

DRAFT ONLY – NOT YET APPROVED

EAST HOATHLY with HALLAND PARISH COUNCIL

Annual General Meeting of the Full Council on 20th May, 2024 at 7.00pm.
(Draft) MEETING MINUTES

In attendance: Cllrs. Butcher, Cole, Freezer (chair), Magness, Partridge, Pope, Thatcher and Whitlock.
Also participating: Malcolm Ramsden (clerk), Dist. Cllr. Draper and County Cllr. Bennett (part).

Please note that meetings are recorded.

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)

None present.

1. ELECTION OF OFFICERS AND RECEIVE ACCEPTANCE OF OFFICE

1.1 To elect chairman and receive acceptance of office

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

0688 RESOLVED to appoint Cllr. Freezer as chairman. Acceptance of Office duly signed and witnessed.

1.2 To elect vice chairman

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

0689 RESOLVED to appoint Cllr. Butcher as vice chairman.

1.3 Appointments to Planning Committee

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

0690 RESOLVED to appoint Cllrs. Butcher, Cole, Freezer, Partridge, Pope, Thatcher and Whitlock as members of the Planning Committee.

1.4 Appointments to Finance and General Purpose Committee

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

0691 RESOLVED to appoint Cllrs. Butcher, Freezer, Thatcher and Whitlock as members of the Finance and General Purpose Committee.

1.5 Appointment as Council representative/s to Village Hall Committee

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

0692 RESOLVED to appoint Cllr. Thatcher as Council representative to the Village Hall Committee.

1.6 Appointment as Council representative/s to Garden Plots Committee

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

0693 RESOLVED to appoint Cllr. Magness as Council representative to the Garden Plots Committee.

1.7 Appointment as Council representative to District Council Planning Panel

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

0694 RESOLVED to appoint Cllr. Magness as Council representative to the District Council Planning Panel.

1.8 Appointment as Council representative to District Association of Local Councils

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

0695 RESOLVED to appoint Cllr. Cole as Council representative to the District Association of Local Councils.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Members were referred to County Cllr. Bennett's report previously circulated. Clerk to re-circulate. Dist. Cllr. Draper stated that during the current District Council Local Plan consultation stage he had to be mindful as to what could be said at meetings due to the high level of scrutiny in place but went on to say that he continues to put forward Parish Council views at the District level. Dist. Cllr. Draper reminded members of personal, prejudicial interests and pre-determination. See also below following arrival of County Cllr. Bennett.

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. Cllrs. Freezer, Partridge and Pope all declared their interests as directors of the Community Land Trust.

4. APOLOGIES – to receive apologies for absence

Apologies received from County Cllr. Bennett.

5. FINANCE AND ADMINISTRATION

5.1 To approve/note payments payable/paid April, 2024

Carried forward.

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

Carried forward.

5.3 To approve cancellation of 10th June meeting of the Finance & General Purpose meeting

Clerk reminded members that the June date for a meeting of the Finance & General Purpose Committee had been set to discuss the Annual Governance and Accounting Statements. As these had already been discussed and are included as agenda items 5.6 and 5.7, there is no longer a need for the meeting.

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

0696 RESOLVED *to cancel the meeting of the Finance and General Purpose Committee scheduled for the 10th of June.*

5.4 Account signatory update

Carried forward.

5.5 To consider provision of laptops to Council members

All members agreed to using the org.uk email address if provided with laptops for dedicated Council business which would improve efficiency and security. Clerk to obtain quotes.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Clerk confirmed that the annual County update report provided by County Cllr. Bennett had been made available at the recent Parish Assembly. In response to a question from Cllr. Cole, County Council Bennett responded that he wasn't currently aware of how successful the county foster parent project had been.

5.6 To discuss and approve Annual Governance Statement

Clerk referred members to the previously circulated Statement and described, in detail, how each of the nine responsibilities detailed in the Annual Governance Statement had been met. Cllr. Pope asked that thanks be recorded to clerk and rfo for their work with both the Annual Governance Statement and Annual Accounting Statement.

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

0697 RESOLVED *to approve the Annual Governance Statement and that it be signed by chair and clerk.*

5.7 To approve Annual Accounting Statement

Clerk referred members to the previously circulated Statement.

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

0698 RESOLVED *to approve the Annual Accounting Statement and that it be signed by rfo and chair.*

5.8 To note internal auditor's report

Noted, there being no outstanding issues or items.

6. MINUTES

- 6.1 To resolve that the minutes of the Council Meeting held on Monday 29th April, 2024 be taken as read, confirmed as a correct record and signed by the Chairman
Chair pointed out the misspelling of her name.
Following a proposal by Cllr. Thatcher and seconding by Cllr. Whitlock
0699 **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 29th of April, 2024, subject to the correction of the word 'Feezer', be taken as read and be signed by the Chair.
- 6.2 Matters arising from minutes not otherwise covered by agenda items
- 6.2.1.1 Church Marks Lane pavement
Members noted that the snagging list items had not yet been dealt with. Carried forward.
- 6.2.1.2 80th D-Day anniversary events
Clerk confirmed that the oak tree had been ordered and that a delivery date had still to be agreed. Members learnt from the chair that the Carnival Society would be meeting at the Kings Head at 8.45pm and processing to the 'firework field' for the lighting of the beacon at 9.15pm.
- 6.2.1.3 Community orchard
Clerk asked that members note, because of a problem at WDC, the deadline for receipt of grant applications had been extended to 24th May, 2024.
- 6.2.1.4 King's portrait
Clerk confirmed that a copy of the portrait had been ordered. Cllr. Thatcher to discuss possible display with Village Hall Committee.

7. PLANNING

- 7.1 Neighbourhood Plan
- 7.1.1 Update
Members learnt from chair that Mr. Walker had made the required changes. Cllr. Thatcher asked that members note the summary of changes did not detail the changes made to the 'Green spaces' section. Clerk to ensure amended Plan be sent to District.
- 7.1.2 To approve continuation of Neighbourhood Plan Steering Group and appoint Council lead representative
Chair proposed that the Neighbourhood Plan Steering Group be continued as changes will be required going forward following any District Local Plan changes.
Following a proposal by Cllr. Freezer and seconding by Cllr. Thatcher
0700 **RESOLVED** that the Neighbourhood Plan Steering Group be continued.
Following a proposal by Cllr. Freezer and seconding by Cllr. Pope
0701 **RESOLVED** to appoint Cllr. Partridge as Neighbourhood Plan Steering Group lead.
- 7.2 To consider Redrow offer re. Paddock Green 'play area'
Members learnt from the clerk that a meeting with District was being arranged for w/c/ 9th June, 2024. Carried forward.
- 7.3 To note District Council and Planning Inspector decisions to date
Noted.

8. WRITTEN REPORTS FOR APPROVAL, DISCUSSION OR NOTING

- 8.1 Correspondence
Noted. (See Appendix A)
- 8.2 Woodland footpath remedial action update
Cllr. Pope suggested that a number of improvements be made to the decisions reached at the last meeting. Clerk to pass details on to Maydencroft.
- 8.3 To note draft minutes of the Garden Plots April, 2024 meeting
Noted.
- 8.4 To note clerk's progress report
Noted.

9. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held at the Village Hall, East Hoathly at 7:00pm on Monday, 24th June, 2024

Noted.

Meeting closed at 7.55pm

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

DRAFT

Appendix A

Correspondence: 25th April, 2024 to 19th May, 2024

1. ESALC: Met Police video aimed at keeping councillors safe. (already forwarded to members)
2. NALC: Chief Executive's bulletin 25Apr2024
3. ESCC: Updates to day/family ticket bus fares from 29th April. (already forwarded to members)
4. Wealden Weekly Commencing 29 April
5. WDC: Media release: Get active with new Cuckoo Trail outdoor gym equipment
6. Hello from Transport for the South East and our Your Voices survey now live!
7. Gatwick In Touch - April 2024
8. WDC: Newly published decision: Condensation and Mould Policy – Consultation Survey
9. Hallmaster Newsletter | April 2024
10. NALC events: 30Apr2024
11. Satswana Spring Council Update 2024
12. WDC: Agenda for Cabinet, Wednesday, 8th May, 2024
13. VWA members walks
14. WDC Funding Programmes & News
15. ESALC: South Downs National Park By-Election Results
16. NALC Newsletter: 01May2024
17. NALC: Chief Executive's bulletin 02May2024
18. Ninfield Neighbourhood Plan
19. 14 cc'd emails asking Parker Dann to postpone their presentation
20. Wealden Weekly Commencing 6 May
21. CPRE: Ten years and counting for DRS...
22. NALC update
23. WDC: Media release: Events programme released for National Dementia Action Week 2024
24. WDC: Agenda for Full Council, Wednesday, 15th May, 2024
25. NALC events: 07May2024
26. WDC: Supplement: Agenda supplement - Replacement item 10 and Late items 11 and 13 to the agenda for Full Council, Wednesday, 15th May, 2024
27. NALC Newsletter: 08May2024
28. WDC: Agenda for Planning Committee South, Thursday, 16th May, 2024
29. WDC: Decision sheet for Cabinet, Wednesday, 8th May, 2024
30. WDC: Community Orchards Funding- Deadline extended until Friday 24th May
31. NALC: Chief Executive's bulletin 09May2024
32. The Rural Bulletin - 8 May 2024
33. WDC: Media release: Free health checks return to Wealden
34. RSN Rural Funding Digest - May 2024 Edition
35. WDC: Agenda for Overview and Scrutiny Committee, Monday, 20th May, 2024
36. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 16th May, 2024
37. Wealden Weekly Commencing 13 May
38. WDC: Minutes for Full Council, Thursday, 8th February, 2024
39. WDC: Minutes for Full Council, Wednesday, 21st February, 2024
40. WDC: Supplement: Agenda supplement - Late items 5 and 6 to the agenda for Full Council, Wednesday, 15th May, 202
41. Wealden District Council Chair/Vice-Chair Bulletin, January to April 2024
42. Newly published decision: Tenants & Leaseholders Housing & Support Strategy
43. WDC: Supplement: URGENT BUSINESS to the agenda for Planning Committee South, Thursday, 16th May, 2024
44. WDC: Information for residents on Flytipping and Garden Waste sign up
45. WDC: media release: Proposed cycleway linking Uckfield and Lewes to be explored
46. The Rural Bulletin - 14 May 2024

47. WDC: Media release: Cycle repair stations on Cuckoo Trail
48. NALC events: 14May2024
49. WDC: Newly published decision: Housing Ombudsman Best Practice Consultation
50. NALC Newsletter: 15May2024
51. WDC: Supplement: Officer Update to the agenda for Planning Committee South, Thursday, 16th May, 2024
52. Ashdown Solutions: Top 5 Data Security Trends for 2024
53. NALC: Chief Executive's bulletin 16May2024
54. Cc'd copy of email from resident to County Cllr. Bennett and District Cllr. Draper re. proposed siting of new school
55. Wealden Weekly Commencing 20 May
56. WDC: Free Energy Champion Training-12th June

DRAFT