

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 25th July 2017 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Armitage, G. Clothier, M. Halsey, J. Sheppard, J. Smerdon (Chairman), J. White, C. Wickens and K. Wrench.

In Attendance: Mrs S. Berry (Clerk)
One member of the public (for part of the meeting)

An audio recording was made of the meeting

- 1. Apologies for Absence:-** Apologies had been received from Councillors B. Horsfall and I. Nesbitt. The Chairman announced that Cllr. Jones had tendered his resignation as a member of Newick Parish Council for personal reasons.
- 2. Disclosure by Members of personal interest in matters on the agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct:** - Cllr. Wickens declared a personal interest in agenda item 7.2 (Planning application LW/17/0570). Cllr. Armitage declared an interest in agenda item 9.5 (Newick Rootz).
- 3. Questions or statements by Members of the Public**
There were no questions or statements from members of the public.
- 4. Approval of draft minutes of Parish Council meeting held 27th June 2017** – It was agreed by those who had been present that the draft minutes of the Parish Council held 27th June 2017 could be signed as a true record.
- 5. Clerk's Report** – A list of correspondence received since the last meeting had been circulated prior to the meeting and was noted. A report on the progress of various items raised at the Parish Council meeting held on 27th June 2017 and the Finance and General Purposes Committee meeting held 11th July 2017 was circulated at the meeting and noted. Cllrs. Smerdon and White agreed to assist with organising the flag raising and possibly a ceremony to commemorate Merchant Navy Day. **Action Clerk, Cllrs. Smerdon & White**
In response to a question asked, the Clerk clarified that the various requests for information made under Freedom of Information and noted in the correspondence list had been dealt with.
- 6. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman** – It was reported that emergency work to clear a blocked drain in the playing field car park had been approved. The contractor had advised that further remedial work would be required and had provided a quotation for this work. The Clerk had obtained an alternative quotation which was cheaper, but there was some confusion as to why the work was required. It was agreed that Cllr. Halsey would look at the manhole cover and report back. **Action Cllr. Halsey**
- 7. Planning:**
 - 7.1 Approval of minutes of Planning Committee meeting held 11th July 2017** – It was agreed by those who had been present that the draft minutes of the Planning Committee meeting held 11th July 2017 could be signed as a true record subject to the correction of the results of the vote for Vice Chairman which should have shown three votes for Cllr. Halsey, one vote against and one abstention.

7.2 Consideration of Planning Applications

Newick
LW/17/0497
Case Officer:
Mrs Alyson Smith

Land Rear Of Units 10 And 11 Sheffield Park Business Estate East Grinstead Road North Chailey
Planning Application - Lay excavated soil on top of railway track (addition to LW/17/0132) for Epic Real Estates Ltd. It was agreed to **support** this planning application in accordance with Newick Neighbourhood Plan policy LE1 (small scale expansion of existing retail and other business premises in the Parish will be supported) on the understanding that the soil would be coming only from the excavation of the adjacent site and not brought in from elsewhere.

Newick
LW/17/0570
Case Officer:
Mr Andrew Hill

Crouchers Farm Blind Lane

Planning Application - Erection of rear and side extension, garage and bicycle store, internal alterations for Mr & Mrs Stockwell. It was agreed to **object** to this planning application on the grounds that the proposed extension was considered to be an overdevelopment of the site and would leave insufficient space between the western side of the property and the boundary wall which was believed to be of historic interest. It was considered that the proposed development would be contrary to Newick Neighbourhood Plan policy EN1 in that it would not respect the conservation area. There was also concern that the proposed extension would require the removal of two healthy trees. Having declared an interest in this application, Cllr. Wickens did not vote.

7.3 Approvals/Refusals etc. – No approvals or refusals had been received.

7.4 Tree works applications – It was noted that the Council’s former Tree Warden had suggested that no comment should be made to the following tree works applications:-

TW/17/0050/TPO 7 The Pagets - 1 x Copper Beech (T1 on plan) - Reduce the heights of these three trees by up to 3m to suitable growth points in order to reduce shading to number 20 Newlands Park Way. 1 x Copper Beech (T2 on plan) - Reduce the heights of these three trees by up to 3m to suitable growth points in order to reduce shading to number 20 Newlands Park Way. 1 x Beech (T3 on plan) - Reduce the heights of these three trees by up to 3m to suitable growth points in order to reduce shading to number 20 Newlands Park Way.

TW/17/0051/TPO 6 The Pagets - 1 x Beech Tree - shorten lengths of lateral branches, directly above the applicants garden by up to 4.5m to suitable growth points. No work is to be done to any branches affecting the height of the tree.

7.5 Update from Neighbourhood Plan Committee – It was reported that a small group had been looking at the background paperwork in connection with Neighbourhood Plan Policy H05 (land between Vernons Road and The Rough) and that further information was awaited from Lewes District Council.

Cllr. Wickens reported that the court hearing *Cumberlege of Newick v Secretary of State for Communities and Local Government* had been held on 19th and 20th July 2017 and that several local residents had attended. The outcome of the hearing was not known and may not be known until after the Court had returned from its summer recess. It was proposed that a written update should be hand delivered to residents in the meantime. A proposed draft was circulated at the meeting and, subject to various amendments, it was agreed that if the result of the court case was still not known the update would be delivered to residents during the week commencing 7th August. Cllr Wickens agreed to coordinate the delivery. **Action Cllr. Wickens**

At 7.54 p.m. it was agreed that Standing Orders would be suspended in order to allow Mr Lucas, who was present at the meeting, to clarify the issue of the ranking of sites for inclusion in the Neighbourhood Plan.

At 7.55 p.m. Standing Orders were resumed and a member of the public left the meeting.

8. Financial Matters:

8.1 Subscription renewal – It was agreed that the annual subscriptions for Parish Online (electronic mapping software) and Action in rural Sussex (Independent charity supporting those living in rural Sussex) should be renewed.

8.2 To approve schedule of payments for July 2017 – It was agreed that the schedule of payments for July 2017 should be approved. It was agreed that the cheques would be signed by Cllrs. Halsey and Sheppard.

Payee	Item	Invoice Amount	Cheque Number
Paid prior to meeting			

Haymarket Media Group Ltd	Subscription to Planning Resource	£195.00	201330
S.E. Berry	Total amount to be paid for Clerk's salary, tax, national insurance & pension contributions	£1267.30	Standing Order 201331 201332
Lewes District Council	Play Area Inspection -	£18.00	201333
Newick Sports Pavilion	Reimbursement of reclaimed VAT	£831.64	201334
CHEC	Printing of newsletters	£232.00	201335
Mr. C.R. Goddard	Delivery of newsletters	£120.00	201336
Upper Bridge Enterprises	Supply of mailbox & annual fee pro rata	£34.37	201337
Newick Table Tennis Club	Grant awarded 30/05/17	£450.00	201338
SSALC Ltd	Legal & Finance Day - 13/07/17	£108.00	201339
P. Fitzsimmons Ltd	Emergency drainage work 02/07/17	£190.00	201340
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	201341
D. Burtenshaw	Painting of swings and repair of skate ramps	£564.00	201342
Mrs C. Wickens	Land Registry searches	£9.00	201343
S. Orwin	Village maintenance as per contract	£330.75	201344
S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Newick Parish Council	£62.30	201345
Mr. S. George	Food Fair - materials for erecting banner	£36.95	201346
Fuss3	Toner Cartridges	£280.54	201347
Parish Online	Annual subscription - mapping software	£50.40	201348
Action in rural Sussex	Annual subscription	£50.00	201349
Playsafe Playgrounds Ltd	Wetpour resurfacing - play area	£2,336.40	201350
Hampshire Flag Company	Red Ensign flag	£38.39	201351
Newick CE Primary School	Donation for loan of gazebos (Food Fair)	£80.00	201352
Newick Bonfire Society	Donation for loan of marquee (Food Fair)	£80.00	201353
1st Newick Scout Group	Donation for loan of marquee (Food Fair)	£80.00	201354
Lindsay Frost Consulting Ltd	Training session 24/07/17	£308.10	201355
Total		£7,853.94	

Income in July 2017

Newick Cricket Club	Payment for use of KGVPF 2017	£230.00
HMRC	VAT reclaim Sports Pavilion 2016/17	£831.64

East Sussex County Council	Agency agreement - cutting of highway verges	£2,778.42
Total		£3,840.06

- 8.3 To note statement of performance against budget as at end June 2017** – The statement of performance against budget as at the end of June 2017 had been circulated prior to the meeting and was noted.
- 8.4 To approve draft minutes of Finance & General Purposes (F&GP) Committee meeting held 11th July 2017** – It was agreed that the minutes of the F&GP Committee meeting held 11th July 2017 could be approved subject to an amendment in paragraph 9, page 243, to show that a meeting was to be arranged with HSBC Bank and not Natwest Bank.
- 8.5 To consider recommendations made by F&GP Committee**
- Recommendation to take no action at the present time in respect of insurance against cyber crime – this was agreed
 - Recommendation to approve the draft ‘effectiveness of internal audit’ document – copies had been circulated prior to the meeting and this was agreed.
 - Recommendation to approach HSBC Bank with a view to setting up a new current account and enable electronic payments to be set up – this was agreed.
 - Recommendation that training opportunities for members should be circulated – a list of training opportunities for members of the council had been circulated with the agenda pack for this meeting. Councillors were asked to contact the Clerk to confirm any bookings to be made.
- 8.6 To note quarterly bank reconciliation had been carried out by the Clerk and checked by the Chairman** – copies of the quarterly bank reconciliation had been circulated prior to the meeting and was noted.
- 8.7 To note final accounts for Food Fair 2017** – Copies of the accounts for the Food Fair 2017 had been circulated prior to the meeting and it was noted that there was a surplus of £655.30 after expenses. There was a query as to whether the starting figure of £350 was the surplus from the Festival held in 2016 or just the Food Fair element. The Clerk agreed to check this point. **Action Clerk**
It was agreed to set aside the surplus to be used for future Festival/Food Fair events and to be put towards a village project the details of which were yet to be agreed.
- 8.8 To note NALC Legal Briefing L04-17 – General Data Protection Regulations** – Copies of NALC Legal Briefing L04-17 had been circulated prior to the meeting. It was noted that the General Data Protection Regulations would be coming in to force in May 2018 and that there would be resource implications for the Parish Council in preparing for this.

9. Committees’ and Councillors’ Reports

- 9.1 Newick Village Hall Management Committee (NVHMC)** – Cllr. Smerdon reported that NVHMC had refused the request from Thakeham Homes for permission to be allowed to site an advertising board for the Newick Hill development on the grass at the front of the village hall. It was noted that NVHMC had prepared a two year programme of works to be carried out.
- 9.2 Neighbourhood Watch** – There was nothing to report.
- 9.3 Allotments** – Cllr. Smerdon reported that the work to relocate the entrance gate to the Cornwell’s Bank Allotment site would be carried out by the end of the week. In answer to a question raised by Cllr. Clothier, it was confirmed that the proposed control of rabbits by shooting did not go ahead for safety reasons.
- 9.4 Update on Newick Post Office** – It was reported that Cllrs. Smerdon and Sheppard had investigated various businesses which might be prepared to take on a Post Office with little success. It was believed that the proprietors of Newick News in Newick Drive had once again expressed an interest and further details were awaited. It was reported that Mr Young had met with Rebecca Morris of the Post Office but that the meeting had apparently not been productive. District Councillor, Jim Sheppard, had written to the Post Office to express his dismay at the way the Post Office Network Transformation Team had dealt with the matter both before and since the death of the postmaster, Mr. Coombs.
- 9.5 Newick Rootz** – The notes from the last meeting of Newick Rootz had not yet been made available to the Council. Cllr. Wickens advised that all the footpaths had been cleared and that members of the group had been delighted to hear that the National Trust project to improve public access to land at Sheffield Park would be going ahead.

10. Consultations

- 10.1 Lewes District Council Draft Housing Allocations Policy** – Cllr. Armitage reported that he had asked Lewes DC for a copy of the questions asked in the survey associated with this consultation but that he had not yet received this. He advised that he did not consider the draft policy, which would cover how people could apply to be considered for rented social housing in Lewes District, to be in any way

contentious. It was agreed that Cllr. Armitage should complete and return the consultation survey on behalf of the Parish Council. **Action Cllr. Armitage**

10.2 Woodland Trust Draft Management Plan for Beechland Mill Wood – Cllr. Wickens reported that she had read the plan and considered it to be well thought out. It was agreed that an email should be sent to the Woodland Trust advising that the Parish Council fully supported the draft plan. **Action Clerk**

11. Rural Services Network – Copies of a questionnaire from Rural Services Network had been circulated prior to the meeting. Cllr. Armitage agreed that he would be prepared to serve on the Rural Parish Sounding Board and receive associated questionnaires. It was agreed that the Clerk would complete the questionnaire on behalf of the Parish Council but that email addresses for local businesses etc. would not be passed on without permission. **Action Clerk**

12. John Lawson Circus – It was agreed that John Lawson Circus should be given permission to use The Green from 30th April to 2nd May 2018.

13. Litter Picking (request for local youngster to be allowed to carry out litter picking) – Information regarding this agenda item was not available therefore it was agreed to defer this matter to a future meeting.

14. Items for Strengthening Local Relationships meeting with East Sussex Highways – It was agreed that the following items should appear on the agenda for the Strengthening Local Relationships meeting to be held on 9th August:- Potholes in High Hurst Close, Pedestrian crossing arrangements for SANG site, ruts on western side of Newick Hill, pavements requiring attention (Cllr. Smerdon to supply details), request for traffic calming (speed bumps) outside Newick Primary School.

15. Items for next agenda – Litter picking (deferred from this meeting) and update on Post Office

The meeting closed at 8.57 p.m.

Signed:.....
Chairman

Date:.....