

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 30<sup>th</sup> January 2018 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

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

**In Attendance:** Mrs S. Berry (Clerk)  
Two members of the public (one for part of the meeting only)

An audio recording was made of the meeting

- 1. Apologies for Absence:-** Apologies had been received from Councillors G. Clothier, B. Horsfall and M. Thew
- 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 disclosed a non-prejudicial interest in agenda item 15 (request from Newick Twinning Association for permission to use Recreation Ground for event 19/05/18).
- 3. Exclusion of the Press and Public** – There was no resolution made to exclude the press and public from any part of the meeting.
- 4. Questions or statements by Members of the Public** – Mr Jago spoke in connection with agenda item 11.4 (Newick Post Office) and referred to his letter of 20<sup>th</sup> January 2018 which had been circulated by email prior to the meeting. He suggested that The Pantry café located next door to the former Post Office might be an appropriate place for a new Post Office, which could be run with the help of volunteers and that the addition of the Post Office might benefit this business. He asked the Parish Council to consider using some of its reserves towards the set up costs.

*In order to assist Mr Jago it was agreed to bring forward agenda item 11.4 for discussion*

**11.4 Newick Post Office** – Cllrs. Smerdon and Sheppard reported that they had met with the owner of The Pantry and that she had indicated that she might be interested in taking on the Post Office. She had been in touch with Mrs Tarling at The Post Office and would be meeting with her to discuss the matter further. There was, however, some uncertainty over the former Post Office premises as it was understood that the owner of the building was selling the freehold. It was agreed in principle that the Parish Council would offer assistance where possible, but understood that advice would need to be sought before entering into any financial commitment.

*1 member of the public left the meeting at 7.20 p.m.*

- 5. Report from East Sussex County and Lewes District Councillor Jim Sheppard** – A written report from Cllr. Jim Sheppard had been circulated prior to the meeting and was noted. In connection with the reported challenge to the Lewes North Street Quarter development, Cllr. Wickens asked how this would affect the Lewes Local Plan Part 2. The Clerk agreed to pass this question back to Cllr. Sheppard. **Action Clerk**  
An email from Cllr. Sheppard regarding the reduction in the number of grass cuts to highway verges was also noted, although this would only affect the outlying parts of the Parish.
- 6. Approval of draft minutes of Parish Council meeting held 28<sup>th</sup> November 2017 and Extraordinary meeting held 9<sup>th</sup> January 2018** – It was agreed by those who had been present that the draft minutes of the Parish Council held 28<sup>th</sup> November 2017 and the Extraordinary meeting held 9<sup>th</sup> January 2018 could be signed as a true record.
- 7. Clerk's Report** – A report from the Clerk and a list of correspondence received since the last meeting had been circulated prior to the meeting and were noted. The Clerk answered questions from members on various items of correspondence included in the report. It was noted that Lewes District Council Neighbourhood First manager would attend the Council meeting on 27<sup>th</sup> March to give a presentation on the role of his team.

8. **Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman** – It was reported that a contractor had been authorised to remove a fallen silver birch tree in Oldaker Road. Another silver birch at the same location had also been felled as the contractor had reported that it was suffering from honey fungus.

9. **Planning:**

9.1 **Approval of draft minutes of Planning Committee Meetings held 12<sup>th</sup> December 2017 and 9<sup>th</sup> January 2018** – It was agreed that the draft minutes of the Planning Committee Meetings held 12<sup>th</sup> December 2017 and 9<sup>th</sup> January 2018 should be signed as a true record.

9.2 **Consideration of Planning Applications**

**Newick**

LW/17/0951

**Case Officer:**

Mrs Alyson Smith

**Newick**

LW/17/1025

**Case Officer:**

Mrs Alyson Smith

**23 Newlands Park Way**

Planning Application - First floor balcony to front elevation for Mr & Mrs D Suter  
It was agreed to make **no comment** on this planning application.

**Eden Croft Jackies Lane**

Planning Application - Demolition of existing garage, erection of new self - contained annex, minor alterations to the existing house, erection of balcony for Mr & Mrs Bellis. It was agreed to **object** to this planning application on the grounds that the proposed annex was separate from the main dwelling and so large that it appeared to be an entirely separate dwelling and therefore was contrary to policy H01.6 of Newick's Neighbourhood Plan (The construction of additional homes in the gardens of Newick's existing homes will not be supported).

**Newick**

LW/17/1019

**Case Officer:**

Miss Michelle Gardiner

**Strawberry Cottage Jackies Lane**

Planning Application - Demolition of existing stables and garden store, construction of new double garage with secure machinery/bicycle store and self-contained accommodation in roof void for Mr & Mrs M Jones. It was agreed to **object** to this planning application on the grounds that the proposed self-contained accommodation constituted a separate dwelling and was, therefore, contrary to Newick's Neighbourhood Plan policy HO1.6 (The construction of additional homes in the gardens of Newick's existing homes will not be supported).

9.3 **Approvals/Refusals etc.** – It was noted that the following applications had been **approved** by Lewes District Council:-

**LW/17/0915 Double Barns Farm, Newick Park Road** – Planning application for erection of a new dairy comprising cattle housing, silage clamps, dirty water lagoon and earth bank lagoon, conversion of existing agricultural buildings to milking parlour, dry cow yard and tank room and hard & soft landscaping works.

**LW/17/0959 & LW/17/0960 The Crown Inn, 22 Church Road** – Planning Application and Listed Building Consent Application for replacement of existing single storey extensions to rear of main public house and erection of new single storey dining room, glazed corridor and new toilets.

**LW/17/0982 47 Cricketfield** – Planning application for two storey side extension to replace existing single storey side extension.

**LW/17/1012 91 Allington Road** – Planning application for proposed timber frame Sussex style detached double garage

9.4 **Tree works applications** – It was noted that Lewes District Council had given approval to the following tree works in the conservation area:-

**TW/170123/TPO & TW/17/0125/TCA 33 Church Road** – Works to a number of trees in a conservation area to include removal of dead trees and crown tidy, trimming etc. and retrospective application to 1 x Thuja Plicata – remove and 1 x Cherry – reduce approx. 2m.

9.5 **Approval of draft minutes of Neighbourhood Plan Committee meetings held 12<sup>th</sup> December 2017 and 2<sup>nd</sup> January 2018** – It was agreed that the draft minutes of the Neighbourhood Plan Committee meetings held 12<sup>th</sup> December 2017 and 2<sup>nd</sup> January 2018 should be signed as a true record.

9.6 **Update on Planning Application for PC land between Vernons Road and The Rough** – It was noted that two applications for outline planning permission and one for the removal of a planning restriction on the land had been submitted to Lewes District Council. The Clerk reported that letters had been

delivered to residents with land adjoining the site and that some residents had been in touch to ask questions about the applications. Copies of correspondence from two residents had been circulated prior to the meeting and were noted.

**9.7 Update from Thakeham Homes** – It was noted that an update had been received from Thakeham Homes on 16<sup>th</sup> January regarding Mantell Close and Reedens Meadows and that this had been circulated by email prior to the meeting.

**9.8 Correspondence with licensee of The Bull Inn** – A response from the licensee of The Bull Inn had been circulated prior to the meeting and was noted. The Clerk confirmed that no response, other than an initial acknowledgement, had been received from Shepherd Neame Brewery. Cllr. Smerdon reported that she had spoken to a brewery employee at the official opening of The Bull Inn and that she had been told that they were in communication with Lewes District Council and would comply with any of the District Council's requirements. The Clerk was asked to follow this up with Shepherd Neame. **Action Clerk**

**9.9 Communication with LDC Enforcement Officer** – There was nothing to report.

## 10. Financial Matters:

**10.1 To note payments authorised in December 2017 and approve schedule of payments for January 2018** – A list of payments made in December 2017 and early January 2018 was circulated at the meeting and noted. It was agreed that the schedule of payments for January 2018 should be approved. It was agreed that electronic payments would be authorised by Cllrs. Smerdon and Nesbitt.

### Payments Schedule December 2017

Payee	Item	Invoice Amount	Cheque Number
Public Works Loan Board	Loan repayment instalment	£2,501.01	D/Debit
S.E. Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	£1,607.12	Standing Order 201414 201415
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	201416
Hitachi Capital Invoice Finance	Replacement fingerpost - The Green	£1,601.04	201417
Lewes District Council	Dog and litter bin emptying	£322.92	201418
Barcombe Landscapes Ltd	Mowing & grounds maintenance	£3,352.80	201419
Mrs SE Berry	Reimbursement for items purchased by Clerk on behalf of Newick Parish Council	£12.71	201420
Mrs C Wickens	Bark chippings - Jubilee Oak	£14.00	201421
Ms S Orwin	Village maintenance as per contract	£236.25	201422
NHS Property Services	Community Centre car park lease	£990.00	201423
<b>Total</b>		<b>£10,738.65</b>	
<b>Payments Schedule January 2018</b>			
Lewes District Council	Outline Planning Applications	<b>£385.00</b>	201425
S.E. Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	<b>£1,607.12</b>	Standing Order & Electronic pmts
East Sussex Pension Fund	Replacing lost cheque 201397 (Nov 2017)	<b>£340.48</b>	Electronic pmt

Lewes District Council	Play Area Inspection - Jan 18	£18.00	Electronic pmt
Lewes District Council	Play Area Inspection - Feb 18	£18.00	Electronic pmt
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	Electronic pmt
CPRE	Membership subscription 2018	£36.00	Electronic pmt
Surrey Hills Solicitors	Professional charges re Sports Pavilion Lease	£55.20	Electronic pmt
Mrs J Sheppard	Mileage expenses LDALC meeting 4/12/17	£9.50	Electronic pmt
CHEC	Printing of newsletters	£232.00	Electronic pmt
Dunton Electrical Contractors	Install new hand dryers (v/hall)	£162.90	Electronic pmt
Mr CR Goddard	Delivery of newsletters	£120.00	Electronic pmt
S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Newick Parish Council	£25.71	Electronic pmt
Altitude Events Ltd	Deposit - Crazy Golf (Festival)	£120.00	Electronic pmt
Ms A Harrison	Reimbursement of cost of Food Fair website	£74.25	Electronic pmt
Liz Tobitt Architectural Services	Architectural Services - planning applications	£469.80	Electronic pmt
S. Orwin	Village maintenance as per contract	£236.25	Electronic pmt
<b>Total</b>		<b>£4,011.01</b>	

It was noted that receipts totalling £3385.69 (including bank interest of £1017.11) had been credited to the Parish Council's accounts during December 2017 and January 2018.

**10.2 To note statement of performance against budget as at end December 2017** – The statement of performance against budget as at the end of December 2017 had been circulated prior to the meeting and was noted.

**10.3 Approval of draft minutes of Finance & General Purposes Committee (F&GP) meeting held 9<sup>th</sup> January 2018** – It was agreed that the draft minutes of the F&GP Committee meeting held 9<sup>th</sup> January 2018 should be approved as a true record.

**10.4 Quarterly bank reconciliation and checking of salary/pension contributions** – It was noted that the quarterly bank reconciliation and the checking of Clerk's salary and pension contributions had been carried out and signed off by Cllr. Smerdon.

**10.5 Consideration of recommendations made by F&GP Committee** – The following recommendations made by the F&GP Committee were considered and agreed:-

- It was agreed not to proceed with the quotation from Upper Bridge Enterprises for individual email addresses for members
- It was agreed that Microsoft OneDrive should be set up for back-up and storage of PC documents
- F&GP recommendations regarding changes to Standing Orders were agreed. It was noted that individual committees would be reviewing their Terms of Reference and making recommendations for any changes they considered to be necessary
- It was agreed not to proceed with taking out Cyber Crime insurance

## 11. Committees' and Councillors' Reports

**11.1 Environment & Recreation Committee** – The minutes of the Strengthening Local Relationships (SLR) meeting held with East Sussex Highways on 6<sup>th</sup> December 2017 had been circulated prior to the meeting and were noted alongside copies of subsequent correspondence from Ian Johnson, East Sussex Traffic & Safety Manager and from the East Sussex Rights of Way team. It was noted that East Sussex had recommended that feasibility studies should be carried out before embarking on any project to provide additional parking areas and that this would be at a cost of £500 per study, payable by the Parish Council. It was agreed not to proceed with this at the present time as further consultation was required with the community as to how funds available through the Community Infrastructure Levy (CIL) should be prioritised. It was noted that Cllr. Armitage was trying to find out more information about the CIL process.

**11.2 Newick Village Hall Management Committee (NVHMC)** – Cllr. Smerdon reported that the Village Hall Management Committee AGM would be held on 14<sup>th</sup> March and that all were welcome to attend. She

also reported that the hall may be closed for a period during the summer to allow maintenance work to be carried out.

**11.3 Neighbourhood Watch** – Cllr. Sheppard reported that she had received a report of anti-social behaviour including broken glass at the recreation ground. It was confirmed that this incident had been reported to the Police.

**11.4 Update on Newick Post Office** – This agenda item had been brought forward and discussed earlier in the meeting – see above.

**11.5 Newick Rootz** – Notes of two Rootz meetings had been circulated by email prior to the meeting and were noted. Cllr. Wickens reported that members of Newick Rootz had ascertained that the bases of the two commemorative oak posts at the entrance to King George V Car Park were sound and work was ongoing to design suitable copper caps which would be fitted to the top of the posts in order to prevent further deterioration. It was noted that something needed to be done to fill the gap between the post on the western side of the entrance and the new fence erected by the owners of the adjoining property. Cllr. Wickens also reported that the fencing around the Jubilee Oak had been removed and the bark chippings renewed. Newick Rootz was thanked for its work within the village.

**11.6 Newick Festival 2018** – It was reported that a meeting of the Festival organising committee had taken place on 22<sup>nd</sup> January 2018. Various activities had been booked including Harris's Fair (subject to completion of paperwork), croquet, crazy golf, punch & judy, and that there would be a big picnic. The committee was trying to reach a compromise with Newick Cricket Club whereby they could hold their cricket match later in the day after the festival activities had finished.

**11.7 Skate Park Working Group** – There was nothing to report.

**11.8 Newick Sports Pavilion Management Committee** – It was reported that the Clerk and Cllrs. White and Halsey had met with the Sports Pavilion Development committee to discuss the surveyor's report. The Development committee had been unhappy about the conclusions reached in the surveyor's report and the Clerk was in communication with Fields in Trust to find out how they would view the situation if the agreed rental did not follow the surveyor's recommendation. It was noted that the Development Committee had set up a meeting with the East Sussex County Council Funding Officer and that Cllrs Halsey and White had been invited to attend.

**11.9 Lewes District Association of Local Councils (LDALC)** – Cllr. Sheppard reported on the LDALC meeting held 4<sup>th</sup> December 2017 which she had attended. It was noted that copies of the draft minutes of this meeting had been circulated by email prior to the meeting.

**11.10 Official re-opening of The Bull Inn** – It was noted that an invitation had been received from Shepherd Neame brewery for members of the Parish Council to attend the official re-opening of The Bull Inn on Tuesday 23<sup>rd</sup> January 2017 and that some members had attended.

**12. Consultations** – There were no outstanding consultations to be reported on.

**13. Correspondence from resident of Newick Drive re parking issues near to shops** – Copies of email correspondence between a resident of Newick Drive and the Clerk about parking problems for residents living near the shops had been circulated prior to the meeting and was noted. It was agreed that no further response was necessary.

**14. Request from resident of 6 Vernons Road for permission for contractor to work from PC land** – It was agreed that permission should be given to the resident of 6 Vernons Road for her contractor to work from the Parish Council's land adjoining her property when renewing her garden fence. The Clerk confirmed that she had already received details of the contractor's public liability insurance.

**15. Request from Newick Twinning Association for permission to use Recreation Ground for event 19/05/18** – It was agreed that permission should be given to Newick Twinning Association to hold an event at King George V Playing Field on 19<sup>th</sup> May 2018 when French guests would be visiting. The event would be organised in consultation with Newick Cricket Club and would be subject to the Twinning Association providing a risk assessment and evidence of public liability insurance.

**16. Items for next agenda** – Arrangements for the Annual Parish Meeting, approval of draft Newick Directory, East Sussex Fire & Rescue consultation (Cllr. Sheppard), Community Infrastructure Levy (Cllr. Armitage).

The meeting closed at 8.55 p.m.

Signed:.....  
Chairman

Date:.....

The Clerk: Mrs SE Berry, 18 Newlands Park Way, Newick, BN8 4PG  
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