



**DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 1st October 2019.**

Present: Councillors Sandra Richards (SR) Chair, Sally Blyfield (SB), Ben Floyd (BF), Rachel Lewis (RL), Bob Standley (BS) (ESCC), Julian Michaelson-Yeates (JMY), Peter Weston (PW)

Clerk in attendance: Samantha Weatherill

165. PUBLIC QUESTIONS – None.

166. APOLOGIES AND REASON FOR ABSENCE – Received from Cllr Lunn and Cllr Dixon.

167. DECLARATIONS OF INTEREST - the Chairman will invite Councillors to declare an interest, where applicable, on any of the agenda items below.

SB declared a pecuniary interest in item 170 iv.a. after she joined the meeting at 7:10pm.

168. MINUTES OF THE MEETINGS held on 3rd September were agreed and signed as a true record (previously circulated).

169. MATTERS ARISING (from previous meetings):

i. Signs obscured – JMY to cut the branches back from the signs generally in the village – this is being done. **JMY**

ii. BS has provided an explanation in writing about PSPO. **Clerk to circulate**

iii. Hedge opposite church needs cutting. This had been done.

iv. Cllr Dixon would chase up Wealden Street Scenes to approve the dog-fouling signage. BS will chase this. **C/F BS**

iv. A question was raised about the CIL for the village and how this was calculated. Clerk has been sent some guidance on this issue **Clerk to circulate**

v. JMY to approach Wealden DC enforcement re new entrance in Brick Hill Lane. Done but awaiting response.

C/F JMY

vi. JMY to approach Wealden DC Enforcement re hut building on plot in Little Wilderness Lane (C/2018/0689) being removed. JMY has been told that the owner has removed this but he will check and will forward Enforcement's response to the Clerk. **C/F JMY**

vii. Clerks report: update passed to councillors prior to the meeting. This included:

- A letter has been sent to Coppards and Parkers about the lorries in School Lane and alternative proposals requested.

- Planning – Car Park Extensions Wilderness Wood, Main Rd, Hadlow Down TN22 4HJ Wealden Enforcement have confirmed that their Enforcement officer has visited the site and seen the owner and that planning permission is required and a retrospective planning application is being prepared for consideration.

- Increased insurance has been requested to cover the cost of all the play equipment plus new equipment.

170. PLANNING: any applications received between the date of issue of the agenda and the date of the meeting may be discussed and a response agreed at the meeting. Details of the application will appear on the village website.

i. PLANNING APPLICATIONS:

a. **WD/2019/1629/F – Land adjacent to The Oaks, School Lane, Hadlow Down, TN22 4JE – provision of relocated access and extension of existing milking parlour and conversion to a single dwelling.** Extension to deadline for response until 2nd October 2019.

SB joined the meeting at 7:10pm.

The Parish Council (PC) voted: (6/0) unanimously to support this application due to it being a very modest, true conversion of a redundant agricultural building with minimum effect on neighbours. It appears to both, fall within RAS 3 of the emerging local plan, and, to support the objectives of HG 7 for self build. Therefore the PC approves this subject to comments of Highways made in reference to an improved entrance.

ii. APPROVED PLANNING APPLICATIONS:

a. **WD/2019/1654/OH – Replacement of the HV overhead lines between Briar House Farm, Dewlands Hill, Rotherfield, TN6 3RU to Broadreed Farm, Criers Lane, Five Ashes, TN22 6LG, incl. installation of 5 new poles and additional stays.** Further to our recent comments on this proposal the Council have decided to raise NO OBJECTIONS 23rd August 2019.

- b. **WD/2019/1005F – Remodelling of an existing car port outbuilding to include an annexe at Tree Tops, Wilderness Lane, Hadlow Down, TN22 4HU.** Further to our recent comments on this proposal the Council have decided to APPROVE the application on 2nd September 2019.
- c. **WD/2019/0800/FA – Variation of conditions 3,4,5,6,7 and 10 of WD/2017/2597/ Amended plans received to show revised red line site area to match the one on approved application WD/2017/2597/F Certificate B submitted to service notice on Highway Authority. Date stamped 14/08/19.** The council had decided to APPROVE the above application on 17/9/19.

iii. **WITHDRAWN PLANNING APPLICATIONS:**

- a. **WD/2019/1453/F – Amendment to planning approval WD/2016/2925 to rebuild and extend barn instead of convert and extend. Lynx House Barn, School Lane, Hadlow Down, TN22 4JE.** Further to our comments the council has decided to WITHDRAWN the application on 30th August 2019.

iv. **PLANNING MATTERS:**

- a. **Report regarding conversion of garage into a self-contained residential unit for Airbnb use. SB left the room.**

The issue had been sent to Enforcement to investigate.

SB returned to room

- b. **TM/2019/0243/TPO – Cut back lower limbs from house by 25%, reduce lower limbs by 30% on West Side and North Side on one oak tree within TPO no 25/3,1989. 14 Standen Mews, Hadlow Down TN22 4HG.** This was for information only.

171. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON

- i. BS referred to an issue raised at a previous meeting about a new entrance on the toll road. He had spoken to both Planning and Highways who had said that nothing could be done about it as it was an existing access, the issue is the location of it but that the owner had been informed that they should take caution when using the field entrance as it is a dangerous location.
- ii. BS reported that, against a background of challenging finances for the County, there had been some good news as they had had a one off spending review resulting in some extra money being allocated meaning they may have a very small surplus. In the short term, Adult Social Services were slightly overspent but the bigger issue related to Children Services who had a more significant overspend due the rise in more complicated cases (for example, some children requiring medical care 24/7). There were currently 608 children being looked after by Children Services. BS had figures regarding waste disposal that Wealden collect and The County dispose of. Approximately 254,000 tonnes of rubbish was dealt with annually and roughly 35% of what is in the residual waste is food and 24% is of food that could have been eaten. 4% goes to landfill.

172. BANK RECONCILIATIONS: - The correct procedures with regard to whether those re-signing should be the same as previous signatories and July's reconciliations being signed by a non-signatory would be discussed with the internal Auditor during their visit on 31st October and, following clarification, May, June, July and Aug would be ratified and re-signed at the November meeting. September's reconciliation was signed and agreed.

173. OTHER FINANCE MATTERS

- i. Bitdefender antivirus software - £34.99 – for PC laptop, agreed.
- ii. Payroll Services increase in fees for 2020-21 – fees would increase by approximately £15 for the year, agreed.
- iii. External Audit Report (circulated prior to meeting) – the PC had passed the external audit and required notice had been posted on the PC website.

174. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)

- i. RL reported that the September Community Hall meeting had been cancelled but at the meeting prior to that it had been agreed that they would apply for funding for a co-ordinator due to increased workload. RL also reported that she had made a suggestion about how to handle the accounts on-going which was being considered.
- ii. The Village hall meeting had discussed sorting out their priorities for refurbishment and repair and were also advertising for staff for taking bookings.
- iii. PW was going to attend the Transport for Southeast drop in session for their new plan on 23rd October. PW had received a response from ESCC re their responsibility for the water gully on the path from A272 to Marlowe which said that they were not responsible for it. **PW will forward the email to SR. SR will raise under SLR mtg.**
- iv. JMY had cut around 120ft of hedge so that the view is clear up Curtains Hill and 100ft of overhanging trees on School Lane and the corner. **SR will raise the issue of hedges on the toll at the SLR meeting as it is so dangerous.**
- v. BF had attempted to paint the village sign but it had been too wet.
- vi. The issue of lorries transporting and dumping large concrete chunks at Little England Farm had been reported to Enforcement.

175. HIGHWAYS - SLR meeting

- i. This had been postponed but no date had yet been agreed.
- ii. SR would be adding "hedges" to the agenda.
- iii. SR would report the flooding on the road just past Wilderness Wood.
- iv. Five Chimneys blocked again.
- v. A272 and Tinkers Lane south west corner of layby - protruding water stop cock cover.

vi. Also been complaints about speeding at top of Tinkers Lane which requires getting police liaison person involved – **PW would report this.**

176. GATWICK AIRPORT - CAGNE Aviation Town and Parish Council Forum

PW explained that CAGNE (Campaign Against Gatwick Noise Emissions) was a pressure group about emissions at Gatwick, there were no financial implications so the PC were happy for him to join.

177. PLAYING FIELD

i. Update on tree work quotes

It was agreed to go ahead with Tree Surgeon B as the cheapest quote. **The Clerk would ask them to deal with the high and medium risk trees.** The PC would consider low risk trees next year.

ii. Other issues raised regarding tree work required

One of the tree surgeons had pointed out that there were three more Norwegian spruces in clump by gate, not mentioned in the tree survey, one of which is dead and likely to fall and made four suggestions for work that should be done in addition to that quoted for:

1. Take dead Norwegian spruce down that is located by hedge by road;
2. In the high priority list there was an ash tree next to the Oak tree (T338) and three ash trees in the corner by the football pitch and one is in worse condition than the one marked as high priority;
3. In the burial ground the survey talks about uplifting some of the trees but there would be two or three trees left which would look odd;
4. Finally, re the oak tree planted as part of Jubilee celebration - the strap needs to be cut and also the trees around it need to be cleared to give it room to grow.

The clerk would ask Tree Surgeon B to have a look at the additional issues to give a second opinion and quote for that work.

iii. ROSPA report actions

BF reported that the zip wire had been cleared for use.

iv. Update on new play equipment installation

SR reported that all the play equipment had been installed. There had been a safety issue with the vine traverse but this had now been fixed. The fencing and container were being collected tomorrow. The play area is currently very muddy so it was agreed that the area should be monitored to make sure that it does not get too dangerous to be used.

BF would ask the PF committee to fence off the whole area for bonfire night.

178. HOUSING NEEDS SURVEY

SR/Clerk would remove “Cornish” from the last part and add option “is this your second home?” to the first part.

179. RISK ASSESSMENT

i. Quarterly Risk Assessment

- Wooden bench outside the school - **JMY would take this away.**
- Seat in burial area by entrance to the Church - **BF would cut the wire and dispose of it.**
- Telephone box – **Clerk would add this to the next meeting agenda.**

ii. Finger Post Survey

- Rosers Common/Shepherds Hill – fingerpost was hanging off.
- Wilderness Lane junction post - the Uckfield bit of the sign had dropped off.
- Wilderness Lane/Riverside Lane – post in poor condition.

PC agreed to use the same person as usual for this work due to him being so much cheaper than anyone else and also it being difficult to find people who would do it. **Clerk would ask him to quote for the three issues listed above.**

180. PROPOSED DATES FOR PARISH COUNCIL MEETINGS IN 2020 – agreed. Clerk would check dates with Village Hall booking clerk.

181. ASSET REGISTER – updated – this was agreed and signed.

182. CLERKS MATTERS:

- i. Clerks hours for September – included hours for training; agreed.
- ii. Pension scheme – pending decision on the cost of an actuary.
- iii. Course on “minute taking and agendas” attended, £84 ratified.

Clerk reported that the General Powers of Competence stand until the next election in 2023. Clerk would probably start CILCA training in Feb/March.

183. ACCOUNTS FOR PAYMENT

Big lottery fund was overspent by £319.24 which will need to be transferred from reserves – **Clerk to put on 15th Oct agenda.**

- i. Stationery £9.50 cheque no. 1830
- ii. Wealden DC Waste bins £450 paid by DD
- iii. Samantha Weatherill - Salary £1392.55 incl. £920 paid by ST, so cheque raised for £472.55 which was for hours worked in August – THIS IS INCORRECT AS THE FIGURE IS £525.81; **the difference of £53.26 would be ratified at the 15th October meeting.**
- iv. HMRC for PAYE Q2 £613.49
- v. Mr A Rees for tree work £900
- vi. PKF Littlejohn LLP payment for Audit £240

- vii. Play Source Ltd for play area surfacing £4006.20
- viii. SSALC Ltd "Agenda and Minutes Workshop" £84
- ix. CCC Finance for play equipment purchased through Sovereign £5933.51
- x. Mr James for clearing the play area at the playing field £900
- xi. Helen Johnson for 5.5 hours training new clerk £84.70
- xii. Payments paid and agreed at last meeting for ratification: £15.68 for stationery; Broad Oak Tree Consultants for Tree Survey £252; GeoXphere Ltd for Parish online magazine £36.

The clerk would send an email reminder of the grant meeting deadline (15th Oct), requesting an outline of how they propose spending the money with their application to: Village Hall committee; The Parish Magazine; Citizens Advice; Engage and The Samaritans.

184. CRIME AND DISORDER ACT 1998 Section 17 – nothing raised.

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

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

There being no other business, the meeting closed at 9:10pm.