MATTERS –

- i. The payment of £192.50 to WDC for the lawful development applications paid under power given in Local Government (Miscellaneous Provisions) Act 1976 s.19 that was signed at the 4th February meeting was ratified at this meeting.
- ii. The Clerk confirmed that DW could be a signatory on the bank account. The mandate change forms were signed and the Clerk will arrange for them to be passed to DW for completion. It was agreed to amend section 5.4 of the Financial Regulations to remove the word 'elected'.
- iii. To agree the purchase of a new plaque for the oak tree at the burial ground - c/f to the next meeting.
- iv. Review of effectiveness of internal audit – Councillors agreed with the review.
- v. Report of the Wealden Parish Remuneration Panel – the Clerk updated the PC on the new allowances. The required notice has been placed on the noticeboards regarding the report. The Clerk will check with Councillors at the Annual Meeting as to whether they wish to claim the allowance for 2014/15.

290. SLR MEETING – the agenda items for the SLR meeting were agreed, *the Clerk will draft the agenda and send it to SR and CE prior to sending it to Highways.* SR will attend the meeting in GT's absence together with CE. **Clerk**

291. FENCE AT THE PLAY AREA – NJ confirmed that the insurance company had advised that a fence was not currently required for the Play Area, he has updated the contractors who put in a quote for the work. The Playing Field committee are going to erect signs for dog owners.

292. EMERGENCY PLAN MEETING – NJ confirmed that 6 people attended the meeting. The committee are looking at issuing a new survey to residents and will be producing a new leaflet which they will be working on at their next meeting. NJ has been asked by the committee to look into 1st aid courses and see if other local committees would also like to attend. It was highlighted by a Councillor that any 1st aid certificates would need updating after a few years. The next meeting will be held on 25th March. The committee have agreed that the plan should also cover minor emergencies.

The Clerk highlighted the concerns that had been raised by a member of the public over the use of data from the previous plan, this wasn't felt to be a problem.

NJ will forward to the Clerk details of the committee members in order that she can update the website.

NJ/Clerk

NJ is also looking into 4x4 rescue. *The Clerk will send NJ the link to the presentation she had received on resilience planning.*

Clerk

- 293. HIGHWAYS COMMUNITY SELF-SERVE** - a discussion was held on Community Self-Serve options. Concern was expressed that the PC were having to undertake some tasks previously done by ESCC Highways. The Clerk confirmed that Highways would no longer be doing the sidings of footpaths. It was suggested by a Councillor that the PC use the money that has been allocated in the precept, for extra ditching work. The Chair asked for RG's understanding, he advised that the essentials would be done but any extras previously undertaken by the Village Maintenance Team, the PC can bid for ESCC to do as a Community Match item. It was agreed for the PC to express an interest in all 4 options. KO advised that in Maresfield a conservation group have taken over the grass cutting and sign cleaning from ESCC and receive funding from them to do this.
- 294. PRESS AND PUBLICITY** – a discussion was held on Councillors' making comments to the press. It was felt by a number of Councillors that they should be able to express their opinion and make comments to the press. The Clerk advised all requests from the press should be referred to the Chair or the Clerk and that individual Councillors should not, in their official capacity, respond to the press. As private individuals they are entitled to respond and give their personal opinion but cannot do this in a Councillor capacity. *The Clerk was asked to clarify the matter with SALC.*
- 295. PARISH ASSEMBLY** – *it was agreed that the Clerk would write to the school to ask that they give a brief report for the Parish Assembly.*
- The Chair agreed for a member of the public to comment on this agenda item. It was requested that there be microphones so that all speakers could be heard. *The Clerk will contact John Thompson.*
- KO confirmed that he could attend. The Clerk will organize refreshments. It was suggested that the Sussex Police and Crime Commissioner be invited, *the Clerk will send out an invite.*
- 296. COMMUNITY CENTRE** – it was confirmed that the updated plans will shortly be sent to WDC for the Lawful Development Permissions for the Pavilion and the Village Hall. The invested book money will be spent this year. The Clerk confirmed that she had received the refund of the planning fees. The draft of the business plan is now completed and will be presented to the committee and the PC at the committee's April meeting, once it has been agreed it will be put on the village website. The Clerk updated the PC on the expected costs for the habitat survey and to take it to a planning application.
- 297. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
- i. Cllr. Nathan James advised that the Spring boot fair at the Playing Field has been cancelled. He is undertaking weekly inspections of the play area and anyone from the Playing Field committee visiting the site will email a report to the chair of the committee. He had received 2 telephone calls complaining about how the hedge had been cut on the land adjacent to School Lane. The PC was advised of an incident that had occurred when ESCC went to cut a hedgerow in Tinkers Lane.
 - ii. Cllr. Graham Terry advised that the new charges for hire of the Village Hall had been agreed and that electricity costs were now covered by users and the hall should make a small profit by the end of the year. A jumble sale is being held on 26th April to raise funds for the hall. GT updated the PC on the 4 AGMs of the Community Association. As the Village Fayre committee currently only have a small number of members and with the state of the field it may not be possible to have a Village Fayre this year. They need more members. A Councillor asked if the fayre is cancelled whether it would be worth mole ploughing the playing field this year. *NJ will raise this with the Playing Field committee.*
 - iii. Cllr. Sandra Richards advised that on 3rd April there is a celebratory party at the Village Hall to mark the building of the superfast broadband network. The school are involved and SR asked NJ if it would be possible for the organ from Tinkers Park to be present, *NJ will ask.*
 - iv. Cllr. Graham Terry advised that the Village Hall committee minutes had suggested that the PC pay for a heater at the hall to be mended, he couldn't recall this being discussed at the meeting.
 - v. The Clerk advised that Highways had done the ditching in Wilderness Lane and they had advised her that the ditches were now running freely and surface water was coming off the road. They also found a buried blocked drainage pipe and have cleared part of the pipe and will be meeting with the owners of the adjacent property to discuss the problems caused by the water now discharging onto

their land. NJ also found an old covered gully which he has dug out and the Clerk has made Highways aware of it.

298. CLERK'S MATTERS AND CORRESPONDENCE RECEIVED:

- i. The Clerks hours were agreed and signed
- ii. Access onto the Playing Field- ML didn't join in the discussion for this item. It was agreed that the Clerk would only write to residents again when she is aware of a change of occupier.
- iii. Clerks 6 monthly update meeting, finance and office risk assessments – *The Clerk and SR will organize a date for these to be undertaken.* **Clerk/SR**
- iv. The Clerk had received correspondence from a resident regarding bridleways 25a, 25b & 24, she has contacted the Rights of Way team who will inspect these bridleways and decide if any action is required, although they did highlight that they had a limited budget.

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

- i. Helen Simpson-Wells. Salary £814.03 includes £18.00 mileage and £21.64 expenses, £620 already paid by standing order, therefore cheque raised for £194.03.
- ii. SSALC Limited £24.00 planning training.
- iii. Valuation Office Agency £336.84
- iv. Viking £110.96 stationery
- v. BT £123.40 telephone and broadband, paid by direct debit
- vi. St Mark's C.E. Primary School £20.00 use of electricity and caretaker's time for use of hall. Paid under the power given in Local Government Act 1972 s.111.
- vii. AJW Grounds Maintenance Services £80.00 maintenance of play area
- viii. Information Commissioner £35.00 registration
- ix. SSALC £17.00 LCR subscription to be ratified at the next meeting
- x. Hadlow Down Village £575.00 grant for cupboard

300. CORRESPONDENCE REQUIRING A RESPONSE:

- i. Fire Authority's Review of Service Provision in East Sussex and the City of Brighton and Hove – no response made.

301. ITEMS FOR DISTRIBUTION:

- i. Sussex Heritage Trust Awards 2014

302. ITEMS TO GO ON NEXT AGENDA:

- i. Strategic Housing Land Availability Assessment for the Delivery and Site Allocations Local Plan. Draft Methodology for Consultation.
- ii. Emergency Plan
- iii. SLR meeting
- iv. Press and publicity

303. ENTRANCE TO PLAYING FIELD – discussed in closed session

The meeting closed at 9:25pm