



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 2nd October 2018.

Present: Councillors Sandra Richards (SR)(Chair), Rachel Lewis (RL), Damon Wellman (DW) and Julian Michaelson-Yeates (JMY). The Clerk Helen Johnson was in attendance.

Apologies had been received from Cllr Bob Standley (ESCC)

163. PUBLIC QUESTIONS – nothing raised.

164. APOLOGIES AND REASON FOR ABSENCE – apologies had been received from Cllr Michael Lunn (ML), these were noted.

165. DECLARATIONS OF INTEREST – Cllr Richards declared a personal interest in item 181ii. Cllr Michaelson-Yeates declared a disclosable pecuniary interest in item 167iii.

166. MINUTES OF THE MEETING held on 4th September 2018 were agreed and signed as a true record (previously circulated).

167. MATTERS ARISING (from previous meetings):

ii. Public Space Protection Orders to report on response – Cllr Wellman advised that one of WDC's officers is due to attend training on car parking issues and they will ask questions about the applicability of PSPOs.

iii. Planning appeal regarding Gate House Farm – to investigate and update – c/f

ML

iv. Judgment regarding People Over Wind – to investigate and report back – c/f

ML

v. Specification for work to closed tunnel – c/f

JMY

vii. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:

a. The Clerk advised that a date is not yet available for the work on the telephone box, however the new fingerpost has been installed opposite Wheelers Lane, part of the village name sign has been cleaned and she has requested that the remainder of it be cleaned.

b. Speed statement has appeared in the Parish Magazine and on the website.

c. Response was sent to ESCC regarding the permanent seasonal closure of byway 22.

d. The Clerk has requested that speeding and parking be raised at the SSALC meeting with the Sussex Police Chief Constable.

The Chair brought forward item 181ii and allowed members of the public to comment on this item.

181. CORRESPONDENCE RECEIVED:

ii. Correspondence regarding work to Hut Lane and signage. The Chair advised that the issue of the potholes was a private matter between neighbours.

Cllr. Iain Turner joined the meeting at 7:07pm

Members of the public commented on communication regarding the timing of the work on the ramp, the ownership of the road, warning signage, the filling in of the 3 potholes and the speed of vehicles on the lane.

The PC confirmed that the concern over the filling in of the potholes wasn't a Parish Council (PC) issue.

167. MATTERS ARISING (from previous meetings):

i. Parking and response from Fire Brigade – Cllr Turner advised that he had spoken to the Fire Brigade and they would be monitoring Wilderness Lane to ensure that a fire tender would be able to get down the road. If necessary they would leaflet cars and houses regarding the need for sufficient access for emergency vehicles.

vi. Repair to front ridge board of bus shelter – *Cllr Turner advised that the work would be undertaken in damp weather.*

IT

168. PLANNING:

i. PLANNING APPLICATIONS:

- a. WD/2018/1637/F – 3 THE STABLES, DOG KENNEL LANE, TN22 4EL – Enclose part of the coach house to form studio – The Parish Council support the application. They feel that it does not have a material effect on the surrounding area or to the current building. (5/0)
- b. WD/2018/1847/F – 2 WHEELERS LANE, TN22 4HR – Construction of rear single storey extension – The Parish Council support the application, it is within the guidelines for permitted development apart from being close to the boundary. (5/0)

ii. APPROVED PLANNING APPLICATIONS:

WD/2018/1589/F – Old Forge, Main Road – Proposed extension to rear of property.

iii. REFUSED PLANNING APPLICATIONS:

WD/2018/1377/F – Cherry Tree Cottage, Main Road – Demolition of existing 2 storey annexe and single storey wing and erection of new rear and side extensions. Balcony to rear.

169. REPORT FROM CLLR. MICHAEL LUNN WDC – the Clerk advised that she had received a letter from WDC following a query raised by Cllr Lunn (WDC). WDC have investigated an alleged breach of condition 5 of planning permission WD/2015/1207/MAJ for Wilderness Wood and they have confirmed that no breach of planning control is occurring.

170. BANK RECONCILIATION: – dated 26th September 2018 was agreed and signed.

171. OTHER FINANCE MATTERS :

- i. It was agreed to ratify the payments of £180.36 to BT for phone and broadband that was paid by direct debit and appeared on the bank reconciliation for August and of £1852.50 to G.S. Osborne for grounds maintenance at the playing field and £36.00 to GeoXphere Ltd for Parish Online subscription that were all paid prior to this meeting.
- ii. Internal audit – the PC agreed to appoint Mark Mulberry for the 2018/19 financial year and that only one audit visit would be required during the year.
- iii. External audit report – the PC had received a copy of the report and were happy with the result.

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

- i. Cllr Michaelson-Yeates advised that 5 trees had to removed at the playing field and that the Playing Field Committee had also undertaken ditching work. The Chair of the Committee will advise the Clerk of the number tags for the felled trees.
Cllr Michaelson-Yeates raised about a specification for the grounds maintenance at the play area, to be discussed at a future meeting, it was suggested by a Councillor that the grant request from the Playing Field Committee would therefore be lower for 2019/20. Cllr. Michaelson-Yeates advised that the Committee are looking into purchasing a mower so that they could cut the grass on the playing field and in the parking area, they have asked whether there are any funding models for this. The Clerk confirmed that the PC are not allowed to give loans. To be discussed at a future meeting.
Cllr Michaelson-Yeates confirmed that the work on the fingerpost at the end of Five Chimneys Lane had been completed. He was asked about the installation of the picnic tables and it was confirmed that they are looking at installing a path linking the 2 tables and a path to the car parking area.
- ii. Cllr Turner advised that he had been contacted by a resident advising that they felt that the speed notice had been very clear.
- iii. Cllr Wellman advised that he continues to chase for responses from ESCC Highways regarding outstanding matters. He is waiting to hear from Cllr Standley regarding a meeting with the scrutiny committee. He received a complaint regarding noise on Sunday from Tinkers Park. Another Councillor confirmed that they had also been contacted by a resident regarding the noise that they said went on for all of Sunday. The Chair allowed a member of the public to comment. It was agreed for the *Clerk to write to the Trustees of Tinkers Park regarding the noise and requesting that they respond to the PC confirming what action they can take to reduce the noise in the future.* **Clerk**

173. NEW COMMUNITY CENTRE - the Chair advised that the PC are supposed to be receiving the planning application, however it is still awaited.

174. PLAYING FIELD:

- i. 2nd Deed of Variation – the Clerk has written to the Solicitor regarding the area covered by the charge. The Solicitor has suggested that he write to Sport England confirming that there would still be a lease with the Playing Field Association for the land covered by the charge and that the Playing Field Association and the Community Centre committee are planning to join together once the new centre is built, or prior to the building work commencing. The PC approved the Solicitor's suggestion. It was agreed not to make an interim payment to the Solicitor at this stage.
- ii. Signage – *carried forward* **JMY**
- iii. Tree Inspection and risk assessments – *Cllr Michaelson-Yeates will contact the Chair of the Playing Field Committee for a copy of the reports and also request the bonfire night risk assessment.* **JMY**

- iv. Play Area – the Chair thanked Cllrs Michaelson-Yeates and Turner for their report on the work required at the play area. *Cllr Michaelson-Yeates will produce a specification for the groundwork required for the picnic table area, the Clerk will then obtain quotes for this and the items identified in the report.* **JMY & Clerk**
- v. Play Area – the Chair had provided Councillors with options for new play equipment and the school children had also given their preference. It was agreed for *Cllr Lewis to apply for a grant for the equipment.* **RL**
- vi. 2nd Deed of Variation – to agree response to Solicitor – already discussed at item 174i.
- 175. WEALDEN LOCAL PLAN** – the Chair explained about the Hadlow Down core area and that only a small number of houses would be built in one area and that these would only have 1-2 bedrooms. The PC's representation response to the plan was agreed, *the Clerk will send this to WDC.* **Clerk**
- 176. PARISH COUNCIL ELECTION** – the Clerk highlighted that the next Parish Council elections were in May 2019. She asked Councillors to encourage people to join the Parish Council and advised that to have the General Power of Competence the Parish Council needed a full quota of Councillors that were likely to stay the term. *The Clerk will put an article in the Parish Magazine and in the newsletter.* **Clerk**
- 177. NEWSLETTER** – the Chair suggested producing a mid-term newsletter and Councillors agreed articles to appear in the newsletter.
- 178. RISK ASSESSMENTS** – *Cllr Lewis agreed to undertake the quarterly risk assessments, the Clerk highlighted that there was a problem with the left door on the Main Road noticeboard.* **RL**
- 179. PARISH ASSEMBLY** – it was agreed for *Cllr Turner to approach East Sussex Wildlife Rescue and Ambulance Service to see if they would provide a speaker for the Parish Assembly.* **IT**
The PC agreed to continue with the current format.
- 180. SCHEME OF DELEGATION** – was approved.
- 181. CORRESPONDENCE RECEIVED:**
- i. Memorial application – the PC agreed to the memorial application.
 - iii. Correspondence regarding parking for Parish Council meetings – the Clerk had written to a representative of the Bowling Club but had received no response.
 - iv. Correspondence from The Conservation Volunteers – no action taken.
 - v. Consultation on WDC's Licensing Authority's Review of its Statement of Principles (2019-2021) under the Gambling Act 2005 – no response made.
 - vi. Correspondence regarding proposed seasonal closure of byway 22 – *it was agreed that the Clerk would respond advising that the PC feel very strongly that there should be a permanent seasonal closure of the byway .* **Clerk**
 - vii. Correspondence from ESCC regarding grass cuts – the PC objected to paying for extra cuts and suggested that the cuts should be done on rotation. *The Clerk will respond to ESCC.* **Clerk**
- 182. CLERK'S MATTERS:**
- i. The Clerks hours were agreed and signed.
 - ii. The Chair updated the meeting on the Clerk's recent annual review.
 - iii. *The Clerk will reissue email information to Cllrs Wellman and Michaelson-Yeates* **Clerk**
- 183. ACCOUNTS FOR PAYMENT:** The following payments were agreed and cheques were signed:
- i. Helen Johnson. Salary £859.92 includes £13.50 mileage, £750 already paid by standing order, therefore cheque raised for £109.92.
 - ii. East Sussex Pension Fund £252.99 pension.
 - iii. Mrs L. McConachie £40.00 play equipment inspection.
 - iv. Europlants £140.30 burial ground maintenance.
 - v. HMRC Inland Revenue £147.88 tax and national insurance.
 - vi. PKF Littlejohn LLP £240.00 external audit.
 - vii. Wealden District Council £450.00 bin emptying.
 - viii. G.W.Allen Contractors £1056.00 repairs to road surface, to be paid from Highways/Road Safety Improvements Reserve fund.
- 184. TRAINING AND CONFERENCES:**
- i. Clerks Technical Networking Day – the PC agreed for the Clerk to attend.
 - ii. Wealden Parish Conference – it was agreed for the Chair to attend
 - iii. ESALC AGM and amendment to Parish Council representative – it was agreed for Cllr Wellman to attend and to be the Parish Council's representative at the meeting.
- 185. DEFIBRILLATOR BATTERY** – the Clerk confirmed that the battery had been checked and that there were no issues.
- 186. ITEMS TO GO ON NEXT AGENDA** – nothing raised.

The meeting closed at 8:45pm