



DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
Held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 5th October 2021

Present: Councillors: Peter Weston (PW) Acting Chair until Item 128, Michael Lunn (ML) Chair from Item 128, Sally Blyfield (SB), David Munday (DM) Ben Floyd (BF), Rachel Lewis (RL),

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

- 127. ELECTION OF CHAIRMAN** – Following the resignation of Julian Michaelson-Yeates, the election of ML was proposed by PW and seconded by SB and this was supported unanimously by the PC. ML signed the Declaration of Office forms. ML thanked Julian Michaelson-Yeates for all his hard work on the behalf of the PC and wished him and his family well, a sentiment endorsed by both the PC and members of the public.
- 128. PUBLIC QUESTIONS**
One member of the public wanted to remind the PC of the significant impact that Wilderness Wood can have on their neighbours and other residents living in the village with regard to noise. This was endorsed by another member of the public who said that when he was on the other side of the valley to his property the noise from the area was immense and this was not an event just normal activities. Another member of the public said they had reported the issue of pot holes at the top of School Lane on 'Fix my street' and also offered their support and help with new SID. All points were duly noted by the Council.
- 129. APOLOGIES AND REASON FOR ABSENCE** – apologies were accepted from Cllr Dixon (WDC).
- 130. DECLARATIONS OF INTEREST** – The Clerk declared a pecuniary interest in item 154iii. BF declared a personal interest in Item 132iv.
- 131. MINUTES OF THE MEETINGS** held on 7th September were agreed and signed as a true record (previously circulated).
- 132. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:**
- i. **Cllr Standley** would meet with County Clean to discuss them resuming using Five Chimney's Lane once progress has been made on tree trimming. *He updated that he has written to the director again to clarify the problem. Carry Forward.*
 - ii. **Cllr Standley** would seek clarification on the issue of land ownership at Five Chimney's Lane. *He had asked for ESCC to trim any trees until clarification is made. Carry Forward*
 - iii. **ML** would liaise with Janet Tourell re bins at the burial ground and how to encourage people to take their rubbish away. *Carry Forward*
 - iv. **PW** would look into licenses for Tinkers Park Steam rally event to confirm agreed finishing times. *Carry Forward*
 - v. **DM** would investigate the status of Five Chimneys Eggs planning application and would investigate the traffic report. *Highways have withdrawn their objection and a decision is expected shortly. Done*
 - vi. **PW** would forward the emails to ESCC re erection of poles to support SID to Cllr Standley. *PW thanked Cllr Standley for his help with this matter. Done*
 - vii. **PW** would raise the issue of the dangerous junction with A272 at next SLR meeting. **Action: The Clerk would make sure this was added. Done**
 - viii. **Clerks report:** update passed to councillors prior to the meeting/posted on website.
 - a. The Clerk had commissioned the fingerpost repair work.
 - b. The Clerk had arranged for the Covid-19 notices to be removed from the play area as, in line with latest Government advice, these were no longer required.
 - c. The Clerk had sent a letter to the Planning Officer dealing with the Village Hall outline planning application and asked Stacey Robbins for his support with regard to appealing against the cost of £1,000 for their legal department to deal with SANGS and SAMMS for the Village Hall outline planning application. The letter had been acknowledged and was being considered.
 - d. The replacement noticeboard had been erected but at the Clerk's request escutcheon plates were being fitted over the keyholes to protect them from rain damage.
- 133. 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/2021/1947/F – BEECH TREE VILLAS, 2 MAIN ROAD, HADLOW DOWN, TN22 4EN** – remove garage and carport and replace with new double garage with log store; remove shed and replace with new brick shed. The PC voted 6/0 to support this application as the proposal is not intrusive in the landscape or detrimental to the rural setting and will not adversely change the character of the existing buildings.
 - ii. **APPROVED PLANNING APPLICATIONS:**
 - a. **WD/2021/1875/F – TREE TOPS, WILDERNESS LANE, HADLOW DOWN, TN22 4HU** – new log store adjacent to existing outbuilding.
- 134. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON** – *Written reports from councillors had already been submitted which would accompany the minutes on the village website.* There was a short discussion about climate change at which it was acknowledged that it was difficult in rural areas with poor public transport for people to stop using their cars. PW said that at a recent Chair’s meeting he had noted a number of councils declaring a climate emergency and suggested that at some point the PC should have a discussion about whether there is anything it can do to support ESCC’s climate change strategy. ML raised the point from Cllr Dixon’s report which related to the outline planning permission for the old Village Hall and his action to challenge the legal fee. The last application had not required an s.106 agreement as there had been a planning condition which tied it to the new Community Centre so the PC was not sure why it would be different this time. **Action: The Clerk** would add this to the November meeting agenda for discussion.
- 135. HIGHWAYS**
- i. Speed Indicator Signs (SID) proposal – a few things had changed since the original proposal had been agreed, for example, the mandatory training was now online and free but some other costs had risen. The PC agreed unanimously with PW’s recommendation to buy the SID as per the original recommendation but instead of getting extra batteries would get a laptop pre-loaded with the software required and a few extra accessories. The overall cost would be approx. £3,553 which was less than originally budgeted for. This would be paid for by CIL money. The PC thanked PW for all his work in getting this organised.
- 136. BANK RECONCILIATIONS:** - 25th September were agreed and signed. **Action: The Clerk** would organise for ML to be added to the Unity Trust Bank signatories.
- 137. OTHER FINANCE MATTERS**
- i. The following payments were ratified: £520 to PhillSigns for final fingerpost payment (UT ref: 595021382);
 - ii. It was noted that the second half of the precept has been received.
- 138. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)** – *A written report from Councillors had already been circulated and would be included with the minutes on the village website.* PW had attended the Chairman’s meeting and Trevor Leggo was asking for information about the poor state of roads etc. **Action: The Clerk** would send the recent SLR meeting minutes to him as evidence. SB reported that the Village Hall had new trustees and a new manager.
- 139. SOLAR TOGETHER ARTICLE FOR WEBSITE** – there had been some public negative feedback about a similar scheme so this article had not been published on the village website by the administrator.
- 140. MAINTENANCE CONTRACT FOR PLAY AREA AND BURIAL GROUND** – there had been much positive feedback about the maintenance of both areas so the PC were happy for the contract to continue. There were moles back in the churchyard. **Actions: The Clerk** would commission treatment of the moles. **The Clerk** would ask the contractor to strim under the benches at the picnic area.
- 141. MAINTENANCE CONTRACT FOR VERGES** – there had been positive feedback on this work so the PC were happy for the contract to continue.
- 142. URBAN VERGE CUTTING 2022** – the PC agreed to continue with Option 1 – Standard - two cuts to be carried out by ESCC per year.
- 143. BURIAL GROUND PATH REPAIR** – it was agreed that the three yew trees at the burial ground would have to be removed as they were prohibiting the path being repaired and the trees themselves were not thriving. **Action: The Clerk** would action the work to be completed with the current contractor. Once works were complete the Parish Council agreed to look at other ways to make the burial ground attractive for visitors.
- 144. BURIAL GROUND REGULATIONS** – these were approved. The PC would continue to visit the burial ground periodically to remove any items of rubbish.
- 145. CORRESPONDENCE RECEIVED/ISSUES RAISED BY MEMBERS OF THE PUBLIC:**
- i. A resident had queried who owns and is responsible for the upkeep of Hut Lane. This was an unadopted road so maintenance would be the responsibility of the residents adjacent to the road and was not a PC matter.
 - ii. Speeding on the Main Road – the Clerk had reported all speeding incidents to the PCSO who had carried out speed checks in the area resulting in a couple of warnings being issued.
- 146. UPDATE FROM MEETING WITH WILDERNESS WOOD** – Wilderness Wood had submitted a noise management plan to Wealden District Council and an Wealden District Officer had visited the site and confirmed that they had complied with the outstanding planning condition. **Action: The Clerk** would make sure that an annual visit would continue to be conducted.

- 147. IDEAS FOR HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES – Action:** The pc voted for **RL** to apply for funding to hold an event.
- 148. DATES FOR PC MEETINGS IN 2022 –** agreed.
- 149. TERMINATION OF PAYROLL SERVICES CONTRACT – Action:** **The Clerk** would try to get three quotes for new payroll services as the current payroll administrator was retiring next March.
- 150. COUNCILLOR VACANCY – Action:** **The Clerk** would put an advert in the Parish Magazine, on the village website, Facebook etc. with timing appropriate to enable discussion of any candidates at the December meeting.
- 151. CHAIRMAN TRAINING –** it was agreed that ML will attend this online training at a cost of £40.
- 152. EMERGENCY TWO WAY RADIO –** The PC agreed that the cupboard which it was believed contained the emergency two way radio should be opened by force if necessary. **Action:** **DM** would contact someone at Wealden DC to see if two way radios are still used and whether there is a requirement for us to keep the radio if not.
- 153. RISK ASSESSMENTS**
- i. July Quarterly Risk Assessment update on the following actions:
 - a. The manhole cover at the junction of the 'service road' leading to the east gate of the burial ground. This was on private land – **Action:** **The Clerk** would remove this action.
 - b. Oiling the bus shelter before the schools go back, the cost of this would be reimbursed by the PC. **Action:** **The Clerk** would set a reminder for this to be done during next year's school summer holiday.
 - ii. September Quarterly Risk Assessment update - done and no actions other than the new notice board is already leaking. **Action:** **The Clerk** would complain to the noticeboard contractor that the board is not fit for purpose.
 - iii. ROSPA play area inspection report – Due to the risk posed by the damaged matting being removed, BF would deal with the replacement of the matting as it needs to be actioned immediately.
 - iv. Other play area inspection issues – BF had filled the hole. BF would be strimming the area in the playing field to see if he can find any evidence of rats.
 - v. Bonfire event – was taking place on 6th November, risk assessment and insurance would be supplied to the Clerk. It was agreed that the bonfire debris would be cleared asap but no later than a month after the event.
- 154. CLERKS MATTERS:**
- i. Clerks hours for September were agreed.
 - ii. Clerks attendance at 'Government's reforms to the planning system - what clerks need to know' training course was approved £30 + VAT agreed.
- The Clerk left the room.*
- iii. Annual pay review – PW gave councillors an update on the Clerks annual review. All Members confirmed that the clerk had been doing an excellent job. The PC agreed to move the Clerk to pay rung LC29 wef 1st September 2021. Matter was voted on 6/0 in favour of increment rise.
- The Clerk returned to the room.*
- 155. ACCOUNTS FOR PAYMENT – PW & RL to authorise**
- i. Samantha Weatherill - £920 salary paid by SO
 - ii. Samantha Weatherill - £122.49 salary & expenses, incl. £9.99 for HP ink & £4.12 for postage - (UT ref: 299001160)
 - iii. Lucy McConachie for September play area inspection - £40 (UT ref: 22838614)
 - iv. ES Pension Fund - £295.09 (UT ref: 837762229)
 - v. HMRC - £230.61 (UT ref: 811375274)
 - vi. Viking Stationery - £55.68 + £11.14 VAT (UT ref: 111150412)
 - vii. Hadlow Down Village Hall for room booking 7th Sept - £24 (UT ref: 166715885)
 - viii. Wealden DC for litter and dog bins - £390 + £78 VAT to be paid by DD on 15/10/2021
 - ix. JAKK for noticeboard - £720 + £144 VAT (this will be paid once the PC were satisfied with the new noticeboard. The PC will be reimbursed by insurance minus £250 policy excess).
- 156. DATE OF NEXT MEETING –** Tuesday 19th October Precept & Finance meeting.
- 157. CRIME AND DISORDER ACT 1998 Section 17 –** nothing raised.
- 158. DEFIBRILLATOR BATTERY –** this had been checked on 29th September.
- 159. ITEMS TO GO ON NEXT AGENDA 2nd November**
- ROSPA issues update
 - Renewal of Old Village Hall Outline Planning Application

There being no other business, the meeting closed at 8:51pm.