

# EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on 28<sup>th</sup> March, 2022 at 7.00pm.

## MEETING MINUTES

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

Also participating: Malcolm Ramsden (clerk), County Cllr. Nick Bennett (from 7.05pm) 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

*Members noted that the Garden Plots committee would pass on instructions to continue grass cutting arrangements at the Garden Plots/Community Garden.*

### 2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

*County Cllr. Bennett reported that work was continuing with environmental, ecological and carbon neutral projects and that a person had been employed to take forward the rollout of electrical vehicle charging points. In response to the chairman asking that the parish be considered for inclusion members learnt that a need for, and a suitable venue, would need to be presented and an appropriate case be made. Possible venues for consideration might be The Works, Pavilion, Village Hall and flats.*

*Members noted County Cllr. Bennett's concern expressed at the disruption that would result from the proposed development at Buttsfield Lane and that he was against it.*

*County Cllr. Bennett asked for details, in response to Chairman suggesting that a sum in the region of £5,000 to £10,000 might be put aside from next year's budget, as available for matching by the County Council Matching Scheme. The proposal would be that funds be used for maintenance of, and improvements to, existing pavements around the parish.*

*In response to concerns raised by members that, with the Highways Steward being both in the pay of the Highways contractor and responsible for the sign off of works for County, that the possibility of a conflict of interest might arise, County Cllr. Bennett reassured members that he did not believe this to be the case and had no evidence of problems – going on to ask that any works not considered to have been completed satisfactorily be report either through the clerk or directly to the Highways Customer centre. Works to South Street were cited as an example.*

### 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 February, 2022

*Chairman reported that the payment to Regency Trees related to the fallen tree across the path leading to the Weald Way from the cricket practice nets and that there were no other unusual payments during the month.*

- Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*
- 0452** **RESOLVED** to approve/note payments payable/paid February, 2022 totalling £3,476.79 (See appendix A).
- 5.2 To note income/expenditure-vs-budget and approve, if necessary, over/underspends  
*Noted.*
- 5.3 To approve Financial Regulations  
*Chairman referred members to the previously circulated copies of the standard NALC model Financial Regulations together with both the rfo and clerk's comments and proposed amendments.*
- Following a proposal by Cllr. Pope and seconding by Cllr. Partridge*
- 0453** **RESOLVED** to approve the previously circulated Financial Regulations including the amendments made by the clerk and rfo.
- 5.4 To approve transfer of Chalk Cliff Trust grant monies to Community Gardens committee  
*Chairman explained that a grant of £1,400 had been obtained from the Chalk Cliff Trust relating to the purchase of a composting toilet for the Garden Plots/Community Gardens for what would have costed £4,400 at the time of the grant application and that the Community Garden group were now taking on the project.*
- Following a proposal by Cllr. Pope and seconding by Cllr. Cole*
- 0454** **RESOLVED** to approve the transfer of £1,400 to the Community Garden group subject to obtaining planning permission, sight of maintenance schedule conforming to environmental requirements, installer's public liability insurance and appropriate risk assessment. Clerk to inform Chalk Cliff Trust of progress.
- 5.5 Officers' remuneration  
*Members noted the previously circulated NALC recommendation regarding payment of backdated salary awards following the NJC agreement for new rates of pay applicable from 1<sup>st</sup> April, 2021*
- Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*
- 0455** **RESOLVED** to increase rates of pay for clerk and rfo in line with the NJC agreement backdated to 1<sup>st</sup> April, 2021.
- 5.6 Members' remuneration  
*Cllr. Vaughan reminded members that the recently agreed increases to the Wealden District Council 'recommended' Councillor remuneration did not apply to co-opted members and that any payment would need to be made through a PAYE scheme.*
- Following a proposal by Cllr. Vaughan and seconding by Cllr. Magness*
- 0456** **RESOLVED** that no changes be made.

## 6. MINUTES

- 6.1 To resolve that the minutes of the Council Meeting held on Monday 28<sup>th</sup> February, 2022 be taken as read, confirmed as a correct record and signed by the Chairman  
*Following a proposal by Cllr. Pope and seconding by Cllr. Cole*
- 0457** **RESOLVED** that the minutes of the Council Meeting held on Monday 28<sup>th</sup> February, 2022 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
- 0458** *Members noted the approval, delegated to email decision at the last meeting, to approve RWC as preferred provider of grass cutting at playing fields. Four other contractors had been approached but only two of these had provided quotes.*

## 7. PLANNING

- 7.1 Neighbourhood Plan
- 7.1.1 Update  
*Cllr. Magness reported that the latest versions of the Neighbourhood Plan and Character Assessments, incorporating some of the changes suggested by Kelly Sharp and Kames Preece of Wealden District Council (WDC) following their recent meeting, had been previously circulated and that their file size made for lengthy download times.*
- Following a proposal by Cllr. Pope and seconding by Cllr. Partridge*
- 0459** **RESOLVED** that the latest version of the Plan be forwarded to WDC.

7.1.2 Assets of Community Value and Green Spaces allocation  
*Clerk reported that WDC had acknowledged the nominations of East Hoathly Medical Centre and Halland Chapel but queried the eligibility of the East Hoathly store/post office and not yet proceeded with the Village Hall, Pavilion, Church Marks Lane Car Park or the village school and, later, that no progress regarding the 'Green Space allocation' (all 19) had been made.*

7.2 To note District Council and Planning Inspector decisions to date  
*Members agreed that Council's response to WD/2020/2660/PO could be interpreted as having no objection to the removal of the s106 rather than the developers wish to challenge the WDC original implementation of the conditions imposed as part of the 2011 application.*

**0460** *Following a proposal by Cllr. Partridge and seconding by Cllr. Freezer*  
**RESOLVED** that approval of a form of words to be sent to WDC be delegated to members of the Planning Committee by email to cover any possible mis-interpretation.

7.3 Applications (Planning Committee)

7.3.1 WD/2022/0203/F Application:

Location: LAND AT BUTTSFIELD LANE, EAST HOATHLY, BN8 6EE

Description: ERECTION OF 2 NO. DWELLINGS, ACCESS, LANDSCAPING AND OTHER ASSOCIATED INFRASTRUCTURE.

*Members commented that the application ignored the restrictions imposed by WDC when an application (WD/2020/1472/F) was made regarding this plot some twelve months ago and that no reason was seen why they should not equally apply, albeit almost a year later.*

**0461** *Following a proposal by Cllr. Pope and seconding by Cllr. Magness*  
**RESOLVED** that approval of a form of words based on Cllr. Magness' previously circulated comments to be sent to WDC be delegated to members of the Planning Committee by email.

## 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

*Carried forward with request to re-paint basketball lines.*

8.1.2 Pavilion

8.1.2.1 Entry arrangements

*Clerk reported that the keys for the type of locks selected could not be copied with the design patented until 2041 but that the locks had yet to be updated.*

8.1.2.2 Floodlight switching

*Cabinet design limitations still causing delays.*

8.1.2.3 WiFi/phone connection

*Lack of premises postcode causing delays.*

8.1.2.4 Possible layout modifications

*Members learnt that modifications to the pavilion layout might result in the preferred segregation of events and hirings being achieved.*

**0462** *Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*  
**RESOLVED** that £300 be committed to the cost of preparing architect plans for consideration by members.

8.1.2.5 To note asbestos re-inspection report

*Noted with recommendation for a further re-inspection after twelve months.*

8.1.3 Playing field

8.1.3.1 Entrance modifications

*Discussion considered metal 'Jubilee' gate/s for the 'Susans Close' entrance, hinge enhancements for the north west corner gate and further wooden bollards for the main entrance with a*

*height restricted barrier being thought to be too far out of character. Quotes being chased.*

8.1.3.2 Request for placing memorial bench

*Although it was thought that a memorial bench policy existed, Chairman suggested that a new policy be drawn up to ensure the quality of any such benches should be sufficient to last for a period of at least ten years and that a 'deposit' of £300 be provided by the donor in addition to the cost of purchase and installation to cover any maintenance or damage issues with an option to re-negotiate with the donor after a period also of ten years.*

8.2 Rifle Club lease extension

*Members noted that the paperwork relating to the rifle club lease extension had been received and required signing*

*Following a proposal by Cllr. Freezer and seconding by Cllr. Partridge*

**0463**

**RESOLVED** that Chairman and Vice-chairman be the required signatories.

8.3 Annual invoicing for clubs using playing field/pavilion

*Invoices had not been sent for two years as usage has been much reduced owing to the pandemic. A 25% reduction for the clubs most affected now that the pavilion is open, albeit on a restricted basis for the time being, was felt appropriate.*

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

**0464**

**RESOLVED** that invoices for 2022 be issued along with notification of the need for changes to booking arrangements in future to avoid safeguarding issues for young and vulnerable users: Tennis - £750, Cricket - £487.50, Rifle - £275 and Carnival - £275.

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

9.1 Correspondence

*Noted.*

9.2 Garden Plots Terms of Reference and 'lease' wording changes

*Members were referred to the previously circulated new versions and noted comments made in the public participation session.*

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

**0465**

**RESOLVED** that the previously circulated versions of the Terms of Reference and 'lease' be adopted.

9.3 County Council Highways Match Funding scheme

*See also County Councillor report (agenda item No.2). Pavements nominated by members for maintenance/improvement included Church Marks Lane and the footpath between the High Street and the Playing Field play equipment area. An appeal for other pavements in need of maintenance and/or improvement within the parish to be publicised.*

9.4 Sussex Lund project

*Quotes for the eDNA test for presence/absence of Great Crested Newts at the Parish Woodland have been received for varying amounts between £697 and £1,584.*

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

**0466**

**RESOLVED** that Aborweald be contracted for the eDNA Great Crested Newt survey at a cost of £697.

9.5 Young Persons Council

*Carried forward.*

9.6 Wildflower verges

*Carried forward.*

9.7 Queen's Jubilee celebrations

*Members noted that within delegated powers the clerk had secured an arrangement for the removal and subsequent return of the refurbished East Hoathly village sign after having obtained three quotations ranging from £240 to more than £1,000. Also noted was that it was understood that the bonfire society had announced that they would set a jubilee bonfire on the 2<sup>nd</sup> of June.*

9.8 Newsletter progress

*Carried forward.*

9.9 To note Clerk's progress report  
*Noted.*

**10. DATE OF NEXT MEETING**

To note that the next meeting of the Full Council will be held on Monday 25<sup>th</sup> April, 2022 at 7 pm at the Village Hall, East Hoathly.

*Noted.*

*Meeting closed at 9.15pm.*

*Appendix A*

Date	Payee	Amount
28/02/2022	Wealden District Council	£702.00
28/02/2022	Anthony Read	£160.00
28/02/2022	HMRC	£553.65
28/02/2022	East Hoathly & District Age	£200.00
28/02/2022	Regency Tree Specialists	£420.00
28/02/2022	Castle Water	£5.00
28/02/2022	Verne Heath	£265.19
28/02/2022	Malcolm Ramsden	£1,170.95
	Total	£3,476.79

## Appendix B

### Correspondence: 19<sup>th</sup> February, 2022 to 16<sup>th</sup> March, 2022

1. WDC: Press release - charity receives cheque from Wealden Crematorium - 21.02.2022
2. WDC: Supplement: Review of Political Balance on Committees 2022 to the agenda for Full Council, Wednesday, 23rd February, 2022
3. WDC: Press Release - tax fraudster - 15.02.2022
4. WDC: The Rural Bulletin - 15 February 2022
5. WDC: Press Release - Youth Hubs - 15.02.2022
6. WDC: MyAlerts - Week Commencing 21st February
7. Active Places: Newsletter February 2022
8. ESALC: Cyber Security
9. WDC: Supplement: Statements from Interested Parties on Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 24th February, 2022
10. NALC Policy Consultation Briefing - DEFRA Consultation On Its Response to the Landscapes [National Park & AONB Governance] Review
11. ESALC: Rights of way
12. ESALC: Queen's Green Canopy
13. WDC: Supplement: Presentations Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 24th February, 2022
14. WDC: Agenda for Planning Committee North, Thursday, 3rd March, 2022
15. WDC: Press Release - Great British Spring Clean - 23.02.2022
16. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 24th February, 2022
17. WDC: Minutes for Planning Committee North, Thursday, 3rd February, 2022
18. ESALC: Minutes for Planning Committee North, Thursday, 3rd February, 2022
19. ESFRS: Let's catch up!
20. ESALC: FEBRUARY 2022 UPDATE - THE QUEEN'S PLATINUM JUBILEE BEACONS 2ND JUNE 2022
21. WDC: MyAlerts week commencing 28th Feb
22. ESCC: Tree Wardens -APPLY NOW for a free 'Copse in a Box' and get growing!
23. Satswana Council Update - Winter 2022
24. Horam PC: Letter re. Highways contract renewal
25. WDC: Great British Spring Clean - 25th March - 10th April
26. WDC: Media release - Motion passed by Full Council - 01.03.2022
27. ESALC: Star Council Awards 2022 Have Been Launched
28. WDC: Supplement: LAND ADJACENT TANYARD COTTAGES, CORSELEY ROAD, GROOMBRIDGE, TN3 9PP - Statement from Withyham Parish Council. to the agenda for Planning Committee North, Thursday, 3rd March, 2022
29. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 3rd March, 2022
30. WDC: Newly published decision: Response to Consultation on Tenant Satisfaction Measures
31. WDC: Media release - Wealden Walks - 01.03.2022
32. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 3rd March, 2022
33. ESALC: Ukraine - what you can do to help (already forwarded to members)
34. Wealden Dementia Action Alliance weekly newsletter - Friday 4th March 2022
35. WDC: Wealden Dementia Action Alliance weekly newsletter - Friday 4th March 2022
36. WDC: MyAlerts - Week Commencing 7th March
37. NALC: CHIEF EXECUTIVE'S BULLETIN
38. ESALC: Pay award for local government services employees - agreement reached (already forwarded to members)
39. ESALC: ESALC Training Dates (already forwarded to members)
40. WDC: Agenda for Cabinet, Wednesday, 16th March, 2022
41. WDC: Minutes for Planning Committee South, Thursday, 24th February, 2022
42. WDC: Media Release - Planning inspector endorsement - 08.03.2022 (already forwarded to members)
43. ESALC: Rural Crime Team monthly update (already forwarded to members).
44. WDC: Council Tax rebate scheme (already forwarded to members).
45. WDC: Agenda for Licensing Committee, Friday, 18th March, 2022

46. WDC: Love Food Hate Waste
47. WDC: Minutes for Full Council, Wednesday, 23rd February, 2022
48. WDC: Agenda for Licensing Sub-Committee, Friday, 25th March, 2022
49. Halland Resident: Fwd: Planning Application LW/20/0485 - Upper Lodge Farm - Revised Scheme (already forwarded to members)
50. ESALC: Free Webinars In March
51. WDC: Agenda for Overview and Scrutiny Committee, Monday, 21st March, 2022
52. Wealden Dementia Action Alliance weekly newsletter - Friday 11th March 2022
53. WDC: MyAlerts - Week Commencing 14th March
54. NALC Guidance on Ukraine
55. ESALC: Ukraine
56. Gatwick In Touch Newsletter Edition 7
57. NALC Smaller Councils Committee - letter to smaller councils (already forwarded to members)
58. ESALC: Newsletter March 2022
59. WDC: Agenda for Audit, Finance and Governance Committee, Wednesday, 23rd March, 2022
60. WDC: Decision sheet for Cabinet, Wednesday, 16th March, 2022
61. WDC: Agenda for Planning Committee South, Thursday, 24th March, 2022
62. Nikos Mikelis: Invitation to a meeting of all Wealden parish and town councils (already forwarded to all members)