

EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on **31st July, 2023 at 7.00pm.**
MEETING MINUTES

In attendance: Cllrs. Bradley, Cole, Magness, Partridge, Pope, Thatcher and Vaughan (chairman).
Also participating: County Councillor Nick Bennett, Malcolm Ramsden (clerk), Verne Heath (rfo) (via Zoom) and one member of the public.

AGENDA

0. MALCOLM SOANE

Commiserations to family and friends of Malcolm Soane who sadly passed away last week. He had been a longstanding and loyal member of both the Parish Council and Village Hall Committee and his contributions to the community over the years have been very much appreciated.

Chairman opened the meeting by announcing that Malcolm Soane had passed away and paid tribute to Malcolm's contribution to the Parish Council, as a previous chairman, and the Village Hall charity, which he also chaired, asking that, on behalf of the Parish Council, best wishes and condolences be sent to his family, friends and all that knew him. Malcolm's funeral is to be held at the Wealden Crematorium at 12 noon on the 7th of August.

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 (subject to any items considered as confidential within the terms of the Public Bodies (Admission to meetings) Act 1960).

The one member of the public that was present asked that, to better aid transparency, some of the background papers relating to agenda items be posted on the website and going on to ask that members consider the items discussed as trustees of the War Memorial Sports Ground Trust not be included within Parish Council business but at a separate meeting.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Cllr. Bennett asked that his report being sent to the clerk in August be forwarded to members.

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. and Cllr. Bradley declared her interest in matters relating to the Garden Plots.

4. APOLOGIES – to receive apologies for absence

Apologies received and reasons accepted from Cllr. Freezer and PCSO Maria Barraclough.

5. FINANCE/ADMINISTRATION

5.1 To approve/note payments payable/paid June, 2023

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

0574 RESOLVED to approve/note payments payable/paid June, 2023 totalling £5,905.74 (See appendix A).

5.2 To note income/expenditure-vs-budget and approve, if necessary, overspends/under-receipts not previously approved

Noted. RFO, in response to Cllr. Pope's observation that the 'Queens bench' (£1,262) was showing as a village furniture expenditure item and not being met from CIL funds, stated that CIL funds had been used but that the line entry conformed to the finance reporting system requirements adopted by Council.

5.3 Internal Auditor appointment

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

0575 **RESOLVED** to approve the continuing appointment of Mulberry & Co. as internal auditor for a three year period locking in their £65 per hour offer.

6. MINUTES

6.1 To resolve that the minutes of the Council Meeting held on Monday 26th June, 2023 be taken as read, confirmed as a correct record and signed by the Chairman

Clerk asked that members note three amendments to the draft previously circulated.

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

0576 **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 26th of June, 2023 be taken as read, confirmed as a correct record, subject to the three amendments advised by the clerk, and be signed by the Chair.

6.1.1 Matters arising from minutes not otherwise covered by agenda items

None.

6.2 To resolve that the minutes of the June meeting of the Finance & General Purpose Committee be taken as read, confirmed as a correct record and signed by the Chairman

Following a proposal by Cllr. Thatcher and seconding by Cllr. Bradley

0577 **RESOLVED** to approve that the minutes of the June meeting of the Finance & General Purpose Committee be taken as read, confirmed as a correct record and be signed by the Chair.

6.2.1 Matters arising from minutes not otherwise covered by agenda items

None.

6.3 To resolve that the minutes of the June meeting of the Planning Committee be taken as read, confirmed as a correct record and signed by the Chairman

Following a proposal by Cllr. Bradley and seconding by Cllr. Thatcher

0578 **RESOLVED** to approve that the minutes of the June meeting of the Planning Committee be taken as read, confirmed as a correct record and be signed by the Chair.

6.3.1 Matters arising from minutes not otherwise covered by agenda items

Clerk reported that no response had been received regarding the Buttsfield Lane request.

7. PLANNING

7.1 Neighbourhood Plan

7.1.1 Update

Members learnt from Cllr. Bradley that Wealden District Council had suggested a number of presentational changes to the Plan.

Following a proposal by Cllr. Bradley and seconding by Cllr. Magness

0579 **RESOLVED** to approve that Mr. Walker should circulate the reworked Plan to members of the Committee, copying in members of the Steering Group for approval by delegated email.

7.2 Future allotment provision

Cllr. Magness alerted members to Council's responsibility regarding allotment provision suggesting it would be most challenging with the forthcoming addition of more than 200 households in the parish.

Following a proposal by Cllr. Magness and seconding by Cllr. Partridge

0580 **RESOLVED** to approve that the Clerk be delegated to arrange for Wealden District Council to be contacted regarding any Devolution of Asset policy that might be in place enabling transfers of land to Parish Councils in these circumstances.

Chair suspended Standing Orders to clarify an issue with the member of the public present.

Chair re-instated Standing Orders

7.3 To note District Council and Planning Inspector decisions to date

Approval of WD/2023/1139/F - Crockstead Farm Hotel conversion of disused staff accommodation to flats noted.

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

8.1 Pavilion

Following a proposal by Cllr. Bradley and seconding by Cllr. Magness

0581 **RESOLVED** to approve that future discussions and decisions made by Council in their capacity as trustees of the War Memorial Sports Ground Trust be carried out at a separate meeting of the charity trustees.

8.1.1 Hallmaster renewal

Members learnt from the Clerk that renewal of Council's Hallmaster licence would be due over the summer and had been notified of the Village Hall charity's wish to again share costs.

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

0582 **RESOLVED** to approve payment of up to £600 to renew the Hallmaster licence with the Village Hall being approached regarding 50% of the costs.

8.1.2 Roof replacement

Discussion was had regarding how continuing payments of £250 every year for the roof asbestos survey might be saved with alternative materials being proposed, some of which might be suitable for taking the weight of solar panels which was not possible with the current asbestos containing sheeting.

Following a proposal by Cllr. Magness and seconding by Cllr. Thatcher

0583 **RESOLVED** to approve that the Clerk be delegated to arrange to investigate costings of the various possibilities.

8.2 Sports ground

8.2.1 Sports ground access

Members were referred to, and discussed, the previously circulated costings for proposals to secure the Susans Close access to prevent unwanted vehicle entry with Cllr. Partridge requesting drawings to better understand the proposed solutions to prevent any possible misunderstandings as to what was being agreed.

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

0584 **RESOLVED** to approve costs of up to £595 to agree a solution following further details being obtained for the avoidance of any doubt as to the solution be proposed with final approval by way of delegated email.

8.2.2 Carnival Society request

Cllr. Bradley referred members to the previously circulated description of changes to the new fencing that would be acceptable to the Carnival Society following a site meeting. Disappointment was expressed that the Society had not responded to two requests for comment and inclusion in the original discussions when plans were agreed and that agreement would be needed as to who would pay for any changes.

Following a proposal by Cllr. Bradley and seconding by Cllr. Thatcher

0585 **RESOLVED** to approve that the Clerk be delegated to arrange for quotations to be obtained inviting contractors to comment on alternative was to produce the same solution as proposed.

8.3 General

8.3.1 Use of car park

Clerk reported that he had enquired of the Village Works but that the issue causing the problem had been resolved.

9. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

9.1 Correspondence

Noted. (See appendix B).

9.2 Structures at the Garden Plots

Members were reminded that some Garden Plotters had enquired about erecting greenhouses and that Wealden District Council had required a planning application. A

number of different ideas, including one large polytunnel for plotters to share and joint use of a large tool shed, were considered.

Following a proposal by Cllr. Magness and seconding by Cllr. Thatcher

0586 **RESOLVED** to approve that the Clerk be delegated to arrange for a planning application to be submitted including one 6ft x 8ft greenhouse per plot.

9.3 Community Gardens request for additional water tank

Cllr. Thatcher commented that the additional water tank was already in place.

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

0587 **RESOLVED** to approve that the Clerk contact expressing disappointment that the tank is already in place and that, again, nothing further be changed or added and that failure to comply would jeopardize the renewal of their 'licence'.

9.4 Community Gardens governance papers

Noted.

9.5 To consider exploring Garden Plots status as being that of an allotment

Members noted the additional protection that would be afforded the plot holders if the status was recognized as that of an allotment but recognised the need to retain the existing restriction on plot holders contained in the current 'licences'. The clerk's understanding gained from the clerk at the time of the land swap was that using the style 'garden plots' gave the Council greater control and that, in any case, there were already restrictions in place contained within the land swap conditions.

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

0588 **RESOLVED** to approve that the Clerk be delegated to arrange for further investigation regarding how, and if, allotment status can be achieved and what, bearing any land swap agreement conditions there are in place, might hinder or prevent progress.

9.6 High Street pavement cherry trees

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

0589 **RESOLVED** to approve that the Clerk be delegated to arrange for quotations to be obtained.

9.7 No. 48 mile marker

Members noted from the clerk that the contractor that had maintained the parish mile markers was no longer able to continue but had left detailed notes regarding what was required.

0590 **RESOLVED** to approve that the Clerk be delegated to arrange for another contractor to be appointed with costs not to exceed £500.

9.8 To note Remembrance Day road closure

Chairman alerted members to the fact that the Carnival Society had kindly taken on the responsibility for arranging the necessary road closure for the Remembrance Day parade now that the Royal British Legion central office had advised it's branches that they were not to arrange for such closures. Chairman went on to ask that a vote of thanks be noted to the Carnival Society.

9.9 To note Garden Plots AGM (draft) minutes

Noted.

9.10 To note WDC Sustainability Appraisal Consultation

Noted.

9.11 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 25th September, 2023 at 7.00 pm at the Village Hall, East Hoathly

Noted.

Meeting closed at 8.40pm

IF YOU WOULD LIKE TO RECEIVE E-MAILED COPIES OF THIS AND FUTURE AGENDAS
PLEASE CONTACT THE CLERK (07948 496760) and/or
clerk@easthoathlywithhalland.org.uk

Appendix A

Date	Payee Name	A/c	£ Amount	
30/06/2023	David Ogilvie Engineering Ltd	4370	£1,262.00	Commemorative bench
30/06/2023	HMRC	4030	£632.29	tax and ni
30/06/2023	ESALC Limited	4110	£40.00	new councillor training
30/06/2023	Anthony Read	4310	£1,245.00	Grass cutting and maint
30/06/2023	Ashdown Solutions Ltd	4220	£135.00	email migration and setup
30/06/2023	Ashdown Solutions Ltd	4220	£74.25	monthly cloud etc ICO Data protection
30/06/2023	Info Commissioners office	4220	£35.00	annual
30/06/2023	Castle Water	4380	£106.28	garden plot water
30/06/2023	Alex Freezer	4020	£75.00	Caretaker responsibility
30/06/2023	Malcolm Ramsden	4010	£1,554.94	Salary and expenses
		4020	£93.75	Caretaker
		4035	£26.00	wf home allowance
		4100	£150.75	Mileage
		4220	£12.99	zoom
		4315	£81.93	Pavilion consumables
		4180	£1.60	Postage
		4200	£10.41	ee
		4170	£6.25	envelopes
30/06/2023	Verne Heath	4000	£296.22	Salary
		4035	£26.00	wf home allowance
		4180	£3.10	postage
		4170	£36.98	stationery
	Total Payments		£5,905.74	

Appendix B

Correspondence: 20th June, 2023 to 25th July, 2023

1. WDC: Agenda for Licensing Sub-Committee, Tuesday, 4th July, 2023
2. NALC Newsletter – 21st June, 2023
3. WDC: Supplement: Officer Update to the agenda for Planning Committee South, Thursday, 22nd June, 2023
4. Wealden Weekly Commencing 26th June
5. CET PTS: Major bus service changes
6. The Rural Bulletin - 27 June 2023
7. VGW News June 2023
8. WDC: Minutes for Planning Committee North, Thursday, 15th June, 2023
9. NALC Newsletter – 28th June, 2023
10. WDC: Supplement: Appendix F Waste & Customer Services - updated version to the agenda for Overview and Scrutiny Committee, Monday, 3rd July, 2023
11. WDC: Media release: Motion passed unanimously over water supply issues (already forwarded to all members)
12. Citizens Advice: Note of thanks
13. WDC: Media release: Wealden Crematorium donate £12,000 to Chestnut Tree House
14. Wealden Weekly Commencing 3rd July
15. The Rural Bulletin - 4 July 2023
16. WDC: Minutes for Planning Committee South, Thursday, 22nd June, 2023
17. WDC: Agenda for Cabinet, Wednesday, 12th July, 2023
18. RSN Rural Funding Digest - July 2023 Edition
19. NALC Newsletter – 5th July, 2023
20. WDC: Agenda for Planning Committee South, Thursday, 13th July, 2023
21. Gatwick FASI-South Initial Options Appraisal Outcomes Stakeholder Engagement July 2023
22. WDC: Media release: Wealden Community Lottery helps good cause to make change
23. WDC: media release: £418,000 allocated to prevent homelessness
24. London Gatwick's Northern Runway Project
25. WDC: Wealden Weekly Commencing 10th July
26. WDC: Media release - Two by-elections to take place in July
27. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 13th July, 2023
28. The Rural Bulletin - 11 July 2023
29. WDC: Agenda for Full Council, Wednesday, 19th July, 2023
30. NALC Newsletter – 12th July, 2023
31. WDC: Agenda for Planning Committee North, Thursday, 20th July, 2023
32. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 13th July, 2023
33. WDC: Decision sheet for Cabinet, Wednesday, 12th July, 2023
34. CC: Setting up your Charity Commission Account – urgent update
35. WDC: Supplement: Agenda supplement - Call Over List and Report on behalf of the Cabinet by the Leader to the agenda for Full Council, Wednesday, 19th July, 2023
36. WSALC: Rail station ticket office changes – have your say as public consultation begins
37. WDC: Media release: Wealden moves towards signing a new lease for Uckfield Leisure Centre
38. WDC: media release: Free courses available to Wealden residents aged 19 and over
39. WDC: Newly published decision: Public Spaces Protection Order (Dog Fouling) Consultation
40. WDC UK Shared Prosperity Fund Update
41. Wealden Funding Opportunities - July 2023 (already forwarded to members)
42. WDC: Wealden Weekly Commencing 17 July
43. ERTA Brighton Forum addressing better rail issues along South Coast and South East
44. WDC: Media release: Wealden Crematorium receives award for gardens from Sussex Heritage Trust
45. Gareth Shrimpton: Copy email re. FW: WD/2023/1358/LDE: Retrospective 'Evidence' in the form of Photographs and Invoices (already forwarded to members)
46. WDC: Minutes for Overview and Scrutiny Committee, Monday, 3rd July, 2023
47. WDC: Minutes for Audit, Finance and Governance Committee, Monday, 13th March, 2023

48. The Third Annual Social Housing Conference
49. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 20th July, 2023
50. The Rural Bulletin - 18 July 2023
51. WDC: Supplement: Statement from Local Ward Member Cllr Everitt (item 9) to the agenda for Planning Committee North, Thursday, 20th July, 2023
52. WDC: Supplement: Statement from Local Ward Member Cllr Everitt (item 10) to the agenda for Planning Committee North, Thursday, 20th July, 2023
53. WDC: Supplement: Criss Cross, Wellbrook, Mayfield, TN20 6EA - Mr C Lawrence, Objector, Video File to the agenda for Planning Committee North, Thursday, 20th July, 2023
54. NALC Newsletter – 19th July, 2023
55. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 20th July, 2023
56. ESCC: Planned Works Programme
57. WDC: Media release: Sussex Wildlife Trust and Chestnut Tree House chosen as Wealden chair's charities to support
58. NALC: Chief Executive's bulletin: 20Jly2023
59. Wealden Weekly Commencing 24th July
60. WDC: Newly published decision: Joint Strategic Access Management and Monitoring (SAMM) Strategy Variation to Legal Agreement (appendices Exempt)
61. WDC: Newly published decision: Provisional Revenue and Capital Outturn 2022/23
62. WDC: Newly published decision: Food Safety Plan 2023/24 (Recommendation to Full Council)
63. WDC: Newly published decision: Health and Safety Service Plan 2023/24 (Recommendation to Full Council)
64. Active Places: Newsletter July 2023
65. WDC: Wealden Funding Opportunities - July 2023 (no. 2)
66. WDC: Media release: Third motion passed for new administration
67. The Rural Bulletin - 25 July 2023