

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 24th April 2018 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

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

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

An audio recording was made of the meeting

- 1. Apologies for Absence:-** Apologies had been received from Cllr. M. Halsey.
- 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:** - The following disclosures of personal interests were made:- Cllrs Thew, Armitage and Sheppard declared an interest in agenda item 9.2 (7 Allington Road) as friends of the applicant, Cllr. White declared an interest in agenda items 10.2 (schedule of payments – payment for repair work carried out) and 13 (Newick Bonfire Society), Cllrs. Horsfall and Clothier also declared interests in agenda item 13 (Newick Bonfire Society), Cllr. Wrench declared an interest in agenda item 14 (Newick Rugby Club).
- 3. Questions or statements by Members of the Public** – Mr Simmons, Vice Chairman of Newick Rugby Club, spoke in connection with agenda item 14 (Request from Newick Rugby Club for permission to erect a marquee beside Sports Pavilion). He stated that the Rugby Club wanted to hold its annual dinner/dance at the Sports Pavilion this year in an effort to keep down the costs of the event, particularly for the younger members. A request had been made for permission to erect a marquee beside the pavilion on Friday 1st June in readiness for the dinner/dance on Saturday 2nd June. The marquee would be removed on Monday 4th June. Mr Simmons stated that agreement had already been reached with the Cricket, Football and Stoolball Clubs and with the Pavilion Management Committee. He advised that the intention would be to hold a disco in the marquee and that the event would be from 7pm to midnight. He believed that the appropriate public liability insurance would be in place both for the Rugby Club and the marquee hire company.

Mr Lucas spoke in connection with agenda item 12.2 (NPPF Consultation) and said that it was now even more important that the Parish Council's response should make it clear that it would be wrong for rural areas to be penalised because towns and parishes were not doing their bit. This was in the light of the possibility that Lewes District Council would not have a five year housing land supply under the government's proposed new method of calculation.

In order to assist Mr Simmons it was agreed to bring agenda item 14 forward for consideration.

14. Request from Newick Rugby Club for permission to erect a marquee beside the Sports Pavilion

It was agreed that permission should be given to Newick Rugby Club to erect a marquee beside the Sports Pavilion on Friday 1st June 2018, for the marquee to remain in place until Monday 4th June and for the Club's annual dinner dance to be held there on the evening of Saturday 2nd June. This would be subject to the Rugby Club ensuring that nearby residents were made aware of the event and the usual conditions regarding risk assessments, licensing and public liability insurance being satisfied. It was stressed that this was not intended to set a precedent and that permission would not be granted to private individuals wishing to hold events on the recreation grounds.

One member of the public left the meeting at 7.15 p.m.

- 4. Report from East Sussex County and Lewes District Councillor Jim Sheppard** – An email from Cllr. Jim Sheppard regarding the Parish Council's site between Vernons Road and The Rough had been circulated at the meeting and was noted.
- 5. Report from Maria Caulfield MP** – No report had been received.
- 6. Approval of draft minutes of Parish Council meeting held 27th March 2018** – It was agreed that the draft minutes of the Parish Council held 27th March 2018 could be signed as a true record.

7. **Clerk's Report** – There was no report from the Clerk this month, however, a list of correspondence received since the last meeting had been circulated prior to the meeting and was noted. There were no questions.
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 13th March 2018** – It was agreed that the draft minutes of the Planning Committee Meetings held 10th April 2018 could be signed as a true record.

9.2 **Consideration of Planning Applications**

<p>Newick LW/18/0187 Case Officer: Mrs Alyson Smith</p>	<p>26 Western Road Newick Planning Application - Single storey extension to west of existing dwelling and erection of an entrance porch for Mr G Seymour. It was agreed to make no comment on this planning application.</p>
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<p>Newick/Chailey LW/18/0192 Case Officer: Mr Piotr Kulik</p>	<p>Rock House Tilehouse Lane Newick Planning Application - Change of use of store/home office to new holiday let for Mr & Mrs J Baillieux. It was agreed to make no comment on this planning application.</p>
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<p>Newick LW/18/0257 Case Officer: Mrs Alyson Smith</p>	<p>7 Allington Place Newick Planning Application - Ground floor side extension for Mr M Balloch. It was agreed to make no comment on this planning application.</p>
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9.3 **Approvals/Refusals etc.** – It was noted that the following application had been **approved** by Lewes District Council:-

LW/18/0083 46 The Rough – Planning Application - Demolition of side extensions, construction of side and rear extensions, addition of pitched roof over entrance and replacement of side conifer hedge with 1.8m fence and planting.

9.4 **Tree works applications** – There was nothing to report.

9.5 **Approval of draft minutes of Neighbourhood Plan Committee meeting held 3rd April 2018** – It was agreed that the draft minutes of the Neighbourhood Plan Committee meetings held 3rd April 2018 could 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 planning consent had been granted for the lifting of the planning restriction and for the development of a pair of semi-detached houses on this site. An extension of time had been agreed with Lewes District Council in order to allow for the signing of the S.106 legal agreement. The Clerk reported that the signing of the S.106 agreement must be by resolution of the Parish Council and that two councillors would be required to sign the deed. In view of this it was possible that an extraordinary meeting of the Parish Council may have to be called. It was noted that all members of the Parish Council had received letters from a group of local residents calling for a new planning application to be submitted for one single bungalow on this site rather than two semi-detached houses. District Cllr. Jim Sheppard had indicated that he supported this request and his email included a statement from a senior Lewes District Council planning officer that, in his view, this would not in itself compromise the implementation or status of the Newick Neighbourhood Plan.

At 7.40 p.m. it was agreed to suspend Standing Orders in order to allow Mr Lucas, who was present at the meeting, to speak.

Mr Lucas pointed out that during the preparation of the Neighbourhood Plan there had been objection of some kind to all of the proposed sites and that it did not make any sense to amend the number of houses planned for one site because this may lead to an expectation that the same might happen for another, larger, site and the whole of the Neighbourhood Plan would be in jeopardy.

Standing Orders were resumed at 7.45 p.m.

9.7 Outcome of Court of Appeal hearing – It was reported that the outcome of the Court of Appeal hearing was not known, however, information had been received that DLA Delivery had submitted a S.106 unilateral undertaking to the Court regarding land within the 7km Ashdown Forest Special Protection Area, despite the fact that the judge had previously ruled that no further documentation would be accepted. Concern was expressed that Lewes District Council had known of this but had not informed either Baroness and Mr Cumberlege or Newick Parish Council. It was agreed to delegate to the Neighbourhood Plan Committee to draft and send a letter to Lewes District Council to request that the Parish Council should be kept informed in future. **Action Neighbourhood Plan Committee**

9.8 Letter sent to Thakeham Homes – It was agreed that the letter sent to Thakeham Homes regarding their proposals for the former Woods Fruit Farm site should be published on the website.

9.9 Proposals for Community Infrastructure Levy consultation – A draft letter to be sent to local clubs and societies informing them of the process for bidding for funding from the Community Infrastructure Levy (CIL) had been circulated just prior to the meeting. The contents were discussed and it was agreed that the level of detail contained may be off-putting and that a simple email should be forwarded with the more detailed letter attached. It was agreed that members should send their comments to Cllr. Wickens to be collated and that the letter would be re-drafted by the Neighbourhood Plan Committee. The Clerk reported on a telephone conversation with the LDC Neighbourhood Planning Policy Officer which had clarified various issues regarding the CIL ‘pots’ and the bidding process.

It was agreed that in order to assist Mr Lucas agenda item 12.2 would be brought forward.

12.2 Ministry of Housing, Communities and Local Government – National Planning Policy Framework (NPPF) Consultation – It was agreed that the draft response to the NPPF consultation which had been circulated prior to the meeting should be submitted without amendment. Mr Lucas was asked to do this on behalf of the Parish Council.

One member of the public left the meeting at 8.14 p.m.

It was agreed that in order to assist Cllr. Wickens agenda item 11.4 would be brought forward.

11.4 Newick Rootz – Cllr Wickens reported that lizards and slow worms had been found on Reedens Meadows during the recent reptile survey.

Cllr. Wickens left the meeting at 8.15 p.m.

10. Financial Matters:

10.1 Clerk’s Salary – It was agreed that the Clerk’s salary should be increased with effect from 1st April 2018 in line with the National Joint Council for Local Government Services agreement (SCP 27).

10.2 To approve schedule of payments for April 2018 – It was agreed that the schedule of payments for April 2018 should be approved. It was agreed that payments this month would be authorised by Cllrs. Smerdon and Nesbitt.

Payments Schedule April 2018

Payee	Item	Invoice Amount	Cheque Number
Payments made prior to meeting			
Surrey Hills Solicitors	Transfer to Client Account – for drafting of S.106 agreement re LW/18/0048	£1900.00	Electronic pmt
Payments to be approved			
S.E. Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	£1,644.68	Electronic pmts
Mrs SE Berry	Reimbursement for items purchased by Clerk on behalf of Newick Parish Council	£267.99	Electronic pmt

Surrey Hills Solicitors	Legal Services re LW/18/0048	£414.00	Electronic pmt
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	Electronic pmt
Lewes District Council	Monthly Play Area Inspection	£18.00	Electronic pmt
Lewes District Council	Litter Bin Emptying	£135.72	Electronic pmt
Lewes District Council	Dog Bin Emptying	£187.20	Electronic pmt
Chailey Heritage Enterprise Centre	Printing Services	£272.00	Electronic pmt
NACCA	Hire of Community Centre	£18.00	Electronic pmt
The Danewood Press	Printing of Newick Directory	£660.00	Electronic pmt
Newick Village Hall	Annual Parish Meeting & Storage	£190.00	Electronic pmt
East Sussex ALC	Subscriptions 2018/17	£751.50	Electronic pmt
Action in rural Sussex	Membership subscription	£50.00	Electronic pmt
Satswana Ltd	Data Protection Office Service	£180.00	Electronic pmt
JR White Electrical	Repair defibrillator cabinet	£53.00	Electronic pmt
Sussex Sign Centre	Signs for Play Area	£163.20	Electronic pmt
Mr CR Goddard	Newsletter delivery	£120.00	Electronic pmt
Ms S Orwin	Village maintenance	£273.24	Electronic pmt
Fields in Trust	Membership subscription	£50.00	Electronic pmt
Total		£7449.33	

10.3 To note statement of performance against budget as at end March 2018 – The statement of performance against budget as at the end of March 2018 including Sports Pavilion transactions had been circulated prior to the meeting and was noted.

10.4 Bank Reconciliation – A copy of the end of year bank reconciliation checked and signed by the Chair of the Finance & General Purposes committee had been circulated prior to the meeting and was noted.

10.5 Approval of minutes of Finance & General Purposes (F&GP) committee meeting held 10th April 2018 – It was agreed that the minutes of the F&GP committee meeting held 10th April 2018 could be signed as a true record.

10.6 Recommendations made by F&GP – The following recommendations made by the F&GP committee were agreed:-

- That Grant Awarding Policy, Freedom of Information Scheme and Policy for Signs, Notices etc. which had been reviewed and minor amendments proposed should be adopted.
- That the System of Internal Control which had been reviewed by F&GP and reported on (report circulated prior to the meeting) should be approved.
- That the Parish Council should subscribe to the Satswana Fractional Data Protection Officer Service at a cost of £150 + VAT per annum and that the Clerk should go ahead and arrange Data Protection training for members of the Council.

11. Committees' and Councillors' Reports

11.1 Newick Village Hall Management Committee (NVHMC) – Cllr. Smerdon reported that she had been unable to attend the April meeting of NVHMC and that she had nothing to report.

11.2 Neighbourhood Watch – Cllr. Sheppard reported that she had been advised of a break-in at The Bull Inn and that a van on The Green had been broken into at the same time. The two events were believed to be connected.

11.3 Update on Newick Post Office – Cllr. Smerdon reported that a meeting was planned to be held between officers from The Post Office and some local people who had expressed an interest in reviving the Post Office in its former premises with a connecting door through to The Pantry. It was noted that consideration would need to be given to whether or not the Parish Council would be required to play any role in this project

11.4 Newick Rootz – This agenda item had already been dealt with earlier in the meeting.

11.5 Newick Festival 2018 – Cllr Smerdon reported that a meeting of those organising the Food Fair and Festival had taken place on 23rd April 2018. She detailed the various stalls and events that were planned for the Festival. It was noted that marshals were still required.

11.6 Meeting with High Sheriff of East Sussex – Cllr. Smerdon reported that she had attended a working dinner at the invitation of the newly appointed High Sheriff of East Sussex. She reported on those in attendance at the meeting and the subjects discussed (e.g. affordable housing for rural areas, policing, drugs issues, neighbourhood plans, loneliness and vulnerability of those in rural areas).

11.7 SLR Meeting with East Sussex Highways – The draft minutes of the Strengthening Local Relations (SLR) meeting held with East Sussex Highways on 11th April 2018 had been circulated prior to the meeting and were noted. It was agreed not to progress a proposed investigation into the feasibility of putting double yellow lines at the junction of Allington Road and Church Road as it was considered unlikely that this would be adequately enforced.

11.8 Sports Pavilion Development Committee – Cllr. White reported on a meeting of the Sports Pavilion Development Committee held on 12th April 2018. A specialist company had carried out a survey and produced some initial plans. It was reported that the current feeling of the development was that it may be preferable to remove the existing pavilion and start again with a new purpose-built building. Meetings had been arranged with the various sports clubs to find out what their individual requirements would be so that as many of these requirements as possible could be incorporated into the design. It was noted that the Parish Council had not been formally approached about paying the costs of this feasibility stage of the project and it was not certain how they would be funded.

12. Consultations –

12.1 Committee on Standards in Public Life – The Review of Local Government Ethical Standards consultation had been considered by the F&GP committee and copies circulated prior to the meeting. It was agreed that members of the council would respond to this consultation as individuals. **Action all councillors**

12.2 Ministry of Housing, Communities & Local Government – This agenda item had been brought forward and dealt with earlier in the meeting.

Cllr. Nesbitt left the meeting at 8.58 p.m.

13. Request from Newick Bonfire Society for permission to use The Green on 3rd November 2018 for Bonfire Celebrations – It was agreed that permission would be granted to Newick Bonfire Society to hold Newick Bonfire Celebrations on The Green on 3rd November 2018, subject to the usual conditions. It was also agreed that Newick Parish Council would pay the cost of providing portable toilets at this event as in previous years. Having declared an interest in this matter, Cllrs. Horsfall, Clothier and White did not vote.

14. Request by Newick Rugby Club to erect a marquee beside the Sports Pavilion – This agenda item had been brought forward and dealt with earlier in the meeting.

15. Reports of anti-social behaviour at KGVPF – Following complaints of anti-social behaviour both at King George V Playing Field and elsewhere in the village a proposal had been made that a letter should be sent to local primary and secondary schools. It was agreed that no letter should be sent to schools as the young people involved were considered to be the responsibility of their parents rather than the school, however, an article would be included in the next edition of the Parish Newsletter. **Action Cllr. Clothier**

16. Friends of Newick Health Centre proposed Good Neighbour Scheme – It was agreed that Cllr. White would represent the Parish Council at a presentation by Action in rural Sussex on the subject of a Good

Neighbour Scheme. It was agreed that details of the meeting would also be sent to those who had spoken at the Annual Parish Meeting about similar activities they are already involved with. **Action Cllr. White**

- 17. Annual Parish Meeting 18th April 2018 – issues raised which need to be progressed** – There were no items raised at the Annual Parish Meeting that were not already under consideration by the Parish Council, however it was reported by Cllr. White that a resident who had been present had complained about the poor sound system at the village hall and that she was not aware of who the Parish Councillors were.
- 18. Cricketfield Allotments** – The Clerk reported that a revised management agreement for the Cricketfield allotment site had been supplied by Lewes District Council. It was agreed that the agreement could be signed on behalf of the Parish Council.
- 19. Queens Trees** – Cllr. Smerdon reported on a new initiative by the Woodland Trust to plant native trees which would be protected. It was agreed that this matter would be considered further by the Environment & Recreation Committee.
- 20. Items for next agenda** – It was noted that the next meeting would be the Annual Meeting of the Parish Council where the Chairman, Vice Chairman and committees would be appointed and the annual accounts approved.

The meeting closed at 9.20 p.m.

Signed:.....
Chairman

Date:.....