

EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on 29th July, 2024 at 7.00pm.
MEETING MINUTES

In attendance: Cllrs. Butcher (chair), Cole, Magness, Partridge, Pope, Thatcher and Whitlock.
Also participating: Malcolm Ramsden (clerk), RFO (via. Zoom), Dist. Cllr. Draper, County Cllr. Bennett and two members of the public.

Please note that meetings are recorded.

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).

Members learnt from a member of the public that overgrown areas of path/bridleway at Allies Lane/Buttsfield Lane had been reported to the Rights of Way team who had agreed to undertake clearance.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Cllr. Bennett referred members to his previously circulated report and added that a meeting to be held shortly with one of the county MPs would most likely cover the budget situation and that no details of any additional funding support for adult social care and special educational needs had been received to date.

In response to a question from Cllr. Pope regarding progress with the High Street/South Street junction bus shelters, County Cllr. Bennett agreed to chase developments.

Cllr. Cole reported that she had twice within the last five weeks raised the issue of overgrown verges with County Highways but that nothing had been done. County Cllr. Bennett asked that Cllr. Cole send him details so that he might enquire as to progress.

District Cllr. Draper reported that the gentleman who had been dealing with footpaths had recently passed away and asked that any urgent issues be passed to Sam Batchelor. Members learnt that progress with our Neighbourhood Plan had stalled owing to the election but that a date for the referendum had been announced (5th September, 2024).

The recent planning application for the Circle of Oaks had been approved by the District Planning Committee but District Cllr. Draper understood that nothing had yet been received regarding the 'Oakleigh' site and confirmed that their 'call for sites' window was still open.

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 Cllrs. Partridge and Pope both declared their interests as directors of the Community Land Trust.

4. APOLOGIES – to receive apologies for absence

Apologies received from Cllr. Freezer for personal reasons. Reason accepted.

5. MINUTES

5.1 To resolve that the minutes of the Council Meeting held on Monday 24th June, 2024 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

0711 **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 24th of June, 2024 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 Church Marks Lane pavement
Clerk referred members to the previously circulated response from Highways noting that the works would be completed 'late August/September'. Cllr. Thatcher offered to regularly check and the clerk to chase at the end of September if works not completed by then.
- 5.1.1.2 Climate change
Clerk referred members to Cllr Butcher's previously circulated report, to which she added that most of the participants were representatives of larger parish and town councils that were committing to spending hundreds of pounds on trees noting that ancient woodlands were the most efficient when related to climate issues. Members also noted that we already have plans to plant trees around the parish. In response to Cllr. Magness's question regarding which variety of tree would be best suited, Cllr. Butcher responded that, whilst no specific variety had been recommended, it was felt that native trees would be best.

6. FINANCE/ADMINISTRATION

- 6.1 To approve/note payments payable/paid June, 2024
*Cllr. Cole commented on how expensive she thought the oak tree commemorating 'D-Day 80 Years On' planted in the sports field was.
 Following a proposal by Cllr. Thatcher and seconding by Cllr. Pope*
- 0712 RESOLVED** to approve/note payments payable/paid June, 2024 totalling £8,394.41 (See appendix A).
- 6.2 To note income/expenditure-vs-budget and approve, if necessary, overspends/under-receipts not previously approved
Clerk reported that there were no items to report that had not previously been approved. Noted.
- 6.3 Account signatory update
*RFO reported that the minutes authorizing the signature changes needed to be posted on our website before the Cambridge Bank could complete the changes. Clerk to arrange.
 Following a discussion regarding the amount and term of a deposit to the Unity Bank to open a new account Cllr. Magness queried why a recommendation had not been put forward by the Finance & General Purpose Committee, to which clerk responded that the recommendation could be circumvented by Full Council and, in this case, as funds in the Lloyds deposit account already exceeded the £85,000 FSCS 'ceiling' it would seem prudent not to wait for the next meeting that would follow the Finance & General Purpose Committee. Cllr. Magness also noted that a suggestion he had made at an earlier meeting to invest funds in gold had not been minuted and that Council could invest in gold the same way that an individual could. Clerk to check Cllr. Whitlock's suggestion that monies be invested in Premium Savings Bonds.
 Following a proposal by Cllr. Whitlock and seconding by Cllr. Cole*
- 0713 RESOLVED** to open a new instant access account with Unity Trust by way of a transfer of £50,000 and appointing Cllrs. Magness, Pope, Thatcher and Whitlock as authorized signatories.
- 6.4 Bank account reconciliation
Chair confirmed signing the reconciliation of bank statements to cashbook balances.
- 6.5 To consider grant applications
*Members learnt from Cllr. Thatcher that the Short Mat Bowls Club had applied for a grant of £390 following the Village Hall Committee suggestion that clubs that were having difficulty in meeting their increased village hall hire charges approach Council for funding. The village hall are understood to have a discounted fee for charities but the Short Mat Bowls Club are not a registered charity. Some felt that Council might support clubs if they were seen to be actively seeking new members or using alternative fund raising methods.
 Following a proposal by Cllr. Thatcher and seconding by Cllr. Pope*
- 0714 RESOLVED** to approve a grant of £195 and offer to help with advertizing on the Council website.

- 6.6 To approve Developer pre-application meeting protocol and guidance
Clerk referred members to the previously circulated draft protocol and guidance relating to conduct when approached by developers for pre-application meetings. Following a proposal by Cllr. Pope and seconding by Cllr. Whitlock

0715 RESOLVED to approve the previously circulated developer pre-application meeting protocol and guidance.

- 6.7 To approve banking arrangements/policy re. FSCS limit
To Finance & General Purpose Committee.

- 6.8 Paddock Green Active Green Infrastructure
Clerk referred members to his notes and emails outlining the offer of funds in excess of £500,000 to take on the management, in perpetuity, of the Paddock Green Play area and Active Green Infrastructure area and asked that any questions members might have be put forward as a decision is needed before the end of August. In response to a question from Cllr. Magness, Cllr. Pope explained the position if Council rejected the offer as with Church Marks Green Management Committee when the Council declined to accept a similar offer made relating to the Nightingales development including:-

- *s106 monies cannot be administered by individuals, requiring a limited company or similar to be established.*
- *Difficulty in filling director (volunteer) vacancies.*
- *Ongoing maintenance carried out by qualified contractors (public liability, etc).*
- *Regular risk assessment, ROSPA authorized inspections.*
- *Handling, dealing with and resolving complaints arising with enforcement, in the event of non-compliance, presumed to be by WDC until s106 funds are exhausted and then, unknown at present.*

Chair asked that members let the clerk know of any questions or points that needed clarification.

8.05pm RFO leaves meeting.

7. PLANNING

- 7.1 Neighbourhood Plan

Referendum date declared as 5th September, 2024. District have advised that members may direct residents to where they may find information, encourage residents to vote but not which way to vote. Timetable is understood to be:-

- *Poll cards issued: 8th August. (don't forget to bring photo id to polling station)*
- *Last date for applying for a postal vote: 20th August*
- *Postal vote papers issued: 22nd August*

Village Concerns are thought to have already posted on their website.

- 7.2 To note District Council and Planning Inspector decisions to date
Members learnt from Cllr. Whitlock that issues had arisen with the application for electric vehicle charging points to be installed at Buffalo Bills which Cllr. Magness expanded upon. Details of the three applications that had been approved by District and previously circulated were noted. Although formal receipt of notifications regarding Circle of Oaks and land south of South Street had not been received it was understood that both had been approved by the District Planning Committee. Cllr. Partridge expressed his frustration that when a written submission was made in respect of a planning application being discussed at the District Planning Committee meeting it reduced the number of personal representations that could be heard. Clerk to investigate what might be done.

8. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

- 8.1 Correspondence

At the request of the chair, clerk read item No. 50 from Southern Water and agreed to email a copy to members. Noted (See appendix B).

- 8.2 Woodland footpath remedial action update

Clerk reported that the specification had been received and would be sent to potential contractors who had expressed a wish to quote for the work.

8.3 K6 'phone box

Clerk reported that he had tried to learn where the unused paint from the last time the box was painted was located but had had no success in tracking it down.

8.4 Garden Plots/Community Garden visit

Chair asked that as many members as possible join in with visit at 6.30pm on the 19th of August, 2024.

In seeking the reasons why the Garden Plotters were seeking a change of status to allotments, Cllr. Magness explained that as an allotment they would be able to join the National Allotment Society (NAS) and obtain benefits of cheaper insurance feed, seeds, etc., etc. and without allotment status the plots didn't appear on the NAS website map. Cllr. Pope believed that Council were members of the NAS so that the benefits of membership were available. Clerk to investigate. Allotment status would enable the group to apply for grants in their own name rather than, as in the case of the Cliff grant towards the cost of the composting toilet, having to be made in Council's name. Clerk to also investigate the situation regarding the Community Garden Company re. allotment membership conditions.

8.5 Halland village sign

Members had previously agreed to obtain quotes on the basis of replicating the East Hoathly design features but members learnt that a bespoke coat of arms appears in the centre of the East Hoathly sign, thought to have been designed by a previous primary school head.

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

0716 RESOLVED *to obtain quotes specifying a similar design to East Hoathly's but with the Sussex martlets coat of arms. Members would need to understand the costs before considering if Halland earmarked funds would be an appropriate cost centre.*

8.6 To note Garden Plots draft minutes of April meeting

Members learnt from Cllr. Magness that he, like the clerk, had not been able to obtain copies of the work done so far relating to the possible erection of greenhouses/sheds. Discussion highlighted the requirement to obtain more details regarding any potential conflict of interest as a result of 1. Being an officer (treasurer) of the Garden Plots and 2. Being a signatory on both the Garden Plot and Council bank accounts. Clerk to investigate.

8.7 To note mention of NCP by a former resident

Clerk reported that the Newt Conservation Partnership had approached Council looking for two sites in which to build large ponds to house newts. With no suitable land available clerk to contact suggesting an approach be made to Parker Dann.

8.8 Clerk's progress report

Clerk brought members up-to-date with progress regarding items on the previously circulated report.

9. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held on Monday 30th September, 2024 at 7.00 pm at the Village Hall, East Hoathly

Noted.

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/>*

Meeting closed at 8.35pm

Appendix A

Date	Payee Name	Amount	
30/06/2024	Jakk Country Furniture	£1,772.64	Fingerposts
30/06/2024	City Escapes Ltd	£1,918.56	Grass cutting
30/06/2024	Ashdown Solutions Ltd	£128.04	IT support
30/06/2024	Play Inspection Co	£99.00	Report
30/06/2024	Info. Commissioners	£35.00	Data Prot. Fee
30/06/2024	HMRC	£639.86	Tax/NI
30/06/2024	E W Burrow nursery	£426.20	Comm. oak
30/06/2024	Annual Parish meeting	£171.31	
30/06/2024	Salaries/expenses	£3,203.80	
	Total	£8,394.41	

Appendix B

Correspondence: 24th June, 2024 to 28th July, 2024

1. NALC Newsletter: 26th June
2. NALC Chief Executive's bulletin: 27th June
3. South East Water: Simple changes to make more of summer and save water
4. WDC: Agenda for Licensing Sub-Committee, Wednesday, 10th July, 2024
5. Hallmaster Newsletter | June 2024
6. Grey Matters Newsletter #62
7. Wealden Weekly Commencing 1 July
8. SALC Summer Newsletter 2024
9. Gatwick In Touch - July 2024
10. NALC events: 2nd July
11. NALC Newsletter: 26th June
12. NALC Chief Executive's bulletin: 4th July
13. WDC: Agenda for Cabinet, Monday, 15th July, 2024
14. Wealden Weekly Commencing 8 July
15. NALC events: 9th July
16. WDC: Agenda for Full Council, Wednesday, 17th July, 2024
17. NALC Newsletter: 10th July
18. WDC: Agenda for Planning Committee South, Thursday, 18th July, 2024
19. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 18th July, 2024
20. NALC Chief Executive's bulletin: 11th July
21. ESALC: Transport for South East
22. WDC: media release: Career event hosted for Armed Forces members
23. WDC: Media release: Cuckoo Trail School Arts Project
24. Wealden Weekly Commencing 15 July
25. WDC: Agenda for Overview and Scrutiny Committee, Monday, 22nd July, 2024
26. WDC: Newly published decision: Ninfield Neighbourhood Development Plan
27. WDC: Newly published decision: East Hoathly with Halland Neighbourhood Plan (Referendum)
28. WDC: Decision sheet for Cabinet, Monday, 15th July, 2024
29. WDC: Supplement: Supplementary Call-Over List and Leader's Report to the agenda for Full Council, Wednesday, 17th July, 2024
30. NALC events: 9th July
31. WDC: Supplement: Statements from Interested Parties for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 18th July, 2024

32. WDC: Supplement: 94 CHURCH STREET, WILLINGDON, BN22 OHU - Local Ward Member Statement - Cllr R Shing to the agenda for Planning Committee South, Thursday, 18th July, 2024
33. WDC: Supplement: Statements from Interested Parties for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 18th July, 2024
34. WDC: Agenda for Audit, Finance and Governance Committee, Wednesday, 24th July, 2024
35. NALC Newsletter: 17th July
36. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 18th July, 2024
37. WDC: Supplement: Committee Appointments Tabled at the Meeting to the agenda for Full Council, Wednesday, 17th July, 2024
38. NALC Chief Executive's bulletin: 18th July
39. Wealden Weekly Commencing 22 July
40. WDC: Supplement: Annual Treasury Report 2023/24 - To Follow to the agenda for Audit, Finance and Governance Committee, Wednesday, 24th July, 2024
41. WDC: Newly published decision: Health and Safety Service Plan 2024/25 (Recommendation to Full Council)
42. WDC: Newly published decision: Food Safety Plan 2024/25 (Recommendation to Full Council)
43. WDC: Newly published decision: Provisional Financial Outturn 2023/24
44. WDC: Minutes for Licensing Sub-Committee, Wednesday, 10th July, 2024
45. ESFRS: Information events - Mayfield Community Fire Station consultation
46. NALC events: 23rd July
47. Parish Online Newsletter #51
48. NALC Newsletter: 24th July
49. ESCC: Flexibus just got more flexible!
50. Southern Water: Letter sent to residents - Hallands WTW
51. Wealden Weekly Commencing 29 July