

EAST HOATHLY with HALLAND PARISH COUNCIL

Minutes of the meeting of the full council held on Monday 28th January, 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. Chris Magness, Cllr. Tony Pope, Cllr. Jonathan Ritchie and Cllr. Carolyn Robins.

In attendance: Malcolm Ramsden (clerk), Verne Heath (rfo) and four 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

In response to a question regarding oak tree saplings held on behalf of the parish, residents were asked to contact John Deane or a member of the Council.

Comments were noted relating to the latest version of the Neighbourhood Plan submission and of various housing numbers in planning applications shortly to become 'live'. Village Concerns have reminded residents of the need to forward comments as soon as possible. Cllr. Cole took the opportunity to mention that she was not aware of the meeting of the Neighbourhood Plan Steering Group on the 15th of January, 2019.

The possibility of meeting the cost of the enhanced Garden Plot insurance cover would be considered at the next meeting of the Finance & General Purpose meeting.

Chairman welcomed Cllr. Carolyn Robins to her first meeting of Council after having duly completed her Declaration of Acceptance.

1. ELECTION OF OFFICERS

1.1 To elect vice-chairman
Carried forward.

1.2 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
Following a proposal by Cllr. Vaughan and seconding by Cllr. Cole

0118 ***RESOLVED** that members of the press and public be excluded for agenda item 6.5 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. Albuquerque and Deane declared their interests in agenda item 9.2.2

4. APOLOGIES – to receive apologies for absence

None.

5. MINUTES

- 5.1. To resolve that the minutes of the Council Meeting held on Monday 26th November, 2018 be taken as read, confirmed as a correct record and signed by the Chairman
Discussion and clarifications regarding the delegated planning application response policy and drainage and landraise were followed by a proposal from Cllr. Deane with seconding by Cllr. Albuquerque such that it be
0119 **RESOLVED** that the minutes of the Council meeting held on the 26th of November, 2018 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 noted that tennis club members were still experiencing difficulties walking along the narrowed pavement and, in view of the high cost of re-laying the tarmac, agreement reached that County be approached with a view to re-positioning the broken white lines.
- 5.2.2 Rumble strips – Heathfield Road
Waiting for costings from County.
- 5.2.3 Telephone kiosk repair
Repairs complete. Still waiting for quotes for installation of shelving. Cllr. Deane's comments regarding progress with exploring defibrillator costs followed by further discussion as to possible uses and maintenance of existing defibrillators.

6. FINANCE

- 6.1 To approve/note payments and receipts paid/payable November and December, 2018
Following a proposal by Cllr. Cole and seconding by Cllr. Albuquerque
0120 **RESOLVED** that members approve/note payments and receipts paid/payable November and December, 2018 (Appendix A) totalling £9,585.76.
- 6.2 To approve costs of obtaining tree report for Parish Woodland and Recreation Ground
Following a proposal by Cllr. Deane and seconding by Cllr. Cole
0121 **RESOLVED** that members delegate the appointment of tree safety report surveyor to the Finance and General Purpose Committee with costs to be met within the s.106 woodland reserve budget.
- 6.3 To approve costs of felling dead beech tree in Parish Woodland
Following a proposal by Cllr. Deane and seconding by Cllr. Ritchie
0122 **RESOLVED** that members delegate the decision regarding the felling of the dead beech tree to the Finance and General Purpose Committee with costs to be met within the s.106 woodland reserve budget.
- 6.4 To approve addition of Information Commission Office and Wealden District Council to payments that may be made by direct debit
Following a proposal by Cllr. Cole and seconding by Cllr. Albuquerque
0123 **RESOLVED** that payments to Information Commission Office and Wealden District Council be added to the list of payments that may be made by direct debit.

7. ITEMS DEFERRED FROM PREVIOUS MEETINGS

- 7.1 Emergency Plan
Cllr. Albuquerque referred members to her previously circulated paper. Members to forward comments and suggestions for inclusion to Cllr. Albuquerque.

8. NEIGHBOURHOOD PLAN

8.1 Neighbourhood Plan (NP) progress update

Cllr. Magness referred members to his previously circulated minutes and highlighted submission by Wealden District Council of their 'Local Plan' on the 16th. Mention was made that housing build numbers might fall further with 'MSOA 13' appearing to become more relevant.

Members also learnt that an offer by Rydon Homes to join the next meeting of the Steering Group had been accepted but that, for the avoidance of future doubt, minutes would be taken and agreed.

8.1.1 SG meeting minutes

Noted.

8.2 To adopt the revised (draft) NP version 2 - Jan 2019

Members had the benefit of having the opportunity to read and comment on the third version incorporating new comments with regard to the vision and objectives section.

Cllr. Deane asked that thanks be recorded for their work with the Neighbourhood Plan to Cllr. Magness, the Steering Group and Jonathan Walker.

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

0124

RESOLVED to adopt the Steering Group's revised (draft) NP version 3.

9. PLANNING

9.1 To note decisions made by Wealden District Council

Noted.

9.2 Current applications under consideration

9.2.1

WD/2018/2456/F

STAVERTON NURSERY, EASTBOURNE ROAD, HALLAND BN8 6PU

Part open and part covered bunded storage area with access apron

Response (delegated): No objection

9.2.2

WD/2016/2796/MAO

HESMONDS STUD, WALDRON ROAD, EAST HOATHLY, BN8 6QH AND LAND OFF AILIES LANE, EAST HOATHLY, BN8 6QP

Amended description – Outline application for demolition of equestrian worker's dwelling, stables and horse walker, change of use of equestrian land to provide up to 205 No. C3 dwellings (including 35% affordable provision), access, landscaping and other associated infrastructure.

London Road Traffic Calming Details Dated 13th February, 2017

Response: Whilst noting that the application is no longer hybrid Council are unanimously against this application.

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

Carried forward.

10.1.2 Fencing

Clerk to obtain quotes to provide fencing around the play areas.

10.1.3 Play area bark containment

Completed. Clerk to monitor in view of some comments regarding quality of work.

10.1.4 Other play equipment (including for adults) and safety surface

Carried forward. Site visit to Hailsham undertaken. Comment that additions should be in sympathy with existing equipment

10.2 Recreation ground: Drainage and Landraise

10.2.1 To approve working group terms of reference

Following discussion around the need for an agenda to be made public a proposal by Cllr. Deane and seconding by Cllr.

Magness

0125

RESOLVED to adopt the working group terms of reference as proposed.

10.2.2 Progress update

Cllr. Ritchie spoke to his previously circulated notes proposing that the planning application be in place before approaching

potential contractors. One quote received. Penfold Verrall agreement reached to allow the topographical survey to be used notwithstanding copyright notice.

0126

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

RESOLVED that Clerk approach at least two more solicitors requesting quotes to advance to completion of planning application stage.

10.3 Pavilion: Ladies toilets

Cllr. Ritchie re-confirmed specification to include replacement of one basin, two loos and upgrade of water heating system in kitchen to supply hot water to the new basin. One quote already received and further quotes being chased.

11. WRITTEN REPORTS FOR DISCUSSION OR NOTING

11.1 Correspondence

Noted (Appendix B).

11.2 To consider offer regarding land at The Forge

Discussion centred around the most likely use of the potentially gifted area of woodland as being a woodland playpark and included concerns regarding safety of users in accessing the area, existing footpath routes and ancient woodland restrictions with the venture to be undertaken as a 'community project' with input and involvement as the project title would suggest.

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

0127

RESOLVED that costs of up to £1,000 be used from the 'Halland projects' portion of Earmarked Reserves to meet legal costs of the transfer of title.

11.3 To discuss and agree format for Annual Parish meeting

Carried forward.

11.4 To consider items for inclusion on website

Cllr. Magness reminded members of the need for Neighbourhood Plan papers to be available from within the website whilst appreciating that there would be a cost involved in ensuring the data was de-personalized. Cllr. Albuquerque led discussion relating to various enhancements to the website content that would enrich users' experience. Members felt that a photographic competition would result in superior views of the parish being incorporated as a 'gallery'.

Suggestions, ideas and comments, please, to Cllrs. Albuquerque and Robins.

0128

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

RESOLVED that determination of a ceiling amount of funds, to initially be spent in de-personalization of the Neighbourhood Plan data and taken from the Neighbourhood Plan portion of Earmarked Funds, be delegated to the Finance and General Purpose Committee, and that

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

0129 **RESOLVED** that determination of a ceiling amount of funds to be used in connection with the photographic competition, including prize monies, also be delegated to the Finance and General Purpose Committee.

(9.05 pm Cllr. Magness leaves the meeting)

- 11.5 To consider approach regarding damage to Buttsfield Lane lamppost
Members noted that Mr, Tarry had managed to secure a few post parts from earlier lamps that might be of use. Clerk to determine what plans County Council have to repair and possibly protect the post from further damage.

(9.08 pm Cllr. Magness returns to the meeting)

- 11.6 To note draft minutes of November, 2018 meeting of the Finance and General Purpose committee

Noted.

- 11.7 To note Parish Woodland working group report

Members noted from the report a request to purchase oak saplings, bird, bat and owl boxes at a cost of up to £500.

0130 **RESOLVED** that consideration and resolution of the request be delegated to the Finance and General Purpose Committee using funds from the s.106 Earmarked Reserves.

- 11.8 To note Garden Plots report

Members noted that the signage and poach port discussed at an earlier meeting were now in place and that a requirement for further insurance cover to be effected had been uncovered.

0131 **RESOLVED** that consideration and resolution of the request be delegated to the Finance and General Purpose Committee.

- 11.9 To note Village Hall committee meeting report

Noted with Cllr. Deane emphasising that chairs should be stacked no more than four high.

- 11.10 To note report of Parish Panel meeting

Noted.

- 11.11 To note report of SSALC Planning Update meeting

Noted.

- 11.12 To note WDC Parish Councillor Allowances report

Noted.

Members of the press and public left the meeting

- 6.5 To approve 'London' project costs

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

0132 **RESOLVED** that costs of up to £50 be used for items purchased in respect of the 'London' project.

12. DATE OF NEXT MEETING

- 12.1 To note that the next meeting of the Full Council will be held at The Village Hall, East Hoathly on Monday, 25th February, 2019 at 7pm

Meeting closed at 9:25pm

Appendix A

Orders for payments PC 1st November - 31st December 2018

Invoice Date	Supplier	Description	Vchr Ref	Paid ref	Net Amount
02/11/2018	Keith Robertson	Interim audit	1397	1376	147.20
07/11/2018	Pump house	plot mow, hedge & dog gate	1398	1377	105.00
08/11/2018	GR Haffenden	Dog gate	1399	1378	35.00
30/11/2018	Malcolm Ramsden	Salary part re ib limit	1400	1379	881.46
30/11/2018	Malcolm Ramsden	Salary part re ib limit	1400	fpo	607.35
30/11/2018	Malcolm Ramsden	Stationery & Postage	1400	fpo	95.00
30/11/2018	Malcolm Ramsden	Mileage	1400	fpo	115.20
30/11/2018	Ramsden	Land reg search	1400	fpo	15.54
30/11/2018	Derek Keeley	Salary	1401	fpo	275.00
30/11/2018	Verne Heath	Salary	1402	fpo	241.78
30/11/2018	Verne Heath	postage	1402	fpo	2.41
30/11/2018	Verne Heath	mileage	1402	fpo	9.00
30/11/2018	Verne Heath	phone	1402	fpo	2.00
30/11/2018	HMRC	Tax and NI	1403	fpo	531.94
30/11/2018	SSALC	Planning update course	1404	fpo	60.00
18/12/2018	Cllr Q Deane	Exp re 70th BD Charles	1405	fpo	57.06
21/09/2018	SSALC	Councillor's briefing pack	1406	fpo	10.00
07/12/2018	Wealden	Parish conference X 3	1407	fpo	120.00
30/11/2018	NFF	Completion bus shelters	1408	fpo	4349.05
14/11/2018	Pyrotec	Fire equipment servicing	1409	fpo	88.50
31/12/2018	Malcolm Ramsden	Salary	1410	fpo	873.67
31/12/2018	Malcolm Ramsden	Postage	1410	fpo	2.80
31/12/2018	Ramsden	Mileage	1410	fpo	88.65
31/12/2018	Derek Keeley	Salary	1411	fpo	275.00
31/12/2018	Verne Heath	Salary	1412	fpo	308.05
31/12/2018	Verne Heath	postage	1412	fpo	0.67
31/12/2018	HMRC	Tax and NI	1413	fpo	288.43

Total Payments	£9,585.76
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Appendix B

Correspondence: 19th November to 12th December, 2018

1. WDC: MyAlerts - Week Commencing 19th November
2. SSALC: Chief executive's bulletin
3. SSALC: ESCC Core offer Survey
4. RSN The Rural Bulletin - 20 November 2018
5. WDC: Minutes for Overview and Scrutiny Committee, Monday, 12th November, 2018
6. SSALC: NALC Newsletter
7. WDC: Minutes for Planning Committee North, Thursday, 15th November, 2018
8. Invitation to Discover Gatwick 2018/19
9. WDC: Agenda for Planning Committee South, Thursday, 6th December, 2018
10. Your PSMA Newsletter November 2018
11. Gatwick draft master plan 2018 – update
12. ESCC: A message for our Tree Wardens from Sir William Worsley
13. WDC: Minutes for Planning Committee South, Thursday, 8th November, 2018
14. WDC: MyAlerts - Week Commencing 26th November
15. ESCC: Heathfield High Street road works - effects on bus services
16. WDC: MyAlerts - Week Commencing 3rd December
17. County Cllr. N. Bennett: E-Sussex Broadband Rollout Table Update (already forwarded to all members)
18. WSDC: Minutes for Full Council, Wednesday, 21st November, 2018
19. RSN: The Rural Bulletin - 04 December 2018
20. WDC: Agenda for Cabinet, Wednesday, 12th December, 2018
21. SSALC: Elections Material and Guidance
22. RSN Rural Funding Digest - December 2018 Edition
23. SSALC: Elections Briefing & Awareness - FULLY BOOKED - FURTHER DATES ADDED
24. WSDC: Supplement: Officer Update to the agenda for Planning Committee South, Thursday, 6th December, 2018
25. WDC: Agenda for Planning Committee North, Thursday, 13th December, 2018
26. Wealden Citizens Advice: How to support East Hoathly with Halland residents
27. Action in rural Sussex PAT Testing Training
28. NALC Spring Conference 2019
29. Parish Online News & Updates
30. NALC: National Salary Award 2019/20
31. WDC: MyAlerts - Week Commencing 10th December
32. NALC: Chief executive's bulletin
33. CPRE: Green Clean 2018 - the results are in
34. CPRE: East Hoathly with Halland Parish Council, let's kick bottles and cans out of our countryside
35. CPRE: Why we need to #SaveOurSoils
36. WDC: Wealden Crematorium news
37. SSALC Weekly Bulletin
38. RSN: The Rural Bulletin - 11 December 2018
39. SSALC: Seasons Greetings!!
40. WDC: Decision sheet for Cabinet, Wednesday, 12th December, 2018
41. WDC: Supplement: Officer Update to the agenda for Planning Committee North, Thursday, 13th December, 2018
42. WDC: Corporate Plan and Budget consultation (already forwarded to all members)
43. Gatwick Airport and Noise Management Board public meeting

Correspondence: 13th December, 2018 to 11th January, 2019

1. WDC: Minutes for Planning Committee South, Thursday, 6th December, 2018
2. WDC : Newly published decision: Calculation of the Council Tax Base 2019/20
3. Action in rural Sussex #VillageHallsWeek Community Library Workshop
4. WDC: MyAlerts - Week Commencing 17th December
5. WDC: Newly published decision: Brownfield Land Register 2018
6. SALC: Sussex ALC Weekly Bulletin
7. WDC: Tree Preservation Order 2018/0008 (East Hoathly) (already forwarded to all members)
8. Satswana: Council GDPR update - end 2018
9. Gatwick draft master plan 2018 – final three weeks of consultation
10. ESCC: Temporary Road Closure - U7404 Knowle Lane, Halland (already forwarded to members)
11. WDC: Newly published decision: Local Plan Authority Annual Monitoring Report 2017/18
12. WDC: Presentations from the 2018 parish conference
13. WDC: The December Parish Bulletin and the latest Wealden Police Newsletter
14. WDC: MyAlerts - Week Commencing 24th December
15. Sport England: Newsletter January 2019
16. WDC: Newly published decision: Business Rates Pilot 2019/20
17. WDC: Planning Enforcement
18. WDC: Newly published decision: Wealden Annual Equalities Report 2018
19. Gatwick draft master plan 2018 – final week of consultation
20. WDC: Minutes for Planning Committee North, Thursday, 13th December, 2018
21. WDC: MyAlerts - Week Commencing 7th January
22. SSALC: Sussex ALC Weekly Bulletin
23. Rural Services Network: The Rural Bulletin - 08 January 2019
24. WDC: Funding for pocket parks
25. WDC: Agenda for Planning Committee South, Wednesday, 16th January, 2019
26. RSN Rural Funding Digest - January 2019 Edition
27. WDC: Agenda for Planning Committee North, Thursday, 17th January, 2019