



MINUTES OF THE **AGM** OF THE HADLOW DOWN PARISH COUNCIL  
HELD IN THE VILLAGE HALL ON **TUESDAY MAY 5<sup>th</sup> 2009**

**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, Colin James, Lucy McConachie, Michael Lunn and Graham Terry.

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

1. **ELECTION OF CHAIRMAN:** Paul James – proposed by GT - seconded by DW.
2. **ELECTION OF VICE-CHAIRMAN:** Colin James standing down. David Walker – proposed by DW– seconded by PJ.
3. **APPOINTMENT OF PLANNING AND ANY OTHER COMMITTEES:**  
David Walker was proposed as Planning Committee Chairman by PJ – seconded by ML.
4. **APPOINTMENT OF REPRESENTATIVE TO:**
  - a. Mayfield Charities: Fiona Bickerton agreed to continue..
5. **APPOINTMENT OF COUNCILLORS TO VARIOUS COUNCIL TASKS OR OUTSIDE BODIES:**  
PJ offered to take on Youth and Burial Ground agreed by all. PJ proposed that all other Councillors keep their present roles, agreed by all. Jo Dummer has confirmed that she is willing to carry on as tree warden.
6. **PCSO KATIE BREEDS** – No report received from Katie in her absence.

**PUBLIC QUESTIONS**

Vicky R advised that she would like to be involved in anything to do with bridle paths and would like to see the connection from the church to Waste Wood sorted. ML advised this would be good to discuss at the Village Action Plan sessions.

Member of public raised that the District Councillors aren't often at the Parish Council meetings. Clerk explained the reason for their absence from the Parish Assembly.

Parish Council complimented on changing the date of the Parish Assembly so it didn't clash with Buxted's meeting.

7. **APOLOGIES FOR ABSENCE:** Apologies had been received from Cllr. Tony Reid (ESCC)
8. **DECLARATIONS OF INTEREST** by Councillors on any of the agenda items: CJ declared a prejudicial interest on point 16i.
9. **MINUTES OF MEETINGS:** held on April 7<sup>th</sup> and 14<sup>th</sup> were agreed and signed as true copies.
11. **MATTERS ARISING (from previous meetings):**
  - i. IT for planning – Not felt necessary for PC to buy a projector. *Clerk to contact SALC/AiRs to see if PC can borrow a projector for CS meetings, alternatively to try other councils.* **Clerk**
  - ii. Ditch filling by cycle track – c/f **PJ**
  - iii. Profiles for Website – *PJ and DW still need to do theirs.* **DW/PJ**
  - iv. Rural Services Network – c/f **PJ**
  - v. East Sussex Local Site and National Indicator 197 – interconnected with point ix. No action required.
  - vi. Recyclables – draft letter prepared, *Clerk to send off.* **Clerk**
  - vii. Scull Wood – letter received from ESCC, RSPCA have advised owners that horses need to be removed by 1<sup>st</sup> May, still on site. *GT to investigate.* **GT**
  - viii. Farm Animal Welfare Consultation – been reviewed.
  - ix. Sites of Nature Conservation Importance – see point v.
  - x. Draft Private Housing Renewal Strategy & Empty Homes Strategy 2009 consultation – c/f. **PJ**
  - xi. Clerks report: update passed to Councillors with agenda
    - a. Bollards at New Inn – Agreed that at present extra bollard not required, *Clerk to advise ESCC* **Clerk**
    - b. Criers Lane – Clerk chasing ESCC regarding the work that was supposed to have been done. **Clerk**
    - c. Scocus Farm – ESCC to see if work been undertaken at entrance, Clerk to chase them. **Clerk**
    - d. Ambulance outside Marlowe House – Clerk has spoken to PCSO. DW to also visit to discuss problems with parking
    - e. Domain – c/f **Clerk**
    - f. Highways – Clerk has reported hole on the A272 by the church, dust and grit on A272 (Highways will sweep the road) and 3 drains on the south side of the A272 near Little England Farm where the tarmac has broken up around them.
    - g. Request been raised to cut verges at Tinkers Farm prior to rally.
    - h. Lynx House – response awaited from Head of Planning and Building Control who has also spoken to PJ.
    - i. Bridle path Brick Kiln Lane – Gate been removed. Rights of Way team have put the fence back up and will arrange for a concrete barrier to be placed there
    - j. Clerk received a copy of notice that was served regarding land at Wilderness Lane.
10. **Nitesafe lights** for the church and School Lane – Mike Ford advised that a quotation has been received to have lights from School Lane to the gap in the fence, this comes to £416 although not sure if this includes VAT. Would like the PC to pay half the cost which they agreed to do. Mike is hoping that WDC will repave at the end of the summer, when the lights could then be put in. The area from the church door to the gap to the car park could be done sooner. Nitesafe can do work in two batches. Parish Council felt that this would be a good item to publicise. Mike to attend church meeting where lights will be discussed. ML advised that ESCC can provide a grant to help pay for lights in School Lane, he is looking into this. Ian J from ESCC to be invited to view lights at the church when the first batch have been put in. Clerk confirmed that the 1890s legislation banning giving to Churches was repealed in the 1930s.

**12. PLANNING MEETINGS;**

Planning applications were included in the meetings on 7<sup>th</sup> and 14<sup>th</sup> April. Minutes are circulated to Councillors and posted on the village notice boards and can be provided to anyone who may be interested via the Clerk.

**PLANNING APPLICATIONS:**

**WD/2009/0693/F – THE GRANGE, MAIN ROAD TN22 4HH** – A single storey garden level side extension consisting of a kitchen and living area with an associated larder and cloakroom – The Council have no objection to this application and feel the addition is tastefully designed and in keeping with the existing building.

**WD/2009/0770/F – THE NEW HOUSE, SCHOOL LANE TN22 4HY** – Proposed single storey rear extension to create extended lounge and dining room and new utility room – The Parish Council can see no reason to object to this application.

**WD/2009/0760/F – STONEHURST FARM, FIVE ASHES TN20 6LL** – New haystore/tractor shed – *Clerk to arrange site visit and extension to time* **Clerk**

**WD/2009/0655/F & LB – SHEPHERDS HILL HOUSE, BUXTED, TN22 4PX** – Proposed orangery – *Clerk to arrange site visit and extension to time.* **Clerk**

**GRANTED PLANNING PERMISSION:** None received

**REFUSED PLANNING PERMISSION:** None received

**13. REPORTS FROM CLLR. TONY REID, ESCC & CLLR. KEN OGDEN/NORMAN BUCK WDC** – Nothing received in their absence.

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

i. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry – PF been awarded a grant of £14,500. Looking at equipment to put in although the more work that is done the greater the upkeep costs. It was asked whether the Parish Council should be supporting these amenities on a regular basis – needs to be taken into account for 2010-11 precept. Acknowledged work Peter Gillies has put in. PC will need to be consulted as the equipment will be on the land the PC rent. PFC meeting next week to discuss what will be done with the grant, will present to PC before they commit to anything.

ii. Easylink – Cllr. Lucy McConachie – nothing to report.

iii. Community Strategies, Sustainable Development and Environment Matters – Cllr. Michael Lunn – 1st Community Strategy session 13<sup>th</sup> May.

iv. Rights of Way, Highways and Footpaths – Cllr. David Walker - will discuss continuing deterioration of roads at the SLR meeting. Complaint been received regarding the state of the hedge at Oakwood House, *PJ to visit and request it be cut back.* **PJ**

Gate at bottom of green lane in Dog Kennel Lane has been pulled down *Clerk to contact Rights of Way Clerk*

v. Village Hall Management Committee, Wealden Association of Local Councils and Safer Wealden Partnership – Cllr. Colin James – 1 quote received for tiling the ceiling in the main hall and putting up dividing bars £940 + VAT, awaiting further quotes. Steps to main door also being looked at. No room to fit disabled access, also unable to do handrails as doors open outwards, possible to get disabled access from a side door. Cavity wall insulation spoken to EDF however they only do for private individuals.

**15. BANK RECONCILIATION AND END OF YEAR RETURN:** - Bank reconciliation agreed for end of 2008-09 financial year. Unable to agree one for April as deposit statement not been received from the bank.

**16. OTHER FINANCIAL MATTERS:**

i. Village Hall – Clerk has spoken to Lisa S and agreed that PC would be billed quarterly, at meeting agreed to pay £100 per quarter which would cover all PC, Neighbourhood Watch, Emergency Planning & CS meetings.

ii. WDC – notification of precept payment £8998.50 received on 27<sup>th</sup> April.

iii. Appointment of internal auditor – agreed to ask John Roberts if he will continue as Internal Auditor, *Clerk to speak to him.* **Clerk**

iv. Insurance – Clerk has obtained 2 quotes, PC agreed to go with Allianz.

v. Charles Arnold Baker 8<sup>th</sup> edition £53.60 + VAT – agreed for *Clerk to purchase.* **Clerk**

vi. WWYC update £17.50 + £2 postage – *Clerk to speak to Trevor Leggo and ask him to take up the issue of why the PC has to pay out for an update.* **Clerk**

**17. ACCOUNTS FOR PAYMENT** - The following were agreed by all and cheques raised:

i. Helen Simpson-Wells. Salary £738.90 includes £30.40 for mileage, £51.99 for expenses and £166.30 training hours. £460 already paid by standing order therefore cheque raised for £278.90.

ii. Jean Holmwood £8.56 backdated pay. Cheque 100833 dated 7<sup>th</sup> April cancelled as didn't include tax deduction.

iii. SALC £155.25 Councillor Course.

iv. Madasafish £12.10 already paid by direct debit

v. AIRs membership £40

vi. Simon Goacher £104.96 payroll services

vii. Viking Direct stationery £83.59

viii. Graham Terry £31.80 mileage and VH meter expenses

**18. CLERK'S MATTERS:**

Hours checked agreed and signed together with outstanding owing hours. When Clerk has a big project will need to log hours spent on it.

i. Notice board outside village hall – Clerk has been advised that the rain is entering, *PJ to look at* **PJ**

ii. TPOs at Waste Wood – At the Parish Assembly Clerk was advised that the whole of Waste Wood has

- TPOs. Also been asked whether special licenses have been applied for to cut down trees in there and whether the road through it is legal. Clerk is awaiting a response from WDC to these questions. PC advised that through the wood there is an access track, fire breaks and emergency access.
- iii. Notice of vacancy – due to Tony B resigning, notice of vacancy has been placed on both notice boards. GT to replace TB as signatory for youth account.
- iv. Public Sector Equality Duties – *Clerk to ensure that PC has an equality policy.* **Clerk**
- 19. TRAINING:**
- i. Update from GT on Councillor Course – update will be given at June meeting however GT advised of some highlights.
- ii. Village Hall Workshops in May – Passed to CJ
- 20. RISK ASSESSMENT:** *Clerk to arrange for Silver Jubilee seat to be mended* **Clerk**
- 21. BURIAL FEES** – New fees agreed by PC, *Clerk to write to funeral directors to advise of fees and where grave over 1 metre deep will need shoring.* **Clerk**
- 22. WEALDEN LDF CORE STRATEGY CONSULTATION** – *Clerk to send letter to William King advising currently going through a CS which we hope will lead into LDF. PC would happily take up his offer to meet with Northern parishes.*
- 23. STRENGTHENING LOCAL RELATIONSHIPS MEETING** – Agenda items agreed, *Clerk to send to ESCC prior to meeting* **Clerk**
- 24. DOGS AT LUVETTS** – PC have been advised that the dogs got out, were pestering horses and were close to attacking a member of the public. Police were involved and dog warden has been to visit owners.
- 25. HUGGETTS FURNACE FOOTPATH** – Letter has been received from Birketts LLP regarding proposed diversion to the footpaths, copy has been given to all Councillors. Jason L has contacted the clerk regarding part of the letter as he feels he has been misrepresented. Birketts' have advised to substitute the para. re JL to instead read 'since my phone call I have looked further into the matter and concluded that there is not evidence to establish conclusively that a public right of way existed on the current alignment prior to the preparation of the Definitive Map in the 1950s.' Letter of support also received for the diversion. As JL is undertaking some technical research in the area PC will discuss Birketts' letter when the outcome of this is received
- 26. CORRESPONDENCE RECEIVED NEEDING A RESPONSE**
- i. Local Councils Update – passed to GT. **GT**
- ii. Special meeting for WDC speakers re housing etc May 09 – CJ will be attending the meeting.
- iii. Home Start – asking to visit PC meeting and send quarterly bulletin – *Clerk to contact them for more information on their work and to find out how many people have been helped in the Parish in the last 12-24 months* **Clerk**
- 27. CORRESPONDENCE RECEIVED FOR DISTRIBUTION**
- i. Lottery funding
- ii. Wealden Business Focus
- iii. Police update re new Assistant Chief Constables and District Commander
- iv. Wealdlink – passed to Lucy prior to meeting
- v. Letter of thanks from CAB regarding our grant
- vi. Health Overview and Scrutiny Committee
- vii. Wealden View newsletter
- viii. Weekly Rural Focus
- ix. Ramblers newsletter
- x. Spring Volunteer newsletter
- xi. EAVS e-Bulletin board
- xii. Community Transport Developments – passed to Michael and Lucy prior to meeting
- 28. ITEMS TO GO ON NEXT AGENDA**
- i. Uckfield FM Radio Station
- ii. Minutes of Wealdlink Forum & North Wealden Community Transport Partnership Ltd
- iii. Maidens of the Weald
- iv. Buxted – Community Voice
- v. Public Rights of Way – Network Survey

MEETING CLOSED AT 9:50PM

**The next meeting of the Parish Council will be held on Tuesday June 2<sup>nd</sup> at 7pm.  
There will also be a Planning meeting on Tuesday 19<sup>th</sup> May at 7pm**

Signed.....

Date.....