



**MINUTES OF THE MEETING of Hadlow Down Parish Council**  
held in the Committee Room of Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday 7<sup>th</sup> March 2017.

Present: Councillors Sandra Richards (SR) (Chair), Damon Wellman (DW), Julian Michaelson-Yeates (JMY) and Cllr Helen Bonnick (HB). The Clerk Helen Johnson was in attendance.

Apologies were received from Cllrs Roy Galley (ESCC) and Michael Lunn (WDC)

Cllr Bob Standley (BS)(ESCC & WDC) attended the meeting.

- 301. PUBLIC QUESTIONS** – a member of the public raised concerns about Scull Wood and questioned whether the Parish Council (PC) still received written updates from ESCC. It was agreed for the Clerk to write to ESCC to obtain confirmation that there won't be any cutbacks to the expenditure on the site and that they will continue to maintain it. She will also request copies of the backdated annual methane reports as these haven't been received by the Parish Council for a number of years. **Clerk**
- 302. APOLOGIES AND REASON FOR ABSENCE** – apologies had been received from Cllr Michael Lunn, these were accepted.
- 303. DECLARATIONS OF INTEREST** – none declared.
- 304. MINUTES OF THE MEETING** held on 7<sup>th</sup> February 2017 were agreed and signed as a true record (previously circulated), apart from item 282 which should have read £17 million of cuts rather than £70 million.
- 305. MATTERS ARISING (from previous meetings):**
- i. Assets of Community Value – c/f **DW/ML/Clerk**
  - ii. Bench in School Lane – DW confirmed that he had undertaken the work on the bench, the PC thanked him for his work.
  - iii. Litter at the burial ground – JMY confirmed that he was planning on undertaking the litter collection in May. SR confirmed that she will collect the litter at the burial ground at this time.
  - iv. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
    - a. The Clerk is awaiting a response from the police regarding the parking of illegal vehicles.
    - b. It is recommended that groups requiring funding for their Celebrate event, forecast the expected costings and if the request is approved that the Clerk will ring-fence the money and then pay out once the expenditure (or most of it) has been spent and upon receipt of an invoice or request from the organizing group.
    - c. ESCC have confirmed that they have written to Kier inviting them to accept liability for the damage to School Lane pavement. Once this is received ESCC can undertake the repairs and claim the costs back from Kier. If it isn't received they won't undertake any work on the pavement.
    - d. WDC have confirmed that they can provide litter pickers, hoops and bags for volunteers on the litter pick and can collect the filled bags free of charge. JMY confirmed the number of hoops, litter pickers and bags that would be required, the Clerk will advise WDC. **Clerk**  
JMY confirmed that signage was organized and SR will also provide some hi-vis vests. JMY confirmed that he is organizing the litter pick in a personal capacity rather than through the PC.
- 306. PLANNING:**
- a. **PLANNING APPLICATIONS:**
    - i. WD/2017/0265/F – LAND SOUTH OF RIVERSIDE, WILDERNESS LANE, TN22 4HB – Erection of small storage and workshop building for bee farming.

Cllr. Iain Turner (IT) joined the meeting at 7:13pm

The Chair advised the meeting that a member of the public had contacted her regarding the application and updated the meeting on their concerns.

The Parish Council support the application (3/1 and 1 abstention)

- ii. WD/2017/0311/F – 2 BEECH TREE COTTAGE, MAIN ROAD, TN22 4ER – Pole barn to replace existing workshop/store. New garage and car port – The Parish Council do not support the application. It goes against policy DC19 (3) of the Wealden Local Plan 1998 due to the size, as the total of the 3 buildings is larger than the original dwelling, also the character isn't relative to the original dwelling. The proposed buildings would change the character of the original dwelling. With regard to policy DC19 (2) of the Plan the Parish Council feel that the proposed buildings are intrusive and detrimental to the rural setting of the site (5/0).

**b. APPROVED PLANNING APPLICATIONS:**

- i. WD/2016/2524/F – Five Chimneys Farm, Curtains Hill – Demolition of redundant chicken shed and erection of 2 no. replacement dwellings and detached garages.
- ii. WD/2016/2955/F – Hastingford Fishery, Hastingford Lane - Part change of use from fishing lodge to fishing lodge and live/work unit (resubmission of WD/2016/1762/F).

**307. REPORTS FROM CLLR. ROY GALLEY, ESCC & CLLRS. TOBY ILLINGWORTH/MICHAEL LUNN WDC** – none received.

**308. BANK RECONCILIATION:** – dated 24 February 2017 was agreed and signed.

**309. OTHER FINANCE MATTERS :**

- i. The payments for £30 for Sign Creator for 2 signs, £37 for Graham Long for mole catching and £35 subscription for Information Commissioner that were signed at the last meeting were ratified at this meeting.
- ii. Reserves – the Clerk had produced proposals for reserves movements, these had been sent to Councillors prior to the meeting. A discussion was held on the proposals.

The Chair allowed a member of the public to comment on election costs.

The reserves movements were agreed.

- iii. Statement of Internal Control and Review of Effectiveness of Internal Audit. The Statement of Internal Control will be approved after the end of the financial year. The PC approved the Review of Effectiveness of Internal Audit.

- iv. Financial Regulations – a discussion was held on the amendments. The PC approved the new financial regulations.

- v. VAT payment – the Clerk confirmed that £2550.93 VAT repayment had been received from HMRC.

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

- i. Cllr Damon Wellman advised that he had the finger that had been hit from the fingerpost on the A272 opposite the junction with Tinkers Lane and will deliver it to the Clerk. *The Clerk will contact the fingerpost contractor to see if he can produce a new finger whilst the work is being undertaken at the junction.*

**Clerk**

DW advised that a red pick-up had been reported in Five Chimneys Lane, the occupants were acting suspiciously and were reported to the police. The S reg. number plate was fake. *DW will report to the Neighbourhood Watch Co-ordinator.*

**DW**

DW questioned about the contribution the police give to local groups and the relationship to the police consulting on an increase to their precept. The Clerk confirmed that the funds for these donations came from money from i.e. the sale of unclaimed stolen goods so there was no relationship between the two.

- ii. Cllr Sandra Richards updated the meeting on the illegal vehicles parked in the School Lane layby. The Clerk is awaiting a response from the police.

**311. CELEBRATE** – HB advised that a further meeting had been held and that they had received forms for a number of events, the closing date for these was 15<sup>th</sup> March. She confirmed that Denise Leary, the sessional worker has been fantastic with the work she has undertaken. The Parish Magazine has been updated. Graphic design and printing of the leaflet is being sorted. Their next meeting is on 23<sup>rd</sup> March. A discussion was held on first aid provision, risk assessments and insurance. *The Clerk will contact SSALC and the insurance company.* If necessary Councillors will request that the approval of the Terms of Reference at the 6<sup>th</sup> December 2016 meeting be revisited and the wording regarding a first aider be amended.

**Clerk**

The Chair allowed a member of the public to comment on the definition of a first aider and BS to advise that the PC should check group's insurance cover.

It was felt by some Councillors that risk assessments should be undertaken and that the PC should receive a copy of these.

**312. PARISH ASSEMBLY** – the Clerk reminded Councillors that they will need to present a report on their areas of responsibility. She has also suggested that Celebrate be advertised at the meeting.

**313. HIGHWAYS AND RIGHTS OF WAY MATTERS:**

- i. Public Highways meeting – a discussion was held on the items raised. Although the PC felt that the

ESCC Highways representatives did a good presentation and handled villagers questions well, it was disappointing that 2 of the original speakers weren't able to attend. The Chair updated the PC on her conversation with Mr Coppard after the meeting and a discussion was held over large vehicles on the rural lanes and the impact the ban of lorries in parts of Rotherfield could have on Hadlow Down. The Chair allowed BS to join in this discussion. He advised that if the ban results in an increase in large lorries through Hadlow Down to inform ESCC Highways.

It was proposed that a no right turns sign be installed at the top of School Lane due to visibility issues, this will be added to the next agenda. It was questioned whether a no HGVs sign was due to be installed at Hadlow Down Road in Jarvis Brook.

- ii. Vehicle Activated Signs – the Clerk had sent Councillors a copy of the Vehicle Activated Signs working practice. This highlights that these signs should be considered only when there is an accident problem associated with inappropriate speed. It is understood that the area being considered for the signs has not had speed related accidents. The Chair confirmed that it wouldn't qualify for matched funding. A discussion was held on whether the PC should pay for a new speed survey. It was agreed for the Clerk to request a copy of the accident record for the area and for a decision to then be made regarding a new speed survey.

**Clerk**

A member of the public has written to the Clerk suggesting that the PC fund 50% of the cost of a sign and that the project only proceed if the community pay approximately 50% of the cost. He has requested a copy of the working practice and the Clerk is awaiting confirmation from ESCC Highways that she can send the information on to him.

- iii. Planting of bulbs & wild flowers – the PC ratified the decision made since the last meeting to request that ESCC plant bulbs/wild flowers on the triangle of land at the top of Wilderness Lane.
- iv. Marlowe House fencing – the Clerk advised that she had reported a fallen fence panel at Marlowe House and has been advised that it will be rectified as a matter of priority.

- 314. TREES AT THE PLAY AREA** – the Chair updated the meeting on the recent problem with one of the Norway Spruces at the play area that had to be felled during the strong winds. The Clerk has been in contact with the Playing Field committee and due to the problems with the Norway Spruces in recent years it is proposed, and was agreed by the PC, to fell the majority of the Norway Spruces and 1 Hawthorn. *The Clerk will obtain quotes.*

**Clerk**

- 315. NEW COMMUNITY CENTRE** – the Chair updated the PC on the grant obtained by the committee and the grants they will be applying for. For the Community Right to Build scheme they will need an Environment Impact Assessment. She advised the PC of changes to be made to the Charitable Incorporated Organisation.

- 316. DISCIPLINE AND GRIEVANCE POLICY** – the policy was approved.

**317. CLERK'S MATTERS:**

- i. Hours were agreed and signed
- ii. Hours for Parish Projects – the Clerk confirmed that she had spent 1.5 hours on Celebrate in February.

**318. CORRESPONDENCE RECEIVED:**

- i. Sussex Heritage Trust Awards 2017.
- ii. East Sussex, South Downs and Brighton and Hove Waste and Minerals Sites Plan – notice of adoption.
- iii. Correspondence regarding fingerposts – DW was copied in on a letter that was sent to WDC objecting to the water company painting the bottom of the fingerposts. The PC have already objected to South East Water and it was agreed for the Clerk to write to WDC to see what action they can take in order for the damage to be rectified.

**Clerk**

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

- i. Helen Johnson. Salary £837.03 includes £13.50 mileage and £6.84 expenses, £750 already paid by standing order, therefore cheque raised for £87.03.
- ii. East Sussex Pension Fund £240.36 pension.
- iii. Viking £38.34 stationery.
- iv. Hadlow Down Playing Field £280.27 grant.
- v. Denise Leary £550.00 sessional worker for Celebrate, paid from grant.
- vi. John Cook £200 work on footpath 27c, paid from grant.
- vii. BT £174.67 telephone and broadband, already paid by direct debit. The Clerk has disputed part of the invoice and a credit of £102 will be added to the next invoice.

Two further payments for D. Stevens for £252 for tree work and WDC £432 for dog and litter bin emptying were signed and will be ratified at the next meeting.

**320. TRAINING AND CONFERENCES:**

- i. WDC – Speed reading and meeting skills – no-one to attend.

- 321. DEFIBRILLATOR BATTERY** - the Clerk confirmed that she had checked the defibrillator prior to the meeting.

**322. ITEMS TO GO ON NEXT AGENDA:**

- i. The Clerk confirmed that the new Wealden Local Plan has been issued and will be going out for consultation.
- ii. Lynx Barn – response from WDC.

**The meeting closed at 9pm**