

## Wadhurst Parish Council

To all members of the Council.

You are hereby summoned to attend the meeting of Wadhurst Parish Council to be held at the Pavilion, Sparrows Green Recreation Ground, Wadhurst on **Thursday 8 November 2018 commencing at 7.30 p.m.** for the transaction of business as set out below.



Signed

Clerk (Amanda Barlow) Date: 3 November 2018

***The meeting will be preceded by a short presentation and question and answer session led by the Neighbourhood Plan Steering Committee.***

### **AGENDA**

1. To receive apologies and reasons for absence.
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
3. Public Forum – time limit 15 minutes.
4. To approve the minutes of the meeting 11 October 2018 as a true record.
5. To determine matters arising from the previous minutes for updating and noting.
6. Chairman's Announcements & Correspondence for noting.
7. Items for decision and allocation of resources, if necessary.
  - 7.1 To discuss and agree, if appropriate, the next actions with regard to proposals by the Neighbourhood Plan Steering Group
  - 7.2 To approve recommendation from Finance & Resources to approve budget for 2019/20.
  - 7.3 To appoint an internal auditor
  - 7.4 To adopt minutes of the meetings of the Planning Committee held on 13 October and 27 October (not yet approved) 2018
  - 7.5 To approve/note items payable and paid.
8. Items for report.
  - 8.1 Reports from committees/working parties/representatives etc.
    - 8.1.1 County report – November 2018
    - 8.1.2 District report – November 2018
  - 8.2 Wadhurst Institute, Hall and Field CIO
  - 8.3 Wadhurst Household Waste Recycling Centre
9. Items for noting
  - 9.1 To note spend, to date, against budget for 2018/19.
  - 9.2 To note the minutes (not yet approved) of the Environment, Highways and Transport Committee meeting held on 11 October 2018
  - 9.3 To note the minutes (not yet approved) of the Finance and Resources Committee meeting held on 1 November 2018.
10. Items for Focus and Communication
11. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.

# Wadhurst Parish Council

Please find enclosed the summons and agenda for the full council meeting for the 8 November 2018 plus attachments.

WIFI CODE: BTBHub6- 2FGZ PASSWORD - 9DG7M9LbCVxE

1. Apologies – Cllr Bullock and Cllr Kent

4. Minutes of the meeting 11 October - attached

5. Matters arising from minutes:

7.1 Grant awarded to Wadhurst Warriors – awaiting update on plans. Details and plans will be reviewed by the Community Committee.

7.2 Jardin – to be discussed at Community Committee.

7.3 Village Donation Scheme – Cllr Harvest to update following meeting preceding Full Council meeting.

7.4 East Sussex Highways Pedestrian Improvement Scheme – Cllr Dunnett to update

7.5 Snow plough purchased.

7. Items for decision and allocation of resources, if necessary.

7.1 To discuss and agree, if appropriate, the next actions with regard to proposals by the Neighbourhood Steering Group – attached

7.2 To approve recommendation from Finance & Resources to approve budget for 2019/20.

7.3 To appoint an internal auditor (Agenda Item 9 of 18 11 01 F&R Committee minutes).

7.4 To adopt minutes of the meetings of the Planning Committee held on 13 October and 27 October (not yet approved) 2018 -attached

7.5 To approve/note items payable and paid - attached

8. Items for report.

8.1 Reports from committees/working parties/representatives etc.

8.1.1 County report – November 2018 (Cllr Standley)

8.1.2 District report –November 2018 (Cllr Standley)

8.2 Wadhurst Institute, Hall and Field CIO (Cllr Wells – verbal report)

8.3 Wadhurst Household Waste Recycling Centre (Cllr Dunnett – verbal report on progress)

9. Items for noting

9.1 To note spend, to date, against budget for 2018/19.

9.2 To note the minutes (not yet approved) of the Environment, Highways and Transport Committee meeting held on 11 October 2018 - attached

9.3 To note the minutes (not yet approved) of the Finance and Resources Committee meeting held on 1 November 2018.

10. Items for Focus and Communication

11. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.

# Wadhurst Parish Council

## AGENDA ITEM 4.0

### THE MINUTES OF A MEETING OF WADHURST PARISH COUNCIL HELD AT THE PAVILION, SPARROWS GREEN RECREATION GROUND ON THURSDAY 11 OCTOBER 2018 AT 7.30PM

Present: Cllrs. Bishop, Buckle, Dunnett (Vice Chair), Gadd, Giblin, Harvest, Kent, Meredeen, Moore, Morris, Murphy, Standley and Wells (Chair)

Also in attendance: Amanda Barlow (clerk) and Fiona Hensher (rfo) and 3 members of the public

12. To receive apologies and reasons for absence.  
*Apologies received, and reasons accepted, from Cllrs Bullock and Wynne.*
13. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.  
*Cllr Standley declared an interest in Agenda 7.4, 8.3 and 8.4 as a County Councillor.*
14. Public Forum – time limit 15 minutes.  
*None.*
15. To approve the minutes of the meeting 6 and 13 September 2018 as a true record.  
***Members resolved to approve the minutes of the meeting 6 September 2018 as being a true record.***  
***Members resolved to approve the minutes of the meeting 13 September 2018 as being a true record. Cllr Murphy stated that she did not agree with statement at Agenda Item 7.1.***  
***After some discussion Members resolved that the Clerk should not record the meeting.***
16. To determine matters arising from the previous minutes for updating and noting.  
*There were no matters arising that are not covered by Agenda Items.*
17. Chairman's Announcements & Correspondence for noting.  
*Cllr Wells advised he has received a letter from the War Memorial Society regarding the condition of the War Memorial and it was agreed to discuss this at the Community Committee Meeting. (Action: Clerk).*
18. Items for decision and allocation of resources, if necessary.
  - 7.1 To discuss and agree, if appropriate, the next actions with regard to the Christmas lights  
***Members resolved to award a grant of £4,000 to the Wadhurst Warriors for the Christmas lights in Wadhurst. Members agreed that Clerk should contact Wadhurst Warriors to advise that the Parish Council will not cover the cost of the insurance and will donate the Christmas lights owned by the Parish Council to the Wadhurst Warriors. Members asked the Clerk to ascertain from the Wadhurst Warriors if they had insurance in place and to give further details of the plans for the lights. (Action: Clerk and RFO).***
  - 7.2 To discuss and agree, if appropriate, the next actions with regard to the Jardin  
***Members resolved that Your Head Gardener should be appointed to lay wildflower turf at Jardin d'Aubers in Area A and to spend to £2,000 to allow some work in Area B. Members agreed that the further projects should be discussed at the Community Committee meeting. (Action: Clerk)***
  - 7.3 To discuss and agree, if appropriate, the next action with regard to Village Donations  
***Members agreed that a Village Donation Scheme should be set up and it was agreed that the Chair of Community Committee, Chair of EHT Committee and the Clerk should form an overall brief. (Action: Clerk)***
  - 7.4 To discuss and agree, if appropriate, the next actions with regard to the East Sussex Highways High Street Pedestrian Improvement Scheme

## Wadhurst Parish Council

**Members resolved to recommend East Sussex Highways that the High Street Pedestrian Improvement Scheme as presented go to consultation. (Action: Cllr Dunnett)**

7.5 To discuss and agree, if appropriate, the next action with regard to items raised at the preceding Environment, Highways and Transport Committee meeting

**Members resolved to purchase a snow plough at a cost of up to £500. (Action: RFO).**

7.6 To adopt minutes of the meetings of the Planning Committee held on 15 September and 29 September (not yet approved) 2018

**Members resolved to adopt the Planning minutes 15 and 29 September (not yet approved) 2018.**

7.7 To approve/note items payable and paid.

**Members resolved to approve/note the items payable and paid totalling £14,541.48.**

### 19. Items for report.

8.1 Reports from committees/working parties/representatives etc.

8.1.1 County report – October 2018

*Cllr Standley advised that the East Sussex Music Service has been kept. Cllr Standley advised that with the budget savings, services will be cut to core and essential services maintained. The A267 from Frant to Heathfield will be resurfaced over the new few months. Cllr Standley has applied for a road closure for Remembrance Sunday.*

8.1.2 District report –October 2018

*Noted.*

8.2 Wadhurst Institute, Hall and Field CIO

*Noted.*

8.3 Wadhurst Household Waste Recycling Centre

*Noted.*

8.4 Neighbourhood Plan

*Cllr Bishop advised that the focus groups are currently working on a community engagement exercise to work with members of the Wadhurst community to formulate ideas for neighbourhood plan policies.*

### 20. Items for noting

9.1 To note spend, to date, against budget for 2018/19.

*Noted.*

9.2 To note the details of the Parish Conference

*Noted.*

### 21. Items for Focus and Communication

*Volunteers for speedwatch, volunteers for snow plough duty, Parish Meeting and Parish Poll, meadow for Jardin, roadworks on A267.*

### 22. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda.

*Cllr Murphy advised that the Old Station Road is going back to the WDC Planning Committee.*

There being no further business the meeting closed at 21.15.

# Wadhurst Parish Council

| September Cheques |                                |                                 |                   |                                    |                                    |
|-------------------|--------------------------------|---------------------------------|-------------------|------------------------------------|------------------------------------|
| Cheque No.        | To who                         | Description                     | Amount            | Agreed Bank Transfer Signature one | Agreed Bank Transfer Signature two |
| Transfer          | K & M Traffic                  | ATC Survey                      | £420.00           | Email authorised                   | Email Authorised                   |
| Transfer          | 9-5 supplies                   | Pavilion cleaning items         | £95.50            |                                    |                                    |
| Transfer          | Mr B Crouch                    | Grass Cutting 122               | £500.00           |                                    |                                    |
| Transfer          | Business Stream                | Water services pavilion         | £162.67           |                                    |                                    |
| Transfer          | BT                             | Wi Fi                           | £39.48            |                                    |                                    |
| Transfer          | Rialtas Business Solutions Ltd | RFO accounting software         | £142.80           |                                    |                                    |
| Transfer          | Longridge Print                | History Leaflets                | £158.00           |                                    |                                    |
| Transfer          | Your head gardener             | Jardin                          | £368.00           |                                    |                                    |
| Transfer          | Thorpe Building Supplies       | Pre Payment for Bark            | £4,107.60         |                                    |                                    |
| Transfer          | Mr R Penny                     | Bench inv 05                    | £150.00           |                                    |                                    |
| Transfer          | Mr R Penny                     | Caretaker Expenses              | £82.91            |                                    |                                    |
| Transfer          | Mrs A Barlow                   | Clerks Expenses                 | £167.52           |                                    |                                    |
| Transfer          | Mrs F Hensher                  | RFO Expenses                    | £93.12            |                                    |                                    |
| Transfer          | Tivoli Services Ltd            | Cutting Football pitches        | £173.52           |                                    |                                    |
| Transfer          | Euro plants                    | inv18157                        | £58.58            |                                    |                                    |
| Transfer          | Euro plants                    | inv18105                        | £319.80           |                                    |                                    |
| Transfer          | S.R Services                   | inv1576                         | £589.00           |                                    |                                    |
| Transfer          | Meadside Cleaners              | Carpets cleaned                 | £152.00           |                                    |                                    |
| Transfer          | Mrs Nessie Ramm                | Invoice 3 for August            | £224.00           |                                    |                                    |
| Transfer          | Dave Taylor                    | Hedge Cutting                   | £280.00           |                                    |                                    |
| Transfer          | Mrs A Barlow                   | Clerks Salary                   | £1,270.36         |                                    |                                    |
| Transfer          | Mrs F Hensher                  | RFO Salary                      | £539.56           |                                    |                                    |
| Transfer          | Mr R Penny                     | Caretaker Salary                | £1,126.13         |                                    |                                    |
|                   | Ms S Gadd                      | Members Allowance               | £80.22            |                                    |                                    |
| Transfer          | Mrs F Harvest                  | Members Allowance               | £87.80            |                                    |                                    |
|                   | Mr M Kent                      | Members Allowance               | £64.22            |                                    |                                    |
|                   | Mr B Meredeen                  | Members Allowance               | £80.22            |                                    |                                    |
| Transfer          | Mr C Morris                    | Members Allowance               | £64.22            |                                    |                                    |
|                   | Mr G Wells                     | Members Allowance               | £113.51           |                                    |                                    |
|                   | Mr C Wynne                     | Members Allowance               | £64.22            |                                    |                                    |
| Transfer          | Inland Revenue                 | Tax & NI                        | £2,566.34         |                                    |                                    |
| Bacs              | Nest Pension                   | Employees pension contributions | £200.18           |                                    |                                    |
|                   |                                | <b>Total</b>                    | <b>£14,541.48</b> |                                    |                                    |

## **Wadhurst Parish Council**

### **18 09 14 to 18 10 11 WPC Correspondence**

1. WDC - Draft Interim Mitigation Strategy Tariff Guidance
2. Southeast Water - Flushing to protect water quality - sent to all Cllrs
3. Southeast Water - Mayfield water main project completes on schedule
4. Southeast Water - South East Water files ambitious business plan for 2020-2025
5. WDC - Newly published decision: Code of Corporate Governance 2018
6. WDC - Minutes for Planning Committee South, Thursday, 13th September, 2018, 10.00 a.m.
7. WDC - Newly published decision: Response to Government Consultation 'Use of receipts from Right to Buy Sales
8. WDC - The September Wealden Parish Bulletin – sent to all Cllrs
9. ESH - Temporary Road Closure - C539 Three Oaks Lane, Wadhurst - 27/11/2018 – sent to all Cllrs
10. ESH - Upcoming Drainage Works on Buttons Lane, Wadhurst – sent to all Cllrs
11. WDC - Minutes for Planning Committee North, Thursday, 20th September, 2018, 10.00 a.m.
12. WDC - Newly published decision: Gambling Act 2005 Statement of Principles Consultation
13. RSPB - Weald reserves newsletter August/September
14. WDC - Newly published decision: Hackney Carriage/Private Hire Exemptions
15. WDC - Minutes for Licensing Committee, Friday, 21st September, 2018, 10.00 a.m.
16. SSALC - Update on this year's audit regime and AGAR forms – sent to RFO and Chair
17. WDC - Minutes for Standards Committee, Friday, 28th September, 2018, 10.00 a.m.
18. News from the High Weald AONB Partnership - October 2018
19. ESH - Upcoming Works on A267 Tunbridge Wells Road
20. WDC - Newly published decision: Consultation on Draft Tenant Rewards Scheme 2018-2020
21. WDC - Christmas events poster – sent to Wadhurst Warriors
22. WDC - Newly published decision: HRA Older Persons Housing and Support Strategy 2018-2020 for Consultation
23. Newly published decision: HRA Vulnerable Persons Support Strategy 2018-2020 for consultation

# Wadhurst Parish Council

## AGENDA ITEM 7.1

### COMMUNICATION - DIGITAL DISPLAY for WADHURST

#### PURPOSE OF PAPER AND DECISION SOUGHT:

The purpose of this note is to obtain an in principle approval from the PC for the idea of setting up, funding (or possibly co-funding) and running a Digital Display in Jempsons to act as a "[What's On In Wadhurst](#)" [WOW] screen to inform residents of future events taking place in Wadhurst. [NOTE: when clicking on the link, please wait long enough for the animations to take effect]. As a Neighbourhood Plan we have become very conscious of the difficulty of getting word out to the whole community about events. This is an issue for every club, society, organisations (including the Parish Council) within the Parish.

#### WAY FORWARD:

If agreed by the PC the Neighbourhood Plan Local Economy Focus Group will raise the idea with Jempsons when they meet them on the NP.

#### IMPLEMENTATION STEPS AND INDICATIVE COSTS

Steps for Implementation:

| Action  | Detail  | Cost |
|---|---|------|
| PC agree concept in principle   |   |      |
| Speak with Jempsons   | Local Economy Focus Group approach Jempsons re the concept and possible co funding  |      |
| If agreement with Jempsons is forthcoming, agree funding arrangements as necessary with WPC | This will depend on whether Jempson's wish to contribute and to what extent   |      |
| Agree practicalities  | Location on wall behind the tills. Agree installation arrangements. We assume Jempsons has WiFi   | £250 |
| Agree style of display and process of event selection                                       | PC to approve style up front.<br><br>Re event selection, the principle will be that any event in the Parish can be considered for inclusion - general exclusions may include: political events and commercial advertising (Jempsons ads also excluded). Future decisions on what can be included should not be committee based. There must be a simple, straightforward and quick inclusion process. Any notice will be withdrawn on the decision of 3 PC's |      |
| Purchase digital screen   | 2 Options:  |      |





## Wadhurst Parish Council

### **AGENDA ITEM 7.2**

BUDGET ATTACHED SEPARATELY.

### **AGENDA ITEM 7.3**

THE MINUTES OF A MEETING OF THE FINANCE & RESOURCES COMMITTEE OF WADHURST PARISH COUNCIL HELD AT THE PAVILLION, HIGH STREET, WADHURST ON THURSDAY 1<sup>ST</sup> NOVEMBER 2018 AT 7.30PM

Present: Cllr Wells (Chair), Cllr Dunnett (Vice chair), Cllr Stanley, Cllr Harvest and Cllr Meredeen.

#### 9. Appointment of internal auditor

*Members agreed to appoint the current internal auditor for another year.*

# Wadhurst Parish Council

## AGENDA ITEM 7.4

**Minutes of a meeting of the Planning Committee held at Carillon Cottage, High Street, Wadhurst on Saturday October 13 2018 at 9.30 a.m.**

**In attendance: Cllrs Bullock, Giblin, Kent, Standley, Wells and Wynne**

1. To receive apologies for absence *Cllr Murphy*
2. To receive declarations of interest and updates to members' register of interests *None*
3. To approve the minutes of the meeting of 29 September 2018. *Approved*
4. To discuss matters arising from the minutes of the meeting of 29 September 2018.
5. Public forum – time limit 15 minutes *No members of public in attendance*
6. To consider licence and planning applications received and make recommendations

**Licencing:** *None.*

### **Planning:**

**Application No. WD/2018/1705/F**

**Expiry date for comments: 12 October 2018 (extension requested)**

Location: MEADOW BUNGALOW, BEST BEECH HILL, WADHURST, TN5 6JJ

Proposal: DEMOLITION OF BUNGALOW AND GARAGE. ERECTION OF FOUR BEDROOM HOUSE AND DETACHED GARAGE

No objection

**Application No. WD/2018/0722/F**

**Expiry date for comments: 19 October 2018**

Location: OAKENSHAW, NEWBURY LANE, WADHURST, TN5 6HD

Description: PROPOSED ADDITION AND ALTERATIONS TO DWELLING.

No objection

**Application No. WD/2018/1902/LBR**

**Expiry date for comments: 25 October 2018**

Location: CHURCH HOUSE, CHURCH STREET, WADHURST, TN5 6AR

Description: TO REGULARISE RETROSPECTIVE WORK CARRIED OUT IN 2003 - CONVERSION OF ATTIC AREA INTO BEDROOM & SHOWER ROOM

No objection

## Wadhurst Parish Council

### **Application No. WD/2018/1651/F**

**Expiry date for comments: 29 October 2018**

Location: DENE FARM, WADHURST ROAD, MARK CROSS, TN6 3PD

Description: DEMOLITION OF REDUNDANT FARM BUILDING AND DISUSED RETAIL BUILDINGS. ERECTION OF ONE DETACHED DWELLING WITH FOUR BEDROOMS AND ONE BED ANNEXE. A PAIR OF SEMI-DETACHED DWELLINGS, 1 THREE BED AND 1 FOUR BED. NEW ACCESS DRIVE.

The committee objected to this piecemeal development of a brownfield site, observing that it neither enhanced nor improved the AONB. They also were of the view that it was contrary to Policy RAS 2 of the New Local Plan. Recommendation REFUSE

### **Application No. WD/2018/2064/F**

**Expiry date for comments: 30 October 2018**

Location: FORTUNES, TURNERS GREEN ROAD, TURNERS GREEN, WADHURST TN5 6TR

Description: FIRST FLOOR REAR EXTENSION TO PROVIDE A NEW MASTER BEDROOM WITH EN SUITE SHOWER ROOM.

**No objection**

## **7. To consider notices of decisions received**

### **Approvals:**

#### **Application No. WD/2018/1270/F**

MODIFY THE SHAPE OF AN EXISTING BAY WINDOW ON A MID TERRACE COTTAGE 5 FOX IN THE WOOD COTTAGES, STATION HILL, TN5 6SA

#### **Application No. WD/2018/1715/F**

CONSTRUCTION OF A CONTEMPORARY TIMBER CLAD GARDEN STUDIO. TAPSELLS, TAPSELLS LANE, WADHURST, TN5 6PL

**Prior Approval Not Required:** *None*

**Application Not Issued:** *None*

**Issue:** *None*

**Refusals:** *None*

**Withdrawn:** *None*

**Appeals:** *None*

**Enforcement Notice:** *None*

## **8. To discuss Tree Preservation Orders**

### **9. Urgent issues**

#### **9.1 To note email on Licensing Consultation**

## **Wadhurst Parish Council**

9.2 It was noted that the Appeal against the Leylands decision would be by Hearing before a PINS Inspector

9.3 It was noted that as far as the decision on Old Station Road was concerned a response had ben received from Natural England who did not raise any objection and the decision was coming before the PCN on October 16<sup>th</sup> 2018.

There being no other business the meeting closed at 1015 hrs

# Wadhurst Parish Council

## Minutes of a meeting of the Planning Committee held at Carillon Cottage, High Street, Wadhurst on Saturday October 27 2018 at 9.30 a.m.

### Present: Cllrs Bullock Kent Murphy, Standley, Wells and Wynne

1. To receive apologies for absence *Apology received from Cllr Giblin*
2. To receive declarations of interest and updates to members' register of interests *Cllr Bullock declared a personal non-pecuniary interest in WD/2018/2786 and WD/2018/1834/FR*
3. To approve the minutes of the meeting of 13 October 2018. *Minutes approved*
4. To discuss matters arising from the minutes of the meeting of 13 October 2018. *None*
5. Public forum – time limit 15 minutes *No public in attendance*
6. To consider licence and planning applications received and make recommendations

**Licencing:** *None.*

### **Planning:**

#### **Application No. WD/2018/1775/F**

**Expiry date for comments: 25 October 2018 extension granted to 30 October 2018**

Location: CROFT COURT, BEST BEECH HILL, WADHURST TN5 6JH

Description: PROPOSED LOFT CONVERSION GLASS VIEWING POD & INTERNAL & EXTERNAL ALTERATIONS

*No objection*

#### **Application No. WD/2018/1834/FR**

**Expiry date for comments: 25 October 2018 extension granted to 30 October 2018**

Location: BEALS BARN, BEWLBRIDGE LANE, COUSLEY WOOD, WADHURST TN5 6HJ

Description: RETROSPECTIVE APPLICATION FOR AMENDMENTS TO PREVIOUSLY APPROVED APPLICATION WD/2016/1313/F, CONVERSION AND EXTENSION TO DISUSED BARN TO FORM SINGLE DWELLING.

*No Objection*

#### **Application No. WD/2018/1934/F**

**Expiry date for comments: 31 October 2018**

Location: FIELDEN COTTAGE, THE DENS, WADHURST, TN5 6NJ

Description: DEMOLITION OF EXISTING DWELLING AND CONSTRUCTION OF A REPLACEMENT DWELLING.

*The committee were concerned that this application in that it involved the demolition of one half of a residential building neither improved nor enhanced the setting within the AONB. They also had doubts as to whether the proposed development complied with RAS2 of the Emerging Local Plan. Object to this proposal.*

## Wadhurst Parish Council

**Application No. WD/2018/2144/F**

**Expiry date for comments: 5 November 2018**

Location: GREAT PELL OAST HOUSE, PELL HILL, WADHURST TN5 6EF

Description: PROPOSED DEMOLITION OF EXISTING GARAGE/ANNEXE AND STORAGE BUILDING AND THEIR REPLACEMENT WITH A NEW SINGLE-STOREY ANNEXE/STORAGE BUILDING.

*No objection*

**Application No. WD/2017/2786/F**

**Expiry date for comments: 6 November 2018**

Location: THE HERMITAGE, FAIRCROUCH LANE, WADHURST, TN5 6PP

Description: REPLACEMENT DWELLING WITH ASSOCIATED OUTBUILDINGS AND REALIGNMENT OF RESIDENTIAL CURTILAGE (PREVIOUSLY APPROVED APPLICATION WD/2015/1427/FA)

Amended plans received to show the relocation of dwelling and outbuildings; pool building omitted; minor revisions to dwellings; reduction in size of tractor shed and ecological enhancement scheme.

Date stamped

16/10/18

*No objection*

**Application No. WD/2018/2040/PO**

**Expiry date for comments: 9 November 2018**

Location: FOXHOLE OAST, FOXHOLE LANE, WADHURST, TN5 6NB

Description: REMOVAL OF SECTION 52 AGREEMENT DATED 13 JULY 1988 ATTACHED TO WD/1987/2841/PLB IN ORDER TO ALLOW PART OF THE ANNEXE, KNOWN AS THE OLD STABLES, TO BE LET AS A SEPARATE UNIT.

*No objection*

**Application No. WD/2018/2090/F**

**Expiry date for comments: 12 November 2018**

Location: VICARAGE COTTAGE, HIGH STREET, WADHURST TN5 6AA

Description: ALTERATIONS AND EXTENSION OF AN EXISTING COACH HOUSE THAT IS WITHIN THE CURTILAGE OF THE GRADE II\* LISTED ADJACENT HOUSE KNOWN AS THE OLD VICARAGE.

*No objection*

**Application No. WD/2018/2091/LB**

**Expiry date for comments: 12 November 2018**

Location: VICARAGE COTTAGE, HIGH STREET, WADHURST, TN5 6AA

Description: ALTERATIONS AND EXTENSION OF AN EXISTING COACH HOUSE THAT IS WITHIN THE CURTILAGE OF THE GRADE II\* LISTED ADJACENT HOUSE KNOWN AS THE OLD VICARAGE.

*No objection*

### **7. To consider notices of decisions received**

# Wadhurst Parish Council

## Approvals:

### **Application No. WD/2018/1829/FA**

MINOR MATERIAL AMENDMENT TO APPLICATION WD/2018/0983/F CONDITION 4 (CONSTRUCTION OF DETACHED GARAGE AND ANNEXE AND ASSOCIATED WORKS. INSTALLATION OF SOLAR PANELS) IN ORDER TO MOVE THE PROPOSED BUILDING BACK BY 1.8 METRES.

1 PELL HILL COTTAGES, PELL HILL, WADHURST TN5 6DS

### **Application No. WD/2018/1562/FA**

MINOR MATERIAL AMENDMENT TO WD/2015/1567/F (DEMOLITION OF FARM BUILDINGS AND CONVERSION AND EXTENSION OF DAIRY BUILDING TO FORM A SINGLE DWELLING) NEWNHAMS FARM, BUCKLAND HILL LANE, WADHURST, TN5 6QU

### **Application No. WD/2018/1482/F**

A) PROPOSED ROOF CONVERSION TO FORM NEW BEDROOM AND ENSUITE SHOWER ROOM

INCLUDING ROOF LIGHTS AND NEW STAIRCASE. B) REMOVAL OF LATE 20TH CENTURY LIGHTWEIGHT STUD PARTITIONS TO FIRST FLOOR CLOAKROOM. C) ALTERATIONS TO THE EXISTING SANITARY WARE AND DRAINAGE TO THE EXISTING FIRST FLOOR FAMILY BATHROOM

MOUSEHALL MILL, TIDEBROOK ROAD, WADHURST TN5 6PG

**Prior Approval Not Required:** *None*

**Application Not Issued:** *None*

**Issue:** *None*

**Refusals:** *None*

**Withdrawn:** *None*

**Appeals:** *None*

**Enforcement Notice:** *None*

8. To discuss Tree Preservation Orders

9. Urgent issues

**Cllr Murphy wished it to be recorded that for the meeting held on 29<sup>th</sup> September that she had sent her apologies for absence to the Chairman by email and could not understand how the world wide web had failed to deliver in time previous to the meeting commencing.**

**There being no other business the meeting closed at 1015 hours**

# Wadhurst Parish Council

## AGENDA ITEM 7.5

| October Cheques |                      |                                   |                  |                                    |                                    |
|-----------------|----------------------|-----------------------------------|------------------|------------------------------------|------------------------------------|
| Cheque No.      | To who               | Description                       | Amount           | Agreed Bank Transfer Signature one | Agreed Bank Transfer Signature two |
| Transfer        | Tidebrook Church     | NHP Hall hire                     | £50.00           | A Dunnet                           | G Wells                            |
| Transfer        | Mr Jonathon Bishop   | NHP Expenses                      | £417.68          | A Dunnet                           | G Wells                            |
| 100104          | Over the Top         | Grant                             | £1,000.00        | Sept Meeting 7.2                   | Sept Meeting 7.2                   |
| Transfer        | 9-5 supplies         | Toilet Tissue Toilet              | £18.31           | A Dunnet                           | F Harvest                          |
| Transfer        | Mr B Crouch          | Grass Cutting 122                 | £440.00          | A Dunnet                           | F Harvest                          |
| Transfer        | Wadhurst Ironmongers | Materials                         | £88.45           | A Dunnet                           | F Harvest                          |
| Transfer        | Mr R Penny           | Caretaker Expenses                | £126.31          | A Dunnet                           | F Harvest                          |
| Transfer        | Mrs A Barlow         | Clerks Expenses                   | £123.74          | A Dunnet                           | F Harvest                          |
| Transfer        | Mrs F Hensher        | RFO Expenses                      | £98.60           | A Dunnet                           | F Harvest                          |
| Transfer        | Tivoli Services Ltd  | Cutting Football pitches          | £173.52          | A Dunnet                           | F Harvest                          |
| Transfer        | Euro plants          | inv18336                          | £58.58           | A Dunnet                           | F Harvest                          |
| Transfer        | Euro plants          | inv18284                          | £255.84          | A Dunnet                           | F Harvest                          |
| Transfer        | S.R Services         | inv1585                           | £570.00          | A Dunnet                           | F Harvest                          |
| Transfer        | J Hemsley            | Hedge Cutting Pavilion            | £440.00          | A Dunnet                           | F Harvest                          |
| Transfer        | Mrs Nessie Ramm      | Invoice 5 for September           | £192.00          | A Dunnet                           | F Harvest                          |
| Transfer        | 9 to 5 Supplies      | Toilet Tissue Toilet              | £87.82           | A Dunnet                           | F Harvest                          |
| Transfer        | Mrs A Barlow         | Clerks Salary                     | £1,257.32        | A Dunnet                           | F Harvest                          |
| Transfer        | Mrs F Hensher        | RFO Salary                        | £559.94          | A Dunnet                           | F Harvest                          |
| Transfer        | Mr R Penny           | Caretaker Salary                  | £902.81          | A Dunnet                           | F Harvest                          |
| Bacs            | Nest Pension         | Employees pension contributions   | £184.99          | A Dunnet                           | F Harvest                          |
| Transfer        | Kwiktrade            | Parish App                        | £300.00          | A Dunnet                           | F Harvest                          |
| Transfer        | Manual for Clerk     | Charles Arnold baker 11th edition | £103.99          | A Dunnet                           | F Harvest                          |
| Transfer        | SLCC Membership      | Membership Fee                    | £233.00          | A Dunnet                           | F Harvest                          |
| Transfer        | Mr Ewen Cameron      | Tree Removal                      | £400.00          | A Dunnet                           | F Harvest                          |
|                 |                      | <b>Total</b>                      | <b>£7,615.22</b> |                                    |                                    |



# Wadhurst Parish Council

## **AGENDA ITEM 9.1**

BUDGET ATTACHED SEPARATELY

# Wadhurst Parish Council

## AGENDA ITEM 9.2

### THE MINUTES OF A MEETING OF THE ENVIRONMENT, HIGHWAYS AND TRANSPORT COMMITTEE OF WADHURST PARISH COUNCIL HELD AT THE PAVILION, SPARROWS GREEN RECREATION GROUND ON THURSDAY 11 OCTOBER 2018 AT 7.30PM

Present: Cllrs. Bishop (in part), Buckle (in part), Dunnett (Chair), Harvest, Morris, Moore and Murphy  
Also present: Amanda Barlow (clerk) and 2 members of the public

1. To receive apologies and reasons for absence.  
*Apologies received and reasons accepted from Cllr Bullock and Wynne.*
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.  
*Cllr Dunnett declared a personal interest in item 4.4.2.  
Cllr Harvest and Cllr Morris declared a personal interest in 4.9.1.*

*Cllr Bishop arrived at the meeting.*

3. To approve the minutes of the meeting held on 7 June 2018.  
***Members resolved to approve the minutes of the meeting 7 June 2018 as being a true record.***
4. To discuss matters arising from the minutes of the meeting held on 2018  
*The Clerk agreed to check to see if a letter had been sent to the East Sussex Highways.  
13. Dark Skies – Cllr Harvest advised that a lightbulb has been replaced in the lamp across from her property and it has been changed to an extremely bright light. Eric Ware of ESH has advised that there are no replacement dark skies bulbs. A shield can be purchased at a cost of £100. The Clerk advised that a member of the public has raised an issue over a new dark sky light. It was agreed that the Clerk and Cllr Moore would take up this matter further with East Sussex Highways.  
**(Action: Clerk and Cllr Moore).***

*4.1 Members noted that the speed survey has now been received. Members agreed that Cllr Dunnett and the Clerk should proceed to the next steps. (Action: Clerk and Cllr Dunnett).*

*4.2 The Clerk advised that she has applied to ESH to carry out a speed survey.*

5. Public Forum – time limit 15 minutes.  
*Rosie Mew gave information as per the information provided in the papers at 7.2.*
6. Items for decision and allocation of resources, if necessary.
  - 6.1 To discuss and agree, if appropriate, the next actions with regard to grass cutting  
*The RFO gave an update and it was agreed that the finances would be discussed at the next Finance Committee meeting. (Action: RFO).*
  - 6.2 To discuss and agree, if appropriate, the next actions with regard to Wadhurst Household Recycling Centre  
*Cllr Dunnett advised that there has not been much progress as the Council does not have an understanding of the compensation scheme. It was not possible to have a solution in place prior to the site being closed.*
  - 6.3 To discuss and agree, if appropriate, the next actions with regard to the East Sussex Highways Wadhurst High Street Pedestrian Improvements  
***Cllr Dunnett put to the Committee a proposal (as noted in the paper) and Members agreed that it should be recommended to be adopted by Members at the following Full Council meeting.***
  - 6.4 To discuss and agree, if appropriate, the next actions with regard to additional dog bins  
***Members resolved that the dog bin should be installed at Mayfield Lane and Baldock Road.  
Members resolved to purchase an additional bin for the Castle Park estate.***

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**Members agreed to install the bin at Baldock Road and purchase the additional bin at a cost of up to £1,000.**

**Members agreed that the additional cost of emptying these bins in 2019/20 would need to be agreed by the Finance Committee.**

6.5 To discuss and agree, if appropriate, the next actions with regard to Tree felling  
*Members noted that the dangerous tree has been removed and the additional tree will be dealt with under the Jardin budget at cost of £200.*

6.6 To discuss and agree, if appropriate, the next actions with regard to Triangles.  
*Cllr Murphy advised that a grant of £10,000 has been approved by the Lund Project and she will be meeting with East Sussex Highways and Ross (High Weald AONB) to discuss options with the triangles.*

6.7 To discuss and agree, if appropriate, the next actions with regard to Snow Plan  
**Members agreed to recommend that up to £500 be used to purchase a replacement snow plough.**

6.8 To discuss and agree, if appropriate, the contract for winter and summer planting  
**Members resolved that Europlants Ltd should be appointed to undertake the winter and summer planting and that consideration should be made next year whether or not to retender this contract. (Action: Clerk).**

### 7. Items for discussion

#### 7.1 Items for the SLR Meeting

- *Streetlighting*
- *Pell Hill Crossing*
- *High Street Pedestrian Improvement Scheme*

#### 7.2 Pell Hill Crossing

*Members agreed that Cllr Morris would look further into this item and it would be raised at the SLR.*

### 8. Items for report only.

#### 8.1 SE Rail Consultation Response

*Noted.*

#### 8.2 To note spend to date against budget.

*Noted.*

#### 8.3 Bench at Bus Stop

*Noted.*

#### 8.4 Village Maintenance Contract

*Noted.*

#### 8.5 Gatwick Airport

*Noted.*

#### 8.6 Survey by East Sussex Highways

*Noted.*

### 9. Items for inclusion on future agenda.

#### 8.1 Strategic priorities for 2019

*It was agreed to discuss the priorities for 2019 at the meeting in January.*

#### 8.2 Parking Black Spots and prioritising single/double yellow lines to enhance safety

*Noted.*

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## AGENDA ITEM 9.3

THE MINUTES OF A MEETING OF THE FINANCE & RESOURCES COMMITTEE OF WADHURST PARISH COUNCIL HELD AT THE PAVILLION, HIGH STREET, WADHURST ON THURSDAY 1<sup>st</sup> NOVEMBER 2018 AT 7.30PM

Present: Cllr Wells (Chair), Cllr Dunnett (Vice chair), Cllr Stanley, Cllr Harvest and Cllr Meredeen.

### Minutes

1. To receive apologies and reasons for absence.

*None received*

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

*None*

3. Public Forum – time limit 15 minutes

*No members of the public present*

4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.

*No items*

5. To approve the minutes of the meeting of the Finance and resources Committee on the 5<sup>th</sup> July 2018 as a true record.

*The minutes were agreed and signed a true record*

6. To determine matters arising from previous minutes for updating and noting.

*Cllr Harvest brought to the attention of the council the rates for the community toilets to be reported. The RFO explained the toilet rates are allocated in the budget and can be discussed under item 7.2*

*Item 11 in the previous minutes will be discussed under item 10*

*Agenda item 6 of the previous meetings is on the agenda for the next full council meeting to be discussed.*

*Members agreed Councillors new to Wadhurst PC will be issued with WPC email addresses as soon as they have been sworn in after election. Those returning will carry forward their allocated @wadhurst-pc .gov.uk email addresses. All Councillors will be expected to use this for WPC business. This will be included in an induction pack, written for Councillors elected in May elections. **Action Clerk.***

7. Items for decision and allocation of resources if necessary

7.1 – To discuss income and expenditure against the budget for 2018-2019

*Members briefly discussed the budget circulated by the RFO. Cllr Harvest brought to the attention the £5000 income from NHP grant was not received and to be removed. **RFO to action***

7.2 - To discuss and agree budget for 2019-2020

*Members discussed the budget in detail and the RFO will make amendments to circulate for agreement before the next full council meeting. **Action RFO***

7.21 - To agree Grass cutting contractors and Budget allocation

*Members agreed allocated budget*

7.22- To agree Jardin and Memorial contractor budget allocation

*Members agreed allocated budget*

7.23– To agree additional spending for Dog Bin Collection on budget

*Members agreed allocated budget*

7.24- To discuss Village Donations and budget allocation

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*Members agreed allocated budget*

7.25- To discuss and agree Christmas lights budget allocation

*Members agreed any future Christmas light allocation will need to be taken from reserves.*

7.26- To discuss Earmark Reserves

*Members discussed and agreed Earmark reserves to be taken to the next full council meeting for agreement.*

8. To discuss NHP Petty cash Allowance

*Members discussed the auditor's comments of petty cash or credit card usage. The auditor suggested to use a different method. Due to the complicated nature of payments required and the money saving process. All members agreed it was the best method to continue the current process of payments below £250.00 can be agreed by the NHP committee. Any payments over this amount to be taken to full council.*

9. Appointment of internal auditor

*Members agreed to appoint the current internal auditor for another year.*

10. Communications – To review the twitter, parish app and website usage.

*Cllr Meredeen discussed in detail the three online communication channels. All other members agreed they are not currently being used for their full potential and suggested to close down the twitter, face book and app account. Cllr Meredeen asked to keep the twitter and app open for a month and he will upload information on these sites. After a month at the December full council meeting to reassess the accounts. The face book account is to be closed. All agreed these actions.*

11. Items for noting

*None*

12. Urgent issues at the discretion of the chair for noting or inclusion on future agenda

*None*

*Meeting closed at 21.28*