



MINUTES OF THE MEETING of Hadlow Down Parish Council
Held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 1st February 2022

Present: Councillors: Michael Lunn (ML) Chair, Sally Blyfield (SB), Ben Floyd (BF), Rachel Lewis (RL), David Munday (DM), Damon Wellman (who was co-opted as Cllr at item 244. (DW)), Peter Weston (PW)

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

241. PUBLIC QUESTIONS

One member of the public (MOP) asked about the Marlowe House bin storage issue and requested we keep this issue a priority until it has been resolved.

Another MOP thanked the PC and in particular, PW, for getting a SID installed and suggested that the PC should ask for a voluntary group to be assembled to run and manage the SID so that it is not just up to the PC to organise. They also raised the issue of Five Chimney's drainage which has been on the SLR radar for a long time but had not been dealt with and asked whether pressure could be put to get this issue resolved. Another MOP added that there were drainage problems by Gill Hope Farm in Wilderness Lane which caused flooding in the road as the ditches/drains need to be cleared.

Another MOP wanted to support Damon Wellman's application to be co-opted onto the PC which was also endorsed by two other MOP's in attendance.

The issue of the fading signage for the recycling bins at Wilderness Wood was raised, especially as there were no numbers to call if the bins were broken/overflowing and asked if there could be some new signage put up. This was noted by the PC and Phil Dixon.

242. APOLOGIES AND REASON FOR ABSENCE - none

243. DECLARATIONS OF INTEREST – BF declared a personal interest in Item 256i.

244. CO-OPTION OF COUNCILLOR

The Clerk explained the procedure for co-option of a councillor. The Chair welcomed both candidates to the meeting and invited both candidates to address the Council. DW gave a short summary of why he would like to apply and then four councillors posed further specific questions which DW answered. Mark Davis then gave a short summary of why he wanted to apply for the position and the same questions were put to him for him to answer.

The PC voted 3 in support of DW and 3 against and then 3 in support of Mark Davis and 3 against. As there was an equality of votes the Chairman was asked to give his casting vote as per the procedure outlined in Standing Orders (8). ML voted for DW which gave him a majority of 4 in support and 3 against. DW was welcomed onto the PC and signed his Declaration of Office form. The Chair thanked Mark Davis for his contribution and that it was nice to see residents wanting to play a role on the Parish Council.

245. MINUTES OF THE MEETING held on 11th January were agreed and signed as a true record (previously circulated).

246. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

- i. **Cllr Standley** to make sure that County Clean resume using Five Chimney's Lane now that tree trimming has been done. *They are using the route now. Done*
- ii. **Cllr Standley** would seek clarification on the issue of land ownership at Five Chimney's Lane. **Carry Forward**
- iii. **Cllr Dixon** would continue to pursue the issue of the outline Village Hall planning application s106 query. *Cllr Standley said that Wealden DC thought this issue related to SAMMS and SANGS contributions and suggested the PC should meet with the other relevant committees to discuss further. Carry Forward*
- iv. **Cllr Lunn** would bring the emergency two-way radio to the 1st February PC meeting for **Cllr Dixon** to give back to Wealden DC. *The radio was handed to Cllr Dixon. Done*
- v. **Cllr Dixon** would follow up on the fact that you cannot leave a message on the Wealden DC noise disturbance out of hours complaint hotline. *Cllr Dixon would find out what a member of the public should do to report out of hours noise disturbance. Carry Forward*
- vi. **PW** had added the issue of the overgrown footpath from Tinkers Park to Wheelers Lane to the SLR agenda and would report back after that meeting. *This was raised at the SLR meeting but it was still an issue so PW had provided more photographic evidence. Done*

- vii. **Clerks report:** update passed to councillors prior to the meeting/posted on website.
 - a. The Clerk had started the insurance claim process for reimbursement of the cost of the replacement noticeboard.
 - b. The Clerk had asked for the link to the Wealden DC proposed increase in council tax consultation to be added to the News page of the village website and this had been done.
 - c. The Clerk had a date for the Annual Internal Audit of Thursday 5th May at 9am.

247. PLANNING:

i. APPROVED PLANNING APPLICATIONS:

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

248. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON, WEALDEN DC

Cllr Standley updated that it was budget time and the proposal was that council tax would rise by 4.5%; 2% for the general fund and the rest for adult social care. He ran through the figures and said extra money had gone into the Highways budget to try to keep the roads maintained but it was difficult as so much money had to go into social care.

Cllr Dixon – there was to be a Parish Cluster meeting on 16th February but there had been a bit of a delay on the SHELAA document as they were still busy gathering evidence and assessing sites and were still waiting for Michael Gove’s Planning White paper to be issued which may impact on the formula used to calculate the housing numbers. In terms of the SHELAA, Hadlow Down was slightly protected as it is in the AONB and it is not a very sustainable area but the six sites already on the plan will be carried forward and will be assessed again. Cllr Standley added that the sites allocated by SHELAA are where landowners have put them forward and not Wealden DC and are subject to review, which may or may not accept them as appropriate sites.

249. HIGHWAYS

- i. Speed Indicator Signs (SID) – It was agreed that data reporting would be done at the end of each period where the SID is located (every three months) and would include time of day information. The SID would next be moved on 1st March to School Lane. PW had met with a resident and agreed with their assessment that a third pole could go on the stretch of the A272 by the Church. **Actions:** PW would look into who owns the land and test out with ESCC Highways as to whether it meets the criteria for a license. PW would also be sending time of day data to the PCSO to help with speed checks.
- ii. SLR meeting feedback to include request for pedestrian warning signs across A272 between ‘kissing gate’ and Waste Wood – PW said that this had been a productive meeting; ESCC Highways had already carried out some patching which PW would be checking. Re the A272/A267 junction there was not a lot else planned but Mayfield & Five Ashes PC are looking into conducting a feasibility study. **Action: The Clerk** would contact the Mayfield & Five Ashes PC clerk to see if we could add anything to help with this study.
Re the drainage issued raised by MOP within ‘public questions’ – PW had raised this issue with ESCC Highways and sent them the impactful image of the local resident putting on waders in order to deal with it.
Pedestrian warning signs – ESCC Highways had said that they had assessed the issue and it was not considered that signs at this location were a necessity, given that there were many similar situations on rural roads. However, they had said that the PC could challenge this assessment. **Action: PW** would challenge it, particularly as school children regularly cross there.
- iii. Concerns re peak hour ‘rat run’ into Spring Lane – report. ESCC Highways had been shocked that this was being used as a rat run and PW had sent the report to the Highway Steward for him to look at. This would be kept on the agenda. **Action: PW** would follow this up with ESCC Highways.

250. s106 AGREEMENT FOR VILLAGE HALL RENEWAL OF OUTLINE PLANNING APPLICATION – this had been discussed under item 246iii **Action: ML** would investigate this issue further- *carry forward*

251. BANK RECONCILIATIONS - 25th January were agreed and signed.

252. OTHER FINANCE MATTERS:

- i. The following payments were ratified: RBS accounting software annual license fee - £124 + £24.80 VAT (UT ref: 86923716); SLCC for Risk Management training for clerk - £30 + £6 VAT (UT ref: 233981099)

253. BURIAL GROUND:

- i. Dealing with clearing the area owned by the PC set aside for burial ground extension – **Action: BF** would be organising for this to be dealt with in mid-February and would complete the necessary risk assessment/paperwork and return it to the Clerk. Once this work is done the PC would have a wider discussion about any further work.
- ii. Provision of a bin at the burial ground – The Clerk had done further investigation into this issue and found that Wealden DC only offered a residential bin collection service and would not collect from the burial ground so this was not an option. The Clerk had informed the Deputy Church Warden. **Action: SB** would establish a rota and discuss with The Deputy Church Warden a way forward to prevent people visiting the burial ground from using the Church’s bins. **Action: The Clerk** would draft an article for the Parish Magazine once the extension to the burial

ground had been cleared, explaining the work that had been done to improve the burial ground and asking people to be considerate with their rubbish; she would also make some signs.

- iii. Dealing with the pothole in the driveway to the burial ground – The Clerk confirmed that this driveway was owned by Clarion Housing Association who were responsible for the upkeep of it. She had written to them to report the issue for repair and let the Deputy Church Warden know this had been done.

254. 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.*

ML had held a useful meeting with the Sussex Police PCSOs regarding ongoing patrols around the village and a local resident had joined that meeting to talk about speeding through the village and parking outside the school at peak hours. ML had received an invitation and attended a meeting with the new Community Centre Committee to get an update on progress and a full report would be given at the community AGM's. He had also received invitations from the Playing Field Committee and the Church to meet with them so would be going to see them too.

255. HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES – An outline plan was approved and the village organisations would be contacted to try to get an initial meeting with everyone together. *Subsequent to the meeting the terms of the grant were revisited and it is to run an event for attracting volunteers to help volunteer run organisations only which would mean that the event would not include any member run or commercial organisations.* **Action: RL & The Clerk.** The Clerk would add the proposal document to the website.

256. CORRESPONDENCE RECEIVED –

- i. Letter from the Playing Field Committee re Planning Application for shipping containers -

BF left the room.

The Chair explained that the Parish Council had received a complaint from one of the Trustees of the Playing Field Committee. The Clerk had conducted a thorough investigation into this matter and drawn up a timeline of events and from that information a letter had been drafted which had been presented in advance to councillors along with a timeline of events to assist in their understanding. The PC voted agreement that the letter should be sent by the Clerk 5/0; 1 abstained.

BF returned.

- ii. Running a book exchange from the telephone box – The PC had agreed to this some time ago and a villager had approached the PC about running it. **Action: DW** would put up some bookshelves in the telephone box.
- iii. Condition of the paths surrounding the Village Hall – the paths outside the village hall were not owned by anyone and so not the responsibility of the PC, however, a local resident had kindly filled in all the potholes to make it safe. The PC passed on their sincere thanks to this resident. There was also lighting outside the village hall now.

257. RISK ASSESSMENTS:

- i. Risk Assessment training for playground inspector – The Clerk updated that the person conducting the play area inspections had undergone relevant training.
- ii. SID Risk Assessment – the PC voted 6/0 to approve this policy (1 abstained) and it was signed by PW.
- iii. SID – Hazards & Procedures Policy – the PC voted 6/0 to approve this policy (1 abstained).
- iv. Annual Review of Risk Assessments – this was reviewed and signed.

258. PARISH ASSEMBLY

It was agreed that representatives from The Mayfield Trust, St Mark's School, WDC and ESCC would be invited and also that it would be good to have someone senior from traffic policing along with a speed watch volunteer if possible as guest speakers. **Actions: The Clerk** would put together a draft agenda. **ML** would speak to someone in the police about attending.

259. VOLUNTEER POLICY – this was agreed.

260. CLERKS MATTERS:

- i. Clerks hours for January were agreed. The Chair thanked the Clerk for her work and indicated that there would be additional hours for February as a result of the Co-option of councillor, and investigation on item 256i.

261. ACCOUNTS FOR PAYMENT - were agreed and ML & PW would authorise.

- i. Samantha Weatherill - £920 salary paid by SO
- ii. Samantha Weatherill - £194.46 salary & expenses, includes £9.99 for HP ink - (UT ref: 776781362)
- iii. Lucy McConachie for January play area inspection - £40 (UT ref: 106492466)
- iv. ES Pension Fund - £332.53 (UT ref: 848015310)
- v. Viking for stationery - £35.52 + £7.10 VAT (UT ref: 980562562)
- vi. Direct 365 for two new defibrillator pads - £85.25 + £17.05 VAT (UT ref: 900518744) – this had been paid after the agenda was distributed so would be ratified at the next meeting.

262. CRIME AND DISORDER ACT 1998 Section 17 – nothing raised.

263. DEFIBRILLATOR BATTERY – this had been checked on 1st February.

264. ITEMS TO GO ON NEXT AGENDA: none.

There being no other business, the meeting closed at 8:36pm.