

EAST HOATHLY with HALLAND PARISH COUNCIL

DRAFT minutes of the meeting of the full council held on Monday 29th of April, 2019 at 7 pm at The Village Hall, East Hoathly.

Present: Cllr. David Vaughan (chairman), Cllr. Victoria Albuquerque, Cllr. Susan Cole, Cllr. Chris Magness, Cllr. Tony Pope, Cllr. Jonathan Ritchie and Cllr. Carolyn Robins.

In attendance: Malcolm Ramsden (clerk), Verne Heath (rfo), County Cllr. Nick Bennett and two members of the public.

AGENDA

1. 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 members of the press are also welcome to stay and observe the rest of the meeting

A representative of Village Concerns reminded members of the non-determination appeal entered by Prime Crest Homes Limited and members agreed that the clerk should re-submit Council's objections to the 'Land South of South Street' planning application.

Members were also invited to attend the Inspector's Wealden District Council Local Plan Examination being held later in May in view of concerns that the plan may be rejected or require revision.

In response to a question regarding co-option of members to Council chairman announced that the process would begin next month.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Cllr. Nick Bennett reported that he had already provided responses to the 'Crockstead hedge' issue and matters relating to private drives along the A22 and that footway issues had been referred to the County Highways Steward. Possible ways forward to eliminate the pavement obstructions observed outside the Halland Ford garage were discussed but the matter is primarily considered to be a police concern and should be reported as such.

Members learnt from Cllr. Robins that overhanging branches resulted in a lorry crossing the centre line on the Ringmer Road causing a traffic hold up which, after having previously been logged as a hazard, had been rejected as causing an issue by the Highways Steward. Clerk mentioned a complaint by a resident regarding the uneven pavement in Church Marks Lane which had recently been 'repaired' but not to a standard considered acceptable. County Cllr. Bennett to be provided with details of both. Chairman agreed to include discussion of the equipment left by contractors following the A22 re-surfacing completion as an item for the SLR meeting.

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 Ritchie declared interests in item 10.6

4. APOLOGIES – to receive apologies for absence

Apologies received, and reasons accepted, from Cllr. Deane and District Cllr. Watts.

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5. FINANCE

- 5.1 To approve/note payments and receipts paid/payable March, 2019
Following a proposal by Cllr. Cole and seconding by Cllr. Ritchie
0158 **RESOLVED** that members approve/note payments/paid February, 2019
(Appendix A) totalling £6,521.88 and noted the presentation of the Reserves
Summary.

6. MINUTES

- 6.1. To resolve that the minutes of the Council Meeting held on Monday 25th April, 2019
be taken as read, confirmed as a correct record and signed by the Chairman
Following a proposal by Cllr. Magness and seconding by Cllr. Albuquerque
0159 **RESOLVED** that the minutes of the Council meeting held on the 25th of
March, 2019 be confirmed as a correct record. Duly signed by the chairman.
6. 2. Matters outstanding from minutes (not listed as separate agenda items)
- 6.2.1 Telephone kiosk
Ongoing.
- 6.2.2 Website improvements
Ongoing.
- 6.2.3 South Street field Tree Preservation Order
*District Council advise that no objections have been received to date and that
determination anticipated mid-June.*
- 6.2.4 Speed reduction on eastern approach to Halland
*Objection noted by resident regarding potential noise issue. Meeting
scheduled with County Council to progress.*
- 6.2.5 Parish mile markers
Ongoing.
- 6.2.6 To approve actions and costs re. Halland woodland play area
*Response awaited from solicitors involved. Two quotes for equipment have
been received and members to re-visit when a third quote received. Members
considered how best to engage residents regarding design, content, layout,
etc., etc.*

7. ITEMS DEFERRED FROM PREVIOUS MEETINGS

- 7.1 None

8. NEIGHBOURHOOD PLAN

- 8.1 Neighbourhood Plan (NP) progress update
- 8.1.1 To note progress report
*Cllr. Magness referred members to his previously circulated report
highlighting non-determination of land to south of South Street
application and progress regarding the examination of the District
Council Draft Local Plan.*
- 8.1.2 Steering Group meeting minutes
Noted.
- 8.1.3 To consider request to establish dedicated website/webpages
*Discussion concluded that a dedicated website, as outlined in Cllr.
Magness' previously circulated paper, be established for the
Neighbourhood Plan Steering Group. Such a site might be maintained
and updated by the Steering Group with content to be 'signed off' by
Council. 'Links' to be established to/from the existing Council website.
Following a proposal by Cllr. Albuquerque and seconding by Cllr. Pope*

0160 **RESOLVED** that a dedicated site be created by the Steering Group with set up costs of £11 and ongoing monthly costs of up to £5.80 subject to Council 'sign off' on content and review as and when necessary and, in any event, every 12 months.

9. PLANNING

9.1 To note decisions made by Wealden District Council
None.

9.2 Current applications under consideration

9.2.1

WD/2018/2414/F – Chesham House, Eastbourne Road, Halland, BN8 6PT
Proposed Garage

Response by delegated powers:- No objection

9.2.2

WD/2019/0502/F – Broadgate, Eastbourne Road, Halland, BN8 6PS
Construction of three metre wide vehicle crossover at Broadgate

Response by delegated powers:- 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 Fencing

Cllr. Pope referred members to his previously circulated report. Detailed discussion ensued regarding reasons for considering fencing, consultation with residents, extent of area to be fenced, access, style and materials to be used.

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

0161

RESOLVED that no further action be taken regarding fencing.

10.1.2 Zip wire, other play equipment (including for adults) and safety surface (on hold pending landraise project)

10.2 Recreation ground: Drainage and Landraise

Cllr. Magness referred members to his previously circulated report highlighting three quotations each working to slightly different specifications and each requiring District Council approval. Clarification is required from a planning consultant as to whether it might be prudent to request a 'pre-application' meeting. Dependent upon the complexity of the project initial thoughts were that members would be capable of carrying out the project management role.

Cllrs. Vaughan, Pope and Ritchie to investigate grant funding possibilities.

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

0162

RESOLVED that a planning consultant be engaged for an initial cost of up to £1,000 to investigate requirements to take the project forward.

10.3 Pavilion: Ladies toilets

Clerk informed members that work was scheduled to start on 7th May.

10.4 To discuss and agree pavilion management, bookings, exclusivity and other relevant items

Signage regarding bookings being completed. Exclusivity issues discussed with clerk and recreation ground manage to research.

10.5 To approve costs for electrical safety installation work at pavilion

Two tenders received within £200 of each other. A third potential contractor failed to show up despite a date and time having been agreed for them to view.

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

0163

RESOLVED that Chris Bartholomew Electrical Contractors Limited be appointed to carry out the work at a cost of £3,930.

- 10.6 To discuss and agree way forward relating to tennis club proposal
No further progress.
- 10.7 To approve costs for carrying out works identified following recent tree survey
*Two quotes received within £30 of each other. District Council advice sought regarding specialized nature of work with diseased elms.
Following a proposal by Cllr. Albuquerque and seconding by Cllr. Magness*
0164 **RESOLVED** that Bernard Patience be appointed to carry out the work at a cost of £580.
- 10.8 To discuss and approve next steps relating to boundary to east of Susans Close entrance
*Members learnt from Cllr. Ritchie that he had been approached by a resident about the ivy, discarded garden waste and general poor state of the field boundary land between the Susans Close entrance to the playing field and play area.
Following a proposal by Cllr. Pope and seconding by Cllr. Ritchie*
0165 **RESOLVED** that clerk seek quotes for removing the ivy and clearing the area at a cost of up to £(amount agreed but not yet disclosed).
- 10.9 To discuss and approve next steps relating to ROSPA play area report
*Members discussed the findings of the recent inspection of the play area and noted that one of the multi-play units had been classified at a risk level of 'moderate' with all other units either 'low' or 'very low'.
Following a proposal by Cllr. Albuquerque and seconding by Cllr. Pope*
0166 **RESOLVED** that clerk arrange for the original equipment supplier to rectify the problem resulting in 'moderate' risk and look to addressing any other manufacturer's/inspector's recommendations at a cost of up to £4,000. Clerk to also investigate possibility of grant funding.

11. WRITTEN REPORTS FOR DISCUSSION OR NOTING

- 11.1 Correspondence
Noted. (See appendix B).
- 11.2 To discuss and approve format for Annual Parish Meeting (Annual Assembly)
Members agreed to include reports regarding Neighbourhood Plan progress, playing field developments, village hall and Council in addition to the planned defibrillator demonstration. Other possible areas included surveys, questionnaires and communication methods.
- 11.3 Review of Standing Orders
Reviewed.
- 11.4 Review of Financial Regulations
Reviewed.
- 11.5 Review of Risk Assessment
Reviewed.
- 11.6 Review of Asset Register
Reviewed, noting that improvements were being made to presentation.
- 11.7 Review of Code of Conduct
Reviewed.
- 11.8 To note Parish Woodland report
Noted.
- 11.9 To note Garden Plot draft AGM minutes
Noted.
- 11.10 To note ESCC Report to Lewes Executive
Noted.
- 11.11 To discuss and agree next actions relating to 'Park Fund'

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Clerk to explore possibility of using 'Park Fund' grant scheme to fund all or part of play area work (see item 10.9 above).

12. DATE OF NEXT MEETING

12.1 To note that the next meeting of the Full Council (Annual General Meeting) will be held at the Village Hall, East Hoathly on Monday, 20th May, 2019 at 6.30pm and followed at 7.30pm by the Annual Village Meeting (Parish Assembly)

Noted.

Meeting closed at 9:25pm

DRAFT

Appendix A

Orders for Payment WM 1st March - 31st March 2019

Invoice Date	Supplier	Description	Vchr Ref	Net Amount
11/03/2019	EDF	Electricity	755	44.00
25/03/2019	Bus stream	water	756	8.00

Total payments	52.00
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Orders for payments PC 1st March - 31st March 2019

Invoice Date	Supplier	Description	Vchr Ref	Net Amount
31/03/2019	Malcolm Ramsden	Salary	1436	914.73
31/03/2019	Malcolm Ramsden	Mileage	1436	153.90
31/03/2019	Malcolm Ramsden	postage	1436	4.02
31/03/2019	Derek Keeley	Salary	1437	360.80
31/03/2019	Verne Heath	Salary	1438	249.37
31/03/2019	Verne Heath	postage	1438	2.99
31/03/2019	Verne Heath	phones	1438	0.34
31/03/2019	Verne Heath	mileage	1438	5.85
31/03/2019	HMRC	Tax and NI	1439	251.18
28/02/2019	Framfield PC	Condolence paper exp	1440	20.84
08/03/2019	Go Cardless	Garden plot rental collection	1441	0.01
11/03/2019	Shield total insurance	garden plot insurance	1442	216.55
07/03/2019	Wealden DC	Bins	1443	500.00
11/03/2019	J Deane	Bat & bird boxes(Nestbox Co)	1444	199.00
21/03/2019	C Robins	Clirs printing expenses	1445	12.50
20/03/2019	C Bartholomew	Safety report and PAT testing pavilion	1446	1188.46
18/03/2019	E Sussex Co Council	Streetlights	1447	200.00
20/11/2018	Penfold Verrall Ltd	Fields survey	1448	883.34
12/03/2019	Jakk Country Furniture	Finger post	1449	556.00

Total Payments	5719.88
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Orders for Payment S106 1st March - 31st March 2019

Invoice Date	Supplier	Description	Vchr Ref	Net Amount
01/03/2019	R Gunn (Regency Tree spec)	Oak tree made safe	48	150.00
09/03/2019	BioRegional Forestry Ltd	2 tree safety inspection reports.	49	600.00

Total payments	750.00
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Total of all payments £6,521.88

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Appendix B

Correspondence: 19th March to 22nd April, 2019

1. WDC: Sample Nomination Papers (already forwarded to members)
2. WDC: Urgent - Funding Available for Community Clean-Ups (already forwarded to members)
3. WDC: Wealden Local Plan Examination Update (already forwarded to members)
4. Rural Services Network - The Rural Bulletin - 19 March 2019
5. WDC: Re. Meeting cancelled - 17/04/2019, 10:30, Planning Committee South
6. Feria-Urbanism: Fees going forward
7. WDC: Agenda for Planning Committee South, Thursday, 28th March, 2019
8. Invitation to Discover Gatwick 2018/19
9. WDC: Agenda for Standards Committee, Monday, 1st April, 2019
10. WDC: MyAlerts - Week Commencing 25th March
11. SALC: Sussex ALC Weekly Bulletin 13-2019
12. Rural Services Network - The Rural Bulletin - 26 March 2019
13. WDC: Minutes for Overview and Scrutiny Committee, Monday, 18th March, 2019
14. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 28th March, 2019
15. WDC: Agenda for Planning Committee North, Thursday, 4th April, 2019
16. WDC: Character Appraisals of Wealden's Conservation Areas (already forwarded to all members)
17. Satswana March Update
18. WDC: Agenda for Licensing Sub-Committee, Monday, 8th April, 2019
19. WDC: MyAlerts - Week Commencing 1st April
20. WDC: Grey Matters
21. Rural Services Network - The Rural Bulletin – 02 April 2019
22. WDC: Wealden Local Plan (already forwarded to all members)
23. WDC: Supplement: Additional Information 2 April 2019 - Mr Randell to the agenda for Licensing Sub-Committee, Monday, 8th April, 2019
24. RSN Rural Funding Digest - April 2019 Edition
25. WDC: Supplement: OFFICER UPDATE to the agenda for Planning Committee North, Thursday, 4th April, 2019
26. Dods Group: How can you receive support through the Government's new integrated communities action plan?
27. WDC: Supplement: Additional Information 4 April 2019 - Mr Randell to the agenda for Licensing Sub-Committee, Monday, 8th April, 2019
28. WDC: Minutes for Planning Committee South, Thursday, 28th March, 2019
29. WDC: Supplement: Additional Information 5 April 2019 - Mrs Shaw to the agenda for Licensing Sub-Committee, Monday, 8th April, 2019
30. AirS: £3 Million Village Hall Improvement Grant Fund Launched
31. Satswana April Update
32. WDC: MyAlerts - Week Commencing 8th April
33. Sussex ALC Weekly Bulletin 15-2019

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34. Rialtas Newsletter and Update April 2019
35. WDC: Great Get Together 2019 - Community spaces policy
36. Rural Services Network: The Rural Bulletin - 09 April 2019
37. County Cllr. Bennett: Signage request on the A22 (already forwarded to all members)
38. SSALC: HealthWatch/What would you do – Survey
39. WDC: Notice of planning appeal - WD/2018/1508/MAO - LAND SOUTH OF SOUTH STREET, EAST HOATHLY (already forwarded to all members)
40. WDC: Wealden Police News
41. WDC: Wealden Local Plan (already forwarded to all members)
42. WDC: Minutes for Standards Committee, Monday, 1st April, 2019
43. WDC: Minutes for Audit and Finance Committee, Wednesday, 20th March, 2019
44. CPRE Sussex: Wealden District up-date to members
45. WDC: MyAlerts - Week Commencing 15th April
46. WDC: Minutes for Licensing Sub-Committee, Monday, 8th April, 2019
47. Sussex ALC Weekly Bulletin 16-2019
48. WDC: Minutes for Planning Committee North, Thursday, 4th April, 2019
49. Your PSMA Newsletter April 2019
50. Rural Services Network: The Rural Bulletin - 16 April 2019
51. Satswana: Summary Index of DPA
52. WDC: Park Fund (already forwarded to all members)
53. WDC: Press Release 026: Attractions Guide Launch 2019 (already forwarded to members)
54. Your PSMA Newsletter April 2019
55. WDC: MyAlerts - Week Commencing 22nd April