

**DRAFT ONLY – NOT YET APPROVED**

**EAST HOATHLY with HALLAND PARISH COUNCIL**

Meeting of the Full Council on **30<sup>th</sup> October, 2023 at 7.00pm.**  
**(Draft) MEETING MINUTES**

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

*A representative of the Garden Plots asked for updates regarding structures at the plots, conversion to allotment status, which the Garden Plots committee are fully behind, and the appointment of a Parish Council member to the Garden Plots committee following the resignation of Jacqueline Bradley.*

*Structures – Clerk is taking forward Jacqueline’s work regarding and will report at a future meeting.*

*Allotment status – Similarly, Clerk is taking forward Jacqueline’s work regarding and will report at a future meeting.*

*Appointment of Committee member – Included as a n agenda item for this meeting.*

*In response to concerns raised regarding recent Facebook entries Chair announced that a response was being prepared to cover various issues raised and would be published in due course.*

*One member of the public shared details of a response to their concerns to Southern Water regarding foul waste sucking back and manholes overflowing already, before any extra demands on the system as a result of the Paddock Green development. Reference was also made to a ‘nearest pumping station’ but its whereabouts are unknown. Chair agreed that their concerns should be made known to District.*

**2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

*Cllr. Pope highlighted from County Cllr. Bennett’s previously circulated report that Real Time Information signs at bus stops are expected to be rolled out later in the month. In response to a question from Cllr. Cole, members weren’t aware of the County grass cutting schedule timings. Members agreed with Cllr. Pope’s suggestion that the report be acknowledged and that County Cllr. Bennett be thanked for his reports, recognizing that East Sussex seemed to be one of the Councils that are successfully managing their budget. No report received from Dist. Cllr. Draper.*

**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. Freezer regarding her membership of the Carnival Society.*

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

*Clerk informed members that apologies had been received from County Cllr. Bennett.*

## 5. MINUTES

- 5.1 To resolve that the minutes of the Council Meeting held on Monday 25<sup>th</sup> September, 2023 be taken as read, confirmed as a correct record and signed by the Chairman  
*Cllr. Cole highlighted the 'typo' (planers for planters) at agenda item No. 9.6  
Following a proposal by Cllr. Freezer and seconding by Cllr. Cole*
- 0616** **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 25<sup>th</sup> of September, 2023 be taken as read, subject to the one 'typo', and be signed by the Chair.
- 5.1.1 Matters arising from minutes not otherwise covered by agenda items  
*In response to Cllr. Cole's comments regarding the whereabouts of paper copies of the CPRE newsletter, the RFO had obtained confirmation that they held the current, Dorset, address. Cllr. Pope suggested that an additional subscription payment might be required to receive hard copies. RFO tasked with obtaining more information regarding the whereabouts of the CPRE magazine, 'Countryside Voices'.*
- 5.1.4 Structures at Garden Plots  
*Clerk notified members that he hadn't yet had the opportunity to review all of Cllr. Bradley's work on the item before her resignation. Carried Forward.*
- 6.3 Appointment as Council representative/s to Garden Plots Committee  
*Following a proposal by Cllr. Vaughan and seconding by Cllr. Pope*
- 0617** **RESOLVED** to approve that appointment of Cllr. Magness as representative to the Garden Plots Committee.  
*In relation to the appointment, Clerk responded to Cllr. Magness that there had been no response from District regarding their Asset Policy. Chair asked that this be included within the Clerk's progress report. Members agreed that, as newly appointed representative, Cllr. Magness be authorized, as Council's official Allotment/Garden Plot Representative, to enquire further of, and deal with aspects of, the District Council's asset transfer policy as it relates to transfers of land for allotments.*
- 5.1.2 Village Hall buildings insurance  
*Members learnt from the clerk that the Village Hall Committee, in agreeing to rent free bookings for Council meetings, had resulted in a negative effect of £750, so far this year, on their income was likely to be higher next year. Cllr. Magness reminded members of his understanding that combining the buildings cover with the pavilion in one insurance policy would result in an overall reduction in premium but that Council be re-imbursed by the Village Hall Committee for their element of the cost.  
Following a proposal by Cllr. Pope and seconding by Cllr. Butcher*
- 0618** **RESOLVED** to approve that in exchange for continued hire fee free meetings that no re-charge in respect of buildings insurance premium be pursued.
- 5.1.3 Risk register  
*No requests for amendments received. Clerk to re-circulate and carry item forward.*
- 5.1.4 Structures at Garden Plots – See above.
- 5.1.5 Review of hire conditions  
*No requests for amendments received. Clerk to re-circulate and carry item forward.*
- 5.1.6 High Street pavement cherry trees  
*Members learnt from the clerk that a lot of work had been put in on this item by Jacqueline. Details of possible trees and prices to be circulated. Carried forward.*
- 5.1.7 Website improvements  
*Suggestions received from two members. Cllrs. Butcher, Freezer and Thatcher agreed to form committee/working party and report back their findings in due course.*
- 5.1.8 Martyn's Law

*Legislation here is still being formulated and, when finalized, Council will need to conform. Carried forward.*

- 5.2 To resolve that the minutes of the Council Meeting held on Monday 16<sup>th</sup> October, 2023 be taken as read, confirmed as a correct record and signed by the Chairman

*Cllr. Partridge questioned the detail behind the resolution to spend up to £5,000 in obtaining legal advice regarding the Swansea Enterprises Inc. offer. Chair confirmed that the intention was to obtain legal advice but, in recognizing the potential complexity, that a sum up to £5,000 might indeed be needed. Cllr. Partridge went on to state that including one comment in the Public Participation section about there possibly being a 'missed opportunity', did not reflect the overall majority view of the public. Clerk responded that he felt the comment to be a truthful reflection of events but agreed that it did not reflect the majority view and that a number of opposing reasons (8) were included. Clerk agreed that a note making clear the feeling of the meeting would be included in the next meeting's minutes.*

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

- 0619** **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 16<sup>th</sup> of October, 2023 be taken as read and be signed by the Chair.

- 5.2.1 Matters arising from minutes not otherwise covered by agenda items

*In response to a question regarding a possible time limit in which to respond, chair stated that there was no time limit but that it would crystalize during the Tourles Farm/Harison's Field application process and that no part of the offer related to the 'Circle of Oaks' application.*

## **6. FINANCE/ADMINISTRATION**

- 6.1 To approve/note payments payable/paid September, 2023

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

- 0620** **RESOLVED** to approve/note payments payable/paid September, 2023 totalling £12,160.93 (See appendix A).

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

*Clerk reminded members that overspends in the areas of village furniture, pavilion consumables and insurance had previously been reported. Noted.*

- 6.3 Appointment as Council representative/s to Garden Plots Committee – See above.

- 6.4 Appointment as Council representative/s to Parish Woodland Committee

*Members agreed to take Parish Woodland committee items within Full Council in the absence of a representative.*

*Chair suspended Standing Orders to hear details of a structure that had appeared in Moat Wood. Clerk to feature on website.*

*Chair re-instated Standing Orders*

- 6.5 Appointment as additional signatory for bank accounts and F&GP Committee

*Following Jacqueline Bradley's resignation.*

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

- 0621** **RESOLVED** to appoint Cllr. Thatcher as an additional signatory to bank accounts.

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

- 0622** **RESOLVED** to appoint Cllr. Butcher as an additional member of the Finance & General Purpose committee.

- 6.6 To approve additional grass cuts at the sports ground if weather/conditions necessitate

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

- 0623** **RESOLVED** to approve funding for up to six additional cuts of the grass at the sports field.

- 6.7 To consider grant request re. Halland Christmas tree

*As last year, the Blacksmiths Arms have offered to erect a Christmas Tree and have sought funding by way of a grant. Members agreed that Cllr. Vaughan would approach them regarding decorations.*

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

**0624 RESOLVED** to appoint a grant of £240 for the Halland Christmas Tree.

6.8 To review Reserves policy  
*Members reviewed the Reserves policy and agreed to retain with no amendments at this time.*

6.9 To review Grant policy  
*Members reviewed the Grant policy and agreed to retain with no amendments at this time.*

6.10 To consider signing up to the NALC Civility and Respect pledge  
*Members learnt from the chair that the Association of Local Councils had highlighted civility and respect as being an issue at this time. Members remarked that a similar pledge might be beneficial if signed up to by members of the public. A policy would be required to cover conformity with this item.*  
*Following a proposal by Cllr. Pope and seconding by Cllr. Freezer*

**0625 RESOLVED** to sign up to the NALC Civility and Respect pledge.

6.11 To approve 2024 meeting dates  
*Following a proposal by Cllr. Freezer and seconding by Cllr. Magness*

**0626 RESOLVED** to approve the previously circulated 2024 meeting dates.

6.12 To note 2023/24 interim internal auditor's report  
*Chair referred members to the previously circulated interim auditor's report and asked that thanks be noted to the RFO and Clerk. Noted.*

6.13 To note 2022/23 external auditor's report and certificate  
*Noted with an observation of a job well done.*

6.14 To note budget/precept for 2024/25 will be an agenda item for the next meeting of the Finance and General Purpose Committee  
*Noted, with a request to forward comments to the RFO/Clerk. Cllr. Magness voiced his early suggestion that there be no increase in the precept. Cllr. Pope conveyed the RFOs suggestion that no further funds be added to the Election Reserve.*

6.15 To note bank account reconciliations  
*Noted, with Chair signing the reconciled bank account statements and corresponding cashbook report.*

## 7. PLANNING

7.1 Neighbourhood Plan

7.1.1 Update

*Clerk to chase as District Council have not responded within what was thought to be a statutory seven days. The District acknowledgement infers that they might still be expecting to suggest amendments and clarification would be welcomed.*

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

**0627 RESOLVED** to approve by email delegated decision, if necessary, to approach Locality for advice, and potential cost of same, dependant on response received from District.

7.2 To formulate response and next actions following Southern Water response re. capacity  
*Cllr. Pope referred members to the enquiry response comment that it should be a requirement of this development that there is a type3 pumping station although it makes no comment as to where one should be sited and also recommend real time control. Members agreed that District should be written to regarding the non-release of conditions 18 and/or 19 and that Southern Water should also be asked where they consider the type3 pumping station should be sited and where the nearest pumping station currently is.*

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

**0628 RESOLVED** to forward the responses received from Southern Water to District asking that they do not release conditions 18 and/or 19 until the matter of where the type3 pumping station will be sited and, if on site, have the plans been amended to reflect this and also detail where the nearest pumping station currently is, have been resolved.

7.3 To note District Council and Planning Inspector decisions to date  
*Noted.*

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

- 8.1 To note draft minutes of Trustee meeting held 25<sup>th</sup> September, 2023  
*Noted.*

**9. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING**

- 9.1 Correspondence  
*Cllr. Cole handed the Clerk a list of correspondence items that she would like to have copies of.*
- 9.2 To consider response to Ninfield Neighbourhood Plan consultation  
*Members agreed that Ninfield should be thanked for providing an opportunity to comment but there had not been any comments to report.*
- 9.3 Christmas trees update  
Members learnt from the clerk that both the East Hoathly and Halland trees were to be delivered on the 17<sup>th</sup> of November with the lights being added a few days later. Jacqueline Bradley had again been instrumental in arranging for the tree, lights and switching on event, of which, details would be available when confirmed.
- 9.4 Woodland footpath remedial action update  
*Clerk informed members that he had approached the County for a specification to resolve the problem and not for a boardwalk/bridge and would contact the County rights of way team again. Carried forward.*
- 9.5 To note WDALC meeting minutes  
*Noted.*
- 9.6 Clerk's progress report  
*In response to queries raised, Clerk confirmed that the next phase of the Queen's Jubilee wildflower meadow had been completed as had the 48 mile marker for which Tony Read be voted a note of thanks. Also noted was the imminent arrival of a plumber to certify the pavilion lagging and fix the cold water tap with a requirement for another visit to the pavilion from the electricity supplier to install a smart meter. Also, that a note of thanks to all those involved at the Annan school with the Halland map that is now displayed in the bus shelter nearest Buffalo Bills.*

**10. DATE OF NEXT MEETING**

To note that the next meeting of the Full Council will be held on Monday 27<sup>th</sup> November, 2023 at 7.00 pm at the Village Hall, East Hoathly

*Noted.*

Meeting close 8.45pm

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

## Appendix A

| Date       | Payee Name                              | Amount            | Transaction Detail            |
|------------|---|-------------------|-------------------------------|
| 30/09/2023 | Stavertons nursery                      | £552.00           | wood chip and garden services |
| 30/09/2023 | Grass cutting/sports ground maintenance | £1,245.00         | August                        |
| 30/09/2023 | Castle Water                            | £147.31           | garden plot water             |
| 30/09/2023 | HMRC                                    | £580.19           | tax and ni                    |
| 30/09/2023 | Wealden District Council                | £858.00           | 4 dog bins 7 litter 1/4ly pyt |
| 30/09/2023 | Salaries                                | £1,972.83         |                               |
|            | Working from home allowances            | £52.00            |                               |
|            | Postage                                 | £0.75             |                               |
|            | Mileage                                 | £57.00            |                               |
|            | Online meeting                          | £12.99            |                               |
|            | Phone                                   | £10.41            |                               |
|            | Pavilion Consumables                    | £20.00            |                               |
|            | vat                                     | £20.88            |                               |
| 30/09/2023 | ESALC Limited                           | £48.00            | councillor training           |
| 30/09/2023 | Wealden Dist Assoc Local Council        | £22.00            | annual subscription           |
| 30/09/2023 | AJGIBL (Came ins.)                      | £5,323.85         | Insurance                     |
| 30/09/2023 | Grass cutting/sports ground maintenance | £1,033.00         | September                     |
| 30/09/2023 | Ashdown Solutions Ltd                   | £204.72           | IT support August/September   |
|            |   | <b>£12,160.93</b> |                               |

## Appendix B

### Correspondence: 22<sup>nd</sup> September, 2023 to 24<sup>th</sup> October, 2023

1. Wealden Weekly Commencing 25 September
2. NPG: Limited Time Only! Autumn Grant Funding Promotion
3. WDC: Ninfield Neighbourhood Plan Consultation (Regulation 16)
4. WDC: Supplement: Additional Information provided by Driver to the agenda for Licensing Sub-Committee
5. RSN: The Rural Bulletin - 26 September 2023
6. WDC: Media release: New physical activity programme and funding support tackling health inequalities to launch in Wealden
7. WDC: Media release: Wealden Citizens Advice receives financial support from Wealden District Council
8. WDC: Wealden Funding Opportunities - September 2023
9. Electrical Safety Fund Opening – 2023
10. NALC Newsletter: 27<sup>th</sup> September, 2023
11. WDC: Agenda for Planning Committee South, Thursday, 5th October, 2023
12. WDC: Media release: Eastwell Place Bridge art project
13. WDC: Minutes for Overview and Scrutiny Committee, Monday, 11th September, 2023
14. WDC: Media release: Wealden council receives silver status for employee wellbeing
15. RSN Rural Funding Digest - October 2023 Edition
16. Wealden Weekly Commencing 2 October
17. Welcome to the Applause October Newsletter
18. Chair/Vice Chair of Wealden District Council – Bulletin
19. NALC: Star Council awards 2023
20. WDC: Grants for the refurbishment of rental accommodation for veterans, climate change and more
21. The Rural Bulletin - 3 October 2023
22. WDC: Media release: Polling station review
23. WDC: Review of Polling Districts and Polling Places 2023
24. Tennis Club: Memorial Playing Fields Access and Planning
25. WDC: Agenda for Cabinet, Wednesday, 11th October, 2023
26. WDC: media release: Wealden Community Spaces Grants Programme
27. NALC Newsletter: 4<sup>th</sup> October, 2023
28. WDC: Agenda for Planning Committee North, Thursday, 12th October, 2023
29. NALC: Chief Executive's bulletin 5<sup>th</sup> October, 2023
30. WDC: Minutes for Licensing Sub-Committee, Monday, 2nd October, 2023
31. WDC: Newly published decision: Consultation Response to Regulators for Social Housing proposed changes to their fee's regime.
32. WDC: Media release: Wealden residents enjoy Journey's Festival of Dance success
33. WDC: Newly published decision: Response to the consultation on Social Housing Regulators revised regulatory consumer standards
34. NALC events 12<sup>th</sup> October, 2023
35. WDC: Media release: 3VA celebrating communities event
36. Wealden Weekly Commencing 9 October
37. WDC: Agenda for Licensing Sub-Committee, Monday, 20th November, 2023
38. The Rural Bulletin - 10 October 2023
39. WDC: Minutes for Full Council, Wednesday, 19th July, 2023
40. WDC: Supplement: Millbrook Nursery, Treblers Road, Crowborough, TN6 3RP - Mr Clarke - Objector to the agenda for Planning Committee North, Thursday, 12th October, 2023
41. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 12th October, 2023
42. NALC Newsletter: 11<sup>th</sup> October, 2023
43. WDC: Funding of up to £10k to provide opportunities for disadvantaged C&YP
44. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 12th October, 2023
45. WDC: Decision sheet for Cabinet, Wednesday, 11th October, 2023
46. NALC: Chief Executive's bulletin 12<sup>th</sup> October, 2023
47. WDC: Minutes for Licensing Committee, Friday, 22nd September, 2023

48. Satswana Council Update - Autumn 2023
49. Wealden Weekly Commencing 16 October
50. ESCC: Investment in better roads for East Sussex
51. WDC: Minutes for Planning Committee South, Thursday, 5th October, 2023
52. The Rural Bulletin - 17 October 2023
53. NALC events
54. WDC: Grants for the blind & partially sighted people, education, poverty and more
55. WDC: media release: Wealden welcomes decision to turn down 290 homes
56. WDC: media release: Recycling week 2023
57. NALC Newsletter: 11<sup>th</sup> October, 2023
58. ESALC: Community Matters newsletter – Autumn
59. WDC: Funding of £208k to help women get out of poverty & prevent violence
60. East Hoathly with Halland Parish - Regulation 15 Submission Neighbourhood Plan
61. NALC: Chief Executive's bulletin 19<sup>th</sup> October, 2023
62. Sussex Police looking to recruit Police Community Support Officers (PCSOs)
63. WDC: Newly published decision: Public Spaces Protection Order (Dog Fouling) (Recommendation to Full Council)
64. Wealden Weekly Commencing 23 October
65. CPRE: Fwd: Our new report on Local Green Spaces is out! (already forwarded to all members)
66. CPRE: Fwd: Get involved! Opportunities to help on hedges, planning and our Board
67. ESALC: Woodland Trust - Free Trees
68. WDC: Grants for health and welfare of animals, disabled & disadvantaged people and more
69. Parish Online Newsletter #44
70. WDC: Wealden bids for Swimming Pool Support Fund
71. The Rural Bulletin - 24 October 2023
72. WDC: Funding of £40k to deliver sports & physical activity to YP
73. NALC events