



MINUTES OF THE ANNUAL MEETING of Hadlow Down Parish Council
Held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 3rd May 2022

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

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

28. **ELECTION OF CHAIRMAN** – it was proposed and seconded that Cllr Michael Lunn be elected as Chair, this was supported unanimously. The Chair signed the Declaration of Office.
29. **ELECTION OF VICE-CHAIRMAN** – it was proposed and seconded that Cllr Peter Weston be elected as Vice-Chairman, this was supported unanimously.
30. **REGISTER OF MEMBERS' INTERESTS** – ML would update his Register of Members' Interests as he is now a conservator of the Ashdown Forest and on that board. **Action: The Clerk** would send ML a new form for him to complete.
31. **PUBLIC QUESTIONS** – a member of the public (MOP) thanked the PC for the bridge over the gully on Stocklands Lane off the footpath.
32. **APOLOGIES AND REASON FOR ABSENCE** – were accepted from Cllrs. Floyd, Wellman and Cllr Standley (ESCC).
33. **DECLARATIONS OF INTEREST** – SB declared a pecuniary interest in Item 46.
34. **COUNCILLOR'S ALLOWANCES AND EXPENSES** – All Councillors agreed not to claim and declarations were signed. **Action: The Clerk** would email the forms to Cllrs Floyd and Wellman for them to complete.
35. **REVIEW OF REPRESENTATION ON OR WORK WITH EXTERNAL BODIES INCLUDING THE MAYFIELD CHARITIES** – the continuation of the appointment of Penny Eliot as representative of Mayfield Charities for a further two years was approved and all other current representation of external bodies would remain with no changes (BF representing Playing Field Committee (PFC); RL to represent Village Hall & Community Centre).
36. **COUNCILLOR'S RESPONSIBILITIES:** it was agreed that the Councillors would continue with their current responsibilities – SB Burial Ground and tree warden; BF PFC, Planning and Parish Panel meetings; ML Community Plan, Public Transport, Wealden District Association of Local Councils Representative, Police and Neighbourhood Watch and Community Projects; DM Emergency Plan, Planning and Parish Panel meetings; DW Highways, Strengthening Local Relationships meetings and Gatwick Area Conservation Campaign; PW Rights of Way, SLR meetings/Support and Speed Indicator Device.
37. **COUNCIL'S BANKING ARRANGEMENTS AND SIGNATORIES OF BANK ACCOUNT** – it was agreed to continue with the current banking arrangements with Unity Trust. The PC agreed no changes were required to the current direct debits and standing orders.
38. **SUMMONS** – The Councillors agreed for the Summons to meetings to continue to be sent electronically and signed the declaration forms. **Action: The Clerk** would email the forms to Cllrs Floyd and Wellman for them to complete.
39. **ASSETS** – the Assets Register was agreed and signed by the Chairman.
40. **POLICY FOR DEALING WITH THE PRESS/MEDIA** – it was agreed to keep Standing Order 21 the same.
41. **MINUTES OF THE MEETINGS** held on 5th April were agreed and signed as a true record (previously circulated).
42. **OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:**
 - i. **Cllr Standley** would seek clarification on the issue of land ownership at Five Chimney's Lane. As per Cllr Standley's report it was agreed that this was not now a priority. **Remove from agenda.**
 - ii. 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 has a meeting with the ESCC Highways Officer soon. *This was ESCC land. Done*
 - iii. **PW** had sent 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. *This is still with ESCC Highways. Carry Forward*

- iv. **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. **Carry Forward.**
 - v. **DW** would take forward the issue of the licensed footpath that had been severely affected by the coppice work being undertaken near Wheelers Lane. **Carry Forward**
 - vi. **Cllr Standley** would look into the figures in the SEND Green paper as PW thought the figure in it stated £70m which did not seem nearly enough. He would also investigate the guidance surrounding what money would be given to aid Ukraine refugees. *Statistics had been included with his Cllr update.* **Done**
 - vii. **Cllr Standley** would investigate what had happened to the direction sign at the top of Five Chimneys Lane and when it would be replaced. **Carry Forward**
 - viii. **PW** would investigate further the concerns re peak hour 'rat run' into Spring Lane. *This is much quieter than it was previously.* **Done**
 - ix. **Clerks report:** update passed to councillors prior to the meeting/posted on the website.
 - a. The Clerk had forwarded the emails regarding activity at Drakes Head Den to Cllrs Standley and Dixon.
 - b. The Clerk had published the agreed Burial Ground Fees on the village website.
 - c. The Clerk had published the agreed Co-Option Procedure on the village website.
 - d. The PC had let East Sussex Highways know of the PC decision to not take part in the trial to reduce the rural grass cutting service.
 - e. The Clerk had distributed the Community Plan to the PC and also to the Planning Officer at Wealden DC.
 - f. The Clerk had responded to NALC's request to hear about issues affecting smaller PC's.
 - g. Councillor Weston had reported the issue of the wobbly post at the Kissing Gate by the burial ground to ESCC which had been noted for inspection by the maintenance/repair team.
- 43. PLANNING:**
- i. **PLANNING APPLICATIONS:**
 - a. **WD/2022/0611/FA – VALE FARM, DOG KENNEL LANE, HADLOW DOWN, TN22 4EL** – removal of condition 6 (agricultural occupancy condition) from WD/1984/3791/F (single private dwelling).
The PC voted unanimously 5/0 to say that they had no additional comment to make on this application.
 - b. **WD/2022/0123/F – NORTH DOWN CHRISTMAS TREE PLANTATION, MAYFIELD ROAD, FIVE ASHES, TN20 6JG** – proposed conversion of redundant barn to a single residential dwelling together with associated provision of residential curtilage, parking and landscaping.
The PC voted unanimously to oppose the application 5/0 due to concerns about it being an excessive residential development in an AONB; they don't believe the agricultural barn will be redundant and this development would be on a very busy road which already has a high accident record.
 - c. **WD/2022/0521/F – BRICK KILN FARM, BRICK KILN LANE, HADLOW DOWN TN22 4EJ** – 10m x 5m swimming pool, with a 3.5m x 2.5m pool house, to house the pump room, with simple stone tile surrounds.
The PC voted 4/1 to support the application because the size and scale seemed appropriate, subject to listed building consent and with reference to night sky policies being observed.
 - ii. **APPROVED PLANNING APPLICATIONS:**
 - a. **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.
 - b. **WD/2020/0367/F – MILL VIEW FARM, MAIN ROAD, HADLOW DOWN, TN22 4HS** – change of use of ancillary accommodation to separate residential dwelling.
 - iii. **APPLICATIONS ISSUED:**
 - c. **WD/2022/0330/LDE – ROUNDELS, DOG KENNEL LANE, HADLOW DOWN, TN22 4EL** – occupation of property in non-compliance of an agricultural occupancy condition for a period of more than 10 years.
- 44. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON** *Written reports had already been submitted which would accompany the minutes on the village website.*
Cllr Dixon asked whether we were aware of any Ukrainian families moving into the area to which ML responded that he was aware of two families and that Cllr Standley had been informed about school access issues. Cllr Dixon said that the 'Homes for Ukrainians' scheme was being organised by ESCC but it was having a big impact in Wealden and there were issues that needed to be addressed and the numbers being supplied by ESCC were much lower than the reality. ML said that he believed of primary concern to local residents was whether the school places would be displaced for local children during the next school intake year. ML asked how long Cllr Dixon thought the BIFFA strike would go on to which he answered that it looked like there would continue to be a complete service for residential waste so residents should continue to put all their bins out as normal but if they did not get collected they should take them back in and not report a missing collection.
- 45. HIGHWAYS:**
- i. Speed Indicator Signs. PW had included the latest data with his report. He had attended a site meeting for the third pole but the cost of buying a license to do the work had risen to £404. All that was needed was a retention

socket as we can use the pole we already have on School Lane. Once he had a specification he would discuss the license fee with ESCC. **Action: PW** would source a new retention socket and cost it all out.

- 46. RENEWAL OF VILLAGE HALL OUTLINE PLANNING APPLICATION** – ML summarised that at the last meeting Stacey Robins had explained the situation with regard to the need for a s106 agreement but that there was a new process, which would be cheaper, about to be introduced. The PC voted 4/0 to continue with the application as it stands, to not sign a s106 agreement until Wealden DC present a standardised, cheaper, form and at that time the PC would request that the application timing was brought in line with the HDCC application so that the two were in synchronisation. Cllr Dixon was in support of this approach. **Action: The Clerk** would write to the Chair of the HDCC Committee to encourage them to request an extension to the HDCC application due to delays to fundraising resulting from Covid and to suggest that we get timing of the village hall application in synchronisation with the HDCC application.

The Chair brought forward item 53 and suspended Standing Orders

- 53. HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES – the ‘Together We Can’ Project**

A MOP explained that they had submitted a suggested costing for the publication of a book and film but it would depend on how many we want to send out. The grant would cover the costs but if only one of these could be done they would recommend going ahead with the book. Ideally they would like the book to cover a whole calendar year. RL said it would need to be completed in full by the end of October to meet the terms of the grant but if we know there is going to be a delay she could ask the Lottery if they would give us an extension of another couple of months.

Another MOP talked about the Big Village Picnic event. Ideally it would be held on a Saturday afternoon either just before or just after the school holidays and it would be an event to reintroduce people into the village and show what brilliant stuff is going on and to create a space to talk to villagers about volunteering. They were hoping to get all the different societies to run different things to showcase the best bits of village life. The cost would not be great but they would like to have big boards for organisations which could continue to be used for other events and they may need to hire portaloos and a skip but were likely to do the whole thing for under £3k.

RL added that we must have photographic and written evidence of the event and its impact on encouraging people to volunteer. A decision about this application would be made by no later than Monday 9th May.

The Chair reintroduced Standing Orders.

- 47. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)** *Written reports had already been submitted which would accompany the minutes on the village website.*

DM reported there had been anti-social behaviour at the playing field and the play area, including dog fouling.

Action: ML would report the anti-social behaviour to the PSCO.

ML updated that he continued to have dialogue with the PCSOs. There had been some suspicious vehicles reported and he urged villagers to be vigilant to avoid thefts from out-buildings.

RL reported that the HDCC had held a very successful race night and other events were planned.

- 48. DEBRIEF FROM ‘OVER-DEVELOPMENT IN WEALDEN’ MEETING – Carry forward.**

- 49. RESPONSE TO HIGH WEALD AONB MANAGEMENT PLAN SURVEY** – ML updated Cllr Dixon that the PC supported this management plan which they believed was good but when they had quoted specific objectives from the plan e.g. historic field patterns, they had been told by planning officers that, as the plan has not been adopted, it cannot be used as a reason to support/object to planning applications. Cllr Dixon responded that the management plan had been adopted by the council, the statement of the High Weald is a major consideration and what’s in the management plan is evidence that can be used to support arguments. ML’s suggested response to the survey was agreed. **Action: The clerk** would send the response and copy Cllr Dixon in.

- 50. CORRESPONDENCE RECEIVED:**

- i. Request for permission to park a trailer for a climbing wall at the lower playing field for school sports event on 17th June – the decision to allow this was ratified.

- 51. BURIAL GROUND** – dealing with clearing the area owned by the PC set aside for burial ground extension. **Carry Forward.**

- 52. ANNUAL REVIEW OF THE VILLAGE EMERGENCY PLAN** – Agreed, no changes.

- 54. BOUNDARY AND DRAINAGE ISSUES AT BOTTOM OF PLAYING FIELD** – the hedge has been trimmed by the owner and some of the boundary had been revealed. Further discussions would be held about the boundary and the ditch. **Action: ML** would speak to the land owner.

- 55. RISK ASSESSMENTS**

- i. Fingerpost Survey – **Action: PW** would report back at July meeting.

- 56. SAFEGUARDING POLICY** – the policy would remain unchanged.

- 57. CLERKS MATTERS:**

- i. Clerks hours for April were agreed.

- ii. NALC annual national salary award wef 1st April 2021 was acknowledged.

- ii. Request to purchase replacement office printer – **Action: The Clerk** would investigate whether a laser printer would be better and purchase a replacement printer (subject to prior approval by two councillors).

- 58. BANK RECONCILIATIONS:** - April reconciliations were agreed and signed.
- 59. OTHER FINANCE MATTERS**
- i. Review the effectiveness of the system of Internal Control – this was agreed.
 - ii. Draft Accounts 2021/22 Supporting Statement – these were approved and signed.
 - iii. Acknowledgement of receipt of 1st instalment of Precept 2022- this was acknowledged.
 - iv. The following payment was ratified: Simon Goacher Payroll Services annual fee £205.91 (UT ref: 386636700)
- 60. ACCOUNTS FOR PAYMENT (UT ref = Unity Trust Bank reference number) ML & PW would authorise.**
- i. Samantha Weatherill - £920 salary paid by SO
 - ii. Samantha Weatherill - £317.54 salary & expenses, includes £8.32 + £1.67 VAT for HP ink and £14.11 Parish Assembly expenses - (UT ref:33240634)
 - iii. ES Pension Fund - £365.01 (UT ref: 703374389)
 - iv. Lucy McConachie - £40 play area inspection April (UT ref: 923717937)
 - v. ESALC & NALC - £227.49 (UT ref: 513534505)
 - vi. Rialtas - £372 + £74.40 VAT end year closedown (UT ref: 201136841)
 - vii. Michael Lunn - £37.97 for Parish Assembly expenses (UT ref: 893067324)
- 61. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 62. DEFIBRILLATOR BATTERY** – this was checked on 3rd May.
- 63. ITEMS TO GO ON NEXT AGENDA**
- Play area project
 - SID
 - ‘Together We Can’ – how to attract Volunteers Project

There being no other business, the meeting closed at 8.35pm.