

EAST HOATHLY with HALLAND PARISH COUNCIL

Minutes (not yet adopted) of a meeting of the **COUNCIL** held on Monday 26th February 2018 at 7.00pm in the Village Hall, Church Marks Lane, East Hoathly

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

IN ATTENDANCE: Cllr Nick Bennett – E.S.C.C.
4 members of the public
Malcolm Ramsden
Linda Butcher – Locum Clerk

Prior to the start of the meeting the Chairman introduced all Councillors to Malcolm Ramsden who had been successfully interviewed for the position of Parish 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.

John Tarry spoke on behalf of the Garden Plots group reporting the problems with the access through the allotment site into Harrisons Field. He suggested there had been lots of movements depositing what was thought to be stable bedding during the wet weather and this has now caused severe ruts in the access track. The large gate had also been damaged. He asked if the Council would be prepared to approach those concerned to make good the track and re-set the gate post. The Chairman suggested we should approach the Manager of the Stud Farm to ascertain the situation **(Action Clerk)**

REPORTS FROM COUNTY COUNCILLOR NICK BENNET and DISTRICT COUNCILLOR DAVID WATTS

Cllr Nick Bennett, ESCC, referred to a letter that the Parish Council should have received that refers to the number of grass cuts that will occur during the next financial year. It was noted that the letter has not yet been received. Cllr Bennett went on to explain that the number of cuts in the surrounding lanes would remain the same, i.e. two per year but that village centre cuts are likely to be reduced from six to two. However, the Parish Council could choose to pay for the cuts to remain at the same level. Unfortunately, there is no map available to show which areas are considered 'village centre'. It was **AGREED** the Council would wait to receive the letter and then discuss further and any decision would be based on budget availability. If the letter is not to hand by the end of the week, Cllr Bennet should be notified and he will supply a copy to the Council. **(Action Cllr David Vaughan)**

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

Cllr David Watts, W.D.C. apologised but hoped to attend the next meeting.

MINUTES

Minutes of the Council Meeting held on Monday 22nd January 2018

Cllr Quinta Deane said she felt the minutes were incorrect and challenged the clerk's recollection of the item she dictated at the last meeting. The clerk re-read from her hand-written notes and the minutes were proposed and seconded and **0018 RESOLVED** as an accurate record of that meeting and signed by the Chairman.

Cllr Quinta Deane and Cllr John Dean wished to be recorded against this decision. Cllr Susan Cole abstained from the decision.

Minutes of the Planning Meeting held on 11th December 2017

0019 RESOLVED to adopt the minutes as presented.

ACTION POINTS – to receive updates or agree any further actions.

Cllr David Vaughan reported that he was expecting a telephone call tomorrow with regard to the bus stops – NOTED

FINANCE

Orders for payment and Receipts 1st January 2018 – 31st January 2018

It was reported that as these papers had only been received by the Chairman and the Vice Chairman and not by all other Members of the Council, they would not be considered at this meeting. The importance of all Councillors having access to all financial reports prior to every Council meeting was emphasized and the new clerk would take this on board in future. **(Action Parish Clerk in conjunction with Responsible Finance Officer)**

Water supply and waste – Report from RFO attached to the agenda

- 0020 RESOLVED** that the Parish Council use Business Stream for both water supply and waste removal which should ensure that the final leak allowance resolution can be achieved.

Electricity supply – Report from RFO attached to the agenda

- 0021 RESOLVED** that as the current contract expires on 31st March 2018 the Council enters into a new three year contract as the electricity rates change from 35p per day to 25p and from 15.69p per kwh to 16.24p per kwh up until 31st March 2021 [the overall changes in rates equates to a total reduction in cost].

ITEMS DEFERRED FROM JANUARY MEETING

Insurance for Garden Plots

The cheque has now been sent to join the National Allotments Society – NOTED
The Chairman confirmed that Kate Richardson will retain all the papers and that the insurance will be confirmed in April.

Member/Officer protocol

It was **AGREED** to defer this item until the new clerk is in post and the suggested paper will be sourced from an authorised organisation.

Play equipment including for Adults

Cllr Chris Magness confirmed that three quotes were obtained last year but that these were probably now out of date so we need to re-tender. At the time the equipment agreed had been based on a full survey that had been undertaken and the most popular item was a Zip Wire. It was suggested that we may be able to obtain grants towards the equipment and in particular items for adults. Cllr Jonathan Ritchie agreed to look at the equipment that is located in Hailsham and will report back to the Council. **(Action Cllr Jonathan Ritchie)**

Cllr John Deane referred to the drainage issue and advised that grants are needed as this will be an expensive item.

The whole scheme for the recreation ground includes fencing, safety surfacing, drainage, new equipment including for adults, and grant opportunities. Cllr Chris Magness, Cllr Jonathan Ritchie, Cllr Quinta Deane and Cllr Tony Pope agreed to work together on all these items and will in time bring a report to Council. It was **AGREED** the survey had already been completed so we were in a position to move forward and Cllr Tony Pope will scan the survey and send it to everyone. It is important to note that people with disabilities should also be catered for when planning improvements to the play area. **(Action Cllr Chris Magness, Cllr Jonathan Ritchie, Cllr Quinta Deane and Cllr Tony Pope)**

Safety Surfacing

After discussion it was AGREED the safety surfacing may need to be dealt with as a separate [more urgent] item and should be carried out when the weather improves. **(Action Cllr Chris Magness, Cllr Jonathan Ritchie, Cllr Quinta Deane and Cllr Tony Pope)**

Emergency Plan

Cllr David Vaughan confirmed that the matter was last discussed in 2008 but no Emergency Plan was implemented at that time.

Cllr Victoria Albuquerque offered to look at the current details [2 A4 sheets) and report back with an update on the matter. **(Action Cllr Victoria Albuquerque)**

Arrangements for Annual Parish Meeting

It was suggested that at last year's meeting there were too many speakers and that just one or two representatives from societies and clubs would be invited this year. Also included on the agenda would be a Neighbourhood Plan report, Village Hall Committee report and the Parish Council report.

Website provision

Reports from Cllr David Vaughan and Cllr John Dean had been circulated to all Councillors prior to the meeting.

During discussions on this matter, Malcolm Ramsden [parish clerk from 1st March 2018] was asked about the template system for creating a website for the Parish Council and he confirmed that he had been involved with this when he was Parish Clerk at Wadhurst Parish Council. He confirmed that there is a list of relevant parish council headings with the organisations that the Council has been investigating. In answer to a question, Malcolm Ramsden advised that he will be working 16 hours a week and that inputting data onto the website he considered part of his job as parish clerk. Cllr Victoria Albuquerque offered to phone a couple of councils who use the template system to ascertain if they are happy with this system. **(Cllr Victoria Albuquerque)**

0022 RESOLVED to go to a template system and get three quotes in order to make a recommendation to Council at the next meeting. [The vote was 5 FOR this method with 4 in favour of using a purpose built website].

NEIGHBOURHOOD PLAN

A written report had been circulated to all Councillors with the agenda and a copy is attached to these minutes. NOTED

PLANNING

To note decisions made by Wealden District Council

APPROVALS:

WD/2016/2740/F – Demolition of outbuildings and rear extension. Erection of new single and 2 storey extensions. Internal re-modelling of main range. Replacement garage and workshop building – Bonnys Farm, Hollow Lane, East Hoathly.

WD/2017/2221/F – Change of use from hotel C1 to Care Home C 2 - Crockstead, Eastbourne Road, Halland.

WD/2017/2566/F – Demolition of existing concrete garage and store. Erection of timber frame studio/workshop and store. Re site oil tank – Annabel Cottage, The Quadrangle, Ailies Lane, East Hoathly.

WD/2017/2759/F – Erection of domestic garage building – Pipers Farm House, Hollow Lane, East Hoathly.

REFUSALS

WD/2017/0462/F – Garage in front of building – 29 High Street, East Hoathly.

WD/2017/2747/F – Single storey side and rear extension – The Granary, Waldron Road, East Hoathly.

Current applications under consideration

WD/2018/0019/MAJ – Barns at Halland Park Farm, Eastbourne Road, Halland – Change of use from agricultural use to use for vehicle storage (retrospective).

As this is a retrospective application it was NOTED

The following two applications will be ‘discussed’ via email and submissions made to WDC under committee delegated actions (**Action Planning Committee and Chairman Cllr Chris Magness**)

WD/2018/0138/PO1 – Old Chapel, 15 High Street, East Hoathly – Conversion of ground floor to residential use.

WD/2018/0011/F – 10 The Mews, East Hoathly – Ground floor rear extension and internal alterations.

WRITTEN REPORTS FROM COUNCIL MEMBERS FOR DISCUSSION OR NOTING

Recording of meetings – report with agenda

Cllr John Deane asked why the Council had stopped recording meetings when it had been agreed at the October meeting to undertake recordings. Cllr David Vaughan responded that he believed the recorder was in the large box of items

that had been handed over by the former clerk and confirmed that this would be handed to the new clerk on 1st March 2018.

Standing Orders and Minutes – report with agenda

Cllr David Vaughan suggested that the employment of a new clerk was a good opportunity to review the Council's Standing Orders and this was AGREED. Linda Butcher would ensure all Councillors receive a copy of the NALC model standing orders and these will form the basis for discussions. She suggested that when Councillors print them out they should ensure they are in colour as there are some significant points identified in this way. Cllr Susan Cole will receive a hard copy. **(Action Linda Butcher)**

Training courses available via SSALC [and WDC]

After discussion it was AGREED all Councillors would be invited to email the new clerk indicating any courses they would like to attend. The new clerk would also identify any suitable courses that become available via the SSALC website.

8.40pm Cllr Susan Cole reported that because of the snow now falling she would be leaving the meeting.

Although there were reports on the following items they had been omitted from the agenda and the clerk apologised for this oversight.

Street Light at the bottom of Buttsfield Lane

Cllr Tony Pope spoke to his written report and confirmed that he is still investigating a satisfactory result which he would bring back to Council. **(Action Cllr Tony Pope and clerk as item for the next agenda)**

Replacement of PIR floodlight outside the Pavilion, East Hoathly – written report with agenda

Report NOTED and Cllr Jonathan Ritchie confirmed that they are waiting for quotes for the guttering and ladies toilets.

It was suggested that refurbishment of the pavilion (roof, guttering, toilets) together with improvements for the tennis club would be a good project for a grant application. Cllr Jonathan Ritchie also referred to previous investigations into land raise in order to overcome the drainage issue and it was AGREED to put this item on the April agenda. **(Action Cllr Jonathan Ritchie and parish clerk)**

Garden Plots/Community Garden – written report with agenda

NOTED together with the observations made during the Public Participation part of the meeting.

DATE OF NEXT MEETINGS

These are DRAFT minutes until adopted by Council at the next meeting

To note that the next Council meeting is scheduled for Monday 26th March 2018 and that an additional meeting will be held on Monday 30th April 2018.

APPOINTMENT OF PARISH CLERK

A report had previously been sent to all Councillors and the Chairman asked if anyone had any questions from Malcolm Ramsden.

Although Cllr Quinta Deane emphasised that she had nothing personal against Malcolm Ramsden, she queried the recruitment process as she would have preferred to have been given more information about individual candidates. The Vice Chairman of Council, Cllr Diane Knill explained that the Interview Panel had been approved by members of the F and G.P. Committee and the process was carried out as per normal practice.

Cllr John Deane asked how long Malcolm Ramsden had been a parish clerk at Wadhurst and in response Malcolm confirmed six years as Clerk and six and a half years as Responsible Finance Officer [at Wadhurst and then briefly at Crowborough Town Council in a temporary capacity].

0023 RESOLVED unanimously to appoint Malcolm Ramsden as Parish Clerk with effect from 1st March 2018.

The meeting closed at 9pm