



DRAFT MINUTES OF THE MEETING of Hadlow Down Parish Council
held in Hadlow Down Village Hall, Hadlow Down
at 7pm on Tuesday 3rd December 2024

Present: Councillors: Michael Lunn (ML) Chair (+WDC), Peter Weston (PW) Vice Chair, Ben Floyd (BF), Stephen Lester (SL), Damon Wellman (DW), David Munday (DM) and Alan Hobbs (AH)

In attendance: Vicki Rutt (Clerk), Cllr Bob Standley (ESCC) and 9 members of public.

The Chair wished all residents a very Happy Christmas and thanked everyone for supporting the Parish Council. Attendees were reminded that the meeting is governed by standing orders, they can be dropped to allow members of public to speak if needed but please be respectful and raise your hand.

183. PUBLIC QUESTIONS – A resident spoke about planning application 188c, another resident spoke about planning application 188b.

184. APOLOGIES – None.

185. DECLARATIONS OF INTEREST – DM declared a personal interest in 191b.

186. MINUTES OF THE MEETING held on the 12th November 2024 were recommended for approval and signed as a true record (previously circulated).

187. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS:

a. Action Log 2024 - Clerk reported from the action log which is available on the village website.

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

188. PLANNING APPLICATIONS

a. WD/2024/2422/F for THE BARN, PASSALLS FARM, WILDERNESS LANE, HADLOW DOWN, TN22 4HB

Change of use and conversion of barn to create a dwelling.

The PC voted: 6 in favour and 1 against. Application approved with the condition that the sky lights do not breach the dark skies policy.

b. WD/2024/2095/FR for GINGERS PATCH, BRICK KILN LANE, HADLOW DOWN, TN22 4EJ

Additional shelter for grazing horses

Standing orders dropped. Resident explained the plan, it is article 4 land. The shelters are on skids. It has been in place for 2 years. *Standing orders reinstated.*

The PC voted: 3 against and 4 abstained. This is due to the application not being clear enough, there is insufficient information causing confusion and there needs to be clarity on the application presented to the PC.

c. WD/2024/2564/F and WD/2024/2565/LB for THE WILDERNESS, WILDERNESS LANE, HADLOW DOWN, TN22 4HU

Proposed works to the main dwelling; single storey extension to kitchen, removal of balcony and two roof dormers, external alterations including removal of lean to and window and bathroom dormer alterations. Replacement garage and outbuilding, renovation of two storey outbuilding.

The PC voted: All in favour with the condition that the two storey outbuilding is linked to the main dwelling as an annex so does not become a separate dwelling.

d. WD/2024/2633/F for WHITE HOUSE, STOCKLANDS LANE, HADLOW DOWN, TN22 4EA

A single storey rear extension with storm porch to provide improved kitchen, utility and wc access. Associated ancillary decking area to the rear and access steps to the west side. Landscaping to facilitate the proposed work. A replacement front entrance porch with an increased footprint. Alterations to frontage path and parking, and boundary treatments. Repair and revision to the garage roof and gable coverings.

The PC voted: 5 in favour and 2 abstained.

189. REPORTS FROM CLLR. BOB STANDLEY, ESCC & CLLR MICHAEL LUNN, WDC - *written reports had been submitted and are published on the village website.*

Cllr Standley reported that ESCC are in a waiting game with the financial situation for next year, the figures are out but no allocation until 19th December. Regarding devolution, there will be an update in the next few weeks. The County Council will be asked to make a comment, he is unsure how the elections will look next year. Waste disposal bookings were discussed. Cllr Lunn reported that the local plan is ongoing, the national policy framework will be out end of December. It is likely WDC will go out for consultation again under regulation 18. Cllr Lunn has met with the PCSO and informed residents to remain vigilant, especially with delivery drivers at this time of year. He has also met with the local MP re the safety of the A267/A272, a further meeting is happening later this week.

190. HIGHWAYS:

The Clerk raised with Cllr Standley that ESH have stated that a SLR or walk around can't happen until June 2025 and there are some issues that need addressing now. Other Parish Councils have 6 weekly Zoom discussions with their Highway steward and the Clerk feels that HDPC would benefit from this. Cllr Standley confirmed he will look into this. **Action 1.**

191. COMMUNITY CENTRE ADVISORY COMMITTEE UPDATE

a. Note minutes from Advisory Committee held on 26th November 2024 – The minutes were noted.

b. To discuss and agree recommendations from the Advisory Committee – The Clerk explained there were 4 recommendations that came out the recent Advisory Committee. Rec 1 is linked to the lease of the Playing Field Committee which DM has declared a personal interest; therefore, he was reminded that he could be involved in the discussions but will not be able to vote.

Rec 1 - Recommendation for the Parish Council to agree to proceed with option 4 re leases. Councillors reviewed the information and agreed that option 4 is the best fit for all parties. All Cllrs agreed.

Rec 2 – Share the risk assessment document to the Parish Council for information and noting. The document was shared with all Councillors and they were asked to review and let the Clerk know if they had any comments which could be fed back to HDCC.

Rec 3 – Ask the Parish Council whether they support the project and what that support looks like. This was discussed and it was agreed that the PC setting up the Advisory Committee was a show of support and HDPC and HDCC have been working closely together. HDCC have felt that it has been unclear, so it was agreed that clearer steps in communication is required. HDCC need a show of support in written format for grant applications so the Clerk suggested this as first steps. BF proposed that the Clerk drafts a letter stating the Parish Council's unconditional/uncritical support, this was seconded by ML and all agreed. **Action 2.**

Rec 4 –The PC to look at the Community Plan process and whether they wish to update. ML explained that the plan is expiring in 2026. The whole exercise last time was a lengthy and detailed process, it was agreed that this is not needed again as the plan is still valid but it could be presented at the Parish Assembly in April 2025, for a chance for residents to have their say on how the PC move the ideas forward. This will be arranged. Clerk will recirculate the plan to Cllrs. **Action 3.**

Standing Orders dropped. Resident highlighted that HDCC had raised and spent over £100k so far on the Community Centre which represents very good value for the amount of progress which has been made and they are being held to account by the Parish Councils Advisory Committee with HDCC 5 year project delivery plan. He thanked the PC for their discussions and support this evening. *Standing Orders reinstated.*

192. ANNUAL REVIEW OF GOVERNANCE DOCUMENTS

a. Standing Orders – This was reviewed and adopted.

b. Financial Regulations – This was reviewed to include the recent NALC changes and adopted.

c. Freedom of Information publication scheme – This was reviewed and adopted.

d. Risk Management policy – This was reviewed and adopted.

e. Asset Register – This was reviewed, other than the new SID pole to be added, this was adopted. **Action 4.**

193. CORRESPONDENCE RECEIVED:

a. Christmas waste collection dates 2024 – The dates were noted and have been published on social media.

b. Agree response to consultation regarding enabling remote attendance and proxy voting at council meetings – All Councillors unanimously agreed that they do not support remote attendance nor proxy voting. The Clerk will submit this response to the consultation. **Action 5.**

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

SL explained that he attended the climate change meeting and will forward the slides once they have been published. DW updated that he has removed the poppies and has put them in storage for next year. ML updated that at his recent meeting with the PCSO he has raised the recent break-ins within the Parish and had raised concerns at the lack of policing in the area when a 999 call is made.

195. BURIAL GROUND:

ML stated that the boundary fencing needs to be looked into in the New Year.

196. RISK ASSESSMENTS

a. Review Q2 risk assessment report – BF was thanked for doing the recent inspection, most items are requiring ongoing monitoring. Two areas were identified, a bench at the Playing Field which BF will repair **Action 6** and the roof of the bus shelter needs looking at. Clerk was asked to liaise with Andrew at Wilderness Wood to obtain a quote for this. **Action 7.**

197. CLERKS MATTERS:

a. Clerks hours November 2024 – The hours were noted and agreed.

198. BANK RECONCILIATION

– The bank rec for November 2024 was approved and signed by DM and PW.

199. OTHER FINANCE MATTERS:

a. Payments for ratification: DD for BT for £240.15 + VAT £48.03 and DD for WDC for Q2 bins £429 + VAT £85.80 – These payments were noted.

b. Precept for 2025/26 for final approval and signature ready to submit to WDC – The Clerk explained that the budget was discussed and agreed at the Finance meeting in October, however the Clerk raised concerns about the budget line for legal fees as with the upcoming changes to the playing field lease and HDCC requiring a new lease, the current quote is around £6k. The Clerk is aware that Councillors do not want to increase the precept but does need to be considered. The Clerk proposed that £3k is added to the budget and £3k is taken from the community plan ear marked reserves with the plan to increase that by £1k each year, over the next 5 years. A lengthy discussion was held around the current reserve balances. It was agreed that the PC need to pay for the leases. The Clerk will send the increase in precept in terms of percentage for the 3 different monetary amounts so this can be agreed as the final budget and precept need to be agreed at the January 2025 meeting. **Action 8.**

200. ACCOUNTS FOR PAYMENT - DM and PW will authorise.

a. Vicki Rutt salary December 2024 by SO - £1216.02

b. Vicki Rutt overtime and NALC backpay - £393.42

c. Lucy McConachie Play area inspection November 2024 - £40

d. HMRC – Tax and NI Nov 2024 - £378.49

e. East Sussex Pension – Nov 2024 - £487.42

f. Hadlow Down Village Hall – Nov 2024 - £52

201. CRIME AND DISORDER ACT 1998 Section 17 – nothing raised.

202. DEFIBRILLATOR BATTERY – this had been checked on 3rd December 2024.

203. ITEMS TO GO ON NEXT AGENDA: Precept for 2025/26.

The meeting closed at 20:48.

The next meeting date is Tuesday 14th January 2025 at 19:00.