

WADHURST PARISH COUNCIL
THE MINUTES OF A MEETING OF WADHURST PARISH COUNCIL HELD AT
THE PAVILION, SPARROWS GREEN RECREATION GROUND
ON THURSDAY 7 NOVEMBER 2019 AT 7.30PM

Present: Cllrs Anderson, Bullock, Crawford, Edwards, Gadd (Chair), Griffin, C Moore (in part), P Moore, Morris (in part), Murphy (Vice Chair), Peaford and Smith
Also in attendance: Amanda Barlow (clerk), Fiona Hensher (rfo) (in part), WDC Cllr Bob Standley (in part), WDC Cllr Johanna Howell (in part) and 2 members of the public

1. To receive apologies and reasons for absence.
Apologies received and reasons accepted, from Cllrs Maggs, Niell and Tincombe
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
Cllr Smith, Cllr P Moore and Cllr Murphy declared a personal interest in Agenda Item 10.4.
Public Forum – time limit 15 minutes.
Mr Eldridge thanked the Members and the Clerk for the registration of the Parish flag. Mike Kent asked about the group Wadhurst Together and whether it was affiliated to the Parish Council. Cllr Gadd confirmed that there was no official affiliation and suggested that residents attended the Christmas lights switch on which was being organised by Wadhurst Warriors and Wadhurst Together.

Cllr Moore, Cllr Morris and the RFO joined the meeting.

3. 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 (Admission to Meetings) Act 1960
Members resolved that Agenda Items 10.5 and 10.14 should be discussed in confidence.
4. To receive the County and District Report
Cllr Standley and Cllr Howell had already submitted their written reports and answered questions.
5. To approve the minutes of the meeting 3 and 10 October 2019 as a true record.
Members resolved to approve the minutes of the meeting 3 October and 10 October 2019 as being a true record.
6. To determine matters arising from the previous minutes for updating and noting.
The Clerk advised that both the Code of Conduct and Standing Orders will be on the Agenda for the December meeting for review and updating.
7. Chair's Announcements
Cllr Gadd advised that the Finance Items are being taken early in the meeting so that the RFO can leave the meeting as she does not need to be present for the whole meeting.
8. To receive Finance Items
 - 8.1 To approve/note items payable and paid.
Members resolved to approve/note the items payable and paid as at Appendix A.
In response to questions the RFO explained the issue over the Neighbourhood Plan website and the payment by credit card and reimbursement to a member of the Neighbourhood Plan Steering Group.
 - 8.2 To note spend, to date, against budget for 2019-20.
Noted.

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

9.1 To discuss and agree, if appropriate, the next actions with regard to the Neighbourhood Plan Steering Group (NPSG)

*Cllr Morris advised that the revised Policy Intentions documentation for the Neighbourhood Plan has been submitted to Wealden District Council and asked for any further comments. Cllr Murphy stated that she was not in agreement that this decision should have been made by the NPSG and it should have been made by the Parish Council. Cllr Morris confirmed, in response to questions, that AiRS have been contracted to a certain point in the plan rather than to a set date. Members agreed that this is the first submission to Wealden to ensure it is compliant and will then be returned to the NPSG and the Parish Council. Members will have an opportunity to discuss the plan with the consultant and NPSG at the forthcoming meeting. Cllr Morris advised under the Terms of Reference for the Neighbourhood Plan Steering Group that they can make the decision to submit this documentation to Wealden District Council. **Members resolved that the NPSG should postpone the meeting with Wealden District Council and Members will agree the final Policy Intentions documentation for submission at the meeting on 5 December 2019. All Members must submit any comments to Cllr Morris by 30 November 2019 as the final plan will be agreed at the Full Council Meeting on 5 December 2019. Cllr Morris will arrange for a meeting with Wealden District Council for the NPSG after 9 December 2019.***

Members agreed that the date for the meeting with the NPSG and the consultant should be 27 November 2019 at 7.30 pm. Members agreed a budget of up to £500.

9.2 To discuss and agree, if appropriate, the next actions with regard to tree planting *Cllr P Moore asked that this item be deferred to the December meeting.*

9.3 To discuss and agree, if appropriate, the next actions with regard to the Round Oak Allotments

*Cllr Griffin advised that he has looked through the historical issues around access to the Round Oak Allotments. The current owner of the house Round Oak has objected to allotment owners having vehicular access to the area. The allotment owners do not legally have vehicle access to the allotments. Members agreed that the Parish Council are responsible for the providing vehicle access to the allotments. **Members resolved that the Cllr Griffin should visit the owner of Round Oak House to discuss the matter further of vehicular access.***

9.4 To discuss and agree, if appropriate, the next actions with regard to the Uplands Community College parking project

Members resolved that Finance & Resources Committee should look further into the option of funding for a football pitch and car park. (Action: Clerk/RFO)

9.5 To discuss and agree, if appropriate, the next actions with regard to appointing a maintenance contractor

Members resolved that the Parish Council should appoint a maintenance contractor at a cost of up to £3,000 for approximately 150 hours per year. (Action: Clerk)

9.6 To discuss and agree, if appropriate, the next actions with regard to the cleaning of the street lights

Members resolved that Clerk should examine the maintenance contract with East Sussex Highways to see if the cleaning is covered. Members resolved that if it is not covered that the streetlights should be cleaned at least once every 3 years with 50 lights being cleaned per annum at cost of £850. Members asked the Clerk to check all the lights included on the asset list. (Action: Clerk)

9.7 To discuss and agree, if appropriate, purchasing a new projector *Members agreed that the Clerk will look at further options.*

9.8 To discuss and agree if appropriate, the next actions with regard to signs at the primary school *Cllr Gadd advised that the Governors of the Primary School will not agree to opening of the school gates.*

Members resolved that Cllr Gadd could spend up to £100 for signage on the bend. (Action: Cllr Gadd)

9.9 To discuss and agree the Parish Council's year end newsletter *Members noted the draft newsletters.*

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- 9.10 To discuss and agree, if appropriate, recording of all Parish Council meetings *Members did not support this proposal.*
- 9.11 To adopt, if appropriate, the Complaints Procedure
Members resolved to adopt the Complaints Procedure.
To discuss and agree a response to Planning Application WD/2019/1295/F
Members resolved to comment no objection but ask Wealden District Council to ensure the drainage was in place. (Action: Clerk)
- 9.12 To adopt minutes of the meetings of the Planning Committee held on 5 October, 19 October and 2 November (not yet approved) 2019
Members resolved to adopt the minutes of the Planning Committee meeting held on 5 October and 19 October 2019. The meeting scheduled for 2 November 2019 was cancelled as there was no business to contract.
- 9.13 To discuss and agree the caretaker's new contract
Members resolved that the caretaker's contract should be changed to the model SSALC contract .
- 9.14 To discuss and agree, if appropriate, the next actions with regard to the Neighbourhood Watch Scheme
Members resolved that the Clerk should ask Wadhurst Neighbourhood Watch Scheme to remove the reference "supported by Wadhurst Parish Council. (Action: Clerk)
10. Items for report.
- 10.1 Reports from committees/working parties/representatives etc.
- 10.1.1 Neighbourhood Plan
- 10.1.2 Christmas Lights
Members noted that the Parish Council need to review what other options were looked at for Christmas lights.
- 10.1.3 Cllr J Edwards was appointed as the Bewl Water Monitoring Group representative.
11. Items for noting
- 11.1 To note the minutes (not yet approved) of the Communications Committee Meeting held on 10 October 2019
Noted.
- 11.2 To note the minutes (not yet approved) of the Environment, Highways & Transport Committee Meeting held on 17 October 2019
Noted.
- 11.3 To note minutes of a meeting of the Wealden District Association of Local Councils held on 9 October 2019
Noted.
- 11.4 To note arrangements for Remembrance Sunday
Noted.
- 11.5 To note the agreement by email of the cleaning of the war memorial
Members noted that cost of cleaning had been agreed by email.
- 11.6 Correspondence
- 11.6.1 General Correspondence
Noted at Appendix B
- 11.7 Dates of Meetings and events
Noted at Appendix C
11. Items for Focus and Communication
Football Club,
12. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda
Noted.

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Appendix A

October Transfer and Cheques							
Cheque No.	To who	Description	Amount	VAT	NET	Agreed Bank Transfer Signature one	Agreed Bank Transfer Signature two
BP10010	Meadside Cleaners	Pavilion	£155.00	£0.00	£155.00	SG	JM
BP10010	BT	Wifi	£40.68	£0.00	£40.68	SG	JM
	Tivoli	Pavilion Grass Cutting	£180.46	£30.08	£150.38	SG	JM
BP10010							
BP10010	PKF Little John	External Audit	£480.00	£80.00	£400.00	SG	JM
BP10010	Your Head Gardener	Jardin	£487.00	£0.00	£487.00	SG	JM
Bacs	Nest Pension	Pension Contribution	£573.32	£0.00	£573.32	SG	JM
BP10010	Mr B Crouch	Grass Cutting Emergency	£512.00	£0.00	£512.00	SG	JM
	R Holland	Caretaker Cover	£200.00	£0.00	£200.00	SG	JM
BP10010							
BP10010	Mrs A Barlow	Clerks Expenses	£175.32	£0.00	£175.32	SG	JM
BP10010	Mrs F Hensher	RFO Expenses	£94.58	£0.00	£94.58	SG	JM
BP10010	Mr R Penny	Caretaker Expenses	£0.00	£0.00	£0.00	SG	JM
BP10010	Europlants	Hanging inv 20457	£260.93	£43.49	£217.44	SG	JM
BO10010	Europlants	Flower Tubs inv 20489	£61.25	£10.21	£51.04	SG	JM
BP10010	Biffa	Pavilion Waste	£50.98	£8.50	£42.48	SG	JM
BP10010	Mrs A Barlow	Clerks Salary Advanced Payment	£2,000.00	£0.00	£2,000.00	SG	JM
BP10010	Mrs A Barlow	Clerks Salary	£1,889.65	£0.00	£1,889.65	SG	JM
BP10010	Mrs F Hensher	RFO Salary inc back payment	£1,344.86	£0.00	£1,344.86	SG	JM
BP10010	Mr R Penny	Caretaker Salary	£592.36	£0.00	£592.36	SG	JM
BP10010	Wadhurst Ironmongers	Materials Pavilion	£33.48	£5.58	£27.90	SG	JM
BP10010	Mr J Bishop	NHP Website	£202.51	£0.00	£202.51	SG	JM
BP10010	S.R services	Toilet Cleaning inv1684	£570.00	£0.00	£570.00	SG	JM
BP10010	Mrs Nessie Ramm	Litter Contractor	£144.00	£0.00	£144.00	SG	JM
BP10010	SLCC	Subscription	£247.00	£0.00	£247.00	SG	JM
BP10010	Protect	Inv 2019/GDPR 97	£172.50	£0.00	£172.50	SG	JM
BP10010	Protect	Inv 2019/GDPR 98	£172.50	£0.00	£172.50	SG	JM
BP10010	Carillon Cottage	Hall Hire	£120.00	£0.00	£120.00	SG	JM
BP10010	Laughton Parish Council	Training	£40.00	£0.00	£40.00	SG	JM
BP10010	Poppy Appeal	Poppy wreath	£60.00	£0.00	£60.00	SG	JM
BP10010	Europlants	Inv20635	£69.23	£11.54	£57.69	SG	JM
BP10010	AirS	NHP inv 3166	£2,772.00	£462.00	£2,310.00	SG	JM
			Total	£9,334.38	£177.86	£9,156.52	

Appendix B

October 4 to November 3 2019

1. WDC - The Wealden Parish Bulletin – sent to all Cllrs
2. ESCC - FW: National Lottery Heritage Fund - International Funding
3. ESCC - Is your business ready for Brexit?
4. ESCC - FW: Creative Europe
5. ESCC - evidence of benefits from arts and cultural programmes in health work
6. WDC - Minutes for Planning Committee North, Thursday, 19th September, 2019, 10.30 a.m.
7. SSALC - FW: Neighbourhood Planning and Health and Well Being Article - legal update

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8. ESH - Temporary Road Closure - C14 Tidebrook Road, Wadhurst - 1/11/2019 – sent to all Cllrs
9. SSALC - Deer Aware Campaign
10. Gatwick Airport - Airspace & NMB Annual Public Meeting - 3 December 2019
11. WDC - Minutes for Licensing Sub-Committee, Friday, 18th October, 2019, 10.00 a.m.
12. WDC - Minutes for Planning Committee North, Thursday, 17th October, 2019, 10.30 a.m.
13. ESH - Update: Upcoming works - Tidebrook Road, Wadhurst – sent to all Cllrs
14. Southeastern is piloting two schemes for passengers with hidden disabilities
15. WDC - Independent Remuneration Panel
16. ESH - Emergency Road Closure - U7262 Church Street, Wadhurst - 28/10/2019 to 31/10/2019 – sent to all Cllrs
17. WDC - Minutes for Audit, Finance and Governance Committee, Wednesday, 25th September, 2019, 9.30 a.m.
18. News from Nus Ghani MP 01.11.19

Appendix C

Dates to note for Members - Wadhurst Parish Council

Remembrance Sunday

Sunday 11 November 2019
War Memorial

NPSG/WPC Joint Meeting

Dates being considered:

Nov 20th

Nov 21st

Nov 22nd

Nov 27th

CLT Public Meeting

Thursday 28 November 2019 – 7.00 pm to 9.00 pm
Commemoration Hall

Full Council - Sparrows Green Pavilion at 19.30

June 13

July 11

September 12

October 3

November 7

December 5

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January 9

February 6

March 5

April 2

May 14

Finance & Resources – Sparrows Green Pavilion at 19.30 July

4

November 14

February 13

Environment, Highways & Transport – Sparrows Green Pavillion at 19:30

June 6

October 17

January 30 March

26

Community - Sparrows Green Pavilion at 19.:30

June 27

December 5 18.00 to 19.15

February 27 April

23

Recreation Ground Management – Sparrows Green Pavilion at 18:30 to 19:15 July

11

November 7 March

5

Communications – Sparrows Green Pavilion at 18.00 to 19.15

June 13

October 10 February

6

Planning – Carillon Cottage – Saturdays at 09.30

June 1, 15, 29

July 13, 27

August 10, 24

September 7 21

October 5, 19

November 2, 16, 30

December 14, 28

January 11, 25

February 8, 22

March 7, 21

April 4, 18

May 2, 16, 30

Tuesday 12 May 2020 at 19:00 - Annual Parish (Village) meeting - Commemoration Hall