



**MINUTES OF THE MEETING of Hadlow Down Parish Council**  
**Held in Hadlow Down Village Hall, Hadlow Down**  
**at 7pm on Tuesday 1<sup>st</sup> March 2022**

**Present:** Councillors: Michael Lunn (ML) Chair, Ben Floyd (BF), Rachel Lewis (RL), David Munday (DM), Damon Wellman (DW), Peter Weston (PW)

**In attendance:** Cllr Bob Standley (ESCC), Samantha Weatherill (Clerk) and one member of the public.

**265. PUBLIC QUESTIONS – none.**

**266. APOLOGIES AND REASON FOR ABSENCE –** were accepted from Cllr Sally Blyfield and Cllr Phil Dixon (WDC).

**267. DECLARATIONS OF INTEREST –** DM declared an interest in item 284iii.

**268. MINUTES OF THE MEETING** held on 1<sup>st</sup> February were agreed and signed as a true record (previously circulated).

**269. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:**

- i. **Cllr Standley** would seek clarification on the issue of land ownership at Five Chimney's Lane. **Carry Forward**
- ii. **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 and find out what a member of the public should do to report out of hours noise disturbance. **Carry Forward**
- iii. With regard to the possibility of siting a third pole for the SID on the A272 by the Church **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 was waiting for a response. Carry Forward**
- iv. **PW** would send time of day data to the PCSO to help with speed checks. **Done**
- v. **PW** would draft a challenge to the decision by ESCC Highways that pedestrian warning signs were not considered a necessity at the location across the A272 between the 'kissing gate' and Waste Wood. **PW was waiting for a response. Carry Forward**
- vi. **SB** would liaise with the Deputy Church Warden to discuss a way forward to discourage people visiting the burial ground from using the Church's bins for their rubbish, including establishing a rota for the PC to visit and clear the area at regular intervals. **Signs had been put up. Carry Forward**
- vii. **DW** would build some shelves for the telephone box in order that it can be used as a book exchange. **Done**
- viii. **Clerks report:** update passed to councillors prior to the meeting/posted on website.
  - a. The Clerk had responded to the TN22 club manager re the concerns she raised about the condition of the paths surrounding the Village Hall, which had now been made good by a kind local resident.
  - b. The Clerk had sent the formal response letter to the Playing Field Committee as agreed at 1st February PC meeting.
  - c. The Clerk had contacted Mayfield & Five Ashes PC Clerk to offer the PC's help with gathering evidence to help with a feasibility study for reducing the speed limit along the A272/A267 and they had thanked us for our support and would keep us posted on further developments.
  - d. The Clerk had drafted an article for the Parish Magazine to be published once the extension to the burial ground area had been cleared to explain the improvements that had been made and to ask people to be considerate with their rubbish and she had made some signs for the burial ground.
  - e. A payment of £614 in respect of the insurance claim for the replacement noticeboard had been received. This represented the cost of the board £864 minus £250 excess and had been put back into the Earmarked Reserve Property Maintenance as agreed at the PC meeting held on 4/5/21.
  - f. The Clerk had chased Wealden DC to get an update of the situation regarding the bin storage at Marlow House that did not have planning consent (application: WD/2019/0420/F) which had been passed to the Enforcement team on 27/01/22.

**270. PLANNING:**

i. **PLANNING APPLICATIONS:**

- a. **WD/2022/0147/LB – CLAYLANDS, THE KIT WILSON TRUST FOR ANIMAL WELFARE, STONEHURST LANE, HADLOW DOWN, TN22 4ED** – full removal of existing plain clay tile roof. Full re roofing to include dormer windows with matching 'heritage' type handmade clay tiles, the insertion of roof insulation and other associated works.

DW commented that directly opposite the listed building there is a lot of development going on which seems unfair given the amount of effort going into this application. The PC voted unanimously 6/0 to support this application which is to upgrade the building with like for like in keeping with its listed status.

**b. WD/2022/0081/F – WOODREED FARM HOUSE, STONEHURST LANE, HADLOW DOWN, TN20 6LJ –** Take down and reconstruct garden walls following damage due to flash flooding.

The PC voted unanimously 6/0 to support the application due to it being a necessary and appropriate re-build using existing materials.

**c. WD/2022/0036/F – OLD CROUST FARM, DOG KENNEL LANE, HADLOW DOWN, TN22 4EL –** Partial conversion of existing barn into annexe/holiday let. New garage, replacing 2 no. existing animal shelters. Erection of new machine store.

The PC noted that the application was for weekly holiday lets and with this in mind voted 5/1 to support the application subject to the condition that anyone staying in the annex/holiday let is limited to staying for no longer than 30 consecutive days.

**d. WD/2021/3126/F – THE OLD COTTAGE, CURTAINS HILL, HADLOW DOWN, TN22 4DU –** removal of timber gazebo, disused koi fish pond and stone paving. Erection of new studio to be used as work-from-home office with associated decking.

The PC voted 6/0 to oppose the application due to the size, scale and mass of the building and its impact on the landscape.

**e. WD/2022/0233/F – ASHURST, STOCKLANDS LANE, HADLOW DOWN, TN22 4EA –** proposed 2 bay carport/garage.

The PC voted 5 to support and 1 abstained due to it being appropriate for the site and location.

**ii. APPROVED PLANNING APPLICATIONS:**

**a. 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.

**iii. APPEALS ALLOWED:**

**a. WD/2020/2550/F – BOLTON BUILDINGS, FIVE CHIMNEYS LANE, HADLOW DOWN, TN22 4DX –** extension to commercial building in accordance with the terms of the application and subject to the conditions in the appeal decision schedule.

**271. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON –** *Written reports had already been submitted which would accompany the minutes on the village website.*

It was noted that County Clean who extract leachate from the closed tip site on Stocklands Lane were still not always using the designated route so Cllr Standley asked anyone observing this happening to note the vehicle registration number and time of day and report it to him direct to pass on. ML commented that the response rate to the storms had been very good on the whole except for the power issues. DM reported that there were road signs in HastingFord Lane that needed to be taken away. DW hoped that there were safeguards going in re the new Highways contract to avoid the same quality issues happening. ML would like to record thanks, via Cllr Standley (as leader of WDC), to Biffa for their bin collections during the storm last week.

**272. HIGHWAYS**

i. Speed Indicator Signs (SID) – PW would be supplying data at the next PC meeting.

ii. Concerns re peak hour 'rat run' into Spring Lane – PW had been down there recently and recorded only a couple of cars so there seems to have been a change to the traffic. More surveys would be conducted and the situation would be monitored.

**273. s106 AGREEMENT FOR VILLAGE HALL RENEWAL OF OUTLINE PLANNING APPLICATION –** ML had followed up with Wealden DC and had a long conversation with the Senior Planning Officer regarding this matter who had said that all housing applications within 7km of the Ashdown Forest had to have a s106 agreement for SANGs and SAMMs and had offered to attend a PC meeting to give a full explanation. ML asked if the Council supported inviting the Senior Planning Officer to attend the next Parish Council meeting. Vote taken 6/0 to support. **Actions: The Clerk** would invite the Senior Planning Officer to attend the next PC meeting after which a vote would be taken as to whether to continue with this or to take another route. **ML** would invite Bob Lake (Chair of HD Community Centre Committee (HDCC)) and Sally Blyfield (in her capacity as Chair of Village Hall Committee (VHC)) to also attend the meeting.

**274. PARISH ASSEMBLY –** Representatives from Sussex Police have been invited to attend including PCSO Sue Choppin as well as Mayfield Charities and St Mark's Church. **Actions: Councillors** to prepare and send to the Clerk a two page power point summary of the year covering their responsibilities by 11<sup>th</sup> April. **The Clerk** would circulate a draft agenda.

- 275. HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES** – RL, ML and The Clerk had attended a meeting about this project and the biggest discussion had been about how we could attract volunteers and what kind of events could be done to achieve that aim. Attendees has been tasked with getting some proposals together and bringing them to a follow up meeting being held on 14<sup>th</sup> March.
- 276. BURIAL GROUND:**
- i. Dealing with clearing the area owned by the PC set aside for burial ground extension – BF updated that 90% of this had been done and when there is another dry weekend it would be finished. It was likely that new fencing would need to be erected. The PC thanked BF, Guy Osborne and Julian Michaelson-Yeates for doing this work.
- 277. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)** - *Written reports had already been submitted which would accompany the minutes on the village website.*
- ML had attended the Association AGMs which covered the Village Fayre Committee, HDCC, PFC, the Village Hall and the Church. The amount of work that all the groups had done during the pandemic was extraordinary, so thanks were extended to them from the PC. One matter that had stood out was that the Church was in a poor state of repair and people are not attending. The Church was a beautiful Grade 2 listed building and has previously been noted by the Parish Council and the wider community as an asset to the village and if the Church was not supported by the community it was at risk of losing it. ML had also attended a very good meeting with the PFC as an observer and was awaiting an invite to the VHC.
- 278. REVIEW OF COUNCILLOR RESPONSIBILITIES** – DW would be taking on Highways, Gatwick related issues and Strengthening Local Relationships (SLR) meetings; PW would continue to give support with SLR.
- 279. CAMPAIGN RE OVER-DEVELOPMENT IN WEALDEN** – the PC voted unanimously 6/0 to join this campaign to lobby central government to modify their planning policies. DM and BF would represent the PC. **Action: The Clerk** would let Cllr Mikelis know.
- 280. HANDLING CORRESPONDENCE AND RESPONDING TO CONSULTATIONS POLICY** – this policy was unanimously agreed.
- 281. CONSULTATION ON NALC’S RESPONSE TO LANDSCAPES (GLOVER) REVIEW** – the PC agreed with NALC’s proposed response and had no additional comments.
- 282. CONSULTATION ON REPONSE TO LANDSCAPES (GLOVER) REVIEW FOR GLEAM** – agreed with DW’s proposed response to this consultation. **Action: The Clerk** would send the PC’s response.
- 283. THE QUEEN’S PLATINUM JUBILEE CELEBRATIONS** – the New Inn pub was planning an event over the Jubilee weekend; some residents would be holding street parties and the Village Fayre Committee was planning a village picnic at a later date (TBC) so it was agreed that, as it was the Tinkers Park weekend, it was difficult to do anything else.
- 284. CORRESPONDENCE RECEIVED:**
- i. Query re loose stone and mud being brought onto the highway in Wheelers Lane – this was due to coppicing work being done and had been raised with the Highway Steward. There is a licensed footpath that is being severely affected. **Action: DW** would take this issue forward.
  - ii. Village Hall roof – The Village Hall Committee had instructed a structural engineer to look at the deteriorating roof. The correspondence was noted. ML suggested once the report has been completed he would hope a meeting between himself, RL and the VHC could take place to ascertain the core issues and after this the PC would facilitate a meeting between representatives of the PC, VHC and HDCC Committee.
  - iii. Boundary and drainage issues from lower half of playing field – the issues have been well documented over a number of years. The boundary is outside the scope of the Playing Field Committee (PFC) lease. The resident to whom the hedge belongs had agreed to cut back their hedge on the playing field side but the PC needs to give permission for this to be done. All agreed to give permission. **Action: The Clerk** would send a letter to the resident giving permission for him to cut back the hedge in order to reveal the boundary and notifying the PFC. Once works are complete a further meeting and discussions regarding the re-establishment of the boundary would take place.
- 285. RISK ASSESSMENTS:**
- i. March Quarterly Risk Assessment (RA) – **Action: PW** to complete the RA for reporting back at 5<sup>th</sup> April meeting.
  - ii. Annual Financial Risk Assessment – was agreed.
- 286. CLERKS MATTERS:**
- i. Clerks hours for February were agreed.
- 287. BANK RECONCILIATIONS** - February reconciliations were agreed and signed.
- 288. OTHER FINANCE MATTERS:**
- i. Financial Regulations – were approved
  - ii. Scheme of Delegation – was approved
  - iii. Review of Effectiveness of Internal Audit – this was agreed.
  - iv. Reserves movements – the following movements to reserves were agreed in principle depending on what is left at the end of March and after covering April payments: £106 to Property Maintenance EMR; £200 to Tree Work EMR; £106 to IT EMR; £1,268 to Election expenses EMR and remainder (approx. £700) to Fingerpost EMR.

- v. Payments ratified: Direct365 for Defibrillator pads £85.25 + £17.05 VAT; BT for telephone and broadband paid by DD - £120.10 + £24.02 VAT.
- 289. ACCOUNTS FOR PAYMENT** – were agreed and ML and PW would authorise.
- i. Samantha Weatherill - £920 salary paid by SO
  - ii. Samantha Weatherill - £288.80 salary & expenses, includes £9.99 for HP ink, ICO data protection annual fee £40 - (UT ref: 730421238)
  - iii. Lucy McConachie for February play area inspection - £40 (UT ref: 865603497)
  - iv. HD Village Hall for hire of room - £175.50 (UT ref: 258668756)
  - v. ES Pension Fund - £355.69 (UT ref: 60029669)
  - vi. Unity Trust for quarterly bank charges paid by DD - £18
- 290. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 291. DEFIBRILLATOR BATTERY** – was checked on 1<sup>st</sup> March and two new pads had been replaced on 21<sup>st</sup> February.
- 292. ITEMS TO GO ON NEXT AGENDA:**
- Direction sign at top of Five Chimneys Lane.
  - Boundary and drainage issues at bottom of playing field.
  - s106 agreement for Village Hall renewal of outline planning application.

There being no other business, the meeting closed at 20:55pm.