



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

Present: Councillors: Sandra Richards (SR) Chair, Rachel Lewis (RL), Julian Michaelson-Yeates (JMY), Peter Weston (PW)

In attendance: Cllr Phil Dixon (WDC), Cllr Bob Standley (ESCC), Samantha Weatherill (Clerk) and members of the public.

195. PUBLIC QUESTIONS

A member of the public questioned whether the Parish Council (PC) had asked the Bonfire Committee to clear the footpath going from the village hall to Waghorns Lane to which the PC responded that they had not. People had gone along with bush cutters on the public footpath which raised health and safety issues and also it was illegal to do anything which may cause the spread of Japanese Knotweed. **The PC would investigate this matter further.**

196. APOLOGIES AND REASON FOR ABSENCE – Received from Cllrs: Sally Blyfield, Ben Floyd and Michael Lunn.

197. DECLARATIONS OF INTEREST – PW declared a pecuniary interest in two planning items (minuted as items 200 i.b and 200 iv.b)

198. MINUTES OF THE MEETINGS held on 1st and 15th October were agreed and signed as a true record (previously circulated).

199. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS (actions in bold):

- i. Signs obscured – JMY to cut the branches back from the signs generally in the village. *Being done.*
- ii. Cllr Dixon would chase up Wealden Street Scenes to approve the dog-fouling signage. BS would chase. **We have alternatives which will be put on the December meeting agenda for discussion.**
- iii. JMY to approach Wealden DC Enforcement re new entrance in Brick Hill Lane. *JMY had spoken to them and they had said that as this was Article 4 land both the new gate access and the horse shelters would need planning permission.*
- iv. JMY to approach Wealden DC Enforcement re hut building on plot in Little Wilderness Lane being removed. *This had been removed.*
- v. Clerks report:
 - a. The PC borrowed £10k from Public Works Loan Board for 10 years at a rate of 2.46% which finishes 16/6/25.
 - b. Cllr Dixon has confirmed that the PC will not be receiving any CIL money this time.
 - c. VAT return for period ending 30th Sept had been made.
 - d. The internal auditor looked over the Clerk's procedures and processes on 31st Oct, there were no issues that caused any concern but it was a very useful training exercise.

200. 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** (CARE! – numbers refer to the agenda but reflect the order in which it was discussed):
- d. **WD/2019/1926/F – HASTINGFORD FARM, HASTINGFORD LANE, HADLOW DOWN, TN22 4DY. Conversion and change of use of a cow barn used for agricultural storage, to a holiday let, including alteration of doors and windows.** The PC voted: 4/0 unanimously to SUPPORT this application as it develops the local economy and is in support of the local plan.
 - a. **WD/2019/1487/FR – 4 GRANGE COTTAGES, MAIN ROAD, HADLOW DOWN TN22 4HJ. Retrospective application for the continued use of a two storey side extension approved under WD/2017/1703/F as a separate dwelling**

house. The PC voted: 4/0 unanimously to OBJECT strongly to this retrospective application to create an additional dwelling unit with all the pressures of parking, of which there is none, and is already subject to constant problems and complaints from residents. A single dwelling will have a minimum of two cars and this application would not have been approved had it been submitted in 2017.

PW left the room.

- b. **WD/2019/2216/FR – THE OLD COACH HOUSE, MAIN ROAD, HADLOW DOWN, TN22 4ES. Retrospective application for an outbuilding.** The PC voted: 3/0 unanimously in support of this application. The PC doesn't object to this as they are already aware of the building as it was presented in an earlier application. It is well shielded from the road and from the East.
- iv. **OTHER PLANNING MATTERS**
- b. Review of decision made at PC meeting 15th October o/a letter dated 23rd October concerning application: **WD/2019/2103/F – 3 SOUTH BEACON, MAIN ROAD, HADLOW DOWN, TN22 4ES side/rear extension.** The PC were unable to review this decision due to having 3 councillors present not the required 4, however, it was agreed that **the Clerk** would email planning to say that the PC understand that the architects are submitting new plans and to request that the PC are re-consulted.

PW returned to the room.

- i. **PLANNING APPLICATIONS CONTINUED:**
- c. **WD/2019/1335/O – SAXON COURT, POUND GREEN, BUXTED, TN22 4DT. Outline application for the erection of 2 no. houses, alterations to access road and part demolition of redundant care home buildings, e.g. laundry, shed.** The PC voted: 4/0 unanimously in FAVOUR. The PC does not object to this application and notice that the houses are being taken from Buxted's windfall.
- e. **WD/2019/2215/LDE – THE STABLES, WILDERNESS LANE, HADLOW DOWN, TN22 4HB. Continued and ongoing use of the stables and associated land as a separate and independent dwelling for a period in excess of the last 4 years.** PC had no comment on this application.
- ii. **APPROVED PLANNING APPLICATIONS:**
- a. **WD/2019/1093/F – THE OLD COACH HOUSE, MAIN ROAD, HADLOW DOWN TN22 4ES. Proposed extension and alterations to dwelling, conversion of outbuilding to home office and proposed new garage building.** The Council had decided to approve this application on 1st October.
- b. **WD/2019/1602/F – CANTERS END, MAIN ROAD, HADLOW DOWN, TN22 4HP. Pair of twin bay garage buildings for private domestic use.** The Council had decided to approve this application on 14th October.
- iii. **REFUSED PLANNING APPLICATIONS:**
- a. **WD/2019/1171/F – BARN AT HUGGETTS FARM, STONEHURST LANE, FIVE ASHES, MAYFIELD TN20 6LL. Change of use from redundant farm buildings to create one single storey, split level residence for the current owners.** The Council had refused the application on 17th October.
- iv. **OTHER PLANNING MATTERS**
- a. Report from parishioner that a caravan is being occupied by someone in Wheelers Lane. Wealden DC Enforcement team have confirmed that the owner has been notified and the caravan would be removed once the wet conditions have improved.

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

Cllr Standley reported that the latest performance report shows that 90% of ESCC targets are green; there continue to be challenges with children's services and flooding is still a problem. Five Chimneys Lane is on the website as being down to be cleared every three years but Cllr Standley would ask how we could get this and other areas where there is often flooding, such as Coopers Green, reviewed. He thought it unlikely that anything would be done due to lack of funding. RL asked about ESCC's responsibility for verges. Cllr Standley said that he believed that ESCC can claim the first metre of grass verges and if residents put rocks outside their homes to prevent parking and a vehicle hits them it would be the owner's responsibility. ESCC should be informed where individuals are claiming extra land by extending onto verges.

Cllr Dixon reported that having a general election at this time of year causes staffing problems. He informed the PC that there were still a couple of grants available, such as the Sussex Lund Grant.

204. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES). *Carry Forward.*

205. HIGHWAYS

- i. SLR meeting – The clerk had finally received an email today with potential meeting dates in December. **The Clerk would ask for available dates in end January/early February.**

- ii. Speeding issues – **Actions:** the issue of changing the graduation of the speed limit in certain areas would be raised at the SLR meeting; **PW** would investigate whether there were any possible places that a speed check could be done. **The Clerk** would update the speeding statement, updated with latest crash data by SR, to include a statement that the PC share their concern with residents about speeding in Hadlow Down, would post this on the website and would use the statement whenever the issue of speeding was raised.
 - iii. Correspondence regarding Coppards and Parkers lorries; County Clean and other highway issues. County Clean had changed their agreed route due to overhanging hedges in Five Chimneys Lane but these had now been cleared so they were now using the permitted route.
- 202. BANK RECONCILIATIONS:** May, June, July and August were resigned and ratified. October reconciliation was agreed and signed.
- 203. OTHER FINANCE MATTERS:**
- i. Play area and burial ground maintenance contract review – **The Clerk** would seek three quotes to include the additional work of cutting around the new picnic table in the new play area.
 - ii. Rialtas Accounting Software for PCs. The PC voted: 4/0 to go ahead with getting this accounting software set up and ready for use from start of the new financial year. The cost would be taken from Unearmarked Reserves.
 - iii. Revised budget figures following Precept and Budget meeting on 15th October. The PC would not opt for ESCC supplied extra grass cuts and would accept the quote supplied by Contractor “A” for four additional cuts at a cost of £400. Each line of the possible precept was discussed and the figures amended. Further confirmation of the final precept would have to be made at the December meeting.
- 206. GATWICK AIRPORT – CAGNE Aviation Town and Parish Council Forum. Carry Forward.**
- 207. PLAYING FIELD: All items to be carried forward.**
- i. Update on tree work and quote for additional work identified.
 - ii. Areas of responsibility between HD PC and the Playing Field Committee.
 - iii. ROSPA report actions.
 - iv. Update on new play area.
- 208. MAINTENANCE CONTRACT FOR PLAYING FIELD AND BURIAL GROUND – dealt with under item 203 i.**
- 209. HOUSING NEEDS SURVEY – next steps. Carry Forward**
- 210. APPLYING FOR SUSSEX LUND GRANT. Carry Forward**
- 211. ANNUAL REPORT. Carry Forward**
- 212. RISK ASSESSMENT**
- i. Quarterly Risk Assessment – update on actions. **Carry Forward**
 - ii. Finger Post Work quote – **The Clerk** would ask for this work to go ahead.
 - iii. Telephone Box. **Carry Forward**
- 213. DIGNITY AT WORK POLICY – this was agreed.**
- 214. CLERKS MATTERS:**
- i. Clerks hours for October were agreed.
- The Clerk left the room.**
- ii. Pension scheme. It was agreed that due to the high cost of exiting the Local Government Pension Scheme (LGPS) the new clerk would be enrolled in this scheme.
- The Clerk returned to the room.**
- The additional cost of the pension scheme would need to be calculated and taken into account at the precept discussion at the December meeting.
- iii. Clerks Technical Networking Day November £110 + VAT agreed.
 - iv. Potential purchase of a fireproof box in which to store burial books. **Carry Forward**
- 215. ACCOUNTS FOR PAYMENT**
- i. Samantha Weatherill - £920 paid by SO, Salary/mileage for October £461.44 cheque no 1849
 - ii. Stationery order - £61.72 cheque no 1847.
 - iii. Decisions ratified, not yet paid: £120 for interim internal Audit; £250 + VAT for actuary to investigate cost of exiting LGPS.
- 216. CRIME AND DISORDER ACT 1998 Section 17 – nothing raised.**
- 217. DEFIBRILLATOR BATTERY – checked.**
- 218. ITEMS TO GO ON NEXT AGENDA.** No additional items.

There being no other business, the meeting closed at 9:25pm