

EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on 25th September, 2023 at 7.00pm.
MEETING MINUTES

In attendance: Cllrs. Bradley, Cole, Freezer (chair), Magness, Partridge, Pope, Thatcher and Vaughan.
Also participating: County Councillor Nick Bennett, Malcolm Ramsden (clerk), Verne Heath (rfo) (via Zoom) and three 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 (subject to any items considered as confidential within the terms of the Public Bodies (Admission to meetings) Act 1960).

A representative of the Carnival Society outlined a further possible solution regarding avoidance of pinch points resulting in fencing changes at the Playing Field involving the replacement of some of the gates with removable slip rails and offered to pay for half of any costs incurred with their suggestion. Chair agreed to include within the agenda item 8.2.2 and thanked the Carnival Society for their offer.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Members learnt from County Cllr. Nick Bennett that there was nothing to add to his previous report circulated at an earlier meeting but that Cabinet were to be meeting on the 28th of September, 2023. At that meeting it was expected that the high demands on social care and progress towards the County net-zero target would feature. In response to a question regarding a Blacksmiths Lane report, members noted that there wouldn't be a report as none existed.

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 as did Cllr. Freezer regarding her membership of the Carnival Society.

4. APOLOGIES – to receive apologies for absence

None. In response to a question regarding District Cllr. Draper, the clerk confirmed that he had been invited.

5. FINANCE/ADMINISTRATION

5.1 To approve/note payments payable/paid July/August, 2023

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

0591 RESOLVED to approve/note payments payable/paid July/August, 2023 totalling £11,916.00 (See appendix A).

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

Noted.

5.3 To approve regular (direct debit/standing order) payments from accounts

In response to a question from Cllr. Cole regarding CPRE newsletters, RFO to enquire.

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

- 0592** **RESOLVED** to approve continuation of regular payments to Castle Water, Wealden District Council, CPRE and the Information Commission Office.
- Cllr. Vaughan chaired the meeting for items 8.2.2 and 5.4
- 8.2.2 Carnival Society request
See also 'Public Participation' for changes to the sports ground fencing to be considered and agenda item 5.4.
- 5.4 To approve costs for Playing Field fence modifications
*Prior to the solution proposed by the Carnival Society, three quotes had been received; £3,563, £2,185 and £1,240.
 Following a proposal by Cllr. Freezer and seconding by Cllr. Bradley*
- 0593** **RESOLVED** to approve costs of up to £1,240 provided that Cllr. Freezer, Cllr. Bradley and the clerk confirm with the Carnival Society preferred fencing contractor that the specification was understood and would be followed.
- 5.5 To approve insurance premium costs
*Cllr. Vaughan referred members to the previously circulated insurance quotation provided by Gallagher, the broker, and were reminded that the Village Hall (building only) was included in the cover. Clerk to ask if the Village Hall committee would consider a contribution to the costs and Cllr. Vaughan to clarify the bonfire element cover in the Carnival Society policy as our insurance requires that no bonfire is held within 25m of any building.
 Following a proposal by Cllr. Pope and seconding by Cllr. Bradley*
- 0594** **RESOLVED** to approve costs of £5,248.85 in respect of the renewal premium with a contribution to be made of £1,000 from the Sports Ground charity funds.
- 5.6 Account signatory for Cambridge Building Society
*Members learnt from the Finance Officer that some of our banks insisted that the contact recorded for the accounts be one of the signatories and that the Finance Officer was not a signatory to any of the accounts which would make administration of the accounts unwieldy.
 Following a proposal by Cllr. Bradley and seconding by Cllr. Cole*
- 0595** **RESOLVED** to notify the banks involved that Cllr. Vaughan be the signatory contact.
- 5.7 Precept/Budget Setting timetable
Members agreed to start putting forward funding requirements at the October meeting of the Full Council for consideration at the November meeting of the F&GP committee for approval at the November meeting of the Full Council which would still leave the January meeting for any urgent changes that might be required before submission to the District Council. Cllr. Pope suggested that an overall increase in the region of 10% might not be inappropriate in the current financial climate.
- 0596** **RESOLVED** to suspend Standing Orders will some members left the room.
- 0597** **RESOLVED** to re-instate Standing Orders.
- 5.8 To consider co-opting new member
*Chair referred members to the previously circulated c.v. and co-option process. The one candidate present offered to answer any questions that members might have.
 There were none.
 Following a proposal by Cllr. Freezer and seconding by Cllr. Vaughan*
- 0598** **RESOLVED** to approve Linda Butcher's request to fill the remaining Councillor vacancy.
- 5.9 Improved transparency
Members agreed that more information should be made available on the Council website to include background material regarding agenda items, news items and updates from liaison group meetings.
- 5.10 To approve the latest version of the Risk Assessment
*Chair noted that further work was required and would suggest additions.
 Following a proposal by Cllr. Freezer and seconding by Cllr. Pope*
- 0599** **RESOLVED** to adopt the previously circulated Risk Assessment.

6. MINUTES

- 6.1 To resolve that the minutes of the Council Meeting held on Monday 31st July, 2023 be taken as read, confirmed as a correct record and signed by the Chairman
Following a proposal by Cllr. Cole and seconding by Cllr. Pope
0600 **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 31st of July, 2023 be taken as read and be signed by the Chair.
- 6.1.1 Matters arising from minutes not otherwise covered by agenda items
Members agreed to Cllr. Partridge's suggestion that 'minutes' feature earlier in future agendas.

7. PLANNING

- 7.1 Neighbourhood Plan
7.1.1 Approval of latest version amendments and Consultation Statement
Chair informed members that details of a possible amendment had been received too late for inclusion in the agenda.
Following a proposal by Cllr. Freezer and seconding by Cllr. Bradley
0601 **RESOLVED** that a further meeting be held to include the Neighbourhood Plan as an agenda item.
- 7.2 Future allotment provision
Clerk informed members that Wealden District Council had no Devolution of Assets policy and that as Broomy Lodge is included in the SHELAA mapping, that it is unlikely that there would be no decision regarding possible use as an allotment site until at least the publication and subsequent approval and adoption of the Local Plan. Members agreed to Cllr. Magness's offer and nominated him to walk the land, subject to owner's permission, measure and assess its suitability and liaise with the soon to be appointed asset manager at Wealden District Council. Clerk to chase Jason Hughes for a response regarding timing of their assessment of their assets and future use.
- 7.3 To formulate response and next actions following Southern Water response re. capacity
In responding to chair's request for comments, Cllr. Pope highlighted from the response that the proposed pumping station does not appear on any plan and would like to know where it will be sited and who will be responsible for its provision. Further details of the system preventing sewer system water for entering the buildings during severe storms or heavy rainfall are required. Cllr. Pope was anxious to see the District Council's response, still awaited, referring members to their not having yet completely discharged conditions 18 and 19 of the permission. Members agreed to hold the formulation of a response over until the next meeting, by which time a response should have been received to our questions put to the District Council.
- 7.4 To formulate response and next actions following request to District Council re. Southern Water capacity
Response not yet received. Carried forward.
- 7.5 Buttsfield Lane update
Members noted that the LDE certificate had been issued and asked that thanks to County Cllr. Bennett be noted for his efforts with this issue.
- 7.6 To note District Council and Planning Inspector decisions to date
Noted.

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

- 8.1 Pavilion
8.1.1 Roof replacement update
Members learnt from Cllr. Magness that to replace the existing roof with a metal roof and add a second floor would cost in the region of £30-35,000 which would negate the need for annual asbestos surveys and allow the fitting of solar panels. Concern was expressed that this cost might be challenged in the event of a plan emerging to replace the building. Carried forward.
- 8.1.2 Replacement cooker

Members learnt from the clerk that the Village Hall were replacing their cooker and offered the Council the existing one for use at the pavilion. The cooker in question was wider than the current cooker and would require alterations to the cupboard, worktop and fridge layout costing in the region of £250 with a further charge of £145.75 for electrical works. Whilst members agreed it would be nice to replace the existing cooker, but all the time it remained adequate, the cost of the necessary alterations would exceed the cost of replacing the existing cooker on a like for like basis and asked that, in thanking the Village Hall for their most kind offer, on this occasion, we decline.

8.1.3 Review of hire terms/conditions

Suggestions for inclusion were to prohibit the use of bouncy castles and inflatables, unless evidence of appropriate event insurance cover be provided and that the letting off of fireworks in the pavilion be prohibited. Chair asked that members email the clerk with any more suggestions for inclusion.

8.2 Sports Ground

8.2.1 Sports ground access

Clerk updated members with progress and expected the Susans Close entrance gate to be in place the next day.

8.2.2 See above

8.3 General

8.3.1 To approve separation of Trust items from Council business to a dedicated meeting of the charity trustees

Following a proposal by Cllr. Vaughan and seconding by Cllr. Freezer

0602 RESOLVED to approve the separation of Trust items from Council business to a dedicated meeting of the charity trustees.

8.3.2 End of Year account review

Members noted the year-end review previously circulated showing bank balances as at the 31st of March, 2023 of £2,000.77.

9. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

9.1 Correspondence

Noted. (See appendix B).

9.2 Land purchases

Chair expressed that in view of the often short timescale offers of land becoming available for purchase that a statement/policy be approved for publication regarding how Council proposed to respond to sale opportunities in the future. An asset acquisition policy to include the possibility of agreement by emailed delegated authority regarding future purchases might be feasible.

Cllr. Pope cautioned strongly against auction purchases as our structure would make it very difficult to participate and further suggested that an assessment of parcels of land that would have no possibility of development might be drawn up that would not need to be protected by way of Council purchase such as ancient woodland.

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

0603 RESOLVED to approve the investigation of a policy to apply to any plots of land that come up for sale within the parish and consider purchase by delegated decision based on price, method of sale, location, status and level of current protection (ancient woodland, environmental status, etc., etc.).

9.3 Structures at the Garden Plots

Members learnt from Cllr. Bradley that she had been working on proposals to put to the District Council planning department. Carried forward.

9.4 Christmas trees

Chair outlined arrangements under way concerning the East Hoathly Christmas tree and that approval was needed for this unbudgeted item. Two quotes had been obtained for the purchase of a 17ft tree (£245 and £380) and quotations for lighting installation were being obtained. A grant application for the funding of a Halland tree had been received. Following a proposal by Cllr. Freezer and seconding by Cllr. Pope

- 0604 RESOLVED** to approve the purchase of a tree for £245 and to approve costs of up to no more than 20% more than last year's costs for the lighting installation from General Reserves.
- 9.5 Woodland Path remedial action
Members learnt that the branches making up part of the footpath surface had become loose and were hazardous. Clerk to approach the County Rights of Way team to obtain a specification for a solution to then enable us to obtain quotes.
- 9.6 Village planter maintenance
Clerk advised that Robbie Innes was no longer able to tend and water the planters by the village sign. Members asked that a vote of thanks for all of his work with the planters be noted. Cllr. Bradley offered to take on the role for the time being. Following a proposal by Cllr. Freezer and seconding by Cllr. Pope
- 0605 RESOLVED** to approve the purchase of a £25 gift voucher and card of thanks for Mr. Innes.
- 9.7 Jubilee Garden update
Members learnt that Stavertons would be treating the docks and brambles, cutting and clearing away the area when the seeds have dropped.
- 9.8 High Street pavement cherry trees
Cllr. Bradley reported that English Woodland had recommended replacing the trees with ornamental pear, crab apple or amelanchier and that she was obtaining quotes. Carried forward.
- 9.9 Website improvements
Members agreed that improvements to the website were needed and were asked to supply lists of improvements and news items for inclusion to the clerk. Members might also like to look at other Council's websites and recommend which supplier might be preferred.
- 9.10 Martyn's Law
Legislation here is still being formulated and, when finalized, Council will need to conform.
- 9.11 To note draft minutes of July, 2023 WDALC meeting
Draft minutes of the meeting had been previously circulated and Cllr. Cole updated members on her attendance at the meeting. Chair thanked Cllr. Cole for attending. Noted.
- 9.12 Clerk's progress report
Clerk updated members with regard to progress with the mile markers and fingerposts.

10. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held on Monday 30th October, 2023 at 7.00 pm at the Village Hall, East Hoathly

Meeting closed at 9.25pm

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	£ Amount	A/c	Transaction Detail
31/07/2023	HMRC	£633.67	4030	Tax and NI
31/07/2023	Wealden Citizens Advice	£300.00	4230	Grant
31/07/2023	Groundsman	£1,013.00	4310	grass cuts/maintnce
31/07/2023	Ashdown Solutions Ltd	£117.36	4220	Monthly support/storage
31/07/2023	Wealden District Council	£858.00	4350	Bins 4x dog 7 x ord Defibrillator x3
31/07/2023	East Sussex Healthcare NHS	£180.00	4290	maintenance
31/07/2023	Castle Water	£124.33	4380	Garden plot water
31/07/2023	Cllr. Expenses	£7.08	4320	Battery for card reader
31/07/2023	Finance Officer	£323.72	4000	Salary
			4035	wfh allowance
			4180	stamps
31/07/2023	ESALC Limited	£96.00	4110	Training for cllrs-planning
31/07/2023	Groundsman	£1,013.00	4310	Grass cutting and m/tnce
31/07/2023	Bartholomews	£229.85	4290	Trace heating
31/07/2023	Caretaker	£457.50	4020	Salary
31/07/2023	Clerk	£2,126.44	4010	Salary
			4020	Caretakers salary
			4035	wfh allowance
			4100	Mileage
			4220	zoom
			4170	Stationery
			4180	Postage
			4200	Phone
			4310	Play area comms board
			4315	Pavilion keys and padlock
31/08/2023	HMRC	£621.82	4030	VAT and NI July
31/08/2023	ESALC Limited	£4.88	4185	Good Employer guide
	East Hoathly/Halland War			
31/08/2023	Mem	£1,000.00	4230	Grant re costs to war mem
31/08/2023	Castle Water	£154.15	4380	Garden plot water
31/08/2023	Caretaker	£457.50	4020	Salary
31/08/2023	Finance Officer	£256.71	4000	Salary
			4035	wfh allowance
31/08/2023	Clerk	£1,940.99	4010	Salary and expenses
			4035	wfh allowance
			4020	Caretaker work
			4100	Mileage
			4220	zoom
			4180	postage
			4200	phone
			4170	stationery
			4315	cleaning, padlock etc.
	Total	£11,916.00		

Appendix B

Correspondence: 26th July, 2023 to 22nd September, 2023

1. WDC: media release: South East Water distributes £50k Community Fund to good causes in Wealden
2. NALC newsletter – 26th July, 2023
3. NALC Chief Executive’s bulletin – 27th July, 2023
4. WDC: Supplement: Member's Question - Written Response PEVENSEY LEVELS AND CUCKMERE VALLEY WATER LEVELS MANAGEMENT BOARD QUESTION FROM CLLR GREAVES TO CLLR WILLIAMS to the agenda for Full Council, Wednesday, 19th July, 2023
5. WDC: Supplement: Member's Question - Written Response - SANGS AND THE SANGS POLICY QUESTION FROM CLLR REED TO CLLR TYSH to the agenda for Full Council, Wednesday, 19th July, 2023
6. WDC: Wealden Weekly Commencing 31st July
7. Healthwatch East Sussex - July 2023 Newsletter
8. The Rural Bulletin - 1 August 2023
9. Welcome to the Applause August Newsletter
10. WDC: Minutes for Planning Committee North, Thursday, 20th July, 2023
11. WDC: Media release - Cuckoo Trail barrier improvement project completed
12. WDC: Media release - Double success as two waste carriers prosecuted by Wealden council
13. WDC: Media release - Organisations encouraged to apply for King’s Award for Voluntary Service
14. WDC: media release: Wealden Crematorium open day
15. NALC newsletter – 2nd August, 2023
16. RSN Rural Funding Digest - August 2023 Edition
17. WDC: Media release: Wealden organisation continues to benefit from funding agreement
18. Update on London Gatwick's Northern Runway Development Consent Order Application
19. Wealden Funding Opportunities - July 2023 (no.3)
20. ESCC: Rural Verges as Wildlife Corridors – Trial of Early Season Reduction in Rural Grass Cutting
21. WDC: media release: Wealden resident withdraws court case against council officers and councillors
22. Wealden Weekly Commencing 7th August
23. Hosepipe ban restrictions lifted in Kent and Sussex
24. Your Voice Counts Healthwatch East Sussex Annual Event 2023
25. The Rural Bulletin - 8 August 2023
26. ESCC: Hedgerow protection consultation - Tree Warden opportunity for engagement
27. Ashdown Solutions: Protect your business from cybercriminals
28. WDC: Agenda for Planning Committee South, Thursday, 17th August, 2023
29. Playdale: The Added Value of Playgrounds
30. NALC Chief Executive’s bulletin – 10th August, 2023
31. Grey Matters Newsletter
32. WDC: Wealden Weekly Commencing 14th August
33. NALC events
34. The Rural Bulletin - 15 August 2023
35. Communication Board
36. NALC newsletter – 16th August, 2023
37. Village Concerns: TPO, East Hoathly, “Circle of Oaks”
38. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 17th August, 2023
39. WDC: Preliminary Review of Polling Districts and Polling Places 2023 - Informal Consultation
40. NALC Chief Executive’s bulletin – 17th August, 2023
41. Gatwick FASI-South IOA Outcomes Stakeholder Engagement July 2023 - Presentation and info Pack
42. WDC: Dog Fouling PSPO Extension 2023
43. Gatwick FASI-South IOA Outcomes Stakeholder Engagement July 2023 – extension
44. RISE & Shine August 23: Changing Places Update
45. Wealden Weekly Commencing 21st August
46. The Rural Bulletin - 22 August 2023
47. Healthwatch East Sussex - August 2023 Newsletter

48. NALC newsletter – 23rd August, 2023
49. ERTA - Guildford-Horsham Rail Reopening 1
50. NALC Chief Executive's bulletin – 24th August, 2023
51. WDC - Media release: Wealden Community Lottery introduces refer a friend feature
52. WDC: Media release: One You East Sussex roadshow returns to Wealden offering free health checks
53. ERTA - Guildford-Horsham Rail Reopening 2
54. Wealden Weekly Commencing 28th August
55. VGW News #05 August 2023
56. Sussex Police & Crime Commissioner Survey
57. What Matters to You - the East Sussex County Council Adult Social Care Strategy
58. Satswana Council Update - Autumn 2023
59. WDC - media release: Don't lose your vote
60. WDC: Agenda for Cabinet, Wednesday, 6th September, 2023
61. Hallmaster Newsletter | August 2023
62. WDC - Minutes for Planning Committee South, Thursday, 17th August, 2023
63. WDC - Agenda for Planning Committee South, Thursday, 7th September, 2023
64. NALC newsletter – 30th August, 2023
65. The Rural Bulletin - 30 August 2023
66. WDC - Media release: Residents' Satisfaction Survey launched 2023
67. WDC - Media release: Wealden Community Sports Hub progresses
68. ESCC - Coronation Living Heritage Fund - find out more!
69. NALC Chief Executive's bulletin – 31st August, 2023
70. WDC - Agenda for Overview and Scrutiny Committee, Monday, 11th September, 2023
71. WDC: Media release: Wealden cuts bin lorry emissions by 90%
72. WDC: Act now so Wealden District Council can check who is eligible to be registered to vote at your address
73. EH resident: Proposed excavation work in Mill Lane to lay power cable
74. Wealden Weekly Commencing 4th September
75. WDC: media release: Lets Talk Wealden goes live
76. WDC: Rural England Prosperity Fund - EV charging
77. The Rural Bulletin - 5 September 2023
78. WDC: Media release: Journey's Festival of Dance comes to Hailsham
79. SEE Newsletter - September 2023
80. NALC newsletter – 6th September, 2023
81. WDC: Agenda for Planning Committee North, Thursday, 14th September, 2023
82. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 7th September, 2023
83. WDC: Decision sheet for Cabinet, Wednesday, 6th September, 2023
84. NALC Chief Executive's bulletin – 7th September, 2023
85. WDC: Minutes for Audit, Finance and Governance Committee, Wednesday, 26th July, 2023
86. Active Places: Newsletter September 2023
87. Wealden Weekly Commencing 11th September
88. The Rural Bulletin - 12 September 2023
89. WDC: Agenda for Audit, Finance and Governance Committee, Wednesday, 20th September, 2023
90. NALC newsletter – 13th September, 2023
91. RSN Rural Funding Digest - September 2023 Edition
92. WDC: Agenda for Licensing Sub-Committee, Monday, 2nd October, 2023
93. NALC Chief Executive's bulletin – 14th September, 2023
94. WDC: Minutes for Planning Committee South, Thursday, 7th September, 2023
95. Wealden Weekly Commencing 18 September
96. ESALC: TfSE Transport Forum - 4 September Minutes
97. WDC: Change of date for meeting 27/09/2023, 10:00, Standards Committee
98. The Rural Bulletin - 19 September 2023
99. NALC newsletter – 20th September, 2023
100. WDC: New issue: Wealden Community Sports Hub (Exempt)
101. WDC: New issue: Crowborough Learner Pool (Exempt)
102. NALC Chief Executive's bulletin – 21st September, 2023

