



MINUTES OF THE MEETING of Hadlow Down Parish Council  
held in Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday March 5th 2013.

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

Present: Councillors Sandra Richards (SR) (Chair), Nathan James (NJ), Damon Wellman (DW), Graham Terry (GT) and Clare Emsden (CE). Also in attendance was the Clerk Helen Simpson-Wells (HSW).

- 297. PUBLIC QUESTIONS** – a member of the public commented that it was nice to see Cllr. Roy Galley (WDC) attending the meeting.
- 298. APOLOGIES AND REASON FOR ABSENCE** – none received.
- 299. DECLARATIONS OF INTEREST** - NJ declared a personal interest in item 303i Wilderness Wood and the planning matter relating to Tinkers Park.
- 301. MINUTES OF THE MEETING** held on 5<sup>th</sup> February 2013 were agreed and signed as a true copy.
- 302. MATTERS ARISING (from previous meetings):**
- i. Car sharing – NJ advised that he was having problems with his computer and when this is sorted he will send the article to the editor of the website. **NJ**
  - ii. Risk assessment of the trees at the Playing Field – *the Clerk will file the Playing Field Committee minutes where the assessment of the trees is recorded with the other risk assessments.* **Clerk**
  - iii. Emergency Planning – GT and NJ will see if Eddie Westfield can download the information onto excel for them to then work on. **GT/NJ**
  - iv. Ice on footpaths – SR spoke to the Head of St Mark's School. The Clerk confirmed that it is not the school's responsibility to clear the pavement outside the school. She has contacted Highways to see if a bag of salt can be provided for outside the school. To be discussed at the SLR meeting.
  - v. The Clerks Report was sent to Councillors with the agenda updating them on her action points and included:
    - a. In November 2012 the solicitor advised that the Parish Council (PC) won't at present, need to do another lease for the Village Hall. A shorter lease is only a problem if the PC is trying to raise money.
    - b. Various potholes have been reported to the Highways Steward. Those at category 1.2 should be responded to within 5 days, those at category 2 the contractor has 6 months to respond. It was highlighted that there were still potholes in Hastingford Lane and problems with the condition of this road have previously had to be raised, to be discussed at the SLR meeting. *SR to send GT/CE the School Lane traffic data to take to the meeting.* **SR/GT/CE**
    - c. The church committee have thanked the PC for their donation for the village leaflet.
- 303. PLANNING APPLICATIONS:**
- i. **WD/2013/0297/FR – WILDERNESS WOOD, MAIN ROAD** – Retrospective application for planning permission for pole framed shelter. The PC had undertaken a site visit prior to the meeting and had received 3 objections to the application. A discussion was held on the application and what conditions should be requested.

Standing orders suspended

A resident commented that Wilderness Wood was not suitable for amplified sound. The chair confirmed that the saved planning policies could still be used for the conditions. It was agreed that there should be restrictions in that the shelter should only be used during the opening hours quoted on the application and that there should be no recorded, amplified or live music. Also that there should be a restriction on the number of days per year that the shelter can be used for parties and weddings. It was highlighted that it would be disappointing if school educational trips were affected by the

conditions. The Clerk and Chair will draft the wording of the response to cover these restrictions. (4/1)  
SR/Clerk

Standing orders reinstated.

- 300. CRIME REPORT** – PCSO David Davies reported that there hadn't been any problems in Hadlow Down, however there had been a number of burglaries in the surrounding area and encouraged people to ensure their home and outbuildings were locked. Fuel thefts continue in other areas of the district. He also highlighted the problem with bogus callers and asked that anyone suspicious be reported on telephone no. 101, preferably with a description of the person and details of their number plate.
- ii. **WD/2012/2063/F – LAND TO THE SOUTH EAST OF PIGSFOOT FARM, TN22 4ED** – Post and rail fencing on boundaries of land. The Chair advised that she had received a telephone call from a member of the public claiming to own the land in the application, she was advised to contact WDC. The Clerk has spoken to the planning officer who has requested that the PC still comment on the application – The Parish Council support the application. (4/1).
- iii. **WD/2013/0190/F – SHEPHERDS HILL HOUSE, SHEPHERDS HILL, TN22 4PX** – Extension to existing garage to provide ancillary accommodation – The Parish Council support the application. (5/0)

**PLANNING MATTERS:**

- i. Open storage at Tinkers Park – concern had been expressed over the number of caravans outside the open storage area at Tinkers Park. A Councillor advised that one of the existing buildings was being taken down and the items from there had been moved out temporarily. Also that some volunteers who lived further afield had occasionally stayed over in their caravans. Concern was expressed that these caravans are visible by residents and that there were restrictions on camping. It was agreed for the Clerk to write to the trustees regarding the caravans. Clerk
- 304. REPORTS FROM CLLR. TONY REID, ESCC & CLLR. KEN OGDEN WDC** – TR advised that the ESCC budget meeting has been held and council tax has been frozen for 2013/14. They will have 4.4% less cash than 2012/13. There are 3 major areas for expenditure: the Hastings – Bexhill link road; the access road into the east side of Newhaven docks, also Newhaven has been chosen as the site for an offshore wind farm and about £30 million will be spent on new libraries and upgrading current ones. An invitation to tender has been sent out for the high speed broadband project and they hope the tender will be awarded at the end of the Spring. He encouraged residents to express their interest in faster broadband. [This can be done at [www.goesussex.co.uk](http://www.goesussex.co.uk)]. KO spoke about the spare bedroom charge, SR will advise him of any cases where this is happening. SR KO advised that he currently receives a large number of emails regarding the 7km Ashdown Forest protection zone.

**305. BANK RECONCILIATION:** –for February 2013 agreed and signed.

**306. OTHER FINANCE MATTERS –**

- I The Clerk advised that a couple of contractors had expressed concern over the electric voltage going into the Village Hall and that it should be higher and that the cable going into the box at the top of the lane would need to be changed. The Clerk had received 3 quotes which greatly varied in price.

Standing orders suspended

The chair suggested that DW, NJ and John Thompson meet and agree a specification. Janet Tourell agreed with this proposal. DW and NJ to see if John T. is willing to be involved and to organize a meeting. DW/NJ

The PC have arranged for extra ducting to be installed for cabling for external lighting, it was confirmed that it is the Village Hall committee's decision and responsibility as to how they use this and over what they do with the telegraph poles.

Standing orders reinstated

- ii. It was proposed and agreed that GT and the Clerk discuss the new burial fees and present their recommendations to a future PC meeting. GT/Clerk
- iii. Review of the effectiveness of the internal audit – the PC agreed with the review.
- iv. Report of the Wealden Parish Remuneration Panel. The Clerk updated the PC on the changes to the allowances.

**307. NEW COMMUNITY CENTRE and THE VILLAGE HALL CONDITION SURVEY, REPORT and RECOMMENDATIONS** – the Chair advised that she had attended a meeting with Bob Lake and Cllr. Roy Galley WDC. At the recent New Community Centre committee (NCC) meeting it was proposed to apply for permitted development rights for the Village Hall and the Pavilion. The plans are expected to have been put together by the end of June. Planning department have confirmed that they will provide 1 free session.

Standing orders suspended

Rachel Lewis (vice-chair of the NCC) updated the PC on a meeting she had attended at Buxted. The NCC

are also hoping to meet with committees from Forest Row and Mayfield. The Chair advised that the main problem will be that the present Village Hall can't be sold. She updated the meeting on a Condition Survey, Report and Recommendations that has been produced by a sub-committee of the NCC on the current Village Hall. KO felt that efforts should continue for a new centre however people shouldn't give up on a resolution for the current Village Hall.

A Councillor expressed disappointment that Cllr. Roy Galley had left the meeting before this agenda item was discussed.

Standing orders reinstated.

**308. SLR MEETING** - the agenda items were agreed for the SLR meeting, *Clerk to forward draft agenda to SR.*

**Clerk/SR**

**309. HUT LANE DRAINAGE WORK** – the contractor has highlighted that a number of small items have been stolen whilst the drainage work is being undertaken in Hut Lane. A resident has written to the Clerk asking that a cover be placed over the open culvert. *DW offered to make a grid to cover the culvert and with NJ's assistance he will also put up a fence.*

**DW/NJ**

The Chair advised that a resident had highlighted the amount of water coming from the land south of the Village Hall, however this was raised after the quotes had been agreed for the current work. It was highlighted that the ditch in front of the hall needs to be fully maintained to ensure that the water can drain away.

**310. BURIAL GROUND** – the Clerk highlighted the state of a couple of the older graves, *she will speak to the Vicar to see what remedial work they do and report back to the PC.*

**Clerk**

**311. RISK ASSESSMENTS** – *GT agreed to undertake the annual review of the content of the risk assessments and to do the quarterly inspections. He will add trees onto the burial ground and play area risk assessments.*

**GT**

The Finance risk assessment was agreed, *this will be undertaken by the Chair, along with the office risk assessment at the Clerk's 6 monthly review in March.*

**SR**

**312. PARISH ASSEMBLY** – the Clerk confirmed that PCSO David Davies, KO and TR will be attending the Parish Assembly and doing a short report. Fiona Bickerton will do a report for Mayfield Charities and has agreed to continue as the PC's representative. Vicky Richards will arrange for a representative from St Mark's School to do a short report. *All Councillors will forward 3 bullet points to the Clerk by 28<sup>th</sup> March in order that she can prepare the powerpoint. Clerk to send a copy of the previous minutes to all Councillors.* **ALL**

Standing orders suspended

KO advised that the Parish Assembly clashes with Maresfield's, *Clerk to liaise with their Clerk to ensure TR and KO can attend both meetings.*

**Clerk**

**313. PARISH COUNCIL CONTRACTS** – the Clerk updated the PC on an issue that had been raised over the business address for the play area contractor, she has taken advice on this. The PC felt that it was a Post Office problem. The Clerk went through the checks that should be undertaken when employing a contractor. She is awaiting a copy of the waste certificate from the play area contractor *and will ask for a copy of the burial ground contractor's certificate.*

**Clerk**

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

Cllr. Graham Terry – Playing Field, Burial Ground, Newsletter – GT advised that as the playing field is so wet it isn't known when the eco-survey can be undertaken. He advised that it was felt that mole-ploughing wasn't suitable for a cricket pitch and there wasn't enough top soil for it to be done. The oak tree is flourishing at the burial ground. A working party had cleared out the ditch at the play area and were concerned that someone might fall into it, GT has suggested that something be placed over it to prevent this happening.

Cllr. Damon Wellman – Neighbourhood Watch and Safer Wealden Partnerships – DW advised that he had done the drawings for the bus shelter. He expressed concern that the PC were now having to pay a fee for this application. He suggested, and it was agreed, that an article go in the newsletter so that people know who they should go to when they have a complaint.

Cllr. Nathan James – Youth and Emergency Planning – NJ advised that he will re-do the emergency planning paperwork with GT. The Chair thanked NJ for his work on the Hut Lane drainage project.

Cllr. Clare Emsden – Highways, Rights of Way and Footpaths – CE commented on the Parish Training recently given to Councillors by WDC.

Cllr. Sandra Richards – Planning and Newsletter – SR advised that she had been contacted regarding a recent party in the village which continued late into the night. She will put an article in the newsletter.

**315. CLERK'S MATTERS:**

i. The Clerks hours were agreed and signed

**312. PARISH ASSEMBLY** – it was agreed to give a grant towards the refurbishment of the school butterfly, to be

given to the PTA and paid under the power given in the Local Government Act 1972 s.137.

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

Cllr. Sandra Richards – SR advised that she attended the AGM for the Playing Field, Village Hall and NCC committees, they all need more money and members. The PC were thanked at the meeting for the grants they had given.

**315. CLERKS MATTERS**

- ii. The Clerk advised that dispensations would no longer be needed for Councillors to discuss and agree the precept.
- iii. The Core Strategy Local Plan has now been adopted by the South Downs National Park Authority as well as WDC. It is available for viewing at council offices and libraries.
- iv. Extension to double yellow lines in School Lane - The Clerk confirmed that the objector had not responded to ESCC's request to contact them. The matter will be discussed at a meeting in March or April which the PC and the objector will be invited to attend. CE and DW agreed to attend the meeting on behalf of the PC, they will take the questionnaire results and the photographs with them.
- v. Update on the bus shelter application – the Clerk confirmed that she had now had to complete an application for a lawful development certificate for a proposed use or development and that there was a fee of £48.75.
- vi. The Clerk confirmed that the review of Parliamentary Boundary Constituencies has been postponed until 2018.
- vii. The Clerk had received correspondence regarding a deer incident. A resident had highlighted the number of deer in the fields south of the A272 and north of Waste Wood. A Councillor raised that in Blackboys they have deer crossing signs, to be discussed at the SLR meeting.

**316. ACCOUNTS FOR PAYMENT:** The following payments were agreed and cheques were signed:

- i. Helen Simpson-Wells. Salary £745.72 includes £4.50 mileage, £620 already paid by standing order, therefore cheque raised for £125.72.
- ii. Simon Fitt £200 burial ground maintenance.
- iii. Wealden District Council £48.75 fee for bus shelter application
- iv. BT £80.82 telephone and internet usage, paid by direct debit. Arlington PC paid £41.29 towards this bill.
- v. G.M. Monk £1172.76 electrical work at the Village Hall, paid under the power given in Local Government Act 1972 s.133.
- vi. The Information Commissioner £35.00 subscription
- vii. Sussex Associations of Local Councils £16.00 LCR subscription. Arlington PC paid £8 towards this bill.
- viii. AJW Grounds Maintenance Services £75.00 play area maintenance.
- ix. Printmonger Media £65.00 newsletter

**317. CORRESPONDENCE REQUIRING A RESPONSE:**

- i. Sussex Heritage Trust Awards 2013 – no response made

**318. CORRESPONDENCE RECEIVED FOR DISTRIBUTION:**

- i. SALC February newsletter
- ii. Community Care Guide

**319. ITEMS TO GO ON NEXT AGENDA**

- i. Correspondence regarding Coles Hall Barn

**The meeting closed at 9:12pm**

**THE NEXT PARISH COUNCIL MEETING will be on 2<sup>nd</sup> April 2013 at 7pm.**