

# WADHURST PARISH COUNCIL

Minutes of the full council meeting held at The Pavilion, Sparrows Green Recreation Ground, South View Road, Wadhurst at 7.30pm on Thursday 7<sup>th</sup> September 2023.

Present: Cllr Smith (Chair), Cllr Anderson, Cllr Crawford, Cllr Edwards, Cllr Ramsden, Cllr Shairp

Also present: WDC Cllr Howell, ESCC Cllr Standley and 2 members of the public

## MINUTES

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

*Apologies were received from Cllr Gadd, Cllr C. Moore, Cllr P. Moore, Cllr Tincombe and WDC Cllr Glynn-Ives*

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

*None*

**3. Public Forum – time limit 15 minutes.**

*A representation of the group, Protect our Primmers Green (POP), spoke about the appeal they are currently opposing, but mentioned that the group has reached their financial limits in terms of obtaining legal advice. He requested that the parish council agree to allocate funds for legal and planning support to help the WPC planning committee write objections to planning applications and appeals.*

**4. County Councillor and District Councillor reports.**

*Cllr Standley's and Cllr Howell's reports were circulated*

**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.**

*Members approved for agenda item 10.17 St Georges Hall to be considered in closed session.*

**6. To approve the minutes of the parish council meeting held on 13<sup>th</sup> July 2023 as a true record.**

**Resolved:** *the minutes were approved as proposed by Cllr Crawford, seconded by Cllr Ramsden and reached majority approval.*

**7. To determine matters arising from the meeting on 13<sup>th</sup> July 2023 for updating and noting.**

*None*

**8. Chair's Announcements**

*None*

**9. Finance items for decision and allocation of resources**

**Members agreed for Items 9.1 to 9.8 to be considered together.**

9.1 To approve the updated July 2023 payment list

9.2 To approve the payment list for August 2023

9.3 To approve the payment list for September 2023

9.4 To approve the bank reconciliations for April 2023

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9.5 To approve the bank reconciliations for May 2023

9.6 To approve the bank reconciliations for June 2023

9.7 To approve the bank reconciliations for July 2023

9.8 To receive the RBS finance reports for transactions/activity between 1<sup>st</sup> April 2023 and 22<sup>nd</sup> July 2023.

**Resolved:** *all items were approved, as proposed by Cllr Crawford, seconded by Cllr Edwards and reached unanimous approval.*

9.9 Conclusion of audit for year ending 31.3.23 by PKF Littlejohn

9.9.1 To acknowledge the Notice of Conclusion of Audit was placed on the parish council website on 30<sup>th</sup> August 2023.

**Acknowledged**

9.9.2 To acknowledge that the certified Annual Governance and Accountability return (AGAR) Section 1, Section 2 and Section 3 were published on the parish council website on 30<sup>th</sup> August 2023.

**Acknowledged**

9.9.3 For members to acknowledge that there were no advisories or notices from PKF Littlejohn.

**Acknowledged**

9.10 To consider the grant application from Wadhurst Warriors for the 2023 fireworks display.

**Resolved:** *as proposed by Cllr Crawford, seconded by Cllr Anderson and reached majority approval (Cllr Edwards abstained) to award the Wadhurst Warriors a grant of £5000.*

9.11 To consider the grant application from 'Wadhurst Mums' for the Christmas grotto

**Resolved:** *The parish council is using an exception, which is covered under section 4 of the small grants policy, proposed by Cllr Ramsden, seconded by Cllr Crawford and reached unanimous approval for a grant of £880 to be awarded.*

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

10.1 To adopt the minutes of the Planning Committee meetings held on 8<sup>th</sup> July 2023, 22<sup>nd</sup> July 2023 and 5<sup>th</sup> August 2023.

**Resolved:** *as proposed by Cllr Edwards, seconded by Cllr Crawford and reached majority approval*

10.2 Request to access telegraph pole on the outside of the recreation ground at Sparrows Green by GigaClear – Clerk.

*Noted.*

**Action:** *Clerk to clarify the purpose of this request*

10.3 Pétanque – to decide upon the best location for the parish council to install a Pétanque pitch – Cllr Crawford

*Members discussed the question of where to site a pétanque pitch in the village and noted the preference from U3A that it be sited close to the Hall and Fields. Other options include the Recreation Ground at Sparrows Green (where there are two potential sites) and even the Jardin d'Aubers. However, the discussion raised as many questions as answers.*

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**Action:** *It was agreed to do more research for the next council meeting, regarding the required area to support the pitch and its drainage needs etc. It was agreed to assess the pros and cons of each location and to consult with relevant stakeholders.*

10.4 Public toilets main door – update and to consider the quote for painting of the door – Cllr Anderson

**Resolved:** *to go ahead with the painting of the door, costing £240 + VAT, as proposed by Cllr Anderson, seconded by Cllr Crawford and reached unanimous approval. Note that the quote this project is conditional on the project (item 10.6) also being approved.*

10.5 High Street flower planters - to approve the expenditure for replacement of the brackets and for the purchase of three new baskets and brackets for the new heritage lampposts – Cllr P Moore

**Resolved:** *as proposed by Cllr Ramsden, seconded by Cllr Anderson and reached unanimous approval, a budget of £750 + VAT was approved.*

10.6 Telephone kiosks – to consider and approve the updated quote for their refurbishment/painting

**Resolved:** *Three quotes have been received with the best being an updated quote of £6000 + VAT for both phone boxes. It was decided to proceed with the kiosk in Durgates first and then make a decision on the other kiosk, as proposed by Cllr Anderson, seconded by Cllr Ramsden and reached unanimous approval.*

10.7 Fire alarm system upgrade – for members to formally approve the expenditure of the necessary upgrade and to remain with our existing supplier – Clerk/RFO.

**Resolved:** *as proposed by Cllr Crawford, seconded by Cllr Edwards and reached unanimous approval.*

10.8 For members to note the CiLCA training schedule for the Clerk and approve the associated costs of the training and registration – Cllr C Moore

**Resolved:** *as proposed by Cllr Ramsden, seconded by Cllr Anderson and reached unanimous approval.*

10.9 South East Water incidents - to decide upon recommendations from the working party group including the creation of a communications channel – Cllr C Moore

**Resolved:** *agreed to approve and send out the 7 draft document that were prepared by Cllr C Moore, as proposed by Cllr Ramsden, seconded by Cllr Shairp and reached unanimous approval.*

**Resolved:** *agreed funding of £200 for leaflets, as proposed by Cllr Crawford, seconded by Cllr Anderson and reached unanimous approval.*

10.10 To approve the next steps and a budget to address the issue of obstructive parking on footways in the parish – Cllr Anderson/Cllr P Moore

*Members discussed the thorny question of parking on footways (especially in Cousley Wood Road) and how this adversely impacts on residents using mobility scooters and mothers with prams, who have to walk in the road. It was suggested that bollards be put back in to prevent parking on the footways.*

**Resolved:** *agreed funding of £100 for leaflets, as proposed by Cllr Anderson, seconded by Cllr Crawford and reached unanimous approval.*

10.11 To approve the installation and budget for a dog waste bin and appropriate signage at Snape Wood (to be installed by WDC and licence obtained from East Sussex Highways) – Cllr C Moore

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**Resolved:** as proposed by Cllr Shairp, seconded by Cllr Ramsden and reached unanimous approval, a budget of £1500 + VAT (which is understood to include insurance) and an annual maintenance contract for £300 + VAT was approved.

10.12 Woods Green – request for defibrillator in disused telephone kiosk

*The clerk had been contacted by a lady (who attended the meeting), who had previously purchased the unused red telephone kiosk at Woods Green (on the corner of Wyck Lane). She asked if the parish council would supply a defib and cabinet for that settlement of the village. The telephone kiosk has electricity and the owner is happy to prepare and paint the kiosk. She is also happy to carry out weekly checks of the defib and submit them online to CHT/Websnos.*

**Resolved:** The parish council agreed to purchase the defib and pay for its installation, and subsequently maintain ownership of the defib and the cabinet, as proposed by Cllr Edwards, seconded by Cllr Crawford and reached unanimous approval for a budget of up to £2500.

10.13 D-Day Anniversary plans (6<sup>th</sup> June 2024) – ideas update from the working party

**Update:** It was noted that the event would be on a Thursday

10.14 To receive the tree and woodland survey report from Aborweald and to decide upon actions and budget.

*The report has been read and digested. The next stage is to devise a woodland management action plan, to identify a list of priorities to get the wood ready for public use.*

**Action:** Cllr Anderson to go back to Aborweald to request a plan of action and to get quotes for the top priorities.

10.15 To approve the request from the Planning Committee for an increase in the Planning Committee budget – Cllr C Moore/ Cllr Shairp

**Resolved:** To agree to the request for the planning committee for additional budget of £10,000 for information and reports to support the planning committee's decisions and comments on planning applications and appeals (including but not limited to legal, environmental, sewage and land registry reports), as proposed by Cllr Shairp, seconded by Cllr Crawford and reached unanimous approval

10.16 Verbal update with regards to the initial conversation with our Solicitor re land at Tapsells Lane – Cllr C Moore/Clerk

**Deferred as Cllr C Moore and the Clerk were not present**

10.17 St Georges Hall – Cllr Gadd

*Taken in closed session*

10.18 Remembrance Sunday plans

**Update:** The road closure application form, H & S form and road traffic plan have been submitted by the Clerk to WDC.

10.19 Yellow disabled/hatch marking at Sparrows Green recreation ground car park – to consider the quotes received and decide upon a contractor – Caretaker

*Three quotes were received by the Caretaker. It was agreed that this item should be deferred to get more information on the specifications behind each of the three quotes.*

**Action:** Item was deferred to get a more detailed paper submitted for the next full council meeting

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10.20 To approve the service contract with CSG for the newly installed pumps and control panel at the Pavilion – Clerk

**Resolved:** as proposed by Cllr Anderson, seconded by Cllr Crawford and reached unanimous approval, accepted a contract costing up to £300 p.a. with immediate effect.

10.21 To address the parking issues in Mayfield Park – Cllr P Moore/Cllr Shairp  
Cllr Shairp presented Cllr P Moore's paper, regarding the parking problems in Mayfield Park.

**Resolved:** as proposed by Cllr Shairp, seconded by Cllr Edwards and reached unanimous approval, the parish council agreed to do the following, costing up to £500:

- Apply for Access Protection Marking from ESH (white lines painting across two entrances) up to £100
- Write to Sacred Heart School to request their support in resolving the parking issues
- Request ESH paint a yellow line on bend in the Road
- Restore the damaged verge (lengthsman to carry out the works using turf or seed as appropriate)
- Mark verges with temporary 'keep off the grass' signs
- Budget up to £400 for items 4 and 5. Budget items to come from HTL.

10.22 To address the issue of the building supplies deliveries for WD/2022/3360/F which is causing significant traffic issues in the High Street. This could be alleviated if the supplies were permitted to being delivered through the Greyhound Car Park – Cllr P Moore

*The WPC planning committee had raised concerns over this with WDC at application stage and WPC have raised concerns again but are unable to do anything more.*

10.23 Jardin d'Aubers lease from ESFR – to consider any decide upon any lease matters (if any further correspondence is received in time for this meeting)

**Defer:** to next meeting as no further correspondence received at the time.

10.24 Wadhurst Park planning application – to consider this application due to the Planning Committee not being quorate on 2<sup>nd</sup> September 2023 for this item (if received in time for the meeting).

*Update: No application received from WDC in time for this meeting*

## 11. Neighbourhood Plan Steering Group

*The NPSG has been in fruitless discussions with WDC over the choice of an examiner for the Wadhurst Neighbourhood Plan. WDC had offered three options and the SG selected one candidate and provided detailed justification for that person. However, WDC has refused this choice, offering another examiner from the list, which the SG had rejected. WDC has given the SG the choice of their candidate, or going back to NPIERS to pick from three new examiners, delaying the Plan process even longer.*

## 12. Items for noting

12.1 To note that the SLR meeting went ahead in August 2023 and to receive the draft minutes  
*Noted and draft minutes received*

## 13. Correspondence list.

*Circulated to all members prior to the meeting.*

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*Noted, no questions raised.*

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

*None*