

EAST HOATHLY with HALLAND PARISH COUNCIL

Minutes of the meeting of the full council held on Monday 25th February, 2019 at 7 pm at the Village Hall, Church Marks Lane, East Hoathly.

Present: Cllr. David Vaughan (chairman), Cllr. Victoria Albuquerque, Cllr. Susan Cole, Cllr. Quinta Deane, Cllr. Tony Pope and Cllr. Jonathan Ritchie.

In attendance: Malcolm Ramsden (clerk), Verne Heath (rfo) and fourteen members of the public.

AGENDA**0. 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

A resident local to the Parish Woodlands spoke of concerns relating to activities near and in the woods over recent weeks. The police have been made aware and have checked registration numbers of vehicles causing concern. Mention was made of the possibility of installing bollards at the entrance from Nightingales. (Later – District Council have confirmed that clearance of fly tipped rubbish on private land is the responsibility of the land owner).

Council were reminded by a resident of an earlier agreement regarding the posting of draft minutes in the parish and members attention was directed to a six month tree preservation order having been placed on seven oaks in South Street field. Clerk is to discuss with District Council Tree Officer.

Members were asked to consider the possibility of the tennis club erecting their own clubhouse at the playing field in view of the poor state of the pavilion facilities. Details of the proposed style and layout were circulated to members. Chairman agreed to meet with members of the tennis club to learn more.

1. ADMINISTRATION

1.1 To consider exclusion of members of the press and public within the terms of the Public Bodies (Admission to Meetings) Act 1960 regarding specific agenda items (item 6.4)

Following a proposal by Cllr. Vaughan and seconding by Cllr. Albuquerque
0133 ***RESOLVED** that members of the press and public be excluded for agenda item 6.4 in view of the confidential nature of the proposal in accordance with the terms of the Public Bodies (Admission to Meetings) Act 1960.*

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

None

3. DECLARATIONS OF INTEREST

Members are invited to make any declaration of personal or prejudicial interests that they may 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

Cllrs. Vaughan and Albuquerque declared interests in item 10.3

4. APOLOGIES – to receive apologies for absence

Apology received and reason accepted from Cllr. Magness (Later – Apology received from Cllr. Robins).

5. MINUTES

- 5.1. To resolve that the minutes of the Council Meeting held on Monday 28th January, 2019 be taken as read, confirmed as a correct record and signed by the Chairman
Following a proposal by Cllr. Cole and seconding by Cllr. Deane
0134 **RESOLVED** that the minutes of the Council meeting held on the 28th of January, 2019 be confirmed as a correct record. Duly signed by the chairman.
- 5.2. Matters outstanding from minutes (not listed as separate agenda items)
- 5.2.1 Grassed over pavement – London Road
Members agreed that because of costs, reluctantly, no further research be carried out regarding research into this item. Cllr. Ritchie to advise tennis club members.
- 5.2.2 Rumble strips – Heathfield Road
Clerk to research possible alternatives, including signage, in view of projected costs being in the region of £2,700.
- 5.2.3 Telephone kiosk repair
*Repairs completed and three quotes for shelving received. Awaiting decision from District Council regarding planning consent/permission as kiosk is a grade II listed building in a conservation area.
Following a proposal by Cllr. Deane and seconding by Cllr. Ritchie*
0135 **RESOLVED** that costs of up to £170 be dedicated for installing shelving for books with space being left for defibrillator (subject to planning outcome).
- 5.2.4 Website improvements
Suggestions noted with no progress having been made with de-personalization of Neighbourhood Plan files. Cllrs. Albuquerque and Robins collating suggestions and comments.
- 5.2.5 Buttsfield Lane lamppost
County Council aware that repair is required and that some form of protection might be appropriate.

6. FINANCE

- 6.1 To approve/note payments and receipts paid/payable January, 2019
Following a proposal by Cllr. Pope and seconding by Cllr. Deane
0136 **RESOLVED** that members approve/note payments and receipts paid/payable January, 2019 (Appendix A) totalling £4,026.28.
- 6.2 To approve Finance and General Purpose committee proposed transfer from Earmarked Reserves
Following a proposal by Cllr. Ritchie and seconding by Cllr. Pope
0137 **RESOLVED** to transfer the remaining sum of £325 from the 'Bus Shelter/Seats' Earmarked Reserve to General Reserves.
- 6.3 To approve Finance and General Purpose committee proposed adoption of RBS finance package for 2019/20
Following a proposal by Cllr. Ritchie and seconding by Cllr. Albuquerque
0138 **RESOLVED** that members approve payment of £639, plus mileage cost for training, for implementation of the RBS package for recording finances.
- 6.4 See below
- 6.5 To approve Finance and General Purpose committee proposed statutory pension re-enrolment offer requirement
Following a proposal by Cllr. Deane and seconding by Cllr. Cole

- 0139** **RESOLVED** that members approve Finance and General Purpose committee proposed statutory pension re-enrolment offer requirement.
- 6.6 To approve appointment of tree report surveyor
 Following a proposal by Cllr. Pope and seconding by Cllr. Albuquerque
- 0140** **RESOLVED** that members approve costs of up to £300 each for tree safety surveys to be carried out at the Parish Woodland and the Playing Field. One other quotation for survey report received.
- 6.7 To approve costs of felling dead oak tree in Parish Woodland
 Following a proposal by Cllr. Deane and seconding by Cllr. Albuquerque
- 0141** **RESOLVED** that members approve costs of up to £150 to desail the dead oak tree in the Parish Woodland identified by the Sussex area manager of English Woodlands. Two other quotations for desailing the tree received.

7. ITEMS DEFERRED FROM PREVIOUS MEETINGS

- 7.1 Emergency Plan
 Members agreed to collation of comments and suggestions received to date and review twice yearly.

8. NEIGHBOURHOOD PLAN

- 8.1 Neighbourhood Plan (NP) progress update
 Cllr. Ritchie spoke in Cllr. Magness' absence and reported that a positive response had been received from Wealden District Council regarding the recently submitted draft plan.
- 8.1.1 SG meeting minutes
 Not available

9. PLANNING

- 9.1 To note decisions made by Wealden District Council
 Noted
- 9.2 Current applications under consideration
- 9.2.1 WD/2019/0153/F
 GRAYWOOD HOUSE, ALLIES LANE, EAST HOATHLY, BN8 6QP – 1st floor extension over existing
 Response – No objection

10. WAR MEMORIAL SPORTS GROUND TRUST (COUNCIL AS TRUSTEE)

- 10.1 Recreation ground: Play equipment (including for adults), fencing and safety surface
- 10.1.1 Zip wire
 On hold pending outcome of drainage/landraise project.
- 10.1.2 Fencing
 Quotes being obtained.
- 10.1.3 Other play equipment (including for adults) and safety surface
 No progress but comment made that bark/chippings at the play area need to be regularly raked over.
- 10.2 Recreation ground: Drainage and Landraise
 Members learnt from Cllr. Ritchie that he had met with the retired head of sport with the County Council who has experience of similar projects and would be prepared to meet with members to discuss elements of our project. Meeting arranged for next month.

10.3 Pavilion: Ladies toilets

Members discussed a number of unrelated issues regarding the pavilion that, it was agreed, would be the subject of discussion at a future meeting. Work to the ladies toilets includes two new pans and cisterns, hand basin and associated piping and attachments, etc., etc.. An improved arrangement for hot water provision is also to be undertaken.

Following a proposal by Cllr. Ritchie and seconding by Cllr. Deane

0142 **RESOLVED** that members approve costs of up to £2,000, and up to £300 for the associated electrical work, to carry out improvements together with associated work to the ladies toilets. Two other quotations for this work have been received.

11. WRITTEN REPORTS FOR DISCUSSION OR NOTING

11.1 Correspondence

Noted (Appendix B).

11.2 To consider request received regarding lightweight collapsible staging

Members learnt from Cllr. Pope of a request for Council to consider the purchase, for use by local community groups, of lightweight collapsible staging. Discussion concluded that the request be best taken forward by way of a request being submitted for grant funding.

11.3 To discuss and agree date change and format for Annual Parish meeting

Chairman explained the significance of purdah as it relates to local authorities in the run up to an election and members agreed to change the date of the Annual Parish meeting. Cllr. Deane's suggestion of arranging for a demonstration in the use of defibrillators at the meeting was received with enthusiasm. Cllr. Deane to report back. A suggestion that a scheme for next year's meeting be set up to recognise contributions by residents was made.

Following a proposal by Cllr. Vaughan and seconding by Cllr. Albuquerque

0143 **RESOLVED** that members approve the change of date of the Annual Parish Meeting (Parish Assembly) to 20th May, 2019 (7.30 pm).

11.4 To note draft minutes of February, 2019 meeting of the Finance and General Purpose committee

Not available

6. FINANCE

6.4 To approve Finance and General Purpose committee proposed officer and staff remuneration changes

Following a proposal by Cllr. Deane and seconding by Cllr. Cole

0144 **RESOLVED** that members approve the adoption of the NALC proposed (2018-19) national salary awards as agreed by The National Joint Council for Local Government Services to be implemented from 1st April, 2019 for the clerk (column point 34) and the RFO (column point 32) with an increase in payments to the Recreation Ground Manager (back dated to 1st January, 2019) of £35 per month.

12. DATE OF NEXT MEETING12.1 To note that the next meeting of the Full Council will be held at The Forge, Halland on Monday, 25th March, 2019 at 7pm

Noted

Meeting closed at 8:50pm

Appendix A

Orders for payments PC 1st January - 31st January 2019

Invoice Date	Supplier	Description	Vchr Ref	Net Amount
20/12/2018	Barcombe Landscapes	Plot hedge, hedge & culvert clearance playing fields.	1415	1060.00
03/12/2018	Cllr A Pope	Ink cartridges	1416	52.47
11/01/2019	Village Hall	Hall hire	1417	108.00
31/01/2019	Malcolm Ramsden	Salary	1418	829.55
31/01/2019	Malcolm Ramsden	Stationery & printing	1418	48.48
31/01/2019	Malcolm Ramsden	Mileage	1418	62.10
31/01/2019	Malcolm Ramsden	Postage & phones	1418	34.02
31/01/2019	Derek Keeley	Salary	1419	275.00
31/01/2019	Verne Heath	Salary	1420	249.37
31/01/2019	Verne Heath	postage	1420	3.57
31/01/2019	Verne Heath	mileage	1420	1.80
31/01/2019	Verne Heath	phone	1420	1.94
31/01/2019	HMRC	Tax and NI	1421	250.98
31/12/2018	Wealden DC	Bins	1422	500.00
10/01/2019	Natl Allotment soc	membership	1423	55.00
18/01/2019	Jim McCarthy	phone box repairs	1424	75.00
29/01/2019	SSALC	VAT training rfo	1425	65.00
28/01/2019	East Hoathly Village Hall	hire	1426	54.00

Total Payments	£3,726.28
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Orders for Payment S106 1st January - 31st January 2019

Invoice Date	Supplier	Description	Vchr Ref	Net Amount
25/01/2019	Your Head Gardener	Laurel etc. removal	45	300.00

Total payments	£300.00
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Appendix B

Correspondence: 12th January, 2019 to 16th February, 2019

1. SSALC: Sussex ALC Weekly Bulletin
2. WDC: MyAlerts - Week Commencing 14th January
3. WDC: 2019/20 Tax Base Confirmation
4. WDC: Agenda for Audit and Finance Committee, Monday, 21st January, 2019
5. EH with H Community Land Trust: Invitation FAO clerk of East Hoathly with Halland Parish Council (forwarded to all members)
6. ESCC: Highways Annual Report (forwarded to members)
7. Rural Services Network: The Rural Bulletin - 15 January 2019
8. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Wednesday, 16th January, 2019
9. WDC: Supplement: Officer Update to the agenda for Planning Committee North, Thursday, 17th January, 2019
10. WDC: Agenda for Licensing Sub-Committee, Thursday, 24th January, 2019
11. WDC: Newly published decision: Gambling Act 2005 - Adoption of Statement of Principles
12. ESCC: Community Highways Relaunch
13. WDC: Supplement: Appendix II - Application for the grant of a Premises License in respect of Beacon Down Vineyard to the agenda for Licensing Sub-Committee, Thursday, 24th January, 2019
14. Invitation to Discover Gatwick 2018/19
15. WDC: Agenda for Overview and Scrutiny Committee, Monday, 28th January, 2019
16. WDC: MyAlerts - Week Commencing 21st January
17. WDC: Wealden Local Plan
18. AirS: Media Release #VillageHallsWeek 2019 Announced - Social Isolation and Loneliness
19. Sussex ALC Weekly Bulletin
20. WDC: Minutes for Planning Committee South, Wednesday, 16th January, 2019
21. Rural Services Network: The Rural Bulletin - 22 January 2019
22. WDC: Minutes for Planning Committee North, Thursday, 17th January, 2019
23. WDC: Re. Meeting cancelled - 24/01/2019, 09:30, Licensing Sub-Committee
24. WDC: Newly published decision: Estimate of Collection Fund 2018/19 Surplus for Distribution
25. WDC: Submission of the Wealden Local Plan
26. WDC: Agenda for Cabinet, Wednesday, 30th January, 2019
27. WDC: Change of date for meeting 22/03/2019, 10:00, Licensing Committee
28. WDC: Agenda for Planning Committee South, Thursday, 31st January, 2019
29. WDC: Supplement: Item No. 3 - General Fund and Council Tax 2019/20 to the agenda for Cabinet, Wednesday, 30th January, 2019
30. WDC: MyAlerts - Week Commencing 28th January
31. Charity Commission News - January 2019
32. Sussex ALC Weekly Bulletin 5-2019
33. AirS: Rural Business Breakfast Meeting 24th April – Marketing
34. WDC: Supplement: Officer Update to the agenda for Planning Committee South, Thursday, 31st January, 2019
35. WDC: Decision sheet for Cabinet, Wednesday, 30th January, 2019
36. WDC: Newly published decision: Approval of the NNDR1 Form 2019/20
37. WDC: Agenda for Planning Committee North, Thursday, 7th February, 2019
38. Active Places: Newsletter February 2019

39. WDC: MyAlerts - Week Commencing 4th February
40. Sussex ALC Weekly Bulletin 6-2019
41. AirS: The Rural Bulletin - 05 February 2019
42. RSN Rural Funding Digest - February 2019 Edition
43. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 7th February, 2019
44. WDC: Minutes for Planning Committee South, Thursday, 31st January, 2019
45. WDC: Change of date for meeting 04/09/2019
46. WDC: Wealden Local Plan Letter from the Programme Officer
47. WDC: Newly published decision: Review of the Council's Pay Policy 2019/20 (Recommendation to Council)
48. WDC: MyAlerts - Week Commencing 11th February
49. WDC: Newly published decision: Community Infrastructure Levy Governance Arrangements
50. Rural Services Network: The Rural Bulletin - 12 February 2019
51. WDC: Agenda for Full Council, Wednesday, 20th February, 2019
52. Sussex ALC Weekly Bulletin 7-2019
53. WDC: Development Management Update
54. WDC: Newly published decision: Community Housing Fund
55. WDC: Supplement: General Fund and Council Tax Recommendation to Council to the agenda for Full Council, Wednesday, 20th February, 2019
56. WDC: MyAlerts - Week Commencing 18th February
57. WDC: Parish Bulletin - Issue 64 Feb 2019