



Members of **HADLOW DOWN PARISH COUNCIL** are summoned to the meeting of the **HADLOW DOWN PARISH COUNCIL** to be held on **Tuesday 5th September 2023** at **7:00p.m** in the committee room of the Village Hall.

Locum Clerk

30th August 2023

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

130. PUBLIC QUESTIONS

131. APOLOGIES AND REASON FOR ABSENCE

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

133. MINUTES OF THE MEETINGS held on 1st August to be agreed and signed as a true record (previously circulated).

134. HADLOW DOWN NEW COMMUNITY CENTRE – update

135. 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.
 - ii. **PW/ML** would draft a letter to send to the Chief Executive of SE Water to say that they had again forgotten about Hadlow Down when there were water issues and include all issues surrounding the location of the water stations and lack of delivery to vulnerable people etc. and would invite them to attend a public meeting. *This had been done and a response received which asked for some dates for a potential meeting. Action: The new Clerk (once in post) would invite them to attend a meeting at the VH. Done*
 - iii. **DM** would amend the Emergency Plan in light of updates made by Wealden DC to their plan. *He had been talking to the officer in charge of this but proposed that the plan was kept unchanged. Action: The new Clerk (once in post) would liaise with DM and check that the appendices were up to date.*
 - iv. **DW** would give ML details of the locations of the four mobile homes situated around the village for **ML** to seek updates from Wealden DC Enforcement.
 - v. **ML** would invite the two people who had expressed an interest in becoming a Councillor to submit some information and attend a meeting.
 - vi. **Cllr. Standley** would report the reflective sign at the A272/A267 junction still being down.
 - vii. **DW** would produce a list of ES Highways issues for discussion at the next SLR meeting.
 - viii. **BF** would deal with the signage at the zip line raised by the Playing Field Committee.
 - ix. **BF** would fill in the collapsed hole at the playing field with hardcore as a temporary solution.
 - x. **ML** would carry out the annual oiling of the bus shelter.
 - xi. **PW** would speak to ES Highways re the drains on the A272 opposite the Church.
 - xii. **ML** would speak to the PCSO re signage to help reduce speeding in Wilderness Lane.
 - xiii. **BF** would find out who carried out the fingerpost work for Buxted PC now that Phil Anderson had retired.
 - xiv. **Clerks report:** update passed to councillors prior to the meeting.
- 136. 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/2023/7011/ADP – LAND AT TULLYS FARM, FIVE CHIMNEYS LANE, HADLOW DOWN, TN22 4DX** – new agricultural hay barn.
 - b. **WD/2023/2084/FR – NEW FARM HOUSE, STOCKLANDS LANE, HADLOW DOWN, TN22 4EA** – retrospective application for a proposed 'Juliet' balcony.
 - ii. **APPROVED APPLICATIONS:**
 - a. **WD/2022/2964/MAJ – KIT WILSON TRUST ANIMAL RESCUE CENTRE, CLAYLANDS, STONEHURST LANE, HADLOW DOWN, TN22 4ED** – demolition of 5 buildings on site (identified as buildings B, C, D, F and G on existing block plan) and erection of 4 replacement buildings and renovations.

- iii. **REFUSED APPLICATIONS:**
 - a. **WD/2023/1431/F – LILAC COTTAGE, WILDERNESS LANE, HADLOW DOWN, TN22 4HU** – demolition of double garage and construction of replacement double garage with ancillary accommodation above.
 - b. **WD/2023/1394/F – HUGGETTS 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.
 - c. **WD/2023/1614/FR – NEW FARM HOUSE, STOCKLANDS LANE, HADLOW DOWN, TN22 4EA** – retrospective application for a proposed balcony.
 - d. **WD/2023/1871/PIP – THE PADDOCKS, SUMMER HILL, FIVE ASHES, MAYFIELD, TN20 6JL** – residential development of two dwellings.
- iv. **ISSUE CERTIFICATE:**
 - a. **WD/2023/1193/LDB – DUDSLAND FARM HOUSE, HEATHFIELD ROAD, CROSS IN HAND, HEATHFIELD, TN21 0UJ** – installation of smart meter antenna (665mm long glass fibre polyester resin marine grade tube, coloured gloss white) on north-east elevation between alarm box and weatherboarding, cable to pass through existing access hole in north-east elevation provided by mains electrical cable already in situ; antenna to be fixed to property with four screws.
- 137. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR MICHAEL LUNN, WDC**
- 138. HIGHWAYS:**
 - i. Speed Indicator Signs – update
 - ii. PW Draft Report for SLR meeting
 - iii. ES Highways – update
- 139. REVIEW OF POLLING STATIONS & POLLING DISTRICTS – CONSULTATION**
- 140. DLUHC Consultation On Local Plans**
- 141. CORRESPONDENCE RECEIVED:**
 - i. Wealden DC proposed extension of Public Spaces Protection Order (PSPO).
- 142. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
- 143. BURIAL GROUND** – update on clearing the extension to the burial ground.
- 144. BOUNDARY AND DRAINAGE ISSUES AT BOTTOM OF PLAYING FIELD**
 - i. Consider quotes for engineering works at playing field and approve contractor.
- 145. RISK ASSESSMENTS**
 - i. Play area and Pavilion Annual Risk Assessments
 - ii. Quarterly Risk Assessment – review findings
 - iii. Annual ROSPA play area inspection report – review findings
 - iv. Tree Survey
 - v. Hadlow Down Village Hall – asbestos survey and engineer survey.
- 146. CLERKS MATTERS**
 - i. Consultancy and Locum hours for August.
- 147. BANK RECONCILIATIONS** - August to be agreed and signed.
- 148. OTHER FINANCE MATTERS**
 - i. Review and Acceptance of Notice of Conclusion of Audit 2023.
 - ii. Confirm the appointment of Internal and External Auditors.
 - iii. Unity Trust Bank – mandate to transfer to new Clerk.
 - iv. Income received: £3.61 from UKPN for annual rent of playing field.
 - v. Payments and decisions for ratification: ROSPA play inspection report £89 + £17.80 VAT; PKF Littlejohn LLP for external audit £315 + £63 VAT; BT quarterly bill for phone and broadband paid by DD £445.31 + £89.06 VAT (this included an incorrect charge of £328 which, after querying was credited to the bank account); BT cost of termination at old address and connection at new address fee approx. £29 + VAT will be added to quarterly bill; new connection starts a new 2 year contract.
- 149. ACCOUNTS FOR PAYMENT (UT ref = Unity Trust Bank reference number)**
 - i. Samantha Weatherill consultancy & locum fees - £1,009.35 (UT ref: 260789529)
 - ii. Vicki Rutt work during August - £221.97 (UT ref: 967562054)
 - iii. Vicki Rutt salary end September - £920 paid by SO
 - iv. Lucy McConachie Play area inspection August - £40 (UT ref: 916225110)
 - v. Village Hall for hall hire - £40 (UT ref: 340564975)
 - vi. DM Payroll Services for April – Sept - £120 (UT ref: 932312115)
 - vii. Unity Trust Bank quarterly charges - £18 to be paid by DD
- 150. CRIME AND DISORDER ACT 1998 Section 17**
- 151. DEFIBRILLATOR BATTERY** – to confirm checked.
- 152. ITEMS TO GO ON NEXT AGENDA**