



**DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
held virtually, via Zoom video conferencing app,
at 7pm on Tuesday 4th August 2020**

Present: Councillors: Julian Michaelson-Yeates (JMY) Chair, Sally Blyfield (SB), Ben Floyd (BF), Michael Lunn (ML), David Munday (DM), Peter Weston (PW)

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

99. PUBLIC QUESTIONS

The planning consultant for Hope Farm had sent an email with potential questions that may be raised with regard to the planning application (i) the roof lights have a coating so they bring light in for creating power but stop light being sent back out (ii) the materials proposed for the extension are fully sustainable and better for heat conservation.

100. APOLOGIES AND REASON FOR ABSENCE – Received and accepted from Cllr Lewis.

101. DECLARATIONS OF INTEREST – BF declared a pecuniary interest in Item 104 b 'Hope Farm' and a personal interest in Item 110 iii. 'Burial Ground bench'. However, JMY pointed out that as there was some building work required in order to accommodate the bench, so requested that a proposal was put forward by BF and this item would be carried forward to the next meeting. **Action:** BF to produce burial ground bench proposal.

The Chair brought forward Item 104

104. PLANNING:

i. PLANNING APPLICATIONS:

a. WD/2019/2227/FR – GINGERS PATCH AND DRAKES HEAD DEN, LAND SOUTH-EAST OF PIGSFOOT FARM, BRICK KILN LANE, HADLOW DOWN TN22 4EJ – Retrospective application for the retention of two mobile field shelters and one hay store and proposed provision of additional hay store. The PC voted 6/0 to strongly object to this part retrospective application. The size of the introduced parking, hardstanding and the proposed trackways, the removal of hedges, the sub-division of the field into small paddocks, the size and number of fixed adjoined buildings is an over development of the site. Features such as the wood stove in the shelter, the log store, outside seating area, shooting stand and the frequent lawn mowing all point to a leisure use beyond the stabling of horses. This development is detrimental to a field in the High Weald AONB and contrary to Wealden's adopted High Weald AONB Management Plan objective FH2 to maintain the pattern of small irregularly shaped fields bounded by hedgerows and woodlands, objective OQ4 to protect against intrusive developments. The development is also contrary to policy in the NPPF paragraph 172 and stored policies in Wealden Local Plan 1998 EN6 and DC12 part 2. The PC note the recent removal of the laurel hedging.

b. WD/2020/1344/F – HOPE FARM, BRICK KILN LANE, HADLOW DOWN TN22 4EH – infill of existing courtyard to provide two-storey residential extension. *BF left the meeting.*

The PC voted 5/0 to support this application. The design of the extension is contemporary and Hope Farm is in a rural setting. The PC concluded that much of the extension is an in-fill and faces south immediately in front of a steeply rising bank which conceals it, nor can the extension be seen from Brick Kiln Lane to the east or west. It is understood that the zinc material will darken through patination and the proposed roof lights are photo-voltaic and will not emit light. Hope Farm already has floor to eave glass walls to both the north and south. The proposed introduction of an internal wall should reduce current light emissions to the north.

BF re-joined the meeting.

c. WD/2020/1089/F – HADLOW HOUSE FARM COTTAGE, MAIN ROAD, HADLOW DOWN TN22 4EP – erection of a single-storey rear extension and two-storey side extension. The PC voted 6/0 to object to this application. The scale of the extension is excessive. The submitted application is incomplete as no drawings have been provided indicating the design, size and location of the proposed garage and the suggested amendments to the drive.

d. WD/2020/1359/PO – MILL VIEW FARM, MAIN ROAD, HADLOW DOWN TN22 4HS – discharge of S106 agreement dated 29 September 2006 attached to application WD/2004/1573/JF (conversion of existing outbuilding to ancillary accommodation). The PC voted 5/1 to object to this application. The PC object to the discharge of the S106 linking the annexe to the main residence. The S106 was put in place as a condition of the original planning consent to prevent its future separation from the main dwelling into its own curtilage to become

a new dwelling with all the potential for ongoing development. There are many such S106 conditions in place across the parish and such an approval might create a precedent.

e. WD/2020/1192/F - THE STABLES, 3 DOG KENNEL LANE, HADLOW DOWN, TN22 4EL – installation of new window. The PC voted 6/0 in support of this application, due to the modest introduction of a window and that it faces no other property.

f. WD/2020/1137/F – THE STABLES, 3 DOG KENNEL LANE, HADLOW DOWN, TN22 4EL – single storey side extension. The PC voted 6/0 to support this application, due to the modest addition of a side extension bathroom with no impact on neighbours and it cannot be seen from the outside.

ii. APPLICATIONS UNDER GENERAL PERMITTED DEVELOPMENT:

a. WD/2020/7027/ADP - LITTLE BROADBREED FARM, DOG KENNEL LANE, HADLOW DOWN TN22 4EL – Portal framed building. The PC have no comments on this application.

iii. APPROVED PLANNING APPLICATIONS:

a. WD/2020/0129/F – WOODREED VINEYARD, STONEHURST LANE, FIVE ASHES, MAYFIELD TN20 6LJ – Construction of agricultural building for the storage of vineyard machinery and associated equipment.

iv. OTHER PLANNING MATTERS:

a. Wilderness Wood update – members of the PC had attended a meeting with the owners of Wilderness Wood who had informed that they were aiming to start visitor cabins sometime next year and will be applying for a temporary variance to the terms of their planning conditions to increase the number of weddings being held there for a period of two years so as to recover the number of weddings that have been cancelled due to Covid-19.

The Chair brought forward items 105 and 111

105. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON – written reports were supplied due to limited time for speaking. These would be circulated with the minutes and published on the website.

111. HIGHWAYS:

i. Speed Indicator Signs (SID) – PW gave an update that there were three possible sites for the signs, on the A272 and in School Lane. The cost would be approximately £5k for the equipment, laptop and license. There was an outstanding question with regard to the number of licenses required and the cost of those. The PC would need pre-approval of the proposed sites for the signs. ML was keen to have a final push with ESCC to get a fixed indicator on the main A272 road but Cllr Standley said ESCC would definitely not allow a fixed speed camera due to the criteria and therefore a SID was a good option, particularly as it would provide speed data which may help the PC to obtain something more permanent in the future. **Action: PW** would put together a fully costed proposal with all associated costs (e.g. licensing/liability).

ii. Footpath 29b - The specification for this had been agreed and was currently with ESCC for their approval as they may contribute up to 25% of the funding. **Action:** Once ESCC agree the specification **the Clerk** would obtain three quotes for the work.

102. MINUTES OF THE MEETINGS held on 7th July were agreed subject to the amendment of the reference to Adrian Martin being amended to Councillor (not Clerk) at Rotherfield and would be signed as a true record asap (previously circulated).

103. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

i. **BF** – would provide quote and insurance to the Clerk re PFC carrying out the low risk tree work. *This had been provided.* **Action:** *The PC voted unanimously to accept the quote so **The Clerk** would ask the PFC to go ahead with the work.*

ii. Once BF & JMY had agreed remit for play area tunnels **the Clerk** would get three quotes for the work. **Done**

iii. **The Clerk/JMY** would forward relevant correspondence re Drakes Head Den to Cllr Dixon. **Done**

iv. **JMY** would visit the owner/s of the overgrown hedges opposite the Church. *The hedges were being dealt with during w/c 17/8.* **Done**

v. **BF** would send photos of outstanding ROSPA actions and invoice for shackle to The Clerk. **Done**

vi. **PW** would do further investigation into maintenance, insurance, licensing implications/costs of SID. **Carry Forward**

vii. **BF & PW** would meet to discuss Footpath 29b **Done**

viii. **PW** would get a specification for Footpath 29b agreed with ESCC and forward to The Clerk. **Done (separate action for the Clerk to get quotes shown under Item 111 ii)**

ix. **The Clerk** would see whether there were any planning training sessions available and let BF & DM know. *None available until September.* **Done**

x. **RL & DM** would meet to discuss the Emergency Plan Co-ordination. **Carry Forward.**

xi. **The Clerk** would forward the old Emergency Plan to DM. **Done**

xii. **JMY** will pick up with ML about him taking on responsibility for the Community Plan. *Not much can be done o/a Covid-19 as it requires a lot of consultation. ML would be responsible for Community Projects and JMY would be responsible for the Community Plan.* **Done.**

xiii. **The Clerk** would apply to ESCC for match funding for the Fingerpost maintenance quote. **Done**

xiv. **JMY & RL** will discuss what should go on the agenda for a meeting between PFC, new CC & VH. **In hand.**

xv. **BF & The Clerk** would discuss burial ground perimeter path repair work specification and The Clerk would get quotes. **Action: The Clerk** would ask three contractors to scope what is required.

xvi. **BF** would speak to Nigel Harrison about getting the bench in the burial ground repaired. *He will be repairing this.*

xvii. Clerks report:

a. Income received this month - £50 for additional engraving on headstone approved at last PC meeting; £525 burial fees.

106. **BANK RECONCILIATIONS:** - July's reconciliation was agreed and would be signed asap.
107. **OTHER FINANCE MATTERS**
- i. Website – **Carry Forward**
 - ii. Fingerpost maintenance – The fingerpost at Curtains Hill/Five Chimneys Lane had been inspected by ESCC who have said that as it's a 60mph road, for safety reasons, it cannot be replaced like for like and would be replaced with a metalled directional sign in accordance with the relevant standards. However, the PC had brought this to the attention of Wealden DC who agreed that through the AONB Management Plan and also saved policy EN6 of the Wealden Local Plan 1998, there is policy support to retain the finger posts as a striking and positive element in the landscape so they were in discussion with ESCC. The other fingerpost maintenance work had been commissioned.
 - iii. CIL money – SID, Repairing and resurfacing the burial ground perimeter path, and, resurfacing public footpath 29b were all projects earmarked for potential financing from CIL money and Wealden DC had confirmed that this should be fine as they should fall under the definition of infrastructure.
 - iv. The following payment was ratified: £18 Unity Trust Bank quarterly service charge paid 30th June.
108. **REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES) –**
- PW - confirmed that the paint marks that are appearing on trees around the village are due to a tree survey being conducted by ESCC. He also informed that ESCC have agreed to put pedestrians in road signs around Kit Wilson.
- SB - raised the point that the Government is encouraging everyone to use bicycles but it is very difficult/unsafe to cycle in the village as there is no pathway that takes people from the village into Buxted. **Action: SB** would investigate what would be required, whether the PC would be allowed to use ESCC verges to create a path, what costs would be involved and whether there are any grants available that could be applied for to help fund it. The proposal would be to create a path from Tinkers Lane into Buxted. **SB and JMY** would discuss this and put an approach together.
- Action: JMY** would re-circulate the SLR meeting minutes from the meeting held on 9th July.
109. **COMMUNITY PLAN** – nothing was likely to happen on this for the next twelve months due to the Covid-19 situation. **Action: The Clerk** would re-circulate the plan to the PC.
110. **BURIAL GROUND - all items to be Carried Forward**
- i. Burial ground maintenance and regulations.
 - ii. Burial ground path repair.
 - iii. Bench.
112. **PLAYING FIELD:**
- i. Play area closure. Consideration was given to (1) keeping the play area closed, (2) conducting a risk assessment and re-opening the play area with appropriate signage but with no cleaning regime so users do so at their own risk and (3) as per (2) but with the addition of spraying equipment with heavy duty sanitiser as per Uckfield TC. The PC voted 5/1 in favour of (2). **Action: BF and JMY** will do a risk assessment. **The clerk** will send BF and JMY an example Covid-19 risk assessment and signage.
113. **RISK ASSESSMENTS**
- i. Play area tunnel collapse. The PC voted to accept Contractor A to do the work due to the price quoted. The PC agreed that the sleepers would be given back to the PFC to use as edging. **Action: The Clerk** would commission Contractor A to undertake the work and would let them know about the arrangements for the sleepers. The cost of this work would be taken from the Unallocated Reserves.
 - ii. ROSPA play area inspection. **Action: BF and JMY** would look at the actions arising from the ROSPA report and agree what needs to be done, including drawing up a specification for replacing the matting and other remedial work.
114. **INFORMATION & DATA PROTECTION POLICY** – this was approved unanimously.
115. **GRANTS POLICY, APPLICATION FORM & END OF PROJECT FORM** – this was approved unanimously.
116. **CLERKS MATTERS:**
- i. Clerks hours for July were agreed.
117. **ACCOUNTS FOR PAYMENT** – JMY & PW would authorise payments. **Action: The Clerk** would arrange for DM to replace ML as a bank signatory.
- i. Samantha Weatherill - £920 salary paid by SO
 - ii. Samantha Weatherill - £90.32 salary & expenses, includes £14.39 for Zoom (UT ref:11024730)
 - iii. Lucy McConachie for July play area inspection - £40 (UT ref: 437375580)
 - iv. ES Pension Fund - £284.57 (UT ref: 61229828)
 - v. ROSPA play area inspection report - £96.50+VAT (UT ref: 252661108)
118. **CRIME AND DISORDER ACT 1998 Section 17** - nothing raised.
119. **DEFIBRILLATOR BATTERY** – this was checked on 29th July.
120. **ITEMS TO GO ON NEXT AGENDA**
- i. All items listed under Item 110 Burial Ground
 - ii. Community Payback (provided we have heard back from them).

There being no other business, the meeting closed at 9:22pm