



MINUTES OF THE MEETING OF HADLOW DOWN PARISH COUNCIL

Held in the Village Hall, Hadlow Down
at 7.00 pm on Tuesday October 7th 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, Graham Terry, David Walker, Tony Bonnick and Michael Lunn. Also in attendance were Councillor Tony Reid, Joan Wiltshire (Courier), Jean Holmwood (outgoing Clerk), Helen Simpson-Wells (new Clerk) and Lucy McConachie.

Paul opened the meeting by thanking Jean for all her hard work whilst she was Parish Clerk.

1. PUBLIC QUESTION TIME – nothing raised

2. NEW COUNCILLOR – *Following an informal discussion prior to the meeting it was recommended to co-opt Lucy as a Councillor, proposed by Cllr. Paul and seconded by Cllr. Graham, all in agreement. Welcome pack given to Lucy.*

3. PCSO KATIE BREEDS – report received in Katie's absence:

Please see below incidents that have occurred in Hadlow Down over the last month –

- * Criminal Damage to a fence - we are conducting patrols in the evenings to combat anti social behaviour.
- * Mortgage Fraud - logged just for our reference.
- * Rough Sleeper - A unit attended and the male was moved on.
- * Suspect Male in vehicle - Area search no trace for this vehicle but its details have been added to our log.

The only other incidents that have occurred are lost dogs and broken down motor vehicles.

4. APOLOGIES AND REASON FOR ABSENCE – apologies received from Ken Ogden, Katie Breeds and Norman Buck.

5. DECLARATION OF INTEREST by Councillors on any of the agenda items below – none received

6. MINUTES OF THE PREVIOUS MEETINGS held on 2nd and 23rd September were agreed and signed as a true record.

9. REPORT FROM CLLR. TONY REID, EAST SUSSEX COUNTY COUNCIL: - (item moved forward) – Tony attended the full county council meeting today. The Chief Constable and Chief Fire Officer spoke after the meeting. Advised that crime reporting dropped 20% in last 12 months in East Sussex. The Fire Brigade are doing a condensed course with young offenders, those missing school etc, they are hoping this will make a difference to their lives. Cllr. Tony attended the Tinkers Field Opening he was surprised at how much had been done there and said it was lovely to see youngsters involved.

(Cllr. Tony B arrived 7:20)

Cllr Tony R asked what was happening about Scull Wood. Parish Council decided to invite Rupert Clubb from ESCC to December meeting and prior to it to send him a list of questions that we would wish to raise with him.

Clerk to invite and copy Tony R in with questions

(HSW)

Cllr Tony R updated the meeting on what is happening in Uckfield with the new town centre plans.

Parish Councillors raised their concerns about lack of parking at local stations and also about the removal of the Winterfest sign. Cllr. Graham felt that the policy regarding the removal of signs should be applied with discretion, Cllr. Tony R. will raise this issue at county council meeting

(TR)

Councillors also discussed speed limit in the village with Cllr. Tony R and advised him when the meeting is to be held with Ian Johnson from ESCC.

(Cllr. Tony R left at 7:40)

7. MATTERS ARISING (from prev. mtg):

i. Clerks Report:

Public telephones – Hadlow Down telephone not on the list to be removed

Dog Kennel Lane – Highways contacted Land Registry to find out who owns hedgerow, awaiting response, also unsure about how far it can be cut back

Wilderness Lane – should be worked within the next few weeks, reclaim ditch and rebuild verge.

Five Chimneys Lane – spoke to ESCC 30th Sep, in process of pricing up the job, scheduled to be done however got to book with contractors and close the road. Hopefully do within the next month.

Green Lanes – council to shut for 6 months from mid Oct. The council have completed the work on the Dog Kennel Lane Green Lane. *Clerk to contact council to ensure that it will be closed. Colin to e-mail Clerk with details of the problems with the work that has been done in order that she can organise site visit. Clerk to also look into whether it can be reclassified as a bridleway.*

(HSW/CJ)

Bridle Path Brick Kiln Lane – letter sent to owners 11/9 by ESCC requesting they remove the gate within 28 days. Not had resp. yet asked that ESCC keeps Clerk updated.

Buxted Parking Restrictions - Letter received from Norman Buck dated 19th Sep. *Copy been given to Paul and Graham. David advised that Norman has rung him to advise that he is willing to work with David on planning issues.*

Decided no response required to Norman's letter although the council will expect him to continue with the obligations of his elected post.

St Mark's School – Letter recently been sent to Miss Watson offering for Cllrs to go into the school and talk to the children. A thank you letter has also been received from the school for the donation made to them.

Bollards outside New Inn – awaiting call back from ESCC.

(Jean left at 7:55)

8. **PLANNING MEETINGS:**

Planning applications were included in the meeting on 23rd Sep. 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.

APPLICATIONS:

WD/2008/2518/F – FAIRLIGHT GLEN FARM, RIVERSIDE, BLACKBOYS TN22 4EY - Proposed extension and proposed garage building. – *Chair has done site visit. The Council are fully supportive of this application.*

WD/2008/1886/F – LAND NORTH OF SOUTH VIEW, WILDERNESS LANE, HADLOW DOWN, TN22 4HX – Removal of mobile home, demolition of further mobile home and redundant rural buildings and the erection of a single-storey dwelling and garage. – *Clerk to arrange site visit. A letter has been received where the correspondent has some concerns with regard to the application.* (HSW)

WD/2008/2477/F – CART LODGE, STONEHURST LANE, FIVE ASHES TN20 6LW – Removal of earth bund to expose existing hardcore of previous lawful access and install five bar gate and three rail wooden fence. – *The Council has no objection to this application providing all other enforcement actions have been dealt with.*

WD/2008/2542/F – VICTORIAN BARN, COLES HALL FARM, FIVE ASHES, TN20 6JH – Change of use of existing building for storage to cheese and dairy making facility. – *The Council commends this application and supports cottage industry and wishes the applicants the best of luck.*

GRANTED PLANNING PERMISSION:

WD/2008/1960/F – HOLLYBRAE, WILDERNESS LANE, HADLOW DOWN TN22 4HT - Demolition of existing chalet bungalow and construction of new two storey house and garage

WD/2008/1834/F – HUGGETTS FURNACE FARM, HASTINGFORD LANE, HADLOW DOWN, TN22 4DY – Erect a temporary site/farm office for a period of three years

REFUSED PLANNING PERMISSION:

None received

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

- i. Burial Ground, Youth Council (to be formed) – Cllr. Tony Bonnick – Tony advised that he met with Dawn from Weald Meadows Initiative who has prepared a site assessment report. She has advised that the area to the south requires some work also the ragwort needs removing twice a year and the clippings removed. *Clerk to send everyone a copy of the report* (HSW)
- ii. Rights of Way, Highways and Footpaths – Cllr. David Walker. - Meeting to be held in Oct. with Ian Johnson to discuss an amendment to the speed limit boundaries. Ian Johnson to speak to ESCC village gang as they should have cleaned the road signs. *Clerk to write to ESCC to ask that the footpaths on the A272 be urgently cut back to their full width and the excess soil be removed, especially with dark nights approaching and the difficulty of pushing buggies along there. This has previously been requested by the Parish Council.* (HSW)
- iii. Neighbourhood Watch, Emergency Planning, New Village Hall Working Party and Playing Field Committee – Cllr. Graham Terry – Graham reported that the hedges work has been started and confirmed that Winterfest will be held on 18th Oct.
- iv. Village Hall Management Committee, Wealden Association of Local Councils and Safer Wealden Partnership – Cllr. Colin James - Colin advised that nothing to report on SWP, WALC talking about the future, VHMC - *Clerk to copy in all councillors on minutes of committee meeting.* Paint day on Saturday 11th at the village hall. Council commended the committee on the work they have been doing. They requested that a sign be put up in the hall explaining where the main meters are. (HSW)
- v. Village Action Plan, Easylink, Sustainable Development and Environment Matters – Cllr. Michael Lunn – VAP Michael advised that he has been trying to speak to Vicky, spoke to AIRs and their VAP officer who said that ours is a schedule and not a VAP. Michael is to meet with the VAP officer who also advised that grants are available. Easylink – *Clerk to obtain timetables for the no.s 429 and 318 buses.* (HSW)
Michael went to the West Sussex Sustainable Forum, there are various schemes to obtain grants for sustainable village halls - *Michael to pass details to Graham.* They also spoke of energy auditing for parish buildings, schools etc in order to track energy bills and look at ways of reducing usage. Quality of Life Indicators for a parish are starting to happen. Tony Whitbread from the Sussex Wildlife Trust spoke on the impact of Climate Change. (ML)
Cllr. Michael raised about the issue of litter in the lanes, *he will write an article to go in the parish magazine* (ML)
- Cllr. Colin advised that a large bag of tyres had been dumped at the bottom of the bridleway in Dog Kennel Lane. *Clerk to contact ESCC to remove* (HSW)
- vi. Tree Warden - Jo Dummer (former Councillor) No report received in Jo's absence.

11. **BANK RECONCILIATION:** – To be checked and agreed if received. (The reconciliation for the end of Aug. will be offered as it did not arrive in time for the Sep. meeting). Reconciliations for August and September checked and signed as correct. *Council agreed for clerk to contact bank to change the cycle date of statements in order that a statement is received in time for a reconciliation to be done each month ready for the meeting.* (HSW)
12. **OTHER FINANCE MATTERS:**
- i. Precept received - £8695.50
 - ii. CAB Grant Application – *given to Lucy to read through prior to precept meeting* (LM)
13. **ACCOUNTS FOR PAYMENT:** The following were agreed by all and cheques signed:
- i. Jean Holmwood. Salary £440.65 and expenses £9.20 = total £449.85. Extra 8 hours agreed to be paid following month.
 - ii. Helen Simpson-Wells. Salary £521.10 (includes £45.52 for extra hours in Aug) and expenses £34.40 = total £555.50. Extra 8 hours for clerks course to be paid in following month.
 - iii. BT £28.69 (to be paid by dd) on old phone line. £54.31 for new phone (dd)
 - iv. P S Sobolewski – Burial ground maintenance £850 (*agreed, cheque to be raised once invoice passed to Clerk to then be signed by two signatories*)
 - v. Bill from Emergency Planning Committee for £11.47 for ID tag lanyards
 - vi. Inland Revenue £250.89, should be £350.89 however due to Inland Revenue cashing previous cheque for incorrect amount, adjustment made to this one
14. **CLERK'S MATTERS:**
- i. Advised of hours to be signed off by chair.
 - ii. Precept and planning meeting 21st Oct 7pm, *Clerk to prepare proposal for precept* (HSW)
 - iii. Contract and Salary. *Clerk held meeting with Graham to go through the contract. Council agreed that basic salary could be paid by standing order on a set day each month, any additions would have to be agreed at the Parish Council meeting and paid by cheque. Clerk to prepare letter for bank to be signed by two signatories, she will also contact Simon to ensure tax and N.I. will still be paid prior to receipt of salary* (HSW)
 - iv. PCSO presence at Winterfest – PCSO Katie Breeds aims to be at the school for 5:30pm for the start of the Winterfest
 - v. Website – *Clerk to contact Mark Davis to see if he is interested in setting up a website* (HSW)
 - vi. Working with your Council – *Council agreed that Clerk could undertake the Working with your Council course, cost £195, although should qualify for a bursary for 75% of the cost of purchasing WWYC.*
 - vii. SLCC regional conference for clerks in Nov. – *Council agreed for Clerk to attend*
 - ix. Freedom of Information Act – *Clerk to e-mail information to Lucy. All Councillors to read and discuss at next meeting* (ALL)
15. **TRAINING:**
- i. SALC AGM & Conference Nov, Ardingly – no-one able to attend
 - ii. WDC District/Parish Conference Nov., Uckfield – *Clerk to respond giving names of councillors to attend* (HSW)
16. **RISK ASSESSMENT:** to report if risk assessments are up to date. *Clerk to produce spreadsheet of when risk assessments need doing. To also write to playing field and village hall trustees asking them to provide Parish Council with a copy of their risk assessments, when they are undertaken, details of the inspections and confirmation that they are in place and are happening.* (HSW)
17. **DIRTY SIGNPOSTS** – see 10ii
18. **SPEED LIMITS.** – see 10ii.
19. **COMMUNITY VOICE** – For Quality Council status the Parish Council need to produce a newsletter. The Parish Council were impressed with the quality of Buxted's Community Voice. *Councillors to look at 'A guide to becoming a Quality Council'.* (Cllrs.)
20. **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) – nothing raised
21. **CORRESPONDENCE RECEIVED NEEDING A RESPONSE.**
- i. Wealden Local Strategic Partnership – *passed to Colin to respond* (CJ)
 - ii. The making and enforcement of byelaws – consultation – *passed to Graham to respond* (GT)
 - iii. Gypsy and Traveller accommodation needs – *passed to Paul to respond* (PJ)
22. **CORRESPONDENCE RECEIVED FOR DISTRIBUTION**
- i. Funding surgeries – *passed to Graham*
 - ii. Revised School Crossing Patrol Policy
 - iii. Minutes of WDC Parish Planning Panel Mtg – *passed to Paul*
 - iv. WDC members' allowances – *copy given to Paul. No-one wanted to claim.*
 - v. To see the publicly available information re LDF: <http://www.wealden.gov.uk/moderngov/ieAgenda.Asp?A=2463>.
 - vi. Wealden View
 - vii. Town and Parish Standard

- viii SALC Sep. 08 briefing bulletin
- ix. East Sussex Town and Parish Emergency Planning Conference – *details given to Graham and sent to Eddie W.*
- x. Agenda Document for Development Control North Sub-Committee – *passed to David*
- xi. Guide to complaints against elected members of WDC and Parish Councils
- xii. Wealden Business Focus

Meeting closed at 9:40pm

**THE NEXT PARISH COUNCIL MEETING WILL BE
on Tuesday 4th November 2008 at 7.00 P.M**

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