



**MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 15th October 2019.**

Present: Councillors Sandra Richards (SR) Chair, Sally Blyfield (SB), Ben Floyd (BF), Rachel Lewis (RL), Michael Lunn (ML); Julian Michaelson-Yeates (JMY), Peter Weston (PW)

Clerk in attendance: Samantha Weatherill

187. PUBLIC QUESTIONS – none.

188. APOLOGIES AND REASON FOR ABSENCE – no apologies received.

BF joined the meeting.

189. DECLARATIONS OF INTEREST - PW declared a pecuniary interest in 191d; SR declared a personal interest in 190iii regarding both The Parish Magazine and Citizens Advice. JMY declared a pecuniary interest in item 191c. SB declared a pecuniary interest in the Village Hall being discussed under item 190iii.

190. FINANCE MATTERS:

i. Bank reconciliation dated September 2019 were signed by SB as non-signatory Cllr as part of the quarterly controls.

ii. Review of 2019/20 precept spending – a discussion was held about the precept spending spreadsheet that had been sent to the Councillors prior to the meeting which outlined: actual spending to end Quarter 2, spending accounted for in the final half of the financial year, and, contingency spending.

ML joined the meeting at 7:15pm.

Actions:

1. **The Clerk** would look up how much the Parish Council (PC) had borrowed from the Public Works Loan Board and for what period.
2. **SR/The Clerk** would seek feedback on what other PC's were doing about setting money aside to cover any shortfall resulting from the Local Government pension scheme that the previous clerk had been a member of.
3. **The Clerk** would chase Cllr Dixon re CIL payment as we had not heard anything yet on what the PC would receive.

iii. Precept – to discuss expenditure for 2020-21 and consider grant applications

A discussion was held about each grant application and it was agreed that each bid would be input onto the budget spreadsheet to see the impact on the overall figures and this would be discussed at the November PC meeting as the precept does not have to be submitted until the beginning of January. It was agreed that the Parish stands out because it maintains its Fingerposts and this is a feature of the High Weald.

Actions for The Clerk:

1. To get three quotes for the maintenance of the Playing Field, to include cutting around the new picnic table in the new play area and for the maintenance of the Burial Ground.
 2. Councillor's training would be reduced to £150 for the year.
 3. The PC would put aside money to build up a fund to cover election expenses that may be incurred in four years' time but the amount put aside would be reduced to £400.
 4. The PC would try to get verge cutting contracted out and would not opt in to having the extra cut by ESCC costing £314 as it had not been satisfactory this year. The Clerk would get three quotes for four cuts per year, to take place in April, June, August and October at: either end of Five Chimneys Chain (the line of sites); top of Waghorns; Dog Kennel Lane coming out onto A272 and the verge that runs from Tinkers Lane up into the village.
 5. The budget numbers would be updated to take account of the agreed actions and sent to the Councillors for discussion at the November meeting.
- a. Potential cost if PC change Bank accounts for online banking. **The Clerk** would investigate the options available and potential cost.
 - b. Consideration of purchasing accountancy software for financial reconciliation. **The Clerk** would investigate the options and potential cost.

- iv. Big Lottery Grant overspend of £319.24 – **There was a formal resolution proposed by ML and seconded by RL to transfer this amount from Reserves Earmarked for Community Plan.**
 - v. Election expenses for 2019 £1217.86 – **There was a formal resolution proposed by ML and seconded by RL to transfer this amount from Reserves Earmarked for Community Plan.**
 - vi. The following payments were ratified: Hadlow Down Village Hall for hire of hall for meetings for Q1 and Q2 £200; Europlants for maintenance of burial ground and play area £234.30; £53.26 to Clerk for expenses as part of September salary.
- 191. 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/2017/1171/F BARN AT HUGGETTS FARM, STONEHURST LANE, FIVE ASHES, MAYFIELD, TN20 6LL – changes to application.**
The PC, excluding ML, (who did not vote on this item due to being on the planning committee), voted: (6/0) unanimously against the application due to it not conforming with RAS3 of the emerging local plan, the location being unsustainable, and, it is within 7km of the Ashdown Forest.
 - b. **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.**
JMY will investigate this application to see whether a further meeting would be required.
JMY left the room.
 - c. **WD/2019/2001/FA GATE HOUSE FARM, STOCKLANDS LANE, HADLOW DOWN, TN22 4EA minor material amendment to WD/2016/2285/F (Redevelopment of site including demolition of industrial farm building, removal of water holding tanks and construction of two detached dwellings with associated works) involving variation of condition 14 to enable relocation of garage on plot 2 from West side to East side and use of the existing site access to the East to provide separate access to each plot.**
The PC voted: (6/0) unanimously to support this application as the amendments make complete sense.
PW left the room and JMY returned.
 - d. **WD/2019/2103/F 3 SOUTH BEACON, MAIN ROAD, HADLOW DOWN, TN22 4ES SIDE/REAR EXTENSION**
The PC voted: (6/0) unanimously to support the application as it is of modest design, of appropriate scale and the flat roof doesn't remove light from windows.
PW returned to the room.
- 192. ACCOUNTS FOR PAYMENT**
- i. WDC – election expenses £1217.86 to be paid by DD.
 - ii. SSALC – new clerks induction training £110.
 - iii. Ben Floyd £26.33 – for paint for village sign.
 - iv. It was agreed that it would be sensible to proceed with an interim internal Audit in order to ensure processes are still on track and to provide transparency given changes of clerks. This would be ratified at the next meeting.
- 193. CLERKS MATTERS:**
- i. Pension scheme – update. A payment of £400 was authorised in order to pay an actuary to investigate the cost of exiting the Local Government Pension Scheme.
- 194. ITEMS TO GO ON NEXT AGENDA**
- i. Telephone box.
 - ii. Speeding issues.
 - iii. Website – to be put on the December meeting agenda.

There being no other business, the meeting closed at 8:54pm.