

# EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on 30<sup>th</sup> September, 2024 at 7.00pm.

## MEETING MINUTES

In attendance: Cllrs. Butcher, Cole, Freezer (chair), Magness, Partridge, Pope, Thatcher and Whitlock.  
Also participating: Malcolm Ramsden (clerk), Verne Heath (RFO) – via 'Zoom' and three 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).

*In view of the confidential (within the terms of the Public Bodies (Admission to meetings) Act 1960) nature of agenda item 6.14, members of the public and press would not be permitted to be present for that item.*

*In response to questions from one member of the public, members re-iterated the reasons why Council hadn't accepted the Paddock Green developers offer for Council to maintain their Active Green Infrastructure area. (Please see minutes of Council meeting held on 19<sup>th</sup> August, 2024 for details).*

*In response to another member of the public's comments regarding the planning appeal (agenda item 7.3 relating to land to north and west of 2, Estate Cottages, Halland), members agreed that details, including the closing dates for comments to be received by the Inspector as being 18<sup>th</sup> October, 2024, be placed on the Council's website. Chair reminded members that the Inspector would likely choose between making a decision based upon a 'desktop' exercise or call for a public meeting and went on to summarise the District Council's reasons for the appeal as being that whilst there were still outstanding highways safety matters that the applicant was seeking to resolve, it came to light that a Biodiversity Net Gain (BNG) matrix had not been submitted. It was when District notified the applicant that the application was to be made invalid, to await the BNG matrix, that the applicant appealed against non-determination of the application.*

### 2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

*Chair referred members to County Cllr. Bennett's previously circulated report with members noting the possibility of a consultation exercise regarding the introduction of a booking system for the Council's household waste recycling sites.*

### 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. Cllr Whitlock declared his pecuniary prejudicial interest in agenda item 6.11, Cllr. Freezer declared her personal interest in agenda item 6.17 and Cllr. Thatcher declared her personal interest in agenda item 8.5.*

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

*None.*

### 5. MINUTES

- 5.1 To resolve that the minutes of the Council Meeting held on Monday 19<sup>th</sup> August, 2024 be taken as read, confirmed as a correct record and signed by the Chairman  
*Following a proposal by Cllr. Cole and seconding by Cllr. Whitlock*  
**0719 RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 19<sup>th</sup> of August, 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  
*Members noted that the outstanding items requiring attention had not been dealt with and that the clerk had asked County Highways when they might be completed.*

## 6. FINANCE/ADMINISTRATION

- 6.1 To approve/note payments payable/paid July/August, 2024  
*Following a proposal by Cllr. Butcher and seconding by Cllr. Thatcher*  
**0720 RESOLVED** to approve/note payments payable/paid July/August, 2024 totalling £10,713.14 (See appendix A).
- 6.2 To note income/expenditure-vs-budget and approve, if necessary, overspends/under-receipts not previously approved  
*Income/expenditure-vs-budget noted with one area of overspend.  
 Following a proposal by Cllr. Butcher and seconding by Cllr. Thatcher*  
**0721 RESOLVED** to approve the overspend of £45 in Grants awarded.
- 6.3 Account signatory update  
*Members noted that Cllr. Thatcher still does not have access to the Cambridge Building Society accounts and that Cllr. Whitlock doesn't yet have access to all of the Lloyds Bank accounts but that arrangements were already in hand to rectify this.*
- 6.4 To consider grant applications
- 6.4.1 Application from Wealden Citizen's Advice  
*Members noted from the grant application that some 30 residents in the area had benefited from the bureaux's work and that they had been awarded a grant of £300 last year.  
 Following a proposal by Cllr. Butcher and seconding by Cllr. Thatcher*  
**0722 RESOLVED** to approve a grant of £350 to Wealden Citizen's Advice.
- 6.4.2 Air Ambulance Charity Kent Surrey Sussex  
*Chair asked that members noted that the services of the air ambulance in the Uckfield/Hailsham area had been called upon 35 times during the year but that numbers at a parish level weren't available. Also noted was the fact that the last grant, of £250, was awarded in 2014. Cllr. Thatcher expressed the view that with the increasing number of motorcycles seen and the fact that the busy A22 ran through the parish, that their services could well be called upon more frequently in future. Cllr. Whitlock commented on how critical he saw the continued availability of the air ambulance service to the community.  
 Following a proposal by Cllr. Butcher and seconding by Cllr. Thatcher*  
**0723 RESOLVED** to approve a grant of £500 to Air Ambulance Charity Kent Surrey Sussex.
- 6.5 To approve Investment policy  
*Clerk referred members to the previously circulate draft policy and asked that the proposed lack of inclusion of investing in gold or NS&I Premium Bonds be noted with members being referred to internal auditors comment and NS&I confirmation that Council could not hold Premium Bonds. Cllr. Magness suggested that investing in coins of the realm be included and Cllr. Partridge queried if other, non-Premium Bond, elements offered by NS&I could also be considered. Carried forward.  
 Cllr. Action: Members to provide clerk with any other suggestions and/or questions.*
- 6.6 To approve streetlight maintenance and energy supply  
*Carried forward. Clerk had attended a recent meeting of Town and Parish Councils where a number of issues had been raised regarding streetlight maintenance and energy supply.*
- 6.7 To approve budget/precept setting timetable

*Chair referred members to the previously circulated timetable culminating in concluding the process at the November meeting of the Full Council. Members discussed how residents might become involved with the budget setting process. Following a proposal by Cllr. Thatcher and seconding by Cllr. Cole*

**0724 RESOLVED** to approve that items to be considered for 2025/26 be submitted to the clerk now and members reminded at the October meeting of the Full Council with an agenda item at November's F&GP meeting to draw up a proposed budget and precept for submission and approval (subject to any unforeseen items being raised subsequently) at the November meeting of the Full Council.

*Cllr. Action: Members to provide clerk with any items to be considered for inclusion in the 2025/26 budget.*

6.8 To approve investigation costs regarding appropriateness of governance documents, as recorded by the Charity Commissioners, of East Hoathly and Halland War Memorial Sports Ground and East Hoathly Village Hall charities

*Clerk outlined the inappropriateness of some Charity Commission records relating to the East Hoathly and Halland War Memorial Sports Ground (305212) and East Hoathly Village Hall (305213) charities. Members agreed that with a planned project relating to the future of the charities that Charity Commission records should reflect the correct position.*

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

**0725 RESOLVED** to approve initial costs of up to £580 for Council's solicitors to investigate.

6.9 To approve amendments suggested by Garden Plotters to existing naming, Terms of Reference, Licence and possible Association rules.

*Members learnt from the chair of a meeting with the Garden Plots representatives regarding possible changes to some of the governance documents relating to the Garden Plots and that changes for consideration by Full Council were being worked on. A change to Allotment Gardens from Garden Plots more accurately reflects the status.*

6.10 To review wildflower verge status in East Hoathly

*Chair acknowledged that two of the wildflower verges establish in East Hoathly hadn't worked as hoped.*

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

**0726 RESOLVED** to remove the wildflower verge status from the High Street/South Street verge and the verge at the southern end of South Street and investigate planted areas next to the benches where High Street becomes South Street.

Cllr. Whitlock leaves the meeting.

6.11 To approve Christmas tree, light and decoration funding

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

**0727 RESOLVED** to approve the funding of East Hoathly and Halland Christmas tree purchases, erection and subsequent removal, lighting and decoration replacements as required.

Cllr. Whitlock returns to the meeting.

6.12 To approve costs of bleed kits and consider placement

*Members learnt from the chair that a request to consider the purchase of bleed kits had been received.*

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

**0728 RESOLVED** to approve the purchase of two bleed kits, together with cabinets. One to be placed near the defibrillator at the pavilion and the other in Halland (site to be confirmed).

6.13 To approve costs of notice boards and consider placement

*Members agreed that the site of the East Hoathly notice board was far from ideal and discussed how communication with residents could be further improved over and above additional notices being placed in shop windows and at the pavilion and Village Hall.*

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

**0729 RESOLVED** to approve the purchase of two new notice boards at a cost in the region of £1,500 with an approach to be made to the East Hoathly chapel and Preservation Society/WI regarding the board currently at the chapel.

- 6.14 To approve renewal of insurance cover  
*Item moved to last item in view of confidential element.*
- 6.15 To approve High Street cherry tree replacement costs  
*Carried forward. Members learnt from the clerk that the contractor had a 'family emergency' and had had to postpone the pre-arranged meeting to finalize details of planting.*
- 6.16 To approve replacement bus shelter selection  
*Chair reminded members that County's work on replacing the two bus shelters at High Street/South Street needed to be started by the 31<sup>st</sup> of March and detailed the minor changes that would be required. Members noted that the County preferred supplier would be Littlethorpe.  
Following a proposal by Cllr. Thatcher and seconding by Cllr. Pope*
- 0730 RESOLVED** to approve the selection of the 'St. Neots' and 'Ashkirk' models.
- 6.17 To approve funding of Moat Wood boardwalk specification from woodland s106 funds  
*Following a proposal by Cllr. Pope and seconding by Cllr. Cole*
- 0731 RESOLVED** to approve the funding of the Moat Wood boardwalk specification from woodland s106 funds.
- 6.18 To approve funding of Moat Wood tree safety survey from woodland s106 funds  
*Following a proposal by Cllr. Thatcher and seconding by Cllr. Whitlock*
- 0732 RESOLVED** to approve the funding of the Moat Wood tree safety survey from woodland s106 funds
- 6.19 To approve meeting costs of Village Hall hire for meetings  
*Chair reminded members that grant applications were being prepared by users of the Village Hall in response to increases in hire charges with Cllr. Thatcher estimating that free use by the Council 'cost' the Hall some £1,300 per annum. AirS input suggests that Councils usually pay hire charges and don't effectively pay by awarding grants to the hirer. Cllr. Pope queried if Council would continue to meet the buildings insurance costs for the Hall.  
Following a proposal by Cllr. Partridge and seconding by Cllr. Pope*
- 0733 RESOLVED** to approve that Council meet the hire charges  
*Following a further proposal by Cllr. Whitlock and seconding by Cllr. Butcher*
- 0734 RESOLVED** to approve that hire charges be met with effect from 1<sup>st</sup> October, 2024.
- 6.20 To approve funding of Moat Wood boardwalk construction and agree length of section to be built  
*Carried Forward as further investigation required.*
- 6.21 To approve costs regarding repair of roundabout at sports ground play area  
*Following a proposal by Cllr. Partridge and seconding by Cllr. Pope*
- 0735 RESOLVED** to approve that the repair of the roundabout proceed at a cost of £1,892.70
- 6.22 To consider application for new member co-option  
*Carried forward.*
- 6.23 To consider energy contract renewal  
*RFO refers members to the previously circulated quotes and recommends the EDF two-year offer.  
Following a proposal by Cllr. Thatcher and seconding by Cllr. Pope*
- 0736 RESOLVED** to approve the energy contract renewal to be with EDF (two-year offer).

## 7. PLANNING

- 7.1 Neighbourhood Plan  
*Chair notified members that despite criticisms raised regarding the low turnout for the referendum, the figures were actually good when compared with other Council's turnout figures. Final ratification by District Council expected at their meeting on the 16<sup>th</sup> of October, 2024.*
- 7.2 Lobbying Wealden District Council regarding 'First Homes'  
*Following a proposal by Cllr. Freezer and seconding by Cllr. Whitlock*
- 0737 RESOLVED** to approve that District be lobbied to consider a 'First Homes' policy with preference being given to applicants with a local connection.

- 7.3 To consider response to Planning Inspector's request for comments  
*See comments in 'Public Participation'. Cllr. Cole queried the inclusion of a play area.*  
*Following a proposal by Cllr. Freezer and seconding by Cllr. Butcher*  
**0738 RESOLVED** to approve emphasizing our previous response.
- 7.4 To note District Council and Planning Inspector decisions to date  
*Noted.*

## 8. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

- 8.1 Correspondence  
*Noted (See appendix B).*
- 8.2 Recording and publishing officer's time spent in dealing with Freedom of Information requests  
*Members agreed that in view of officer time taken in dealing with Freedom of Information requests that a record be kept and made available to members of the public.*  
*Following a proposal by Cllr. Butcher and seconding by Cllr. Whitlock*  
**0739 RESOLVED** to approve that records be kept and publicized on Council's website to include the Freedom of Information question and answer and include the amount of officer time and costs involved.
- 8.3 K6 'phone box painting update  
*Carried forward. Third quote awaited.*
- 8.4 Accessibility and Visibility  
*Members discussed how issues affecting residents such as Community Infrastructure Levy payment calculations and timetables might be better communicated and how could Council best learn how parishioners wished to be communicated with and agreeing the publication of a newsletter for circulation.*
- 8.5 Halland village sign update  
*Carried forward. Quotes being finalized.*
- 8.6 Grass and verge cutting around the Parish  
*Members learnt from the clerk that the County invitation to provide grass cutting quotes, which would usually have been received by now, had been delayed.*  
*Members agreed that more than the current seasons two cuts should be carried out next year.*  
*Following a proposal by Cllr. Butcher and seconding by Cllr. Whitlock*  
**0740 RESOLVED** to approve that the decision to agree the contractor and how many cuts, up to six cuts, should be agreed, be delegated by email when costs known.
- 8.7 Procedure regarding plots of land becoming available to buy  
*Members agreed that, in view of the often short lead in times, the clerk be authorized to make relevant enquiries (but not commitments) when parcels of land come on the market in the parish.*
- 8.8 To note Garden Plots draft minutes of 2<sup>nd</sup> September meeting  
*Noted.*
- 8.9 To note Police and Crime Commissioner's request  
*Noted.*
- 8.10 To note tree safety inspection report  
*Noted with clerk to investigate costs involved regarding ivy severance.*
- 8.11 Clerk's progress report  
*Noted.*
- 6.14 To approve renewal of insurance cover  
*Clerk referred members to the previously circulated paper detailing insurance cover renewal. Members noted that a broker had been used in the quotation process.*  
*Following a proposal by Cllr. Freezer and seconding by Cllr. Pope*  
**0741 RESOLVED** to approve that insurance cover be renewed for a further year with officers to explore quotations at renewal.

## 9. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held on Monday 28<sup>th</sup> October, 2024 at 7.00 pm at the Village Hall, East Hoathly

Meeting closed at 9.05pm

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](mailto:clerk@easthoathlywithhalland.org.uk)

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

## Appendix A

Date	Payee	Amount	Detail
31/07/2024	Transfer for oak tree	£117.48	to S106
31/07/2024	Wealden District Council	£858.00	1/4ly pyt 4 dog bins 7 litter
31/07/2024	City Escapes Ltd	£611.28	Grass cutting
31/07/2024	East Sussex Healthcare NHS	£93.60	Defibrillator maintenance
31/07/2024	Ashdown Solutions Ltd	£128.04	IT support
31/07/2024	Chaser pest control Ltd	£120.00	Moles on sports ground
31/07/2024	HMRC	£696.99	Tax & NI
31/07/2024	Castle Water	£57.98	Garden plot water
31/07/2024	Salaries/expenses	£2,686.17	
31/08/2024	HMRC	£606.93	Tax and NI
31/08/2024	Ashdown Solutions Ltd	£128.04	IT support
31/08/2024	East Hoathly short/m bowls	£195.00	Grant
31/08/2024	Maydencroft Ltd	£660.00	Moat wood boardwalk
31/08/2024	Castle Water	£44.35	Garden plot water
31/08/2024	Salaries/expenses	£2,792.36	
31/08/2024	City Escapes Ltd	£916.92	mowing
	Total		
	Payments	<b>£10,713.14</b>	

## Appendix B

### Correspondence: 29<sup>th</sup> July, 2024 to 26<sup>th</sup> September, 2024

1. WDC: Media release: Community Spaces Grants Programme helps to fund improvements at local rural spaces
2. NALC Chief executive's bulletin: 25Jly2024
3. NPG: Exciting New Grant Funding Opportunities for Charities from Trusts, Foundations, and the New Labour Government
4. NALC events: 30Jly2024
5. WDC: Re. Meeting cancelled - 08/08/2024, 10:00, Planning Committee South
6. NPG: Unlock New Government and Foundation Funding for Your Charity – Act Now!
7. Hallmaster Newsletter | July 2024
8. NALC newsletter: 31Jly2024
9. WDC: Minutes for Planning Committee South, Thursday, 18th July, 2024

10. WDC: Media release: Funding available to help improve green spaces and community facilities in Wealden
11. WDC: Media release: Funding available to help improve green spaces and community facilities in Wealden
12. NALC Chief executive's bulletin: 01Aug2024
13. Wealden Weekly Commencing 5 August
14. WDC: Newly published decision: Horam Neighbourhood Plan (Referendum)
15. NALC events: 06Aug2024
16. VGW News #11
17. NALC newsletter: 07Aug2024
18. Correspondence re. East Hoathly Primary School fence
19. NALC Chief executive's bulletin: 08Aug2024
20. ESCC: Introduction to your SLO
21. Wealden Weekly Commencing 12 August
22. NALC events: 13Aug2024
23. Keep Britain Tidy: Film celebrates work in communities across England
24. NALC newsletter: 14Aug2024
25. NALC Chief executive's bulletin: 15Aug2024
26. Wealden Weekly Commencing 19 August
27. Gatwick Airport FASI South Airspace Change Proposal Update Invitation
28. ESALC: Redaction of Councillor's home addresses (already forwarded to all members)
29. NALC events: 20Aug2024
30. NALC newsletter: 21Aug2024
31. NALC Chief executive's bulletin: 22Aug2024
32. Wealden Weekly Commencing 26 August
33. ESCC: Bus services – Wealden
34. NALC events: 27Aug2024
35. WDC: Agenda for Cabinet, Wednesday, 4th September, 2024
36. NALC newsletter: 28Aug2024
37. WDC: Agenda for Planning Committee South, Thursday, 5th September, 2024
38. NALC Chief executive's bulletin: 29Aug2024
39. ESCC: Bus service changes
40. WDC: Minutes for Overview and Scrutiny Committee, Monday, 22nd July, 2024
41. Hallmaster Newsletter | August 2024
42. Wealden Weekly Commencing 2 September
43. WDC: Agenda for Overview and Scrutiny Committee, Monday, 9th September, 2024
44. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 5th September, 2024
45. Framfield PC: INVITATION TO A MEETING - 25 SEPTEMBER 2024
46. NALC events: 03Spt2024
47. WDC: Supplement: MORNINGS MILL FARM, EASTBOURNE ROAD, LOWER WILLINGDON, BN20 9NY - Local Ward Member Statement - Cllr D Shing to the agenda for Planning Committee South, Thursday, 5th September, 2024
48. NALC newsletter: 04Spt2024
49. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 5th September, 2024
50. WDC: Decision sheet for Cabinet, Wednesday, 4th September, 2024
51. NALC Chief executive's bulletin: 05Spt2024
52. WDC: Minutes for Full Council, Wednesday, 17th July, 2024
53. Wealden Weekly Commencing 9 September
54. ESALC: Response to the NPPF Report (already forwarded to members 09Spt)
55. Parish Online Newsletter #52

56. NALC events: 10Spt2024
57. SWDC: Minutes for Audit, Finance and Governance Committee, Wednesday, 24th July, 2024
58. WDC: Agenda for Audit, Finance and Governance Committee, Wednesday, 18th September, 2024
59. ESALC: Introduction to Management Training
60. NALC newsletter: 11Spt2024
61. NALC Chief executive's bulletin: 12Spt2024
62. Wealden Citizens Advice: Volunteers urgently needed!
63. WDC: Agenda for Licensing Committee, Friday, 20th September, 2024
64. WDC: Supplement: External Audit Progress (External Auditors) to the agenda for Audit, Finance and Governance Committee, Wednesday, 18th September, 2024,
65. WDC: Supplement: Appendix B to External Audit Progress to the agenda for Audit, Finance and Governance Committee, Wednesday, 18th September, 2024
66. Wealden Weekly Commencing 16 September
67. Gatwick In Touch - September 2024
68. WDC: Supplement: Late Item: 9 Gambling Act 2025 Statement of Principles to the agenda for Licensing Committee, Friday, 20th September, 2024
69. NALC events: 17Spt2024
70. Newly published decision: East Hoathly with Halland Neighbourhood Plan: Adoption (Recommendation to Full Council)
71. WDC: Agenda for Standards Committee, Wednesday, 25th September, 2024
72. NALC newsletter: 18Spt2024
73. WDC: Supplement: Local Government Association "Debate Not Hate" Campaign to the agenda for Standards Committee, Wednesday, 25th September, 2024
74. NALC Chief executive's bulletin: 19Spt2024
75. Wealden Weekly Commencing 23 September
76. ESCC: Be A Councillor campaign for East Sussex
77. ESALC: First Aid training places at Horam Centre
78. ESALC: SAVE THE DATE - AGM & Conference
79. Halland resident: Objection to Planning Application WD/24/0584/0
80. ESCC: National Tree Week public events map - to help you promote your events!
81. NALC events: 24Spt2024
82. WDC: Minutes for Planning Committee South, Thursday, 5th September, 2024
83. NALC newsletter: 25Spt2024
84. WDC: Members Allowances and Remuneration 2025/26
85. NALC Chief executive's bulletin: 26Spt2024
86. Wealden Weekly Commencing 30 September