

## EAST HOATHLY with HALLAND PARISH COUNCIL

COUNCIL meeting held via. 'zoom' on 27<sup>th</sup> April, 2020 at 7.00pm.

### 'MEETING' MINUTES

Linked: Cllrs. Cole, Deane, Magness, Pope, Ritchie, Robins, and Vaughan (chair),  
Also participating: District Cllr. Geoffrey Draper, Malcolm Ramsden (clerk), Verne Heath (rfo) and  
one member 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

*Members learnt that fifty four and a half of the garden plots were being worked and that plotters were adhering to social distancing, covid notices and rat rules. Cllr. Pope updated members regarding the Calor Gas grant application with a decision being expected in June.*

*Dist. Cllr. Draper explained that meetings to discuss planning matters could well be being held at very short notice but that he had taken the time to discuss and understand concerns with Village Concerns regarding specific applications that were thought to be in the pipeline and touched on heritage submissions, the impact on listed buildings and sustainability. Members noted that, whilst notices of planning meeting could be relatively short, there would still be ample time for residents and Council to prepare and submit their comments.*

7:17 p.m. Cllr. Magness joins meeting

#### 2. ADMINISTRATION

2.1 To ratify proposals considered at last meeting relating to Powers of Delegation, approval of 24<sup>th</sup> February meeting minutes, appointment of contractor for bramble/ivy clearance at playing fields, approval of 25 year lease for Rifle Club and purchase of replacement printer for rfo.

*Following a proposal by Cllr. Pope and seconding by Cllr. Robins*

0242 **RESOLVED** to approve the holding of meetings by any method deemed appropriate by the chairman and vice-chairman and to extend the delegation of Council decisions to the clerk (subject to agreement by chairman or vice-chairman) during any period of restricted activity declared by the Government in respect of the Covid-19 virus. Such delegation to enable the Council to fulfil its responsibilities to the residents.

0243 **RESOLVED** that the minutes of the Council meeting held on the 24<sup>th</sup> of February, 2020 be confirmed as a correct record.

0244 **RESOLVED** that Barcombe Landscapes be appointed as contractor for the clearance of bramble/ivy at the playing fields when weather conditions and DEFRA bird nesting regulations permit.

0245 **RESOLVED** that the Uckfield 1944 Home Guard Rifle Club be granted a renewal lease of twenty five years

0246 **RESOLVED** that a replacement printer be purchased for the responsible finance officer at a cost not to exceed £250.

#### 3. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

*Members were referred to County Cllr. Bennett's previously circulated report and Dist. Cllr. Draper referred members to his comments made during the public participations portion of the meeting and thanked the clerk for setting up the virtual meeting.*

#### 4. 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 continuing interest in matters relating to his association with Church Marks Green Management Co. Ltd.*

**5. APOLOGIES** – to receive apologies for absence

*None.*

**6. FINANCE**

- 6.1 To approve/note payments payable/paid March, 2020

*Following a proposal by Cllr. Deane and seconding by Cllr. Pope*

**0247 RESOLVED** to approve payments made and payable for and during the month of March, 2020.  
(See appendix A)

**7. NEIGHBOURHOOD PLAN**

- 7.1 Steering Group structure

*Cllr. Magness outlined the progress that had been made to date with the Neighbourhood Plan but explained that, with the District Council Local Plan not going ahead for the time being, it had now stalled. Members agreed that it would be appropriate to suspend work on the project until District Council started work on their new Plan, at which time it is thought that they will invite residents and Council to a public meeting with a view to compiling the Plan on a 'bottom up' basis. A 'call for sites' was still thought to be scheduled in one of the earlier stages. In the meantime Council and residents should comment, as before, on planning applications as and when they are received.*

*Members learnt that, understandably, District Council work was being prioritized with Community Hubs taking the lead.*

**8. PLANNING**

- 8.1 To note District Council decisions to date

*WD/2018/0320 – The Forge – Appeal dismissed*

*Responses made using delegated powers:-*

*WD/2020/0498 – Old Hartfield – Repeated original response*

*WD/2020/0532 – Chesham House – No objection*

*WD/2020/0577 – Crossways Cottage – No objection*

*WD/2020/0664 – 2, Nightingales – No objection*

- 8.2 Recent applications outside delegated powers

*None.*

**9. WAR MEMORIAL SPORTS GROUND TRUST (COUNCIL AS TRUSTEE)**

- 9.1 Recreation ground: Drainage and Landraise

*Members noted the TGMS fee proposal and agreed that all members meet to discuss the next steps when further details were known.*

*Following a proposal by Cllr. Ritchie and seconding by Cllr. Magness*

**0248 RESOLVED** to approve a payment of £2,160 and that TGMS prepare a feasibility study.

- 9.2 Online booking

*Clerk reported that quotes were being obtained for a suitable online system to handle pavilion bookings. Cllr. Deane suggested that Chiddingly Parish Council might be approached to learn more of their system.*

**10. WRITTEN REPORTS FOR DISCUSSION OR NOTING**

- 10.1 To consider changes to Garden Plot and Woodland Group terms of reference

*Members discussed the possibility of difficulties with administration and compliance with the existing Garden Plot and Parish Woodland Woking Group terms of reference.*

**0249** **RESOLVED** that both terms of reference be changed to stipulate that only at least one member of the Parish Council need be appointed to the committees and that the committees themselves elect the chairman who need not necessarily be a Parish Councillor.

- 10.2 To discuss 'Muffins' planter replacement options

*Members noted that the existing planter was beyond economical repair and noted two possible options for its replacement. Cllr. Cole is to provide details of a third option.*

*Following a proposal by Cllr. Pope and seconding by Cllr. Deane*

**0250** **RESOLVED** that up to £750 be committed to be spent on replacement to include the cost of compost.

- 10.3 To agree date for Annual Assembly (Village Meeting)

*Following a proposal by Cllr. Vaughan and seconding by Cllr. Ritchie*

**0251** **RESOLVED** that, subject to possible changes by statute, the Annual Assembly be held on 1<sup>st</sup> June, 2020. Members asked to consider items for the agenda.

- 10.4 To note clerk's progress report

*Noted, including correspondence. (See appendix B).*

## **11. DATE OF NEXT MEETING**

- 11.1 To note that the next meeting of the Full Council (which will be the AGM) will be held on 18<sup>th</sup> May, 2020

*Noted.*

*Meeting closed at 8:40 pm*

## Appendix A

<i>Date</i>	<i>Payee Name</i>	<i>£ Amount</i>	<i>Transaction Detail</i>
31/03/2020	East Sussex County Council	200.00	East Sussex Co Council lights
31/03/2020	Derek Keeley	310.00	March salary
31/03/2020	Verne Heath	266.93	March salary
		1.35	March salary
		3.66	Postage
31/03/2020	Malcolm Ramsden	962.26	March salary and expenses
		5.83	Stationery
		6.40	Postage
		25.00	Phone top up
		127.50	Mileage
31/03/2020	Peter Crawford	99.00	Hedge cutting plot 7 Feb
31/03/2020	Satswana Ltd	150.00	DPO licence renewal 1 yr
31/03/2020	ESALC Ltd	493.04	ESALC & NALC Subscription
31/03/2020	Costain Ltd - ESCC	500.00	Feasibily study traffic B2192
31/03/2020	Costain Ltd - ESCC	500.00	Feasibily study pavemnt Susans
<i>Total Payments</i>		<u>3,650.97</u>	

## **Appendix B**

### **Clerk's report – updates from April meeting in (*italics*)**

**Cyber Insurance:** Carried forward. *Cllr. Vaughan arranging for review of proposed cover.*

**Calor Gas grant application:** Cllr. Pope has very kindly put forward an application. *Application outcome anticipated in June.*

**Vehicle Speed Reduction (Halland x2):** £500 payment made to ESCC for feasibility assessments.

**Halland Woodland play area:** Progress unknown but possibly now affected by Planning Inspector's comments. *Awaiting developments at The Forge.*

**Replacement roundabout:** Wicksteed approached regarding price negotiation. Area manager not at work at present but office aware of our request. *Awaiting outcome of drainage feasibility assessment as decision regarding where roundabout might be sited could be affected.*

**Play equipment items from inspection:** Delivery of basket swing and bolt caps held up at Playdale due to covid-19. Suppliers on short time working.

**Recreation ground design/mapping:** Carried forward. *Hold off chasing progress until outcome of feasibility assessment known.*

**'New' woodland neighbours:** Telephone messages to/from new owner result in agreement to meet up on site to discuss boundary and ditch clearance. *Meeting dependent upon covid-19 restrictions.*

**Parish woodland management plan:** Woodland Trust plan for 2020/25 attached. Three potential contractors approached to quote. One agreed and will provide figure when able to visit site, one declined and one not yet responded although chased. *Clerk to contact District Council for opinion regarding completion of plan.*

**Parish woodland/Nightingales amenity strip drainage ditch:** See above for neighbour contact. From the attached it maybe should be noted that Woodland Trust are not at all keen to clear ditches in general unless property flooding is a possibility. *Meeting dependent upon covid-19 restrictions. Drainage feasibility assessment may impact requirement. Quotes for drainage received from Gorringe and Trenchline. Cllr. Cole to provide third quote.*

**London Road pavement resurfacing and 'parking' layout changes:** £500 payment made to ESCC for feasibility assessment.

**Village Hall:** Quotes requested. To be put to Village Hall chairman. *Carried forward as has covid-19 issues.*

**Emergency Plan:** Cllrs. Vaughan and Magness to discuss. *Carried forward; planned meeting delayed.*

**Correspondence:** Attached. Please ask for any copies required. *See below.*

**High Street trees and pavement repairs:** Carried forward. *Condition of trees has improved possibly because of the milder winter and much less grit and salt being used. Trip hazard to again be reported to County Council.*

### **Correspondence: 20<sup>th</sup> March to 30<sup>th</sup> March, 2020**

1. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (20 Mch)
2. WDC: Meeting cancelled - 30/03/2020, 10:00, Standards Committee
3. SALC: Stop Loan Sharks Social Media Resources - Covid19
4. SALC: Government to grant permission for pubs and restaurants to operate as takeaways as part of coronavirus response (20Mch)

5. WDC: Martin Lewis Fund for small charities
6. Action in rural Sussex - Covid 19: information for community groups and volunteers (20Mch)
7. NALC: CHIEF EXECUTIVE'S BULLETIN (20Mch)
8. CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (20Mch meetings)
9. Important Message from Action in rural Sussex CEO (20Mch)
10. WDC: Information on Covid 19 from Wealden District Council (20Mch) (already forwarded to members)
11. WDC: MyAlerts - Week Commencing 23rd March
12. SALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (23Mch)
13. SSALC: Legionella Control Water Compliance and Safety precautions (23Mch)
14. WDC: Meeting cancelled - 02/04/2020, 10:30, Planning Committee North
15. WDC: Big switch event cancellations
16. ESCC: Coronavirus and East Sussex – update (23Mch) (already forwarded to members)
17. ESCC: Bus Timetable Changes (already forwarded to members)
18. Extra protection for businesses with ban on evictions for commercial tenants who miss rent payments - GOV.UK
19. WDC Planning: Parish/Town Meetings (already forwarded to members)
20. WDC: Newly published decision: Consultation Response to First Homes
21. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (24Mch)
22. SSALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (25Mch)
23. Wealden Citizens Advice – Update
24. South East Water – Keeping you updated
25. WDC: Suspension of bulky collections (already forwarded to members)
26. ESCC: Fortnightly Look Ahead w/c 23rd March 2020 (already forwarded to members)
27. WDC: Response to Covid-19 (already forwarded to all members)
28. Satswana update - ICO contact advice
29. WDC: Newly published decision: Review of Risk Based Verification Policy for Housing Benefit and Council Tax Reduction Claims
30. WDC: Newly published decision: Approval of Accounting Policies
31. WDC: Final Social Distancing poster
32. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (26Mch)
33. WDC: Community Support arrangements (already sent to all members)
34. WDC: Play Parks
35. WDC: Community Shield/Community Vehicles - request for help (already forwarded to members)
36. WDC: Suspension of Garden Waste Collection service (already forwarded to members)
37. \*\*Sussex ALC Bulletin\*\* (27Mch) (already forwarded to members)
38. NALC CHIEF EXECUTIVE'S BULLETIN (27Mch)
39. WDC: MyAlerts - Week Commencing 30th March
40. Coronavirus – Guidance on access to green spaces - GOV.UK (30Mch)
41. ESCC: Fortnightly Lookahead w/c 30/3/20 (already forwarded to members)
42. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (27Mch)
43. SSALC: Closing certain businesses and venues - GOV.UK Updated information on premises closure
44. SSALC: Sussex Crisis Fund - funding available
45. WDC: Grey Matters Newsletter
46. East Hoathly resident: Garden waste
47. ESCC: Coronavirus and East Sussex – update (30Mch)
48. ESCC: Spray Patching

## **Correspondence: 31<sup>st</sup> March to 19<sup>th</sup> April, 2020**

1. SSALC: RETRACTION - Clarification on ambiguities needed from BEIS re support for Village Halls & similar Rural Community Buildings
2. WDC: Supporting Wealden communities (already sent to members)
3. ESCC: News from East Sussex Healthcare NHS Trust (02Apl) (forwarded to all members)
4. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (02Apl) (forwarded to all members)
5. SSALC: CORONAVIRUS — LOCAL COUNCIL MEETINGS UPDATE

6. ESCC: Fortnightly Lookahead w/c 30/3/20 (already sent to members)
7. PSGA - A new era for geospatial data and services for you
8. WDC: Response to Covid-19 – update (already sent to members)
9. WDC: MyAlerts - Week Commencing 6th March
10. SSALC: Sussex ALC Bulletin - includes Coronavirus FAQs (already sent to members)
11. NALC CHIEF EXECUTIVE'S BULLETIN (03Apl)
12. WDC: Wealden update (06Apl)
13. ESCC: Your Case 00464116: Fortnightly Lookahead 03.04.20 (already forwarded to members)
14. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (06Apl) (already forwarded to members)
15. WDC: Newly published decision: OFF 06/2020 Temporary Licensing Conditions
16. Rural Services Network: The Rural Bulletin - 07 April 2020
17. WDC: Appeal Decision WD/2018/0320/MAJ - THE FORGE, EASTBOURNE ROAD, HALLAND, BN8 6PW (already forwarded to all members)
18. NALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (08Apl)
19. NALC: HELP NALC IN ITS GROUND-BREAKING RESEARCH ON DEMENTIA
20. ESCC: Your Case 00464981: Fortnightly Lookahead 09/04/20 (already forwarded to members)
21. WDC: MyAlerts (09Apl)
22. SSALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (09Apl) (already forwarded to members)
23. SSALC: Sussex ALC Bulletin (already forwarded to members)
24. NALC: CHIEF EXECUTIVE'S BULLETIN
25. WDC: COVID-19 - Community Hub update (09Apl) (already forwarded to members)
26. Active Places: Newsletter April 2020
27. NALC: CHIEF EXECUTIVE'S BULLETIN (14Apl) (already forwarded to members)
28. SSALC: CORONAVIRUS — INFORMATION FOR PARISH AND TOWN COUNCILS (14Apl) (already forwarded to members)
29. Rural Services Network: The Rural Bulletin - 15 April 2020
30. WDC: Agenda for Planning Committee South, Thursday, 23rd April, 2020