

Clerk to the Council: Emma Fulham

Goods Yard House

Edenbridge Road, Hartfield, TN7 4JG

01342 822404

parishclerk@hartfieldonline.com

**Minutes of the Parish Council Meeting held via Zoom due to Covid-19 restrictions on 1st March 2021 at 7:30pm.**

Present: Cllr G Horner (Chair), Cllr A Higgins, Cllr R Nathan, Cllr R Eastwood, Cllr M Colenutt, Cllr B Maude, Cllr C Burnett-Dick, Cllr J Smith, Cllr A Emery, Cllr N Reed and Cllr P Norman.

Absent: Cllr C Beare and Cllr J Sanders.

Prior to the formal meeting there was a brief presentation from James Adler from Ashdown Forest.

The formal meeting commenced at 7:55pm.

1. To accept apologies for absence.

Cllr C Beare and Cllr J Sanders.

1. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.

The Chair reminded Cllrs to declare when necessary.

1. To Approve Minutes from Parish Council meeting held on 1st February 2021.

**Unanimously approved and signed as a true record.**

1. Matters Arising.   
     
   Speedwatch – The Clerk reported Robert Munn had agreed to progress this scheme with the PCSO and the Clerk and he had agreed to add something to the next newsletter / Facebook etc.

The Covid grant to the school was noted as actioned. The Clerk was asked to highlight this in the next newsletter and Facebook.

The Council agreed not to hold a virtual parish meeting in April / May due to covid-19 social distancing restrictions. The Council would note brief reports within the Spring newsletter. The timings of this would be finalised shortly.

The emergency plan review was noted. This was not a priority as it was only finalised in 2019 and included pandemic planning, but it was agreed that keeping it updated was appropriate.

Correspondence.   
  
The list had been circulated prior to the meeting. The Chair highlighted the following items:

* Land transfer – Station House. The Clerk had actioned this.
* Jackie Wood – verge repairs near Central Garage.   
  The Central Garage parking area had now been approved. The Clerk was liaising with the Garage. **It was agreed that Cllr Norman would act as lead Cllr with the Clerk and meet the Garage on site and that he might liaise with some parishioners local to the site to discuss a future planting plan.**
* Sport club financial position – **This shortfall on income required a formal decision and the Council agreed to write this debt off due to the exceptional circumstances this year.**

1. Finance
2. To accept year to date account 2020/21  
   The report had been circulated prior to the meeting. The Clerk outlined the minor changes since the previous month’s report.   
   **The report was unanimously accepted.**
3. To approve expenditure as itemised on the schedule.  
   **The list had been circulated prior to the meeting. Expenditure of £6511.67 was unanimously accepted.**
4. To receive update on Pavilion Roof project.

The Clerk had circulated a report prior to the meeting on current options and considerations.

**The Council agreed that currently it would prefer to investigate a whole roof replacement but with limited funds this could only be progressed once further CIL or Grant funds had been secured. The Clerk would action grant applications as appropriate. It was also noted the Clerk would need to advertise for tenders, due to regulations on competition, on the Government data base and would also need to apply for planning once funds were secured. Until this time, it would not feature on the agenda and annual costs of approx. £1200 for repairs should be noted within the budget.**

1. To review Hartfield Strategic Plan.

The Clerk had circulated the plan prior to the meeting.  
**The Council agreed** **the current plan and agreed to add one or two items from the plan to future PC meetings to explore in further detail.**

1. To review Woodland Trust Grants and possible tree planting project.

The Clerk had circulated a report to the Council and also provided another initiative for tree planting.

**The Council decided to postpone any ordering. The Clerk would publicise the subject on Facebook and in the newsletter etc to gauge the public interest in the project with a view for autumn 2021 planting.**

1. To review update on the neighbourhood plan.

The Clerk had circulated a report prior to the meeting.

Locality had agreed to help complete the plan. They had noted that an update on housing needs for the Parish would be required and that a call for sites would be necessary. Locality’s planning specialists would provide input into the policies and help finalise the plan to be ready for inspection and scrutiny.

The technical support from Locality and correspondence from WDC to progress the plan was noted.

*(Cllr Horner left the meeting at 9:15pm and the Vice Chair Cllr Eastwood chaired the remainder of the meeting.)*

**The Council agreed the Clerk and Cllr Eastwood would meet WDC early March and report back and the call for sites would be actioned once the meeting with WDC was completed.**

1. To ratify delegated decisions since 1st February as follows:

**Planning Decisions:**

Application No. WD/2021/0101/PO

Location: FOREST SPRINGS, CAT STREET, UPPER HARTFIELD, TN7 4DU Description: DISCHARGE OF SECTION 106 AGREEMENT DATED 9TH AUGUST 2001 ATTACHED TO WD/2000/1691/O (PROPOSED AGRICULTURAL BUNGALOW)

**The Parish Council objects to any discharge of planning conditions as any relaxation will encourage further development in the AONB and this property was only allowed in this sensitive location due to the nature of the agricultural need.**

Application No. WD/2020/2653/F

Location: 1 BARN END, HIGH STREET, HARTFIELD, TN7 4AB Description: SINGLE STOREY SIDE EXTENSION

**The Parish Council supports the application subject to any neighbour’s representations.**

Application No. WD/2021/0411/OH

Location : NEAVES PARK FARM, CHUCK HATCH ROAD, HARTFIELD, TN7 4HA Description: THE UPGRADE OF ONE SPAN OF EXISTING LOW VOLTAGE OVERHEAD LINE TO 50ABC.

The Parish Council supports the application.

**All unanimously ratified.**

1. To consider any planning applications since the agenda was published.

Application No. WD/2020/2640/F

Location: CHARTNERS FARM COTTAGE AND LAND AT CHARTNERS FARM, BUTCHERFIELD LANE, HARTFIELD, TN7 4JU

Description: ALTERATIONS TO PREVIOUSLY APPROVED AND EXTANT APPLICATION WD/2017/1377/F TO RETAIN EXISTING DWELLING (PREVIOUSLY 1 & 2 CHARTNERS FARM COTTAGES AND NOW ONE DWELLING) WITH ERECTION OF NEW GARAGE, AND ERECT PREVIOUSLY APPROVED FARMHOUSE AND GARAGE IN PLACE OF DISUSED AGRICULTURAL BUILDING.

The Parish Council supports the application subject to any neighbour’s representations.

Application No. WD/2021/0312/F

Location: MEADOW GATE, PARROCK LANE, HARTFIELD, TN7 4AS

Description: REMOVAL OF EXISTING BRICK BUILT GARAGE TO BE REPLACED BY PROPOSED 2 BAY OAK FRAMED GARAGE

The Parish Council supports the application subject to any neighbour’s representations.

**All unanimously ratified.**

1. To consider Annual Meeting / Public Consultation in 2021.

It had been agreed not to hold an in person annual meeting in April due to Covid restrictions and use an update in the Newsletter to highlight any parish news.

The Parish Council would hold other consultations later in the year for the neighbourhood plan and this would be in person or virtually depending on restrictions at the time.

The Parish Council would review the regulations and any other considerations and complete a risk assessment prior to commencing physical meetings. The Clerk would provide an update at the April meeting as the current legislation for virtual meetings is due to expire prior to our planned May meeting.

1. Items for Reporting or Inclusion in Future Agendas.

**Items for Inclusion:**

**April Meeting:**

Year End Accounts.   
Neighbourhood Plan.  
Fete plans 2021.

Pavilion Update.

Meeting Arrangements going forward.

**Further Future Meetings:**   
Dog poo bins.

Emergency Plan.

**Dates of Next Meetings:**

12th April 2021.

The meeting closed at 9:30pm