

WADHURST PARISH COUNCIL

THE MINUTES OF WADHURST PARISH COUNCIL FULL COUNCIL MEETING HELD AT THE PAVILION, SPARROWS GREEN, WADHURST ON THURSDAY 3rd MARCH 2022 AT 1930 HOURS.

Present: Cllrs Gadd (Chair), Cllr Smith, Cllr C Moore, Cllr P Moore, Cllr Shairp, Cllr Griffin, Cllr Bullock, Cllr Crawford, Cllr Murphy and Cllr Morris

Also, in attendance: Clerks; Claudine Feltham (CF), Kelly Nash (KN), ESCC Cllr Standley & WDC Cllr Howell. There were two members of the public present (one from the start of the meeting, and one joined slightly later).

1. To receive apologies and reasons for absence.
Apologies were received and accepted from Cllrs Edwards, Cllr Tincombe, Cllr Anderson and Cllr Maggs. Retrospective apologies were received from Cllr Niell. PCSO Andrew Ratcliffe had also hoped to attend, but sent apologies due to operational commitments. Cllr Gadd advised members that she would need to leave the meeting between 2000-2030 and Cllr Smith would take over as Chair during that period.
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 a personal interest in agenda item 10.9 as a Trustee of WIHF CIO. The Clerk advised members that she had received the Register of Interest form from newly co-opted Cllr Shairp.
3. Public Forum – time limit 15 minutes.
*A member of public introduced himself as a recently new resident of the parish, he hopes to come to parish council meetings regularly and become involved with the community. He raised his serious concerns over the poor condition of Western Road, and the potential impact the new housing development at Old Station Road would have on this. Cllr P Moore advised that any concerned residents should report the issues on East Sussex Highways website. **Action:** KN to report the issues to ESH Steward and Customer Service Manager.*
4. County Councillor and District Councillor reports.
The County and District reports had been circulated to members prior to the meeting. Cllr Standley advised that the 20mph project is making progress and there will be plans for a meeting with the parish council and ESCC soon. Cllr P Moore raised his concerns about Blacksmiths Lane – it is a single track and currently 60mph limit, but needs to be restricted to 30 mph. No further questions were raised on the county report.

Cllr Griffin commented that when reading the district report he was concerned that he had missed something about the visit to Bewl Water. Cllr Howell confirmed that a meeting had taken place – and it had been a lively meeting. WDC Cllr Howell and Cllr Standley spoke against the development. It had been reported that they had deliberately misled the committee, which was entirely untrue. A further meeting is being scheduled.
5. 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.
Cllr Gadd request that agenda item 10.19 (employee matters) was taken as confidential, and this was approved.
6. To approve the minutes of the parish council meeting held on 3rd February 2022 as a true record.
Resolved: *The minutes of the parish council meeting held on 3rd February 2022 were approved as a true record. This was proposed by Cllr P Moore, seconded by Cllr Gadd and reached majority approval.*
7. To determine matters arising from the meeting on 3rd February 2022 for updating and noting.
None

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8. Chair's Announcements

None

9. Finance items for decision and allocation of resources

9.1 To agree the payment list (cheques/BACS and Direct Debits) for March 2022.

Resolved: *Cllr Gadd proposed for the payments to be made, this was seconded by Cllr Smith and reached unanimous approval.*

9.2 To note the bank accounts reconciliations for January 2022.

9.3 To note the following RBS reports: Income and Expenditure, Ear Marked Reserves, Cash and Investment Reconciliation, Trial balance for January 2022.

Agenda items 9.2 and 93 were noted together. This was proposed by Cllr Gadd, seconded by Cllr Smith and reached unanimous approval.

9.4 Grant application from Wadhurst Warriors – Cllr Gadd

Cllr Murphy raised concerns over this grant application. The parish council policy states that any unspent funds have to be returned to the parish council, but the Warriors also say that they give funds to charities. The policy also says that the parish council should be mentioned in publicity material, but does not recall seeing publicity. After the fireworks event the Wadhurst Warriors thanked various parties, but not the parish council.

Cllr P Moore advised that the banner for the fireworks event did say 'proudly supported by Wadhurst Parish Council'.

Cllr Murphy commented that she was not objecting to the grant, but was just raising her concerns over the lack of consistency with the parish council policy. The parish council noted Cllr Murphy's request that the grant requirements should be enforced, notably the requirement to report back on how the grant funds have been spent Cllr C Moore proposed that this grant application was considered after members considered the agenda item for Queens Jubilee – this was seconded by Cllr Griffin and reached a majority approval.

10. Items for decision and allocation of resources if necessary

10.1 To adopt the minutes of the Planning Committee meeting held 22nd January 2022.

Resolved: *the minutes of the Planning Committee meeting held 22nd January 2022 were adopted. This was proposed by Cllr P Moore, seconded by Cllr Murphy and reached a majority approval.*

10.2 To adopt the minutes of the Planning Committee meeting held 29th January 2022.

Resolved: *the minutes of the Planning Committee meeting held 29th January 2022 were adopted, as proposed by Cllr Murphy, seconded by Cllr Smith and reached a majority approval.*

10.3 To adopt the minutes of the Highways Lighting Transport committee held 4th November 2021

Resolved: *the minutes of the Highways Lighting Transport committee held 4th November 2021 were adopted as proposed by Cllr P Moore, seconded by Cllr Griffin and reached majority approval.*

At 1958 hours WDC Howell and ESCC Cllr Standley left the meeting.

10.4 To elect Cllr Shairp to parish council committees

Resolved: *Cllr Gadd proposed for Cllr Shairp to be added to the Planning Committee, this was seconded by Cllr Murphy and reached unanimous approval.*

Resolved: *Cllr Murphy proposed for Cllr Shairp to be added to the Highways Lighting and Transport Committee, this was seconded by Cllr Gadd and reached unanimous approval. **Action:** Clerk (CF) to add to committees table and email distribution list.*

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10.5 Queens Platinum Jubilee – to consider events and proposals and costings put forward by Cllrs.

Cllr Gadd spoke of her proposal for a clock to commemorate the Queens Platinum Jubilee. There used to be a clock on the stone wall outside of The Institute and would suggest that the new clock goes in this location. (Designs suggested by Cllr H=Gadd had been included within the supporting papers).

*Initial conversations with WIHF suggest that they would be happy for this. **Action:** Cllr Gadd to ask for permission in writing from WIHF.*

*As this is in a conservation area then we may need planning permission. **Action:** Clerk (CF) to write to Jo Tucker at WDC.*

Cllr Gadd suggested that it would need to be a battery-operated clock with glass cover. Initial costs were £1500 + VAT + installation costs.

Cllr C Moore thought that this was a brilliant ideal, but preferred the skeleton design so that the brick wall would be visible beneath. Cllr P Moore added that given Wadhurst's history a cast iron clock would be a good idea.

Members were asked for a show of hands of who would be in favour of having a clock on the brick wall of The Institute building, and for Cllrs P Moore, Smith and Gadd to choose the design – this reached a majority approval, and two members abstained.

At 2008 Cllr Gadd had to leave the meeting and Cllr Smith took over as Chair.

Cllr P Moore gave a summary of events that the government had suggested for Queens Jubilee. Ideas being considered for Wadhurst included: flag poles and flags at two sites in the village (one in war memorial hall, and one other site). WDC planning have said we do not need planning permission but as this is within a conservation area maybe we should go through process still.

Cllr P Moore is speaking with the Royal British Legion about the possibility of having a flag pole at the War Memorial.

***Action:** once locations have been agreed, Cllr P Moore to provide details to the Clerk (CF) so that she can speak with WDC Planning.*

A beacon was also being considered; this is essential an iron fire basket on a 5-metre-high pole. This is meant to be a permanent marker of the Jubilee

The Clerk has contacted two local blacksmiths to see if they could create such a beacon.

*The location for a beacon is yet to be decided. **Action:** Clerk (CF) to chase both blacksmiths as had not yet heard back.*

The national initiative is that on Thursday 2nd June 2022 the beacon is lit at 2145 hours, with the possibility of a town crier and trumpeter and/or bagpipes.

Friday 3rd June – nothing planned

*Saturday 4th June: there are initial discussions about a road closure for a procession from the Primary School to Blacksmiths Lane. We would need to consider costs for signage and safety items. The Clerk (CF) added that the deadline for road closures was 11th March 2022. **Resolved:** Members agreed for Cllr P Moore to discuss with Wadhurst Primary School and provide the information to the Clerk (CF) so that a road closure application could be submitted by the deadline. This was proposed by Cllr P Moore, seconded by Cllr C Moore and reached unanimous approval.*

*Cllr Murphy commented that she felt the grant application from Wadhurst Warriors was too vague. **Resolved:** Following on from a lengthy discussion Cllr P Moore proposed that the Wadhurst Warriors were approved for up to £6,000 towards events costs, upon receipts of invoices, this was seconded by Cllr C Moore and reached a majority approval.*

10.6 Councillor papers queries/questions – Cllr Niell

As Cllr Niell was apologies for this meeting the Clerk gave an overview of the suggestion. When supporting papers are circulated or documents are shared within the council for ideas/projects, that if a member has any queries or questions about that item, then to contact the proposing Cllr about it in advance of the actual meeting to obtain any additional information required, in order to save time and lengthy discussions at council meetings. Members agreed that it was a good idea in principle.

10.7 To approve expenditure for additional surveys for Great Crested Newts (GCN) at Jardin d'Aubers by Kent Botany – Cllr Griffin.

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Cllr Griffin provided an overview of the ideal times to carry out the GCN surveys, and that the published Natural England survey guidance recommends up to four nocturnal survey visits. **Resolved:** Cllr Griffin proposed that as the last full survey was carried out in 2013 that Kent Botany be approved to carry out up to four surveys (as required) at a cost of £200 per day, this was seconded by Cllr Morris and reached unanimous approval.

10.8 Issue with sewage pump at the Pavilion – to consider the works suggested by Moody Sewage.

Further to the recent service carried out on the sewage facilities at Sparrows Green Recreation Ground, the engineer identified that one of the pumps is giving low continuity reading and is pulling high amps which could indicate that it could fail at any time. It is recommended for the pump to be lifted out so that they can read the data plate to quote for a new pump in anticipation.

Two engineers need to attend site to lift out the pump to identify the data plate to be able to quote for a new pump, the cost would be £440.00 for this.

A lengthy discussion took place on whether this was required and the Clerk explained that she had not been able to identify an alternative method for getting the correct plate details to ensure that the correct new pump could be sourced. Cllr Griffin suggested that an alternative in the longer term would be to connect to the main sewers in a different location. **Resolved:** Cllr P Moore proposed that members of the Amenities Committee should consider if they could identify an alternative method, and if not, then to go ahead with the quote from Moody Sewage. This was seconded by Cllr Murphy and reached unanimous approval.

- 2033 hours Cllr Gadd returned to the meeting.
- Cllr Smith continued as Chair as Cllr Gadd had declared interest in the following item.

10.9 To consider tenders for the maintenance contract for the public conveniences – Cllr Griffin

Tenders had been received from SR Services (Wadhurst) and WIHF CIO. Cllr Murphy enquired if we had received any feedback during the past year and the Clerk was able to advise that there had been a number of positive emails/calls about the toilets. **Resolved:** Cllr Griffin proposed for the contract (until November 2022) to be awarded to WIHF CIO, this was seconded by Cllr Murphy and reached a majority approval. **Action:** Clerk to contact both tender applicants.

- Cllr Gadd resumed as Chair of the meeting.

10.10 Tender for Jardin d'Aubers maintenance (2022-2023) – update from Cllr Griffin.

Cllr Griffin advised that the current contractor has not been on site for quite some time. The Clerk advised that no invoices had been received for a while too.

So far there had been little interest in the tender process but the Clerk had advertised via her own personal Facebook account and from this had sent the tender document to approx. 10 companies. The deadline for tender applications would be extended to 14th March 2022. Cllr P Moore added that all contractors were incredibly busy. **Action:** All Cllrs to make suggestions to the Clerk for any possible contractors.

Cllr Griffin added that the current contractor started his work last year in good faith, however, his work was stopped because of actions taken as all members are aware.

10.11 Planting at Jardin – update from Cllr Griffin

Cllr Griffin asked our current contractor if he would be able to prepare some areas for planting, but he was unable to fit this work in for some weeks. Clerk advised that she may know another contractor who could carry out the manual work under instruction. **Action:** Clerk to pass details to Cllr Griffin.

10.12 To consider the three quotes for the required tree works at Jardin d'Aubers and to approve a contractor (note: awaiting result from WDC Tree works application)

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Cllr Griffin advised members that the Tree Officer from WDC was due to visit Jardin d'Aubers next week and we should know the result of the tree works application by 14th March.

Resolved: *Cllr P Moore proposed that we budget up to £8,000 per site, and for the decision for appointing the contractor be delegated to Cllr Crawford and Cllr Griffin whilst considering the best value for money. This was seconded by Cllr Gadd and reached unanimous approval.*

10.13 To consider the three quotes for the required tree works at Sparrows Green and to approve a contractor.

Resolved: *Cllr P Moore proposed that we budget up to £8,000 per site, and for the decision for appointing the contractor be delegated to Cllr Crawford and Cllr Griffin whilst considering the best value for money. This was seconded by Cllr Gadd and reached unanimous approval.*

10.14 Afghanistan refugees project – Cllr Morris

Cllr Morris advised that the Ukraine situation has naturally overtaken events. So, the Afghanistan project is being put on hold for the time being, but with the hope to come back to this in the future.

10.15 Climate change – Cllr Morris

Cllr Morris referred to an email he had received from David Connoley of the NPSG re climate change. Cllr Morris suggested that a dedicated team to consider further climate change was arranged; to get a group of people together with an interest in this subject to look at these issues, and then come back to the parish council with proposals.

Cllr C Moore advised that there was also within the NP covering climate change, and was concerned that to set up a group now would create an overlap, and felt it would be better to wait a while. Cllr Murphy couldn't see why it should wait.

Cllr C Moore proposed that the formation of a group should wait until the Neighbourhood Plan was finalised and then re consider it, this was seconded by Cllr Smith.

Cllr Morris proposed that the formation of a group should go ahead now, this was seconded by Cllr Murphy.

Resolved: following a vote on the two proposals, the proposal put forward by Cllr C Moore won by majority.

Cllr C Moore added that ideas could still be gathered, and that the NP were always open to ideas.

Action: Cllr Morris to send the paper to Cllr Shairp.

10.16 Great British Spring Clean 2022

Members considered whether the parish council should be involved in this initiative.

Resolved: *Cllr C Moore proposed that the parish council promote the event but not to be involved in the organisation due to current work loads and commitments, this was seconded by Cllr Gadd and reached majority approval.*

10.17 Proposal to join with the Wealden Central East cluster group in expressing concern regarding the level of housing development that is being demanded by the Ministry from our local planning authority – Cllr Murphy

Resolved: *Cllr Murphy proposed that Wadhurst Parish Council join this group, this was seconded by Cllr Gadd and reached majority approval. Action: Clerk (KN) to advise the organisers.*

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10.18 Policy for Wadhurst Planning Protocol – Cllr. Claire Moore

*Planning committee had become concerned about approaches by developers wanting to explain their proposals prior to submitting formal planning applications, and they wished to have something formal in place on how we deal with those requests. **Resolved:** the planning protocol was proposed by Cllr C Moore, seconded by Cllr Gadd and reached unanimous approval. **Action:** Clerk (KN) to add protocol to the parish council website.*

10.19 Employee matters

This item was dealt with as private and confidential.

10.20 To arrange dates with Chairs of Committees for working parties.

*Cllr Murphy asked why this was required. Cllr Gadd explained that there were currently a lot of ongoing projects and at times it would assist the Clerks if there were project meetings to help deal with actions to get the projects 'over the finishing line'. **Resolved:** Cllr Gadd proposed that such working parties meet on the 3rd Thursday of the month, as and when required, this was seconded by Cllr Crawford and reached majority approval.*

11. Neighbourhood Plan Steering Group

11.1 Neighbourhood plan verbal update – Cllr C Moore/Cllr Smith

Cllr C Moore advised that the NP were processing the requested changes (from the NP EGM) and would be submitting the documents to WDC next week.

Cllr Bullock asked that when the response on the NP comes from WDC that it comes to the parish council before going to NPSG? Cllr C Moore disagreed with this process request. A lengthy discussion took place over the process.

Cllr Bullock proposed that the response from WDC comes to the parish council, to be added as an agenda item for consideration and then recommendations to NPSG. This was seconded by Cllr Murphy. 3 members voted in favour of this, 5 members voted against this and 2 members abstained from the vote. Motion not carried.

Cllr Murphy enquired about what stage the NP was at officially as the Terms of Reference suggested this was until the submission of the final version of the plan.

Cllr P Moore advised that WDC wished to work collaboratively with the NPSG and there maybe items they suggest, like different maps, heading etc.

Cllr C Moore confirmed the documents would be submitted to WDC via the Clerk.

12. Items for noting

12.1 To note that the Clerk has received the Register of Interest form and Acceptance of Office form from Cllr Shairp. *Noted.*

13. Correspondence list.

The correspondence list had been circulated to all members with the supporting papers – no questions were raised.

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

- 2140 hours Cllr Bullock left the meeting

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Meeting closed at 2143 hours.

Appendix A; payment lists for March 2022

WADHURST PARISH COUNCIL PAYMENT LIST – March 2022 V2

METHOD	PAYEE	DESCRIPTION	AMOUNT	VAT NUMBER
BACS	PUBLIC WORKS LOAN BOARD	REPAYMENT OF BALANCE OF LOAN	£6014.66	N/A
BACS	WADHURST WARRIORS	GRANT FOR £2000 FOR CHRISTMAS DECORATIONS	£2000	N/A
CHQ	HMRC LAND REGISTRY	SEARCHES FEE FOR LAND BY JARDIN COMMENT: CHQ ALREADY PREPARED	£4	N/A
BACS	EAST SUSSEX HIGHWAYS	FEASABILITY STUDY FOR PRIMMERS, PELL, BLACKSMITH LN COMMENT: BACS ALREADY COMPLETED	£500 + £100 VA5	248057202
BACS	KENT BOTANY (MRS SMITH)	SURVEY OF JARDIN D'AUBERS POND COMMENT: BACS ALREADY COMPLETED	£419.80	N/A
BACS	S GADD	EXPENSES COMMENT: BACS ALREADY COMPLETED	£166.14	N/A
BACS	SECOM PLC	DORO LOCK SYSTEM FOR COMMUNITY TOILETS	£117.10+ VAT = £140.52	445838322
DIRECT DEBIT	BIFFA	WASTE COLLECTION	£72.91 INC VAT	VAT NUMBER ON RBS
BACS	AVICA UK LTD	TOILET SUPPLIES FOR COMMUNITY TOILET/WIHF	£94.55 INC VAT	VAT NUMBER ON RBS
BACS	SLCC	COMMUNITY ENGAGEMENT SEMINAR	£45 + £9 = £54	891752783
BACS	EUROPLANTS	MONTHLY MAINTENANCE	£53.10 + vat = £63.72	702683545
BACS	KELLY NASH	MILEAGE AND INK	£123.70	N/A
BACS	CLAUDINE FELTHAM	INKS, STAMPSM STATIONERY, LAND REGISTRY SEARCHES	£65.96	N/A
BACS	R PENNY	SALARY & HOA	£638.55 (AWAITING AMOUNT FROM PAYROLL OFFICER BEFORE MAKING PAYMENT)	N/A
BACS	CLAUDINE FELTHAM	SALARY & HOA	AWAITING AMOUNT FROM PAYROLL OFFICER	N/A

BACS	KELLY NASH	SALARY	AWAITING AMOUNT FROM PAYROLL OFFICER	N/A
BACS	M CRAWFORD	MEMBERS ALLOWANCE	£67.77	N/A
CHQ 100408	INLAND REVENUE	PAYROLL DEDUCTIONS JAN – MAR 2022	£3188.40 (AWAITING AMOUNT FROM PAYROLL OFFICER BEFORE MAKING PAYMENT)	N/A
BACS	NEST	EMPLOYEE/ER PENSION CONTRIBUTIONS	£303.01 (AWAITING AMOUNT FROM PAYROLL OFFICER BEFORE MAKING PAYMENT)	N/A
BACS	S GADD	CHAIRS ALLOWANCE	£231.36	N/A
BACS	M MOORE	MEMBERS ALLOWANCE	£84.77	N/A
BACS	C MORRIS	MEMBERS ALLOWANCE	£67.77	N/A
BACS	N MURPHY	MEMBERS ALLOWANCE	£51.17	N/A
BACS	P SMITH	MEMBERS ALLOWANCE	£84.77	N/A
BACS	S NIELL	MEMBERS ALLOWANCE	£84.77	N/A

ENDS _____