



MINUTES OF THE MEETING OF Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday May 3rd 2011.

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

Present: Councillors David Walker (Chairman), Graham Terry and Michael Lunn. Also in attendance was the Clerk Helen Simpson-Wells. Apologies were received from Cllrs. Norman Buck and Ken Ogden (WDC) and Tony Reid (ESCC).

15. **PUBLIC QUESTIONS** – No questions raised.
17. **APOLOGIES AND REASON FOR ABSENCE** – apologies received from LS
18. **DECLARATIONS OF INTEREST** – none received
19. **MINUTES OF THE MEETING** held on 5th April 2011 agreed and signed as a true record
16. **REPORT FROM PCSO MARK CARTER** – Mark reported the possibility of scrap metal thefts. Also that a large tree fell onto the A272 from the churchyard, this then blocked the road and had to be removed.
20. **MATTERS ARISING (from previous meetings):**
- ML confirmed that no response was needed to the Sustainable Communities Act.
 - Community Oil Project – c/f to the next meeting. **KO**
 - GT confirmed that no response was needed to the consultation on the future of local public audit.
 - Clerks Report: sent to Councillors with the agenda updating them on the work she has undertaken over the last month, this included:
 - Writing to the owner of the vehicle that damaged the signs and bollards requesting their insurance details.
 - Letter sent to leader of WDC expressing the Parish Council's (PC's) concerns over the move to Hailsham.
21. **PLANNING APPLICATIONS:**
GRANTED PLANNING PERMISSION:
WD/2011/0211/FA – SCOCUS FARM, FIVE ASHES TN21 0TU – Change of elevation
(WD/2008/2244/F).
A discussion was held regarding the outstanding issue of the buildings behind Little Tinkers Nursery, *Clerk to contact planning enforcement team.* **Clerk**
22. **REPORTS FROM CLLR. TONY REID, ESCC & CLLRs. KEN OGDEN and NORMAN BUCK WDC** – no reports received in their absence.
23. **BANK RECONCILIATIONS:** – for 31st March 2011 and 26th April 2011 agreed and signed.
24. **OTHER FINANCE MATTERS** –
- Payment of £85.00 was ratified, payable to Complete Landscapes for maintenance of the burial ground.
 - Payment of £45.00 was ratified, payable to Jason Pooley for maintenance of the play area.
 - Payment of £120.00 was ratified, payable to SALC for Councillor Introduction Sessions for Sandra Richards & Rona Hellewell.
 - It was agreed that *the Clerk would arrange for a new sign for the Playing Field to be produced showing her telephone number as the contact.* **Clerk**
 - The chairman signed the financial documents for the internal auditor for the year 2010-11
 - The Clerk confirmed the quote for the arm for the fingerpost at the junction of Wilderness Lane's. This has been forwarded to Highways. She is still waiting a quote for the fingerpost at the junction of Wilderness Lane and Main Road. *Clerk to contact Highways regarding the fingerpost at the junction of Hastingford Lane and Ford Brook Hill which has only been part painted.* **Clerk**

- vii. The Clerk went through the options for a deposit account. It was agreed to change to a Barclays Active Saver Account. *Clerk to arrange.* **Clerk**
- viii. The Clerk confirmed that the first precept payment of £13263.50 will have been transferred into the bank account.
- ix. Village Hall Sign – it was agreed that the Clerk would await a response from the owner of the vehicle involved in the accident and would then contact their insurance company regarding the costs for replacement street furniture. *Clerk to investigate the replacement cost of the two damaged bollards and the Hut Lane sign.* **Clerk**
- 25. **ACCOUNTS FOR PAYMENT:** The following were agreed by all and cheques raised:
 - i. Helen Simpson-Wells. Salary £818.45 includes £13.00 for mileage, £44.74 training and £47.86 expenses, £620 already paid by standing order, therefore cheque raised for £198.45 .
 - ii. Wealden District Council £293.70, comprising £69.42 for dog bin emptying and £224.28 for litter bin emptying.
 - iii. SLCC Enterprises Ltd, £114.00 Cemetery Management Course
 - iv. Simon P. Goacher, £83.29 payroll services
- 26. **NEW COMMUNITY HALL** – meeting to be held later in the month. Awaiting valuation of land to the north of the hall.
- 27. **RISK ASSESSMENTS** – all agreed to the new quarterly risk assessment forms, GT was thanked for his work on them.
- 28. **SALC VISIONING EXERCISE FOR NEW COUNCIL** – *it was agreed that the Clerk would try to book the session for September or October.* **Clerk**
- 29. **BURIAL GROUND** – the wooden edging strip around the burial ground path needs replacing. *Clerk to obtain a quote from contractors.* **Clerk**
- 30. **EQUAL OPPORTUNITIES POLICY** – all agreed to approve amended version
- 31. **DIGNITY AT WORK POLICY** – all agreed to approve amended version, signed by all Councillors
- 32. **ANNUAL MEETING** – a discussion was held regarding the format of the meeting and on co-opting. Declarations of interest to be given out at the meeting and returned to the Clerk at a later date.
- 33. **OAK TREE IN HUT LANE** - the Chair updated the meeting on correspondence that has been received from WDC and from his conversation with them. *Clerk to respond to WDC and owner of the land confirming that the PC agree that the tree does not need felling and that it is the owner's responsibility to undertake work on the tree and keep it safe and not the PC's responsibility.* **Clerk**
- 34. **MENTORS FOR NEW COUNCILLORS** – mentors agreed for new Councillors
- 35. **REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
 - i. Community Strategies, Sustainable Development, Environment Matters and WDALC – Cllr. Michael Lunn – ML updated the meeting on the recent WDALC meeting. *Clerk to write to WDC regarding Councillors attending the closed burial grounds meeting. Clerk to also obtain a copy of the WDALC planning meeting minutes.* **Clerk**
ML confirmed that WDC will be ensuring that emergency planning is co-ordinated by them .
- 36. **CLERK'S MATTERS:**
 - i. The Clerks hours were checked agreed and signed.
 - ii. Closure of WDC offices – the Clerk advised that the Hailsham WDC office will be closed from 25th May for refurbishment and will reopen in the summer of 2012.
 - iii. Items for SALC to raise at meeting with Chief Constable – the PC had nothing to add to the agenda.
 - iv. Uckfield Railway Line Parishes Committee – *Clerk to add membership of the committee to the list of roles for new Councillors.* **Clerk**
- 37. **TRAINING AND CONFERENCES:**
 - i. Communities in Action – Conference and Exhibition – no-one to attend
- 38. **CORRESPONDENCE RECEIVED FOR DISTRIBUTION:**
 - i. NALC e-bulletin
 - ii. SALC spring bulletin
 - iii. Grey Matters
 - iv. FESRO – newsletter for the Friends of the East Sussex Record Office
 - v. WDC bulletin
- 39. **ITEMS TO GO ON NEXT AGENDA:**
 - i. Mains gas through the village.

Meeting closed 8:30pm

**THE NEXT MEETING WILL BE THE ANNUAL MEETING
WHICH WILL BE HELD ON TUESDAY 10TH MAY 2011 AT 7PM.**