

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 28th November 2017 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

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

In Attendance: Mrs S. Berry (Clerk)
Mr M. Best, Mr B. Marshall and Mr B. Hale (Sheffield Park Industrial Estate)
Approximately 30 members of the public

An audio recording was made of the meeting

- 1. Apologies for Absence:-** Apologies had been received from Councillor I. Nesbitt.
- 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:** - No disclosures were made.
- 3. Exclusion of the Press and Public** – It was agreed to exclude any members of the press and public present at the time for the discussion of agenda item 11.9 (Update on Sports Pavilion lease). (Public Bodies Admission to Meetings Act 1960 s1(2) – legal matter).
- 4. Short presentation from Mark Best, Parker Dann, on proposals for new business accommodation at Sheffield Park Industrial Estate** – Mr Best provided members of the Council with copies of two plans, 1) Inset Map Number 7e (Lewes District Local Plan Adopted March 2003), and 2) Proposed site plan drawing (David Fry Architects 830-01 Rev E). He explained that part of the Sheffield Park Industrial Estate (marked NW2 on plan 1) was designated for business use in the Lewes District Local Plan 2003 and that it was now proposed to bring forward this development by adding 30,000 square feet of additional business accommodation. Mr Best explained that the area in question had been designated as semi natural ancient woodland and that he and his colleagues had been considering how best to mitigate against any potential damage to the woodland. Ecological surveys had been carried out and a pre-application discussion with Lewes District Council had taken place. Mr Ben Hale, who operates a growing catering business from the site, spoke about the benefit to his business of operating from this location and the employment opportunities that this created for the local area. In answer to questions from members of the Parish Council, Mr Marshall (site owner) and Mr Best confirmed that they would consider better screening of the site to protect views from the nearby public footpath and National Trust land at Sheffield Park. They also confirmed that they would present evidence that there was demand from businesses to operate from the proposed new units. Mr Marshall advised that the proposed development was smaller in scale than a previously approved scheme for this site and that the units would vary in size from 1500 to 15000 square feet.

Mr Best, Mr Marshall and Mr Hale left the meeting at 7.20 p.m.

- 5. Questions or statements by Members of the Public** – all spoke in connection with agenda item 9.2 (planning application LW/17/0905)
Mr Jago stated that Newick Parish Council in consultation with local residents had developed the Newick Neighbourhood Plan over a period of 2.5 years and that the site in question had not been selected for inclusion in this plan. He stated that if the Parish Council did not fully endorse the rejection of the application it would be going against the wishes of the village. He referred to Lewes District Council's saved policy CT1 which was intended to prevent development outside the planning boundary and highlighted that this site was outside the boundary. Finally, he stated that if this application were to be approved it would set a precedent for other nearby sites which were not included in the Neighbourhood Plan and that this could lead to large scale development of other sites to the south of Allington Road, which was known to be against the wishes of many residents.

Mr Smith stated that the points he had been going to make had been covered by the previous speaker and that he fully supported all that Mr Jago had said.

Mr Lucas, former chairman of the Neighbourhood Plan Steering Group, gave the background to the site selection process carried out during the development of the Neighbourhood Plan and advised that the site to

the rear of 45 Allington Road had been ranked 7 out of 12 sites considered. It was, therefore, unlikely to have ever been considered for inclusion in the Neighbourhood Plan unless the number of houses required by Lewes District Council had been much higher than 100.

Three members of the public left the meeting at 7.27 p.m.

Ms Connolly expressed concern about access and safety issues presented by the proposed site, the access road to which would be within the safety zone for Newick Primary School. She stated that visibility was poor at this location and it would create a hazard for pedestrians and school users particularly as more people will bring their children to school by car as the village grows in size. Ms Connolly advised that she believed this was one of the key reasons as to why the development should be opposed.

In order to assist the members of the public who had attended to hear discussion on planning application LW/17/0905, it was agreed to bring forward this agenda item:-

9.2 Planning Application LW/17/0905 Land rear of 45 Allington Road - Outline planning application for 20 new dwellings including the provision of a new vehicular and pedestrian access via Allington Road, provision of public open space and a new community car park to serve George V Playing Fields, associated infrastructure and landscaping and demolition of existing buildings and structures for Fairfax Acquisitions Limited.

It was noted that approximately fifty local residents had submitted comments to Lewes District Council in connection with this planning application, the vast majority of which were objections to the proposed development. It was unanimously agreed to **object** to this outline planning application on the following grounds:-

- The proposed development site is outside the development boundary for Newick and is therefore contrary to Lewes District Council's saved Local Plan policy CT1.
- The site was not one of those selected for inclusion in Newick's Neighbourhood Plan which was adopted in July 2015 after extensive consultation with local residents.
- Newick's Neighbourhood Plan makes full provision for the number of new dwellings that the village has been asked to accept during the period up to 2030 and Lewes District Council can demonstrate that it has a five year land supply, therefore, there is no justification for additional dwellings to be imposed against the will of local residents.
- The outline planning application does not satisfactorily address a number of vital issues including vehicular access and increased levels of traffic on a bend in an already congested road (and bus route) which is heavily used by pedestrians travelling to and from the nearby primary school.
- The application does not adequately address the issue of flood risk.
- The application does not adequately address the impact on public footpath Newick 3B which would be severed by the proposed access road and on the well-used network of footpaths to the south of the site.
- The archaeological report submitted by the applicant states that 'the proposed works are likely to have significant impact on surviving archaeological deposits within the site'.
- The access road would take up part of the garden of 45 Allington Road contrary to Newick's Neighbourhood Plan policy H01.6.

Approximately 25 members of the public left the meeting at 7.40 p.m.

- 6. Approval of draft minutes of Parish Council meeting held 31st October 2017** – It was agreed by those who had been present that the draft minutes of the Parish Council held 31st October 2017 could be signed as a true record.
- 7. Clerk's Report** – A list of correspondence received since the last meeting had been circulated prior to the meeting and was noted. In response to questions asked by members of the Council, the Clerk advised that, other than an acknowledgement from Shepherd Neame, there had been no response to correspondence sent regarding The Bull Inn, and confirmed that the correspondence with Lewes DC about tree works was in connection with 33 Church Road. It was agreed that the Council would produce another Directory for distribution in spring 2018 using a similar format to previous editions. It was agreed that a letter should be sent to the licensee of the Royal Oak regarding broken glass and litter outside the pub. It was agreed that authority should be given to the Clerk to purchase a new part for the defibrillator case outside the Sports Pavilion once it was clear which part needed to be replaced. **Action Clerk**

8. **Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman** – There was nothing to report.

9. **Planning:**

9.1 **Approval of draft minutes of Planning Committee Meeting held 14th November 2017** – It was agreed that the draft minutes of the Planning Committee Meeting held 14th November 2017 should be signed as a true record.

9.2 **Consideration of Planning Applications**

Newick

LW/17/0905

Case Officer:

Mrs Sarah Sheath

Land Rear Of 45 Allington Road

Outline Planning Application - Outline planning application for 20 new dwellings including the provision of a new vehicular and pedestrian access via Allington Road, provision of public open space and a new community car park to serve George V Playing Fields, associated infrastructure and landscaping and demolition of existing buildings and structures for Fairfax Acquisitions Limited. This application had been dealt with earlier in the meeting, see above.

Newick

LW/17/0832

Case Officer:

Miss Michelle Gardiner

33 Church Road

Planning Application - Oak framed garage with home office for Mr & Mrs A Geer. It was unanimously agreed to **object** to this planning application on the grounds that the proposed structure was excessively large for its setting in the Church Road Conservation Area and was therefore contrary to Newick's Neighbourhood Plan policy EN1 'new developments within the Parish should respect the local landscape character and be designed to blend in well with the existing built environment. The Conservation Areas should be respected.' Concern was expressed that, although described in the planning application as a home office, the plans show part of the proposed structure as 'habitable space' and 'home studio' giving rise to fears that the home office might also be used as a dwelling.

Newick

LW/17/0932

Case Officer:

Miss Michelle Gardiner

46 The Rough

Planning Application - Demolition of single storey side extensions, erection of 1.8m fence, erection of single storey rear extension and two storey side extension for Mr S Case. It was unanimously agreed to **support** this planning application which it was considered would improve the property and remain in keeping with the surrounding area in accordance with Neighbourhood Planning Policy HO1.1.

9.3 **Approvals/Refusals etc.** – There was nothing to report

9.4 **Tree works applications** – The Clerk reported that Lewes District Council had granted permission for tree works on The Green as identified in the recent tree condition survey (TW/17/0120/TCA).

9.5 **Approval of draft minutes of Neighbourhood Plan Committee meeting held 7th November 2017** – It was agreed that the draft minutes of the Neighbourhood Plan Committee meeting held 7th November 2017 should be signed as a true record.

9.6 **Consideration of Neighbourhood Plan Committee recommendations regarding land between Vernons Road and The Rough:-**

9.6.1 It was agreed to seek estimates from three architectural service suppliers for the supply of services relating to the preparation of an application for outline planning permission.

9.6.2 It was agreed to delegate to the Neighbourhood Plan Committee the authority to scrutinise the estimates received and select the service supplier considered to be the most suitable (subject to Financial Regulations).

9.6.3 It was agreed to proceed with an application for outline planning permission and to instruct a solicitor to submit an application for the release of the S.37 agreement covering this piece of land to Lewes District Council.

It was noted that a risk assessment had been prepared for this project and agreed that the position regarding licensees with agreements to access their rear gardens from the Parish Council's land should

be added. A request was made for arrangements to notify nearby residents to be added to the agenda of the next Neighbourhood Planning Committee meeting.

At 8.15 p.m. it was agreed to suspend standing orders in order to allow Mr Lucas to advise the Council that the land in question was designated public open space not a children's play area.

9.7 Request for Newick Common to be designated Local Wildlife Site – It was reported that a request for Newick Common to be designated a Local Wildlife Site had been submitted to Lewes District Council. Thanks were expressed to Mr Turk who had prepared the document on behalf of the Parish Council.

9.8 Update from Thakeham Homes – It was noted that an update had been received from Thakeham Homes regarding Mantell Close and Reedens Meadows but that there was still no date for the opening of Reedens Meadows to the public.

One member of the public left the meeting at 8.23 p.m.

10. Financial Matters:

10.1 To approve schedule of payments for November 2017 – It was agreed that the schedule of payments for November 2017 should be approved. It was agreed that the cheques would be signed by Cllrs. Smerdon and Horsfall.

Payee	Item	Invoice Amount	Cheque Number
S.E. Berry, The Post Office Ltd & East Sussex Pension Fund	Total amount to be paid for Clerk's salary, tax, national insurance and pension contributions	£1607.32	Standing Order 201396 201397
Hitachi Capital Invoice Finance	2 x replacement fingerposts	2460.96	201398
Oldfield Smith & Co Ltd	Sports Pavilion Survey	£420.00	201399
Surrey Hills Solicitors	Legal fees – land disposal	£613.20	201400
Peter Frost	Internal audit services	124.60	201401
Lewes Windmill District Guides	Grant awarded 31/10/17	£450.00	201402
Qik Group Ltd	Portable toilets for Newick Bonfire Celebrations	£408.00	201403
NACCA	Room rental at Community Centre Nov to Jan	£300.00	201404
D. Sankey Ltd	Routine mole treatment	£100.80	201405
Fuss3 Solutions Ltd	Replacement toner cartridges	£411.17	201406
Direct UK Deals Ltd	Hand dryers – village hall	£860.40	201407
Mrs S E Berry	Postage & mileage expenses	£28.29	201408
Office Depot (UK) Ltd	Printer paper	£43.92	201409
Society of Local Council Clerks	Membership subscription 2018	£147.00	201410
Lewes District Council	Play area inspection	£18.00	201411
Ms S. Orwin	Village maintenance work	£183.75	201412
Mrs J Sheppard	Mileage expenses – meetings	£24.30	201413
Total		£8201.71	

- 10.2 To agree arrangements for payments in December 2017** – It was agreed that as there would be no Parish Council meeting in December, authority for approving and signing payments for that month would be delegated to Cllrs. Sheppard and Smerdon.
- 10.3 To note statement of performance against budget as at end October 2017** – The statement of performance against budget as at the end of October 2017 had been circulated prior to the meeting and was noted.
- 10.4 Budget 2018/19** – The final draft of the budget for 2018/19 had been circulated prior to the meeting and was approved. It was agreed that, once the tax base figure was known, the Clerk would submit a precept request to Lewes District Council based on a requirement of £55,000. **Action Clerk**
- 10.5 Internal auditor's report** – A copy of the Internal Auditor's report dated 9th November 2017 had been circulated prior to the meeting and was noted. It was agreed that the Clerk should make enquiries about obtaining insurance cover for cyber-crime and report to the next meeting of the Finance & General Purposes Committee. **Action Clerk**
- 10.6 Proposal for current account to be opened with Unity Trust bank** – A report containing proposals to change the Council's bank account to Unity Trust bank and to begin operating a system of internet payments had been circulated prior to the meeting. The following recommendations were agreed:-
- 10.6.1 That the Parish Council's current account with Co-operative bank should be closed and that a new current account with Unity Trust bank should be opened. It was noted that there would be a monthly charge of £6 for this account.
- 10.6.2 That the signatories to this account should be Cllrs. Ben Horsfall, Iain Nesbitt, Ken Wrench, Melanie Thew, Jenny Smerdon and the Clerk.
- 10.6.3 That the Clerk should be given authorisation to view the account and submit payments and that the councillor signatories should be given authorisation to view the account and authorise payments.
- 10.6.4 That monthly online statements should be requested.

11. Committees' and Councillors' Reports

- 11.1 Environment & Recreation Committee** – It was agreed that the draft minutes of the Environment & Recreation Committee meeting held 14th November 2017 could be signed as a true record. It was agreed that the village survey first carried out in 2015/16 should be repeated during the summer of 2018 once the Environment & Recreation Committee had had the opportunity to adapt the survey form.
- 11.2 Newick Village Hall Management Committee (NVHMC)** – Cllr. Smerdon reported that minor improvement works were ongoing.
- 11.3 Neighbourhood Watch** – Cllr. Sheppard reported that she had received a report of fly-tipping in Tilehouse Lane.
- 11.4 Allotments** – It was agreed that the management agreement with Lewes District Council for the Cricketfield Allotment site should be renewed and that Cllrs. Clothier and Halsey should be authorised to sign the agreement on behalf of the Parish Council.
- 11.5 Update on Newick Post Office** – Cllr Sheppard reported that the proprietor of Newick News had experienced difficulty with the application process for taking on the Post Office service and that he had been told that he was not suitable to take it on. Cllr. Sheppard, Baroness Cumberlege and Maria Caulfield MP had taken up the matter and communication with the Post Office was ongoing.
- 11.6 Newick Rootz** – Cllr. Wickens reported that the most recent work day had been rained off, but that an alternative date had been agreed. Members of Newick Rootz would be looking at the wooden posts at the entrance to the recreation ground car park in order to assess how much renovation work was required.
- 11.7 Newick Festival 2018** – It was reported that a meeting of the Festival organising committee had taken place on 27th November 2018. At the meeting, members of Newick Cricket Club had attended and asked the committee to consider their proposal for the Sunday of the festival weekend, 24th June. The proposal was that the whole day should be given a sporting focus and that the afternoon/evening would be taken up with adult cricket including the club's annual Presidents match and another high profile match with a prestigious touring side. It was agreed that, as the Parish Council had notified the cricket club in April 2017 of its intention to use the recreation ground, and the Sports Pavilion had been booked for use by the festival organisers, a letter should be sent to the Cricket Club to advise them that the recreation ground would not be available to them on that day. **Action Clerk**
- 11.8 Skate Park Working Group** – It was reported that a meeting had taken place with skate park users on 25th November and that Cllr. Smerdon had met with Chris Bibb of Lewes District Council to discuss issues regarding the possible provision of a new skate park facility. It was noted that the location of any new facility may be problematic as Fields in Trust guidelines would need to be followed and agreement reached with the owners of Ketches.

In order to assist a member of the public who had attended to hear what the Council would be putting in its newsletter, it was agreed to bring agenda item 13 forward.

13 Items for Newsletter – It was agreed that articles on the following issues would be included in the winter edition of the Parish Council newsletter which was due for publication in early January 2018:-

- Update on Reedens Meadows and Mantell Close (to include item on how the names were chosen) – Cllr. Wickens
- Parish Council’s response to Fairfax planning application – Cllr. Armitage
- Post Office update – Cllr. Sheppard
- Festival 2018 – Cllr. Smerdon
- Skate Park project (if there is anything to report) – Skate Park Working Group
- Request for cyclists & walkers to wear bright colours when using the lanes – Clerk

One member of the public left the meeting at 9.15 p.m.

In accordance with the resolution made under agenda item 3 above, the following item was discussed in confidence. There were no members of the public present at this time.

11.9 Newick Sports Pavilion Management Committee – Cllr. White reported on the Sports Pavilion Management Committee meeting held on 7th November 2017. He advised that some improvements, including the installation of a dishwasher, were planned to be carried out and a new website and bookings calendar were up and running. Cllr. White reported that there would be changes to the organisation of the annual Will Page race as key personnel had stepped down and it had been agreed to outsource the organisation of the event.

The Clerk reported on the contents of the survey which had been commissioned as part of the process to grant a lease for the Sports Pavilion and on the advice received from the internal auditor regarding the reclaim of VAT by the Parish Council for Sports Pavilion expenditure once a lease had been agreed. It was agreed that a meeting would be arranged as soon as possible to update the Sports Pavilion development committee.

11.10 East Sussex Community Resilience Conference – Cllr. Sheppard reported on the East Sussex Community Resilience conference held 21st November 2017 which she and Cllr. Horsfall had attended. The theme had been ‘getting ready for winter’.

12. Consultations

12.1 Lewes District/Eastbourne Borough Councils – Proposed Equality Objectives – It was agreed that Cllr. Armitage would respond to the consultation on behalf of the Parish Council.

13. Items for newsletter – This agenda item had been brought forward and dealt with earlier in the meeting, see above.

14. Items for next agenda – Update on any progress regarding property in High Street reported to LDC Enforcement Officer.

The meeting closed at 9.40 p.m.

Signed:.....
Chairman

Date:.....