

# WADHURST PARISH COUNCIL

Supporting papers for the Wadhurst Parish Council meeting being held remotely via Zoom on **Thursday 3<sup>rd</sup> December 2020 commencing at 7.00 p.m.**

## 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 receive reports from the County Councillor and District Councillor
5. Minutes
  - 5.1 To approve the updated minutes of the meeting on 10 September 2020 as a true record.
  - 5.2 To approve the minutes of the meeting on 5<sup>th</sup> November 2020 as a true record.
6. To determine matters arising from the meeting on 5<sup>th</sup> November 2020 for updating and noting.
  - 6.1 Wadhurst Culture
  - 6.2 WDC recognition award
7. Chair's Announcements
8. Finance items for decision and allocation of resources
  - 8.1 To note the bank statements and bank reconciliations to 22 October 2020 (three bank accounts)
  - 8.2 To note the RBS Income and Expenditure, Cash and Investment and Ear Marked Reserves reports for October 2020.
  - 8.3 To agree the payment list (cheques and Direct Debits) for December 2020.**
  - 8.4 To note the conclusion of year end audit procedures (year ending 31<sup>st</sup> March 2020) and the external auditors report comments.
  - 8.5 To consider the quote from Spy Alarms for repairs and upgrade to the alarm system at the Pavilion.
  - 8.6 To ratify for Sureflow Plumbing & Heating to provide and install the new boiler at the Pavilion as agreed at the Amenities Committee 26/11/2020.
  - 8.7 Consideration of budget setting and precept request for 2021-2022
9. Items for decision.
  - 9.1 Village verges – Cllr P Moore
  - 9.2 To adopt the minutes of the Planning Committee meetings held on 14<sup>th</sup> & 28<sup>th</sup> November 2020
  - 9.3 To adopt the minutes of the Communications and Community Liaison Committee held on 19<sup>th</sup> November 2020
  - 9.4 To adopt the minutes of the Amenities Committee held on 26<sup>th</sup> November 2020.
  - 9.5 To adopt the minutes of the Recreation Ground Management Committee held 2<sup>nd</sup> July 2020.
  - 9.6 ESALC AGM – to formally appoint Cllr P Moore as the representative of Wadhurst Parish Council at the ESALC AGM so that he can participate in voting on behalf on the parish council
  - 9.7 Small grant policy: to review and adopt the new wording of the policy – Cllr Gadd
  - 9.8 Local Government consultation on Standards Matter
  - 9.9 Reopening of the Household Waste Recycling Centre – Cllr C Moore
  - 9.10 To ratify the decision of the Amenities Committee for the creation of a working party for liaison with Wadhurst Institute Hall and Field CIO.
  - 9.11 To ratify private and confidential matters.
10. Neighbourhood Plan Steering Group
  - 10.1 Update on progress of Neighbourhood Plan Steering Group
  - 10.2 Request for an increase in budget for Neighbourhood Plan
11. Items for noting
  - 11.1 Update on pubs becoming an asset of Community Value – Cllr Anderson
12. Correspondence list
13. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda

## Agenda item 4 To receive reports from the County Councillor and District Councillor

### County Report from Bob Standley to Wadhurst Parish Council Nov 2020

#### Covid

Over the last month Covid cases in Wealden have risen. Whilst still below the national average the local number of cases has pushed East Sussex up the tables. Thankfully, the announcement last Thursday that East Sussex was in Tier 2 was “good” news in that Tier 3 would have further increased challenges to local businesses. The County demarcation for tiers has meant that T/Wells has a similar Covid rate as East Sussex but is in Tier 3 because of the large number of cases in East Kent.

As you may have seen in the media the tiers have had the unusual effect in Groombridge. Part is in Kent and the rest in East Sussex so one pub is closed and the other open even though they are close to each other. The boundary has to go somewhere.

#### Finance

With a further tranche of money from Central Government the gap between Covid Costs and funding has narrowed.

The CSR announced on Wednesday was as expected for one year only. Councils delivering Adult Social Care are permitted to raise an additional precept. As previously reported ASC and Children Services use almost 70% of Council funds.

#### Road markings

There has been a scrutiny report into Road Markings and support to the extra funding allocated to an extra team. Safety is improved when faded markings are re-freshed.

#### School Attendance

School attendance varies across the County. The latest figures

- Primary 84.2%
- Secondary 78.5%
- Special Schools 84.7%
- Overall Average 81%
- The figures for Wadhurst Primary and Uplands are above average at 97.5% and 88.5%

#### Free School Meals

Govt confirmed that funding for Holiday meals will be provided for Christmas 2020 right through to Christmas 2021

#### Finally

Have the best Christmas that is possible!

#### Bob Dec 2020

## Wealden District Report – December 2020

Wealden residents are being urged to speak out against all forms of domestic abuse as the number of recorded cases over 12 months exceeds 1,000 for the first time.

From November 2019 to October 2020, Sussex Police received 1,037 reports of domestic abuse, which is a 4.5% increase compared to the same period last year.

Lockdown has undoubtedly added to the pressures faced in some relationships. But even before Covid came on the scene domestic abuse, which includes coercive and controlling behaviours, was a problem hidden in our midst for too long.

Lockdown can make it very difficult if someone is living with their abuser. As well as violence, the threat may come from emotional or financial abuse, or other forms of controlling behaviour or sexual intimidation. It can show itself in ceaseless verbal criticism, removal of individual choice, isolation, or by stopping access to money or taking away a mobile phone. It is so important that home is a place where everyone is safe. Men and boys can also experience domestic abuse.

“In many cases people are unaware they are the abuser. Self-awareness is so important. Through the White Ribbon campaign, more people have become willing to talk about these issues.”

A temporary testing facility will be at Vicarage Lane car park, Hailsham as part of the drive to increase access to coronavirus testing for our communities.

The mobile unit will be on site Tuesday 1<sup>st</sup>, Wednesday 2<sup>nd</sup> and Thursday 3<sup>rd</sup> December, slots will be available to book from 6pm on Monday 30 November. Visitors to the facility must have pre-booked an appointment.

Anyone who develops coronavirus symptoms should self-isolate and get a test as soon as possible.

Testing is only available for those either with coronavirus symptoms – a high temperature, a new, continuous cough, or a loss or change to sense or taste – or those who have been asked to get tested by a doctor, public health professional or by their local council. Anyone with one or more of these symptoms should book a test at [nhs.uk/coronavirus](https://nhs.uk/coronavirus) or by calling 119.

Anyone booking a test will be given advice on how to get to and from the site safely and will be required to follow public health measures, including social distancing, not travelling by taxi or public transport, practicing good hand hygiene and wearing a face covering throughout, including travelling to and from the site.

These precautions, and the fact that access to all test sites is carefully controlled, mean we can reassure the community that there is no exposure to greater risk from nearby testing centres. Samples collected at the sites are sent to laboratories for analysis and results.

Wealden District Council has welcomed the news that a solar farm to be built in the District will be used to pioneer the use of renewable energy to directly power Britain's railways.

Riding Sunbeam's 3.75 MegaWatt Cuckmere Community Solar Farm will soon be powering the Eastbourne - London mainline railway using a 'private-wire' direct connection.

Riding Sunbeams has been awarded £2,527,500 from the South East Local Enterprise Partnership's (SELEP) £85 million share of the government's new Getting Building Fund to build the project. It is part of a national initiative to invest in local infrastructure projects to drive economic growth and support a green recovery in the wake of the COVID-19 crisis.

### Grants and Support for Businesses

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What support is there?

The Government has launched an online tool to help businesses find Coronavirus financial support. You may be eligible for loans, tax relief and cash grants; this [support finder](#) will help you to see what support is available for you and your business.

Also see:

[Coronavirus \(COVID-19\): what to do if you're employed and cannot work](#)

Listed below is the main support available to businesses in Wealden:

[Local Restrictions Grant](#)

[Additional Restrictions Grant](#)

[Self-employment Income Support Scheme](#)

[New Style Employment and Support Allowance](#)

[Bounce-Back Loans for small businesses](#)

[Coronavirus Job Retention Scheme](#)

[Job Support Scheme](#)

[Covid Innovation Response Fund](#)

[Covid-19 Corporate Financing Facility](#)

[Kickstart Scheme](#)

[Support for sports clubs](#)

Support for arts organisations

Support for Zoos and Aquariums

We are putting forward to Cabinet the proposal to freeze Wealden's Share of the council Tax (9%), to also freeze councillors allowances and staff pay except for lowest paid workers.

There is one final thing to say, I wish you a Happy Christmas and may we have a safer and happier New Year. Johanna Howell

**Agenda item 5.1: Updated minutes of 10 September 2020**

*Amendment required: agenda item 10.2*

*The committees were not to be disbanded. Changes were to be made on the new Communication and Community Liaison committee, and the slight changes on the remits to the existing committees. The membership of the finance committee should be reviewed, but not the remit.*

*Amendment required: agenda item 5 (10.09.2020)*

*Amended minutes to read: District – Cllr Howell commented that lately she had received comment from WDC with regards to planning applications and asked the Planning Committee to be clear as to whether they object and or not object.*

**THE MINUTES OF A MEETING OF WADHURST PARISH COUNCIL HELD  
REMOTELY VIA ZOOM  
ON THURSDAY 10 September 2020 AT 7.00PM**

Present: Cllrs Anderson (in part), Bullock (in part), Crawford, Edwards, Gadd (Chair), Griffin, C Moore. P Moore, Murphy (Vice Chair) (in part), Niell (in part), Peaford (in part) and Smith (in part)

Also in attendance: Amanda Barlow (clerk), WDC Cllr Bob Standley (in part), WDC Johanna Howell (WDC) (in part) and 4 members of the public (in part).

1. To receive apologies and reasons for absence.

*Apologies received and reasons accepted, from Cllrs Maggs 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 Gadd declared an interest in Agenda item 10.4 as she is a trustee of the Wadhurst Hall & Field Institute.*

3. Public Forum – time limit 15 minutes

*Cllr Peaford joined the meeting.*

*Ms Newham spoke on behalf of Wadhurst Culture giving details of events that they have held and funding received.*

*Cllr Bullock joined the meeting.*

*Ms Johnson then spoke also on behalf of Wadhurst Culture.*

*Cllrs Murphy, Niell and Smith joined the meeting.*

*Cllr Anderson joined the meeting.*

*Members asked about the specific grant application and Ms Johnson advised that the money is for an exhibition about photos of lock down and more of the creative arts in the bags for the village. In response to questions Wadhurst Culture advised that they have £1,200 in the bank account due to successful events last year. Members asked about the specific costs for each event.*

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 (Admission to Meetings) Act 1960

**None.**

5. To receive reports from the County Councillor and District Councillor

*Reports from Cllr Bob Standley (County) and Cllr Johanna Howell (District) had been previously circulated and copies are on the website.*

*County - Cllr Standley advised that there was a quality check done on the High Street and he felt that the work went very well. Cllr Griffin asked Cllr Standley about the issue over the payment of invigilators by East Sussex County Council. Cllr Standley confirmed that he will look further into the issue. Cllr C Moore asked if there were any grants for "people who have fallen through the gap" such as the driver of the community bus.*

*District – Cllr Howell commented that lately she has regarding planning applications and asked the Planning Committee to be clear as to whether they object and or not object. Cllr Griffin asked about the non-compliance issue on Water's Reach.*

Amendment required: agenda item 5 (10.09.2020)

**Amendment to minutes agreed by full council 5<sup>th</sup> November 2020:**

**District – Cllr Howell commented that lately she had received comment from WDC with regards to planning applications and asked the Planning Committee to be clear as to whether they object and or not object**

6. To approve the minutes of the meeting on 9 July 2020 as a true record

**Members resolved to adopt the minutes of the meeting of 9 July 2020.**

7. To determine matters arising from the meeting on 9 July 2020 for updating and noting.

**None.**

8. Chair's Announcements

**None.**

*Members agreed to take Agenda Item 10.1 at this point to allow the members of the public present to leave the meeting.* **WADHURST PARISH COUNCIL**

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

10.1 To consider grant applications from:

10.1.1 Wadhurst Culture

*Members discussed their concern over the fact that the grant was not for a specific item. Members felt the project was a very good idea however some commented that Wadhurst Culture had made a donation of some of their funds to charity. Cllr Gadd stated her concerns about the fact there may be a lot of applications following the Covid19 pandemic.*

**Members resolved in the majority to award a grant of £150 towards the look of lockdown project. Members agreed that if Wadhurst Culture wished to apply for future grants for further events they should do so when more details are available.**

**Cllrs Crawford, Gadd, C Moore, P Moore, Griffin, Peaford, Bullock, Anderson, Murphy, Niell and Smith voted for the proposal. (Action: RFO)**

Cllr Edwards abstained from the vote.

10.1.2 Wadhurst Twinning

*Members discussed their concern over the high cost of the event, the uncertainty of holding the event due the Covid19 pandemic and the numbers of residents involved.*

**Members resolved to award a grant of £2,900, 50% of the total cost of £5,800 to the Twinning Association. (Action: RFO)**

**Cllrs Crawford, Gadd, C Moore, P Moore, Edwards, Griffin, Peaford, Bullock, Anderson, Niell and Smith voted for the proposal.**

Cllr Murphy voted against the proposal.

**Cllr Edwards abstained from the vote.**

10.1.3 Wadhurst Parochial Church Council

*Ms Sharman advised that all the gravestones being moved are well over 100 years and that any with inscriptions are being left. They have also maintained that all families are together. Cllr Gadd*

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asked about the land sold for the graveyard. Cllr Griffin felt that the Members should trust the Church's judgement as they were dealing with this in the most sensitive manner.

**Members unanimously resolved to award a grant of £3,000 for the graveyard maintenance. (Action: RFO)**

**Members resolved to award funding to the Parochial Church Council for £4,200 for the moving of the gravestones. (Action: RFO)**

**Cllrs Crawford, Gadd, C Moore, P Moore, Edwards, Griffin, Peaford, Bullock, Niell and Smith voted for the proposal.**

**Cllr Murphy and Anderson voted against the proposal.**

9. Finance items for decision and allocation of resources

9.1 To note the bank statements to 23 June and 23 July 2020

Noted.

9.2 To note income and expenditure for 2020/21

Noted.

9.3 To note Cash and investment reconciliation

Noted.

9.4 To note earmarked reserves for 2020/21

Noted.

9.5 To agree membership for the Clerk to the Society of Local Council Clerks

**Members agreed that the Clerk should be a member of the Society of Local Council Clerks.**

9.6 To note the 2020/21 National Joint Council for Local Government Services (NJC) salary scales.

Noted.

9.7 To agree items paid and payable

**Members unanimously resolved to approve items paid and payable at Appendix A.**

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

10.1 To consider grant applications from:

10.1.1 Wadhurst Culture

10.1.2 Wadhurst Twinning

10.1.3 Wadhurst Parochial Church Council

This item was taken after Agenda Item 8.0.

10.2 To discuss and agree, if appropriate, a new Committee structure for the Parish Council

**Members resolved to adopt the new Committee Structure as presented at Appendix B.**

**Members resolved to commence the new structure in October. (Action: Clerk)**

**Cllrs Crawford, Gadd, C Moore, P Moore, Edwards, Griffin, Bullock, Niell and Smith voted for**

**the proposal.**

**Cllr Peaford against the proposal.**

**Cllr Murphy abstained from the vote.**

**Members agreed that the Clerk should circulate the membership of the Committee and it will**

**be agreed by the Full Council meeting in October 2020. (Action: Clerk)**

**Update to the above minute, agreed by full council on 5<sup>th</sup> November 2020The committees were not to be disbanded. Changes were to be made on the new Communication and Community Liaison committee, and the slight changes on the remits to the existing committees. The membership of the finance committee should be reviewed, but not the remit.**

10.3 To agree the dates for Parish Council meetings for 2020/21

**Members resolved to agree the dates as at Appendix C.**

10.4 To discuss and agree next actions with regard to the children's playground in the village centre

Members agreed to take this item at the end of the meeting as the Chair had declared an interest in this item.

10.5 To discuss and agree next actions with regard to the Christmas lights for Wadhurst village  
**Members resolved unanimously to spend up to £3,000 towards the Christmas lights for 2020.**

10.6 To discuss and agree, if appropriate, repairing the fingerpost in Cousley Wood  
**Members resolved unanimously to spend up to £1,000 to replace the fingerpost. Cllr P Moore advised that an attempt for part funding will be made.**

10.7 To discuss and agree, if appropriate, having access to the Land Registry  
Members agreed that the Cllr Griffin would discuss this item with the Clerk.

10.8 To discuss and agree next actions with regard to the filing at the pavilion  
Cllr Gadd asked for a working party to review the documents stored in the filing cabinet at the pavilion. Cllr Bullock, Cllr Griffin and Cllr Niell agreed to help.

10.9 To agree who the Parish Council would like to nominate for a Recognition for Service to the Community award from Wealden District Council  
Members requested that the Clerk should ask Wealden District Council if the Parish Council could nominate 3 groups for an award for recognition, if this was not possible it was agreed the Clerk should ask Members via email to vote for a recipient. **Members were in agreement that Carillon Cottage, Simply Veg and Queen Alfred Cakes should be recognised for their outstanding contribution to the village during the Covid19 pandemic and that these three organisations were all equally deserving of the award. (Action: Clerk)**

10.10 To adopt minutes of the meetings of the Planning Committee held on 25 July, 8 August and 5 September 2020 (not yet approved)  
**Members resolved to adopt the minutes of the Planning Committee meetings held on 25 July, 8 August and 5 September (not yet approved) 2020. Members agreed to discuss further at a Planning Committee meeting issues over the response to planning applications and invite Cllr Howell to attend a Planning Committee meeting. (Action: Clerk) WADHURST PARISH COUNCIL**

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11. Items for discussion and noting

11.1 To receive an update on the Community Land Trust (CLT)

Cllr Bullock advised that the CLT was put on hold due to the Neighbourhood Plan. Cllr Bullock advised that the paper did not accurately reflect the last meeting. It was agreed that Cllr Bullock would assist Cllr Gadd in looking further at sites.

11.2 To receive an update from the Neighbourhood Plan Steering Group

Cllr Gadd advised she has spoken to Mr Connoley, The NPSG has received feedback from AiRS and he has asked to meet with Members to update the Parish Council on what has come back from AiRS. Cllr Bullock advised that there have been no reports following the resignation of Cllr Morris as secretary of NPSG. Cllr C Moore advised that NPSG have been awaiting a response from AiRS and have been drawing up policies. Cllr C Moore requested that NPSG was a standing item on the Agenda. **(Action: Clerk)**

11.3 To consider a response to the Ministry of Housing, Communities and Local Government consultations on the reform of the planning system: Changes to the current planning system  
**Members agreed that the Councillors should respond individually to the first consultation. (Action: All Members)**

**Members agreed that the Planning Committee should respond to the second two consultations. (Action: Planning Committee and Clerk).**

11.4 To discuss an alternative to the Council walk in surgeries during the Covid19 pandemic  
Members agreed that the Clerk should put a notice at Carillon Cottage and on the website advising residents they should contact the Clerk to make an appointment for a meeting (which could be held socially distant or by zoom).

11.5 Correspondence

Noted at Appendix D.

12. Items for Focus and Communication

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An article has gone to Focus. It was agreed to advise residents of the planning consultations and the new arrangements to replace the surgeries.

Cllr Gadd left the meeting.

10. Items for decision and allocation of resources, if necessary. 10.4 To discuss and agree next actions with regard to the children's playground in the village centre

Cllr Griffin advised that he had discussed funding with Cllr Standley regarding the Section 106 monies from Water's Reach. Both Wealden District Council and Rydon Homes are in agreement with the proposal to use the funding for the playground.

**Members resolved that the Clerk should write to the vendors of the land who are third parties to the agreement. (Action: Clerk)**

**Members resolved that the playground equipment should be ordered as presented and the cost would be covered by either the Section 106 monies or funded by reserves. Members resolved that the certificate for lawful development should be obtained along with the appropriate document from the Wadhurst Hall and Field Institute.**

**Cllrs Crawford, C Moore, P Moore, Edwards, Griffin and Murphy voted for the proposal.**

**Cllrs Smith and Bullock abstained from the vote.**

Members agreed

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

## Agenda item 5.2: Minutes of 5<sup>th</sup> November 2020

### THE MINUTES OF A MEETING OF WADHURST PARISH COUNCIL HELD REMOTELY VIA ZOOM ON THURSDAY 5<sup>th</sup> November 2020 AT 7.00PM

Present: Cllr Gadd (Chair), Cllr C Moore, Cllr P Moore, Cllr Smith, Cllr Griffin, Cllr Edwards, Cllr Murphy (Vice Chair), Cllr Crawford (in part), Cllr Anderson (in part), Cllr Bulloch (in part) and Cllr Morris (in part).

Also, in attendance: Claudine Feltham (CF) (RFO/covering Clerk's role), WDC Cllr Bob Standley, WDC Cllr Johanna Howell. There were no members of the public.

**1. To receive apologies and reasons for absence.**

*Apologies received and reasons accepted from Cllr Peaford, Cllr Maggs and Cllr Tinceombe.*

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

There were no declarations of interest made. There were no updates to members' register of interests.

**3. Public Forum – time limit 15 minutes: None present.**

**4. To receive reports from the County Councillor and District Councillor**

The County and District Cllr reports had previously been circulated to all members of the parish council. Cllr Standley advised that a mobile COVID testing unit would be in attendance for 2 days per week in Crowborough, and hopefully soon there would be a permanent site for 5-6 months. Also, there are intentions for another site in Hailsham. Once these are set up it is likely to see a spike in the initial number of cases in Wealden, which should then level off. Cllr Standley was unsure if they would be walk in or bookable testing sites.

Cllr Standley is in touch with ESCC Highways about the ongoing issue with the High Street drains.

Cllr Griffin raised the issue about the Waters Reach Section 106 and the restrictions of where the funds could be spent, as it specifies at Sparrows Green, and the funds are needed elsewhere.

**Action:** Cllr Standley to make further enquiries with WDC.

Cllr Standley noted that there was an agenda item with regards to the pubs being considered as assets of community value and added that other local parish councils were also considering the same.

Cllr Griffin advised the parish council that the SHELAA details sent out by WDC are sites have put forward by landowners for consideration. They are not yet assessed and not agreed sites.

**5. To approve the minutes of the meeting on 10 September 2020 as a true record**

Amendment required: agenda item 10.2

The committees were not to be disbanded. Changes were to be made on the new Communication and Community Liaison committee, and the slight changes on the remits to the existing committees. The membership of the finance committee should be reviewed, but not the remit.

Amendment required: agenda item 5 (10.09.2020)

Amended minutes to read: District – Cllr Howell commented that lately she had received comment from WDC with regards to planning applications and asked the Planning Committee to be clear as to whether they object and or not object.

**Resolved:** unanimous agreement from all Cllrs to accept the changes as above.

**Action:** Clerk to update the minutes of 10<sup>th</sup> September 2020.

## 6. To determine matters arising from the meeting on 10 September 2020 for updating and noting.

6.1 Wadhurst Culture – update postponed. Cllr Gadd asked for the Clerk to contact Diane Newman and acknowledge her letter and apologise for the delay in responding. **Action:** Clerk – as detailed.

6.2 WDC recognition award. Cllr Gadd advised that the award will hopefully be presented in December 2020.

6.3 Grant request from Wadhurst Football Club – this has been withdrawn as some information was missing. **Deferred:** for consideration at a future parish council meeting when full information is provided..

## 7. Chair's Announcements

The Act of Remembrance will now go ahead at 1015 hours, Sunday 8<sup>th</sup> November. This will be for wreath layers, veterans and members of Royal British Legion (RBL). WPC have carried out a risk assessment, registered a QR code with Track and Trace, have hand sanitiser etc for the event. RBL have been asked to discourage members of the public from attending. **Action:** Clerk to add details to WPC website.

## 8. Finance items for decision and allocation of resources

8.1 To note the bank statements and bank reconciliations to 22 August 2020 (three bank accounts)

8.2 To note the bank statements and bank reconciliations to 22 September 2020 (three bank accounts)

8.3 To note the RBS Income and Expenditure, Cash and Investment and Ear Marked Reserves reports for August and September 2020.

8.4 **To retrospectively agree the payment list (cheques and direct debits) for September and October 2020.**

8.5 **To agree the payment list (cheques and Direct Debits) for November 2020.**

**Agenda items 8.1 to 8.5 were considered as a whole. Resolved:** the parish council reached a unanimous decision to note the items above and approve the payments. (Appendix A).

8.6 **To agree for the parish council to cover the Wadhurst Warriors public liability insurance costs (£540) in relation to the hanging and taking down of the village Christmas lights in 2018 and 2019. The parish council can then request to be refunded £3640 (CF corrected £3460) from Wadhurst Warriors from the £4000 grant issued.**

**The parish council discussed whether Wadhurst Warriors should have sent their original insurance invoices to the parish council. Cllr P Moore advised that the Wadhurst Warriors had estimated the increased insurance costs and were asking for a contribution towards this. Resolved:** the parish council reached a majority decision to accept £3460. **Action:** Clerk to issue an invoice to Wadhurst Warriors.

8.7 **To agree for future British Telecommunications invoices (phone line and Broadband at the Pavilion) to be paid by Direct Debit. Resolved:** the parish council reached a unanimous decision for a Direct Debit to be set up. **Action:** Clerk to prepare the Direct Debit forms and update WPC Direct Debit list.

## 9. Items for decision.

9.1 Grant application – Citizens Advice Bureau

Members of the parish council had a lengthy discussion over whether Wealden Citizen Advice Bureau (CAB) should be awarded a grant of £1000. The WPC grant application form had not been submitted with their papers. **Action:** Clerk to send the application form to Wealden CAB and for this to be added as a future agenda item once the form has been received.

9.2 Membership and Chairs of new committees' structure

Cllr C Moore to be added to the Communication and Liaison Committee, and Cllr P Moore to also stay on this committee. (Appendix B)

Cllr Griffin suggested that a new working party be created for considering a play area at the top of Washwell Lane. This would involve the leasing of a piece of land, legal discussion, communication with Hall and Field, as well as finance. **Resolved:** After discussion it was agreed that this should sit under the Amenities committee, and Cllr C Moore to ensure a member of the Finance and Resources Committee to be involved.

## 9.3 HR advice and costs

### 9.3.1 Increase 2020 budget for HR Services

Cllr Gadd: In March 2020 the parish council agreed that £1000 could be spent on HR costs. Cllr Gadd advised all members that this had now been spent and sought opinion of the others Cllrs as to whether a further contingency of funds should be considered, if required. **Resolved:** Cllr P Moore proposed that a further £1000 contingency should be agreed, this was seconded by Cllr Gadd and WPC reached a unanimous decision to agree this.

9.3.2 To ratify private and confidential HR related emails. No discussion took part on this agenda item. **Resolved:** the parish council reached a majority vote to ratify the private and confidential HR related emails of 3<sup>rd</sup>, 6<sup>th</sup> and 7<sup>th</sup> October. Cllr Morris abstained from this vote.

### 9.4 Parish Council response to National and Local Consultation documents

Cllr Bulloch suggested that all parish council responses to consultations, should be agreed by all of council, and the views of everyone should be considered.

Members of WPC discussed this issue at length, with differing opinions. Cllr Bulloch proposed that all consultations should be approved by full council. Cllr Morris seconded this proposal. This proposal was rejected by a majority vote.

Further discussions took place on this subject but no decisions were made.

### 9.5 Washwell Lane bin

**Resolved:** WDC have fitted a new lid to this bin, as it one that they maintain.

9.6 New boiler at Sparrows Green Pavilion. **Deferred:** not all quotes have been received. **Action:** Clerk to add this to December's agenda.

9.7 To adopt the minutes of the Planning Committee meeting held on September 19 2020, 3<sup>rd</sup> October 17<sup>th</sup> October 2020. **Resolved:** the parish council unanimously agreed to adopt the minutes.

### 9.8 Save Wadhurst's pubs – proposal from Cllr Anderson

Cllr Anderson: *'Pubs have struggled generally over the last few years and COVID 19 will not have helped. I can see pubs in our area come under increasing finance pressure, I do not wish to see any pubs in our area lost. We have three; The Old Vine, The White Hart and The Greyhound.*

*The Old Vine is the only communal building in the Coulsley Wood area, it is historic and I feel it is important that we keep it. Research from a 'Pub in a Hub organisation' shows that if a village loses its pub, house prices can drop about 12%'*

**Resolved:** Cllr Anderson proposed that the parish council apply for The Old Vine, The White Hart and The Greyhound to become Assets of Community Value. Cllr C Moore seconded this proposal. The parish council unanimously agreed to support this proposal.

### 9.9 Cover for the Clerks role

Cllr Gadd advised that an advertisement had been placed on the SSALC website for a new Clerk and 4 applications had been received so far. Until a new clerk is employed CF could cover the role on temporary basis. **Resolved:** This was proposed by Cllr C Moore and seconded by Cllr P Moore with unanimous decision from full council to approve this.

CF was thanked for her help during the last few weeks.

When it comes to interviewing for the new Clerk it has previously been dealt with by the Chair, Vice Chair and Chair of Finance. **Resolved:** the parish council unanimously agreed for the Chair, Vice Chair and Chair of Finance to interview for the new Clerk.

## 10. Items for noting

10.1 To receive a verbal update from the Neighbourhood Plan Steering Group (NPSG)  
Cllr C Moore gave the following update: *The draft of Neighbourhood Plan (NP) appendix reports which looked at the green space and protections has been sent to WDC for their initial view and feedback, with the hope they will consider this in their new emerging plan. Work continues on the documents. NPSG have put forward their policy response paper to AiRS and are awaiting further feedback. The NP team is a small working group. There is a lot of work going on, on technical details and drafting of policies, so that can then come back to WPC with a draft'.*

Cllr Murphy commented that at the WDC Parish Cluster (North) meeting, Chris Bending said that the allocation of sites through the NP is not suitable at this stage. Cllr Moore confirmed that the NPSG previously decided they would not allocate sites.

Cllrs C Moore and Smith attended the SSALC briefing on the White Paper their advice was to keep moving forward with Neighbourhood Plans.

10.2 Correspondence list – noted.

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

**Bewl water:** Cllr P Moore advised that the planning application for 80 camping sites at Bewl Water was going to be considered at the WDC Planning Committee meeting on 12<sup>th</sup> November, and that there was the opportunity for a member of the parish council to speak at the meeting. **Resolved:** Cllr P Moore proposed that a member of the Planning Committee attend to speak, this was seconded by Cllr Smith. The parish council reached a majority vote to approve this. Cllr Edwards and Griffin voted against.

**Parish Council Website/IT:** Cllr Gadd advised that the transfer to a new provider was never completed and so the parish council remain with NetWise. If any Cllrs have issue with their emails etc then they should speak with Netwise. **Action:** Communications and Community Liaison committee to consider whether a new website/IT company are required now.

**Thank you:** Cllr Murphy commented that she would like to thank Cllr Gadd for all the additional work and time that she committed to the parish council in recent weeks.

***Meeting closed; 2040 hours***

**Agenda item 8.1 To note the bank statements and bank reconciliations to 22 October 2020 (three bank accounts)**

# WADHURST PARISH COUNCIL

Date: 18/11/2020  
Time: 13:27

Wadhurst Parish Council Current Current Year

Page 1

**Bank Reconciliation Statement as at 22/10/2020  
for Cashbook 1 - Current Bank A/c**

User: RFO

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Current	22/10/2020	77	150,353.40
			150,353.40
<b>Unpresented Cheques (Minus)</b>			<b>Amount</b>
31/03/2020 100120 Mrs S Niell		81.50	
10/09/2020 100259 Broxap Ltd		212.40	
10/09/2020 100260 Hucksters Advertising & Publis		90.00	
10/09/2020 100268 S Gadd		228.13	
10/09/2020 100269 M Moore		46.38	
10/09/2020 100270 C Morris		67.13	
10/09/2020 100272 S Niell		83.73	
07/10/2020 100278 Multiprint Digital & Display		204.90	
07/10/2020 100286 Mayflower Washroom Solutions		403.20	
07/10/2020 100288 Supplies for School		23.46	
07/10/2020 100289 Your Head Gardener		525.00	
07/10/2020 100293 Vanessa Ramm		168.00	
07/10/2020 100294 H R Services Partnership Ltd		426.00	
07/10/2020 DD PWLB 10 PWLB		1,010.85	
07/10/2020 DD WDC 10 Wealden DC		675.00	
08/10/2020 DD NEST NEST		258.60	
			4,504.28
			145,849.12
<b>Receipts not Banked/Cleared (Plus)</b>			
		0.00	
			0.00
			145,849.12
		<b>Balance per Cash Book is :-</b>	<b>145,849.12</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>0.00</b>
<b>Adjustments to Reconciliation</b>			
07/10/2020 100288 Supplies for Schools Ltd		0.00	
			0.00
		<b>Unreconciled Difference is :-</b>	<b>0.00</b>

# WADHURST PARISH COUNCIL

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Bonus Saver 1	22/10/2020	27	101,439.88
			101,439.88
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			0.00
			101,439.88
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			0.00
			101,439.88
		<b>Balance per Cash Book is :-</b>	<b>101,439.88</b>
		<b>Difference is :-</b>	<b>0.00</b>

Bank Statement Account Name (s)	Statement Date	Page No	Balances
Bonus Saver 2	22/10/2020	27	76,274.56
			76,274.56
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			0.00
			76,274.56
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			0.00
			76,274.56
		<b>Balance per Cash Book is :-</b>	<b>76,274.56</b>
		<b>Difference is :-</b>	<b>0.00</b>

# WADHURST PARISH COUNCIL

## Agenda item 8.2 To note the RBS Income and Expenditure, Cash and Investment and Ear Marked Reserves reports for October 2020.

30/11/2020 11:37	Wadhurst Parish Council Current Current Year	Page 1				
Detailed Income & Expenditure by Account 22/10/2020						
Account Code Report						
	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
<b><u>Income Detail</u></b>						
1000 Tennis Club	0	10,200	10,200			0.0%
1002 Pay and Play	0	200	200			0.0%
1003 Junior Football	0	1,000	1,000			0.0%
1005 Other Rentals	632	9,500	8,868			6.7%
1007 Allotments	204	210	6			97.1%
1030 WDC Community Toilet scheme	0	2,058	2,058			0.0%
1078 Precept	149,500	149,500	0			100.0%
1090 Interest	82	350	268			23.4%
<b>Total Income</b>	<b>150,418</b>	<b>173,018</b>	<b>22,598</b>			<b>86.9%</b>
<b><u>Expenditure Detail</u></b>						
4080 Public toilets paper/clean rent	0	500	500		500	0.0%
4302 verge grass cutting	945	1,000	55		55	94.5%
4312 Maintenance contractor	0	2,500	2,500		2,500	0.0%
<b>Total Direct</b>	<b>945</b>	<b>4,000</b>	<b>3,055</b>	<b>0</b>	<b>3,055</b>	<b>23.6%</b>
<b><u>Expenditure Detail</u></b>						
4000 Clerk and RFO Salaries	13,727	32,000	18,273		18,273	42.9%
4002 Employers Payroll Deductions/N	5,336	7,000	1,664		1,664	78.2%
4003 Expenses & Room Allow	459	2,000	1,541		1,541	22.9%
4005 Stationery/copy/print/computer	1,561	400	(1,161)		(1,161)	390.2%
4010 Audit	180	1,200	1,020		1,020	15.0%
4011 Telephone	949	2,000	1,051		1,051	47.5%
4020 Subscriptions	2,001	1,750	(251)		(251)	114.3%
4021 Elections Expenses	0	7,500	7,500		7,500	0.0%
4025 Training	0	500	500		500	0.0%
4028 Website	86	500	414		414	17.2%
4030 Chairman's expenses	141	200	59		59	70.6%
4031 Chairman's allowance	228	300	72		72	76.0%
4041 Member's Basic Allow	315	1,500	1,185		1,185	21.0%
4042 Member's Travel & expenses	73	200	127		127	36.7%
4045 Focus	90	0	(90)		(90)	0.0%
4046 Newsletter	693	500	(193)		(193)	138.5%
4049 Room hire	0	1,000	1,000		1,000	0.0%
4050 Insurances	2,944	3,000	56		56	98.1%
4051 Election Provision	0	0	0	1,500	(1,500)	0.0%
4052 Misc. expenses	2,688	250	(2,438)		(2,438)	1075.2%
4059 Tourist Leaflet	0	150	150		150	0.0%
4061 Grants & Donations	6,350	9,500	3,150		3,150	66.8%
4066 Neighbourhood Plan	5,847	5,000	(847)		(847)	116.9%

Continued over page

# WADHURST PARISH COUNCIL

30/11/2020  
11:37

**Wadhurst Parish Council Current Current Year**  
**Detailed Income & Expenditure by Account 22/10/2020**  
**Account Code Report**

Page 2

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
4067 Employers Pension contribution	1,613	2,500	887		887	64.5%
4068 DNU RFO Salary	952	0	(952)		(952)	0.0%
4100 Rates	605	1,750	1,145		1,145	34.6%
4101 Water at Pavilion	466	700	234		234	66.6%
4102 Gas/Electricity at Pavilion	1,761	4,000	2,239		2,239	44.0%
4103 Caretaking & Cleaning salary	5,051	12,500	7,449		7,449	40.4%
4105 Maintenance Build and Fabric	1,291	5,000	3,709		3,709	25.8%
4106 Maintenance - Security System	100	500	400		400	20.0%
4107 Maintenance - Sewage Pump	190	400	210		210	47.5%
4108 Maintenance - Fire Alarm	0	500	500		500	0.0%
4109 Maintenance - Boiler/Water/Heat	540	350	(190)		(190)	154.3%
4110 Fire Safety Contract	524	220	(304)		(304)	238.2%
4120 Tennis Court Maintenance	0	2,000	2,000		2,000	0.0%
4127 Waste Collection	295	750	455		455	39.3%
4130 Maintenance Play Equipment	0	1,000	1,000	1,000	0	100.0%
4135 Bark Sinking Fund	0	1,000	1,000		1,000	0.0%
4140 Grounds Equip Maintenance	3,115	500	(2,615)		(2,615)	623.0%
4200 PWLB	2,044	2,112	68		68	98.8%
4201 Tennis Court Sinking Fund	0	1,500	1,500	5,000	(3,500)	333.3%
4230 Maintenance-shelters/fingerpost	154	5,000	4,846		4,846	3.1%
4237 Snow Fund	0	250	250		250	0.0%
4238 Road safety items	0	3,000	3,000		3,000	0.0%
4239 Dark sky friendly	0	3,000	3,000		3,000	0.0%
4250 Energy Maintenance	(724)	12,500	13,224		13,224	(5.8%)
4251 Repairs	0	850	850		850	0.0%
4300 Grass Cutting/Leaf Clearance	0	4,000	4,000		4,000	0.0%
4301 Litter Clearance	1,404	2,500	1,096		1,096	58.2%
4303 Dog Bins	2,347	2,500	154		154	93.9%
4304 Flower Tubs	2,648	1,500	(1,148)		(1,148)	176.4%
4305 Hanging Baskets	1,109	2,000	891		891	55.4%
4307 Licence Jardin d'Aubens	1,050	0	(1,050)		(1,050)	0.0%
4315 Street Furniture	4,000	1,000	(3,000)		(3,000)	400.0%
4401 Toilets	2,174	8,500	6,326		6,326	25.6%
4403 Churchyard Maintenance	3,000	3,000	0		0	100.0%
4409 'Jardin' Maintenance/Devlopment	488	3,500	3,013		3,013	13.9%
4503 FOCUS	0	200	200		200	0.0%
4505 Annual Parish Meeting	0	300	300		300	0.0%
4507 Parish app'	0	74	74		74	0.0%
<b>Total Overhead</b>	<b>79,862</b>	<b>167,406</b>	<b>87,544</b>	<b>7,500</b>	<b>80,044</b>	<b>52.2%</b>

Continued over page

# WADHURST PARISH COUNCIL

30/11/2020  
11:37

Wadhurst Parish Council Current Current Year  
Detailed Income & Expenditure by Account 22/10/2020

Page 3

## Account Code Report

	Actual Year to Date	Current Annual Bud	Budget Variance	Committed Expenditure	Funds Available	% Spent
Total Income	150,418	173,016	22,598			86.9%
Total Expenditure	80,807	171,406	90,599	7,500	83,099	51.5%
Net Income over Expenditure	<u>69,612</u>	<u>1,610</u>	<u>(68,002)</u>			
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	<u>69,612</u>					

Wadhurst Parish Council

## Current Current Year Earmarked Reserves

Page 1

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 Earmarked Reserves	0.00		0.00
325 EMR - Tennis Crt Resurfacing	36,893.00		36,893.00
330 EMR - Elections	11,000.00		11,000.00
335 EMR - Road Safety	5,000.00		5,000.00
340 EMR - Recreation Ground Bark	0.00		0.00
345 EMR - NHP	10,000.00		10,000.00
	<u>62,893.00</u>	<u>0.00</u>	<u>62,893.00</u>

## Bank - Cash and Investment Reconciliation as at 22 October 2020 Confirmed Bank & Investment Balances

### Bank Statement Balances

22/10/2020	Current	150,353.40	
28/03/2018	Business Reserve	0.00	
30/08/2011	Treasury Reserve	0.00	
22/10/2020	Bonus Saver 1	101,439.88	
22/10/2020	Bonus Saver 2	76,274.56	
			<b>328,067.84</b>

### Unpresented Payments

**4,504.28**

**323,563.56**

### All Cash & Bank Accounts

1	Current Bank A/c	139,390.39
2	Business Reserve A/c	0.00
3	Treasury Reserve A/c	0.00
4	Bonus Saver 1	101,439.88
5	Bonus Saver 2	76,274.56
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<b>317,104.83</b>

**Agenda item 8.3 Payment List – this will follow separately as the RFO has not received all invoices yet.**

**Agenda item 8.4 To note the conclusion of year end audit procedures (year ending 31<sup>st</sup> March 2020) and the external auditors report comments.**

**Section 3 – External Auditor Report and Certificate 2019/20**

In respect of **WADHURST PARISH COUNCIL – E80102**

**1 Respective responsibilities of the body and the auditor**

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and does not provide the same level of assurance that such an audit would do.

**2 External auditor report 2019/20**

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

The AGAR was not accurately completed before submission for review. The AGAR had to be sent back for amendment.

**3 External auditor certificate 2019/20**

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

External Auditor Name **PKF LITTLEJOHN LLP**

External Auditor Signature  Date **13/11/2020**

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews for 2019/20 in Auditor Guidance Note AGN02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

**Agenda item 8.5 To consider the quote from Spy Alarms for repairs and upgrade to the alarm system at the Pavilion.**



**SPY ALARMS**

# Your CCTV System Quote

FROM SPY ALARMS

QUOTE NUMBER: W129802

**Please find below our suggested costs:**

Your quotation is valid for 60 days.

**What happens next?**

Happy to proceed? Simply contact us by phone or email and we will take care of the rest.

**SCOPE OF WORKS:**

Further to our site visit on 20th October 2020 we would like to confirm the following:

The client requires the existing, faulty, CCTV system to be upgraded. The digital video recorder and 4 No. existing cameras will be replaced and a new LED Monitor supplied; the new equipment will provide full high definition recording and much improved night time images. The DVR can be connected to the client's broadband router and provide remote access to CCTV live view and playback via a mobile App (please advise if required).

☎ 01689 887626  
✉ sales@spyalarms.co.uk

**Our Guarantee**

All new equipment is guaranteed for a period of one year against fair wear and tear from the date of installation. This includes all parts and labour involved.

**INSTALLATION:**

CCTV HD Upgrade £ 992.00 +VAT

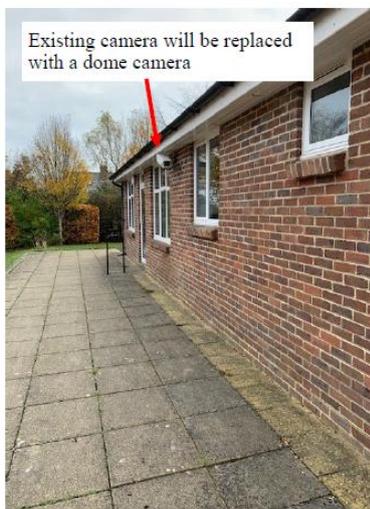
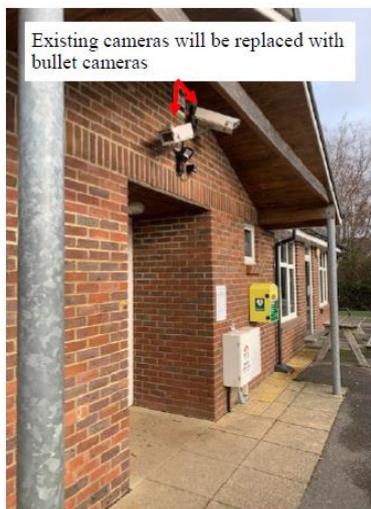
**MAINTENANCE:**

1 x Service visit per year Existing

**Full specification**

Upon proceeding with your quote, a full specification of your new system will be

**Please find below images of our proposed camera locations:**





#### HD Bullet Camera

- High Quality Imaging with 1080P Resolution
- Up to 40 Metre Infra-Red Capability
- IP 67 Rated
- 2.8-12mm Varifocal Lens (approx. 27-100°)



#### HD Dome Camera

- High Quality Imaging with 1080P Resolution
- Up to 30 Metre Infra-Red Capability
- IP 67 Rated
- 2.8-12mm Varifocal Lens (approx. 27-100°)

For more information, visit [www.spyalarms.co.uk](http://www.spyalarms.co.uk)

PAGE 3

**Agenda item 8.6 To ratify for Sureflow Plumbing & Heating to provide and install the new boiler at the Pavilion as agreed at the Amenities Committee 26/11/2020.**



RENEWABLES | HEATING | PLUMBING

[www.sure-flow.co.uk](http://www.sure-flow.co.uk)

HEAD OFFICE Birchcroft, Limes Lane, Buxted, East Sussex, TN22 4PA. Telephone 01825 732212

**An award winning plumbing and heating company**

Wadhurst parish council  
RE. The Pavilion,  
Sparrow's green recreation ground.  
South view road.  
Wadhurst.  
TN5 6TW

Dear Chairperson,  
Thank you for choosing Sureflow Plumbing & Heating to quote for the supply and installation of a new unvented hot water cylinder and boiler to your property in Wadhurst.  
We encourage all our customers to visit us online at [www.sure-flow.co.uk](http://www.sure-flow.co.uk) or to find us on www.  
Checkatrade.com to see our current referrals.

## **Pre-Installation details**

On arrival we will carry out a power flush. In line with best practice and the manufacturer's warranty it is recommended the heating system is flushed and cleaned when installing a new boiler. It will enhance the efficiency of the new and the existing parts of the heating system.

## **Installation details**

We will drain the boiler and heating system remove the boiler ,the hot water heater and will cut back any redundant pipe work in the current area in the plant room, and prepare the area for the new installations.

As discussed on site, we will install a Worcester heat only 40kw boiler A rated boiler (the current boiler is a 30kw) with a 7 year warranty. A Horizontal flue will be installed and terminated to an external position and in line with the current regulations. (Please note as this appliance is high efficiency the flue will plume, which is due to increased water content within the waste product). Ideally the flue terminal is positioned where it cannot come into contact with people (i.e. above a height of 2.1m) but this is not always possible. In this case it is under 2.1m. So a flue terminal guard will be used to prevent anyone from being burnt if they accidentally touch the hot flue terminal.

From position of new central heating boiler extend the heating circuits as sympathetically as possible and connect to existing flow and return heating pipe work in the boiler area.

The internal gas supply will be extended to the new boiler position. The plastic condenses pipe work will be routed from boiler and terminated as discussed through the back wall into the adjoining cupboard, sink waste. New zone valves will be installed for the heating and the new hot water circuits. A new twin channel programmer will be installed to allow for the control of the heating and hot water.

We will install a indirect unvented cylinder with a 210 litre capacity, in the area of the current hot water heater. The cylinder is stainless steel, Its supplied with 3kw Incoloy immersions heater as standard, and has a pre plugged secondary tapping. From position of the central heating pipe work in the plant room extend the heating circuits as sympathetically as possible and connect to the new flow and return connections on the new unvented cylinder. Re-connect the current cold water supply, and the hot water supply to the cylinder. Re-connect the pressure relief pipe to the outside wall in the most appropriate route.

## **Heating System filter**

We will provide a magnetic in-line filter cleaner which removes all contaminants magnetic and non-magnetic for the ongoing protection of the boiler and heating system from particularly the suspended black iron oxide particles. Iron oxide creates thick sludge deposits which result in the corrosion within radiators and other metallic components. And heating systems running inefficiently.

## **Electrical works**

A qualified electrician will be provided to connect the new boiler, unvented hot water cylinder controls, and new twin channel programmer to current standards.

## **Commissioning**

Re-fill the heating system and test all new pipe work for soundness. Continue to commission the cylinder and boiler in line with the manufacturer's individual instructions and record detail within the "benchmark" commissioning/service form provided. Add a suitable quantity of central heating inhibitor to enhance the ongoing performance of the entire heating system.

The above works will be carried out to existing and current regulations for the sum of: **£5,536.00+Vat**

# WADHURST PARISH COUNCIL

We trust we have covered all items discussed with you, if you have any queries please call me on the number below.

Kind regards

Martin Hall

## **Agenda item 8.7 Consideration of budget setting and precept request for 2021-2022**

### **Wadhurst Parish Council – Finance Report**

**Aim:** the purpose of this short report is to give an overview of the current financial position of Wadhurst Parish Council, in advance of the parish council considering the budget and precept request for 2021-2022

**Income:** between 1<sup>st</sup> April 2020 and 22<sup>nd</sup> October 2020<sup>1</sup> Wadhurst Parish Council received the following income:

- £632 in rental at the Pavilion
- £204 for Round Oak Allotment Association
- £149,500 in precept from Wealden District Council
- £82 interest

WDC have advised the parish council that they will be transferring £7186 into the parish councils account for CIL funds.

The following invoices have been sent and were due for payment in November (please note that these may have already come into the bank account, but the RFO has not yet received the November bank statements)

- £1,000 Wadhurst Junior Football Club
- £100.68 Wadhurst Tennis Club (electricity for flood lights)
- £6843.40 Tennis Club (rent for April to September 2020)
- £3460 from Wadhurst Warriors for repayment of the Christmas lights grant.
- £1028 from WDC for Community Toilet scheme (another invoice will be sent to WDC for quarter 3 in December 2020)

Taking into account the above invoices and the CIL funds the total income is anticipated to be £170,036 by the end of November 2020.

Due to COVID 19 and the lock down periods, the income for rentals at the Pavilion has been limited. The parish council had previously set an income budget of £9500 but only £632 has been received so far, this financial year.

**Payments:** the parish council has made payments to the value of £91,414 so far, this financial year. When the budget and precept request was made for 2020-2021 the parish council could not have planned for any costs relating to COVID 19, which has seen costs of £1033 so far. Also, the use of HR Services Partnership – with current expenditure being £1033.

*Please refer to the Excel spreadsheet for further details on payments made.*

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<sup>1</sup> 22<sup>nd</sup> October 2020 is the date of the most recent bank statement that the Clerk has received from HSBC.

# WADHURST PARISH COUNCIL

## Bank account balances:

Wadhurst Parish Council have 3 banks accounts (HSBC) with the following balances (22.10.2020)

Account name	Balance
Current account	£139,390.39
Bonus Saver 1	£101,439.99
Bonus Saver 2	£76,274.56
<b>Total balance</b>	<b>£317,104.83</b>

**General reserves:** Wadhurst Parish Council needs to hold an amount in reserves to meet unexpected expenditure, otherwise we could run out of money before the end of the financial year. Advice on the amount of the reserves held has changed over recent years and most recently the suggestion is that parish councils should typically hold between 3 and 12 months expenditure as a general reserve. If the general reserve is too low then it may not be enough to cover unexpected expenditure or emergencies, whilst if the general reserve is too high then parishioners have paid a tax which is not being used for the benefit of the local community.

The **general reserve** is the total bank balances minus the ear marked reserves (EMR). At the time of writing this report the general reserves is **£254,211.83**. If the amount of general reserves at the year-end are too high in relation to the annual precept (£149,500 for 2020-2021) then the council will need to explain to the external auditor why this level of reserves is required.

Parish councils have no legal powers to hold revenue reserves other than for reasonable working capital or for specifically earmarked purposes, therefore the year-end general reserve should not be significantly higher than the annual precept.

**Ear marked reserves (EMR):** these funds are for specific projects, where money is allocated for a purpose or project, but does not have to be spent within this financial year.

EMR Name	Amount (22.10.2020)
Tennis Court Resurfacing	£36,893
Elections	£11,000
Road Safety	£5,000
Recreation Ground Bark	£0
Neighbourhood Plan	£10,000
<b>Total EMR</b>	<b>£62,893</b>

Given the current high level of general reserves, the RFO would recommend that Finance and Resource Committee creating new EMRs. These could include:

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- Pavilion - repairs and maintenance
- CIL funds
- Jardin - projects and maintenance
- Recreation ground - projects and maintenance
- Defibrillators – repairs and renewals
- Play areas – repairs and renewals
- Staffing
- Office equipment
- Street furniture – to include lights, seats, shelters
- Allotments

**Budget setting and precept request:** the parish council now needs to consider the budget setting and precept request for 2021-2022. A spreadsheet will be sent with this report, this shows last years budget and actual income/expenditure, and 2020-2021 budget and actual income/expenditure. There is a column showing which committee the income/expenditure relates to, and a blank column for setting of next year’s budget.

**Claudine Feltham**

**RFO, Wadhurst Parish Council**

**29<sup>th</sup> November 2020**

*(Excel spreadsheet to be sent separately)*

## Agenda item 9.1 Village verges – Cllr P Moore

### Wadhurst Parish Council

<b>Name of Paper:</b>	<i>Village verges</i>	<b>Cost estimate:</b>	<i>Nil (just Clerk’s time to respond)</i>	<b>Over £5,000 must obtain 3 estimates or (over £25,000) invite tenders – see Financial Regulations</b>
<b>Councillor:</b>	<i>Cllr Philip Moore</i>	<b>Is cost included in the budget:</b>	<i>Yes</i>	<b>Over £5,000 single item must be approved by full council</b>
<b>Meeting:</b>	<i>Full Council</i>	<b>If not budgeted, propose where budget should come from:</b>	<i>N/A</i>	<b>Must be approved by full council if not budgeted</b>
<b>Committee Approval Details:</b>	<i>Bringing to full council in order not to delay response and get ‘to the front of the queue’ ahead of Christmas break (rather than wait for HTL committee meeting)</i>	<b>Quotations received from:</b>	<i>N/A</i>	<b>Over £1,000 make reasonable efforts to obtain 3 quotes – see Financial Regulations</b>
<b>Proposal to be voted on:</b>				
For the WPC to be included in a trial by ESH to promote rural verges as wildlife corridors, increasing biodiversity, through a reduction in rural grass cutting.				
<b>Brief description:</b>				

# WADHURST PARISH COUNCIL

At present rural verges receive two cuts per year. The trial would reduce the grass cutting service of rural verges in our Parish to:

- One visibility cut undertaken around May/June
- One 1 metre Swathe with Visibility cuts in the Autumn

This change would mean that we rural verges would not be cut (except for visibility) at a time when flowering is often at its peak and it is the most beneficial time for pollinators. Flowering plants would then be able to complete their lifecycles and set seed, providing further biodiversity benefits

Unique Value Proposition:	<i>To increase biodiversity</i>	Timing:	<i>Deadline for response is 15th January. Implementation in 2021.</i>
Estimated number of people the proposal affects:	<i>All</i>	Is this a statutory requirement and if so, give details:	<i>No</i>
Risks:	<i>Some parishioners may object to the visual impact</i>	Communication needs:	<i>Focus and social media</i>

### Background information:

The WPC received the following email in November, for response by 15<sup>th</sup> January.

Dear Wadhurst Parish Council,

### Rural Verges as Wildlife Corridors – A Reduction in Rural Grass Cutting Trial

In response to public interest we have received in roadside wildlife, and in consideration of the 2006 Natural Resources and Rural Communities Act to have regard to biodiversity in all our activities, East Sussex County Council will be undertaking a trial to reduce the number of cuts some rural verges receive in 2021.

Over the past year we have been listening to residents and members requests to cut the County's rural verges less and later in the year. We are therefore contacting you, as you have expressed an interest in this before, to ask whether the Parish Council would like to be involved in this trial.

At present rural verges receive two cuts per year. The first cut starts in May and the second in Autumn. These are carried out as a 1m wide swathe and visibility splays at junctions and on the inside of bends where sight lines between road users may be obscured by vegetation.

#### The trial would reduce the grass cutting service of rural verges in your Parish to:

- **One visibility cut undertaken around May/June**
- **One 1 metre Swathe with Visibility cuts in the Autumn**

This change would mean that we would not cut rural verges (except for visibility) at a time when flowering is often at its peak and it is the most beneficial time for pollinators. Flowering plants would then be able to complete their lifecycles and set seed, providing further biodiversity benefits. Safety issues will remain a priority, with any visibility or access issues being picked up and rectified through the usual process. You can report a problem as per normal via our [website](#) or contact centre.

Feedback from the trial will be collated and reviewed along with any operational issues encountered, costs and an overview of the flora and fauna observed in the verges during the trial. The results will be presented and considered for a potential full Policy change to the whole rural grass cutting service from 2022/23.

Attached is a map of the rural verges in your area. We use high resolution maps, as the area of a Parish can be large and this allows you to zoom in. If using Adobe, the easiest way to do this is to right click

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and select marquee zoom. You can then drag you mouse across the screen to zoom in on a specific area. This can be repeated until you reach the level of depth you need.

Please review these areas and consider with your local knowledge and any consultation or notification required with residents, whether these areas would be suitable.

**If you would like to be included in this trial, please let us know by the 15<sup>th</sup> January 2021.**

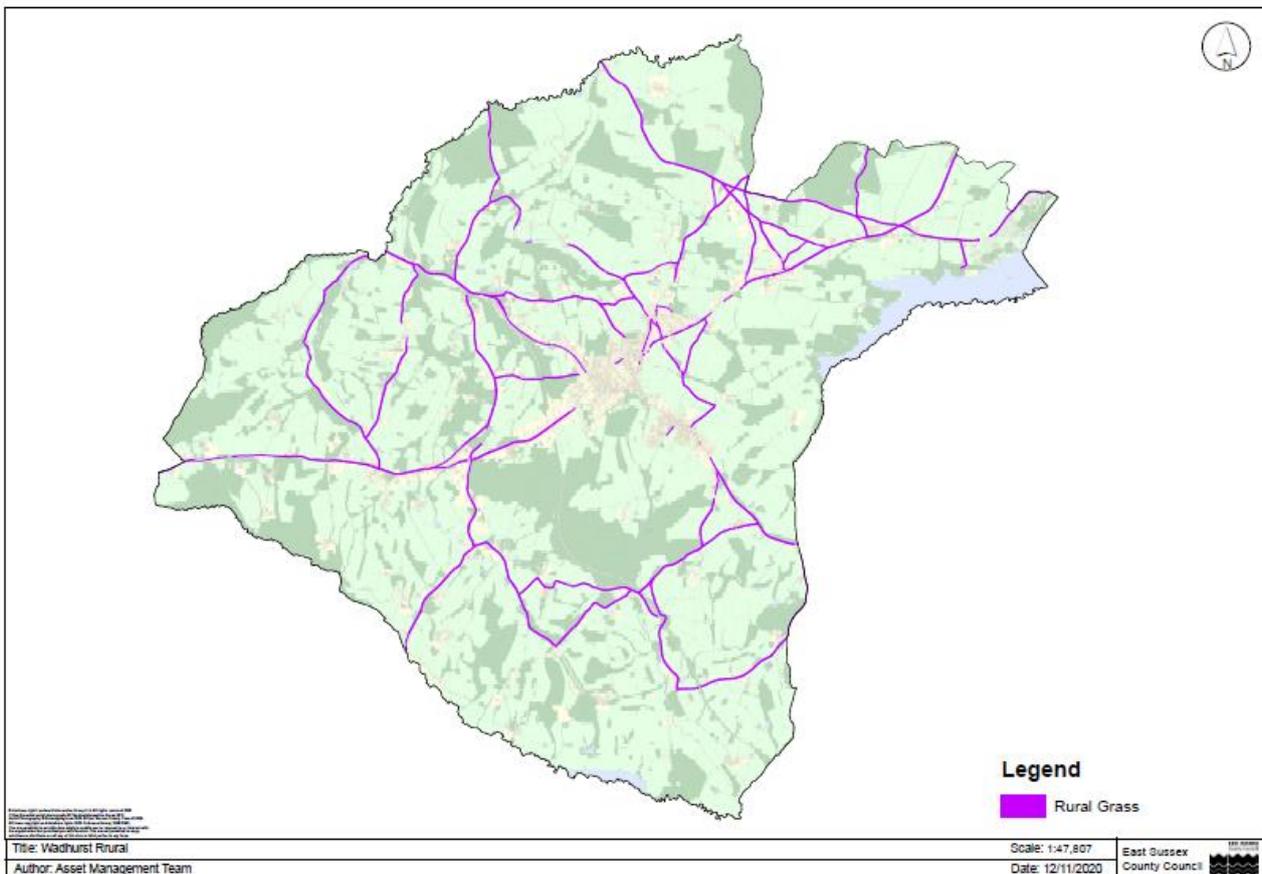
If you have any questions, please get in touch.

Best regards,

**Fenella Lillywhite | Service Support Officer | Service Development Team**

Contracts Management | Communities, Economy & Transport Department

Website: [www.eastsussexhighways.com](http://www.eastsussexhighways.com)



## **Agenda item 9.2 To adopt the minutes of the Planning Committee meetings held on 14<sup>th</sup> & 28<sup>th</sup> November 2020**

### **Minutes of a meeting of the Planning Committee held remotely via Zoom on Saturday 14<sup>th</sup> November 2020 at 9.30am**

**Present: - Cllrs Anderson (in part), Moore (C), Moore (P), Murphy (chair), Niell, Smith**

1. To receive apologies for absence – **none**
2. To receive declarations of interest and updates to members' register of interest – **none**
3. To approve the minutes of the meeting of 31st October 2020 – **approved.**

4. To discuss matters arising from the minutes of the meeting of 31st October 2020 – **arrangements for meeting with Cllr Howell – propose 10<sup>th</sup> December 2020 (action Clerk).**
5. Public forum – **no members of the public present.**

## 6. Licence and planning applications

6.1 Licencing: *None*

### 6.2 Planning:

#### 6.2.1 Application No: [WD/2020/2076/F](#)

Expiry date for comments: 23 November 2020

Location: 3 BARRACK COTTAGES, TIDEBROOK ROAD, WADHURST, TN5 6PD

Description: Single storey rear extension.

Comment – **No objection**

#### 6.2.2. Application No: [WD/2020/2119/F](#)

Expiry date for comments: 26<sup>th</sup> November 2020

Location: Calcot, Balaclava Lane, Wadhurst, TN5 6EH

Description: Rear single storey extension and side first floor extension.

Comment – **No objection**

#### 6.2.3. Application No: [WD/2020/2206/F](#)

Expiry date for comments: 30<sup>th</sup> November 2020

Location: Fir Tree Cottage, Newbury Lane, Wadhurst, TN5 6EY

Description: Proposed single storey rear extension including internal and external alterations.

Comment – **No objection**

#### 6.2.4 Application No: [WD/2020/2160/F](#)

Expiry date for comments: 30<sup>th</sup> November 2020

Location: Kelsey, Mount Pleasant, Wadhurst, TN5 6UH

Description: Single storey rear extension and first floor extension

Cllr Anderson entered the meeting during consideration of this item.

**Defer to planning committee meeting on 28<sup>th</sup> November 2020**

### 6.3 Certificate of Lawful Development:

#### 6.3.1. Application: [WD/2020/2078/LDP](#)

Location: Chances, Newbury Lane, Wadhurst.

Description: Construction of a single storey back extension.

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

#### 6.3.2 Approvals: Application No. [WD/2020/1667/AN](#)

**Location:** Helix House, High Street, Wadhurst, TN5 6AA

**Description:** Replacement of existing wall mounted signage and insertion of a new hanging sign.

**Planning Committee resolved to write to WDC expressing concern about the approval of this application and the lack of any response to Wadhurst Parish Council's objection in the Officer report. (action Cllr Murphy).**

**Raise no Objections:** *None*  
**Prior Approval Required:** *None*  
**Application** *None*  
**Not Issued:** *None*

**Issued:**

**Application No.** [WD/2020/0706/LDE](#)

Location: Skinners Farm, Best Beech Hill, Wadhurst, TN5 6JT

Description: Use of the buildings formerly known as the chicken shed and parts of the building known as the courtyard dairy for the residential use of storing materials and goods limited to the occupation of skinners farmhouse as a private dwelling house

**Refusals:** *None*

**Withdrawn:** *None*

**Permits the Modification:** *None*

**Appeals:**

**Enforcement Notice:** *None*

**Breach of Conditions Notice:** *None*

## 7. Planning Control

7.1 High close-board fencing in Jonas Lane and Pell Close adjacent to the footpath – **report to WDC planning enforcement for investigation (action Clerk)**

7.2 The Studio (Art Katsure), The Hall, Turners Green Road – **report to WDC planning enforcement for investigation (action Clerk)**

7.3 Use of The Hall, Turners Green Road – **no further action.**

## 8. To discuss Tree Preservation Orders

**Reference:** **TM/2020/0296/TPC**

Location: The Wagon House, Bewlbridge Lane, Wadhurst, TN5 6HH.

Description: Works as per schedule to 4 x oaks and 1 x beech subject to condition 7 relating to planning permission WD?2018/244/F - noted

## 9. Conservation areas

10. Consultation on Lamberhurst Neighbourhood Development plan - noted

11. Consultation on WDC Planning Validation Guide. - noted

12. Urgent issues - none

## Minutes of a meeting of the Planning Committee held remotely via Zoom on Saturday 28<sup>th</sup> November 2020 at 9.30am

**Present:** - Cllrs Anderson, Moore (C), Moore (P), Murphy (chair), Smith

1. To receive apologies for absence – **apologies from Cllr Niell received and accepted.**
2. To receive declarations of interest and updates to members' register of interest – **none**
3. To approve the minutes of the meeting of 14<sup>th</sup> November 2020 – **approved.**
4. To discuss matters arising from the minutes of the meeting of 31st October 2020 – **arrangements for meeting with Cllr Howell – Cllr Howell unavailable on proposed date. Clerk to arrange date in January (action – Clerk.) 6.3.2 - outstanding (action Cllr Murphy).**

7.1 – further details requested from Wealden District Council (WDC) Planning Enforcement (action Cllr Murphy/Clerk).

5. Public forum – no members of the public present.

## 6. Licence and planning applications

6.1 Licencing: *None*

### 6.2 Planning:

#### 6.2.1 Application No: [WD/2020/2181/F](#)

Expiry date for comments: **3 December 2020**

Location: Well Croft, Fairglen Road, Wadhurst, TN5 6JL

Description: Replacement of existing windows with double glazed UPVC windows, enlargement of existing living room window and installation of new picture window to the front of the dwelling and installation of additional picture window to north east elevation.

**COMMENT – No objection**

#### 6.2.2. Application No: [WD/2020/2160/F](#)

Expiry date for comments: 30<sup>th</sup> November 2020

Location: Kelsey, Mount Pleasant, Wadhurst, TN5 6UH

Description: Single storey rear extension and first floor extension

**COMMENT – Objection – the WPC objects to the proposal as it is out of keeping with the character of the street and area (against HG4 and HG10 of the Wealden Local Plan (WLP)), overbearing in size and form, creates privacy issues for adjoining properties (against both EN27 and HG10 of the WLP) has inadequate parking for a five-bedroom home, and its prominent, elevated position on a bend exacerbates the visual stop created by the addition of an additional expansive flat-roofed storey and extension.**

**The proposed design does not comply with HG4 and HG10 of the WLP or the Wealden Design Guide (WDG) (WDG 1.1.12, 5.3.3, 5.4.4, 5.7.7) as the proposed design is out of character; the properties in Mount Pleasant Road and adjoining areas are varied but share a cottage-style theme; with cottage-style windows, gables, chimneys and pitched roofs of clay tiles. The design is unsympathetic to neighbouring properties being visually discordant.**

**With regard to WLP EN27, WDG 5.4.4 and WDG 5.10.12, the proposal has an unacceptable adverse impact on privacy and amenity of adjoining neighbours by reason of its scale height and form, including the creation of a large balcony/roof garden with three sets of sliding patio doors at first-floor height. The window to the front elevation which overlooks the neighbours rear garden and windows (privacy zone) creates a lack of privacy at less than minimum privacy distance (WDG 5.4.4). The two-storey extension dominates the existing building (WDG 5.3.3), not being recessed from the wall plane (WDG 5.3.3) a point that is worsened by the dwelling's proximity to its boundary, and will unacceptably overshadow the neighbouring property, depriving it of daylight (WDG 10.2.7 / Building Research Establishment (BRE) 209). The WDG notes that refusal for this extension would be likely, per WDG 10.2.3, even if it was outside the HWAONB (for which stricter guidance under WDG 10.2.6 requires that extensions should enhance or maintain the existing character) as its size is over the 60% maximum guideline, being nearer to 100%. The proposed extension conflicts with design guidance including the overall effect of bolt-on elements (against WDG 5.7.7) rather than retaining overall simplicity and functionality of form and design. This doubling in size of the property and addition of three bedrooms**

contains no proposal for increased parking which is unrealistic given the narrow road and lack of on-street parking.

## COMMENT – OBJECT

### 6.2.3 Application No: [WD/2020/2149/F](#)

Expiry date for comments: 7<sup>th</sup> December 2020

Location: Coombe Manor Farm, Coombe Lane, Wadhurst, TN5 6NU

Description: Resubmission of a full planning application for the conversion and minor alteration of an agricultural building to create a residential dwelling house to include a change of use of land to residential.

**COMMENT – OBJECT.** Having regard to policy DC18 of the Wealden Local Plan, the notice of decision for the previously approved planning application for this site (WD/2006/1348/F) included condition no 5; that there would be only one dwelling remaining on the site. Whilst the existing dwelling relating to this earlier planning application was demolished as required, there is currently a mobile home on the site, and therefore there are currently two dwellings on the site, with this 2020 application potentially adding a further dwelling in this fairly isolated location in the High Weald AONB. It would neither conserve nor enhance the High Weald AONB to permit further development of this site.

### 6.3 Certificate of Lawful Development: *None*

#### To consider notices of decisions received

##### 6.3.1 Application No. [WD/2020/0717/MAJ](#)

Location: Bewl Water, Bewlbridge Lane, Cousley Wood, Wadhurst, TN3 8JH.

Description: Temporary consent (for a period of 3 years) for a campsite for up to 80 pitches between May and September.

Update: approved by WDC.

A copy of the Council's Decision Notice, along with the officer report, can be viewed online at <http://planning.wealden.gov.uk/plandisp.aspx?recno=149521>.

##### 6.3.2 Application No. [WD/2020/1799/F](#)

Location: HATTERS, HIGH STREET, WADHURST, TN5 6AG

Description: Proposed conversion of roof space to habitable floor area with dormers and rooflights.

Update: approved by WDC.

A copy of the Council's Decision Notice, along with the officer report, can be viewed online at <http://planning.wealden.gov.uk/plandisp.aspx?recno=151066>

**Raise no Objections:** *None*

**Prior Approval Required:** *None*

**Application** *None*

**Not Issued:** *None*

**Issued:** *None*

**Refusals:** *None*

**Withdrawn:** *None*

**Permits the Modification:** *None*

**Appeals:** *None*

**Enforcement Notice:** *None*

**Breach of Conditions Notice:** *None*

#### 7. Planning Control: *None*

## WADHURST PARISH COUNCIL

### 8. To discuss Tree Preservation Orders

Application: [TM/2020/0299/TPO](#)

Location: 1 Little Park, Durgates, Wadhurst, TN5 6DL

Description: Work as per schedule on 3 oak trees with tree preservation order (Wadhurst) no 47, 1988

**NO COMMENT**

### 9. Conservation areas

9.1 Meeting with Conservation Officer – consider items for discussion – **what is the role of the Conservation Officer; how do parishioners obtain advice from the conservation Officer; what is the approach of the Conservation Officer to the conservation of Wadhurst High St. (action – Clerk).**

10. CIL - noted

11. Urgent issues - none

**Agenda item 9.3 To adopt the minutes of the Communications and Community Liaison Committee held on 19<sup>th</sup> November 2020**

## WADHURST PARISH COUNCIL

### THE MINUTES OF A MEETING OF THE COMMUNICATION AND COMMUNITY LIASON (CCL) COMMITTEE OF WADHURST PARISH COUNCIL HELD REMOTELY VIA ZOOM ON THURSDAY 19 NOVEMBER 2020 AT 19.30

Present: Cllrs C Moore, P Moore, S Gadd, C Morris, P Smith (Chair)

Also, present one member of the public

***Minutes of the meeting taken by Chair and was agreed by all members.***

Nomination of new Chair: ***All members agreed that Cllr Smith continues to act as Chair of CCL.***

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 of 15 minutes.  
*None*
4. To approve the minutes of the meeting held on 4 June 2020  
**Members approved the minutes of the meeting held 4 June 202, except Cllr Morris who was not on the Communication Committee at that time.**

## WADHURST PARISH COUNCIL

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

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

6.1 Strategy for a new website - Netwise (existing) or Vision ICT update website with a new provider

**All members agreed once a new clerk is in post, a new website provider will be reviewed according to the new Clerk's working knowledge of the said website.**

**All members agreed once the website has been decided in the New Year Warhurst Neighbourhood Plan Chair will be contacted to discuss strategy for hosting their website inside the new WPC website.**

6.2 Next newsletter; content, cost and distribution (including volunteers)

**For future distribution by the Post Office, please note the Pavilion is now listed on the Post Office PS dropdown menu.**

**A company delivered 1800 Newsletter from Hastings for a cost of £360. However, they were unable to deliver to the outlying houses due to being unfamiliar with the area and offered a refund of £120. Total spend came in under budget. The money from the refund was used to purchase stamps, and the remaining leaflets were posted. All members agreed that the Spring Newsletter distribution should be via volunteers from the community and the parish council. Hall and Field are also interested in joining this initiative, and all members agreed to this.**

**All members agreed that the Spring Newsletter would use Canva as a new platform which will be easier to review, edit and upload photos.**

1. Items for discussion

1.1 Any social media concerns

**All members agreed that a New Facebook account to be created. Reason for this is the existing Facebook account was connected to the ex-Clerk's account.**

1.2 Website responsibility

**All members agreed that three people would have the responsibility for the content upload onto the website; the Clerk, the RFO and the Chair of CCL.**

7.3 IT back up

**All members agreed to instruct Netwise to make WPC website complaint will the new government guidelines which came into effect September 2020. RFO has been asked to contact Netwise (20 November 2020) to obtain a quote for additional iCloud storage and to back up emails and documents. The RFO has received a quote from another source to backup the laptops and storage.**

**Netwise also to quote if shared storage like goggle drive is available for members only use, i.e. no members of the public can access this secure area.**

2. Items for noting only

**2.1** To note spend to date against budget

**Noted.**

2.2 Any community issues

**All members agreed that an urgent email would be sent to the Business Director and the Principal of Uplands Community college concerning the impending sale via auction of the Community Minibus which was donated to the School on behalf of the community for community use. WPC is concerned that the Minibus provides community service and wants to ensure that this service remains in the community.**

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

**See section 8.2. Email to Uplands will be sent via Clerk.**

*The meeting closed at 20.00.*

# WADHURST PARISH COUNCIL

## Agenda item 9.4 To adopt the minutes of the Amenities Committee held on 26<sup>th</sup> November 2020.

### WADHURST PARISH COUNCIL

#### THE MINUTES OF THE AMENITIES COMMITTEE MEETING HELD REMOTELY VIA ZOOM ON THURSDAY 26TH November 2020 AT 7.30PM

Present: Cllr Crawford, Cllr Griffin, Cllr Gadd, Cllr Morris and Cllr Niell (in part).

Also in attendance: Cllr Smith, Claudine Feltham, RFO and 2 members of the public

1. To elect a Chair of the Amenities Committee  
Cllr Griffin proposed for Cllr Crawford to be Chair of the Amenities Committee, this was seconded by Cllr Gadd. There were no other nominations, and this was unanimously approved.  
  
Cllr Crawford took on position of Chair for this meeting.
2. To elect a Deputy Chair of the Amenities Committee  
Cllr Crawford proposed for Cllr Griffin to be Deputy Chair of the Amenities Committee, this was seconded by Cllr Gadd. There were no other nominations, and this was unanimously approved.
3. To receive apologies and reasons for absence.  
Apologies were received and accepted from Cllr Anderson.
4. To receive declarations of personal, prejudicial, and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.  
  
Cllr Gadd declared a personal interest in respect of item 8.7 on this agenda as a Trustee of Wadhurst Institute Hall and Field Trust.  
  
*Members agreed to take this item as the final item of the agenda so that Cllr Gadd could leave the meeting.*
5. Public Forum – time limit 15 minutes.

A member of the public asked about the recent sale of the Community Minibus as it was part purchased by the parish council.

## WADHURST PARISH COUNCIL

Cllr Gadd advised that she had a long conversation with Uplands School who had advised that bus had been funded by grants, and not the parish council. Uplands had two other buses which were available for community use and were looking to promote the service.

Cllr Griffin commented that If the parish council had contributed to the minibus then it may be listed on the parish council asset register. John McKenzie may have been involved with the grant.

**Action:** RFO to investigate previous account records to see if parish council funds were used towards the purchase of the minibus.

A member of the public spoke in connection with the bench being donated in memory of her grandparents for the Jardin.

Cllr Griffin thanked her for purchasing the bench and invited her to meet to discuss the siting of the bench. Whilst the grandparents had lived in Wadhurst and been active in the community, she did not live in the village and was open for the parish council to decide upon a suitable location.

Cllr Griffin advised he would invite other Cllrs to consider the best location for the bench. The member of the public also enquired whether it would be possible for 2 rose bushes to be planted when the parish council consider future works to the Jardin.

The costs for the delivery and extension legs would be considered at item 8.2 of this agenda. Cllr Griffin thanked the member of public again for the generous donation.

*1944 hours end of public forum.*

6. To approve the minutes of the meeting held on 2<sup>nd</sup> July 2020.

Cllr Griffin proposed that the previous meeting minutes should be approved at the full council meeting on 3<sup>rd</sup> December 2020, this was seconded by Cllr Gadd and unanimously agreed.

7. To determine matters arising from the previous minutes for updating and noting.  
*As per agenda item 6.*

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

8.1 Bench for the Jardin. To agree a place within Jardin and then get a quote for a solid concrete base.

**Action:** Cllr Griffin offered to take photos at the Jardin and circulate these to the other Cllrs so that most appropriate location could be decided.

Cllr Gadd asked if Cllr Griffin had been able to view a copy of the lease and advised this should be viewed before arranging installation. **Action:** Cllr Griffin to view the lease.

Some benches at the Jardin are set on concrete with stones in front of them.

*1948 hours Cllr Niell arrived at the meeting.*

8.2 To resolve if the parish council will pay for the 'extension legs' and delivery charges of the new bench for Jardin.

**Resolved:** Cllr Griffin proposed that the parish council pay for the extension legs and delivery of the bench. This was seconded by Cllr Gadd and received unanimous approval.

8.3 Replacement boiler at the Pavilion – to consider the quotes received and decide upon a contractor to use.

Cllr Gadd advised that the parish council had attempted to obtain 4 quotes. One company declined to quote because they were too busy, another company never produced their quote, despite being chased. This left two quotes to consider British Gas and Sureflow Plumbing & Heating.

Members considered the quotes, including the guarantees offered, as well as the advantages/disadvantages of using an independent business or larger national company.

**Resolved:** Cllr Crawford proposed for Sureflow Plumbing and Heating to carry out the works, this was seconded by Cllr Gadd and received unanimous approval.

**Action:** RFO to advise Sureflow Plumbing and Heating of this decision and ask for them to liaise with Bob Penny (Caretaker) for installation dates and arrangements.

## 8.4 Replacement of the village planters – Cllr Griffin

In the village there are 5 wooden trough planters, which sit outside of the shops. Each contains 4 plant pots. The troughs are old and in very poor state of repair. One is entirely rotten and will be removed tomorrow.

Cllr Griffin suggested that article is put in the Focus magazine to invite young carpenters from the village to become involved in the project, to make replacement, robust troughs.

Members reached a unanimous decision for Cllr Griffin to proceed with article Focus. **Action:** Cllr Griffin to write an article for Focus

## 8.5 Removal of large metal planters in the Jardin

Outside of the fire station there are two old planters, which are rusty and now messy. They need replacing.

*Cllr Griffin to include this alongside item 8.4.*

## 8.6 Removal and replacement of notice boards.

Cllr Gadd advised that the old wooden noticeboards at the Jardin really need to be removed and replacement boards sourced and placed in similar location. **Action:** Cllr Gadd invited members to look at Broxap for potential replacement boards.

The RFO commented that noticeboards with lockable sections were available. **Action:** RFO to circulate links/photos of free-standing noticeboards.

Cllr Gadd also advised that the green noticeboard next to the war memorial had a hole in the Perspex and would need replacing. **Action:** RFO to see if this is something that Bob Penny could assist with.

## 8.7 Creation of a working party for liaison with Hall and Field (*this was taken as final item on the agenda*)

One member of the public in attendance at the virtual meeting was connected to Hall and Field through a contractual business.

Members considered whether this member of the public should be present whilst discussions took place.

Whilst the general topic was not listed on the agenda as private and confidential it was considered how the meeting should proceed. A discussion on the correct procedures then ensued.

**Deferred:** it was eventually decided that this item should be considered by email, and any decisions be ratified at the full council meeting on 3<sup>rd</sup> December 2020. **Action:** Cllr Griffin to email proposals to the member of amenities committee.

## 9. Items for discussion

9.1 Jardin; a proposal for the maintenance of the Jardin with a view to applying to the Lund Fund for a grant to undertake the required works.

Cllr Griffin advised members that he was concerned over the condition of the wildflower area at Jardin. It looked rather unkempt and had become over dominant in the location. Cllr Griffin had received negative feedback about the area and was concerned that this was the first impression of the village when travelling from the Tunbridge Wells direction.

The Lund Fund sponsored by the Rausing Family was available for environmental and local amenity projects and could possibly be a source of financial assistance.

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Cllr Griffin would like to seek the opinion of parishioners for ideas on how to improve the Jardin.

Cllr Gadd advised that details within the lease should also be checked.

Cllr Niell recalled how this issue has previously been considered by the council and thought that a more formal design may be a good idea. Something low maintenance that presented well throughout all seasons.

The idea of the wildflowers was appreciated but considered that it should maybe be more of a backdrop than a large block. Also, the pond needed attention and bringing back to life.

Cllr Niell advised that Jo Thompson Landscape & Garden designer lived locally and maybe the parish council could invite her to assist with a design. Cllr Griffin advised that another garden designer had recently moved into the village too. The idea of a large wooden fire engine for children to sit and play on could also be considered.

**Action:** article to be put in Focus magazine asking for ideas and design assistance, maybe even a competition to get the young generation involved. (Cllr Griffin)

**Action:** Parish Council to contact Jo Thompson to see if she would be interested in helping.

**Resolved:** proposed by Cllr Niell, seconded by Cllr Gadd, and unanimously agreed,

### 10. Items for noting only

10.1 To note Amenity committee, spend to date against budget.

Documents had already been circulated to the Amenities Committee and no questions were raised.

Action: Chair/Vice Chair of the Amenities Committee to start thinking about budget requirements for 2021-2022 as the budget setting and precept request would be considered at the full council meeting on 3<sup>rd</sup> December 2020.

10.2 Any amenities issues: *None*

11 Urgent issues at the discretion of the Chair for noting or inclusion on future agenda: *None*

Meeting closed at 2048 hours.

**Agenda item 9.5 To adopt the minutes of the Recreation Ground Management Committee held 2<sup>nd</sup> July 2020.**

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## WADHURST PARISH COUNCIL THE MINUTES OF A MEETING OF THE RECREATION GROUND MANAGEMENT COMMITTEE OF WADHURST PARISH COUNCIL HELD AT REMOTELY ON THURSDAY 2 JULY 2020 AT 18:30

Present: Cllrs Anderson, Crawford (Chair) and Griffin  
Also present: Amanda Barlow (clerk), Trudi O'Neill (Wadhurst Junior Football Club), Guy Milner (Wadhurst Tennis Club) (in part) and Christopher Morris and 1 member of the public

1. To receive apologies and reasons for absence.  
*Apologies were received from Cllr Tincombe and Cllr Maggs.*
2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.  
Cllr Crawford declared an interest in Agenda Item 7.4 as a member of the tennis club.
3. Public Forum – time limit 15 minutes to include reports from WJF, WTC and other users.  
*Trudi O'Neill, representative of Wadhurst United Junior Football Club, advised that all football has stopped and the Football Club has had work done on the pitches during the lockdown. The FA has allowed some introduction back to football training and guidance was previously sent to the Parish Council.*  
*Guy Milner (Wadhurst Tennis Club) advised that all the safety procedures are being adhered to. He also advised about the membership of the Tennis Club and the numbers are quite good but are down to the normal numbers. A small number of people have asked for a rebate on the fees for the rent of the Tennis Club.*
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.  
***Members agreed to discuss the contract with the tennis club in confidence at Agenda Item 7.4.***
5. To approve the minutes of the meeting held on 11 July 2019  
***Members resolved to approve the minutes of the meeting held on 11 July 2019 as being a true record.***
6. To discuss matters arising from the minutes of the meeting held on 11 July 2019.  
*6.2 The Clerk confirmed she had spoken to the company and asked them to desist from parking at the recreation ground which was for its users only.*
7. Items for decision and allocation of resources, if necessary.
  - 7.1 To discuss and agree, if appropriate, the next actions with regard to the grass cutting at the recreation ground  
***Members resolved that Clerk should appoint Landscape Services to cut the grass at the recreation ground at a cost of £906.50. (Action: Clerk)***
  - 7.2 To discuss and agree, if appropriate, the next actions with regard to the hire charges of the pavilion and recreation ground  
***Members resolved that hirers of the recreation ground should pay the same rate as the hirers of the pavilion. (Action: Clerk)***
  - 7.3 To discuss and agree, if appropriate, the next actions with regard to the provision of facilities at the recreation ground and a questionnaire for residents  
*Members noted that there is £88,000 of which part of it is for youth and adult play area.*  
***Members agreed that the RGM Committee should look at options to engaging with the youth to ask for ideas for the recreation ground.***
  - 7.5 To discuss and agree, if appropriate, the next actions following the guidelines issued regarding the reopening of the recreation ground facilities and pavilion during the Covid19 pandemic  
***Members resolved that the risk assessment should be undertaken before a date is set for the reopening. Members agreed that the Clerk should order the social distancing signs. (Action: Clerk).***

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7.6 To discuss and agree, if appropriate, the next actions with regard to a playground on the Wadhurst Field & Hall field at Washwell Lane

*Cllr Griffin advised that he has discussed the playground and he is getting a quote for the fencing around the playground. Cllr Griffin advised that he has applied for Lawful Development Certificate to see if planning permission is required (which is not likely).*

8. Items for noting

8.1 To note spend to date against budget

*Noted. The Clerk advised that she has requested that the Finance & Resources Committee move the grass cutting budget for the recreation ground into the budget line for the recreation ground and that funding was moved from earmarked reserves for the Covid19 costs.*

8.2 To note the report following the Health & Safety inspection

*Noted. Members asked for their thanks to be recorded to Bob Penny, Caretaker, for the excellent condition of the recreation ground and pavilion.*

8.3 To note the guidance regarding Covid19 from the Football Association and Lawn Tennis Association

*Noted.*

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

*None.*

7.4 To discuss and agree, if appropriate, the next actions with regard to the tennis club rental agreement

***Members agreed not to offer any refund for the lock down period.***

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THE MINUTES OF A MEETING OF THE COMMUNITY COMMITTEE OF WADHURST PARISH COUNCIL  
HELD AT SPARROWS GREEN RECREATION GROUND PAVILION, WADHURST THURSDAY FEBRUARY  
27<sup>th</sup> 2020 AT 19:50

Present: Cllrs Griffin, Morris (Chair) and Peaford.

Also present: 4 members of the public

1. To receive apologies and reasons for absence: **Cllr Maggs and Cllr 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 Morris declared a personal interest in item 6.3**

3. Public Forum – time limit 15 minutes: **Cllr Morris noted that members of the public were in attendance for item 6.3: To discuss and agree, if appropriate, next actions with regard to Wadhurst Culture. Cllr Morris asked members if they would be willing to take this item next and open it to discussion with the public: members agreed. Cllr Morris asked if Cllr Peaford would take the chair in view of his declared personal interest: Cllr Peaford kindly agreed. Cllr Morris briefly summarized his paper, congratulated Wadhurst Culture on their outstanding record of achievement and members extended a warm welcome to representatives from Wadhurst Culture including their Chair. The Committee noted the benefits which have accrued to Wadhurst as a result of its investment in Wadhurst Culture and noted Wadhurst Culture's concern at inaccurate references to them being 'a private club'. Action – Cllr Morris to request the clerk to refer the paper to Full Council for discussion and noting at the April meeting.**

4. To approve the minutes of the meeting held on 5th December 2019 as a true record: **with 'Thursday' amended to 'Thursday' and 'Cllr Griffen' amended to 'Cllr Griffin', members agreed to approve the minutes of 5 December 2019 as a true record.**

5. To determine matters arising from the previous minutes for updating and noting:

6.1 **To discuss and agree, if appropriate, next actions with regard to support for the Churchyard garden project**  
*The Clerk advised that the Members do not own the allotments by the churchyard. Members agreed to find out who owns the land. (Action: Cllr Tincombe): noted that Cllr Tincombe was presently self-isolating: Cllr Morris to ask the clerk to follow up when possible.*

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

6.1 To discuss and agree, if appropriate, next actions with regard to the Jardin d'Aubers and war memorial fence: **(i) re the proposed notice board, Cllr Morris reported on his informal discussion with a planner, who had expressed concern about potential safety issues. Members confirmed that they wished to investigate alternative designs – Action Cllr Morris. (ii) Re the war memorial fence, update received from the clerk that she had spoken to Graham Thorpe and asked him to get an alternative quote which will be for soft wood. The fence contractors are currently overloaded with work due to storms. Members noted their thanks to the clerk especially in the absence of an RFO, but also asked for clarification if the locum RFO could confirm that Financial Regulations were being observed and whether three contractors should be approached – Action Clerk/RFO.**

**(iii) damage to notice board: noted – Action Cllr Morris**

6.2 To discuss and agree, if appropriate, next actions with regard to a request for a memorial bench: **a request had been sent to the clerk from a member of the public offering to provide a bench at the Jardin, stating a preference for it to be situated near the War Memorial. While supporting the request in principle, members agreed it would be for full Council to agree a location in the War Memorial garden – Action: Cllr Morris to refer to the clerk.**

6.3 To discuss and agree, if appropriate, next actions with regard to Wadhurst Culture: **see above.**

7. Items for discussion

7.1 Age UK - current and future community support requirements: **Cllr Peaford reported on the Age Concern bus visiting outside the Commem Hall. Many residents having been helped. Age UK have lost funding for services to the Red Cross, whose plans as yet unknown. Cllr Peaford asked for support for a proposal to fund Age Concern for 2 volunteers, one with 27 years trading standards experience, and the other with 30 years benefits advice. She would seek partnership with other local Parish Councils. Cllr**

*Griffin supported the idea of a joint proposal in principle, but advised caution that full Council would want reassurance that ongoing numbers would justify the expenditure. Action: Cllr Peaford to update the document with suggested information and for AgeUK to complete a grant request. Cllr Peaford will approach Ticehurst and Frant Councils to sound them out .*

*7.2 Feedback from Community Network Meeting: Cllr Peaford had organised a meeting on 21/2, aiming to meet quarterly. The forum could act as a group, seek to set up a charity or a CIC. The Network's objectives being to bring to Wadhurst expertise from agencies such as the dementia alliance, Brighton University Hospital - Care for carers, and to encourage and support residents to travel to get such services. Also the Patient Participation Group. Invites are to be extended to other villages'a joint forum' is to look at extending to other local villages.*

*7.3 Dementia Week and Community Involvement: Cllr Peaford reported on the Wealden Dementia Alliance group which is part of a national initiative. A 'Mens Shed' project similar to one set up in Groombridge, is an initiative that requires a champion. Cllr Peaford suggested Cllr Griffin may be interested. The week 11-17 May will see events to raise awareness of dementia, including Bake off by Carillon Cottage, a VE singsong session Wadhurst Manor and the Cinema Club hosting a 'Calamity Jane' event. The Church and other businesses will also taking part. Cllr Peaford suggested, that WPC may wish to take part in the initiative.*

8. Items for report.

- 8.1 To note spend to date: noted
- 8.2 To note Community Committee Responsibilities: noted

9. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda: none

**Agenda item 9.7 Small grant policy: to review and adopt the new wording of the policy – Cllr Gadd**

## Wadhurst Parish Council Small Grant Policy

Wadhurst Parish Council welcomes and values the work of local voluntary groups and organisations. The council has a policy for making grants to groups and organisations which contribute to the welfare of the parish community by improving or supporting local activities or parish facilities.

Applicants must be able to demonstrate a clear need for financial support. **They must be able to demonstrate that there are no other grants/funds available (eg. potential subscription income is insufficient to cover costs of project/ event , there is no ability to use funds from previous events undertaken etc)**

**Projects that have been supported recently include (give up to date examples from past year or so.**

1. Small grants are intending to support one-off activity or expenditure, such as a festival or event, or equipment which will help the organisation in its work.

Though the Parish Council does give regular annual support to some organisations (e.g. the Hall and Field, **Wadhurst Culture**, Churchyard maintenance), the small grants fund is not able to give funding to continuing activity or general appeals. Grants will not normally exceed 50% of the cost of the project or activity.

2. Grant applications are considered **four times a year** at meetings of the **Community Committee Full Council** and should be submitted at least two weeks before the meeting date. Please check the website or contact the Clerk (details below) for the dates of the meetings.

3. Applicants must complete a grant application form and return it, together with the required financial information, to Wadhurst Parish Council, providing **full** details of the project/activity and the number of Wadhurst residents expected to benefit.

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le For events: For Equipment / Renovations:

Time/Date/Place Start and completion dates

Full Itinerary of event Quotes

Full costings in relation to itinerary Project plans

Potential earnings from event Project schedule

No. of Wadhurst residents to benefit No. of Wadhurst residents to benefit

4. Unless there is some clear community benefit, Wadhurst Parish Council will not normally support commercial organisations, major charities, individuals, political or religious activities or purposes, or bodies considered to be provided for by other government authorities

5. Grants cannot be made retrospectively.

6. As a condition of receiving a grant, organisations will be required to acknowledge the parish council's support in publicity material, and to give the Parish Council a report on how the grant has been spent within a year of the grant being received. Any unspent money must be returned to the Parish

## Agenda item 9.8 Local Government consultation on Standards Matter

<https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey>

## Agenda item 9.9 Reopening of the Household Waste Recycling Centre – Cllr C Moore

<b>Name of Paper:</b>	<i>Reopening of the Household Waste Recycling Centre</i>	<b>Cost estimate:</b>	<i>Clerks time only</i>	<b>Over £5,000 must obtain 3 estimates or (over £25,000) invite tenders – see Financial Regulations</b>
<b>Councillor:</b>	<i>Cllr Claire Moore</i>	<b>Is cost included in the budget:</b>	<i>Yes</i>	<b>Over £5,000 single item must be approved by full council</b>
<b>Meeting:</b>	<i>Full Council</i>	<b>If not budgeted, propose where budget should come from:</b>	<i>N/A</i>	<b>Must be approved by full council if not budgeted</b>
<b>Committee Approval Details:</b>	<i>N/A –full council</i>	<b>Quotations received from:</b>	<i>N/A</i>	<b>Over £1,000 make reasonable efforts to obtain 3 quotes – see Financial Regulations</b>

**Proposal to be voted on:**

1. WPC to write to Nus Ghani for her support to Reopen the Household Waste Recycling Centre.

**2.** Acting clerk to follow up application to register the Household Waste Recycling Centre as an asset of community value

**Brief description:**

Forest Row Household Waste Recycling Centre was closed at the same time as Wadhurst Household Waste Recycling Centre. The Wadhurst community has the same issues with fly-tipping as Forest Row and Wadhurst residents have to travel further than Forest Row residents in order to get to their nearest recycling Centre. Feedback from the Neighbourhood Plan Household survey, showed an overwhelming majority of respondents (89% -see below)) wanted a refuse tip even if it required community funding and a large number of respondents mentioned reinstatement of the recycling facilities in their general comments.

Unique Value Proposition:	Single clear compelling message as to why WPC should do this	Timing:	When will the proposal be executed / any deadlines
Estimated number of people the proposal affects:	Number of Parishioners or indication of section of the Parish who will benefit	Is this a statutory requirement and if so, give details:	Yes /No . If yes, please give details – e.g. GDPR, Employment Law,
Risks:	Risks of doing the project	Communication needs:	What needs to be communicated publicly and where

**Background information:**

The recent Newsletter from our MP, Nus Ghani contained the following

 Forest Row Recycling Project. 

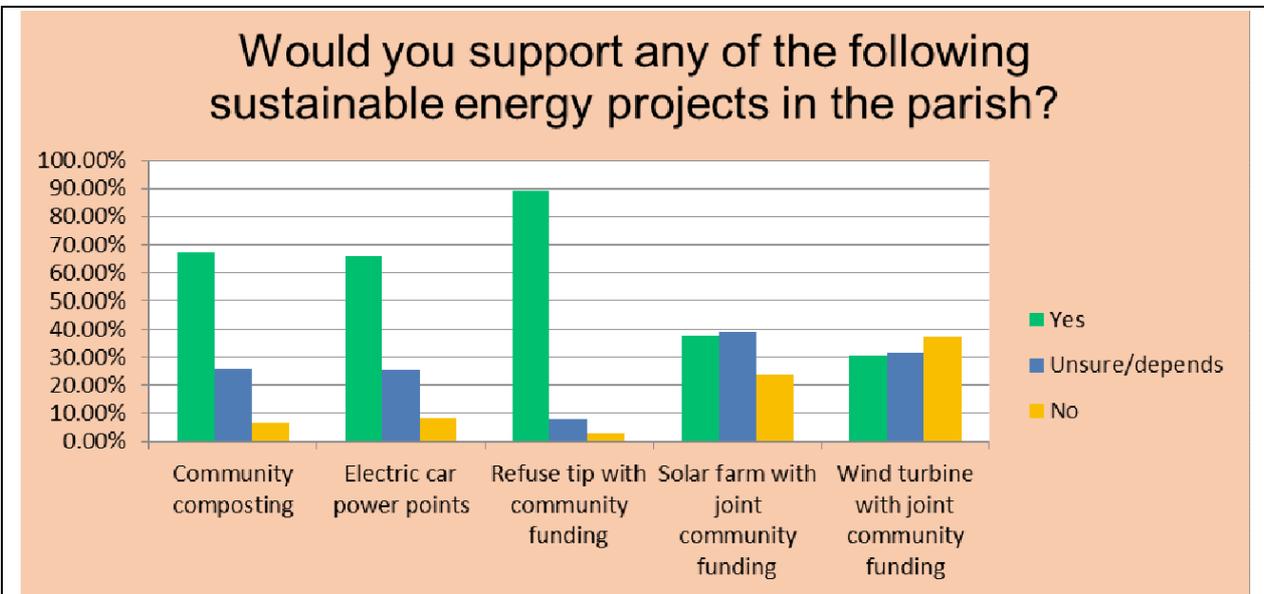
I will be holding a meeting with the leader of the East Sussex County Council this week to discuss the reopening of Household Waste Recycling Centre in Forest Row. The Council has closed the site in 2018 and as a result, fly-tipping has increased in the area. I am determined to help the community to get the service reinstated and enhance the re-use and recycling capacity of the village.

Extracts from the Neighbourhood Plan Survey ([https://da148f68-1635-4aad-b913-ef4199e88027.filesusr.com/ugd/e48f11\\_280ee0b2049748c8adac0d737b33ec7a.pdf](https://da148f68-1635-4aad-b913-ef4199e88027.filesusr.com/ugd/e48f11_280ee0b2049748c8adac0d737b33ec7a.pdf))

In response to sustainable energy projects in the parish,

89% (823) would support refuse tip with community funding, 8% (71) are unsure whilst 3% (27) would not

67% (581) would support community composting, 26% (227) are unsure whilst 7% (58) would not



**37. Is there anything else you would like to suggest?**

298 open-ended responses were received, please see [Appendix 17](#) for full details.

Comment Themes	Total
Congestion, Parking and Traffic	34
Housing and Development	27
Road repairs and safety	23
<b>Recycling Centre</b>	22
Support local economy	16
New Medical Centre	15
Go Green	15
Upgrade facilities & Infrastructure	11
Transport	9
Police presence/safety	7
High Street	7
Swimming pool	6
Safe crossing	5
Activities	4
Other	86

**Agenda item 10. Neighbourhood Plan Steering Group**  
**10.1 Update on progress of Neighbourhood Plan Steering Group**  
**10.2 Request for an increase in budget for Neighbourhood Plan**

**Progress of the Neighbourhood Plan as at 29/11/20:**

1. Despite the Covid pandemic and the associated restrictions of meeting up, the NP Steering Group have been

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regularly communicating and meeting via the Zoom video conferencing facility.

2. This has allowed us to progress 4 main deliverables:

- draft Policies
  - Local Green Spaces / Green Gaps / Protected Views proposed designations (one document)
  - draft Neighbourhood Plan (Reg 14 version)
- A slightly revised Wadhurst Vision has been agreed by the NP Steering Group as we did not feel the former Vision was strong enough to reflect the Focus Group findings. We would like formal WPC ratification of this Vision please :

'Wadhurst Parish will continue to be a collection of friendly and vibrant distinct communities. The Parish will retain its rural historic character and heritage. Justifiable, sensitive and sustainable development will be supported whilst robustly protecting the High Weald AONB. The Parish economy and its popular High Street will be revitalised by improvements to the roads, traffic control, parking and active support of businesses. Sustainable ways of improving travel and leisure activities, which promote wellbeing, will be sought wherever possible.'

3. We have been in discussions with our Airs consultants on each of these deliverables and WDC on Local Green Spaces etc and received their feedback and are now at the point of finalising these deliverables during 1st quarter 2021. At this point we would like to present these to all WPC members at a time of their choosing for final debate and ratification before moving to the Reg 14 Planning.

4. We are still awaiting the outcome of the new Government Planning Consultation / White Paper to understand the impact on NP and District Planning.

6. We note that a new SHELAA (Call for Sites) map has been produced for Wadhurst Parish. This shows significant additional greenfield development threats for Wadhurst Parish, especially when WDC do not have a 5 year housing land supply.

7. We also note the WDC Direction of Travel communication regarding the future new WDC Local Plan. Section 14 : Options 1 - 3 for new housing development is particularly concerning as it mentions 'will require substantial development on AONB' for each option.

Thank you

David Connoley

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<b>Name of Paper:</b>	<i>Neighbourhood Plan (NP) funding</i>	<b>Cost estimate:</b>	<i>£2,000 for AIRS</i>	<b>Over £5,000 must obtain 3 estimates or (over £25,000) invite tenders – see Financial Regulations</b>
<b>Councillor:</b>	<i>Cllr Claire Moore</i>	<b>Is cost included in the budget:</b>	<i>No</i>	<b>Over £5,000 single item must be approved by full council</b>
<b>Meeting:</b>	<i>Full Council 3.12.2020</i>	<b>If not budgeted, propose where budget should come from:</b>	<i>Reserves</i>	<b>Must be approved by full council if not budgeted</b>
<b>Committee Approval Details:</b>	<i>NP reports to full council</i>	<b>Quotations received from:</b>	<i>N/A – Airs are nominated suppliers for NP</i>	<b>Over £1,000 make reasonable efforts to obtain 3 quotes – see Financial Regulations</b>

**Proposal to be voted on:**

- To allow an additional 5 days contingency for AIRS support to the NP*

**Brief description:**

*To facilitate and enable completion of the Neighbourhood Plan process*

<b>Unique Value Proposition:</b>	<i>To facilitate and enable the NP</i>	<b>Timing:</b>	<i>January onwards</i>
<b>Estimated number of people the proposal affects:</b>	<i>All parishioners</i>	<b>Is this a statutory requirement and if so, give details:</b>	<i>No</i>
<b>Risks:</b>	<i>Inability to complete the NP without technical planning support</i>	<b>Communication needs:</b>	<i>Communication back to NPSG by WPC representatives</i>
<b>Background information:</b>			

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The approved budget for AIRS was based on getting to regulation 14. This contingency is to allow for any overrun and to get to Reg 16, with interaction with WDC / Inspector etc.  
The NP planning consultant currently has a further 4 days left of her existing commitment for Wadhurst. This is estimated to take us up to having a Reg 14 draft Plan prepared for resident/public dissemination.

## Agenda item 11.1

### Petition to make The Old Vine Public House an Asset of Community Value

At a recent meeting of Wadhurst Parish Council it was agreed that we would petition local residents to see if you would support making this public house an Asset of Community Value (ACV). This means that if the building was ever going to be sold to someone who wasn't going to run it as a pub, the Parish Council would be notified, and would have six months to raise the funds to buy it on the open market.

Too many pubs have been turned into housing and Wadhurst Parish Council are determined to do all we can to prevent losing any more.

Please note you must be on the electoral role (ER) in Wadhurst to participate

If we are successful in making this building an ACV we will be conducting further polls to see if residents would support a community buy out.

This has nothing to do with the present operators of this pub who are making a tremendous effort in very difficult times and deserve all our support.

Details of the legislation can be found on <https://www.legislation.gov.uk/ukdsi/2012/9780111525791/contents>

Name	Address	ER	Signature of Support
			

**Agenda item 12 – of note is the WDC Local Plan – Direction of Travel Consultation  
Publication of the Local Plan - Direction of Travel Consultation Document**

The Council is preparing a new local plan for Wealden District. The Local Plan will provide policies to shape our places, plan and manage growth in the district and guide development over a 15-20 year period. The Local Plan will ultimately be the key planning document against which we assess and make decisions on planning applications.

This Direction of Travel consultation is the first stage in our engagement process and (in accordance with Regulation 18 of the Town and Country Planning (Local Development) (England) Regulations 2012) we are inviting residents, businesses and stakeholders to take part in the consultation. Within the consultation document we have identified a number of key planning themes that we know we will need to address in our local plan. These themes include climate change, infrastructure, housing, the economy and employment, town centres, tourism, the natural environment, landscape, heritage and cultural assets, design and health and wellbeing. Under each of these themes we have identified what we think are the key challenges, opportunities and critical planning issues for our district, and how these could be included in a new local plan. We also set out some broad growth options for consideration as well.

We are very keen to hear your views at this early consultation stage so that we can understand what is important to our communities including residents, businesses, voluntary organisations, Town and Parish Councils, as well as our partner organisations and stakeholders. Throughout our consultation document we ask a series of questions as well as provide an opportunity for you to tell us what you think on each planning theme. All of the responses we receive will be considered and we will use these along with national policy, legislation and guidance to help shape our Local Plan.

The consultation will be open for an eight week period between 09.00am on Monday 23<sup>rd</sup> November 2020 and midnight on Monday 18<sup>th</sup> January 2021.

**Where can I find out more?**

All of the documents relating to the consultation can be found on the Council's website at <https://www.wealden.gov.uk/planning-and-building-control/planning-policy/wealden-local-plan-direction-of-travel-consultation/>.

**How to make your comments**

You can comment on the documents online using our consultation system, which can be found on the Council's website at [www.wealden.gov.uk](http://www.wealden.gov.uk), or by using the web address <https://consult.wealden.gov.uk/kse>. If you are unable to access our consultation portal then you can email us at [planningpolicy@wealden.gov.uk](mailto:planningpolicy@wealden.gov.uk) or write to us at Planning Policy, Wealden District Council, Vicarage Lane, Hailsham, BN27 2AX. Please ensure that you clearly identify which consultation question(s) you are answering. Before submitting your comments we would encourage you to read our 'Guidance Notes for Respondents'.

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Sender	Description	Hyper link (if available)
WDALC	Draft minutes of WDALC meeting of 14 <sup>th</sup> October 2020	
ESCC	East Sussex Local Cycling and Walking Infrastructure plan – public consultation ( <i>sent to full council and asked for responses to go to Cllrs Griffin and Crawford for them to compile a response</i> )	<a href="https://consultation.eastsussex.gov.uk/economy-transport-environment/escclcwip-2020/">https://consultation.eastsussex.gov.uk/economy-transport-environment/escclcwip-2020/</a>
WDC	Changes to waste and recycling calendar for Christmas period ( <i>sent to full council and added to website</i> )	<a href="https://wadhurst-pc.gov.uk/wp-content/uploads/2020/11/xmas-collections-1-4-page-ad-132x170-14-10-20-press-1.jpg">https://wadhurst-pc.gov.uk/wp-content/uploads/2020/11/xmas-collections-1-4-page-ad-132x170-14-10-20-press-1.jpg</a>
ESCC	Transport South East – future of transport in the region ( <i>sent to Highways Committee</i> )	No hyper link
SSALC	Government ethical standards consultation	<a href="https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey">https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey</a>
WDC	Agenda for WDC full council meeting 25 <sup>th</sup> November 2020	<a href="https://council.wealden.gov.uk/ieListDocuments.aspx?MIId=4657&amp;x=1">https://council.wealden.gov.uk/ieListDocuments.aspx?MIId=4657&amp;x=1</a>
Health Watch East Sussex	Amplifying the voices of Relatives with loved ones in Care Homes across Sussex ( <i>emailed to full council</i> )	<a href="https://healthwatcheastsussex.co.uk/stayingconnected/">https://healthwatcheastsussex.co.uk/stayingconnected/</a>

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ESCC	Rural Verges as Wildlife Corridors – A Reduction in Rural Grass Cutting Trial <i>(emailed to Highways Transport Lighting Committee and added to their committee agenda)</i>	No hyperlink.
WDC	Agenda for Over and Scrutiny Committee meeting (16 <sup>th</sup> November)	<a href="https://council.wealden.gov.uk/ieListDocuments.aspx?MIId=4669&amp;x=1">https://council.wealden.gov.uk/ieListDocuments.aspx?MIId=4669&amp;x=1</a>
Health Watch East Sussex	Ask Us, Tell Us campaign <i>(emailed to all parish councillors)</i>	<a href="http://www.healthwatcheastsussex.co.uk/askustellus">www.healthwatcheastsussex.co.uk/askustellus</a>
Nus Ghani	News from Nus Ghani (emailed to all parish councillors)	No hyperlink
WDC	Local Plan – Direction of Travel <i>(emailed to Cllr Gadd and Cllr Murphy to see if it should be full council or planning committee)</i>	<a href="https://council.wealden.gov.uk/documents/s68909/Appendix%20-%20Wealden%20Local%20Plan%20-%20Direction%20of%20Travel%20consultation.pdf">https://council.wealden.gov.uk/documents/s68909/Appendix%20-%20Wealden%20Local%20Plan%20-%20Direction%20of%20Travel%20consultation.pdf</a>
WDC	Community Hub Update (emailed to parish council)	No hyperlink
WDC	Local Plan – Direction of Travel Consultation	<a href="https://www.wealden.gov.uk/planning-and-building-control/planning-policy/wealden-local-plan-direction-of-travel-consultation/">https://www.wealden.gov.uk/planning-and-building-control/planning-policy/wealden-local-plan-direction-of-travel-consultation/</a> .
WDC	Minutes of the Local Plan Sub Committee held 17/11/2020	<a href="https://council.wealden.gov.uk/documents/g5055/Printed%20minutes%2017th-Nov-2020%2014.00%20Local%20Plan%20Sub-Committee.pdf?T=1">https://council.wealden.gov.uk/documents/g5055/Printed%20minutes%2017th-Nov-2020%2014.00%20Local%20Plan%20Sub-Committee.pdf?T=1</a>

## WADHURST PARISH COUNCIL

WDC	Minutes of Overview and Scrutiny Committee meeting held 16/11/2020	<a href="#">Agenda for Overview and Scrutiny Committee on Monday, 16th November, 2020, 10.00 a.m. - Councillors Committees - Wealden District Council</a>
WDC	Minutes of Audit and Finance Committee held 10/11/2020	<a href="#">Agenda for Audit, Finance and Governance Committee on Tuesday, 10th November, 2020, 10.00 a.m. - Councillors Committees - Wealden District Council</a>
South Eastern Railways	On track newsletter (emailed to full council)	n/a
WDC	Minutes of WDC Planning Committee North	<a href="#">Agenda for Planning Committee North on Thursday, 12th November, 2020, 10.30 a.m. - Councillors Committees - Wealden District Council</a>