

# EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on 31<sup>st</sup> January, 2022 at 7.00pm.

## MEETING MINUTES

In attendance: Cllrs. Bradley (from 7.07pm), Cole, Freezer, Magness, Partridge, Pope (chairman) and Vaughan.

Also participating: Malcolm Ramsden (clerk), Verne Heath (rfo), County Cllr. Nick Bennett 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 concern was still felt that the lack of Wealden District Council minutes left residents wondering why. Cllr. Magness commented that at his last meeting that when the issue was raised the response was that District Council were very busy but it is to be hoped that minutes might shortly be published.*

7.07pm Cllr. Bradley arrives.

*Members heard that the Garden Plot (GP) committee meetings were held without the rigid formality of Council meetings and didn't allow for current practices with committee funds. Members agreed that the Terms of Reference should be reviewed to reflect this. Clerk to review.*

*Chairman asked that GP committee present proposed changes to 'lease' conditions whilst including the Community Garden requested changes if approved by the GP committee.*

### 2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

*County Cllr. Nick Bennett referred members to his previously circulated report, noting that Council would be meeting shortly to set the County budget which would be 'webcast' for those wanting to know more. Agreement was anticipated for a 3.5% increase with an extra £4m being earmarked for pothole repairs. Discussion moved to the road surfaces generally and was to be hoped that advances in road surface materials would result in improvements. Various options regarding how only vehicles appropriate for the particular road being used might be permitted which highlighted issues at Back Lane.*

### 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 continuing interest in matters relating to his association with Church Marks Green Management Co. Ltd. Cllr. Bradley declared her interest in matters relating to the Community Gardens and Garden Plots with Cllr. Freezer declaring her interest also in matters concerning the Garden Plots.*

### 4. APOLOGIES – to receive apologies for absence

*None.*

### 5. FINANCE

5.1 To approve/note payments payable/paid November/December, 2021

*Chairman noted that payments seemed in line with normal regular payments with the exception of the defibrillator costs.*

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

**0430** **RESOLVED** to approve/note payments payable/paid November/December, 2021 totalling £8,504.53 (See appendix A).

- 5.2 To note income/expenditure-vs-budget and approve, if necessary, over/underspends  
*Castle Water changes and additional cost of £12 in respect of recent legal costs.  
 Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*
- 0431** **RESOLVED** to approve Castle Water direct debit reduction and £12 increase in legal costs
- 5.3 To approve changes to budget and precept requirements for 2022/23  
*Following a proposal by Cllr. Vaughan and seconding by Cllr. Cole*
- 0432** **RESOLVED** to increase amount budgeted for Jubilee Celebrations by £150 and amend  
 precept amount to £61,804 following notification of tax base change in order to ensure no  
 increase to the Parish Council element of the amount paid by residents.
- 5.4 To approve increase in fraud/dishonesty insurance cover  
*Discussion centered around internal auditor's recommendation that fraud/dishonesty  
 cover be increased in view of bank balances seen during the year. Not all Councillors  
 were convinced by the argument to increase existing cover at this time.  
 Following a proposal by Cllr. Pope and seconding by Cllr. Vaughan*
- 0433** **RESOLVED** to increase the amount of fraud/dishonesty cover to £200k and to consider  
 again at renewal.

Members asked that the voting be recorded:-

In favour – Cllrs. Bradley, Cole, Freezer, Pope and Vaughan

Abstained – Cllrs. Magness and Partridge

- 5.5 To approve payments from Parish Woodland s106 funds  
*Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*
- 0434** **RESOLVED** to use the s106 Woodland monies for payments of £670 for tree works, £300  
 for tree safety report and £256 for ecological survey.
- 5.6 To note interim internal audit report  
*Noted with clerk to work on internal auditor identified issues; Financial Regulations  
 review, greater transparency and risk management processes.*
- 5.7 To note 3-year pension review  
*Statutory requirement noted. No changes.*

## 6. MINUTES

- 6.1 To resolve that the minutes of the Council Meeting held on Monday 29<sup>th</sup> November, 2021 be  
 taken as read, confirmed as a correct record and signed by the Chairman  
*Following a proposal by Cllr. Pope and seconding by Cllr. Vaughan*
- 0435** **RESOLVED** that the minutes of the Council Meeting held on Monday 29<sup>th</sup> November,  
 2021 be taken as read, confirmed as a correct record and be duly signed by the  
 Chairman.
- 6.2 Matters arising from minutes not otherwise covered by agenda items
- 6.2.1 Redrow Homes actions  
*Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*
- 0436** **RESOLVED** that a copy of the '3-phase plan' be forwarded to developers together with  
 confirmation that indicative costings had been received for the first phase.

## 7. PLANNING

- 7.1 Neighbourhood Plan
- 7.1.1 Update  
*Cllr. Magness reported to members that Wealden District Council were  
 behind on the Plan timetable as there had been no response to the draft Plan  
 sent last year. Clerk to chase.*
- 7.1.2 To consider making applications for Assets of Community Value and note 'green  
 spaces'  
*Clerk to investigate procedure regarding applications. Carried forward.*
- 7.2 To consider actions required following December Parish Panel meeting  
*Following Wealden District Council's decision to no longer advise neighbours of local  
 planning applications members agreed to include as news item on website and notify  
 both village website editors when received.*
- 7.3 Village Concerns Hesmonds screening opinion statement  
*Chairman referred members to Village Concerns recently submitted statement  
 regarding the Hesmonds screening application previously circulated.*

- Following a proposal by Cllr. Magness and seconding by Cllr. Pope*  
**0437** **RESOLVED** that support for the statement be submitted to Wealden District Council.  
7.4 To note District Council decisions to date  
*Noted.*

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

- 8.1 To discuss progress regarding drainage/landscaping, including enhancements to playing field equipment, and installations
- 8.1.1 Landscaping/Drainage
- 8.1.1.1 Project update  
*Chairman referred members to the very high cost of taking the project forward and asked that members consider forms of words to be used by Council seeking funding.*
- 8.1.2 Pavilion
- 8.1.2.1 Entry arrangements  
*Members noted costings for various options and that one quote was still to be received. Carried forward.*
- 8.1.2.2 Administration update  
*Members agreed to a three month trial at a rate of £10 p.h. for filing the caretaker/bookings administrator role.*
- Following a proposal by Cllr. Bradley and seconding by Cllr. Freezer*  
**0438** **RESOLVED** that the clerk take up the trial to gain clearer idea of hours and workload involved.
- 8.1.2.3 Floodlight switching  
*Chairman agreed to site visit in the absence of an agreed solution between the tennis club and the cabinet supplier.*
- 8.2 Rectory Close access to sports field  
*Following a proposal by Cllr. Pope and seconding by Cllr. Bradley*  
**0439** **RESOLVED** that in view of the legal advice received, Council were unable to support the proposal to change the layout of the Rectory Close access to the sports field. Applicant to be advised.
- 8.3 Grass cutting specification for 2022 season  
Members considered and agreed to this year's specification having increased numbers of cuts and more regular cutting of the field surrounds.  
*Following a proposal by Cllr. Pope and seconding by Cllr. Vaughan*  
**0440** **RESOLVED** that the new specification be adopted and for contractors to contact the clerk in the event of them wishing to provide quotes.

## **9. WRITTEN REPORTS FOR APPROVAL, DISCUSSION OR NOTING**

- 9.1 Correspondence  
*Noted. (See appendix B).*
- 9.2 Merger of AGM with APM  
*Due to the close proximity of the AGM date to the Jubilee Celebrations members discussed options for merging with the APM. Members agreed that local clubs and societies be invited to attend and/or provide updates as to their activities.*  
*Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*  
**0441** **RESOLVED** that the AGM and APM be merged with them both being held on 23<sup>rd</sup> May, 2022.
- 9.3 Community Gardens proposal  
*Cllr. Bradley provided updates regarding the composting toilet costs, construction and placement. Formal proposal carried forward.*
- 9.4 Garden Plots Terms of Reference and 'lease' wording changes  
*Clerk to review Terms of Reference to incorporate limitations on voting and control of non-'rent' finances.*
- 9.5 Use of Facebook  
*Cllr. Freezer introduced the proposal for Council to have a facebook page in addition to the website. Content would need to be monitored and require more than one 'controller' whilst the clerk would retain overall control of content.*

- Following a proposal by Cllr. Freezer and seconding by Cllr. Bradley*
- 0442** **RESOLVED** that Cllr. Freezer be authorized to establish a facebook page.
- 9.6 Written contributions to Parish (PCC) Magazine  
*Clerk to obtain more details. Chairman offered to draft contribution.*
- 9.7 Sussex Lund project  
*Clerk reported that a newt survey had yet to be arranged but that agreement from Arborweald Environmental Planning had been obtained for brambles to be pulled by hand. Clerk to contact contractors.*
- 9.8 Young Persons Council  
*Cllr. Bradley reported that one young person had expressed an interest. Members' thoughts were that an initial email contact could be established and that anyone interested might feel more at ease approaching the Council as a member of a small group. Carried forward.*
- 9.9 Wildflower verges  
*Carried forward.*
- 9.10 Queen's Jubilee celebrations  
*Members agreed to the naming of the wildflower area as being the Jubilee wildflower area and approved the siting of the next table/bench at the playing field. Clerk to investigate memorial tree list for playing field and hedge planting to the rear of Rectory Close garages as well as a replacement of the Clarke memorial bench.*
- 9.11 Website pages audit  
*Carried forward.*
- 9.12 Newsletter progress  
*Carried forward.*
- 9.13 To note Draft minutes of December Garden Plots committee meeting  
*Noted.*
- 9.14 To note WDC Remuneration Panel Report  
*Noted.*
- 9.15 To note Clerk's progress report  
*Noted.*

## **10. DATE OF NEXT MEETING**

To note that the next meeting of the Finance & General Purpose committee will be held on Monday, 7<sup>th</sup> February, 2022 and that the next meeting of the Full Council will be held on Monday 28<sup>th</sup> February, 2022, both at 7 pm at the Village Hall, East Hoathly.

*Noted.*

*Meeting closed at 10:00pm.*

## Appendix A

	<b>Council</b>	
30/11/2021	ESALC Limited	£48.00
30/11/2021	Anthony Read	£200.00
30/11/2021	HMRC	£376.68
30/11/2021	East Sussex Healthcare NHS	£108.00
30/11/2021	Verne Heath	£271.04
30/11/2021	Derek Keeley	£260.00
30/11/2021	Malcolm Ramsden	£991.79
31/12/2021	HMRC	£319.64
31/12/2021	Sisk healthcare/ Cardiac serv	£1,682.40
31/12/2021	Tony Pope	£7.15
31/12/2021	Mulberry and Co	£180.00
31/12/2021	Verne Heath	£197.16
31/12/2021	Malcolm Ramsden	£1,632.76
31/12/2021	GeoXphere Ltd	£120.00
	Arborweald enviro D	
31/12/2021	Kavanagh S	£307.20
31/12/2021	Castle Water	£154.99
31/12/2021	Anthony Read	£510.24
31/12/2021	Malcolm Ramsden	£80.00
31/12/2021	Jonathan Walker	£90.00
31/12/2021	Jonathan Walker	£232.48
	Sub total	£7,769.53
	<b>WM Playing field</b>	
31/12/2021	Regency Tree Specialists	£375.00
31/12/2021	BioRegional Forestry Ltd	£360.00
	Total	<b>£8,504.53</b>

## Appendix B

### Correspondence: 15<sup>th</sup> November, 2021 to 4<sup>th</sup> January, 2022

1. WDC: MyAlerts - Week Commencing 15th November
2. NALC DIS 998 and funding bulletin
3. WDC: Agenda for Full Council, Wednesday, 24th November, 2021
4. WDC: Newly published decision: Loan to Sussex Weald Homes Limited
5. WDC: Newly published decision: Recovery Grant Round 2021
6. WDC: Minutes for Planning Committee North, Thursday, 11th November, 2021
7. ESALC: Local Government Bulletin
8. Healthwatch East Sussex November Newsletter
9. Southeastern annual stakeholder survey
10. ESALC: Civility and Respect Newsletter
11. ESALC: Lottery Jubilee funding
12. ESALC: Progress or not with the Planning Bill
13. ESALC: Biodiversity Net Gain
14. WDC: MyAlerts - Week Commencing 22nd November
15. WDC: Minutes for Planning Committee South, Thursday, 4th November, 2021
16. WDC: Media release: Crowborough Nutcracker Trail
17. ESALC: Online interactive workshops to help tackle loneliness and improve community wellbeing in East Sussex
18. Satswana Autumn Update
19. WDC: Confirmation of WDC Christmas waste and recycling schedules (already forwarded to members)
20. WDC: Agenda for Planning Committee South, Thursday, 2nd December, 2021
21. WDC: Minutes for Overview and Scrutiny Committee, Monday, 15th November, 2021
22. WDC: MyAlerts - Week commencing 29th Nov
23. WDC: Agenda for Cabinet, Wednesday, 8th December, 2021
24. WDC: Supplement: Statements from Interested Parties on Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 2nd December, 2021
25. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 2nd December, 2021
26. WDC: Agenda for Planning Committee North, Thursday, 9th December, 2021
27. WDC: Agenda for Planning Committee North, Thursday, 9th December, 2021
28. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 2nd December, 2021
29. WDC: Christmas trails launched in three Wealden towns
30. WDC: Minutes for Planning Committee South, Thursday, 4th November, 2021
31. Active Places: Newsletter December 2021
32. NALC: CHIEF EXECUTIVE'S BULLETIN
33. WDC: MyAlerts - Week Commencing 6th December
34. WDC: Supplement: Presentation Slides for the Application Listed on the Agenda to the agenda for Planning Committee North, Thursday, 9th December, 2021
35. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 9th December, 2021
36. WDC: Supplement: Statement from Adjoining Ward Member to the agenda for Planning Committee North, Thursday, 9th December, 2021
37. WDC: Supplement: Written Statements from Cllrs Howell and P Lunn to the agenda for Planning Committee North, Thursday, 9th December, 2021
38. WDC: Minutes for Full Council, Wednesday, 24th November, 2021
39. WDC: Decision sheet for Cabinet, Wednesday, 8th December, 2021
40. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 9th December, 2021
41. WDC: Supplement: Officer Update to the agenda for Planning Committee North, Thursday, 9th December, 2021
42. ESALC: 20s Plenty Campaign
43. ESALC: Covid Plan B guidance for Parish and Town Councils

44. WDC: MyAlerts - Week Commencing 13th December
45. WDC: Parish Bulletin – December (already forwarded to members)
46. Responses to the Gove letter
47. Rural Services Network: The Rural Bulletin - 14 December 2021 (already forwarded to members)
48. WDC: Design for new Mayfield Health and Community Centre revealed (already forwarded to members)
49. ESCC: Upcoming works - South Street, East Hoathly (already forwarded to members)
50. WDC: Warning to pet owners to check out kennels and catteries ahead of booking for Christmas (already forwarded to members)
51. WDC: Warning to pet owners to check out kennels and catteries ahead of booking for Christmas (already forwarded to members)
52. Gatwick In Touch Newsletter Edition 6
53. WDC: Michael Gove meets Wealden council leaders (already forwarded to all members)
54. ESALC: Update on Government's attitude to virtual meetings
55. Welcome to CoverNote!
56. WDC: Newly published decision: Brownfield Land Register 2021 (already forwarded to members)
57. ESCC: A27 Lewes to Polegate Improvement Scheme(already forwarded to members)
58. ESALC: (NALC) Provisional local government finance settlement 2022/23
59. WDC: Newly published decision: Infrastructure Funding Statement (CIL Governance) December 2021 (already forwarded to members)
60. All Aboard! Edition 3 - Stagecoach South East Newsletter
61. WDC: Newly published decision: Local Plan Authority Annual Monitoring Report 2020/21
62. ESCC: Tree Wardens & Schools: Working together to be a Force For Nature- Webinar links
63. WDC: Newly published decision: Regulation of Investigatory Powers Act (RIPA) Local Guidance Update
64. WDC: MyAlerts - Week Commencing 20th December
65. WDC: Consultation on council tax increase (already forwarded to members)
66. WDC: Minutes for Planning Committee North, Thursday, 9th December, 2021
67. WDC: £9M CIL money to be invested in leisure and health facilities across Wealden (already forwarded to members)
68. WDC: A Christmas message to residents from Wealden council leader and chief executive
69. WDC: MyAlerts - Week Commencing 27th December
70. WDC: Minutes for Planning Committee North, Thursday, 9th December, 2021
71. ESALC: THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 2022 (already sent to members)

### **Correspondence: 5<sup>th</sup> January, 2022 to 24<sup>th</sup> January, 2022**

72. ESALC: Rural Crime Team update (already forwarded to members)
73. WDC: Agenda for Planning Committee South, Wednesday, 12th January, 2022
74. WDC: Supplement: Minutes of the last meeting dated 2 December 2021 to the agenda for Planning Committee South, Wednesday, 12th January, 2022
75. WDC: Agenda for Planning Committee North, Thursday, 13th January, 2022
76. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Wednesday, 12th January, 2022
77. ESALC: "Escooters" - Reply on behalf of ACC Tanya Jones
78. ESALC: Sussex Police - Chief Constable 'Big Data' presentation - Feb 25th 2022
79. ESALC: Microsoft 365
80. WDC: MyAlerts - Week Commencing 10th January
81. ESCC Hoghways: Fortnightly Lookahead w/c 10th January 2022
82. Village Concerns: Hesmond's Stud Woodland
83. ESALC: Meetings
84. ESALC: Local councils are championing social care! | Care Home Open Week 2022
85. Village Concrns: Screening Opinion Request from Urbanissta for Land at Hesmonds Stud, East Hoathly WD/2022/6500/SO
86. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 13th January, 2022
87. ESALC: NALC policy Consultation Briefing - OFCOM Postal Regulation Consultation
88. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Wednesday, 12th January, 2022

89. WDC: Supplement: Statements from Interested Parties for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 13th January, 2022
90. WDC accepting applications for Omicron grants
91. WDC: Agenda for Audit, Finance and Governance Committee, Wednesday, 19th January, 2022
92. WDC: Supplement: Audit Findings Report to the agenda for Audit, Finance and Governance Committee, Wednesday, 19th January, 2022
93. WDC: Brew Monday supported by WDC (already forwarded to members)
94. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 13th January, 2022
95. Village Concerns: Judicial Review
96. WDC: Street Learning
97. Active Places: Newsletter January 2022
98. WDC: Agenda for Overview and Scrutiny Committee, Monday, 24th January, 2022
99. ESALC letter to govt. re The ability of town and parish councils to hold remote meetings
100. WDC: MyAlerts - Week Commencing 17th January
101. WDC: Newly published decision: Gambling Act 2005 Statement of Principles (Gambling Act 2005 Licensing Policy)
102. WDC: Supplement: Commercial Strategy Update to the agenda for Audit, Finance and Governance Committee, Wednesday, 19th January, 2022
103. South East Water: Have your say - meeting the south east's growing water supply challenge
104. WDC: Agenda for Licensing Sub-Committee, Friday, 28th January, 2022
105. WDC: One You East Sussex
106. WDC: Minutes for Planning Committee North, Thursday, 13th January, 2022
107. WDC: Agenda for Planning Committee South, Thursday, 27th January, 2022
108. ESALC: Open letter from NALC Chairman (already forwarded to members)
109. ESALC: South & South East in Bloom (already forwarded to members)
110. WDC: Supplement: Southern Water: Questions from Members with answers to the agenda for Overview and Scrutiny Committee, Monday, 24th January, 2022
111. WDC: MyAlerts - Week Commencing 24th January
112. Applause Newsletter - January 2022
113. ESALC: Rural Crime Team Monthly Update
114. WDC: Enforcement Notice
115. Healthwatch East Sussex - January 2022 Newsletter