



**DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
held virtually, via Zoom video conferencing app,
at 7pm on Tuesday 6th April 2021**

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

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

1. PUBLIC QUESTIONS

A member of the public asked about the pc's position on Wilderness Wood regarding developments there.

Action: JMY would arrange to meet with the owners of Wilderness Wood for the usual annual visit.

They also raised that there was another footpath that has been blocked located opposite Spring Farm.

Action: this item would be put on the next meeting agenda.

The Chairman brought forward items 2 and 3.

2. APOLOGIES AND REASON FOR ABSENCE – none.

3. DECLARATIONS OF INTEREST - the Clerk advised that Councillors have a disclosable pecuniary interest in item 6b. however as an officer of the pc the Clerk is legally entitled to grant dispensation to Councillors so that they can discuss and vote on application 6b. The Clerk will make it clear in the pc's response to WDC that it is the pc's own application. SB declared a personal interest in item 13. BF declared a personal interest in item 13.

The Chairman brought forward Item 13.

13. GILL HOPE BANK WOOD – footpath not recorded on the definitive map

PW gave an update that he had visited the property with the member of the public who had raised the issue originally as per item 5ii and met with the owner who was very helpful and showed them around, including the upgraded bridle path (however, he had since received correspondence from a resident who had said that the new surface was too slippery and not suitable for horses); he had also received correspondence from the owners which has been distributed to the pc. The landowner had explained the reasons for erecting the fence which included fly-tipping, young campers using the woodlands, damage and rubbish left.

ML joined the meeting.

The issue of whether it was appropriate for the pc to get involved in pursuing this issue, given that it was always important that the pc maintained their impartiality and that it should act on behalf of the majority of villagers in terms of time and expenditure was discussed, including the fact that the woods being used for recreational purposes would not meet the criteria for registering as a right of way. It was agreed that as there is a formal approach for individuals who believe they have developed a right of way to use a footpath not on the definitive map to pursue for themselves, the pc would not take this issue further.

4. MINUTES OF THE MEETINGS held on 2nd March and 16th March were agreed and signed virtually as a true record (previously circulated).

5. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

- i. SB would investigate what would be required and issues with regard to the creation of a cycle path. *In hand. Carry Forward.*
- ii. PW would meet with the interested member of the public to walk through Gill Hope Bank Wood to view the area being fenced off and PW would talk to the landowner about this issue. *See item 13 - Done*
- iii. PW would report the issue of the manure pile on the junction of the A267 and A272 to Mayfield PC. *ES have looked at this and are not concerned at the moment but would continue to monitor the situation. Done*
- iv. JMY would discuss with RL and a member of the public the issue of getting litter picking organised. *This had been done with fantastic results, many thanks to all those involved. Done.*
- v. Cllr Dixon would take forward the issue of drainage at the old burial ground. *This has been passed to Cllr Standley who is pursuing with ES as it is a highways matter. Action: Cllr Standley will update at next meeting.*
- vi. PW would give update on issue he had reported of exposed electricity cables at footpath by Waste Wood. *A letter has been sent to the landowner. Done.*

- vii. **Clerks report:** update passed to councillors prior to the meeting/posted on website.
 - a. The Clerk had modified the Accessibility Statement on the website to canvass opinion as to whether the site should be upgraded to enable blind users to have the contents read to them.
 - b. The Clerk had contacted Wealden DC to clarify the fee required in order for the Village Hall planning application to be able to proceed and paid this.
 - c. The Clerk had contacted the lead deputy Church Warden at St Marks Church to report the broken Footpath sign on the Fingerpost opposite the back entrance to the burial ground for them to report.
 - d. The Clerk had written to both Doug Moss and Kelvin Williams on behalf of the PC to thank them for their help and service over the years and to wish them well in their retirement from Wealden DC.
 - e. The Clerk had notified all 2021/22 grant recipients of their award and had received thanks from them all and been asked to thank the Parish Council on their behalf for their continued support.

The Chair brought forward items 7 and 8

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

Cllr Standley said that with regard to the overhanging trees in Five Chimney's Lane preventing County Clean lorries from using the route, letters have been sent to the landowners asking them to trim branches. He had also raised the issue of the timing of lorries using the lane and will be taking this up with County Clean. **Action: Cllr Standley** will look into sending the Clerk a map of the trees concerned and copies of the letters sent.

8. HIGHWAYS

- i. Speed Indicator Signs (SID) proposal – licensing costs. The PC voted unanimously to go ahead and pay £2,069.31 from the CIL budget for licensing, installation and traffic management of one pole in two licensed positions for the SID.
- ii. Correspondence from local resident re speeding – the pc had responded that this issue was being taken very seriously which was why the PC were looking into purchasing a SID.

6. PLANNING:

i. PLANNING APPLICATIONS:

a. WD/2021/0349/F - SCOCUS FARM, HEATHFIELD ROAD, FIVE ASHES, TN20 6JJ – proposed new highways access & new garage building.

The pc voted unanimously (6/0) to support this application, subject to a positive response from Highways, due to it being consistent in design and appearance of the original building.

b. WD/2021/0471/O – HADLOW DOWN VILLAGE HALL, HALL LANE, HADLOW DOWN, TN22 4HJ – demolition of existing village hall and erection of replacement residential development. (Note: This outline planning application is a like-for-like replacement of the approved outline planning application WD/2018/0089/O which expires in May 2021).

This is the PC's own application which they voted unanimously to continue to support.

c. WD/2021/0506/F – THE OLD COTTAGE, CURTAINS HILL, HADLOW DOWN, TN22 4DU – erection of a detached single story garden log cabin for home office use. *ML declared that he is a neighbour to this property separated by the A272 and asked whether he should declare an interest but it was agreed that as this was not a near neighbour there was no need.*

The pc voted unanimously to support this application for a home office cabin.

- 9. BANK RECONCILIATIONS:** - 25th and 31st March were agreed and signed. **JMY and SB** (as a non-signatory as per quarterly controls) would sign the confirmation email.

10. OTHER FINANCE MATTERS

- i. Quarter 4 reconciliation to end March – these were approved.
- ii. 2019/20 and 2020/21 Accounts – were reviewed and approved. These would be made available at the next Parish Assembly as we have missed this year and last year's Parish Assembly.
- iii. Assets Register – was approved.
- iv. Annual Insurance renewal – was approved.
- v. The following payments were ratified: Friends of the Keep Archive membership 21/22 £30 (UT ref: 14032139); Wealden DC for Village Hall planning application £462 (UT ref: 831195225); Gatwick Area Conservation Campaign (GACC) annual subscription £10 (UT ref: 499510736); SLCC for WordPress training £30+ VAT (UT ref: 60206873).

- 11. BURIAL GROUND PERIMETER PATH REPAIR – review quotes.** The pc voted to opt for concrete round topped edging and voted unanimously for contractor D. This would be paid for from the CIL.

- 12. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES).** ML added that he continued to have monthly meetings with the local PCSO and there had been no major reported crimes in the area. The PCSO's are visiting farms re rural crime. It was noted that no work had been assigned to Hadlow Down for road improvements by ES Highways.

- 14. COMMUNITY PAYBACK – update.** BF had not heard back from them.

- 15. REPLACEMENT OF NOTICE BOARD ON MAIN ROAD – update.** This was in the process of being replaced.

16. **PARISH ASSEMBLY** – deadline for submissions from Cllrs for the article to go in the Parish Magazine is 12th April.
17. **COUNCILLOR TRAINING** – The Clerk would look into arranging Chairman training for JMY.
18. **FUTURE OF VIRTUAL MEETINGS POST EXPIRY OF THE LEGISLATION** – It was agreed that the 1st June meeting would go ahead for any councillors who wish to attend to discuss planning applications only and The Scheme of Delegation would be used in order to continue with essential financial business. After that, socially distanced meetings would be held in the Village Hall but may have to be moved to Monday's. The situation would be kept under review. **Action: SB** would investigate when the main hall would be free. **JMY** would speak to Cllr Standley with regard to taking up the dire situation surrounding the non-extension of the legislation.
19. **BURIAL GROUND FEES** – were reviewed and small increases agreed as per the submission.
20. **RISK ASSESSMENTS**
- i. Outstanding Quarterly Risk Assessment issues:
 - a. pathway that runs between concrete posts and entrance to the back of the burial ground (JMY) **Action: BF** would raise this with the contractor who is doing the burial ground perimeter path.
 - ii. March Quarterly Risk Assessment – **Action: BF** would deal with the few actions identified.
 - iii. Review of Risk Assessment Sheets – were reviewed and agreed.
21. **CLERKS MATTERS:**
- i. Clerks hours for March were agreed.
22. **ACCOUNTS FOR PAYMENT – JMY & RL would approve**
- i. Samantha Weatherill - £920 salary paid by SO
 - ii. Samantha Weatherill - £119.28 salary & expenses, includes £14.39 for Zoom, £9.99 for HP ink - (UT ref: 403891869)
 - iii. Lucy McConachie for March play area inspection - £40 (UT ref: 663542782)
 - iv. ES Pension Fund - £300.53 (UT ref: 164121725)
 - v. ESALC & NALC subscription - £258.94 (UT ref: 16091363)
 - vi. HMRC Jan-Mar - £719.10 (UT ref: 583438498)
 - vii. Simon Goacher Payroll services - £176.55 (UT ref: 404017002)
 - viii. Rialtas Software Accounting - £360 + VAT (not yet raised on UT o/a invoice not yet received)
 - ix. Wealden DC bins by DD £375 + VAT
- THE FOLLOWING GRANTS TO BE PAID AFTER RECEIPT OF THE PRECEPT: JMY & RL would approve**
- x. Wealden Citizens Advice £150
 - xi. Kent, Surrey & Sussex Air Ambulance £200
 - xii. ENGage £100
 - xiii. Hadlow Down Playing Field Committee £1,820
 - xiv. Hadlow Down Parish Magazine £650
23. **CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
24. **DEFIBRILLATOR BATTERY** – this had been checked on 31st March.
25. **ITEMS TO GO ON NEXT AGENDA**
- Final draft of Village Emergency Plan
 - Community Payback
 - Footpath opposite Spring Farm

There being no other business, the meeting closed at 8:58 pm.