



MINUTES OF THE ANNUAL MEETING OF THE HADLOW DOWN PARISH COUNCIL  
HELD IN THE VILLAGE HALL ON TUESDAY MAY 4<sup>th</sup> 2010

AT 7 p.m.

(Note – this is a draft copy to be agreed and amended, if necessary, at the next meeting)

**PRESENT:** Paul James, David Walker, Michael Lunn, Lisa Scott and Graham Terry.

**IN ATTENDANCE:** Helen Simpson-Wells (Clerk).

**27. ELECTION OF CHAIRMAN:** ML proposed Paul James, seconded by GT.

**28. ELECTION OF VICE-CHAIRMAN:** PJ proposed DW, seconded by GT.

**29. TO APPOINT PLANNING AND ANY OTHER COMMITTEES:**

It was agreed that all Councillors should be involved in planning. ML suggested that when a full meeting is held PJ to chair however if the meeting is just for planning someone else chairs it. PJ advised that at present we don't have meetings that relate just to planning, there are always other things being discussed. Parish Council (PC) to hold a discussion on way forward with meetings.

**30. APPOINTMENT OF REPRESENTATIVE TO:**

a. Mayfield Charities: Fiona Bickerton agreed to continue..

**31. APPOINTMENT OF COUNCILLORS TO VARIOUS COUNCIL TASKS OR OUTSIDE BODIES:**

DW agreed to take on Tree Warden role. *Clerk to write to Jo Dummer to thank her for her efforts whilst she was tree warden. Clerk to also contact LM to see if she will take on Neighbourhood Watch with LS* **Clerk**

PJ proposed that all other Councillors keep their present roles, agreed by all.

**32. REGISTER OF INTERESTS** – All Councillors confirmed that their register of interests does not need updating.

**33. PUBLIC QUESTIONS** – none received

**34. PCSO KATIE BREEDS** – PC Dave Charlton and PCSO Karen Juniper attended the meeting on Katie's behalf. KJ reported that in March and April there had been 5 incidents. In April there had been a burglary where a vehicle and shed in St Mark's Field had been broken into. In March there was a theft of a gas cylinder and red diesel from The New Inn. At Huggetts Farm 2 suspicious people were reported and a vehicle was broken into at St Marks Field. At Curtains Hill torchlight was seen around the chicken farm. People are encouraged to phone through regarding anything suspicious that they see.

Chair advised that there is a problem with motorcycles going through the village on Sundays.

ML had raised at the Parish Assembly the number of incidents that are actually reported. KB had advised that from 1/4/09 – 31/3/10 198 calls were logged in the Hadlow Down area, felt that there is a fear factor among people. KJ felt that this was a reasonable number of calls and that several calls may relate to 1 incident.

GT confirmed that it would be good if something could be done regarding motorcycles. KJ advised that they recently had an exercise near Maresfield and the majority of motorcyclists who were pulled in were middle-aged. The police also checked over all the motorcycles. KJ felt that if there was a Speedwatch team in the village it would help with the problem. DW advised that it would be good to see a police presence driving around the lanes. KJ said that PCSO's don't always have access to a vehicle. She will however pass the PC's comments onto KB.

Clerk advised that KB will be attending the June and August meetings. KB has also contacted the Community Payback Team at WDC to see if they can attend Hadlow Down on one of their Sunday taskings.

**35. APOLOGIES FOR ABSENCE:** Apologies had been received from Cllrs. Tony Reid (ESCC), Ken Ogden and Norman Buck (WDC) and Lucy McConachie.

**36. DECLARATIONS OF INTEREST** – DW and PJ declared a personal interest on point 39 - The New Inn. GT and ML declared a personal interest on point 57vii.

**37. MINUTES OF MEETINGS:** held on April 6<sup>th</sup> and 13<sup>th</sup> were agreed and signed as true copies apart from point 1 relating to Dog Kennel Lane was amended to read bridleway rather than road and lane inserted.

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

i. Article regarding the bus service to Eastbourne has been put in the Parish Magazine.

ii. Article regarding NSPCC has been put in the Parish Magazine.

iii. LS confirmed that it would cost £50 to install a line and set up broadband with BT at the Village Hall.

£124.99 to only install a line, £11.54 per month line rental and £7.49 per month for broadband for the first 3 months and then £14.49 per month thereafter. Chair suggested that the Village Hall could install Wi-Fi, however whether anyone would use it, i.e. a youth club. *Village Hall Committee to consider whether to install*, the PC advised they may look favourably on assisting. DW suggested that WDC be contacted to see if they could assist.

**LS**

iv. NALC updates – c/f

**PJ**

v. Uckfield College Students meeting villagers – no response sent.

vi. LS advised that she had read the information regarding the RPDE Leader Programme grants and felt that it was more for businesses. ML updated the PC on what he'd found out about the scheme. Payment would need to initially be made by the PC without knowing whether the PC would be awarded a 50% grant. Decided not to pursue.

vii. Clerks Report: update passed to councillors with agenda

ML asked about the buildings behind Little Tinkers Nursery, *Clerk to write to WDC.* **Clerk**

GT advised that a planning application will be going in for Scull Wood for a treatment works

a. Details of Uckfield Bus Service have been sent to villager. ESCC passenger transport have been requested to put up a bus stop sign and have been asked whether buses go down School Lane.

b. Highways will be arranging a site visit regarding the road breaking away in Stocklands Road. Letter has also

been sent to ESCC requesting that they keep the lay-by near Five Chimneys Farm and that they re-tarmac the surface, they have advised that they haven't got the money to resurface the lay-by and will advise the PC if it will be kept. Highways will visit the A272 when it is raining and they are in the area, to check the ductwork near Little England Farm, previously they replaced the ironwork and did small drainage repairs and then tested that it worked. Highways to meet with ML regarding where the deer are crossing the A272.

- c. The owner of Little Tinkers Nursery has requested that the work on the entranceway not commence till August as it needs to be done when they are shut.
- d. Rights of Way team have confirmed that the landowner has agreed to replace the two stiles on the footpath opposite Hadlow House. The Rights of Way Maintenance team have also been requested to repair the sleeper bridge and steps on the route. The footpath sign at the bottom of Dog Kennel Lane has been reported to them and they will arrange for a fingerpost to be positioned just outside Broadreed Farm.
- e. Letters have been sent to Barclays and Abergavenny estate regarding the deed of trust for the Village Hall land. Barclays have requested a copy of the minute relating to the deed being lodged with them and a copy has been sent.
- f. Updated burial fees list has been sent out to local Funeral Directors.
- g. Letter has been sent to Peter Gillies congratulating him on the work on the Play Area & offering the PC's assistance. Letter has also been sent to Robert Thorpe requesting he replace the fence at the bottom of the Playing Field, PJ due to ring him.
- h. Electronic data c/f **Clerk**
- i. Letters have been sent to the villager who contacted the Clerk requesting a grit bin and to the one who requested a crossing outside the New Inn. Also forms requesting that the telephone box, letter box and fingerposts appear on the list of buildings and structures of local importance have been sent off. Application has been sent to English Heritage to list the telephone box and letter sent to Sussex County Playing Fields Association regarding our membership, as their invoice hasn't been received.
- j. Flytipping in Five Chimney's Lane reported to WDC however it may not be their responsibility if the items are not on their land.
- k. Archiving c/f **Clerk**
- l. The new recycling scheme has been delayed and therefore the previously announced dates for meetings with the public have been postponed.
- m. Letter was sent to WDC advising that the PC feel it is a waste of taxpayers money if another order is made regarding the road naming, if consensus has not been reached it should be kept as Main Road. Letter also copied to Pam Doodles and Ken Ogden. Also letter sent to Charles Hendry to advise him of the situation, CH has written back saying he will write to WDC asking that they ensure that the work undertaken is not in disproportion to Council Tax payers. It is possible that the properties to the east of Dog Kennel Lane will be called Summer Hill. WDC received 43 responses to their questionnaire, of this 22 requested Main Road, 16 The Ridgeway, Ridgeway or The Ridge and 4 suggested other names
- n. Notes have been sent to Eddie W. regarding lessons WDC learnt following an emergency incident.
- o. GT has confirmed that we are unable to apply for a grant due to the locality of a landfill site, as there isn't an operational site close enough to Hadlow Down.
- p. The new email addresses for councillors now appear on the website and in the PM.
- q. A copy of their public liability insurance has now been received from Barcombe Landscapes.

39.

**PLANNING APPLICATIONS:**

**WD/2010/0581/F & WD/2010/0582/LB – THE NEW INN, MAIN ROAD** – Proposed extensions, alterations and refurbishment of listed public house and hotel – The Parish Council welcome the application and the potential investment into The New Inn. We have a number of concerns as listed below:

1. Lack of parking and impact this will have to local residents. Parking would not be possible on the busy A272 as the pub is on a long bend. Parking is also not viable in Hut Lane. We would suggest that extra parking be made available on the proposed beer garden and play area.
2. We are concerned regarding the redundant fuel tanks, as mentioned in the Design and Access Statement point 7.29 and we are certain, from local knowledge, that these tanks have never been emptied, desludged or made safe following cessation of fuel sales. We would recommend a pre-planning condition be inserted that remediation of the fuel tanks be carried out before any works commence.
3. The Parish Council would like to see provision given for rainwater harvesting for reuse within the premises, as a way of dealing with any potential flood risk to properties lower down Hut Lane and in Standen Mews. There is already a huge amount of water from the recently built Standen Mews affecting the bottom of the lane.
4. Visibility out of Hut Lane needs to be maintained across the forecourt, this means that parking should not be allowed on the forecourt.

**WD/2010/0900/LB – WOODREED FARMHOUSE, STONEHURST LANE, FIVE ASHES, TN20 6LJ** – Proposed internal alterations to existing extension to provide an additional staircase and family bathroom. – The Parish Council support this application.

**WD/2010/0014/F – UNIT 5, COLES HALL BARN, FIVE ASHES TN20B 6JH** – Change of use of existing building to cheese storage from general storage. Retention of 2 no. storage tanks for unpasteurised milk and whey associated with existing cheese making business – amended site address to Coles Hall Barns and notice served on owner of Coles Hall – The Parish Council fully support this application and give their encouragement to this rural cottage industry in the High Weald.

**GRANTED PLANNING PERMISSION:**

None received

**REFUSED PLANNING PERMISSION:**

**WD/2010/0392/F – THE OAST HOUSE, SHEPHERDS HILL** – Demolition of front porch rear conservatory and rear utility and replacement with single storey extension and new front porch.

**TM/2010/0058/TPO – LAND ADJACENT ROSE COTTAGE** - Fell one oak within tree preservation order (Hadlow Down) no. 25/3, 1989 – application refused.

40. **REPORTS FROM CLLR. TONY REID, ESCC & CLLR. KEN OGDEN/NORMAN BUCK WDC** – Nothing received in their absence.
41. **BANK RECONCILIATIONS:** - Bank reconciliations for 31<sup>st</sup> March and 26<sup>th</sup> April 2010 agreed and signed as correct
42. **OTHER FINANCE MATTERS:**
- i. Payment of £2538.00 was ratified payable to Industrial Engineering Plastics, taken from Pathfinder Grant.
  - ii. Payment of £564.00 was ratified payable to GW Allen Contractors for seat
  - iii. Payment of £56.40 was ratified payable to Technix rubber and plastics, taken from Pathfinder Grant
  - iv. Payment of £329.00 was ratified payable to Allen Transport, taken from Pathfinder Grant
  - v. Insurance – the Clerk updated the PC on the quotes she had received. It was decided that the new play area should be insured 'all risks'. It was also agreed that the area the PC rent on the Playing Field should continue to be covered by them for public liability. LS confirmed that the play area will need to be regularly inspected. Clerk recommended and it was agreed to take out insurance through Suffolk ACRE Insurance Services.
  - vi. Village Hall sign – quote has been received from ESCC for a new directional sign for the village hall for £162.80 + VAT with a proposal that it be placed on the corner of Hut Lane on the western side. Discussion held regarding whether there is presently sufficient signage. ML proposed that the PC support a new sign, seconded by GT. Agreed that the PC will pay for the sign and its installation, *Clerk to contact ESCC and arrange.* **Clerk**
  - vii. Precept payment of £10611 received
  - viii. Clerks training bursary of £100 has been credited to the PC's bank account by NALC
  - ix. The Clerk has not received an invoice for the grass cutting at the Playing Field in 2009, neither have the Playing Field committee.
43. **ACCOUNTS FOR PAYMENT** - The following were agreed by all and cheques raised:
- i. Helen Simpson-Wells. Salary £747.06 includes £23.60 for mileage, £183.72 training hours and £59.81 expenses. £520.00 already paid by standing order, therefore cheque raised for £227.06.
  - ii. Cheque 901 payable to St Mark's Church cancelled and replacement raised payable to The Parish of Buxted and Hadlow Down for £35.00
  - iii. Peter Gillies £464.30 for itemised invoices for the play area, to be taken from Pathfinder Grant
  - iv. Allen Transport £188.00 to be taken from Pathfinder Grant
  - v. WDC dog bin emptying £66.45
  - vi. S. Taylor £471.83 to be taken from Pathfinder Grant
  - vii. Still Diggin £750.00 to be taken from Pathfinder Grant
  - viii. Hadlow Down Village Hall £100 – hire of hall
  - ix. WDALC subscription £20
  - x. Viking Direct stationery £103.38
  - xi. Simon Goacher payroll £90.94
- The following payments were also signed and will be ratified at the next meeting:
- Jupiter Play and Leisure £1581.55 to be taken from Pathfinder Grant
  - James Dell £600.00 to be taken from Pathfinder Grant
  - Swan Timber £323.48 to be taken from Pathfinder Grant
  - Allen Transport £141.00 to be taken from Pathfinder Grant
  - J. Pooley £960.00 to be taken from Pathfinder Grant
- Chair advised that it was good to see GT at the meeting and it is good to see that he is feeling a lot better. DW advised that the PC will need to see a copy of the Public Liability Insurance of anyone who works for them.
44. **WDC AND ESCC SUPPORT FOR EMERGENCY PLAN** – c/f due to absence of representation from WDC and ESCC
45. **LITTER IN COUNTRY LANES** – Raised at the Parish Assembly. ML suggested one person adopt a lane and collect litter there once a year. It was felt that WDC need to do more to clear the litter. Chair advised that as the hedges don't get cut right back not all the litter can be seen. DW felt it would be good to get the school involved. *Clerk to write to WDC to see what action they could take and to advise them that the PC is willing to work in partnership with them. LS to speak with Claire Rivers to see how the school can get involved.* **Clerk/LS**
46. **SPEEDING MOTORCYCLES** and Police lack of response for the last 12 months – *Clerk to write to local police inspector advising that lack of response is unacceptable.* PC feel that unmarked police cars/motorcyclists should be in the village vicinity especially on a Sunday. Speeding motorcyclists was raised at last years Parish Assembly. Motorcyclists go fast down the straights so ideally the police need to be placed strategically to cover these areas. **Clerk**
47. **NEW VILLAGE COMMUNITY HALL** – correspondence has been received regarding the progress of the new Village Hall, *GT to respond.* GT advised that a coffee morning was held at the school on the 24<sup>th</sup> April which was very well attended, overwhelming support for a new hall apart from the Bowls Club who felt it should be built on the field north of the present village hall. The completed questionnaires are now being analysed. LS advised that she was supposed to be representing the PC at the coffee morning but was aware of this. She then went through the questionnaire with the PC that she has been asked to complete. GT confirmed that there needs to

- be another meeting to decide how to move forward. **GT**
48. **LITTER AND DOG BINS UPDATE** - WDC have confirmed that there is 1 dog bin at the Playing Field and 4 litter bins (outside the school, outside the Playing Field, near Tinkers Lane and opposite The New Inn). WDC feel that the 1 near Tinkers Lane and the 1 opposite the New Inn could be emptied on a fortnightly rather than a weekly basis. Chair advised that this wouldn't be feasible with the bin near Tinkers Lane as it is often overflowing. Some Councillors felt that the price is expensive however others felt that it was reasonable. Councillors to check whether the bin near the New Inn looks like it could be moved to a fortnightly empty. **ALL**  
WDC have confirmed that a best value exercise would not have been performed for dog and litter bin emptying as it could not justify the expenditure this would involve.
49. **ELECTRONIC PLANNING** – It is felt that the resolution of the scanning needs improving at WDC and it was suggested that WDC should do the power point presentations for PCs as otherwise it is increasing the Clerks workload. GT advised that it would be good if the PC could link direct to the planning site at the meeting. It was suggested that Councillors should have read any long documents prior to the PC meeting. *Clerk to contact WDC and ask them to attend a PC meeting in order that the PC can go through the problems they are having with the electronic planning, to also suggest that WDC do their own power point presentation on a plan in order that the PC can see how this compares with the Clerks presentation.* Clerk updated the PC on the amount of time it has taken her to do the recent power points. **Clerk**
50. **UPDATE ON PLAYLINK INVOICE** – GT discussed the response that has been received from Playlink. It is felt that the charge is excessive for the amount of work that has been undertaken and what was recommended wasn't suitable for the site due to the topography etc. *GT to send a response to Playlink together with a copy of the work they produced and copy in ESCC. GT will ring and discuss with ESCC prior to sending letter. Clerk to contact SALC and discuss where the PC stands regarding the invoice.* It was felt that ESCC need to take a degree of responsibility for the problems and that the sketch produced by Playlink could relate to anywhere and wasn't necessarily unique to Hadlow Down. **Clerk/GT**
51. **UPDATE FOLLOWING MEETING WITH HIGHWAYS REGARDING HOLES IN HEDGE NEAR HADLOW HOUSE** – PJ met with representative of Highways department and showed him the number of holes in the hedge, about 12 holes have appeared in the last 4-5 years. He was advised that nothing could be done and that there have been no fatalities in the last 3 years. PJ asked that he be shown another stretch of road with that number of holes which Highways declined to do. Highways will look at the water issues on the road. The PC have highlighted this stretch of road to ESCC as they know it to be dangerous. Highways feel that there are a number of contributing factors creating the problem rather than just 1 issue. **Clerk/GT**
52. **WORKING PARTY REVIEW OF CLEANING AND GREENING WEALDEN; WORKING WITH PARISH AND TOWN COUNCILS** – passed to ML prior to meeting – c/f **ML**
53. **FOOTPATH 29B** – bonfires next to the footpath, widening and resurfacing – Rights of Way have advised that to widen the path the fence to the side of the path would have to be moved back. If the grass verge was cut away the path would be more accessible for 2 people, they are prepared to resurface. *Clerk to write to Rights of Way requesting that they resurface the path and bring it up to specification.* **Clerk**  
Rights of Way have also advised that they have received a complaint about bonfires near the path, they will be referring this to the Environment Health Team.
54. **PLAY AREA** – update and proposed notice for playing field – ML proposed that the notice be accepted. Chair felt that it should also advise that i.e. "if you find any faults, damaged equipment or hazards please ring \_\_\_\_\_"  
*Clerk to contact SALC for advice and GT to get quotes.* **Clerk/GT**  
Peter Gillies has contacted the Clerk regarding spending the money that will be reclaimed from the VAT. The Clerk has spoken to the Internal Auditor who has confirmed that the money can be transferred from reserves for the final invoices and then paid back into reserves once the tax reclamation has been received. Clerk as Responsible Financial Officer recommended this course of action, agreed by all. Clerk has confirmed to PG that cheques cannot be raised without a valid invoice.
55. **RISK ASSESSMENT** – Clerk has been sent a copy of the risk benefit assessment for the rope swing at the play area. The area has now been fenced off and warning signs put up.  
Burial ground risk assessment c/f. **PJ**
56. **REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):** none received.
57. **CLERK'S MATTERS:**
- i. Hours checked agreed and signed, extra hour that was undertaken in March and the extra hours worked in April to be discussed at review meeting.
  - ii. Archiving – the PC agreed that the Clerk could record archiving under extra hours
  - iii. Allotments – a request has been received for an allotment, as none available waiting list created.
  - iv. Correspondence received regarding Waste and Bish Woods, Clerk has liaised with the Tree Warden and responded to the letter advising them to contact the Tree Preservation Officer at WDC
  - v. The Village Maintenance Team should have now done all the work that the PC requested they complete, apart from cutting the verge near Tinkers Park which is scheduled to be done just before the steam rally. WDC have advised that they will be running initiatives in the near future to combat the litter problem.
  - vi. Report from Highways regarding Dog Kennel Lane – the Highways Inspector has now visited the lane twice with their Maintenance Manager and they consider the lane to be within acceptable standards as laid out in their County Council's Policies. *Clerk to write to Colin James to update him and advise him that the PC have done what they can and if he wants to take it any further he will need to write to Highways department.* **Clerk**
  - vii. Oak tree next to School Lane Community Garden – c/f

- viii. Internal Audit has been booked
- 58. **TRAINING & CONFERENCES:**
  - i. Agreed that Clerk could attend Legal and Finance Day in June and Clerks Networking Day in October
  - ii. NALC conference and exhibition – Localism in Action, Bristol – LS to see if she is able to attend
  - iii. ESCC Transport and Environment meeting with Town and Parish Councils – *Clerk to book ML in* **Clerk**
- 59. **CORRESPONDENCE RECEIVED NEEDING A RESPONSE.**
  - i. Letter from Woodland Trust regarding 10<sup>th</sup> anniversary of “Woods on your Doorstep” – passed to DW **DW**
  - ii. Active 4 Life project – passed to ML **ML**
- 60. **CORRESPONDENCE RECEIVED FOR DISTRIBUTION**
  - i. Exploring East Sussex – Guided walks and environmental events
  - ii. NALC bulletin on affordable housing – passed to DW prior to meeting
  - iii. NALC e-bulletins
  - iv. AiRS rural priorities for 2010
  - v. District Commander Update
  - vi. Focus on East Sussex – 2010 annual monitor
  - vii. Wealden LSP media release re. broadband
  - viii. East Sussex Safer Communities Partnership newsletter
  - ix. Rural Services Community newsletter
  - x. ESFRS newsletter
  - xi. NALC bulletin – it takes all sorts
  - xii. ESCC Countywide news and updates
  - xiii. Correspondence from Charles Lant re corporate management team at WDC
  - xiv. Grey matters
- 62. **ITEMS TO GO ON NEXT AGENDA**

LM has advised that having visited the village website recently she found that there was a lot happening on it and that it was very interesting  
 Clerk advised that the C209 at Willinghurst Lane in Rotherfield will be closed from 25<sup>th</sup> May to 4<sup>th</sup> June  
*Clerk to write to owners of Preston House to request they cut back their hedge.* **Clerk**

MEETING CLOSED AT 10:02PM

**The next meeting of the Parish Council will be held on Tuesday May 18th at 7pm.**

Signed..... Date.....