



MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 5th February 2019.

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

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

- 261. PUBLIC QUESTIONS** - a member of the public questioned about the timing of the Liaison meeting, the Clerk responded. They also congratulated ESCC Highways on how well they had managed the roads during the recent cold spell.
- 262. APOLOGIES AND REASON FOR ABSENCE** – Cllrs Lunn and Michaelson-Yeates had sent apologies that they would be late. Cllr Turner had sent his apologies for the meeting. The apologies were noted.
- 263. DECLARATIONS OF INTEREST** – none were declared.
- 264. MINUTES OF THE MEETING** held on 8th January 2019 were agreed and signed as a true record (previously circulated).
- 265. MATTERS ARISING (from previous meetings):**
- i. Emails - to set up new emails – c/f. **JMY & IT**
 - ii. Investigate increased planning fee for the Community Centre – the Clerk confirmed that Cllr Lunn (WDC) had investigated and confirmed that the fee was correct, this had now been paid by Hadlow Down Community Centre Committee.
 - iii. ADVICESTOP service to raise with TN22 club – it was confirmed that CAB were now in contact with the TN22 club.
 - iv. The Clerks Report was sent to Councillors with the agenda updating them on her action points, this included:
 - a. The Clerk had written to WDC regarding the Cart Lodge application and had copied the Parish Council (PC) in on the response. She had also sent Councillors details on implied consent.
 - b. The grounds maintenance contractor has confirmed that he will remove the plants/trees that are not allowed on the burial plots.
 - c. The Clerk is awaiting a date when the work on the oak tree will be undertaken.
 - d. WDC have confirmed that there is no s.106 funding available for Hadlow Down.
 - e. The solicitor has been advised of the correct trustees and has been instructed to proceed with the lease. The Clerk has also sent a copy of the draft lease to the Chair of the Playing Field Committee.
 - f. The Clerk advised that byway 24 is only closed to four wheel vehicles.
 - g. Liaison meeting to be held on 11th February at 1pm.
- 266. PLANNING:**
- i. **APPROVED PLANNING APPLICATIONS:**
 - a. WD/2018/2595/F – Lazy Acres, Wilderness Lane – Demolition of conservatory and construction of single storey rear addition.
 - b. WD/2018/2417/F – Spoods Farm, Tinkers Lane – Proposed change of use of former dairy building to provide 4 no. stables with tack and rug store and insertion of new windows and openings.
 - ii. **PLANNING MATTERS:**
 - a. Unauthorised planning development/use – a Councillor expressed concern about developments at a property on Main Road, the Clerk will report to Planning Enforcement.
- Cllr Lunn joined the meeting at 7:09pm
- The Clerk advised that a delivery was made to Marlowe House outside the hours agreed in the application, she has reported it to WDC.
- b. Appeal Decisions APP/C1435/W/18/3200257 & APP/C1435/Y/18/3200251 - Loudwell Farm,

Tinkers Lane – the Clerk confirmed that the 2 appeals had been dismissed. Cllr Lunn (WDC) was asked why WDC don't claim their costs at appeals. *Cllr Lunn will investigate.* **ML**

- c. Correspondence regarding plot 4 land Wilderness Lane – WDC enforcement have advised that they have visited the site and the landowner has now submitted a retrospective planning application to retain the structure. If the application is validated and registered the PC will be able to respond to the application, if it isn't enforcement action will be considered.
- d. Applications to be discussed at Planning Committee North meeting – The Stables, 3 Dog Kennel Lane WD/2018/2277/F and Barn at Huggetts Farm, Stonehurst Lane WD/2017/1171/F are due to be discussed at the 7th February Planning Committee North meeting. Cllr Lunn (WDC) advised that he will be making representation at the meeting on both of these applications.

267. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLRS. TOBY ILLINGWORTH/MICHAEL LUNN WDC –

Cllr Standley advised that cabinet have approved the budget. They will be saving £5m and are receiving one-off funding from Government. The Government spending review is currently being undertaken. ESCC will have a balanced budget.

Cllr Michaelson-Yeates joined the meeting at 7:14pm

Cllr Standley thanked Cllr Wellman for the photographs he had sent through regarding dangerous parking, he has sent these onto the police. He advised that he had also received correspondence from St Mark's School who are currently looking into parking.

Cllr Michael Lunn (WDC) advised that he would be attending the WDC Planning Committee North meeting. He made representation to the police panel regarding their precept request for 2019/20. 101 call service was highlighted due to the delays in people getting through to an operator.

268. BANK RECONCILIATION: – dated 25th January 2019 was agreed and signed.

269. OTHER FINANCE MATTERS :

- i. Grant funding – it was confirmed that £10,000 had been awarded from the Big Lottery Fund for the play area. The Parish Council are also part of the Tesco Bags of Help Scheme between March and April 2019 and will receive between £1000 and £4000 depending on how many tokens are put in for their scheme at the Play Area. The Clerk and Chair have produced articles to promote the Tesco Scheme to villagers. The PC are still awaiting the outcome of one grant application. At the PC Liaison meeting they will consider the placing and purchase of the equipment. Cllr Lewis was thanked for her work on the grant applications.

The Chair allowed a member of the public to comment that he was willing to help with the play area scheme.

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

- i. Cllr Wellman advised that he had spoken to the police regarding dangerous parking and they were getting a representative from Operation Crackdown to contact him. One option suggested was for warning cards to be placed on the offending vehicles.

Cllr Illingworth (WDC) joined the meeting at 7:25pm

The Clerk will send Cllrs Standley and Wellman the report numbers from Operation Crackdown. **Clerk**
Cllr Wellman asked Cllr Standley about progress with PSPOs (Public Space Protection Orders). Cllr Standley advised that he had spoken to Jesse Norman MP, Minister at the Department of Transport regarding this matter. Giles York, Chief Constable at Sussex Police has to agree to PSPOs and it is likely that Parish and Town Councils would need to pay for some of the enforcement. *Cllr Wellman agreed to contact Giles York to discuss.* **DW**

267. REPORT FROM CLLR TOBY ILLINGWORTH (WDC) – Cllr Illingworth advised that the WDC Corporate Plan is out for consultation and that the Crematorium is nearing completion.

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

- i. Cllr Wellman reported damaged drain covers, the *Clerk will report them to ESCC Highways.* **Clerk**
- ii. Cllr Michaelson-Yeates advised that a working party at the playing field had cleared the ditches, however these will need doing every year. At the Playing Field Committee meeting they discussed the new equipment at the play area and would like to be involved in discussions regarding this. They are looking at using the ball pit area as a storage area and don't want to lose the bund. Cllr Michaelson-Yeates has checked the new matting and will add some more pegs. He has spoken to some residents regarding the Barn at Huggetts Farm and has explained why it is going to the WDC Planning Committee North meeting.
Cllr Michaelson-Yeates confirmed that he had attended the WDALC (Wealden District Association of Local Councils) meeting.
- iii. Cllr Lewis advised that the TN22 club had raised about ice around the Village Hall, this will be discussed at the 11th February liaison meeting.

271. NEW COMMUNITY CENTRE –the Chair advised that the 2nd payment for the planning fee had been mislaid by WDC Finance Department, however they have now located it. Cllr Lunn (WDC) has written to the

planning team leader to request that the application be posted online and that the formal consultation be commenced as soon as possible.

265. MATTERS ARISING (from previous meetings):

iv.a. The Parish Council requested that the *Clerk write to the planning team leader to thank him for his thorough response to their letter regarding Cart Lodge.* **Clerk**

272. HIGHWAYS

- i. SLR (Strengthening Local Relationships meeting – items for the agenda were agreed.
- ii. Fingerposts – Cllr Wellman presented details of those close to boundaries and which Parish Council they belong to, the Clerk will update her list.
- iii. Permanent seasonal closure of byway 22 – the Clerk advised that the byway that runs from School Lane to Stocklands Lane now has a permanent seasonal traffic regulation order on it.
- iv. Correspondence regarding hedge next to junction – a Councillor had been contacted by a member of the public regarding a hedge that was affecting visibility when exiting a junction. They will now be contacting the landowner direct.

273. COMMUNITY PAYBACK TEAM – the Chair updated the PC on a meeting that she and the Clerk had attended where a representative from the Community Payback Team gave a presentation. A discussion was held on the work that could be undertaken by the team including clearing verges to their original width. It was agreed that if this work was undertaken that the spoils could be placed in the section west of the current burial ground. The PC agreed for the *Clerk to register the PC with the Community Payback Team.* **Clerk**

274. COMMUNITY INFRASTRUCTURE LEVY – the Clerk confirmed that the PC are currently due to receive £106.15 in CIL payments at some point between 31/3 and 28/4/19.

275. PLAYING FIELD LEASE – as Graham Terry has resigned as a trustee the Clerk has confirmed to the Solicitor that Nigel Harrison, John Thompson and Peter Smyth should appear as signatories for the new lease. She is awaiting the lease from the Solicitor.

276. TELEPHONE BOX – it was agreed that this would be discussed in the summer.

277. CIRCULAR WALK LEAFLET – *Cllr Lunn to contact member of the public.*

ML

278. ELECTIONS – the Clerk advised that she will arrange for posters to be printed and has put an article in the Parish Magazine, it is likely that the PC will have 2-3 vacancies. She advised Councillors of the relevant dates for the election. Concern was expressed that if the PC don't have a quorum after the election that the District Councillor would have to manage it until a new election has been called and if there is still not sufficient Councillors that Hadlow Down could be combined with another local PC.

279. BURIAL GROUND – the PC agreed to the grey granite stones for a memorial.

280. VILLAGE HALL – a Councillor advised that Janet Tourell was resigning from the Village Hall Committee and that Sally Byfield was taking over as Chair, they will also have a new secretary and treasurer. They also need a couple more new members.

281. RISK ASSESSMENTS – the Chair thanked Cllr Michaelson-Yeates and a member of the public for installing the 2 new picnic tables. The Clerk has already arranged for action to be taken regarding the mole hills and *will arrange for picnic tables to be added to the risk assessment form.* **Clerk**

282. CORRESPONDENCE RECEIVED:

- i. Aviation Forum – information passed to Cllr Wellman
- ii. Correspondence regarding Spitfire crash – it was confirmed that the Spitfire had crashed within Buxted Parish Council's boundary.

283. CLERK'S MATTERS:

i. Hours were agreed and signed.

284. 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. Europlants £850.18 repairs to play area
- iv. Mrs L. McConachie £40.00 play equipment inspection.

A further payment for £40.00 made payable to Information Commissioner for the Data Protection Fee was also signed and will be ratified at the March PC meeting.

285. CRIME & DISORDER ACT 1998 Section 17 – dangerous parking was considered.

286. DEFIBRILLATOR BATTERY – the Clerk confirmed that the battery had been checked and that there were no issues.

287. ITEMS TO GO ON NEXT AGENDA – nothing raised.

The Chair and Parish Council thanked Mrs Tourell for all the work she has done for the Village Hall.

The meeting closed at 8:30pm