



MINUTES OF THE MEETING OF Hadlow Down Parish Council  
held in Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday September 4th 2012.

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

Present: Councillors Sandra Richards (SR) (Chair), Graham Terry (GT), Nathan James (NJ) and Ken Ogden (KO) (WDC) Also in attendance was the Clerk Helen Simpson-Wells (HSW). Apologies were received from Councillors Norman Buck (WDC) and Tony Reid (TR) (ESCC).

- 147. PUBLIC QUESTIONS:** Janet Tourell (JT) chair of the Village Hall committee apologized for the state of the committee room due to the installation of the new kitchen.  
Nigel Harrison (NH) confirmed that the electrics in the hall needed improving, that the external overhead cable will need to be replaced and that the drainage down Hut Lane also needs work done to it.
- 148. REPORT FROM PCSO MARK CARTER** in his absence the Clerk advised that there had been no incidents in August.
- 149. APOLOGIES AND REASON FOR ABSENCE:** apologies received from Councillors Damon Wellman (DW) and Michael Lunn (ML) these were accepted.
- 150. DECLARATION OF INTEREST :** no declarations of interest received for the agenda items.
- 160. CO-OPTION:** the Chair requested that this item be brought forward. All Councillors had received Clare Emsden's (CE) application to be a Parish Councillor. All agreed to co-opt Clare (3/0) onto the Parish Council (PC) and she was welcomed by the Chair. Clare was given the Declaration of Acceptance of Office to sign and confirmed that she had no declaration of interest on the agenda items for the meeting.
- 151. MINUTES OF THE MEETING** held on 7<sup>th</sup> August 2012 were agreed and signed as a true record (previously circulated).
- 152. MATTERS ARISING (from previous meetings):**
- i. *NJ to ensure that the keys to the noticeboards are passed onto DW in order that he can varnish them.*  
**DW/NJ**
  - ii. KO had sent through information on nitrogen levels, he confirmed that the Core Strategy goes to Public Examination again on 6<sup>th</sup> September.
  - iii. ML has confirmed that he responded to the inspector regarding the 7km zone of influence. KO to confirm to Clerk dates for Uckfield programme. KO confirmed that at present there may be a problem with disposing of the current hall. It was agreed to postpone writing to the press.
  - iv. Bus Shelter – lawful development forms, NH agreed to help *DW with completion of these forms, SR to inform DW*  
**DW/SR**
  - v. The zig-zag lines in School Lane have been extended and repainted.
  - vi. The Clerk has put an article in the Parish Magazine and on the website reminding residents to cut back hedges. *SR to draft further article.*  
**SR**
  - vii. GT presented a photographic record of the burial ground plots. He and his wife were thanked for all their work on this. *The Clerk will identify which markers are missing and order them.*  
**Clerk**
  - viii. NJ confirmed that he had been through the Emergency Planning paperwork, *he will discuss further with GT.*  
**NJ/GT**
  - ix. Clerks Report: was sent to Councillors with the agenda updating them on her action points and included:
    - a. There were no objections to the initial consultation regarding extending the double yellow lines in School Lane, the Clerk updated Councillors on the remainder of the process.
    - b. Passenger Transport Services have advised that as a result of the responses from parents they have

decided to move the drop off point in the afternoons from the School Lane junction to the bus stop by the village sign. They will inform the operator and parents of their decision.

**153. PLANNING:**

**GRANTED PLANNING PERMISSION:**

- i. WD/2012/1329/F – ST MARKS CE PRIMARY SCHOOL – 2 air conditioning units to be located on the flat roof over the main entrance area.

**REFUSED PLANNING PERMISSION:**

- i. WD/2012/0554/FR - LAND TO WEST OF SCOCUS BARN, FIVE ASHES - siting of pig sty, log store, caravan and shipping container.

**154. REPORT FROM CLLR. KEN OGDEN WDC:** KO confirmed that he had received a paper relating to the Habitat law and the reasons for refusing a planning application, *he will copy to the Clerk.* **KO**

**155. BANK RECONCILIATION:** –for 28<sup>th</sup> August 2012 agreed and signed.

**156. OTHER FINANCE MATTERS –**

- i. KO confirmed that WDC have not yet held their meeting regarding council tax benefits, this is due at the end of September, the PC will be updated on the outcome.
- ii. Village Hall electrics – the Clerk had received a request from the Chair of the Village Hall committee for the PCs financial support for some urgent electrical work that needs to be undertaken at the Village Hall.

**Standing Orders suspended**

A discussion was held on the work that needs to be undertaken and the PC were asked to pay the full cost. 1 quote has been received and the PC asked for 2 further quotes, JT & NH to obtain. It was felt by members of the PC that they should support the VH committee. NH updated the PC on the work required on the external cable. The quote they have received doesn't include the cost of digging a trench. JT highlighted that there may be problems with access to the meter in the future. Concern was expressed over the amount of time it could take before the work commences, it was agreed that if necessary an extra PC meeting would be held.

**Standing orders reinstated**

**158. HUT LANE DRAINAGE –** SR had held a meeting regarding the drainage in Hut Lane. She had also investigated what conditions WDC had imposed regarding drainage and whether these had been discharged.

**Standing orders suspended**

KO confirmed that he had spoken to the Heads of Planning and Building Control and they were investigating.

SR thanked Paul James for producing a specification for the drainage work that was required. The Clerk will arrange for 3 quotes to be obtained for this work. **Clerk**

It was agreed that SR would write to the head of Planning at WDC to request that he investigate whether all the conditions were complied with. **SR**

**157. NEW COMMUNITY CENTRE –** next meeting at the end of September.

**159. PLAYING FIELD DRAINAGE –** the Clerk confirmed that 1 quote had been received for the work and that 2 more were being obtained.

**161. SLR MEETING –** SR agreed to attend the meeting. The agenda items were agreed, Clerk to draft and send to SR. **Clerk**

**162. COUNCILLORS RESPONSIBILITIES –** CE agreed to take on responsibility for Highways, Footpaths, Rights of Way and SLR meetings.

NJ and GT to be jointly responsible for Emergency Planning.

SR to continue to be responsible for Planning.

**163. YOUTH –** NJ advised that he had spoken to villagers of various ages regarding the bus service, they would like one of the lunchtime services moved to later in the day. People had also raised the possibility of car share. SR to speak to passenger transport to find out what they would need to change the bus times. SR NJ to speak to Eddie W about an article going on the website regarding car sharing and to inform the Clerk if one is required. **NJ**

NJ confirmed that he had visited Wilderness Wood to look at designs for a shelter, *he will continue to investigate prices and designs.* It was considered using the £200 in the youth club account to go towards payment of the shelter, however if a new youth club was set up in the future, the PC could replace the £200, to be agreed at a later date. **NJ**

**164. LITTER BIN SPEED SIGNAGE –** the Clerk advised the PC of 30mph speed signs that were available for residents rubbish bins, *she will investigate further and it was agreed (4/0) that if there is no charge for them that she would arrange for some to be sent to her for distribution.* **Clerk**

**165. RISK ASSESSMENTS** – NJ agreed to undertake the quarterly assessments, to report back at the next meeting. NJ

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

Cllr. Graham Terry – Burial Ground – GT showed Councillors the sign for the Jubilee oak which was admired by all. The Chair thanked GT for his work on the annual report.

Cllr. Sandra Richards – Public Transport – SR advised that the bus timetable opposite Hut Lane had been vandalized and will be replaced. The bus timetable is being reviewed and the Clerk has requested that when reviewing the figures for Hadlow Down that Passenger Transport be aware that bus timetables have only just been installed so the public may not have been aware of the times of the service. SR encouraged villagers to use the buses, she will consider doing an article in the PC newsletter.

Cllr. Graham Terry – Burial Ground and Playing Field – GT advised that the contractor for the Burial Ground had knocked the pillar, they were very apologetic and have promptly rebuilt it. He expressed concern that the contractor for the Play Area was doing more work than had previously been undertaken and it is therefore taking her longer than the 2 hours agreed. The Clerk advised that a member of the public had expressed a similar concern. It was agreed (4/0) for the Clerk to write to the contractor agreeing to pay for 3 hours per fortnight which would result in a 50% increase in the payment. Clerk

GT to find out if the contractor needs to also maintain the ditch area to the south of the rope swing GT

The Clerk highlighted that there was a number of molehills at the burial ground, it was agreed (4/0) for her to instruct Graham Long to action. Clerk

**167. CLERK'S MATTERS:**

i. The Clerks hours were agreed and signed.

ii. Precept meeting to be held on Tuesday 16<sup>th</sup> October at 7pm in the committee room, the Clerk will advertise the meeting to encourage villagers to attend and say how they want the 2013/14 precept spent. Clerk

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

i. Helen Simpson-Wells. Salary £750.83 includes £4.50 for mileage and £3.75 for expenses, £620 already paid by standing order, therefore cheque raised for £130.83. The Clerk confirmed that the payroll officer had overpaid her by 10 minutes this will be adjusted next month.

ii. Simon Fitt £200 burial ground maintenance (listed in the agenda as Simply Landscapes).

iii. Getmapping PLC £36 parish online mapping service

iv. BT £153.03 to be paid by direct debit

**169. TRAINING AND CONFERENCES:**

i. NHS Sussex Joint PCTs AGM – no-one to attend

ii. ESCC Parish and Town Council conference – SR to confirm if she can attend this conference and the WDC Parish Conference in October. [later agreed that the Clerk would attend the ESCC conference]

**170. CORRESPONDENCE REQUIRING A RESPONSE:**

i. WDC consultation upon the Community Infrastructure Levy Preliminary Draft Charging Schedule – it was not felt necessary to respond.

ii. Gatwick Airport P-RNAV Departure SID Consultation – the Clerk had reviewed the consultation and it was not felt necessary to respond.

**171. CORRESPONDENCE RECEIVED FOR DISTRIBUTION:**

i. SALC newsletter

**172. ITEMS TO GO ON NEXT AGENDA**

i. No-one was able to attend the Rotherfield St Martin presentation and it was felt that the Mayfield Charities provided a similar service for Hadlow Down.

The meeting closed at 8:30pm

**THE NEXT PARISH COUNCIL MEETING will be  
on 2<sup>nd</sup> OCTOBER at 7pm.**