

EAST HOATHLY with HALLAND PARISH COUNCIL

Minutes of the meeting of the full council held on Monday 30th of September, 2019 at 7 pm at The Village Hall, East Hoathly.

Present: Cllr. David Vaughan (chairman), Cllr. Susan Cole, Cllr. Quinta Deane, 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

Representatives of the Halland Speedwatch Group re-iterated their concerns regarding speeding traffic in both directions using all roads into and out of Halland. Members heard a detailed report of the current situation and noted that during a recent three hour period 166 vehicles had speeds in excess of 35 mph on the approach road from Heathfield and listened to various suggestions around the pros and cons of proposed solutions as well as suggestions relating to the speed limits nearer to schools.

Chairman thanked the representatives for clearing up the confusion following an earlier meeting of Council in which it was understood that the Group's attention had moved from the Heathfield Road to the Ringmer Road.

County Cllr. Bennett detailed the actions taken by police when notified of speeding vehicles and prompted that speed limits, in isolation, don't always solve the issues of speeding traffic and that enforcement is in the hands of the police but that obtaining data and involving traffic officers should be the way forward.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Cllr. Bennett reported that County had entered into a new electricity contract using renewable sources but that their gas contract had not yet changed. A joint initiative across parties had resulted in the declaring of a climate emergency with the intention of reducing carbon footprint to zero as soon as possible and that, in conjunction with the Environment Agency would be looking next at tackling food waste. Members took the opportunity to raise questions regarding missing road signs, pavement widths, grass cutting, bus fares and County's use of recycled paper.

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

Cllr. Pope declared his interest in matters relating the Church Marks items.

4. APOLOGIES – to receive apologies for absence

Apologies received from Cllr. Magness.

5. FINANCE

- 5.1 To approve/note payments payable/paid July/August, 2019
Cllr. Pope commented favourably on the new format. Following a proposal by Cllr. Robins and seconding by Cllr. Deane (see Appendix A)
0201 **RESOLVED** to approve/note payments payable/paid July/August, 2019
- 5.2 To approve insurance renewal
Chairman proposed that renewal be for just one year as work was still being carried out on the register of Council assets. RFO reminded members that the premium for insurance was split between Council and the Playing Field charity trustees. Following a proposal by Cllr. Pope and seconding by Cllr. Ritchie
0202 **RESOLVED** to renew the current insurance with the existing provider for a period of one year.
- 5.3 To approve meeting the cost of Parish Woodland wood chippings for paths of up to £150
Members noted from the Parish Woodland Group report that improvements to the paths were required. Following a proposal by Cllr. Cole and seconding by Cllr. Deane
0203 **RESOLVED** to approve costs of up to £150 for the purchase of wood chippings with funds being drawn from the s.106 Parish Woodland Reserve.
- 5.4 To approve meeting the increased cost of the No.46 mile marker
Laughton Parish Council have advised that they do not wish to be involved with joint funding of mile markers which has resulted in the cost rising to as much as £650. Council will have sole ownership of moulds and dyes. Following a proposal by Cllr. Pope and seconding by Cllr. Deane
0204 **RESOLVED** to approve costs of up to £650 for the commissioning of mile markers.
- 5.5 To approve cost of bramble clearance at playing fields
Members learnt that the bird nesting season was over and that one quote had been received and that a site visit had been arranged for a second. Clerk to ensure owners of neighbouring properties would be made aware.
- 5.6 To consider early indication of requirements for 2020/21 budget and reserves
Discussion concluded that consideration should be given to the Earmarked Reserve for the Playground Update being restored back to £16,500, increasing the Earmarked Reserve for Repairs and Maintenance by £2,500 and including an element of £5,000 for vehicle speed reduction measures with an allowance for landraise/drainage being included. Members to notify RFO of any further suggestions.
- 5.7 To note minutes of Finance and General Purpose committee meeting held on 23rd September, 2019
Not yet available.

6. MINUTES

- 6.1 To resolve that the minutes of the Council Meeting held on Monday 29th July, 2019 be taken as read, confirmed as a correct record and signed by the Chairman
Changes made to appendix A and previously minuted changes updated. Following a proposal by Cllr. Pope and seconding by Cllr. Deane
0205 **RESOLVED** that the minutes of the meeting held on the 29th July, 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

Cllr. Deane reported that work had been completed and that a formal opening was to be held at 11:00 on the 17th of October with refreshments to follow.

6.2.2 Vehicle speed reduction

Members commented on how unfortunate it had been that attention to the problem on the Heathfield Road had been diverted to the Ringmer Road following the June meeting of Council resulting in months of potential progress being lost. In view of County Cllr. Bennett's suggestion agreement reached that the first thing needed was a traffic volume/data survey on the Heathfield Road which would be used to justify a visit by traffic officers.

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

0206

RESOLVED to approve the costs of a traffic volume/data survey on the Heathfield Road.

6.2.3 Parish mile markers

See agenda item 5.4 above.

6.2.4 To approve actions and costs re. Halland woodland play area

Carried forward in the absence of Cllr. Magness although noted by Cllr. Pope that funding costs be met from the Halland Earmarked Reserve.

6.2.5 To agree next steps regarding Garden Plot composting toilet

Discussion centred around a number of possible grant funders whilst noting that the Wealden District Council grant scheme was not open to Parish Councils. Agreement reached to support the idea but not to be the funder noting that a combination of Garden Plot Committee grant request and community funding might be appropriate.

6.2.6 Progress re. footpath 22a

Members noted that the footpath improvement works had been completed but commented that the culvert might block and/or be washed away. Whilst the condition of the footpath was much improved the clerk is instructed to suggest that the County Council carry out regular monitoring.

7. ITEMS DEFERRED FROM PREVIOUS MEETINGS

7.1 Election, and co-option, of members

Clerk reported that there was a vacancy on the Finance and General Purpose Committee and that additional bank account signatories would be beneficial. With regard to the two Council vacancies Cllr. Robins is working on a poster for notice boards and the website.

7.2 County Council funding for parishes

A number of ideas requiring funding were discussed whilst noting that a plan for playground equipment was being worked on by Council and that a complimentary plan compiled by a play equipment consultant working with a starting point being the responses to the residents' questionnaire might be beneficial. Members also noted the considerable interest and comments being highlighted through the Neighbourhood Plan project. In the meantime clerk instructed to obtain quotes for a 'teenage' swing, replacement of the roundabout and maintenance costs of other play items highlighted by the safety report.

- 7.3 Project updates for inclusion on website
Cllr. Pope referred members to his previously circulated draft playground equipment update and subject to receipt of any changes or modifications it was agreed to add the report to the website. Chair asked for similar progress updates for other Council projects.

8. NEIGHBOURHOOD PLAN

- 8.1 Neighbourhood Plan (NP) progress update
- 8.1.1 To note progress report
No report.
- 8.1.2 Steering Group meeting minutes
No minutes available. Members noted that some 70 residents attended the recent Consultation Event and that it was extremely well presented and very well received. Council wished to record their thanks to the Steering Group and, in particular, Jonathan Walker and Kate Richardson.

9. PLANNING

- 9.1 To note decisions made by Wealden District Council
 Approved:-
 WD/2019/1125/F – 115 South Street, East Hoathly BN8 6DT
 New 3 Bay detached garage with studio in roof void
Noted.
- WD/2019/0993/F – Staverton Nursery, Eastbourne Road, Halland BN8 6PU
 Part open and part covered bunded (bonded) storage area with access apron
Noted.
- Appeal dismissed:-
 WD/2017/0331/MAJ – The Hop Garden, Eastbourne Road, Halland BN8 6PS
 Proposed development of 21 dwellings
Noted.
- WD/2016/2268/F – Land at Buttsfield Lane, East Hoathly, BN8 6EE
 Erection of two dwellings
Noted.
- 9.2 Recent applications
- 9.2.1 WD/2019/1408/F - The Cider House, Cider Walk, East Hoathly BN8 6DR
 Change of use from dwelling to office, replacement of corrugated asbestos cement roof covering with grey fibre cement slates and replacement windows and door
(Delegated – No Objection)
- 9.2.2 WD/2019/1871/F – Crossways Cottage, Lewes Road, Halland BN8 6PN
 Proposed single storey side and rear extension
(Delegated – No Objection)
- 9.2.3 WD/2019/1674/MAO – Land south of South Street, East Hoathly
 Outline planning permission application (with all matters reserved except for means of access from South Street) for residential development of up to 74 residential dwellings

(Meeting of the Planning Committee held on 2nd September, 2019 - Strong objection)

- 9.2.4 WD/2019/1825/LB – The Foresters Arms, 6 South Street, East Hoathly BN8 6DS – Minor internal and external alterations to the scheme approved under listed building consent WD/2018/0543/LB (Conversion of a public house with associated tenant accommodation and self-contained attached cottage to provide three self-contained residential dwellings with associated gardens and off-street parking).

Footings being dug thought to be outside the plan footprint were discussed and concerns raised about some of the ‘protected’ fittings possibly being affected.

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

0207 **RESOLVED** to respond as there being no objection provided conditions and comments raised by English Heritage not being contravened.

- 9.3 To note minutes of the Planning Committee held on 2nd September, 2019

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

0208 **RESOLVED** that the minutes of the meeting held on the 2nd September, 2019 be confirmed as a correct record.

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, other play equipment (including for adults) and safety surface (on hold pending landraise project)
On hold.

- 10.2 Recreation ground: Drainage and Landraise

Cllr. Pope proposed that a landraise consultant and project manager be sought for the project. Members were reminded that in July a pre-planning meeting had been held with the District Council resulting in the commissioning of a topographical survey which, as became evident at the pre-planning meeting, would need to be in a particular format (which has since been obtained). The timing of any works would need to be carefully planned and agreed with users, and the community, and that there should be no delay in proceeding. Cllr. Ritchie commented that production of an activity plan would be most useful and could be beneficial when seeking funds.

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

0209 **RESOLVED** to approach Jenny Begeman with a view to obtaining quotes for a landraise/drainage consultant (possibly Monsons) to complete the drawings required by District Council, engaging a project manager, and moving to the next stage.

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

No progress. Carried forward.

- 10.4 To discuss and agree way forward relating to tennis club proposal

Awaiting response from Dawson Hart before responding to Charity Commission queries.

- 10.5 To discuss and agree way forward relating to rifle club proposal

Awaiting response from Dawson Hart before responding to Charity Commission queries.

11. WRITTEN REPORTS FOR DISCUSSION OR NOTING

- 11.1 Correspondence
Noted. (See appendix B).
- 11.2 Garden Plots: Consideration of weeds and bee keeping
Members agreed that policing of any weed problems at the garden plots should be the responsibility of the Garden Plot Committee. It is understood that the resident wishing to place bee hives at the garden plots is a member of the appropriate society and holds relevant liability insurance through the society but that before making the final decision by the Garden Plot Committee it was agreed that all plot holders should be made aware and given the opportunity to object as concern was expressed that one or more of the plot holders might suffer from allergic reactions to bee stings.
- 11.3 To consider approval of meeting dates for 2020
Carried forward.
- 11.4 To discuss next steps regarding trees in High Street pavement
Members agreed that advice should be sought from the District Council tree officer regarding the ailing trees in the High Street.
- 11.5 To note offer relating to part Moat Wood
Noted.
- 11.6 To note District Council Review of Polling Districts and Places
Noted.

12. DATE OF NEXT MEETING

- 12.1 To note that the next meeting of the Full Council will be held at 7pm at Buffalo Bill's (formerly The Forge), Halland, on Monday, 28th October, 2019.
Noted.

Meeting closed at 9:20pm

Date: 14/09/2019

East Hoathly with Hallard Parish Council

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Time: 18:05

Cashbook 1

User: VH

Current Bank A/c

Payments made between 01/05/2019 and 31/08/2019

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
24/06/2019	HMRC	BACS	201.49			4030	100	201.49	June NI & Tax
24/06/2019	Verne Heath	BACS	358.46			4000	100	244.53	June salary
						4111	100	107.80	RBS training
						4100	100	3.15	Mileage
						4180	100	2.98	Postage
24/06/2019	Malcolm Ramsden	BACS	1,133.71		17.77	4010	100	952.64	June salary and expenses
						4100	100	66.60	Mileage
						4170	100	88.88	Stationery
						4180	100	6.32	Postage
						4100	100	1.50	Copying
28/06/2019	Wealden District Council	DD	600.00		100.00	4350	200	500.00	Bins April-June
07/2019	Derek Keeley	BACS	310.00			4020	100	310.00	July salary
31/07/2019	Playdale Playgrounds	1420	5,062.22		843.70	4390	200	4,218.52	Parts to repair and installati
31/07/2019	East Sussex Highways	1421	57.20			4370	200	57.20	East Sussex Highways
31/07/2019	Barry Technology Ltd	1422	42.00		7.00	4220	100	35.00	Q Deane email
31/07/2019	HMRC	BACS	277.65			4030	100	277.65	July salaries tax and NI
31/07/2019	Malcolm Ramsden	BACS	1,004.87		5.00	4010	100	867.62	July salary and expenses
						4200	100	25.00	TOP UP
						4180	100	4.20	POST
						4100	100	103.05	MILEAGE
31/07/2019	Verne Heath	BACS	309.66			4000	100	256.73	July salary
						4111	100	46.20	Vernes of re rbs excel duplica
						4100	100	1.35	MILEAGE
						4200	100	1.72	PHONE
						4180	100	3.66	POSTAGE
14/08/2019	Castle Water	DD	15.51			4380	200	15.51	Aug dd
31/08/2019	Allday office supplies	1423	62.35		10.39	4170	100	51.96	Ink cartridge Tony Pope
31/08/2019	East Sussex County Council	1424	492.00		82.00	4999	100	410.00	East Sussex County Council
31/08/2019	Chris Bartholomew	1425	310.80		51.80	4290	210	259.00	Chris Bartholomew
31/08/2019	Derek Keeley	BACS	316.78		1.13	4020	100	310.00	Derek Keeley
						4100	100	5.65	Derek Keeley
31/08/2019	HMRC	BACS	281.88			4030	100	281.88	Tax NI August
31/08/2019	Verne Heath	BACS	266.74			4000	100	266.13	Verne Heath
						4180	100	0.61	Verne Heath

Subtotal Carried Forward:

~~46,565.45~~

0.00

~~2,286.83~~~~44,278.62~~

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/05/2019	East Sussex Healthcare	1409	105.60		17.60	4290	200	88.00	Defibrillator ann maintenance
14/05/2019	Caroline Kent	1408	10.95			4210	100	10.95	Web domain renewal
14/05/2019	Castle Wate	DD	15.51			4380	200	15.51	Garden plots
17/05/2019	Deposit Account	Tfr excess	25,000.00			210		25,000.00	Transfer of excess
18/05/2019	Barcombe Landscapes Ltd	1412	516.00		86.00	4310	100	430.00	Mowing 1/2 of 12 field 1-6/20
20/05/2019	Keith Roberison	1410	150.71			4130	100	150.71	Internal audit
20/05/2019	Watts training	1411	50.00			4110	100	50.00	Defibrillator training
20/05/2019	S106	VAT	182.84			220		182.84	VAT transfer
25/05/2019	Enderby print project	BACS	272.03			4999	100	272.03	Speed traffic control
26/05/2019	Carolyn Robins	1415	31.85		4.84	4170	100	27.01	Carolyn Robins
27/05/2019	Satswana Ltd	1413	180.00		30.00	4210	100	150.00	Annual GDPR
29/05/2019	Chris Bartholomew	1416	4,715.82		785.97	4290	210	3,929.85	Pavilion electrical safety wor
31/05/2019	HMRC	BACS	363.56			4030	100	363.56	Tax & NI May
31/05/2019	Derek Keeley	BACS	253.20		0.87	4020	100	248.00	May Salary
						4100	100	4.33	May Salary
31/05/2019	Malcolm Ramsden	BACS	1,421.70			4010	100	1,419.73	May salary & expenses
						4180	100	1.97	May salary & expenses
31/05/2019	Verne Heath	BACS	269.45			4000	100	265.93	Salry May & expenses
						4200	100	1.08	Salry May & expenses
						4180	100	2.44	Salry May & expenses
13/06/2019	Konzept	1353	-20.00			1100	100	-20.00	Write off 1353 as income
13/06/2019	Rialtas Business Solutions	1419	823.10		137.18	4185	100	685.92	Set up & ann support acc pckge
14/06/2019	Info Commissioners office	DD	35.00			4220	100	35.00	Annual data protection fee
14/06/2019	Castle Wate	DD	15.51			4380	200	15.51	June dd
19/06/2019	East Sussex Highways	001417	477.58		79.60	4360	200	397.98	East Sussex Highways
19/06/2019	ESALC Ltd	1418	144.00		24.00	4111	100	120.00	H&S workshop clerk
24/06/2019	Derek Keeley	BACS	447.72		1.98	4020	100	434.00	June salary & expenses
						4180	100	1.83	Expenses stamps
						4100	100	3.50	Expenses toilet rolls
						4100	100	6.41	Expenses lock

Subtotal Carried Forward: 35,462.13 0.00 1,168.04

34,294.09

Date: 14/09/2019

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Time: 18:05

Cashbook 1

User: VH

Current Bank A/c

Payments made between 01/05/2019 and 31/08/2019

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
31/08/2019	Malcolm Ramsden	BACS	1,020.99		18.75	4010	100	769.91	salary August
						4111	100	130.48	MR training c/f July
						4170	100	2.40	Stationery
						4180	100	5.70	Postage
						4100	100	93.75	Mileage
31/08/2019	Castle Water	DD	15.51			4380	200	15.51	Castle Water
Total Payments:			47,601.95	0.00	2,365.58			45,296.37	

Appendix B

Correspondence: 23rd September to 20th October, 2019

1. WDC: Supplement: Audit Findings Report - Year Ending 31 March 2019 to the agenda for Audit, Finance and Governance Committee, Wednesday, 25th September, 2019
2. Invitation to Discover Gatwick 2019/20
3. SSALC: SSALC Training Programme 2020-21 – Survey
4. WDC: MyAlerts – Week Commencing 23rd September
5. Rural Services Network: The Rural Bulletin - 24 September 2019
6. Sussex ALC Bulletin - 32-2019
7. WDC: Minutes for Overview and Scrutiny Committee, Monday, 16th September, 2019
8. WDC: MyAlerts – Week Commencing 30th September
9. Rural Services Network: The Rural Bulletin - 01 October 2019
10. CPRE: Members, please help persuade the government to make recycling BIGGER
11. WDC: The Wealden Parish Bulletin (already forwarded to members)
12. WDC: Minutes for Licensing Committee, Friday, 20th September, 2019
13. WDC: Re. Meeting cancelled - 10/10/2019, 10:30, Planning Committee South
14. WDC: Christmas Events
15. WDC: Pub is the Hub
16. WDC: MyAlerts - Week Commencing 7th October
17. Rural Services Network: The Rural Bulletin - 08 October 2019
18. Sport England: Active Places - Newsletter October 2019
19. WDC: Minutes for Planning Committee North, Thursday, 19th September, 2019
20. WDC: Agenda for Licensing Sub-Committee, Friday, 18th October, 2019
21. WDC: Agenda for Planning Committee North, Thursday, 17th October, 2019
22. WDC: MyAlerts – Week Commencing 14th October
23. WDC: Agenda for Cabinet, Wednesday, 23rd October, 2019
24. Rural Services Network: The Rural Bulletin - 15 October 2019
25. CPRE: INVITATION to CPRE Sussex Affordable Housing Seminar on Saturday, 9th November 2019, from 10am until 2pm at Barnham Community Hall, Yapton Road, Barnham PO22 0AY
26. WDC: Supplement: OFFICER UPDATES to the agenda for Planning Committee North, Thursday, 17th October, 2019
27. Charity Commission News - October 2019
28. WDC Training: More development opportunities coming up...
29. SSAKC: Neighbourhood Planning and Health and Well Being Article - legal update
30. SSALC: Neighbourhood Planning and Health and Well Being Article - legal update
31. SSALC: Named PCSO for Every Local Community - Press Release - Sussex Police
32. ESCC: Temporary Speed Restriction & Temporary Prohibition of Parking - East Hoathly & Halland Bonfire Celebrations (already forwarded to members)