



DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 10th June 2025

Present: Councillors: Michael Lunn (ML) Chair (+WDC), Ben Floyd (BF), David Munday (DM), Alan Hobbs (AH) and Stephen Lester (SL)

In attendance: Vicki Rutt (Clerk) and 4 members of public.

59. PUBLIC QUESTIONS – A resident reported that she often sees horse riders on their phone whilst riding, which is very dangerous. It was confirmed that the PC have no authority to do anything, but the Clerk will take advice and a leaflet can be put in the Village Magazine. **Action 1.** A resident reported that e-bikes and trail bikes have started up again, coming down Hut Lane at fast speeds, walkers need to be aware. The issue was noted and the PCSO will be informed. **Action 2.** A resident reported his concerns following the minutes being published from the Advisory Committee meeting held on the 13th May. Another resident agreed with the comments raised and stated that a previous PC was supportive of the new Community Centre as long as it was self-funded and the PC was not asked to apply for a loan to help cover costs. Both residents' comments were noted and ML stated that more will be known in due course. A resident enquired about enforcement updates for both Wander Down and Drakes Head Den. The Clerk will seek an update from enforcement. **Action 3.**

It has been reported that there are two sinkholes where the UKPN connections have been made so these needs to be reported for urgent attention. **Action 4.** A resident stated that the drain at top of Hut Lane is not working, the Clerk will report to ESH. **Action 5.** A resident reported that the gulley down Hut Lane, which is the responsibility of the PC, needs emptying. **Action 6.**

60. APOLOGIES – Apologies were received and accepted from Cllr Wellman, Cllr Weston and Cllr Standley (ESCC).

61. DECLARATIONS OF INTEREST – None.

62. MINUTES OF THE MEETING held on the 6th May 2025 was recommended for approval and signed as a true record (previously circulated).

63. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

a. Action Log - Clerk reported from the action log which is available on the village website.

b. Clerks report - This was noted (previously circulated).

64. PLANNING APPLICATIONS

64.1 PLANNING APPLICATIONS

None

64.2 PLANNING DECISION

WD/2025/0671/P12 for FORD FARM VINEYARD, HASTINGFORD LANE, HADLOW DOWN

The decision was 'prior approval required' - This was noted.

65. REPORTS FROM CLLR.BOB STANDLEY, ESCC & CLLR MICHAEL LUNN, WDC

ESCC - Cllr Standley sent his apologies, his written report is available on the Parish Council website.

WDC - Cllr Lunn reported that the constitution of WDC has been changed and the alliance has voted through changes. The changes that will affect Parish Councils are the planning structures are being changed, there will now be a major and minor application committee. 10 houses or less will come under minor committee, more than 10 houses will come under major committee. Cllrs on the committees have been reduced from 12 to 9 and they need a minimum of 3 Cllrs to sit on a committee for it to go ahead. There has been changes in terms of allocation of monies. Following recent bad press, WDC have employed a PR agency to increase press and media presence. The mayoral elections will be held next year. The Owlsbury site was discussed where 1700 homes are being proposed on the outside of the Uckfield bypass and that this would have impacts if approved on traffic levels through the village.

66. HIGHWAYS:

a. Update on the UKPN A272 project – The project has been completed.

67. COMMUNITY CENTRE ADVISORY COMMITTEE UPDATE –

a. Note the minutes from the Advisory Committee held on the 13th May 2025 – The minutes were noted.

68. CORRESPONDENCE RECEIVED:

a. Dangerous driver in country lanes – This issue was noted. The PC have no powers to do anything.

b. Verges mown in early May by ESCC contractors – This has been investigated and EESCC have advised that verges can be designated so they don't get cut. This will be looked at further in due course. **Action 7.**

c. Comment about overgrown footpath – The footpath beside Springwell Cottage and the Main Road is now very overgrown with nettles and brambles. This has been reported.

69. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES):

BF stated that the type 1 MOT for the playing field drive needs to be ordered. Clerk will action this. **Action 8.**

DM reported that dangerous driving continues in the lanes. AH reported that he is working on the tree report, he is going to meet with ML to progress and finalise. SL reported that a broken stile had been reported to him and this was reported to Rights of Way for actioning.

70. BURIAL GROUND: Nothing to update.

71. RISK ASSESSMENTS

a. Receive tree assessment report – This is still ongoing, AH is working on this.

72. CLERKS MATTERS:

a. Clerks hours May 2025 – These were agreed.

73. OTHER FINANCE MATTERS:

a. Agree Finance Report for June 2025 - The finance report was noted and approved. The detail can be found in [Appendix A](#). ML and DM will authorise.

b. Agree and sign Bank Reconciliation for May 2025 - The bank rec for May 2025 was approved and signed by ML and DM.

c. Approve Clerk to process grant payments for 2025/26 as agreed at budget setting – It was resolved that the Clerk would proceed to make all the grant payment agreed for 2025/26. **Action 9.**

d. To confirm receipt of Internal Auditors report for 2024/25 and note any recommendations – Cllrs confirmed receipt of the report and there were no recommendations. The Clerk was thanked for her hard work on this.

e. Approve and sign Section 1 of AGAR 2024/25 – Section 1 of the AGAR for 2024/25 was approved and signed by the Clerk and Chair.

f. Approve and sign Section 2 of AGAR 2024/25 - Section 2 of the AGAR for 2024/25 was approved and signed by the Chair. All documentation will now be submitted to the external auditor. **Action 10.**

g. To note dates of the Public Rights notice period – These dates were noted by all Cllrs.

h. Review and approve BT broadband contract – The Clerk explained that she has been having issues with BT business broadband. Engineer has repaired but a fault has been noticed. They can upgrade the equipment with a one off £9.95 fee and the monthly cost will be reduced by £3.65 less. This is for a 2-year contract. All Councillors agreed for Clerk to make the switch. **Action 11.**

74. CRIME AND DISORDER ACT 1998 Section 17 – All Cllrs agreed this can be removed from the agenda as ML has not seen it on other Council agendas and it is never used.

75. DEFIBRILLATOR BATTERY – this was checked on 10th June 2025.

76. ITEMS TO GO ON NEXT AGENDA: None.

The meeting closed at 19:42

****CONFIDENTIAL SESSION****

77. To exclude the public attendance for agenda item 58, the following resolution must be passed.

That in accordance with section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, and as extended by Schedule 12A of the Local Government Act 1972, that the public including the press be excluded from the meeting for the consideration of agenda item 78 as legal matters are to be discussed, and this would be prejudicial to the public interest because of the confidential nature of the business to be transacted

This was proposed by BF and seconded by DM. All agreed. RESOLVED.

78. TO DISCUSS AND CONSIDER THE RECOMMENDATIONS FROM THE CONFIDENTIAL SESSION OF THE ADVISORY COMMITTEE HELD ON THE 13th MAY 2025 AND AGREE NEXT STEPS

The recommendations were discussed in a confidential session. Next steps were agreed and will now be actioned.

The meeting closed at 20:22

The next PC meeting date is Tuesday 1st July 2025 at 19:00

Appendix A

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| Finance report for 10th June 2025 PC meeting |
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| <u>Payments by Bank Transfer <i>paid</i> pending authorisation</u> |
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| Payment Date | Payee | Payment Details | Amount |
|--------------|--------------------------|---------------------------|---------|
| 14.05.25 | Clear Insurance Mgmt Ltd | Insurance renewal 2025/26 | £648.62 |

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| <u>Payments by Bank Transfer pending authorisation</u> |
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| Payment Date | Payee | Payment Details | Amount |
|--------------|--------------------------|---------------------------------|-----------|
| 28.06.25 | Vicki Rutt | Standing Order June 2025 | £1,216.02 |
| 10.06.25 | Vicki Rutt | Salary underpay + OT - May 2025 | £393.49 |
| 10.06.25 | HMRC | Tax + NI May 2025 | £443.46 |
| 10.06.25 | East Sussex Pension Fund | Pension May 2025 | £487.45 |
| 10.06.25 | Lucy McConnachie | Play area inspection May 2025 | £40.00 |
| 10.06.25 | Mulberry & Co | Internal Audit 2024/25 | £156.00 |
| 10.06.25 | Barcombe Landscapes | Grass cutting | £99.60 |
| 10.06.25 | Hadlow Down Village Hall | Hall hire June 2025 | £50.00 |

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| <u>Payments by direct debit for authorisation</u> |
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| Date | Payee | Payment Details | Amount |
|----------|-------|------------------------|---------|
| 16.05.25 | BT | Q1 Phone and broadband | £306.64 |

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| <u>Acknowledge receipt of monies</u> |
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| 12.05.25 | HMRC | VAT return for 2024/25 | £1,869.41 |
| 15.05.25 | A Heffer | Memorial headstone for Luck | £310.00 |