



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

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

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

192. PUBLIC QUESTIONS

One member of the public said they thought the potential cost to the PC for the legal bill for an s.106 agreement could be very high and questioned whether it would be wise for the PC to go down that route because if the new Community Centre went ahead the Village Hall application would probably go through as it was on a brownfield site and pointed out that it would be prudent to ask the Village Hall Committee before going ahead with it because it may impede their business in the future. The same member of the public offered their services both to help with getting new volunteers and also with advice when preparing specifications for building works in the future. Another member of the public raised the issue of County Clean continuing to use School Lane rather than the designated route despite the trees being cut back. They also said that a new bench had been put in the Church yard but it was unstable. **Action: The Clerk** would email Janet Tourell to let her know about the bench.

193. APOLOGIES AND REASON FOR ABSENCE – Cllr Standley had sent his apologies.

194. DECLARATIONS OF INTEREST – BF declared a personal interest in Item 196 iii.

195. MINUTES OF THE MEETING held on 2nd November were agreed and signed as a true record (previously circulated). The minutes of the meetings held on 5th and 19th October which were previously agreed were also signed.

196. 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. *Cllr Standley had reported that the tree trimming had been done and County Clean have been informed that they must use the designated route. However a member of the public had seen that County Clean were still not using the designated route.* **Carry Forward**
- ii. **Cllr Standley** would seek clarification on the issue of land ownership at Five Chimney's Lane. **Carry Forward**
- iii. **PW** would look into licenses for Tinkers Park Steam rally event to confirm agreed finishing times. *This would require an FOI which seemed unnecessary.* **Done**
- iv. **RL** would investigate whether there were any funding opportunities for provision of new play equipment at the play area in order to secure match funding from Claude Jessett Trust. *RL had secured funding but more was required for ground works which RL would pursue once The Clerk had updated previous quotes and time frames were confirmed.* **Done.**
- v. **Cllr Standley** would continue to pursue the issue of the outline Village Hall planning application fee query/s.106 agreement. *This was now an action for Cllr Dixon.* **Carry Forward**
- vi. **All Cllrs** would visit the burial ground in order to approve the repair. **Done**
- vii. **BF** would investigate the requirements for getting the extension to the burial ground site cleared. **Action: The Clerk** would find a map of the boundary and send it to BF and further discussion about this would take place. **Carry Forward**
- viii. **Clerks report:**
 - a. The Clerk had engaged the services of DM Payroll Services to take over from April 2022 when the current Payroll services provided retired.
 - b. The Clerk had submitted the responses drafted by David Munday and approved by the PC to the South East Water's draft Climate Change Adaptation Report consultation.
 - c. The Clerk had forwarded to the PC the policy consultation briefing on the DEFRA consultation into the Environmental Permitting Regulations which would affect the PC's burial ground and responded to the survey.
 - d. Graham Long had kindly dealt with the mole at the burial ground at no cost to the PC. The PC wanted to pass on their thanks to Graham, this was very much appreciated.

- e. The Clerk had spoken to Wealden DC to find out what is happening about the bin storage unit that was erected outside Marlowe House without planning consent. The Case Officer agreed that as significant time had passed with no progress they were likely to pass this on to the Enforcement Team.
- f. Income received this month - £775 for burial fees; £7,700 Grant "Together We Can" project to get parishioners involved in volunteering; £3,724.62 Grant from Chalk Cliff Trust for play area.
- g. The emergency radio and emergency plan file had been removed from the Village Hall and passed to the Chair of the PC. The emergency plan file would be given to the Clerk for safekeeping/dealing with. The Clerk had asked Councillor Dixon to investigate whether Wealden DC would like the radio back.

197. PLANNING:

i. PLANNING APPLICATIONS:

- a. **WD/2021/2725/F – THE COTTAGE, RIVERSIDE HOUSE, RIVERSIDE, BLACKBOYS, TN22 4EY** – single storey extension.

The PC voted unanimously 6/0 to support this application due to its modest size and scale and the use of appropriate materials.

- b. **WD/2021/1840/FR – CROWPITS HOUSE, WILDERNESS LANE, HADLOW DOWN, TN22 4HB** – retrospective application for pond restoration by dredging existing pond and adding natural sandstone cascades to naturally oxygenate the water. Engineering work involving changes to ground levels. Landscape and habitat enhancement including the restoration and resurfacing of existing woodland pathways. Replacement fencing and installation of natural hard timber boardwalk and seating deck.

The PC voted 5 to support the application and 1 abstained. Those who supported the application would like to echo the recommendations from other consultees that the natural habitat is restored and non-native species are removed.

- c. **WD/2021/2705/F – 2 WEALD COTTAGES, HUT LANE, HADLOW DOWN, TN22 4HD** – two storey extension to rear and first floor side extension over existing garage; loft conversion within existing roof framework.

The PC voted unanimously to support the application 6/0 subject to the following conditions: that no deliveries of materials are made during peak morning and evening travel times and no building works are carried out at weekends due to Hut Lane limited access and minimising disruption to neighbours and that night skies are preserved in line with policy EN29.

ii. APPEALS:

- a. **WD/2020/2550/F – BOLTON BUILDINGS, FIVE CHIMNEYS LANE, HADLOW DOWN, TN22 4DX** – extension to commercial building.

iii. APPROVED PLANNING APPLICATION

- b. **WD/2021/2507/F – 8 SCHOOL LANE COTTAGES, SCHOOL LANE, HADLOW DOWN, TN22 4JD** – proposed single storey rear extension (sunroom). Existing conservatory to be removed.

iv. APPEALS DISMISSED:

- a. **WD/2020/1360/FR – PASSALLS FARM, WILDERNESS LANE, HADLOW DOWN, TN22 4HB** – proposed retention of existing bell tent glamping pitch and the change of use of land for the installation of one further identical pitch for seasonal holiday occupation.

v. NOT ISSUED:

- a. **WD/2021/2122/LDE – HADLOW DOWN PLAYING FIELD, SCHOOL LANE, HADLOW DOWN** – siting of 2no (6m) shipping containers for secure storage of ground care machinery for use on the playing field (the site) by the trustees or volunteers.

198. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON- *Written reports from Councillors had already been submitted which will accompany the minutes on the village website.*

Cllr Dixon updated that the two way emergency radios are still current and would be used in the event of an emergency if the mobile phone network went down, however, the issue was to be discussed at an East Sussex meeting this week so he would update us after that. DM added that from his contact with Wealden DC the radios were only used if the group was current. **Action: DM & Cllr Dixon** would liaise.

How to report out of hours noise disturbance to Wealden was discussed and, in particular, the fact that if you phoned the Wealden noise complaint hotline you did not get through to anyone and could not leave a message so it seemed pointless and noise complaints were not being recorded as there was no mechanism to do so. **Action: Cllr Dixon** would follow up the fact that you cannot leave a message.

The SHELLA document should be released soon and the new local plan consultation document was likely to be in the public domain next Spring.

199. HIGHWAYS

- i. Speed Indicator Signs (SID) proposal – The SID had arrived. **Action: PW** would talk to Paul James about him helping to erect the SID.
- ii. Footpath from Tinkers Park to Wheelers Lane – This was overgrown again. **Action: PW** would look into this.

200. BANK RECONCILIATIONS: - 25th November were agreed and signed.

201. OTHER FINANCE MATTERS:

- i. Precept – The PC agreed to pay half towards the cost of purchasing a brown bin for joint use with the Church to encourage people to take home their rubbish for one year as a trial. The precept was agreed.
 - ii. The following payment was ratified: Quarterly BT telephone & broadband £125.76 + £25.15 VAT, paid by DD on 16th Nov.
- 202. BURIAL GROUND:**
- i. Path repair – this has now been finished so final payment would be made.
 - ii. Dealing with clearing the area owned by the PC set aside for burial ground extension – The boundary needed to be clarified. A phased approach to dealing with the area was agreed but further investigation was required before deciding any further action.
- 203. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)** *Written reports from Councillors had already been submitted which will accompany the minutes on the village website.*
 BF had attended the parish cluster meeting and commented that Hadlow Down had the least amount of SHELAA sites. He pointed out that if any SHELAA sites were to be developed it would exacerbate traffic issues particularly at the busy A272/A267 junction.
 RL had not been the PC representative on the Village Hall Committee for a while but would resume this role.
- 204. HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES** – RL had secured funding for this. The PC would be the enabler to get local organisations to take part and organise their part of the event. It would take place some time next spring. **Action: RL, ML & The Clerk** would create an action plan to put to the other village organisations.
- 205. COUNCILLOR VACANCY** – **Action: The Clerk** would re-advertise.
- 206. CORRESPONDENCE RECEIVED** – query re discharge notice for noise management plan at Wilderness Wood. The noise management plan had been submitted so this part of the condition had been fulfilled but the noise conditions still remained. This issue had also been covered within Item 198.
- 207. FREEDOM OF INFORMATION ACT PUBLICATION SCHEME POLICY** – the policy was agreed.
- 208. RISK MANAGEMENT POLICY STATEMENT** – this was agreed.
- 209. STANDING ORDERS** – were agreed.
- 210. NOTICEBOARD** – the contractor was waiting for heavy rainfall in order to assess the issue and offer a solution. **Action: PW** would look at the noticeboard and take more photos for the Clerk to send to the contractor but it was agreed that, if, by January the issue had not been resolved the PC would request a replacement board.
- 211. RISK ASSESSMENTS:**
- i. December Quarterly Risk Assessment was commissioned for reporting back at 11th January meeting. **Action: PW** would do this.
- 212. CLERKS MATTERS:**
- i. Clerks hours for November were agreed.
- 213. ACCOUNTS FOR PAYMENT** – were agreed and ML & PW to authorise.
- i. Samantha Weatherill - £920 salary paid by SO
 - ii. Samantha Weatherill - £289.23 salary & expenses, includes £9.99 for HP ink - (UT ref: 795287971)
 - iii. Lucy McConachie for November play area inspection - £40 (UT ref: 60530703)
 - iv. ES Pension Fund - £367.28 (UT ref: 232196035)
 - v. The Computer Studio for Office 365 license - £102 + £20.40 VAT (UT ref: 836880991)
 - vi. ESALC for Chairman training - £40 + £8 VAT (UT ref: 888062640)
 - vii. Phil Anderson for fingerposts repainting - £140 (UT ref: 681223596)
 - viii. Paul James for removal of yew trees at burial ground - £350 (UT ref: 493130281) paid for from CIL 2020
 - ix. G W Allen contractors for remainder of burial ground path repair work - £1,775 + £355 VAT (UT ref: 460786918) to be paid for from CIL 2020
 - x. PWLB for loan repayment - £567.07 (to be paid by DD on 16th Dec)
 - xi. UT Bank quarterly bank charges - £18 (to be paid by DD on 30th Dec)
 - xii. B Floyd for play area matting - £101.20 + £20.24 VAT (UT ref: 834232489) – this would be ratified at the next meeting as it arrived after the agenda had been published.
 - xiii. SWARCO Traffic Ltd for SID - £3,551 + £710.20 VAT (UT ref: 526094338) - this would be ratified at the next meeting as it arrived after the agenda had been published.
- 214. DATE OF NEXT MEETING** – 11th January 2022
- 215. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 216. DEFIBRILLATOR BATTERY** – this had been checked and a new battery inserted on 7th December.
- 217. ITEMS TO GO ON NEXT AGENDA:**
- Review Councillor responsibilities
 - Burial Ground extension area

There being no other business, the meeting closed at 8:50pm.