



MINUTES OF THE MEETING of Hadlow Down Parish Council
Held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 4th April 2023

Present: Councillors: Michael Lunn (ML) Chair, Sally Blyfield (SB), 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 five members of the public.

1. PUBLIC QUESTIONS

One member of public (MOP) raised Drakes Head Den and the fact that the chimney, wood burner and toilets had not been mentioned as part of the Enforcement notice. ML said that the PC had consistently been bringing this to the attention of Wealden DC. **Action: The Clerk** would email the Enforcement team to ask why the aforementioned issues did not seem to be included in the Enforcement notice.

Another MOP asked for signs be put up to highlight the location of the defibrillator outside the village hall.

Action: The Clerk would ask the Parish Magazine to publish both the playing field and village hall defibrillator locations and the addition of signage for the village hall defibrillator would be investigated. The MOP thanked the PC for all their work over the last four years and wished those re-standing for election good luck.

2. APOLOGIES AND REASON FOR ABSENCE – were accepted from Cllr. Dixon (WDC).

3. DECLARATIONS OF INTEREST - none.

4. MINUTES OF THE MEETING held on 7th March were agreed and signed as a true record (previously circulated).

5. 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 and it was now on the shortlist for consideration in March. *Cllr. Standley updated that this was not going to be done this year. ML commented on how disappointing this was as it was such an important bridleway and Cllr. Standley agreed. Carry Forward.*

ii. **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. This would be a new report but DW explained that it was not possible to re-report as it comes back as “satisfied”. *Cllr. Standley had passed on the problem for further investigation. Carry Forward.*

iii. **Clerks report:** *update passed to councillors prior to the meeting and posted on the village website.*

a. The Clerk had emailed Wealden DC Planning, cc Cllr Dixon, to request that the PC is notified of any planning/variation to conditions regarding Wilderness Wood and they had responded to say that applications to vary conditions are planning applications, so the PC will get notified about those in the same way we do about planning applications.

b. The Clerk had purchased another SID, funded from the generous community gift; delivery was expected to take place within 14 weeks so payment had not yet been made.

c. The Clerk had written to the National Lottery to explain what had happened with the Together We Can project and to request to return the residual of the money that had not already been spent and this had been approved by the National Lottery and the project was now officially closed.

d. The Clerk had written to St Mark’s School to accept the generous gift from parents of children at the school given towards Speed Initiatives and £111 had been received and moved into the ringfenced Earmarked Reserve.

e. The Clerk had made the following movements to Reserves: £960 to IT EMR; £500 to Tree Work EMR; £1,730 to Fingerpost EMR; £5,850 to Unallocated Reserves.

f. The Clerk had advertised her job, as Clerk & Responsible Financial Officer, as discussed at the last PC meeting in all places agreed except for NALC which were going to charge £100 + VAT – as ESALC were advertising for us and we required people to apply who lived within the South East, no real benefit was seen in spending this money.

g. The Clerk had been notified that Wealden DC would be increasing the charge for emptying dog and litter bins with effect from 1st April 2023 from £260 to £275 per bin per annum.

6. PLANNING:

i. PLANNING APPLICATIONS:

a. **WD/2023/0035/F – FIVE CHIMNEYS OAST, THE TOLL, HADLOW DOWN, TN22 4DU** – proposed conversion of an existing outbuilding to form a home office together with associated external alterations and the construction of a swimming pool together with an associated pump house.

The PC voted unanimously 7/0 to support the application for the same reasons as when it was previously submitted without the addition of a swimming pool - that it was an appropriate development to support people working from home, with minimum impact, using existing materials.

b. WD/2022/2964/MAJ – KIT WILSON TRUST ANIMAL RESCUE CENTRE, CLAYLANDS, STONEHURST LANE, HADLOW DOWN, TN22 4ED – replacement buildings and renovations.

The PC voted unanimously 7/0 to support this application but would request that there was suitable landscaping and screening, and, minimum floodlighting to consider the impact on dark skies, as per light pollution policy EN29. The PC would also request that works traffic should go up Waghorns Lane, turn right into School Lane and then left into Five Chimneys to prevent construction lorries going past the school during school hours and turning at the top of School Lane which was a dangerous junction.

ii. APPROVED PLANNING APPLICATIONS:

a. **WD/2022/3234/LB – HUGGETTS FURNACE FARM, HASTINGFORD LANE, HADLOW DOWN, TN22 4DY – repairs to black barn, Huggetts Furnace Farm, Hadlow Down.**

iii. REVOCATION OF SECTION 106 OBLIGATION:

a. **WD/2022/3361/PO – WILDERNESS BARN, WILDERNESS LANE, HADLOW DOWN, TN22 4HU – variation/modification or discharge of Section 106 agreement dated 5th February 2003 attached to planning permission WD/2001/2521/JRC (conversion of existing buildings to B1 use with display garden ancillary to B1 use only, but permitting a maximum of 6 charity, lecture or similar events which together shall not exceed 14 days per calendar year) **Discharge of the planning obligation**.**

iv. ENFORCEMENT MATTERS:

Enforcement Notice issued by Wealden DC due to breach of planning control, under section 171A(1) (a) of Town and Country Planning Act 1990 (as amended by the Planning and Compensation Act 1991) to **LAND AT DRAKES HEAD DEN, BRICK KILN LANE, HADLOW DOWN** for the following alleged breaches of planning control:

a. Without planning permission, the erection of corrugated metal sheets forming a boundary fence in the approximate position shown on plan.

b. Without planning permission, change of use of the Land from agriculture to a mixed use for agriculture and for the stationing of a caravan for non-agricultural use as a rest room and storage facility (“the Caravan”).

7. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLR PHIL DIXON – a written report had been submitted and had been published on the village website.

Cllr. Standley said that parts of the roads were breaking up and ESCC had been given extra funding from the Government for this but it would not be enough to sort out the considerable issues.

8. HIGHWAYS

i. Speed Indicator Signs (SID) – the PC conveyed thanks to Steve Godfrey for his efforts in fundraising a total of £5,007 for village speed initiatives. PW updated that the new SID is on order and that it has a bigger speed sign than the original which should be more visible to drivers. The speed analysis data submitted in his Cllr report had been amended and more data would continue to be gathered.

ii. ES Highways – there was a lot of support for this initiative but it would be carried forward for the new PC. **Carry Forward.**

9. BURIAL GROUND:

i. Burial Ground fees – agreed as suggested. It had been noted that turf was not being put back onto newly dug graves leading to spoil getting washed out. This was an issue that needed to be considered going forward. **Carry Forward**

ii. Update on clearing the extension to the burial ground - **Carry Forward.**

10. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES) – a written report had been submitted and had been published on the village website.

11. BUXTED SURGERY SIGN – Action: It was agreed that **The Clerk** would email a letter to the Practice Manager at the Buxted Medical Centre to ask that the sign saying that the pharmacy will only accept cards be amended to say that cards were preferred, as it was discriminating against those who did not have a card; she would copy in the Clerk at Buxted PC.

12. EMPLOYER PENSIONS DISCRETION POLICY – the policy was reviewed and agreed.

13. CORRESPONDENCE RECEIVED –

i. From resident re broken boundary fence – **Action:** The draft letter was agreed and would be posted to the owner.

ii. From HD Village Hall Committee re pot holes outside the village hall – **Action:** **The Clerk** would inform the Village Hall that the PC had no objection to them repairing the pot holes.

iii. From HD Community Centre Committee – **Action:** **The Clerk** would respond with the PC’s recommendation that they forward the letter to the Village Hall Committee as soon as possible, adding that it was the PC’s view that a formal meeting should be held between the Village Hall Committee, the New Community Centre Committee and the new PC that was minuted, once the new PC was formed.

iv. Uckfield Greener Partnership – noted, no further action to be taken.

14. BOUNDARY AND DRAINAGE ISSUES AT BOTTOM OF PLAYING FIELD – Carry Forward.

15. RISK ASSESSMENTS:

- i. Quarterly Risk Assessment – **Action: DW** would deal with filling the gaps in the bench on School Lane.
 - ii. Village Hall Risk Assessment – was acknowledged.
- 16. CLERKS MATTERS:**
- i. Clerks hours for March were agreed.
- 17. BANK RECONCILIATIONS** – 25th March were agreed and signed and 31st March were agreed and signed additionally by a non-bank signatory to meet quarterly requirements.
- 18. OTHER FINANCE MATTERS:**
- i. Quarter 4 reconciliation to end March – were approved.
 - ii. 2022/23 Accounts & Supporting Statement – were reviewed and approved.
 - iii. Assets Register – was approved and signed.
 - iv. The following payments/decisions were ratified: SWARCO £3,810 for SID (a 5% increase on original quote); M Lunn £60.40 for Annual Parish Assembly expenses; Wealden DC £390 + £78 VAT for litter and dog bins final paid by DD; £5,653.32 returned to National Lottery for residue of unspent Together We Can project grant money.
- 19. ACCOUNTS FOR PAYMENT** – were agreed and DM & RL would authorise.
- i. Samantha Weatherill - £920 salary paid by SO
 - ii. Samantha Weatherill - £375.40 salary & expenses - (UT ref: 206451604)
 - iii. Lucy McConachie for March play area inspection - £40 (UT ref: 84838351)
 - iv. ES Pension Fund - £376.47 (UT ref: 537205482)
 - v. HMRC Jan-Mar - £481.98 (UT ref: 711829655)
 - vi. Signs of Style for Parish Assembly Display boards - £100 (UT ref: 164616561)
 - vii. Gorringer Plant Ltd - £1272 + £241.40 VAT for socket installation and license for 3rd SID pole (UT ref:806059554) – it was agreed that this would be paid from the village gift Speed Initiatives EMR.
 - viii. PhillSigns - £90 for fingerpost repairs to be paid from the Fingerposts EMR (UT ref: 857051651)
- THE FOLLOWING GRANTS TO BE PAID AFTER RECEIPT OF THE PRECEPT:**
- ix. Wealden Citizens Advice £200
 - x. Kent, Surrey & Sussex Air Ambulance £200
 - xi. Hadlow Down Village Hall £250
 - xii. Hadlow Down Parish Magazine £650
 - xiii. Hadlow Down Playing Field Committee £2,000
 - xiv. TN22 Club/EnGage £100
- 20. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 21. DEFIBRILLATOR BATTERY** – had been checked on 4th April.
- 22. ITEMS TO GO ON NEXT AGENDA:**
- Mobile phone signal.

There being no other business, the meeting closed at 8:16 pm.