

EAST HOATHLY with HALLAND PARISH COUNCIL

DRAFT Minutes of a meeting of the **COUNCIL** held on Monday 26th March 2018 at 7.00pm in the Village Hall, Church Marks Lane, East Hoathly

PRESENT: Cllr David Vaughan (Chairman), Cllr Susan Cole, Cllr John Deane, Cllr Quinta Deane, Cllr Diane Knill, Cllr Chris Magness, Cllr Tony Pope and Cllr Jonathan Ritchie

IN ATTENDANCE: 1 member of the public
Linda Butcher – Locum Clerk

PUBLIC PARTICIPATION

Members of the public are welcome and encouraged to attend. The first fifteen minutes of the meeting will be available for the public to express a view or ask a question on relevant matters on the agenda. The public and press are also welcome to stay and observe the rest of the meeting.

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

DECLARATIONS OF INTEREST

Members are invited to make any declarations of personal, prejudicial or pecuniary interests that they have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

There were no declarations at this time.

APOLOGIES

County Councillor Nick Bennett

District Councillor David Watts

Cllr Victoria Albuquerque had texted the Chairman with her apology but this was not picked up until after the meeting.

MINUTES

Minutes of the Council Meeting held on Monday 26th February 2018

Cllr Quinta Deane stated that she had particularly asked for an addition to the last minutes in that particular sentences should be quoted verbatim. The Clerk explained that legal advice is to never put verbatim statements within minutes and to this end she read from the 9th edition of the Local Council Administration book item 7.36 which clearly states the format for minutes. Cllr Quinta Deane's wish for verbatim was not supported. However, after further discussion about

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the final item (appointment of Parish Clerk) the Council agreed to include the following words to the narrative prior to minute 0023 "...Cllr Quinta Deane queried the **communication in** the recruitment process..."

Cllr Susan Cole then said she had added words after her decision to abstain from the vote of minute 0018 and this was upheld by Cllr Diane Knill and agreed by Council. The words added are "...decision **because she had already supplied a written report to Cllr Diane Knill.**"

0024 There were a few typos that were confirmed and amended and it was then **RESOLVED** to adopt the amended minutes for signature by the Chairman.

Matters Outstanding from the minutes (not listed as separate agenda items)

Damaged Garden Plot gate

It was noted that the new Clerk (Malcolm Ramsden) has made contact with Hesmonds Stud and will be meeting with Tony the Manager shortly. In the meantime, it was noted that the field gate has been repaired but the damaged surface is still outstanding and it is hoped Malcolm will be able to ensure this is rectified. The main concern is for the Community Garden users as this track runs alongside these plots.

Seating at Halland bus stops

The licence fee and application has been sent to East Sussex County Council. Malcolm has arranged to meet with Kym Bolton.

Insurance for Garden Plots

The Council has signed up to the National Allotments Society and the insurance for the plot holders is now in place. The Council has Public Liability Insurance under its general policy.

Recording of meetings

The Chairman had brought the device and this was switched on in order to record the meeting. Cllr Quinta Deane felt this was a different device and the Chairman said he had found it in the box but would have another look in case there was a second one. Cllr Quinta Deane said the original machine was much larger.

Training

The Clerk confirmed that Cllr John Deane and Cllr Quinta Deane have been booked onto the Code on Conduct training course being provided by Wealden District Council. She also advised that Cllr Quinta Deane has also been booked onto the 'How to change people's behaviour' course provided by

Wealden District Council. Cllr Susan Cole had the list of courses provided by the Sussex

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Association of Local Council and had identified some that were of interest to her. She also expressed an interest in the Code of Conduct course being provided by Wealden District Council.

Buttsfield Lane street light

Cllr Tony Pope reported that John Tarry had been able to source a new door from the Highways Depot at the Broyle and was in the process of painting it having already fitted it to the column. The Council wished to record its thanks and congratulations to John Tarry.

FINANCE

Orders for payment 1st January 2018 – 28th February 2018 and Receipts 1st January 2018 – 28th February 2018

0025 RESOLVED to confirm payments and receipts as per attached sheets.

To purchase Local Council Administration book

0026 RESOLVED to purchase the above book at an SLCC discounted cost of £73.60

Proposed Reserve Policy

A report had previously been prepared by Cllr Tony Pope and circulated to all Councillors.

0027 RESOLVED that the new Parish Clerk, in conjunction with the Responsible Finance Officer, draw up a policy for consideration at the next Finance and General Purposes Committee meeting.

ITEMS DEFERRED FROM FEBRUARY MEETING

Member/Officer protocol – previously sent to all Councillors

0028 RESOLVED to defer until the new Parish Clerk is present.

Emergency Plan

In the absence of Cllr Victoria Albuquerque it was AGREED to defer this item to the next meeting.

Arrangements for Annual Parish Meeting

In order to ensure that the residents have more of an opportunity to speak at this meeting, the Council will not be inviting so many groups to address the

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meeting. In future years other organisations will be invited to give presentations by rota. However, for this year the following people will give presentations:

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Malcolm Soane - Village Hall Management Committee
Cllr David Vaughan – Parish Council Annual Report
Cllr Diane Knill – Neighbourhood Plan
Cllr Chris Magness – Play Area

Cllr David Vaughan was asked to provide name badges for Councillors so they can be identified by the general public.

It was further AGREED that notice of the Parish Meeting will be posted to all residents within the East Hoathly with Halland Parish Council boundary with the Parish Council paying the postage. Cllr David Vaughan would make this arrangement.

Website provision

Several papers had been circulated to all Councillors and after discussion Members expressed a preference for www.parishcouncilwebsite.org.uk or www.parishcouncilwebsite.co.uk but it was AGREED that before making a final decision Malcolm Ramsden would be consulted because he had said he would be happy to maintain the website once it has been created.

- 0029 RESOLVED** that the preferred option is www.parishcouncilwebsite.org.uk subject to confirmation by the new Parish Clerk.

Review of Standing Orders

- 0030 RESOLVED** to refer this to Malcolm Ramsden to complete the blanks and delete references to Wales and then refer to Council for adoption.

Recreation ground: play equipment (including for adults) fencing and safety surface

Cllr Jonathan Ritchie had previously provided an email to all Councillors following his visit to Hailsham. Cllr Quinta Deane had also sent an email about facilities for disabled she had seen in Lewes. It was AGREED to refer this item to the next meeting.

Recreation ground: Draining and Land Raise

Cllr John Deane advised that he had spoken to a specialist in order to get an opinion and it appeared land raising would not solve the problem because there would still be no drainage but Cllr Jonathan Ritchie advised that land raise would have a drainage system included. Cllr John Deane suggested that there could be a pipe between the football pitch and the road and then diagonal (herringbone) drains. Cllr John Deane suggested there should be a site visit,

followed by a site and soil survey and then a specification so that prices could be obtained from three contractors.

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Cllr John Deane advised that carrying out a site visit, survey and specification just for the football pitch area would be £700 plus VAT but doing the same for a larger area would be between £1,000 and £1,300 depending on the actual size. Drainage for the football pitch could be between £20,000 and £25,000

It was suggested that we talk to agencies that offer grants and, if successful, we go ahead with a company to provide the paperwork.

There was a discussion about land raise but a consultant would need to be employed to oversee this type of work.

Cllr Quinta Deane suggested Parkland may be one option for obtaining a grant and Linda Butcher said ESCC usually have a list of possible sources.

- 0031 RESOLVED** to proceed with a site visit, site and soil survey in order to obtain a specification for the necessary work to overcome the drainage problem and at the same time pursue channels to obtain grants.

Pavilion: Guttering and ladies toilets

Cllr Jonathan Richie advised that he was still awaiting written quotes.

NEIGHBOURHOOD PLAN

To receive report

Cllr Diane Knill had previously provided a report which had been sent out to all Councillors. Cllr Diane Knill advised that the Government has agreed additional funds for Neighbourhood Plans and that she and Cllr Tony Pope would be meeting to discuss a grant application to Locality U.K.

Funding possibilities

Cllr Diane Knill advised that it was possible about £30,000 would be needed and we would have to employ a specialist consultant in order to achieve a Neighbourhood Plan. It was suggested that this matter would be put to the Parish Meeting. Cllr Chris Magness suggested we could go down the Crowdfunding route and volunteered to assist.

PLANNING

To note decisions made by Wealden District Council

APPROVALS:

WD/2018/0011/F 10 The Mews, East Hoathly

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Current applications under consideration

WD/2018/0306/F 3T's Barn, Hollow Lane, Blackboys

The previous application concerning this barn involved a conversion to a residence which was accepted by the Council. The Council appreciate that the current application differs widely from that previously proposed but concludes that while the overall design is at variance with traditional local buildings, it is well designed in its own right and is well positioned to have little impact on the surroundings so the Council.

- 0032 RESOLVED** to support this application.

WD/2018/0237/F Barncroft, 2 Thomas Turner Drive, East Hoathly

- 0033 RESOLVED** to support this application as the construction would not significantly alter the external design of the building.

WD/2018/0482/F Wymore, Eastbourne Road, Halland

- 0034 RESOLVED** to support this application as this single storey building would benefit immensely from the development proposed in this application. The building is not visible from the road and there would be no increase in the overall height of the structure.

WRITTEN REPORTS FROM COUNCIL MEMBERS FOR DISCUSSION OR NOTING

To extend Tennis Club lease to 25 years

- 0035 RESOLVED** to extend the Tennis Club lease from 20 to 25 years to give the Club more opportunity to apply for grants.

The Chairman confirmed this was acceptable as far as the Council's solicitors were concerned and that the Tennis Club had agreed to pay the Council's legal fees.

ESCC changes to urban grass cutting programme

- 0036 RESOLVED** to agree to the reduction to two cuts per year as the Council could always telephone to ask for extra cuts if they prove to be needed.

Garden Plots meeting findings

A copy of the meeting minutes had been circulated to all Councillors prior to the meeting. It was AGREED that the new lease should go out under the Council's name but that this would have to wait until the new Clerk returned then Malcolm Ramsden would send them out although they would be dated 1st April 2018. In
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the meantime, Kate Richardson will advise everyone of this action and would be the official contact name with NSALG.

Parish Woodland

Cllr John Deane had circulated a report to all Councillors prior to the meeting. He advised that there is no maintenance needed at the moment apart from cutting back the bamboo, laurel and rhododendron. It was AGREED that this work can be carried out by volunteers without further reference to Council. The Council would not be using Plumpton Agricultural College students to undertake work but the Woodland Trust will continue to advise.

Cllr John Deane advised that it was proving difficult to identify the additional woodland and it was suggested that he mark out the boundary on an O.S. map and send that to Land Registry and they would then be able to advise who owns that land if it is registered. Cllr John Deane was asked to keep Malcom Ramsden informed of any developments on this matter.

Correspondence for noting

Details had previously been sent to all Councillors prior to the meeting. Cllr John Deane referred to new information about quiet lanes and suggested Members look at the CPRE website for more information. Also added to the list was notification of the school organising a Fun Run that will go through the Parish Woodland paths and this was AGREED in principle.

NOTED

ITEMS FOR REFERRAL TO NEXT AGENDA OR APPROPRIATE COMMITTEE

Proposed Reserve Policy
Member/Officer Protocol
Emergency Plan
Review of Standing Orders
Recreation ground: play equipment (including for adults) fencing and safety surface

DATE OF NEXT MEETINGS

The Annual (Villages) Parish Meeting will be held on Monday 16th April 2018.

The next meeting of the Parish Council will be held on Monday 30th April 2018.

The meeting closed at 9.30pm

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