



Members of **HADLOW DOWN PARISH COUNCIL** are summoned to the meeting of the **HADLOW DOWN PARISH COUNCIL** to be held on **Tuesday 7th March 2023** at **7:00p.m** in the committee room of the Village Hall.

Samantha Weatherill
Clerk to the Council

1st March 2023
(updated 2nd March to include item 308 i b)

THE FIRST TEN MINUTES ARE AVAILABLE FOR THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION ON RELEVANT MATTERS ON THE FOLLOWING AGENDA, THEY ARE THEN WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING. **DURING THE MEETING FURTHER COMMENTS FROM THE PUBLIC, WILL ONLY OCCASIONALLY BE ALLOWED, AT THE CHAIR'S DISCRETION.**

AGENDA

303. PUBLIC QUESTIONS

304. APOLOGIES AND REASON FOR ABSENCE

305. DECLARATIONS OF INTEREST - the Chairman will invite Councillors to declare an interest, where applicable, on any of the agenda items below.

306. MINUTES OF THE MEETINGS held on 7th February to be agreed and signed as a true record (previously circulated).

307. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

- i. **Cllr Standley** would continue to investigate whether the Waste Wood bridleway could be scheduled for urgent repair work as this was a major strategic bridleway as it was now on the shortlist for consideration in March.
- ii. **Cllr Standley** would check whether the patching due to take place in February by ES Highways was still happening.
- iii. **Cllr Dixon** would give an update on three issues at Wilderness Wood (WW): the creation of a second dwelling and associated Council Tax which may require licensing; the extension of time periods on rent of lodges from 28 days to 11 months which was being considered by Wealden DC; putting a roof on an existing building to move weddings indoors in order to reduce noise from outdoor events which would require a separate planning application. He would also seek clarification about what counts as events.
- iv. **Cllr Standley** would look into the issue with the system not being able to deal with the reporting of the same pot holes multiple times.
- v. **Clerks report:** update passed to councillors prior to the meeting.

308. PLANNING: any applications received between the date of issue of the agenda and the date of the meeting may be discussed and a response agreed at the meeting. Details of the application will appear on the village website.

i. PLANNING APPLICATIONS:

- a. **WD/2023/0503/LB – HASTINGFORD HOUSE, HASTINGFORD LANE, HADLOW DOWN, UCKFIELD, TN22 4DY** – proposed internal and external alterations.
- b. **WD/2023/0175/F – CROWPITS HOUSE, WILDERNESS LANE, HADLOW DOWN, TN22 4HB** – proposed detached garage. Amended description.

ii. APPROVED PLANNING APPLICATIONS:

- a. **WD/2022/2825/F – CHESNUTS, WILDERNESS LANE, HADLOW DOWN, TN22 4HT** – erection of an oak frame car port to south side of property and an oak frame porch to the front entrance; single-storey rear side extensions on both sides with veranda infill between; associated internal alterations.
- b. **WD/2022/3283/F – MILL VIEW FARM, MAIN ROAD, HADLOW DOWN, TN22 4HS** – single storey extensions to north and east elevations for sensory room; bedroom and en-suite for live-in carer and rebuild conservatory as a playroom with associated internal alterations; rebuild south elevation extension as a garden room with balcony over, including alterations to south facing dormer at first floor level for balcony access; new porch extension to west elevation kitchen; new garage building.

iii. WITHDRAWN APPLICATIONS:

- a. **WD/2022/2327/F – STONEHURST, STONEHURST LANE, HADLOW DOWN, TN20 6LL** – proposed internal reconfiguration, alterations to windows and new windows. Proposed loft conversion including raising of front ridge to match rear ridge with valley infill. Dormers to front and rear elevations of roof.

309. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR PHIL DIXON

310. HIGHWAYS:

- i. Speed Indicator Signs:
 - a. Update on progress re new SID location;
 - b. Options for the purchase of an additional SID;
 - c. Management of speed initiatives funding.
- ii. ESCC Highways – update on letter sent to other PCs & TCs.
- iii. School Lane sign.

311. HOW TO ATTRACT VOLUNTEERS TO VILLAGE COMMITTEES – the ‘Together We Can’ Project

312. CORRESPONDENCE RECEIVED:

- i. From St Mark’s School;
- ii. From Playing Field Committee.

313. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)

314. PLAY AREA UPGRADE PROJECT – update

315. BOUNDARY AND DRAINAGE ISSUES AT BOTTOM OF PLAYING FIELD

316. BURIAL GROUND:

- i. Update on clearing the extension to the burial ground.
- ii. Request for additional inscription on existing memorial.

317. REQUEST FROM ESCC TO TAKE PART IN TRIAL TO REDUCE RURAL CUTTING SERVICES – ratify decision

318. ANNUAL PARISH ASSEMBLY

319. GRIEVANCE & DISCIPLINARY POLICY – to approve

320. RISK ASSESSMENTS

- i. Fingerpost Survey – update on work.
- ii. March Quarterly Risk Assessment – to be commissioned.
- iii. Annual Financial Risk Assessment.
- iv. SID Risk Assessment – approval.
- v. Annual Review of Risk Assessments.

321. CLERKS MATTERS:

- i. Clerks hours for February.

322. BANK RECONCILIATIONS: - February to be agreed and signed.

323. OTHER FINANCE MATTERS:

- i. Financial Regulations – Annual Review
- ii. Scheme of Delegation – Annual Review
- iii. Review of Effectiveness of Internal Audit
- iv. Reserves Movements – to be agreed
- v. Payments to be ratified: Information Commissioner’s Office for GDPR data protection fee £40; ES Highways for SID additional pole licenses £464.80; Income from Dignity Funerals for interment New £775; BT for telephone & broadband quarterly charges paid by DD £91.59+ £18.31 VAT.

324. ACCOUNTS FOR PAYMENT (UT ref = Unity Trust Bank reference number)

- i. Samantha Weatherill - £920 salary paid by SO
- ii. Samantha Weatherill salary & expenses - £234.79 (UT ref: 519272930)
- iii. ES Pension Fund - £326.28 (UT ref: 748994489)
- iv. Lucy McConachie Play area inspection February - £40 (UT ref: 372069389)
- v. HD Village Hall for hire of room - £220 (UT ref: 130581216)
- vi. GACC annual subscription - £10 (UT ref: 467806213)
- vii. Friends of the Keep annual subscription - £30 (UT ref: 261606812)
- viii. SWARCO 12 month silver warranty for SID - £169.95 + £33.99 (UT ref: 816855456) to be paid from CIL
- ix. Unity Trust Bank quarterly charges paid by DD - £18

325. CRIME AND DISORDER ACT 1998 Section 17

326. DEFIBRILLATOR BATTERY

327. ITEMS TO GO ON NEXT AGENDA

The following item will be discussed in a closed session:

328. CLERK’S REPLACEMENT

Signed Samantha Weatherill, Clerk

Date: 1st March 2023
(updated 2nd March to include item 308 i b)