



**MINUTES OF THE ANNUAL MEETING of Hadlow Down Parish Council**  
**Held in Hadlow Down Village Hall, Hadlow Down**  
at 7pm on Tuesday 6<sup>th</sup> June 2023

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

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

The Chairman updated that he had received the resignation of the Parish Clerk who had been appointed on 15<sup>th</sup> May. He had sought advice from Trevor Leggo, CEO of East Sussex Association of Local Clerks (ESALC). who had advised that it would be difficult to get a locum at short notice so the previous Clerk, Samantha Weatherill, had agreed to step in as a locum at the appropriate rate of pay to conduct the minimum level of business in order to keep the PC going until a new Clerk could be recruited. This decision had been agreed by the PC and would be ratified at the next meeting.

- 63. PUBLIC QUESTIONS** – one Member of the Public (MOP) observed that it was disappointing that the new SID had been delayed. **Action: PW** would chase this again. Another MOP asked whether there was an update on the caravan situation at Cart Lodge to which ML responded that the replacement mobile home was legal but the fact that it had been located in a different spot may trigger Enforcement to get involved. **Action: ML** would speak to Wealden DC about this. Another MOP expressed their disappointment with the continuing presence of ghost traffic works causing hold ups and increased pollution despite ESCC signing up to green ethical policies. **Action: ML** would seek clarification from Wealden DC Planning as to the difference between a caravan and a mobile home. The MOP added that having travelled through both West Sussex and Kent the increase in the amount of potholes was very noticeable when you enter East Sussex.
- 64. APOLOGIES AND REASON FOR ABSENCE** – were received from Cllr. Bob Standley (ESCC) and the apology was noted.
- 65. DECLARATIONS OF INTEREST** – none.
- 66. MINUTES OF THE MEETING** held on 16<sup>th</sup> May were agreed and signed as a true record (previously circulated).
- 67. 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. Cllr. Standley had updated that this was not going to be done this year. **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. **ML** would produce a summary of the meeting he attended with representatives from St Mark’s Church. **Done**
  - iv. **ML** would chase a response from Wealden DC regarding the oil spill on Dog Kennel Lane. ML had escalated this issue but because ES Highways were the last people to take over dealing with the incident the whole matter had been passed to them. **Action: Cllr Standley** was investigating this issue.
  - v. **DM** would draft an email for **the Clerk** to send to Wealden DC re reiki sessions being held at Wilderness Wood. **Done**
  - vi. **ML** would send a response to the HD Community Centre, on behalf of the PC, re the survey as soon as it was received. This had been done and he had received an acknowledgement from them to say they will take the comments into account. **Done**
  - vii. **ML** would respond to the DLUHC Consultation on Infrastructure Levy, on behalf of the PC. **Done**
  - viii. **DM** would update the Village Emergency Plan. **Done**
  - ix. **ML** would find out what progress had been made by Wealden DC with regard to their emergency plan review. **Carry Forward**
  - x. **Clerks report:** update passed to councillors prior to the meeting:
    - a. The Clerk had updated the Addendum to the Village Emergency Plan.
    - b. The Clerk had let Trevor Leggo know that Hadlow Down PC would not be putting forward any candidates for nomination onto the South Downs National Park Board.
    - c. The Clerk had submitted the AGAR forms to the external Auditor.
    - d. The Clerk had uploaded the mandate forms to Unity Trust to get the signatories and Key Contacts updated.
    - e. The Clerk had returned all the Councillor’s Register of Interests forms to Wealden DC.

- f. The Clerk received a response from WDC regarding the Wilderness Wood case. It has been given the reference number C/2023/0269. The email further advises that Officers from their Enforcement Section will investigate the matter, and when appropriate information has been obtained and considered, the officer responsible will be in contact.
- 68. PLANNING:**
- i. **PLANNING APPLICATIONS:**
- a. **WD/2023/1284/F – HARVEST HILL FARM, RIVERSIDE, BLACKBOYS, UCKFIELD, TN22 4EX** – extensions and alternations to house.  
The PC voted unanimously 5/0 to support the application due to it being in line with Wealden DC’s design guide and of appropriate scale.
- b. **WD/2023/1325/F – WILDERNESS BARN, WILDERNESS LANE, HADLOW DOWN, TN22 4HU** – application to erect a three bay oak framed garage with aisle and log store.  
The PC voted: 3 in support of the application; 1 abstained and 1 voted against supporting the application; the motion to support the application was therefore carried. The reasons for supporting the application were that it was in keeping with natural materials and the architecture of the area.  
*The following application had been received after the agenda had been issued and had a deadline for comments before the next PC meeting so was discussed:*
- c. **WD/2023/1394/F – HUGGETS FARM, STONEHURST LANE, HADLOW DOWN, TN20 6LL** – a new two-storey extension to the side of the building and extensive internal alterations. A new enclosed entrance porch to the front of the building.  
The PC voted 5/0 to support the application due to appropriate infill, materials as listed and scale.
- ii. **APPROVED 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.
- 69. REPORTS FROM CLLR. BOB STANDLEY (ESCC) & CLLR. MICHAEL LUNN (WDC) – a written report had been submitted by ML and would be published on the village website.**  
ML updated that with regard to the bin strike the Union had voted to go on strike about a localised issue in the southern depot.  
Cllr Standley had sent the following update:  
“Balfour Beatty have made progress with catching up on outstanding repairs and the standard of repair seems much improved on Costains (hope not tempting fate). Now they are settling in I will follow up on the reporting system. As reported last month there has been a technical problem in transferring old data from Costains to Balfour Beatty. I with Cabinet colleagues are meeting Balfour Beatty at the end of this month.”
- 70. HIGHWAYS:**
- i. **Speed Indicator Signs** – PW had submitted a written report which would be added to the website and this was discussed. It was agreed that more data would be gathered and a written submission drafted for the next SLR meeting scheduled for September which would include where all the crossings are and graphs. The case would be presented for shifting the 30mph restrictions out of the village to mirror the other side and for improved roundalls and signage on the road. **Action: PW** would draft a report which would be discussed at the August PC meeting.
- ii. **ES Highways** – DW updated that he was reviewing all the data from responses received and there was a large part of the private sector in particular that is interested in moving forwards. **Carry Forward**
- 71. PARKING ON THE ASHDOWN FOREST** – the problems caused by the new system requiring an app to be downloaded for payment for parking was discussed and it was acknowledged that the Government had now said that councils cannot rely solely on apps for payment. **Carry Forward**
- 72. MOBILE PHONE SIGNAL** – DW said that there was no single provider that provided a decent 4G mobile phone signal. It was agreed that this seemed to be a big issue generally that might be being caused by providers cutting up 4G to get 5G.
- 73. PRE-SUBMISSION DRAFT HORAM NEIGHBOURHOOD PLAN** – consultation. The PC had no comment on this.
- 74. COUNCILLOR VACANCIES** – **Action: ML** would put an advert in the Parish Magazine.
- 75. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)**  
ML had attended the Wealden North police meeting and reported that Sussex Police’s CCTV contract was coming up for renewal in 2024 and the costs were likely to increase by up to 70% so the police were unlikely to support local town’s CCTV. There had also been a lot of discussion about the decriminalisation of parking which would be paid for by car parking charges.
- 76. BURIAL GROUND** – update on clearing the extension to the burial ground. **Carry Forward**
- 77. BOUNDARY AND DRAINAGE ISSUES AT BOTTOM OF PLAYING FIELD**
- i. **Draft specification of works** – **Carry Forward**
- ii. **Letter of authority to carry out works** - **Carry Forward**
- 78. CORRESPONDENCE RECEIVED:**
- i. **New Community Centre Survey** – ML had responded to this on behalf of the PC.

- 79. RISK ASSESSMENTS**
- i. Quarterly Risk Assessment – **Action: BF** would do this.
  - ii. Review of Assets – the PC agreed that the assets were reviewed as part of the Assets Register.
  - iii. Fingerpost Survey – **Action: PW** was going to look at the Rosers Common/Shepherds Hill fingerpost. **Carry Forward**
  - iv. Tree Survey – **Carry Forward**
  - v. Annual burial ground Risk Assessment – **Action: DW** would do this.
- 80. CLERKS MATTERS:**
- i. Previous Clerks hours for May – were agreed.
  - ii. Clerks hours for May – were agreed but would be confirmed with the previous Clerk.
- 81. BANK RECONCILIATIONS** - for 25<sup>th</sup> May were agreed and signed.
- 82. OTHER FINANCE MATTERS:**
- 83. 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 - £652.20 salary & expenses (UT ref: 173344239)
  - iii. Samantha Weatherill - £558.59 leave owed (UT ref: 25982868)
  - iv. ES Pension Fund for Samantha Weatherill - £477.29 (UT ref: 508579606)
  - v. Lucy McConachie Play area inspection May - £40 (UT ref: 103444789)
  - vi. Mulberry & Co – Financial mgt. training - £45 + £9 VAT (UT ref: 63388653)
  - vii. Village Hall – for hall hire - £40 (UT ref: 907990321)
  - viii. Rialtas Business Solutions – for end year closure £460.35 + £92.07 VAT (UT ref: 28003493)
  - ix. PWLB loan repayment - £567.07 to be paid by DD on 16<sup>th</sup> June
  - x. Unity Trust Bank - £18 quarterly charges to be paid by DD on 30<sup>th</sup> June
- 84. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 85. DEFIBRILLATOR BATTERY:**
- i. To confirm checked – this had been checked on 6<sup>th</sup> June
  - ii. Signage – had been improved.
- 86. ITEMS TO GO ON NEXT AGENDA**
- Clerk's recruitment

There being no other business, the meeting closed at 20:42pm.