



Members of **HADLOW DOWN PARISH COUNCIL** are summoned to the meeting of the **HADLOW DOWN PARISH COUNCIL** to be held on **Tuesday 5<sup>th</sup> March 2024** at **19:00** in the committee room of the Village Hall.

Vicki Rutt – Clerk and RFO

28<sup>th</sup> February 2024

**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.**

- 266. PUBLIC QUESTIONS**
- 267. APOLOGIES AND REASON FOR ABSENCE**
- 268. DECLARATIONS OF INTEREST** - the Chairman will invite Councillors to declare an interest, where applicable, on any of the agenda items below.
- 269. MINUTES OF THE MEETINGS** held on 6<sup>th</sup> February 2024 to be agreed and signed as a true record (previously circulated).
- 270. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:**
  - i. Refer to Action Log 2023
  - ii. Clerks report: update passed to councillors prior to the meeting.
- 271. 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:**
    - WD/2023/2127/F for LITTLE BROADREED FARM, DOG KENNEL LANE, HADLOW DOWN, TN22 4EL  
Proposed external alterations and change of use to existing commercial building and external car parking area to allow the storage and servicing of executive vehicles.
    - WD/2024/0420/HS for SUNSET FARM, CROSS IN HAND, HEATHFIELD TN21 0TX  
Increase storage of lpg, butane and propane from 180 tonnes to maximum 199.90 tonnes
  - ii. APPROVED APPLICATIONS:**
    - WD/2023/3062/F of THE PADDOCK, SUMMER HILL, HADLOW DOWN, TN20 6JL  
Replacement of existing detached triple garage damaged/destroyed by fire
- 272. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR MICHAEL LUNN, WDC**
- 273. HIGHWAYS:**
  - i. Response from ESCC on the A272 signage on the 19<sup>th</sup> February 2024
  - ii. Discuss and consider whether to report ESCC Highways to the Public Ombudsman
- 274. COMMUNITY CENTRE ADVISORY COMMITTEE**
  - i. Note draft minutes from 20<sup>th</sup> February 2024 meeting
  - ii. Consider and agree the recommendations from the Advisory Committee
- 275. CORRESPONDENCE RECEIVED:**
  - i. Email from resident regarding BT Digital Voice
- 276. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
- 277. LOCAL PLAN UPDATE**
- 278. DRAFT AGENDA FOR REVIEW FOR PARISH ASSEMBLY – CONFIRMATION OF REPORTS AND WHO IS ATTENDING.**
- 279. RISK ASSESSMENTS**
  - i. Confirmation of receipt of Tree Survey report
  - ii. Quarterly Risk Assessment – to commission
  - iii. Annual Clerks office risk assessment – to commission
- 280. BURIAL GROUND**
  - i. Update on clearing the extension to the burial ground
  - ii. Approve Burial Ground regulations
  - iii. Approve Burial Ground fees
- 281. CLERKS MATTERS**
  - i. Clerks hours February 2024
  - ii. Disposal of old paperwork that can't go to The Keep

**282. BANK RECONCILIATIONS** – February 2024 to be agreed and signed.

**283. OTHER FINANCE MATTERS**

i. Payment for ratification – HMRC Dec 2023 £394.19 [UT ref 107035846], HMRC Jan 2024 £371.60 [UT ref 745678265] and HMRC Feb 2024 £147.47 [UT ref 19585699]. DD to BT for quarterly phone and broadband charges £222.54 + VAT £44.50.

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

- i. Vicki Rutt salary end March - £920 paid by SO
- ii. Vicki Rutt salary - £667.90 (UT ref not recorded)
- iii. Lucy McConachie Play area inspection Feb - £40 (UT ref: 570809932)
- iv. Village Hall for hall hire - £49.60 (UT ref: 403738266)
- v. Crowborough Town Council – Fencing hire - £48 + VAT £9.60 (UT ref: 179014381)
- vi. Viking – 2 new hard drives and folders - £151.23 + VAT £30.25 (UT ref: 795746640)
- vii. HMRC – Tax and NI for Feb - £347.38 (UT ref: 740789122)
- viii. East Sussex Pension Fund for February - £458.91 (UT ref: 75486672)
- ix. ESALC Ltd – New Cllr course for Cllr Hobbs - £40 + VAT £8 (UT ref: 533690368)

**285. CRIME AND DISORDER ACT 1998 Section 17**

**286. DEFIBRILLATOR BATTERY** – to confirm checked.

**287. ITEMS TO GO ON NEXT AGENDA**

**\*\*CONFIDENTIAL SESSION\*\***

**288. Receive a legal update on the response to Hadlow Down Playing Field request to licence permit to conduct works to achieve Extant permission related to Hadlow Down Community Centre.**

Signed: Vicki Rutt – Clerk and RFO

Date: 28<sup>th</sup> February 2024