



Members of **HADLOW DOWN PARISH COUNCIL** are summoned to a meeting of the **HADLOW DOWN PARISH COUNCIL** to be held on **TUESDAY 3rd APRIL 2018** at **7:00p.m** in the committee room of the **Village Hall**.

Helen Johnson
Clerk to the Council

March 23rd 2018

THE PUBLIC HAVE A RIGHT AND ARE WELCOME TO ATTEND THE MEETING. **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

- 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 6th & 16th March 2018 to be agreed and signed as a true record (previously circulated).
- 5. MATTERS ARISING (from previous meetings):**
 - i. Assets of Community Value ML
 - ii. Article IV application in Wilderness Lane – to update ML
 - iii. 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 and on Twitter.**
 - i. PLANNING MATTERS:**
 - a. Correspondence regarding Marlowe House
 - b. Village Hall application – to update and correspondence regarding Parish Council's interests.
 - c. Land adjacent Cart Lodge, breach of Article IV direction.
- 7. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLRS. TOBY ILLINGWORTH/MICHAEL LUNN WDC**
- 8. BANK RECONCILIATIONS:** – dated March 2018 to be agreed and signed including by a non-signatory as part of the quarterly controls.
- 9. OTHER FINANCE MATTERS :**
 - i. To ratify payments of £140.30 to Europlants for burial ground maintenance and £432.00 to Wealden District Council for dog and litter bin emptying, that were signed prior to this meeting
 - ii. Burial Ground Fees – to approve
 - iii. Laptop – to ratify cost of IT work
 - iv. Assets Register – to approve.
- 10. REPORTS FROM COUNCILLORS (COUNCIL MATTERS AND OUTSIDE BODIES)**
- 11. NEW COMMUNITY CENTRE** – to update
- 12. WEBSITE** – to update, consider agreement and agree action
- 13. PARISH ASSEMBLY** – to discuss
- 14. CO-OPTION POLICY** – to approve
- 15. CORRESPONDENCE RECEIVED:**
 - i. Correspondence regarding maps of water pipes.
 - ii. Correspondence regarding hedge notice
 - iii. Review of Local Government Ethical Standards Stakeholder Consultation

- iv. SALC meeting with Sussex Chief Constable.
 - v. East Sussex, South Downs & Brighton & Hove Waste and Minerals Local Plan Review Sustainability Appraisal Scoping Report Consultation
 - vi. East Sussex Consultation on traffic sensitive streets.
 - vii. Correspondence regarding lorry signage
- 16. PUBLIC PHONE BOX** – to consider usage and maintenance
- 17. PLAYING FIELD SIGNAGE** – to agree action.
- 18. GENERAL DATA PROTECTION REGULATIONS** – to update and approve documents
- 19. RISK ASSESSMENTS** – to report on outcome and consider action required, also to hand out for annual review and 1/4ly check.
- 20. MISSION STATEMENT AND FIVE YEAR PLAN** – to discuss
- 21. CLERK'S MATTERS:**
- i. Hours to be agreed and signed.
 - ii. 6 monthly update meeting.
- 22. ACCOUNTS FOR PAYMENT:**
- i. Helen Johnson. Salary £1185.63 includes £37.35 mileage & £298.49 expenses, £750 already paid by standing order, therefore cheque raised for £435.63.
 - ii. East Sussex Pension Fund £254.24 pension.
 - iii. Mrs L. McConachie £40.00 play equipment inspection.
 - iv. Viking £74.46 stationery
 - v. SLCC Enterprises Ltd £90.00 Training Seminar
 - vi. HM Revenue and Customs £228.71 tax and national insurance
 - vii. Friends of the Keep Archives £20 subscription
- 23. TRAINING AND CONFERENCES:**
- i. Code of Conduct training sessions – to approve attendance
- 24. DEFIBRILLATOR BATTERY** – to confirm checked
- 25. ITEMS TO GO ON NEXT AGENDA**

Signed *Helen Johnson*

Clerk

Date: 23rd March 2018