

EAST HOATHLY with HALLAND PARISH COUNCIL

Meeting of the Full Council on 25th November, 2024 at 7.00pm.
MEETING MINUTES

In attendance: Cllrs. Freezer (chair), Magness, Pope, Thatcher and Whitlock.

Also participating: Malcolm Ramsden (clerk), Verne Heath (RFO) – via 'Zoom' and County Cllr. Bennett.

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).

No members of the public present.

2. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

County Cllr. Bennett referred members to his previously circulated report and invited questions and reported that he had followed up from the last meeting reporting that he had investigated the lorry movement issue and had parked up in the Laundry Lane area but observed no lorries or evidence of lorries but would repeat the exercise if members thought it might be needed.

In response to a question from the chair, County Cllr. Bennett confirmed that County Highways Stewards were in the employ of the contractor (in our case Balfour Beatty) and suggested that joint SLR meetings be arranged, together with Laughton Parish Council, to raise any highways issues.

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 agenda item 5.1.1.6 as his wife is a member of the Village Hall committee. Cllr. Thatcher declared her personal interest in agenda item 5.1.1.7.

4. APOLOGIES – to receive apologies for absence

Apologies received, and reasons accepted, from Cllrs. Butcher, Cole and Slaughter.

Members noted that Cllr. Slaughter had offered to 'dial in' to the meeting (an option which is not currently supported).

5. MINUTES

5.1 To resolve that the minutes of the Council Meeting held on Monday 28th October, 2024 be taken as read, confirmed as a correct record and signed by the Chair

Members discussed the use of 'chair' in place of 'chairman' with Cllr. Freezer preferring the use of 'chair'.

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

0755 **RESOLVED** to approve that the minutes of the Council Meeting held on Monday, 28th of October, 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 reported that two patches had been repaired but there were still weeds growing through the footway by the churchyard

5.1.1.2 Streetlight maintenance and energy supply

Clerk reported that a number of Town and Parish Councils were challenging the maintenance contract wording as being too skewed in favour of the contractor and the issue had still to be resolved. Carried forward.

0756 Following a proposal by Cllr. Freezer and seconding by Cllr. Thatcher **RESOLVED** to approve that the Clerk approach 'Streetlights' – an alternative contractor used by many local Councils for a quote.

0757 Following a proposal by Cllr. Freezer and seconding by Cllr. Thatcher Further **RESOLVED** to approve that the clerk investigate the feasibility and costs of installing an additional streetlight close to the South Street entrance to the village hall.

5.1.1.3 Bleed kits

Clerk to seek approval to position the second bleed kit at Buffalo Bills.

5.1.1.4 Additional Notice Boards

Clerk to explore possibility of erecting a new notice board near the village sign in the centre of East Hoathly as being adjacent to the village store would not be possible.

5.1.1.5 High Street cherry trees

Members learnt from the clerk that both cherry trees were due to be planted before Christmas.

5.1.1.6 Hire of Village Hall for meetings

No update regarding hall hire for 2025. Clerk reported that this issue could possibly be being held up until resolution of the Land Registry title issue. Carried forward.

5.1.1.7 Halland Village sign

New costings required as a result of the specification changes requested at the last meeting. Carried forward.

6. FINANCE/ADMINISTRATION

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

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

0758 **RESOLVED** to approve/note payments payable/paid October, 2024 totalling £13,854.66 (See appendix A).

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

No new items to note. Discussion centred around possible use of earmarked funds for roundabout maintenance/repair.

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

0759 **RESOLVED** to approve that payments relating to the roundabout works be met from the Maintenance Reserve (326).

6.3 Account signatory update

Cllr. Whitlock reported that the bank still needed to allow him to authorize payments. Carried forward.

6.4 To approve Moat Wood boardwalk costs

Members discussed the merits of the previously circulated quotes.

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

0760 **RESOLVED** to approve the selection, at a cost of £9,420, of a 12m section of boardwalk as quoted for by Maydencroft with CIL funds to be used.

6.5 To consider grant application/s

Members discussed aspects of the church's request for financial support towards the cost of a replacement notice board. Two other possible sources of funding were debated and aspects of the replacement material within the conservation area led to the item being carried forward.

6.6 To review Reserves Policy

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

0761 **RESOLVED** to approve continued adoption of the Reserves Policy as previously circulated.

6.7 To review Risk Assessment

- Following a proposal by Cllr. Pope and seconding by Cllr. Thatcher*
- 0762 RESOLVED** to approve continued adoption of the Risk Assessment as previously circulated.
6.8 To review Privacy Notice
Following a proposal by Cllr. Thatcher and seconding by Cllr. Whitlock
- 0763 RESOLVED** to approve continued adoption of the Privacy Notice as previously circulated.
6.9 To review Financial Risk Assessment
Following a proposal by Cllr. Pope and seconding by Cllr. Whitlock
- 0764 RESOLVED** to approve continued adoption of the Risk Assessment as previously circulated.
6.10 To review Health & Safety Policy
Following a proposal by Cllr. Thatcher and seconding by Cllr. Pope
- 0765 RESOLVED** to approve continued adoption of the Health & Safety Policy as previously circulated.
6.11 To review Pavilion Hire charges
Following a proposal by Cllr. Thatcher and seconding by Cllr. Whitlock
- 0766 RESOLVED** to approve maintaining the current Pavilion Hire charges as previously circulated.
6.12 Insurance Fraud & Dishonesty cover
Following a proposal by Cllr. Whitlock and seconding by Cllr. Thatcher
- 0767 RESOLVED** to approve an increase in the amount of Fraud and Dishonesty insurance cover to £450,000.
6.13 To approve 2024/25 budget and precept figure
Members discussed the figures proposed by the Finance & General Purpose Committee for next year's budget and precept and agreed that it would be unsustainable to support the budget again this year to the extent of £19,000 from reserves. Clerk explained the impact that the updated District Council tax band figure would have on the percentage increase which would be in the region of 30%, or £0.52 per week, for a band D property. Members agreed with the chair's suggestion to produce a report, detailing a breakdown of figures, including reasons, for publication if required.
Following a proposal by Cllr. Whitlock and seconding by Cllr. Pope
- 0768 RESOLVED** to approve the Finance & General Purpose recommended budget and precept request figure of £93,100.
6.14 To note new bank charges for account maintenance
Members learnt from the RFO that Lloyds Bank's recently introduced charges of £4.25 per month were amongst the most reasonable of the major banks. Information noted, with members taking the opportunity to close the no longer required account for the s.106 funds so as to avoid further charges.
Following a proposal by Cllr. Pope and seconding by Cllr. Thatcher
- 0769 RESOLVED** to approve the closure of the Lloyds Bank account used for s.106 funds.
6.15 To note external auditor certificate and sign-off
Members noted the previously circulated external auditor certificate and sign-off.
6.16 To note interim Internal Audit report
Members noted the previously circulated Interim Internal Audit report with thanks being noted to the RFO for her work in this regard.
6.17 2024/5 Officer pay scales
Noted.

7. PLANNING

- 7.1 Neighbourhood Plan
Clerk reminded members that suggestions regarding continuance of the Steering Group highlighted in the minutes of the last meeting were still outstanding and added that the District Council had suggested that a review of the Plan should next be considered after the update of the District Local Plan, but not within six months, unlike in Horam's case, where the Inspector stated a review would be necessary within six months. Members agreed with Cllr. Pope's suggestion that the Steering Group should be retained and agree to review at the AGM.
- 7.2 To note District Council and Planning Inspector decisions to date
No new decisions received.

8. PROPOSALS/REPORTS FOR APPROVAL, DISCUSSION OR NOTING

- 8.1 Correspondence
Noted (See appendix B).
- 8.2 K6 'phone box painting update
Delay caused waiting for contractor to confirm conforming with 'listed' status. Cllr. Pope has details of the correct paint to be used. Members approved investigating its condition and any maintenance requirements.
- 8.3 Member laptops and policy
Chair referred members to the previously circulated proposed policy and costings. In response to a discussion regarding the enforcing of members use of electronic communications, the clerk reminded members that an amendment of Council's Standing Orders to this effect would contravene elements of the 1972 Local Government Act. Following a proposal by Cllr. Whitlock and seconding by Cllr. Thatcher
- 0770 RESOLVED** *to approve the policy as previously circulated and purchase nine laptops at a cost of £5,782.32 together with appropriate laptop bags.*
- 8.4 Waste regulations
Members learnt from the chair that elements of the proposed changes to waste regulations could affect the parish and pavilion, in particular. Clerk, together with Cllr. Whitlock, to monitor.
- 8.5 Website review
Chair and Cllr. Thatcher agreed to investigate alternative contractors to our existing supplier. Carried forward.
- 8.6 Village disruption – cable works
Members learnt from the chair that PowerOn had not been able to send a representative to the meeting but would not be able to consider compensation as a result of the disruption to the community as a result of their work. Cllr Pope relayed comments regarding losses to businesses in the village and suggested publishing on the website the responses from PowerOn and Redrow regarding the possibility of compensation payments.
- 8.7 Climate Change
Members learnt that the chair and Cllr. Magness would be attending the District Council meeting relating to climate change due to be held in early December.
- 8.8 Possible electricity shortages
Members agreed that, in view of the potential for power cuts this winter, pubs in the parish might be approached and willing to open their doors to, at least, supply warmth to residents if required.
- 8.9 Clerk's progress report
Clerk updated members regarding the lack of progress relating to bus shelter replacements, website integration with Hallmaster and civility training courses.

9. DATE OF NEXT MEETING

To note that the next meeting of the Full Council will be held on Monday 27th January, 2025 at 7.00 pm at the Village Hall, East Hoathly

Noted.

Meeting closed at 8.45pm

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/>

Appendix A

31/10/2024	HMRC	£660.57	Tax and NI
31/10/2024	Chris Bartholomew	£131.61	PAT test and clock
31/10/2024	AJGIBL (Came ins.)	£4,705.98	Insurance
31/10/2024	City Escapes Ltd	£404.70	Mowing and strimming
31/10/2024	Wealden CAB	£350.00	Grant
31/10/2024	Ashdown Solutions	£161.70	IT support/storage
31/10/2024	EH planters	£42.67	Bulbs/plants
31/10/2024	Netwise UK	£10.00	Domain name net of grant
31/10/2024	Air ambulance charity	£500.00	Grant
31/10/2024	Castle Water	£63.20	Allotment gardens water
31/10/2024	Affinity Sel Insurance	£1,505.44	Insurance
31/10/2024	Playdale Playgrounds	£946.35	50% roundabout repair
31/10/2024	WDC	£715.00	Bin emptying x 11
31/10/2024	ESALC Limited	£160.00	Planning training x 4
31/10/2024	Salaries/expenses	£3,497.44	Salary and expenses
	Total	£13,854.66	

Appendix B

Correspondence: 26th October, 2024 to 24th November, 2024

1. NALC: Consultation – Enabling remote attendance and proxy voting at council meetings
2. ESALC: NALC bulletin 31Oct2024 (already forwarded to members)
3. NALC: Hi Malcolm, check out our upcoming events (29Oct2024)
4. PSE: From Carbon Footprints to NetZero: The Public Sector's Response
5. Hallmaster Newsletter | October 2024
6. NALC: Chief executive's bulletin - 31 October 2024
7. WDC: Agenda for Overview and Scrutiny Committee, Monday, 11th November, 2024
8. ESALC: NALC Update (04Nov2024)
9. Wealden Weekly Commencing 4 November
10. NALC events newsletter (05Nov2024)
11. ESALC: Supporting Councils with CloudyIT: Virtual Meeting Solutions, AI, and Secure IT Systems
12. NALC: Chief executive's bulletin - 7 November 2024
13. Wealden Weekly Commencing 11 November
14. ESALC: NALC Events newsletter (12Nov2024)
15. BRTA Newsletter November-December 2024 5
16. Millen: APP/C1435/W/24/3348674: Land adjacent 2 Estate Cottages Heathfield Road, BN8 6PW
17. NALC events newsletter (12Nov2024)
18. WDC: Agenda for Full Council, Wednesday, 20th November, 2024
19. WDC: Agenda for Planning Committee South, Thursday, 21st November, 2024
20. WDC: Supplement: Presentation Slides for Applications Listed on the Agenda to the agenda for Planning Committee South, Thursday, 21st November, 2024
21. Parish Online Newsletter #53
22. NALC: Chief executive's bulletin - 14 November 2024
23. Wealden Weekly Commencing 18 November
24. ESALC: NALC Events newsletter (19Nov2024)
25. Pete Belsey: Proposed Development – Oakleigh Garden Community
26. ESALC: Transport Forum 18 November 2024
27. WDC: Local Government Boundary Commission - Electoral Review of Wealden District Wards (already forwarded to members)
28. ESALC Conference 2024 (already forwarded to members)
29. WDC: Chair and Vice-Chair Bulletin - Issue 8, May to October 2024 (already forwarded to members)
30. WDC: Media release: Change to Alliance for Wealden make up
31. ESCC: FW: National Tree Week - Online Tree Talks -Tree Wardens BOOK NOW !
32. WDC: Supplement: Officer Updates to the agenda for Planning Committee South, Thursday, 21st November, 2024
33. WDC: Media release: Open day celebrations herald the reopening of Hailsham's swimming pool
34. WDC: FW: Live today - Wealden Community Grants Programme 2025-2028
35. NALC: Chief executive's bulletin - 21 November 2024
36. Grey Matters Newsletter
37. WDC: Supplement: Supplement: Appointments to Committees to the agenda for Full Council, Wednesday, 20th November, 2024