

# HADLOW PARISH COUNCIL

**Minutes of the virtual meeting of Hadlow Parish Council duly convened and held on  
Monday 8 February 2021 at 7.30pm**

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**Present:** Cllrs N Collins (Chairman), M Barret, E & L Bright, D Carey, M Harvey, J Massy, C Mitchell, R Morley, J Newman, S Richardson.

**Also in attendance:** Melanie Stepkowski (Clerk & Minute Taker), TMBC Cllr S Hudson, Mr & Mrs Tippins (Hadlow Park Association)

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**4238 To receive apologies, reason and approval of absences**

Approved Council absences: None

Other absences: TMBC Cllrs Anderson, Sergison, Rogers.

**4239 To receive Declarations of Interest**

Cllr Newman declared interest in Planning application TM/21/00174/LDP as neighbour.

**4240 To resolve that the Minutes of 11 January 2021 are a correct record**

**Resolved** to approve the Minutes of 11 January 2021 as a correct record. Proposed Cllr Harvey seconded Cllr Massy and carried unanimously.

**4241 To receive an update on progress of resolutions from the last meeting**

None.

**4242 To receive oral reports from TMBC & KCC Councillors**

Keeping in mind recent anti-social behaviour outside the medical centre and other reported issues within the community, Cllr Hudson invited Council to join a meeting with herself and the Kent Crime Commissioner to discuss antisocial behaviour on 4 March where local issues could be discussed on a one-to-one basis. The Chair thanked Cllr Hudson for the invitation.

**4243 To receive report from PCSO & Community Warden**

In the absence of the Community Warden the Clerk reported that Wardens continued to meet with the vulnerable within the Parish, but due to COVID restrictions and demands on their resources patrolling the streets had been reduced for the time being.

COVID scams were on the increase and residents are reminded that vaccinations are free and that door-to-door vaccination testing is not currently being done within our Parish.

**4244 To receive reports from Chairman and Clerk**

Clerk reported on behalf of the Staffing Committee that measures had been implemented for safety and well-being of staff during the National Lock Down.

Clerk: - Continued to work from the office when required but will also work from home.

Admin Assistant – Continued to work from home reviewing Council policies but had planned to return one day a week to the office.

Warden – To work three days a week to ensure regulatory and other safety checks were completed in addition to other tasks with a review to take place mid-February.

The office would remain closed to the public, however enquiries would continue to be dealt with via telephone and email. Where a visit was essential an appointment would be made and all COVID-19 secure safety measures in place to reduce risks.

Play Inspection Reports – The December Signpost Field and Williams Field reports had been sent via email and only just seen by the Clerk. Reports had been sent to full Council and would be reviewed ahead of next Planning & Environment meeting.

#### **4245 Public Time & Parish Matters**

It was noted that the Chair had received a few enquiries from people considering moving to Hadlow and they had asked about proposed new housing developments within Hadlow and flooding. The Chair had explained that the Parish Council were not in a position to comment but referred them to TMBC and the Environment Agency sites for relevant information.

#### **4246 Correspondence – None.**

#### **4247 To consider draft Year Planner (Schedule of Meetings) May 2021-April 2022.**

**RESOLVED to approve the Year Planner May-April 2022.** Proposed Cllr Collins, seconded Cllr E Bright and carried unanimously.

#### **4248 KCC Consultations: Vision Zero; Road Safety Strategy for Kent 2020-2026**

Matter deferred to February Planning & Environment Committee for response.

#### **4249 To receive reports from representatives of committees and pass such resolutions thereon as may be necessary:**

##### Finance & General Purposes Committee

a) **To resolve** proposed payments to date

**RESOLVED to approve payments to date** (*see appendix a*). Proposed Cllr L Bright, seconded Cllr Richardson and carried unanimously.

b) **To approve** January accounts (bank reconciliation, income & expenditure, cost centre report and trial balance)

**RESOLVED to approve January accounts in their entirety.** Proposed Cllr L Bright, seconded Cllr Richardson and carried unanimously.

##### Planning & Environment

a) **To resolve** Minutes of the meeting held 26 January 2021.

**RESOLVED to approve P&E Minutes of 26 January 2021.** Proposed Cllr Harvey, seconded Cllr E Bright and carried unanimously.

b) To consider planning applications as received:

- **TM/21/00173/FL** – Two storey side extension and two storey rear extension. 14 Appletons, Hadlow, TN11 0DT.  
**HPC Agreed.**
- **TM/21/00026/FL** - Conversion of building to two self-contained one bed residential units with associated external alterations. Titheward View, Three Elm Lane, Golden Green, TN11 0BN.  
**HPC approve in principle, but we agree with the applicant’s suggestion that a condition should be attached to any consent prohibiting a separate disposal of either residential unit from the main property (Building A).**
- **TM/21/00053/LB** - Listed Building Application: Proposed access gate in existing wall to park from garden no.12. 12 North Frith Park, Hadlow, TN11 9QW.  
**HPC Agreed.**
- **TM/21/00130/RD** - Details of conditions 4 (landscape), 5 (refuse), 6 (archaeological works), 8 (levels), 10 (car charging points), 12 (construction management plan) and 13 (surface water drainage) pursuant to planning permission TM/20/00059/FL (erection of 25 dwellings comprising of 2 x one bed apartments, 8 x two bed apartments and dwellings, 11 x three bed houses and 4 x four bed houses and associated development). Land South of Hoath Cottage, Carpenters Lane, Hadlow.  
**HPC objects to the details of conditions 5, 10 and 12 of the above application on the following grounds:**

**Condition 5:**

The proposed refuse facilities within the site are likely to be severely compromised by the internal road widths, causing increased congestion, particularly in the light of other comments below. The narrow internal roads are also likely to affect adversely emergency vehicle access, movement and egress as well.

In addition, we note that some proposed collections will involve refuse lorries stopping on the inside of the bend of Carpenters Lane (plots 15-19), which is frequently subject to fast moving vehicles, so causing a risk to traffic.

**Condition 10:**

There appear to be insufficient electric car charging points proposed, with very few, if any, for the social housing element.

In addition, we are concerned that any charging points provided should be compatible with as many vehicle types/makes as possible.

**Condition 12:**

We are concerned that a start time on site of 8am is very likely to cause maximum conflict with local vehicle and pedestrian movements from people going to work and/or taking children to school, particularly due to the speed of traffic in Carpenters Lane: a later start time of say 9am would be preferable.

We cannot see any reference to visitor parking on site, which has been a major concern of ours all along. Visitor parking on site is essential to avoid congestion on roads within the site and in the surrounding area, particularly on Carpenters Lane.

We note on page 5 of the Construction Method Statement under Highway Condition a reference to ‘*Haywards Heath Road*’, which we presume should be ‘*Carpenters Lane*’.

- **TM/21/00174/LDP** – Propose side extension to main house with relocation of existing shed. Erection of new pool house to rear of property (2m away from boundary) with associated pool and landscaping.

*(Cllr Newman was invited to explain details of proposed location and proximity to her own property as the online application did not display all the required information. She then withdrew from the meeting whilst Council debated the application returning for the next agenda item.)*

**HPC approve in principle, but we were unable to consider the application fully due to there being no ‘proposed’ drawings or elevations on TMBC’s planning portal (PD-13?) and, in particular, could not verify that the proposed extension is 5m from the boundary.**

Staffing Committee – no report.

KALC (Kent Association of Local Councils) – no meeting.

TMBC Parish Partnership – Cllr Newman attended the February meeting and gave a brief summary of items discussed including the Local Plan and COVID cases within Kent. The Minutes of the meeting would be available at Parish Office.

Joint Transportation Board – No meeting. the Parish Office.

Joint Standards Committee – No meeting.

**There being no further business the meeting closed at 20.25**

**Date of next meeting: Monday 8 March 2021, 7.30pm (via Zoom)**

**Signed**

**Date**

## Appendix A

347	15/01/2021	Clerk Wages Wk44	2,314.06
348	15/01/2021	Warden Wages Wk44	1,232.32
349	15/01/2021	HMRC Paye P10	1,264.19
350	12/01/2021	Clerk - Refund Castle Water Inv3062	343.17
351	10/02/2021	Zest Commercial - Cleaning Hy-Arts & HOS	66.24
352	10/02/2021	Mediatec - Inv326 Stationery	85.06
353	10/02/2021	Langcorn Electrical - Inv855	390.38
354	10/02/2021	4th Platform - Inv4983 Computer quarter svcs	542.71
355	10/02/2021	Flash Mobile Welding - Inv6376 Fabricate cage crpk	2,220.00
356	10/02/2021	Evans - Window Clean Feb	55.00
357	10/02/2021	Play Inspection Company Inspect Dec Inv44737word	190.80
358	10/02/2021	Clerk Wages Wk48	2,314.28
359	10/02/2021	Warden Wages Wk48	1,232.12
360	10/02/2021	Admin Wages Wk48	188.00
361	10/02/2021	HMRC - PAYE P11	1,264.59
		<b>Total Payment</b>	<b>13,702.92</b>