



MINUTES OF THE EXTRAORDINARY MEETING of Hadlow Down Parish Council
held in the Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 29th September 2015.
*Note – this a draft copy to be agreed and amended, if
necessary, at the next Council Meeting.*

Present: Councillors Sandra Richards (SR) (Chair), Julian Michaelson-Yeates (JMY) and Michael Lunn (ML). The Clerk Helen Simpson-Wells was in attendance.

Fiona Shafer (FS) Chair of the Playing Field Committee, Bob Lake (BL) Chair of the Community Centre Committee and Janet Tourell (JT) Chair of the Village Hall Committee also attended the meeting.

172. PUBLIC QUESTIONS – a member of the public expressed concern over dogs at Luvetts which chase people along the hedgerow and have got out on a number of occasions. A number of walkers and horseriders refuse to go past the property and it is felt that the fencing isn't sufficient to keep the dogs in.
It was agreed for the Clerk to contact the police.

Clerk

A member of the public asked if there had been any further developments with Five Badgers. *The Clerk will contact WDC and provide an update at the next meeting.*

Clerk

173. APOLOGIES AND REASON FOR ABSENCE – apologies received from Councillors Graham Terry (GT), Nathan James (NJ) and Damon Wellman (DW), these were accepted.

174. DECLARATIONS OF INTEREST – ML declared a personal interest in agenda items relating to the playing field.

The Chair of the Parish Council opened up agenda items 175 – 183 to the chairs of the Playing Field, Community Centre and Village Hall Committees to be involved in the discussions:

175. VILLAGE HALL – JT advised that attendance at the TN22 clubs had increased and the school had been using the hall. Work has been undertaken on the floor, although unfortunately this now has a scratch on it. Low level heating has been installed in the committee room. A request has been passed to the Parish Council (PC) for a grant from the 2016/17 precept. Some villagers have expressed concern that money is being spent on the hall and whether a new community centre was therefore required. They will be having a deep clean of the kitchen and the hall and are monitoring the electricity usage and cost. JT asked that if the lights are left on outside the hall that she be contacted.

176. PLAYING FIELD – FS gave the meeting a copy of their current financial statement. With the drainage work the contractor has had to leave the site due to the amount of recent rain, they hope to return soon, however the work is weather dependant and could be delayed till late Spring. They have been levelling the land and FS confirmed that the contractors are working to ensure that School Lane won't receive an excess of water from the land.

There was a delay in starting the drainage work due to the legal work that was required and the Clerk and PC were thanked for their support.

FS gave a breakdown of the work that has been undertaken by the volunteers and advised that they estimate that it costs approx. £8000 in volunteer time and other miscellaneous expenditure per year to maintain the playing field and play equipment. She also provided information on the grants they have applied for.

It is expected that some of the play equipment may need to be replaced in 5-6 years time.

It was confirmed that grant funding and expenditure is recorded separately to normal income and expenditure and that the cricket pitch maintenance costs will reduce after the drainage work and that they hope to then have income from football. The PC congratulated the committee on their accounts.

There should be a launch event when the football starts and it was confirmed that the Village Fayre won't be on the playing field next year.

The Chair requested that the Playing Field Committee's precept request be broken down to show how

much is required and what it relates to. The Clerk queried about payment for the grass cutting and whether this would still be covered by the Sport England grant once the drainage work is completed, *FS to investigate.* **FS**

The Chair raised about safety at the bonfire event and confirmed that the PC would need to see the risk assessment. FS confirmed that the organizer had met with WDC and has completed a risk assessment with them. The committee will do a risk assessment for the bonfire and will take down the zip wire for the event. It was confirmed that first aiders would be based at the pavilion and that high visibility jackets would be worn. *FS to send the 2 risk assessments to the Clerk.* **FS**

- 177. COMMUNITY CENTRE PROJECT** – BL confirmed that work on the pre-feasibility report is now underway and that the report should be produced by the end of October. He is hoping to have an update from them for the HDCC (Hadlow Down Community Centre committee) meeting in October. At the meeting the committee will decide whether they want the PC to approach WDC to request that Hadlow Down becomes a Neighbourhood Area.

The Chair asked whether HDCC could lead on behalf of the Village Hall and Playing Field committees, BL advised that the problem is where members of the committees are also trustees of HDCC, the Chair confirmed that there needs to be a formalized agreement between the committees. A Councillor questioned the PC's involvement. The Clerk confirmed that if members of the PC were too involved they would need to declare a disclosable pecuniary interest on any decisions being made and couldn't therefore vote on these.

The Chair confirmed that she had met with a Housing Development Officer from WDC regarding the possibility of the Village Hall site becoming an exception site. It was agreed that after the HDCC meeting, if the PC are asked to apply for a Neighbourhood Area, that representatives from HDCC and the PC meet with WDC planning department. ML confirmed that WDC have advised that there would be no charge for the meeting.

The Chair spoke about the Ashdown Forest restrictions and that there is now a set price for SANGS and SAMMs. Vehicle and visitor movements need to be taken into account for any development and there is some opportunity for small developments.

BL confirmed that their design brief is being sent to an architectural firm for their comments on the design and affordability. He updated the meeting on the funds in their account and confirmed that they wouldn't be approaching the PC for a grant in 2016/17 however they may need one in the future.

- 178. RoSPA INSPECTION** – FS confirmed that most of the items raised in the report have now been actioned and that some of the wood would be treated this week. The matting has come out as a low risk level, although RoSPA have advised that thicker matting would be better, *FS will obtain quotes.* **FS**

BL confirmed that the PC are responsible for the play area. A discussion was held on the access to the parking area by children using the play area. The Clerk updated the meeting on the response from the insurance company and the RoSPA inspector. It was proposed to have a bund and small fence to separate the two areas. *BL will speak to Bourne Amenity about the possibility of the excess soil being used to create the bund and will also recommend the bund and small fence to the Playing Field committee.* **BL**

- 179. NEIGHBOURHOOD AREA/NEIGHBOURHOOD PLAN** – discussed at agenda item 177.

- 180. ADDITIONAL COSTS FOR THE PLAYING FIELD** – the Clerk updated the meeting on the wording of the lease regarding upkeep and maintenance. The Playing Field Committee had paid for the mole work and the PC had paid for the work on the wasps nest and it was felt that it needed clarifying which group was responsible for what. FS confirmed that the equipment is an asset of the PC however the committee would do as much work as they were able to if the PC could help with the cost of materials. The Clerk confirmed the requirements for 3 quotes for any work being contracted out. *FS will apply to the PC for a grant from the 2016/17 precept.* **FS**

It was agreed that in future the Playing Field committee will pay for the removal of moles and wasps nests.

- 181. MANAGEMENT OF FUNDING FROM GRANTS** - the PC expressed that with the grants, especially as they get larger, that they will need to be recorded separately and more controls will need to be in place. BL confirmed that he is managing the grants for the drainage work. The Clerk confirmed that she had spoken to BL and FS on this matter prior to the meeting and they had confirmed that separate spreadsheets are used for the grants and that 2 signatories are required.

- 182. PROTECTION OF ASSETS FROM UNAUTHORISED USERS**– a Councillor confirmed that the WDC travelers policy is being reviewed. It was suggested that the PC have a policy for dealing with unauthorized users on PC land, *the Chair will raise with SSALC.* **SR**

- 183. PRECEPT MEETING** – nothing further added.

The meeting closed at 8:26pm