

EAST HOATHLY with HALLAND PARISH COUNCIL

Members of East Hoathly with Halland Parish Council are summoned to attend an ordinary meeting of the **FULL COUNCIL** to be held at the Village Hall, East Hoathly on **26th February, 2024 at 7.00pm.**

Signed *Malcolm Ramsden* (20th February, 2024)

AGENDA

Please note that meetings are recorded. Recordings are destroyed following adoption of the meeting minutes.

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).

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

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

4. APOLOGIES – to receive apologies for absence

5. MINUTES

5.1 To resolve that the minutes of the Council Meeting held on Monday 29th January, 2024 be taken as read, confirmed as a correct record and signed by the Chairman

5.1.1 Matters arising from minutes not otherwise covered by agenda items

5.1.1.1 High Street pavement cherry trees

5.1.1.2 Website improvements

5.1.1.3 Church Marks Lane pavement

5.1.1.4 Application for 'listed' status of bow bell mile markers

5.1.1.5 80th Dday anniversary events

5.1.1.6 Wildflower verge markers/licences

6. FINANCE/ADMINISTRATION

6.1 To approve/note payments payable/paid January, 2024

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

6.3 To note Bank Account Reconciliation

6.4 To appoint vice-chair

6.5 To appoint Council representative to the Village Hall Committee

6.6 To consider authorizing an additional bank account signatory

6.7 To approve increase in level of Fidelity insurance cover

6.8 To approve payment of WM charity invoices containing vat from Council funds

6.9 To review Garden Plot rents

6.10 Grant policy

6.11 Email policy

6.12 Individual Councillors not able to commit Council

7. PLANNING

- 7.1 Neighbourhood Plan
 - 7.1.1 Update/Examiner selection
 - 7.1.2 District Council (draft) Local Plan update
- 7.2 WDC response to discharge of conditions 18 and 19 at Paddock Green
- 7.3 To consider Wheatlands access/bus shelters plan
- 7.4 To consider Redrow offer re. Paddock Green 'play area'
- 7.5 To note footpath 7a (part) diversion
- 7.6 To note District Council and Planning Inspector decisions to date

8. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

- 8.1 Correspondence
- 8.2 Woodland footpath remedial action update
- 8.3 To consider May annual village meeting content
- 8.4 To note WDALC meeting (draft) minutes
- 8.5 Clerk's progress report

9. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held on Monday 25th March, 2024 at 7.00 pm at the Village Hall, East Hoathly

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

*Background papers that are available can be found on the Parish Council website:
<https://easthoathlywithhalland.org.uk/>*

2

Members' Update - East Sussex County Council

Cllr Nick Bennett

February 2024

Cost of living payment set for February

Eight million people on means-tested benefits will receive a cost-of-living payment in February to help with high bills. Those on low incomes and receiving benefits such as universal credit are eligible.

The £299 payment will be made directly into bank accounts, without the need to make a claim, between 6 and 22 February.

Funding boost to bolster clean skills

Council has welcomed funding that will help boost clean skills and support the county's move to net zero. East Sussex County Council's Employability and Skills Team successfully bid for £240,000 from the Department for Energy Security and Net Zero (DESNZ) to launch the Retrofit Skills East Sussex project.

As the project progresses, it is hoped that a range of activities, such as careers campaigns and subsidised training courses, will be offered to support the Retrofit Skills Plan.

Budget Setting.

In the face of extraordinary demand and pressure, this Council continues to provide vital services that underpin the quality of life for our residents, communities and businesses. The Council Plan, budget and capital programme before you today continue to be built around our priorities of:

- Driving sustainable economic growth
- Keeping vulnerable people safe
- Helping people help themselves
- Making best use of the resources we have, now and for the future

This firm foundation was endorsed by our LGA Peer Challenge and our external auditors' assessment of the value for money our services provide.

We have continued to deliver against our priorities. For example, over the past year we have:

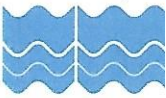
- spent over £300 million with local suppliers;
- delivered improvements to local bus services;
- opened 11 Family Hubs;
- worked with residents to shape the future vision for adult social care through our 'What matters to you' strategy; and
- provided access to higher speed digital infrastructure connections to public sector organisations in East Sussex through the South East Grid network.

The refreshed Council Plan for 2024/25 sets out what we will do to continue delivering our priorities. We have updated the more detailed delivery outcomes which underpin our priorities to ensure they remain up to date. These are reflected in the plan. Some of the key planned activity includes:

- overseeing the delivery of a new Economic Growth Strategy;
- implementing the new Local Transport Plan;
- piloting key national reforms for support for children and young people with Special Educational Needs and Disabilities;
- Developing our Carbon Reduction and Local nature plans
- continuing to develop a new Connected Families service for teenagers on the edge of care;
- developing a new service to help people think about, plan for and manage their later life; and
- our ongoing work to support the recruitment and retention of staff.

Despite our prudent planning, and the difficult decisions we have previously taken to ensure we live within our means, the escalation in need and costs that we, and other Councils, are facing has not been matched with additional funding.

This means the **balanced revenue budget for 24/25** proposed today, with over a **£1bn gross expenditure** budget and a **total net budget of £538m**, for the first time, is supported by a draw on **reserves of £14.3m**.



In the coming year we will spend £39m on highways taken from the capital programme and revenue. We anticipate an additional £4m from Government to support this work.

Our position is in line with the national expectations delivered by the Minister for Local Government, that Councils will use reserves to maintain services.

The revenue budget incorporates the proposed increase in Council Tax of 2.99% and Adult Social Care Precept of 2%; our residents will therefore see their **bills increase by 4.99% or the equivalent of £1.62 per week for a band D property**. The increase in Council Tax is not made lightly, particularly given pressure on household budgets, but we have to protect our services now and for the future. Demand for care services continues to grow and, we have little choice but to increase local taxation. In delivering the budget we are providing over £51m of additional funding for a range of pressures that services are experiencing as they continue to deliver the quality services we all expect, including:

£36m for contractual inflation and pay awards.

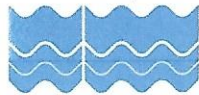
£4m for population changes in adult social care

£19m for pressures in children's social care, including Looked After Children and Foster Care Services.

Given previous savings made, **no new savings** are proposed as part of this budget.

In addition the **10 year capital programme**, provides investment of **£837m** across schools, highways infrastructure, climate change initiatives, economic interventions and IT. **2024/25 will see total planned capital investment of £96.7m.**

The use of reserves is a significant step and is not a sustainable way to balance the budget. Further action will be required in the coming year to address the deficit for the medium term in order to prevent cuts to services while maintaining that balance .



Given the significant financial gap that remains in our financial plan, with a potential **£45.3m deficit for 2025/26** alone, our lobbying of Government will also continue to be vital to ensuring we have the resources to support the county's residents in future. We will clearly set out what East Sussex needs and work with partners locally, regionally and nationally to make this case.

5.1

DRAFT ONLY – NOT YET APPROVED

EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on **29th January, 2024 at 7.00pm.**
(Draft) MEETING MINUTES

In attendance: Cllrs. Butcher, Cole, Freezer (chair), Magness, Partridge, Pope and Thatcher.
Also participating: Malcolm Ramsden (clerk), Verne Heath (rfo) (via Zoom), County Cllr. Nick Bennett and five members of the public.

Please note that meetings are recorded. Recordings are destroyed following adoption of the meeting minutes.

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).

In response to a question from the floor, chair clarified the timings relating to possible public input to both the Parish Neighbourhood Plan and the District draft Local Plan and confirmed that two drop in sessions to respond to resident's questions relating to the Neighbourhood Plan consultation had been set for the 5th and 6th of February. Turning to the 'Circle of Oaks' planning application, chair encouraged comments to be submitted to District Council and confirmed that the site had been included in the draft Local Plan as being suitable for development.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Cllr. Bennett explained that this had been a tough year and that the budget would be discussed at next week's meeting of the full County Council when it was expected that reserves would need to be dipped into for the first time ever to balance the budget.

In response to concerns raised by Cllr. Cole, County Cllr. Bennett offered to look into what might be done regarding the damage that had occurred to road surfaces around the Hollow Lane area. Clerk confirmed that nothing had been heard 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

Apologies received and reasons accepted from Cllr. Vaughan.

5. MINUTES

5.1 To resolve that the minutes of the Council Meeting held on Monday 27th November, 2023 be taken as read, confirmed as a correct record and signed by the Chairman

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

0640 **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 27th of November, 2023 be taken as read and be signed by the Chair.

5.1.1 Matters arising from minutes not otherwise covered by agenda items

5.1.1.1 High Street pavement cherry trees

Members learnt from the clerk that costings had not been received. Members asked that metal tree guards and an assurance by way of at least a two-year guarantee be obtained. Carried forward.

5.1.1.2 Website improvements

No progress. Updates on the website were being 'trickled' onto the existing website with the Crockstead substations having just gone on with the garden plots paper still in the pipeline. Carried forward.

5.1.1.3 Other items

Concern at the poor quality of the Church Marks Lane pavement work would be expressed to County and include the need to re-instate the dropped kerbs.

6. FINANCE/ADMINISTRATION

6.1 To approve/note payments payable/paid November/December, 2023

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

0641 RESOLVED to approve/note payments payable/paid October, 2023 totalling £13,981.94 (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, insurance and staff training had previously been reported with a new request that the budgeted amount for professional fees be increased by £23 and went on to report that because of the way that the War Memorial charity was being funded that the grants figure had been exceeded.

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

0642 RESOLVED to approve and note overspends/under-receipts not previously approved and further resolve that the F&GP committee review how the WM charity's costs be funded in future.

6.3 To note Bank Account Reconciliation

Clerk and RFO reported that not all of the account statements had been received and suggested delegation to the February meeting of the Finance and General Purpose committee meeting.

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

0643 RESOLVED to approve that the F&GP committee have delegated authority to complete the bank account reconciliation.

6.4 New member co-option

Members were referred to Mr. Whitlock's co-option statement previously circulated and were given the opportunity to question Mr. Whitlock who was present.

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

0644 RESOLVED to unanimously approve the co-option, as member, of Mr. Whitlock to Council.

6.5 To consider adoption of 2022/23 Local Government Services Pay Agreement for Clerk and RFO

Clerk referred members to the previously circulated NALC proposal to adopt the 2022/23 Local Government Services Pay Agreement for Clerks and RFOs.

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

0645 RESOLVED to adopt the NALC proposal to adopt the 2022/23 Local Government Services Pay Agreement for Clerks and RFOs with effect from 1st April, 2023.

6.6 Grant policy

Members noted the proposed changes to the Grant Policy and asked that further changes be made before adoption. Clerk asked that any additional requests for changes be emailed to him. Changes currently requested relate to avoiding possible financial damages and limiting any liability to the provision of the grant funding and not relating to the project itself. Elements of duplication are present and clarification of when grant applications would be considered are needed. Carried forward.

6.7 To consider grant applications received

Clerk reported that he had only just been able to forward the one grant application that had been received for the Halland Christmas tree costs and that as members

hadn't been given the required three days to consider the application, that it be dealt with by the Finance and General Purpose committee up to the requested amount.
Following a proposal by Cllr. Freezer and seconding by Cllr. Pope

0646 RESOLVED to approve that the F&GP committee have delegated authority to approve the grant application, if appropriate.

7. PLANNING

7.1 Neighbourhood Plan

7.1.1 Examiner selection

Chair referred members to the previously circulated list of potential examiners that had been provided by District and reported that Mr. Walker would like Council to consider his comments which he would email. A number of comments were heard relating to the proposed examiners.

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

0647 RESOLVED to approve that the clerk obtain the earliest availability of the proposed examiners and that, in the interest of reducing delays, the decision be delegated by providing nominations to clerk.

7.1.2 Drop-in sessions for parishioners

Drop-in sessions to answer any parishioner's questions had been arranged for the 5th and 6th of February in the Village Hall and Blacksmith's Arms. Cllrs. Freezer, Cole and Thatcher offered to be present and Cllr. Thatcher agreed to provide a promotional poster for the events.

7.1.3 District Council Local Plan update

Chair and Cllr. Thatcher provided a summary of the housing figures contained in the District's draft Local Plan which would be presented to an extraordinary meeting of the District Council to be held on the 8th of February, 2024. Cllr. Pope commented that perhaps a lack of understanding as to its impact may have resulted in the disappointing numbers attending tonight's meeting.

7.2 Response from Wealden District Council to Southern Water's response re. Paddock Green

Cllr. Pope expressed his concern that no progress appeared to have been made regarding the discharge of conditions 18 and 19 of the Paddock Green planning consent. Clerk confirmed that, in spite of chasers, no response had been received from District regarding the discharge of the conditions. Chair mentioned that an update might be provided at the next developer liaison group meeting.

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

0648 RESOLVED to escalate the request to District for a response to Council concerns regarding the discharging of the conditions.

7.3 Response from Southern Water regarding Paddock Green

Noted.

7.4 To note District Council and Planning Inspector decisions to date

Clerk reported the District Council's approval of applications relating to 30 Church Marks Lane and Nookfield Workshops and the refusal of the application relating to land north of 2 Estate Cottages.

8. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

8.1 Correspondence

Noted. (See appendix B)

8.2 To agree County grass cutting options

Members discussed the three options provided by County with comments relating to how late in the year the two cuts were made with the clerk being instructed to obtain the costs for additional cuts above and beyond the two offered at no charge. Chair made reference to how the maps of the scheduled cutting areas may be found and that, following a mistake, the wildflower verge at Harrisons Field had been cut. Clerk to also obtain costs for licences relating to signing wildflower verge areas.

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

0649 RESOLVED to approve continuing with the County option involving two cuts at no cost.

8.3 To consider adoption of South Street bus shelters

Chair reported that an offer had been received relating to the potential adoption of two bus shelters at the Wheatlands development boundary. Failure to agree to adoption would result in there being no shelters but just two poles indicating where buses should stop. Adoption would involve an increased insurance premium and a commitment to ongoing maintenance.

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

0650 RESOLVED to approve adoption of the two bus shelters being provided at the Wheatlands development boundary.

8.4 To consider applying for 'listed' status for parish mile markers

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

0651 RESOLVED that clerk be tasked with exploring the implications of obtaining such a 'listing'.

8.5 To consider 80th Dday anniversary event/s

Clerk to contact, offering consideration of possible grant funding for events, the Carnival Society, Royal British Legion, bell ringers and Preservation Society for possible event sponsorship.

8.6 To note Horam NP Reg.16 consultation

Noted.

8.7 To note County Local Transport Plan consultation

Cllrs. noted poor service locally with many changes affecting Ringmer school and Lewes buses. Chair noted Ringmer Parish Council's invitation for a joint response.

8.8 Woodland footpath remedial action update

Cllr. Pope expressed surprise at the one quote so far received for producing a specification being £1,500. One potential supplier still to quote. Clerk to contact District Tree officer to learn of their guidelines relating to the provision of boardwalks in protected woodlands, if planning permission might be required and to seek further suppliers that would quote.

8.9 Clerk's progress report

Noted.

9. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held on Monday 26th February, 2024 at 7.00 pm at the Village Hall, East Hoathly

Noted.

Meeting closed at 8.15pm

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Appendix A

Date	Payee Name	£ Total Amount
30/11/2023	HMRC	£741.04
30/11/2023	Anthony Read	£1,033.00
30/11/2023	Ashdown Solutions Ltd	£155.54
30/11/2023	Rebuild cost assessment Ltd	£267.00
30/11/2023	Stavertons nursery	£450.00
30/11/2023	Complete Health & Safety	£1,080.00
30/11/2023	Wood MJ Solutions Ltd	£245.00
30/11/2023	Clark Jacqueline	£82.65
30/11/2023	Salaries	£3,356.03
30/11/2023	Expenses	£371.53
31/12/2023	Kings Head / Inn House	£25.00
31/12/2023	Surrey Hills Solicitors	£360.00
31/12/2023	Blacksmith's Arms	£240.00
31/12/2023	Chris Bartholomew	£434.60
31/12/2023	Ashdown Solutions Ltd	£92.76
31/12/2023	iHasco Ltd	£660.00
31/12/2023	HMRC	£1,006.67
31/12/2023	Shaun Kasperuk	£100.00
31/12/2023	GeoXphere Ltd	£120.00
31/12/2023	Salaries	£2,777.75
31/12/2023	Expenses	£383.37
	Total	£13,981.94

Appendix B

Correspondence: 10th January, 2024 to 28th January, 2024

1. WDC: Agenda for Planning Committee North, Thursday, 18th January, 2024
2. WDC: Wealden District Parish Conference Thurs 14 March 2024 (already sent to all members)
3. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 11th January, 2024
4. WDC: media release: Fund offers boost to rural businesses
5. Ashdown Solutions: Unlock Insights and Stay Cyber-Secure with Our Latest Tech Talk Newsletter!
6. Parish Online Newsletter #47 - 2commune special
7. Edukit: Up to £25k for making art available for public benefit
8. NALC: Chief Executives bulletin – 11Jan2024
9. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 18th January, 2024
10. WDC: Agenda for Overview and Scrutiny Committee, Monday, 22nd January, 2024
11. Wealden Weekly Commencing 15 January
12. Edukit: Grants to support older people, community sport projects and more
13. The Rural Bulletin - 16 January 2024
14. NALC events - 16Jan2024
15. WDC: Wealden and Rother Rural Business Grants Programme - now live
16. WDC: Agenda for Audit, Finance and Governance Committee, Wednesday, 24th January, 2024
17. NALC newsletter – 17Jan2024
18. WDC: Supplement: Officer Updates to the agenda for Planning Committee North, Thursday, 18th January, 2024
19. WDC: Minutes for Planning Committee South, Thursday, 11th January, 2024
20. WDC: Agenda for Planning Committee South, Thursday, 25th January, 2024
21. Edukit: Up to £15k to work with young offenders & disadvantaged people
22. WDC: Supplement: Additional Appendices to the agenda for Audit, Finance and Governance Committee, Wednesday, 24th January, 2024
23. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 25th January, 2024
24. NALC: Chief Executives bulletin – 18Jan2024
25. WDC: Minutes for Planning Committee North, Thursday, 7th December, 2023
26. Wealden Weekly Commencing 22 January
27. WDC: Agenda for Local Plan Sub-Committee, Monday, 29th January, 2024
28. NALC events - 23Jan2024
29. The Rural Bulletin - 23 January 2024
30. Edukit: Grants for homeless YP aged 16-25, adults lacking digital skills and more
31. WDC: media release: Wealden Community Lottery promotes 'refer a cause' scheme
32. WDC: Minutes for Planning Committee North, Thursday, 18th January, 2024
33. WDC: Supplement: Agenda Supplement: Appendix 1 Draft Local Plan and maps to the agenda for Local Plan Sub-Committee, Monday, 29th January, 2024
34. WDC: Supplement: Agenda Supplement: Appendices 3-6 to the agenda for Local Plan Sub-Committee, Monday, 29th January, 2024
35. January Meeting of the Wealden District Association of Local Councils (already sent to all members)
36. NALC newsletter – 24Jan2024
37. Edukit: Up to £60k for homeless YP facing discrimination
38. WDC: Agenda for Planning Committee North, Thursday, 1st February, 2024
39. CPRE: The results from our rooftop solar survey are in!
40. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 25th January, 2024
41. WDC: Supplement: Agenda Supplement: Appendix 2 Initial Sustainability Appraisal to the agenda for Local Plan Sub-Committee, Monday, 29th January, 2024
42. Free Accredited Climate Literacy Training for Parish Councillors
43. NALC: Chief Executives bulletin – 25Jan2024
44. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee North, Thursday, 1st February, 2024
45. WDC: Wealden Community Lottery 1st Year Celebration Event Invite
46. WDC: Media release: Councillors express disappointment after Southern Water declines invitation to watchdog committee (already forwarded to members)
47. WDC: Media release: Wealden Community Sports Hub given planning permission
48. CPRE: Our opportunity to make rooftop solar mandatory for new builds
49. WDC: Media release: Water regulator agrees to partnership working after criticisms in relation to Southern Water (already forwarded to members)
50. WDC: media release: Eat Well, Move More in 2024 campaign launched by Wealden District Council
51. Wealden Weekly Commencing 29 January

6.10

East Hoathly with Halland Parish Council

Grant Policy

East Hoathly with Halland Parish Council welcomes and values the work of local voluntary groups and organisations. The council has a policy for making grants to groups and organisations which contribute to the welfare of the parish community by improving or supporting local activities or parish facilities. Applicants must be able to demonstrate a clear need for financial support.

- An overall limit to the value of grants in any one year will be determined as part of the budget setting process with no more than 50% committed in the first half of the financial year.
- Applicants must complete a grant application form and return it, together with the required financial information, to East Hoathly with Halland Parish Council. Grant applications will be considered at the next available meeting of the Parish Council and need to be submitted at least two weeks in advance to ensure inclusion on the agenda. In exceptional circumstances (e.g. no meeting scheduled before the grant is needed) an application can be considered via delegated decision.
- Grants will not normally exceed 50% of the cost of the project or activity.
- Applicants will provide details of the project/activity and the number of East Hoathly with Halland residents expected to benefit.
- Organisations must provide a report of how the money has been spent within a year of the grant being received. Any unspent money must be returned to East Hoathly with Halland Parish Council.
- As a condition of receiving a grant, organisations will be required to acknowledge the Parish Council's support in publicity material.
- Unless there is some clear community benefit, East Hoathly with Halland Parish Council will not normally support commercial organisations, major charities, individuals, political or religious activities or purposes, or bodies considered to be self-funded or provided for by other government authorities.
- The Parish Council responsibility is for the provision of the grant and not for the project itself. The Parish Council accepts no liability for the project or any consequential damages or loss.
- Grants cannot be made retrospectively.

Adopted:

Updated:
16May2018
13Jly2020

Reviewed:
28Jne2021 (Resolution 0381)
30Oct2023 (20231030.6.9)

Updated:
26Feb2024*

*TBC

East Hoathly with Halland Parish Council

Grant Application

Organisation/Group name: _____

Name of applicant and position held in organisation/group: _____

Address for correspondence: _____

_____ Post code _____

Telephone number: _____

Email address: _____

Organisation/Group aims and objectives: _____

Is organisation/group a registered charity? Yes/No (if yes, Charity No. _____)

Number of members in organisation/group: _____

Number of members resident in East Hoathly/Halland: _____

DETAILS OF GRANT APPLIED FOR –

Total cost of project: £ _____

Amount of grant requested: £ _____

Details of funds from organisation/group and/or other funding: _____

Details of what grant funding will be used for and how many East Hoathly/Halland residents will benefit

(continue overleaf and on separate sheet of required): _____

Details of what grant funding will be used for and how many East Hoathly/Halland residents will benefit

(continued from overleaf): _____

PREVIOUS APPLICATIONS –

Details of previous grants given to your organisation/group by East Hoathly with Halland Parish Council

over the past five years: _____

ACCOUNTS –

Please attach a copy of your most recent accounts. New organisations/groups should attach a budget forecast and documentary evidence of status.

Signed: _____

Date: _____

Name (please print): _____

Any comments/other relevant information: _____

6.11

East Hoathly with Halland Parish Council

Introduction

This Council has agreed that all councillors, employees, volunteers and any other person who is directly connected with the council will use the adopted official email addresses for all Parish Council email communications.

No councillors, employees, volunteers and any other person who is directly connected with the council will use any other email address (including any personal or work email addresses) for any Parish Council email communications.

This Parish Council acknowledges the Information Commissioners Office Guidance on use of emails and personal emails in "Fact sheet for councils: the use of personal email addresses and devices" and has opted to exceed the standards suggested by adopting a unified email address system.

This has been agreed as under the Freedom of Information Act, the Data Protection Acts and the General Data Protection Regulations all email accounts that contain council emails may be inspected by a competent authority. This will ensure full compliance without the need to compromise personal information.

The Council believes this is the most efficient and effective way of working together and keeping in touch with the community but before you can make use of this facility, there are some things you need to know.

The Process

You have been provided with an email account in the form of
cldr.initial.surname.surname@easthoathlywithhalland.org.uk for your work with the Parish Council.

- a) First, and most important do not use email to make decisions or influence decisions that should be made at meeting of the Council. Standing Orders and the Code of Conduct are clear on the rules of debate and you should check them if you are in any doubt.
- b) The law does not allow councillors to act independently and you should make sure that you do not imply that the content of your email represents the opinion or policy of the Council as a whole. As an individual, you can think, say and write what you like, but as a councillor, your view can only be the view of the whole council.
- c) When you use the parish account to send an email, the recipient will assume and think that it is an 'official' communication sent on behalf of the Council. You should be particularly careful if you are agreeing to do something as it may be seen as a commitment by the Parish Council.
- d) Your parish emails are not confidential; every email is stored in the archive and is available to the public through a Freedom of Information request. Although the emails will be cleared of any personal data before they are released, it is better to avoid disclosing anything personal or confidential in the first place; email is not a secure medium.
- e) You must not send an email that contains illegal, offensive, obscene, racist, abusive material or libellous, defamatory or discriminative material which may bring the council into disrepute.

Terms and conditions of use

- a. Whereas East Hoathly with Halland Parish Council (the Council) is the licensee of the domain XXXXXXXX (the Domain) it authorises its members, officers and employees to hold and use email accounts within the Domain. The account holders agree that the Council is a legal entity in its own right and separate from any of its members.
- b. Account holders within the Domain consent to receive Summons and Notices of Meetings by electronic means if previously agreed with the clerk.
- c. The number of email accounts may be amended from time to time as the Council sees fit.
- d. The names of any email accounts including any aliases shall have no meaning or context beyond that of being a device to identify and differentiate the account holders within the Council's Domain.
- e. The council shall be held harmless from any claims made or views expressed or any other content within an email distributed from the domain by its members through the inclusion of a footnote Disclaimer.
- f. An email may be signed by the Council itself by using only the words "East Hoathly with Halland Parish Council". Any such email must be both sent from the Clerk's account clerk@easthoathlywithhalland.org.uk and authored by the Clerk or by a member acting under the Clerk's instruction.
- g. An email may be signed by the Clerk by using his/her name, title and the words "East Hoathly with Halland Parish Council". An email authored by the Clerk shall be the same as if it had been authored by the Council itself.
- h. All outgoing emails from the domain regardless of the author shall observe relevant data protection legislation.
- i. Members may use the Council's email accounts for council business only.
- j. Members should not deliberately delete emails that refer to council business, however, members may delete emails that do not refer to council business such as uninvited SPAM email or marketing emails.
- k. Members should be aware that any emails received or sent may be retained in an overall system archive, even if they have been deleted from your own email account, this is to ensure that we comply with Data Protection laws and in accordance with the East Hoathly with Halland Parish Council's Document Retention Policy.

Good practices

- a. Before sending an email message, consider if it may be more effective to communicate face to face or by telephone. It is easy to misconstrue the contents of an email which can lead to confusion and poor communication, whilst a quick telephone conversation can prevent extensive email "ping-pong" conversations clarifying an email's meaning.
- b. Users should not send or forward any chain emails (e.g. jokes and virus warnings) from their Council email account as both of these can contain malware. In addition, almost all virus warnings and police warnings circulating via email are actually hoaxes designed to clog up email systems by scaring people into forwarding them across the internet.
- c. Remember that the authenticity of any email received cannot be guaranteed, especially with the prevalence of email "spoofing" (emails pretending to come from a source gathered through dubious means). In particular, users should always avoid opening any attachments to emails that are unexpected.

- d. When sending an email, users should only “cc” and “bcc” people who really need to be informed. Users should take care when using the “Reply to All” function as this may be inappropriate, especially when you have been the blind recipient.
- e. Email etiquette construes capitalisation as SHOUTING, so it’s best to avoid inappropriate use of upper case in messages.

Setting up and Closing an Email Account

The Parish Clerk (or other designated person) will set up a new email account as required. For new councillors, this will normally be within 48 hours of becoming a councillor. For any other position it will normally be within 7 days.

When councillors, employees, volunteers and any other person who is directly connected with the council ceases to be part of the Parish Council, their email account will be closed down and all emails (sent or received) will be archived in accordance with the law

Restriction of Email Service

If it becomes clear that any councillor, employee, volunteer or any other person who is directly connected with the council is misusing the email system, and using it in a way that a competent person would deem as being inappropriate, then the Parish Clerk (after consultation with the Chair of the Council or in their absence the Vice-Chair) may restrict or suspend the account.

This will only normally occur if:

- i. A person is sending inappropriate emails.
- ii. A person is sending emails that are deemed to be harassing.
- iii. A person is sending emails that are in breach of equality law.
- iv. A person is sending political emails.
- v. A person is sending deliberately damaging emails.
- vi. A Person is sending emails that do not represent Council policies.
- vii. A person is sending emails containing confidential information to third parties, without express permission.
- viii. A person is sending emails that deliberately breach Data Protection Laws or General Data Protect Regulations.
- ix. A person is found to be forwarding council business via personal emails that have been sent to them via the council email system

Disclaimer wording

All councillors and employees of East Hoathly with Halland Parish Council should ensure that the following Disclaimer wording is used on all emails.

For and on behalf of East Hoathly with Halland Parish Council

The content of this email is confidential and intended for the recipient(s) specified in message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

This policy has been drawn up to comply with the Data Protection Act 2018, the General Data Protection Regulations 2016, The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018, Freedom of Information Act 2000, Cabinet Office Guidance (2010 – 2020), the Standards Board of England Guidance, NALC Guidance and the Government Transparency Code 2015

Email Policy adopted by East Hoathly with Halland Parish Council on Xx xxxxxxx 2024

To be reviewed every two years or on change of legislation

7.5

NOTICE OF CONFIRMATION OF PUBLIC PATH ORDER
TOWN AND COUNTRY PLANNING ACT 1990, SECTION 257

AND PARAGRAPH 7 OF SCHEDULE 14

WEALDEN DISTRICT COUNCIL

WEALDEN DISTRICT (EAST HOATHLY WITH HALLAND 7A (PART))

PUBLIC PATH DIVERSION ORDER 2023

To East Hoathly Parish Council

On 25 January 2024 Wealden District Council confirmed the above Order.

The effect of the Order as confirmed is to divert part of the public footpath known as East Hoathly with Halland 7a running from point A (junction with Hollow Lane) in an easterly direction for approximately 215 metres to point B and then in a south-easterly direction for approximately 300 metres to point C: to a new line running from point A (junction with Hollow Lane) in a north-easterly direction for approximately 285 metres to point D and then in a south-easterly direction for approximately 100 metres to point E and then in a generally southerly direction for approximately 215 metres via point F to point C as shown on the Order map.

A copy of the confirmed Order and the Order map may be seen and obtained free of charge from the Engineer and Countryside Officer, Wealden District Council, Vicarage Lane, Hailsham, East Sussex, BN27 2AX during normal office hours.

The Order comes into force on 22 February 2024, but if any person aggrieved by the Order desires to question its validity, or that of any provision contained in it, on the ground that it is not within the powers of the above Act or on the ground that any requirement of that Act or any regulation made under it, has not been complied with in relation to the confirmation of the Order, he or she may apply to the High Court for any of these purposes under section 287 of the Town and Country Planning Act 1990, within 6 weeks from the date on which notice is first published as required by paragraph 7 of Schedule 14 to that Act.

Dated 16 February 2024
S Robins
Head of Planning & Environmental Services

PUBLIC PATH DIVERSION ORDER

TOWN AND COUNTRY PLANNING ACT 1990, SECTION 257

WEALDEN DISTRICT COUNCIL

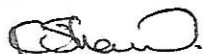
WEALDEN DISTRICT (EAST HOATHLY WITH HALLAND 7A (PART))

PUBLIC PATH DIVERSION ORDER 2023

The above Order is hereby confirmed without modification.

Given under the common seal of the District Council of Wealden the 25th day of January in the year Two Thousand and Twenty Four.

The Common Seal of the)
DISTRICT COUNCIL of)
WEALDEN was hereunto)
affixed in the presence of:-)



27644

PUBLIC PATH DIVERSION ORDER

TOWN AND COUNTRY PLANNING ACT 1990, SECTION 257

WEALDEN DISTRICT COUNCIL

WEALDEN DISTRICT (EAST HOATHLY WITH HALLAND 7A (PART))

PUBLIC PATH DIVERSION ORDER 2023

This Order is made by Wealden District Council under section 257 of the Town and Country Planning Act 1990 because it is satisfied that it is necessary to divert the footpath to which this Order relates in order to enable development to be carried out in accordance with planning permission granted under Part III of the Town and Country Planning Act 1990 namely: refurbishment of slurry lagoon, three new silage clamps and their associated engineering operations at Crouches Farm, Hollow Lane, East Hoathly, BN8 6QX, WD/2021/2672/MAJ

BY THIS ORDER:

1. The footpath over the land shown by a bold black line on the attached map and described in Part 1 of the Schedule to this Order ("the Schedule") shall be diverted as provided below.
2. There shall be created to the reasonable satisfaction of Wealden District Council an alternative highway of width 5.0 metres for use as a replacement for the said footpath as provided in Part 2 of the Schedule and shown by bold black dashes on the attached map.
3. The diversion of the footpath shall have effect after 28 days from the date of confirmation of this Order.
4. The Courtney Group of Crouches Farm, Hollow Lane, East Hoathly, BN8 6QX, is hereby required to pay the cost of carrying out the works to construct the highway described in Part 2 of the Schedule.
5. Where immediately before the date on which the footpath is diverted there is apparatus under, in, on, over, along or across it belonging to statutory undertakers for the purpose of carrying on their undertaking, the undertakers shall continue to have the same rights in respect of the apparatus as they then had.

SCHEDULE

PART 1

DESCRIPTION OF SITE OF EXISTING PATH OR WAY

Part of the public footpath known as East Hoathly with Halland 7a running from point A (junction with Hollow Lane) in an easterly direction for approximately 215 metres to point B and then in a south-easterly direction for approximately 300 metres to point C on the attached map and shown thereon as a bold black line

PART 2

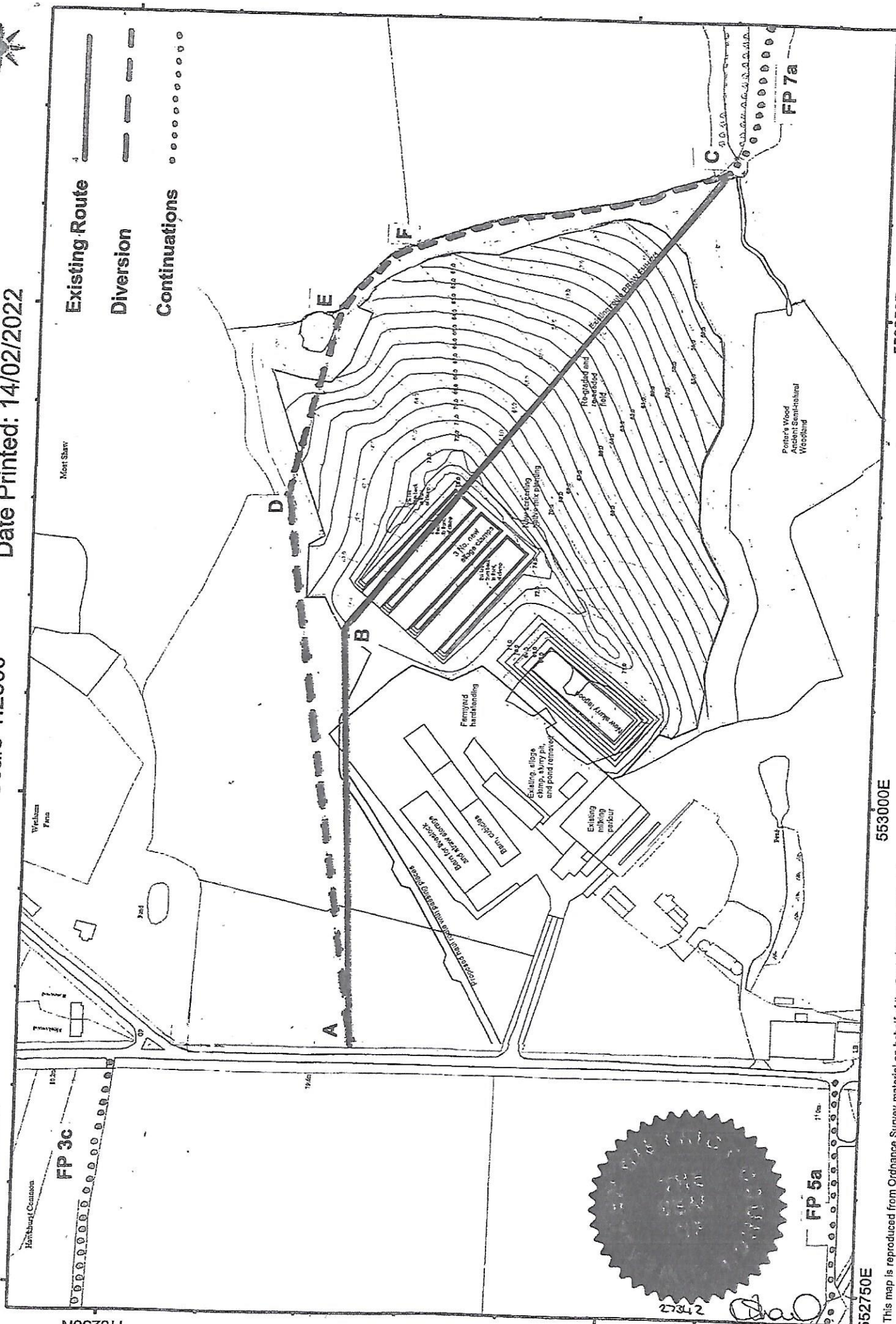
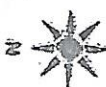
DESCRIPTION OF SITE OF ALTERNATIVE HIGHWAY

A footpath of width 5.0 metres running from point A (junction with Hollow Lane) in a north-easterly direction for approximately 285 metres to point D and then in a south-easterly direction for approximately 100 metres to point E and then in a generally southerly direction for approximately 215 metres via point F to point C on the attached map and shown thereon as a bold black dashed line.

Given under the common seal of the District Council of Wealden the 31 day of May in the year Two Thousand and Twenty Three.

The Common Seal of the)
DISTRICT COUNCIL of)
WEALDEN was hereunto)
affixed in the presence of :-)





This map is reproduced from Ordnance Survey material on behalf of the Controller of Her Majesty's Stationery Office. © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. 100018692 - 14/02/2022

Wealden District Association of Local Councils

DRAFT

Minutes of a Meeting of the Wealden District Association of Local Councils held at the Civic Community Hall, Vicarage Lane in Hailsham on Wednesday 17th January 2024 at 7.00 pm

1. Present: Councillors Keith Stevens (Chairman, Wartling), Kay Moss (Crowborough), Diane Ward (Uckfield), Patrick Coffey (Heathfield and Waldron), Martyn Garrett (Crowborough), Martin Cooper (Willingdon and Jevington), John Castle (Hellingly), Andy Watkins (Willingdon and Jevington), Douglas Murray (Polegate), Jane Alford (Laughton), Steve Tolhurst (Chiddingly), Shirley MacKinnon (Pevensey), Chris Magness (East Hoathly), Deveda Redman (Mayfield and Five Ashes) and Penny Lawne (Withyham).

Also in attendance; Councillor James Partridge (Leader of Wealden District Council), Chris Bending (Director of Place, Wealden District Council) and Alison Stevens (Honorary Secretary).

2. Apologies for Absence: Apologies for absence were received from: Geoff Sambrook (Isfield Parish Council and the Wealden Group Against Over-Development), Beryl Smith (Berwick), Sally Carnie (Berwick), Graham Knight (Horam), Martin Craddock (Maresfield), Lolita Reeves (Maresfield), Susan Cole (East Hoathly with Halland), Long Man Parish Council and Warbleton Parish Council.

3. Draft Minutes of the Association Meeting held on the 4th October 2023 – Councillor Mackinnon referred to minute 8 at the last meeting and said that had she been present she would have said that responses to dog issues need to be addressed proactively and not reactively as they are now.

Mr Bending re-iterated what he said at that meeting and added that whilst it is comparatively straight forward to deal with instances of dog fouling it is more difficult to deal with reports of loose and unrestrained dogs because they are contested more but he agreed that more needs to be done. He said reports need to be made through the official channels with evidence so there is no middle ground and that it would also be helpful to know if there is a pattern to any behaviour.

Councillor Watkins pointed out that it was agreed at the last meeting that councillors would discuss how the District Council can improve sports facilities in its parishes. This was covered later on in this meeting under 'Wealden Updates' but will also be an item on the next WDALC agenda. He would also like the Association to arrange a meeting for parishes in the south of the District so they can discuss it further.

The minutes of the Association Meeting held on the 4th October 2023 were read, approved by all and signed by the Chairman.

4. Draft Minutes of the Management Meeting held on the 13th September 2023 – The minutes of the Management Meeting held on the 13th September 2023 were read and adopted by all.

5. Updates from Wealden District Council

Councillor Partridge said the key points from Wealden are:

- The first draft of the Wealden Local Plan is being released to the public on the 22nd January. It will be included with the meeting papers of the Local Plan Sub-Committee Meeting which is being held on the 29th January, and it will then be considered by Full Council on the 8th February.

A public consultation will run for eight weeks from mid-March and the Plan will also be discussed in more detail at the Parish Conference on the 14th March. Events are also being planned in Horam, East Hoathly, Uckfield, Crowborough, Hailsham, Heathfield and Frant. There will also be a virtual village hall.

Whilst he couldn't say what is in the Plan he did say that it does not meet the government housing requirement because of the constraints here and he stressed this is very much a draft plan which is going out for public consultation. He said the consultation is not a 'done deal', it is part of the statutory process and is something the District Council is committed to.

- The new Sports Hub at Hailsham has been approved by the Full Council and will now be submitted to Planning Committee South for a Decision on 25 January. The Council is working with the Football Foundation to deliver the project. Construction is expected to start later this year.

He also asked parishes and towns to look at Wealden's Playing Pitch and Open Spaces Strategy and report what state their facilities are in so the District Council can see if it can help.

Councillor Castle pointed out the new Sports Hub is in Hellingly not Hailsham and asked if Councillor Partridge was aware it is going to be built on a flood plain. Councillor Partridge said the part being built on is not a flood plain but that will be checked.

Councillor Mackinnon pointed out Pevensey Parish Council will need financial help with its Recreation Ground because it does not have any Community Infrastructure Levy.

- Residents are being encouraged to have their say on its budget consultation for the financial year 2024/25, which Wealden District Council has launched for consultation.
- The District Council has updated its Housing Allocations Policy. Homelessness is less of a problem here than it is in Hastings and Eastbourne but Wealden is still supporting Eastbourne's drive to reduce its numbers.
- Councillors are also reviewing the Climate Change Strategy and Action Plan 2019 which will be out for consultation soon.
- This year's Parish Conference will be held on the 14th March at the Civic Centre in Hailsham.

Councillor Mackinnon:

- Said Pevensey has six social housing properties but 56 applicants are on the housing register. One of the criteria they have to satisfy when applying to live elsewhere is that they have a close relationship with the parish they are applying to, but they usually don't have.
- Is concerned about the long term maintenance of Sustainable Urban Drainage Systems (SUDS) and their potential to contaminate the Pevensey Levels. The District Council is aware of the problem and can only request a Management Plan at the moment, legislation is needed for it to be able to do more.

Councillor Garrett pointed out the attenuation pond on the A26 is only ten metres away from the road and that it only has a single rail fence round it. He is concerned about safety and asked that such matters are taken more seriously.

6. Overdevelopment in Wealden

Councillor Sambrook (Chair of Wealden Against Over Development Group), was unable to attend this meeting but Councillor Tolhurst (Vice Chair) reminded everyone the Group is holding a meeting at Horam Village Hall on Wednesday 31st January to which all Parish and Town Councils and Parish Meetings have been invited. The meeting will start at 19:00 and the intention is to also invite local MPs and Wealden District Councillors.

7. Reports from Outside Meetings

Councillor Stevens has been re-elected Chair of NALC and will continue to:

- push the Civility and Respect agenda.
- make sure Central Government is aware of the views of Parish and Town Councils.

He also said:

- that NALC is currently applying for funding to set up a Board which will help identify councils before they get in trouble.
- he will be attending the East Sussex Association of Local Councils' Board Meeting on the 22nd January and offered to raise any questions councillors have.
- the police have stopped their Community Safety Action Group Meetings (CSAG) without any discussion. The CEO of ESALC is taking the matter up with them.

8. Next Association Meeting: The next Association Meeting will be held on the on 3rd April 2024 at 7pm in the Civic Hall, Hailsham BN27 2AX.

There were no further questions and this meeting ended at 7.50pm.