



**MINUTES OF THE ANNUAL MEETING of Hadlow Down Parish Council  
held in the committee room at Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday 2<sup>nd</sup> May 2017.**

Present: Councillors Michael Lunn (ML)(Chair), Damon Wellman (DW) and Helen Bonnick (HB). The Clerk Helen Johnson was in attendance.

Apologies had been received from Cllr. Roy Galley (ESCC).

30. **ELECTION OF CHAIRMAN** – Cllr. Sandra Richards (SR) had confirmed that she was willing to continue as Chair. ML proposed, DW seconded and it was agreed by all for SR to be Chair. The Clerk will arrange for the declaration of office to be signed.
31. **ELECTION OF VICE-CHAIRMAN** – DW proposed and HB seconded for ML to be Vice-Chair, this was agreed by all.
32. **REGISTER OF MEMBERS' INTERESTS** – Cllrs checked their register of members interest and confirmed that no changes needed to be made. The Clerk confirmed that SR had already checked hers.
33. **COUNCILLORS' ALLOWANCES AND EXPENSES** – it was agreed that Councillors wouldn't claim their allowance in 2017/18.
34. **TO APPOINT REPRESENTATIVE TO MAYFIELD CHARITIES** – the Clerk confirmed that Penny Eilot is willing to continue as the representative on the Mayfield Charities. The Chair gave a vote of thanks from the Parish Council (PC) to Penny for the work she is doing as the representative.
36. **COUNCIL'S BANKING ARRANGEMENTS AND SIGNATORIES OF CHEQUES** – the PC agreed the banking arrangements, including direct debits and standing order and also agreed to continue with the current signatories.
37. **SUMMONS** – Councillors agreed to continue to receive summons' electronically and signed the document confirming this.
38. **RELATIONS WITH THE PRESS/MEDIA** – it was agreed that the standing order relating to relations with the press/media didn't need to be changed.
39. **ASSETS** – the list of assets was approved.
40. **PUBLIC QUESTIONS** – a member of the public advised that he was available to answer any questions on the application listed in 45a.  
A member of the public expressed concern over the insurance for the Festival events and that any organization would need to have 3<sup>rd</sup> party cover and the PC would need to see a copy of the cover. He gave the Clerk the Village Fayre committees' insurance document, she will copy the relevant parts she requires and return the document.
41. **APOLOGIES AND REASON FOR ABSENCE** – apologies were received from Cllr Richards (SR), these were accepted.
42. **DECLARATIONS OF INTEREST** – no declarations of interest were declared.
43. **MINUTES OF THE MEETINGS** held on 4<sup>th</sup> April and the planning meeting on 18<sup>th</sup> April 2017 were agreed and signed as true records (previously circulated).

Cllr. Iain Turner (IT) joined the meeting at 7:15pm, he checked his register of members' interests and signed the electronic summons form.

**44. MATTERS ARISING (from previous meetings):**

- i. Assets of Community Value – c/f. ML
- ii. Wording for the Festival brochure, SR had sent the text for the brochure.
- iii. HDCC minutes, to respond to chair of the committee, ML has responded and the minutes have been sent out.
- iv. Clerks Report was sent to Councillors with the agenda updating them on her action points, this

included:

- a. The Clerk has requested quotes for the logo.
  - b. The sessional worker will write to the National Lottery regarding changes to the budget for the Festival.
  - c. An article went in the Parish Magazine and on the website regarding dog fouling.
  - d. The illegal vehicle in the School Lane layby has now been moved.
- The Chair invited a member of the public to speak. They raised that it is difficult to see the speed signs when entering the village due to the hedgerow growth, a Councillor also raised about coverage of the village sign, the *Clerk will report to ESCC Highways.* **Clerk**

**45. PLANNING:**

**a. PLANNING APPLICATIONS:**

**WD/2017/0784/F – GILL HOPE FARM, WILDERNESS LANE, TN22 4HU** – Double garage – The Parish Council support the application as they feel it is in keeping with the surrounding area, it is a traditional building and is appropriate for the site. (4/0)

**b. APPROVED APPLICATIONS:**

**WD/2017/0265/F – LAND SOUTH OF RIVERSIDE, WILDERNESS LANE TN22 4HB** – Erection of small storage and workshop building for bee farming.

**c. WITHDRAWN APPLICATIONS:**

**WD/2017/0311/F – 2 BEECH TREE COTTAGE, MAIN ROAD TN22 4ER** – Pole barn to replace existing workshop/store, new garage and car port.

**d. PLANNING MATTERS:**

- i. Correspondence regarding planning application WD/2017/0574/F Gate House Farm – a discussion was held on the correspondence and a response was agreed.

Cllr. Julian Michaelson-Yeates joined the meeting at 7:26pm, he checked his register of members' interests and signed the electronic summons form.

- ii. Revision of housing numbers – the Clerk advised that following the results of the latest nitrogen deposition monitoring at the Ashdown Forest the number of houses proposed under the next stage of the Wealden Local Plan has been reduced to 11456 of which 7392 have already been built or granted planning permission.

**35. COUNCILLOR'S RESPONSIBILITIES:** a discussion was held on the responsibilities and it was agreed for Councillors to keep their current responsibilities apart from Celebrate where the *Clerk will write to the National Lottery to get HB listed as the contact rather than JMY.* **Clerk**

Cllr. Toby Illingworth (TI) joined the meeting at 7:30pm

**46. REPORTS FROM CLLR. TOBY ILLINGWORTH WDC** – ML advised that as he was chairing the meeting he was only acting in the capacity of a Parish Councillor and not a WDC Councillor.

Cllr. Illingworth advised that there wasn't much to report from WDC. The ESCC elections are on Thursday and the general election on 8<sup>th</sup> June. ML asked when the evidence for the Local Plan on traffic movements and mitigation are due to be published. TI advised that full council will be voting on the amended Local Plan, it will then need to go for consultation.

**47. BANK RECONCILIATIONS:** –for the 31<sup>st</sup> March and April 2017 were agreed and signed.

**48. OTHER FINANCE MATTERS** –

- i. The payment of £960 to Mr N Allen for artwork for Festival that was paid prior to the meeting was ratified at this meeting.
- ii. Review of 2016/17 expenditure and income, the Clerk was congratulated on her work on the accounts.
- iii. Statement of internal control and review of effectiveness of internal control was approved by the PC.

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

- i. Cllr. Michaelson-Yeates advised that he has been helping a resident with their application for tree work. He is due to do a tree inspection with Nigel Harrison at the playing field and in a personal capacity is organizing a litter pick on the 20<sup>th</sup> and 21<sup>st</sup> May.
- ii. Cllr. Turner raised about the Emergency Plan survey, a discussion was held on how to encourage people to respond to the survey. IT will continue to work on this.
- iii. Cllr. Wellman raised about parking outside the New Inn on the pavement. He updated the meeting on the reason for the accident at the junction of the A272 and Tinkers Lane. The PC have previously requested that the telegraph pole be moved to improve visibility. The police are aware of the visibility problem.
- iv. Cllr. Bonnick advised that there is a problem with the electricity meters at the Village Hall as they

don't accept the new £1 coins, one of the options they are considering is having a pool of the old coins that can be purchased by hall users.

- v. Cllr. Lunn advised that a member of the public had complained to them about speeding in the village, it was agreed that this had been discussed by the Parish Council at various previous meetings.

50. **RISK ASSESSMENTS** - the Clerk confirmed that SR had undertaken the annual review and quarterly assessments.

51. **DOG POOH AT THE PLAYING FIELD AND ON VILLAGE LANES** – the Clerk advised that she had been contacted by residents over dog fouling in Wilderness and School Lanes. JMY advised that the Playing Field committee have concerns over the dog fouling at the playing field. They are looking at doing a leaflet drop in the centre of the village and are considering dogs being on leads or banned from the playing field if the situation doesn't improve. The Playing Field committee want to see the PC leading on this matter.

*Tl was invited to comment, he advised regarding Paws on Watch and will send details to the Clerk. TI It was agreed for the Clerk to write to the Chair of the Playing Field Committee and to undertake further research. Dog fouling at the playing field will also appear on the next agenda.*

**Clerk**

*A discussion was held on signage and the Clerk will contact WDC to obtain some signs.*

**Clerk**

52. **NEW COMMUNITY CENTRE** – the minutes have been published.

The Chair allowed a member of the public to comment.

She advised that Bob Lake had sent out details of what had been spent so far and was trying to organize another meeting. The Chair confirmed that himself and SR are observers on the committee and don't vote.

53. **CELEBRATE** – to update and agree proposals

- i. Risk assessments, first aid provision and insurance – HB advised that funds raised from the event at the church will be given to the Village Fayre committee. The banners should be produced soon. She advised that they are currently going through the risk assessment, first aid provision and insurance requirements and have requested the required information from the organizing group a month before their event takes place. They have a further meeting in a couple of weeks' time.
- ii. PC assistance at Village Fayre launch event – Councillors were asked to come and assist if they were available.

35. **COUNCILLORS RESPONSIBILITIES** – the PC approved the terms of reference for the Hadlow Down Festival Working Group.

54. **MEETINGS WITH POLICE** – ML and DW agreed to attend the meeting with the local Inspector, it was agreed to raise about speeding.

A Councillor highlighted that a number of alarms from retail items had been found and had been reported to the police, they were advised to dispose of them.

No items were highlighted to be discussed at the SSALC meeting with the Sussex Chief Constable.

55. **BUS SHELTER** – to discuss treatment – c/f

56. **FOOTPATH 27C** – the Clerk updated the meeting on the copy of the terms and conditions of the Sussex Community Foundation grant application which she had received and the action that has been taken by Bob Lake following matters raised by the Clerk. He is currently waiting for confirmation from the Foundation that his proposals for the expenditure of the remainder of the grant have been agreed.

57. **CLERK'S MATTERS:**

- i. The Clerks hours for April were agreed.

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

- i. Helen Johnson. Salary £922.45 includes £18.00 for mileage and £46.95 for expenses, £750 already paid by standing order, therefore cheque raised for £172.45.
- ii. Viking £131.27 stationery
- iii. Simon P. Goacher £156.85 payroll services.
- iv. East Sussex Pension Fund £257.50 pension.
- v. Wealden Citizens Advice Bureau £100 grant.
- vi. Kent, Surrey and Sussex Air Ambulance Trust £250 grant.
- vii. Hadlow Down Playing Field £82.48 pole work
- viii. Denise Leary £550 sessional work for Festival, taken from grant.
- ix. Europlants Ltd £137.56 maintenance of the burial ground.
- x. Mrs H Bonnick £75.00 gift for festival logo work, payable from grant

The following cheques were also signed and will be ratified at the next meeting: £280 Came and Company for insurance which is on a 3 year long term agreement; £388.99 Hadlow Down Playing Field for cooker and hood from the Celebrate grant and £137.56 Europlants for burial ground maintenance.

**59. CORRESPONDENCE RECEIVED:**

- i. Correspondence from English Woodlands – no action taken.
- ii. Temporary road closure – the Clerk advised that due to BT works Riverside will be closed temporarily from the junction with the C508 Wilderness Lane to the junction with the U7869 Riverside from 30<sup>th</sup> May to 1<sup>st</sup> June 09:30 – 15:30, the Clerk will also put details on the website.
- iii. Civil Aviation Authority consultation on draft airspace change guidance – no response made.
- iv. Localism consultation – no response made.
- v. Consultation on the Draft Airports National Policy Statement – it was agreed to respond advising that the Parish Council object to a second runway and to an increase in capacity at Gatwick Airport and that the Ashdown Forest flora and fauna needs to be protected.
- vi. Correspondence from Ramblers Association representative – the Clerk had been contacted regarding byway 22 and footpath 25a and b. Having liaised with the *ESCC Rights of Way team she will respond.*

**Clerk**

**60. DEFIBRILLATOR BATTERY** - the Clerk confirmed that she had checked the defibrillator prior to the meeting and will be purchasing 2 new defibrillator pads.

**61. ITEMS TO GO ON NEXT AGENDA** – dog fouling.

**62. CLOSED SESSION** – correspondence regarding the purchase of land – this matter was discussed in private session.

**The meeting closed at 8:58pm**