



MINUTES OF THE MEETING of Hadlow Down Parish Council  
held in Hadlow Down Village Hall, Hadlow Down  
at 7pm on Tuesday 6<sup>th</sup> November 2018.

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

- 195. PUBLIC QUESTIONS** – a member of the public advised that the Wilderness Wood tourist sign had been damaged. *The Clerk will report.* **Clerk**
- 196. APOLOGIES AND REASON FOR ABSENCE** – apologies had been received from Cllr Lunn, these were noted.
- 197. DECLARATIONS OF INTEREST** – no declarations of interest were received.
- 198. MINUTES OF THE MEETINGS** held on 2<sup>nd</sup> and 16<sup>th</sup> October 2018 were agreed and signed as true records (previously circulated).
- 199. MATTERS ARISING (from previous meetings):**
- i. Planning appeal regarding Gate House Farm – to investigate and update – c/f **ML**
  - ii. Judgment regarding People Over Wind – to investigate and report back – c/f **ML**
  - iv. Repair to front ridge board of bus shelter – it was confirmed that the wood wasn't yet wet enough for a repair to be undertaken. **IT**
- Cllr Turner (IT) joined the meeting at 7:05pm
- v. Specification for groundwork for picnic table area – *the Clerk confirmed that she had received the specification and would be requesting quotes for this and the items identified from the RoSPA report.* **Clerk**
  - vi. Play area grant application – Cllr Lewis confirmed that 3 grant applications had been submitted.
  - vii. Speaker for Parish Assembly – it was agreed that there wouldn't be a speaker.
  - viii. Legal fees to raise with Chair of Hadlow Down Community Centre Committee – the Chair advised that she had raised this with the Chair of the Committee and was awaiting a response.

Cllr Michaelson-Yeates joined the meeting at 7:09pm

**200. PLANNING:**

**ii. APPROVED PLANNING APPLICATIONS:**

- a. WD/2018/1256/LB & 1255/F – Loudwell Farm, Tinkers Lane – single storey extension
- b. WD/2018/0646/F – Marlowe House, School Lane – Conversion of existing residential care home and extensions to create four domestic dwellings. The Chair allowed a member of the public to ask a question on the approved application.
- c. WD/2018/1637/F – The Stables, 3 Dog Kennel Lane TN22 4EL – Enclose part of the coach house to form studio.
- d. WD/2018/1847/F – 2 Wheelers Lane – Construction of rear single storey extension.

Cllr Toby Illingworth (WDC) joined the meeting at 7:11pm

**i. PLANNING APPLICATIONS:**

- a. WD/2018/1542/F GREY FRIARS, WILDERNESS LANE, TN22 4HT – Demolish garage and form new double storey extension and canopy – The Parish Council support the application .

**iii. PLANNING MATTERS:**

- a. Planning appeal Loudwell Farm, Tinkers Lane – Single storey extension linking house and converted granary building – APP/C1435/W/18/320057 & APP/C1435/W/18/3200251 – an update was provided by a Councillor, it was agreed that nothing further needed to be added to the Parish Council's response to the original applications.
- b. Correspondence regarding alleged unauthorised change of use/breach of conditions - the Clerk updated the Parish Council (PC) on correspondence that had been received from Planning Enforcement regarding the outbuilding at Springbank Cottage, Heathfield Road.

**201. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLR. TOBY ILLINGWORTH WDC**

- i. Cllr. Standley advised that he had received a number of correspondence regarding the Gatwick Master Plan Consultation. ESCC's core offer which will result in a number of changes, is due to be discussed by Council. They need to save a further £46m. Due to the large number of people in the county requiring adult social care, there isn't sufficient funds from business rates and council tax to cover this. A treasury minister is due to visit ESCC soon and look at the problems that are being encountered. Cllr. Standley responded to questions from Parish Councillors.
  - ii. Cllr. Illingworth apologized that he had been unable to attend for a few months due to other meeting commitments. The draft Local Plan and the representations have now been sent to the Inspector.
- 205. PARKING IN WILDERNESS LANE AND PSPOS** – a Councillor informed the meeting of where a Public Space Protection Order (PSPO) has been used for parking. Under the Road Vehicles Lighting Regulations 1989 schedule 22 it is illegal for cars in an unlit area, to park within 10 metres of a junction. Councillors expressed their dissatisfaction that nothing was being done about the parking and the impact it was having on other residents including that one resident was unable to get out of her property as her gate had been blocked by a parked vehicle and that people were having to walk in the centre of the road. The Chair allowed Cllrs Standley and Illingworth to be involved in the discussion. Cllr Standley advised that he was due to meet with the Chief Constable in the next few days and confirmed that blocking the pavement in Main Road was unacceptable. He will also speak to the officer at WDC to see how a PSPO could work. Cllr. Illingworth advised that a PSPO would need to be approved by the police and felt that they are more likely to push for Civil Parking Enforcement.
- 199. MATTERS ARISING (from previous meetings):**
- ix. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
    - a. The Clerk has written to the Trustees of Tinkers Park regarding the noise from their Open Day.
    - b. The PC's response to the Local Plan has been sent to WDC.
    - c. Article regarding PC elections will appear in the PC newsletter and at the beginning of next year in the Parish Magazine.
    - d. The Clerk has written to the ESCC Rights of Way team advising that the PC feel very strongly that byway 22 should have a permanent seasonal closure, they have responded advising they are awaiting on a number of responses before proceeding.
    - e. The Clerk has responded to ESCC advising that the PC wish to stay with the 2 cuts and requesting that they be done in rotation.
  - iii. Specification for work to closed tunnel – it was agreed that no action would be taken at this stage.
- 202. BANK RECONCILIATION:** – dated 26<sup>th</sup> October 2018 was agreed and signed.
- 203. OTHER FINANCE MATTERS :**
- i. Grant requests – the Clerk confirmed that grant requests had not been received from the Playing Field Committee and the Village Hall Committee.  
Cllr. Richards declared a personal interest in the following item for the Parish Magazine and the CAB.
  - ii. Precept proposals – a discussion was held on the draft precept and amendments were agreed.
- 204. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
- i. Cllr Wellman advised that he had spoken to Chief Constable at the East Sussex Association of Local Councils conference. They had received a presentation on recycling and waste and one from the Director of Communities, Economy and Transport on funding for Highways work.  
Cllr Wellman had also attended a meeting of the High Weald Councils Aviation Action Group and advised that the stacking of planes will get worse. He will continue to attend their meetings.
  - ii. Cllr Michaelson-Yeates confirmed that he had attended the Wealden District Association of Local Councils AGM. He has also cooked for the Playing Field Committee Quiz and the bonfire night. He contacted the Playing Field Committee Chair to ensure that the risk assessments were passed onto the Clerk and will remind him to also advise the Clerk of the reference no.s of the trees that were felled.
  - iii. Cllr Richards advised that a complaint had been passed onto her that visitors at the bonfire night were able to get close to the flywheel and belt of the traction engine which was considered to be a risk, *JMY will pass the comments on.* **JMY**
  - iv. Cllr Turner advised that the Fire Brigade will be checking parking in Wilderness Lane and if it was felt that a fire engine couldn't get down there, they will be leafleting residents.
  - v. Cllr Lewis advised that improvements have been made to the Village Hall. The Village Hall Committee are looking at installing signage regarding speeding. She advised that she had been contacted by a resident regarding the cutting back of trees, it was confirmed that they would need to get permission from WDC.
- 206. NEW COMMUNITY CENTRE** – the Clerk updated the meeting on the responses that had been received from the Chair of the Hadlow Down Community Centre Committee (HDCC) and the architects. The PC agreed to submit the planning application subject to the Ecological Report being amended to show the correct

commissioning of the report.

**207. PLAYING FIELD:**

i. The PC agreed the specification for the play area grounds maintenance and for the *Clerk and the Chair to agree the specification for the burial ground maintenance and to then send both out for tender.*

**Clerk/Chair**

ii. 2<sup>nd</sup> Deed of Variation - The Clerk had copied the PC in on correspondence from the Solicitor which advised that Sport England were now asking for a legal charge over the whole site or at the very least to cover the access way. The Clerk advised that she had spoken to the Deputy Chief Executive Officer at Sussex and Surrey Association of Local Councils (SSALC) who has suggested that the Clerk send her details of the case and she will get a preliminary view on it. It was proposed and agreed that the PC don't take the matter further forward with the Solicitor at this stage and for the *Clerk to send details of the case to SSALC.*

**Clerk**

**JMY**

iii. Signage – c/f

iv. Tree Inspection and risk assessments – the Clerk confirmed that she had received the reports from the Chair of the Playing Field Committee. The Clerk has written to Cllr Lunn regarding the trees on his land where an issue has been highlighted and has requested that he check whether they are safe or if the recommended action is required. The Clerk advised that the tree report highlighted that one of the oak trees needs felling. It was agreed for the Clerk to get contractors to check the tree and confirm what action is required and to provide quotes for this. The Clerk confirmed that she had received the risk assessments and a copy of the insurance for the bonfire and the fireworks.

**208. WEBSITE** – the Chair updated the meeting on her conversation with the organisers of the website and on the recent communication from one of them. The Clerk has strived to obtain other quotes for the work in setting up a new website and these were discussed. It was proposed and agreed that the PC contribute £600 this year for the PC work on the village website and then £100 per year to maintain the PC's side of the website and for support. The £600 will come from unearmarked reserves.

**209. TELEPHONE BOX** – it was agreed not to undertake further work at this stage.

**210. RISK ASSESSMENTS** – the quarterly risk assessments had been undertaken. It was highlighted that the weeds in the bus shelter needing removing, *Cllr Turner agreed to undertake when he fixed the roof.* **IT**

**211. CORRESPONDENCE RECEIVED:**

i. Correspondence regarding grave design – the Clerk advised that the applicant had requested white glass fossite chippings rather than small natural stones. The PC did not agree to the glass chippings and advised that the previously agreed small natural stones would be required.

ii. Consultation on Gatwick Master Plan for sustainable future growth – c/f to the next meeting, *DW to present.*

**DW**

iii. Wealden Parish Remuneration Panel report on allowances for 2018/19 – no comments made.

iv. A267 road closure on 23<sup>rd</sup> November for 9 nights from Frog Hole Lane to junction of B2102 Mayfield Flat between 8pm and 6am.

v. Correspondence regarding Highways Customer Panel – the Clerk advised that ESCC are wanting residents to join their Highways Customer Panel and that Cllr Wellman and herself have joined up.

**212. CLERK'S MATTERS:**

i. Hours were agreed and signed.

ii. Meeting timetable 2019 – it was agreed to change the date of the May 2019 PC meeting to 14<sup>th</sup> May due to Parish Council elections.

iii. Councillors' emails – *Cllrs Michaelson-Yeates, Turner and Lunn to set up their new email addresses.*

**JMY, IT and ML**

**213. ACCOUNTS FOR PAYMENT:** The following payments were agreed and cheques were signed:

i. Helen Johnson. Salary £873.37 includes £18.00 mileage and £8.95 expenses, £750 already paid by standing order, therefore cheque raised for £123.37.

ii. East Sussex Pension Fund £252.99 pension.

iii. Mrs L. McConachie £40.00 play equipment inspection.

iv. Mr P Anderson £1400.00 work to fingerposts and telephone box. The Clerk confirmed that she had invoiced ESCC Highways for £530 for their 50% contribution towards the cost of 2 of the fingerposts. £420 has been taken out of fingerpost reserve. £250 cost of telephone box will come out of contingencies. *The Clerk will investigate the cost of the lighting in the telephone box.* **Clerk**

v. SSALC Limited £168.00 training.

vi. Viking £67.11 stationery

vii. Hadlow Down Village Hall £200.00 hire of hall

viii. Wealden District Association of Local Councils £21.00 subscription.

**214. TRAINING AND CONFERENCES** – Cybercrime business event - no-one to attend.

**215. DEFIBRILLATOR BATTERY** – the Clerk confirmed that the battery had been checked and that there were

no issues.

**216. ITEMS TO GO ON NEXT AGENDA:**

- i. Gateway opposite Civvers

The PC agreed to go into closed session for the following item.

**217. CLOSED SESSION** – the Clerk advised the meeting of the required actions, these were noted.

**The meeting closed at 9pm**