



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

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

**In attendance:** Samantha Weatherill (Clerk) and six members of the public.

- 64. PUBLIC QUESTIONS** – ML recorded his thanks, on behalf of the PC, to Tinkers Park for a well organised and excellent event at the weekend. One member of the public (MOP) asked for an update on the Marlowe House bin storage unit and was concerned about what would happen once the final plots were sold. The Clerk responded that the Enforcement Team had been chased about this and Cllr Dixon was aware. **Action: The Clerk** would ask for an update from Wealden DC Enforcement and would copy Cllr Dixon into the email. The MOP asked for condolences to be recorded on the death of Dawn Johnson, former co-owner of the New Inn and Janice Blades.
- 65. APOLOGIES AND REASON FOR ABSENCE** – were accepted from Cllrs Blyfield and Munday and Cllrs Dixon (WDC) and Standley (ESCC).
- 66. DECLARATIONS OF INTEREST** – none.
- 67. MINUTES OF THE MEETINGS** held on 3<sup>rd</sup> May were agreed and signed as a true record (previously circulated).
- 68. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:**
- i. **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. It was noted that the kissing gate had been replaced. **Carry Forward**
  - ii. **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**
  - iii. **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**
  - iv. **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**
  - v. **ML** would report the anti-social behaviour at the play area to the PSCO. **Done**
- vi. **Clerks report:** update passed to councillors prior to the meeting.
- a. Cllr Lunn had filled in a new Register of Members Interests form which the Clerk had dealt with.
  - b. Cllrs Floyd and Wellman had been given the 'Councillor Allowances and Expenses' and 'Consent to Receive Summons Electronically' forms which the Clerk would deal with.
  - c. The Clerk had written to the Chair of the HDCC 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 the timing of the village hall application in synchronisation with the HDCC application.
  - d. The Clerk had written to the Planning Officer at Wealden DC to update them on the discussion that took place at the PC meeting on 3<sup>rd</sup> May re the renewal of the outline village hall planning application.
  - e. The Clerk had sent the agreed response to the High Weald AONB Management Plan Survey and copied Cllr Dixon in.
  - f. Both the Emergency Plan and Safeguarding Policy had been updated as agreed and published on the village website.
  - g. After conducting appropriate research the Clerk had purchased a new printer, as agreed at the previous PC meeting, which should save the PC money in the long term as the ink, whilst more expensive to purchase initially, should last for up to two years. The HP Instant ink service had been cancelled, however, this would not take effect until 18<sup>th</sup> June.

- h. The Clerk had asked the mole exterminator to visit the burial ground to deal with the moles there.
  - i. The Clerk had sought a further three quotes for the PC insurance renewal as the current insurers had changed from providing three quotes to providing a single quote and a provider had been chosen and a three year deal agreed.
  - j. The Clerk had responded to the Church warden's query re Clarion Housing saying that the driveway in which the pothole had formed was not their land and had sent Land Registry evidence of ownership.
  - k. The PC had received £655 for the purchase of an Exclusive Right of Burial and interment.
- 69. PLANNING:**
- i. **PLANNING APPLICATIONS:**
    - a. **WD/2022/0727/F – BRICK KILN FARM, HADLOW DOWN, TN22 4EJ** – upgrading of current non-compliant cess pit. Installation of a new treatment plant in the same position as the current cess pit. The PC voted unanimously 5/0 to support the application due to it being an appropriate upgrade and beneficial to the environment.
  - ii. **APPROVED PLANNING APPLICATIONS:**
    - a. **WD/2022/0151/F - LAND ADJOINING, KEEPER'S COTTAGE, BRICK KILN LANE, HADLOW DOWN, UCKFIELD, TN22 4EJ** – new storage building.
    - b. **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).
- 70. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON - Written reports had already been submitted which would accompany the minutes on the village website.**
- 71. HIGHWAYS:**
- i. Speed Indicator Signs – PW had approached six contractors for quotes but was waiting for them to respond.
  - ii. Waste Wood bridleway – ML had met with a local resident and visited the area as it was of particular concern to both walkers and equestrian users. PW had logged the issue with ESCC and they had acknowledged the problem but it was not at the top of their list to deal with. **Action: ML** would ask the equestrian community to email Cllr Standley with their concerns, copying in the Clerk.
- 72. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES) – A written report had already been submitted which would accompany the minutes on the village website.**
- PW confirmed that the SID had been moved to the A272, facing west bound traffic.
- 73. DEBRIEF FROM `OVER-DEVELOPMENT IN WEALDEN' MEETING** – BF updated that Wealden had to build 1,218 new houses per year but the 2018 population projections for Wealden indicate an 8% population growth over the next 20 years and to achieve this amount of growth Wealden would only need 5,700 houses in the next 20 years not the 24,000 given by the standard method formula that planning authorities are required to use to calculate their minimum annual housing need. There are 7,500/8,000 passed planning applications that have yet to be built and these will only be included in the new local plan if they were approved within the start date of the Plan. The 2.35 person per household in Wealden was questioned as this pushed for more than 2 bedroom houses and Wealden do have a company that build houses that include 4 and 5 bedrooms. 31<sup>st</sup> Dec 2023 is the submission date for the local plan. At the meeting it was decided to make things more formal so a constitution will be written for this community group and then they will write to Michael Gove. If the standard method gets tweaked then Eastbourne will meet their numbers which will help Wealden who don't want to have to take their extra numbers.
- 74. BOUNDARY AND DRAINAGE ISSUES AT BOTTOM OF PLAYING FIELD** – ML updated that he had had a further meeting with the adjacent land owner who is in agreement for works to be done but the discharge point needs to be agreed with both the land owner and with help from the Playing Field Committee (PFC). A clear specification of what needs to be done would need to be agreed before getting quotes. **Action: ML and BF** would meet at the playing field to discuss the discharge point.
- 75. HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES** – RL gave an update on the `Together We Can' Project to say that broad terms for the project had been agreed and plans were in place to do a big picnic event, guided tours and a book.
- 76. BURIAL GROUND**
- i. Dealing with clearing the area owned by the PC set aside for burial ground extension – the PC thanked Guy and BF for doing this work. **Agreed: BF** would trim this area annually in the Autumn.
  - ii. Request for memorial inscription – this was reviewed and agreed.
- 77. PLAY AREA UPGRADE PROJECT** – **Action: BF and RL** would discuss with the PFC whether they would apply for funding for the ground work for the play area upgrade project but due to the timescales involved any work would likely not take place until 2023.
- 78. CORRESPONDENCE RECEIVED:**
- i. How to arrange for horse riding signs and speed signs for reckless drivers – **Action: The Clerk** would add this issue to the SLR meeting agenda.
  - ii. New dirt race track at Little England Farm – this had been reported to Wealden DC Enforcement.

- iii. Hedgerow and verge poisoning – **Actions: The Clerk** would contact the correspondee with a link to the correct agency to report it to and ask for them to keep us updated and would also add the issue to the SLR meeting agenda.
  - iv. Taste of Sport event 17<sup>th</sup> June – The Clerk had been informed that a notice had been posted on the village website and the Parish Magazine that, due to safeguarding reasons, there will be no public parking available on the playing field from 1-4pm on 17<sup>th</sup> June.
- 79. RISK ASSESSMENTS**
- i. Quarterly Risk Assessment – **Action: BF** would do this.
  - ii. Review of Assets – **Actions: The Clerk** would enquire about the combination to the padlock on the gate. **BF and The Clerk** would do a review of assets.
  - iii. Fingerpost Survey – **Action: The Clerk** would commission the Wilderness Lane fingerpost repairs to be done. The Shepherds Hill/Pounsley Hill fingerpost would remain on the fingerpost survey list.
  - iv. Assets Register – was agreed and signed.
  - v. Annual burial ground Risk Assessment – **Action: DW** would do this.
- 80. GRANTS POLICY** – this was reviewed and agreed with no changes. DW’s concern regarding granting council tax money was noted.
- 81. STANDING ORDERS** – these had been amended o/a NALCs Model SOs had been updated and were agreed.
- 82. CLERKS MATTERS:**
- i. Clerks hours for May were agreed.
- 83. BANK RECONCILIATIONS:** - May’s reconciliations were agreed and signed.
- 84. OTHER FINANCE MATTERS**
- i. Internal Auditor Report – this was reviewed and approved. The PC recorded a vote of thanks to the Clerk for the successful outcome.
  - ii. Annual Governance Statement – this was considered, approved and signed.
  - iii. Accounting Statements – were considered, approved and signed.
  - iv. The Commencement date for the exercise of public rights – was noted.
  - v. Consideration of the purchase of Cyber insurance – this was discussed and it was agreed that the PC would not purchase this at present.
  - vi. The following payments and decisions were ratified: £120.10 + £24.02 VAT to BT for telephone & broadband paid by DD on 16<sup>th</sup> May; £460 + £92 VAT to Computer Studio for Clerk’s printer (UT ref: 940711042); £40 to WW Design for logo for ‘Together We Can’ project to be paid from ‘Together We Can’ EMR; PC insurance 3 year deal with BHIB – Aviva £497.01.
- 85. ACCOUNTS FOR PAYMENT (UT ref = Unity Trust Bank reference number) - ML & RL would authorise**
- i. Samantha Weatherill - £920 salary paid by SO
  - ii. Samantha Weatherill - £482.83 salary & expenses, includes £9.99 for HP ink & LCN domain renewal for 2 years £150 - (UT ref: 746872529)
  - iii. ES Pension Fund - £359.87 (UT ref: 444258801)
  - iv. Lucy McConachie Play area inspection May - £40 (UT ref: 650974162)
  - v. Mulberry & Co - £148.50 + £29.70 VAT Internal Audit (UT ref: 143985978)
  - vi. PWLB loan repayment - £567.07 to be paid by DD on 16<sup>th</sup> June
  - vii. Unity Trust Bank - £18 quarterly charges to be paid by DD on 30<sup>th</sup> June
- 86. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 87. DEFIBRILLATOR BATTERY** – this had been checked on 7<sup>th</sup> June.
- 88. ITEMS TO GO ON NEXT AGENDA**
- Enforcement Issues

There being no other business, the meeting closed at 20:19 pm.