



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL
Held in the Village Hall, Hadlow Down
at 7.00 pm on Tuesday November 4th 2008
*Note – this is a draft copy to be agreed and amended, if
necessary, at the next Council Meeting*

Present: Councillors Paul James (Chairman), Colin James, Lucy McConachie, and Michael Lunn. Also in attendance were Councillors Ken Ogden and David White and Clerk Helen Simpson-Wells.

1. **PUBLIC QUESTION TIME** – nothing raised
2. **PRESENTATION BY COUNCILLOR WHITE ON THE STANDARDS COMMITTEE** – Councillor White gave the Parish Council background information on the Standards Committee and updated them on recent changes. Cllr. David White left the meeting at 7:35pm.
3. **PCSO KATIE BREEDS** – report received in Katie's absence:
Please see below incidents that have occurred in Hadlow Down over the last month –
 - * Suspect male in Stonehurst Lane - a unit attended and searched the area but no trace.
 - * Suspect vehicle in Hastingford Lane - the details were passed to officers to keep an eye out but was reported 30 minutes after being seen so could have left the area.

With regards to the above, we have had several burglaries in the Five Ash Down area and are asking for everyone to be vigilant and report anything or anyone that they believe is acting suspiciously. Clerk reported that between 29th and 30th October there was a burglary at a business premises on the A272 at Buxted where the garage was broken into.

4. **APOLOGIES AND REASON FOR ABSENCE** – apologies received from Katie Breeds, Cllrs. Graham Terry, David Walker and Tony Bonnick.
5. **DECLARATION OF INTEREST** – Cllr. Michael Lunn declared an interest in Coopers Farm
6. **MINUTES OF THE PREVIOUS MEETINGS** – minutes of 7th Oct. Graham Terry had advised that point 9 should read 'reported crime' rather than 'crime reporting'. Precept meeting of 21st Oct Cllr. Michael Lunn wasn't present.
7. **MATTERS ARISING (from prev. mtg):**
 - i. Wealden Local Strategic Partnership - *Colin passed to Michael who has spoken to Cllr. William King, Michael will act as point of contact for him.*
 - ii. Gypsy and Traveller accommodation needs - *Paul working through document* **PCJ**
 - iii. Article in Parish Mag. re litter in lanes – *Michael to produce article. Clerk reported that resident had highlighted some delivery men littering, she has written to the relevant company regarding this.* **ML**
 - iv. Clerks Report:
 - a. Dog Kennel Lane – ESCC have received notification from Land Registry that the hedge is privately owned. They have therefore written to the owners requesting that they cut it back.
 - b. Wilderness Lane - Reclamation of ditch and rebuilding verge hasn't yet happened as council need to close the road which can take some time to arrange.
 - c. Five Chimneys Lane – ESCC undertook an inspection couldn't find anything obvious will have another look outside Smallberry Hill Farm. *Michael has visited the site and seen the problems he will produce a report which can then be forwarded to ESCC* **ML/HSW**
 - d. Green Lanes - Alan Hart had advised that he would contact Colin to arrange site visit. Clerk has also asked whether it is possible that the Dog Kennel Lane green lane can be reclassified as a bridleway. *Clerk to chase Alan Hart* **HSW**
 - e. Bridle Path Brick Kiln Lane - owners haven't yet contacted council regarding the removal of the gate, Tim Squire has confirmed that he is aware of this and will act accordingly.
 - f. Bollards outside New Inn - this is now due to be referred to Ian Johnson. *Clerk to chase him.* **HSW**
 - g. C.A.B. grant application – at precept meeting it was agreed to give them £150 for 2009/10
 - h. Website - *Clerk to contact Mark Davis* **HSW**
 - i. Speed limits – Eastern speed limit sign will be placed by Bull Cottage. ESCC anticipate the preliminary consultation stage will be completed in November which will then be followed by the formal legal notice advertising the speed limit proposal. Site work unlikely to start before the New Year.
 - j. Scull Wood - Rupert Clubb hopes to attend the December Parish Council meeting, if he isn't available one of his colleagues will attend on his behalf. He has been sent a copy of the questions the Cllrs. would like to put to him. Tony Reid also copied in on questions.
 - k. A272 footpaths – ESCC were due to cut back the footpaths and remove the excess, this hasn't yet happened.

Clerk to chase ESCC.

HSW

i. Bus timetables – Clerk gave out copies of the local bus timetable.

m. Buxted Traffic Order - Clerk received confirmation from Norman Buck that this has been agreed.

8. PLANNING MEETINGS:

Planning applications were included in the meeting on 21st October. 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.

David has complained to Paul as he feels the plans shouldn't be discussed tonight as he's not there. Put to council whether they were happy for plans to be reviewed tonight and decisions made, they all agreed.

APPLICATIONS:

WD/2008/2581/LB – BRICK KILN FARM, BRICK KILN LANE TN22 4EJ – alteration and extension to existing dwelling to form link to and convert disused barns. *Site visit has already been undertaken by the Council. The Council has some concerns regarding the overall eventual size of the property, its close proximity to existing farm buildings and the disturbance of the historical layout of the existing dwelling. We can see the value of the conversion of the outbuildings if it is to preserve the historical courtyard appearance of the site.*

WD/2008/2671/F – COOPERS FARM, FIVE CHIMNEYS LANE – erection of a temporary agricultural dwelling to support local 'entrant' organic agricultural and sustainable enterprise. Michael explained why he had withdrawn the previous application.

Michael left the meeting 8:10

The Parish Council have already carried out a site visit and have spoken to near neighbours. We support the application fully. We are very pleased that farming is to take place on this land and that old features, such as the ponds, are being brought back into existence. Also a sustainable woodland has been planted, hedgerows replaced and the land brought back into productive and sustainable agriculture. We hope that the applicant is able to make a viable business here and demonstrate the possibilities to others both of the farming and of the carbon neutral/carbon positive status of the building. We are very pleased to see a comprehensive planning application and that a lot of time and effort has been put into this and shows how serious the applicant is about this project. We would add one condition which is that the consent is personal to the applicants and cannot be passed on.

Michael rejoined the meeting 8:20

GRANTED PLANNING PERMISSION:

WD/2008/1394/RM – THE OLD STORE, MAIN ROAD – two link attached houses, approval of reserved matters.

WD/2008/2518/F – FAIRLIGHT GLEN FARM, RIVERSIDE, BLACKBOYS TN22 4EY – proposed extension and garage building

WD/2008/2239/LB – HUGGETTS FURNACE FARMHOUSE - weatherboard cladding to north, east and west elevations. Alterations to fenestration including replacement & reinstatement of windows & conversion of two ground floor window openings to French doors, remove modern porch to north elevation.

REFUSED PLANNING PERMISSION:

None received

9. REPORT FROM CLLR. KEN OGDEN, WEALDEN DISTRICT COUNCILLOR – Working on a committee helping people who are destitute or in serious financial difficulties, WDC can help. They are presently having problems as have had to overspend on B&Bs due to the current financial situation however they can cope with this.

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

i. Burial Ground, Youth Council (to be formed) – Cllr. Tony Bonnicks – no report in Tony's absence. Paul advised that he has looked at the site assessment report that was prepared by Weald Meadows Initiative. The site they wanted to turn into a nature area, the church has already designated for building land with a small church hall and a possible footpath to the playing field.

ii. Rights of Way, Highways and Footpaths – Cllr. David Walker. - no report in David's absence. Mrs Rivers is having to clear the footpath near the school of dog faeces each morning before the children arrive. *Clerk to report to dog warden and PCSO.*

HSW

iii. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry – Graham sent a report in his absence. PFC – good comments have been received on the new hedge. Progress being made with WDC regarding the proposed children's play area. There are high hopes that a grant will be available to us. NVHWP – progressing slowly but nothing concrete to report. Winterfest a great success, lots of positive feedback about the earlier timing being good for young children. Despite moving the fireworks another 50 metres away – recommended distance is 25 metres and they were close to 1 00 – some debris still fell on and near the audience, because of the prevailing wind. See no solution to this short of cancelling if there is any wind. They think they made a small profit this year but final figures not yet known. The Council wanted to send their thanks and congratulations to the organisers of the Winterfest for such a successful evening.

iv. Village Hall Management Committee, Wealden Association of Local Councils and Safer Wealden Partnership – Cllr. Colin James - Colin advised that the Village Hall electrics are starting to be renovated and testing of

appliances is being undertaken. Painting of the hall isn't finished and some work needs to be done in the toilets. When all the appliances have been tested the committee will know what work needs doing and what needs replacing. SWP – Clerk advised that Cllr. Ron Cussons is the new chair and Chief Inspector Neil Honnor is his deputy. C.I. Honnor has offered to visit local groups to discuss policing and people's feelings about community safety issues in their area.

Discussion took place regarding pot holes in Hall Lane.

- v. Village Action Plan, Easylink, Sustainable Development and Environment Matters – Cllr. Michael Lunn – Easylink - it was recommended and agreed that Lucy take over the responsibility for Easylink. VAP Michael advised that he had met with representatives of AIRs. He gave councillors copies of paperwork that he was given at the meeting. The VAP is now called Community Strategies and Michael gave an example of what Buxted and Chalvington and Ripe parishes have done. Will need to also look at Wealden Community Strategy and East Sussex County Strategy. Michael was also given a 'Parish and Community Planning Toolkit' and a 'Project Development Guidance Chart'. Michael proposed to get a Community Strategy done within 6 months. It has to be separate from the council and community driven and would not be started till January. It would look at assets, concerns, visions, develop an action plan and would need to be professionally produced. Michael has been given a list of about 40 names of people who may be interested in helping, he will review list with Paul and also advertise for help in the Parish magazine. *Council agreed that Michael should set up a group to work on this.* **ML**
- Nothing to report on Sustainable Development and Environment Matters.
- vi. Tree Warden - Jo Dummer (former Councillor) No report received in Jo's absence.

11. BANK RECONCILIATION: – The reconciliation up to 27th October was checked and signed as correct. *Further letter sent to Barclays regarding change of address and altering cycle code on statements.*

12. OTHER FINANCE MATTERS:

Proposed and agreed that precept should be ratified. Letter has been received from Mazars regarding the Annual Return for 07-08, amendments signed off by Paul and Helen

13. ACCOUNTS FOR PAYMENT: The following were agreed by all and cheques signed:

- i. Jean Holmwood. 8 extra hours £62.82
- ii. Helen Simpson-Wells. Salary £545.51 (includes £80.93 for training hours in Sep) also £32.40 for mileage and expenses Madasafish £19.48, Rockets £9 = total £606.29. £460 already paid by standing order therefore cheque raised for £146.29.
- iii. Viking Direct £56.58
- iv. Working With Your Council £50
- v. Hire of Village Hall £400
- vi. SLCC conference £52.88
- vii. Litter bin emptying £126.78
- viii. Dog bin emptying £63.39

Clerk to contact WDC to find out how full the dog and litter bins are when they are emptied

HSW

14. CLERK'S MATTERS:

- i. Hours checked agreed and signed. *Council agreed to pay for 10 extra hours worked in October in November's pay*
- ii. Contract and Salary. *Signed by Paul and Helen*
- iii. Tea and coffee making – *council felt that there was insufficient time to make tea and coffee and that it would make the meetings even longer.*
- iv. Signs for play parks/recreation grounds – *council felt that it was not necessary to have an extra sign at the playing field as offered by the Safer Wealden Partnership*
- v. Village Hall Maintenance – Colin has provided a quotation for electrical work at the Village Hall, the final cost will be known once the testing is complete. *Council advised that once the final figure is known they will look at it and will be happy to help with the cost.*
- vi. Energy Saving Summit Nov. in Hailsham – Michael to attend
- vii. Bob Taylor of Rural Affordable Housing (previously HOPE) would like to do a 20-30 minute presentation at the January meeting on what they are presently doing and what hope to do in the future. *Clerk to confirm to him and also contact Revd Challis to make him aware of the presentation.* **HSW**

15. TRAINING:

- i. WDC District/Parish Conference Nov., Uckfield

16. RISK ASSESSMENT: to report if risk assessments are up to date

Council advised that they will need a copy of the Village Hall and Playing Field Committees' Risk Assessments on file, and will need to also receive new copies as they are updated. Council also need to do a risk assessment on the lower piece of land at the playing field that they rent out. Prior to the Winterfest and the Summer Fair the council will need a copy of the risk assessment for the event.

The internal audit for banking will be done every 3 months at the Finance meeting.

Paul to undertake risk assessment of notice boards, bench seats, village signs, playing field and burial ground

PJ
HSW

Clerk to copy Colin in on bank reconciliation paperwork

Clerk to list what required for each risk assessment

HSW

17. **FREEDOM OF INFORMATION ACT** – to be adopted at next meeting, Clerk to look at what can go on website and to contact Mark Davis

HSW

18. **COMMUNITY GOVERNANCE REVIEW** – nothing to change for Hadlow Down

19. **OTHER MATTERS** – (To be advised to the Clerk in advance of the meeting – other matters may be discussed but decisions may be deferred to the next meeting) – the children at St Mark’s School previously wrote to the council regarding problems they could see in Hadlow Down. Clerk to write to Mrs Rivers and Miss Watson offering for a councillor to come to the school and speak to the children

HSW

20. **CORRESPONDENCE RECEIVED NEEDING A RESPONSE.**

Natural Resources and Biodiversity – Sites of Nature Conservation – passed to Michael to action

ML

Codes of conduct for local authority members and employees – consultation – passed to Colin

CJ

East Sussex Fire Authority consultation plan – no action taken

21. **CORRESPONDENCE RECEIVED FOR DISTRIBUTION**

Play England – Design for Play – to be passed to Graham

NHS – Health Check

Friends of the High Weald Newsletter

South Downs Council for Voluntary Service – Annual Review meeting

Minute documents for WDC Committees

Wealden District Association of Local Councils minutes of meeting

AIRS newsletter

Meeting closed at 10pm

**THE NEXT PARISH COUNCIL MEETING WILL BE
on Tuesday 2nd December 2008 at 7.00 P.M**

Signed.....

Date.....