



Members of **HADLOW DOWN PARISH COUNCIL** are summoned to the meeting of the **HADLOW DOWN PARISH COUNCIL** to be held on **Tuesday 2nd April 2024** at **19:00** in the committee room of the Village Hall.

Vicki Rutt – Clerk and RFO

27th March 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.

- 1. PUBLIC QUESTIONS**
- 2. APOLOGIES AND REASON FOR ABSENCE**
- 3. DECLARATIONS OF INTEREST** - the Chairman will invite Councillors to declare an interest, where applicable, on any of the agenda items below.
- 4. MINUTES OF THE MEETINGS** held on 5th March 2024 to be agreed and signed as a true record (previously circulated).
- 5. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:**
 - a. Refer to Action Log 2023
 - b. Clerks report: update passed to councillors prior to the meeting.
- 6. 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.***

PLANNING APPLICATIONS

 - a. WD/2024/0427/LB for CLAYLANDS, STONEHURST LANE, HADLOW DOWN, TN22 4ED
Replacement of ground floor sun room windows and doors incorporating 2 no. Structural timber posts to the south elevation. The addition of a heritage conservation type roof window as part of the previously consented re-tiling of the roof above the ground floor kitchen.

ENFORCEMENT UPDATES:

 - b. Four Grange Cottage
 - c. Drakes Den
 - d. Tinkers Park
- 7. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR MICHAEL LUNN, WDC**
- 8. HIGHWAYS:**
 - a. Update from Cllr Wellman re the process reporting Highways to the Public Ombudsman
 - b. Bridleway to Waste Wood
- 9. COMMUNITY CENTRE ADVISORY COMMITTEE – UPDATE ON WHERE WE ARE**
- 10. CORRESPONDENCE RECEIVED:**
 - a. Mayfield Trust re term of office for Penelope Eliot
 - b. Replacement of bench in the burial ground
 - c. Village hall requesting meeting with Parish Council
 - d. ESH works commencing in School Lane, 2nd to 12th April 2024
 - e. South East Water correspondence with Clerk regarding water bowser
- 11. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):**
- 12. LOCAL PLAN UPDATE**
- 13. PARISH ASSEMBLY – FINAL DETAILS**
- 14. RISK ASSESSMENTS**
- 15. BURIAL GROUND**
 - a. Update on clearing the extension to the burial ground
- 16. CLERKS MATTERS**
 - a. Clerks hours March 2024
- 17. BANK RECONCILIATIONS – March 2024 to be agreed and signed.**
- 18. OTHER FINANCE MATTERS**
 - a. Payments for ratification – DD to ICO for £35.00, Boswell Associates for drainage drawings - £490 [UT ref 561802521], Crowborough Town Council for fence hire - £48.00 + £9.60 VAT [UT ref 927793399], Hadlow Down Village Hall for reimbursement of heating costs - £85.68 [UT ref 2243344], Hadlow Down Village Hall for hall hire - £40

[UT ref 362456353], ES Pension Fund for March 2024 - £411.97 [UT ref 747794165], Vicki Rutt for March 2024 salary £479.60 [UT ref 47443206] and S4B for shredding service - £60.00 + £12.00 VAT [UT ref 783162922].

- b. Quarter 4 reconciliation to end March 2024 – to approve
- c. Assets Register – quarterly approval
- d. Note burial ground income received for Williams for £660.

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

- a. Vicki Rutt salary end April - £920 paid by SO
- b. Lucy McConachie Play area inspection March - £40 (UT ref: 81296038)
- c. HMRC April 2024 - £269.14 (UT ref: 813346175)

20. APPROVE THE FOLLOWING GRANTS TO BE PAID AFTER RECEIPT OF THE PRECEPT

- a. Citizens Advice Bureau - £200
- b. Hadlow Down Village Hall - £210
- c. TN22 Club - £100
- d. Hadlow Down Playing Field Committee - £2,500
- e. Parish Magazine - £700

21. CRIME AND DISORDER ACT 1998 Section 17

22. DEFIBRILLATOR BATTERY – to confirm checked.

23. ITEMS TO GO ON NEXT AGENDA

Signed: Vicki Rutt – Clerk and RFO

Date: 27TH March 2024