

Newick Parish Council

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

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

In Attendance: Mrs S. Berry (Clerk)

An audio recording was made of the meeting

1. **Apologies for Absence:-** Apologies had been received from Cllrs. G. Clothier and 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:** - Cllr. White disclosed an interest in agenda item 7.1 (LW/18/0755) as the applicant was one of his clients.
3. **Exclusion of the press and public** – It was agreed to exclude members of the press and public from the meeting during consideration of agenda items 15 (Vernons Road/The Rough. – commercial in confidence) and 16 (Report from Chairman following appraisal of Clerk’s performance – confidential employment matter). (Public Bodies Admission to Meetings Act 1960 S1(2)).
4. **Questions or statements by Members of the Public**
There were no members of the public present at the meeting.
5. **Report from Lewes District and East Sussex County Councillor** – There was no report from District and County Councillor Jim Sheppard.
6. **Approval of draft minutes of Parish Council meeting held 25th September 2018 and Extraordinary meeting held 23rd October 2018** – It was agreed that the draft minutes of both the Parish Council meeting held 25th September 2018 and the Extraordinary meeting held 23rd October 2018 could be signed as a true record.
7. **Planning:**

7.1 Consideration of Planning Applications

<p>Newick LW/18/0755 Case Officer Mr Piotr Kulik</p>	<p>39 High Hurst Close, Newick Demolition of garage and rear conservatory with construction of a two storey and single storey rear extension, two storey extension to west side and addition of attached car port to west side together with internal alterations. It was agreed to make no comment on this planning application.</p>
<p>Newick LW/18/0728 Case Officer Mr Russell Pilfold</p>	<p>77 Allington Road, Newick Proposed unheated room and raised patio. It was agreed to make no comment on this planning application.</p>

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

LW/18/0302 Land to rear of Sheffield Park Industrial Estate, East Grinstead Road, North Chailey – Planning application for use of agricultural land as a seasonal non-fixed campsite for up to 40 pitches (temporary period from 1st April or Easter weekend whichever earlier to 30th September each year).

LW/18/0655 Toad Hall, Lane End Common, North Chailey – Planning application for Section 73a application to raise the level of low and flooded grazing field by 500m in the deepest area with imported inert soil.

7.3 Tree works applications – It was reported that the following tree works applications had been received and were under consideration by the Parish Council’s Tree Officer:-

TW/18/0080/TCA St Mary’s Church, Church Road – Raise canopy of Yew by approximately 2 metres above the oil tank

TW/18/0081/TCA 19 The Green – Yew - raise canopy by up to 1.5m by removing secondary branches only to suitable growth point and remove epicormic growth to reduce shading'

It was noted that the following tree works applications had been approved by Lewes District Council:-

TW/18/0058/TCA 33 Church Road – Tilia cordata x 2 – Pollard

TW/18/0059/TCA 30 Church Road – Ash – Fell, Purple beech – 30% Crown reduction.

7.4 Approval of draft minutes of Neighbourhood Plan Committee meeting held 9th October 2018 – It was agreed that the draft minutes of the Neighbourhood Plan Committee meeting held 9th October 2018 could be signed as a true record. The Clerk was asked to ensure that agenda item 5.1 (NPPF) was put back on the agenda for the next Neighbourhood Plan Committee meeting. **Action Clerk.**

Members were encouraged to read the response sent by Dr Kay (CPRE) to the Secretary of State in connection with the Mitchelswood Farm appeal.

It was confirmed that the date for the Lewes District Council Planning Application Committee's consideration of the Woods Fruit Farm planning application had not yet been set.

8. Clerk's Report – The Clerk's report had been circulated prior to the meeting and was noted. A list of correspondence received since the last meeting had been circulated prior to the meeting and was noted.

It was noted that the Clerk had met with Lewes District Council Neighbourhood First Team officers in order to discuss the provision of a street sign for Church Road and that the landlord of the Royal Oak had agreed for a sign to be erected at the edge of the pub car park. It was suggested that the sign should, instead, be fixed to the curved wall to the left of the pub. Clerk to contact Neighbourhood First Team and landlord of Royal Oak to discuss feasibility of this proposal. **Action Clerk**

It was noted that Newick Cricket Club had agreed to pay the cost of supplying and planting a Rowan tree at King George V Playing Field as a replacement for the tree that had been removed in 2017 to make way for new cricket nets. The Clerk was asked to contact Newick Rootz to check whether or not they would be willing to plant the tree on their next work day. **Action Clerk**

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

10. Financial Matters:

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

Payments Schedule October 2018

Payee	Item	Invoice Amount	Cheque Number
Mrs I Baty	Delivery of autumn newsletters	£120.00	Electronic pmt
Newick Sports Pavilion	VAT reclaim June to Sept	£367.69	Electronic pmt
SE Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	£1644.68	Electronic pmts
SSALC Ltd	ESALC Conference 11/10/18	£54.00	Electronic pmt
SSALC Ltd	Clerks Networking Day 06/11/18	£96.00	Electronic pmt
M&M Services	Fencing repairs	£567.60	Electronic pmt
Mrs LM Farmer	Locum Clerk work Sept/Oct	£76.89	Electronic pmt
Peter Frost	Interim audit	£137.80	Electronic pmt
CHEC	Printing of autumn newsletters	£232.00	Electronic pmts
Mrs J Sheppard	Mileage expenses 04/10/18	£26.40	Electronic pmt

Lewes District Council	Monthly play area inspection	£18.00	Electronic pmt
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	Electronic pmt
Duncton Electrical Contractors	PAT testing office equipment	£36.00	Electronic pmt
Rialtas Business Solutions	Alpha software annual charge	£142.80	Electronic pmt
Mrs SE Berry	Reimbursement for items purchased by Clerk on behalf of Parish Council	£560.52	Electronic pmt
Lindsey Baker Fencing	Flagpoles and signs	£160.00	Electronic pmt
Mr PR Antrobus	Village maintenance work	£367.50	Electronic pmt
Total		£4708.68	

10.2 To note statement of performance against budget as at end September 2018 – The statement of performance against budget as at the end of September 2018 had been circulated prior to the meeting and was noted.

10.3 Quarterly reconciliation of bank accounts – It was noted that the quarterly reconciliation of bank accounts had been carried out and that this had been checked by Cllr. Horsfall.

10.4 Quarterly VAT reclaim – It was noted that the quarterly VAT reclaim had been submitted online to HMRC and that the reclaimed funds had been received into the Council's bank account.

10.5 Internal Auditor's Interim Review report – Copies of the Internal Auditor's report of his Interim Review carried out on 19th October 2018 had been circulated prior to the meeting. It was noted that no issues had been raised.

10.6 2019/20 Budget – Members were reminded to notify the Clerk of any items to be included in the 2019/20 draft budget.

10.7 Replacement bins for King George V Playing Field – A breakdown of the cost for replacing litter bins and dog waste bins at King George V Playing field with dual purpose bins had been circulated prior to the meeting. It was agreed to proceed with the quotation received from Lewes District Council (£1539 + VAT) to remove 3 x existing litter and 1 x dog waste bins and replace them with 3 x dual purpose waste bins. The Environment & Recreation Committee was asked to investigate the feasibility of replacing other bins within the village with dual purpose bins. **Action E&R Committee**

11. Committees' and Councillors' Reports

11.1 Community Infrastructure Levy (CIL) Working Group – There was no report from the CIL Working Group, however, it was noted that a meeting would need to be held in order to complete the regulation 62a return before the deadline date of 31st December. **Action CIL Working Group**

11.2 Newick Village Hall Management Committee (NVHMC) – Cllr. Smerdon reported that NVHMC had submitted a bid to Lewes District Council for CIL funding towards the cost of planned upgrade work.

11.3 Newick Post Office – Cllr. Sheppard reported that the Post Office Field Change Officer had advised that she had been in touch with a person interested in taking on the Post Office in Newick and that the person would be going through the application and interview process. No further information was available.

11.4 Newick Rootz – The minutes of the meeting of Newick Rootz held 5th October 2018 had been circulated by email prior to the meeting and were noted. The Chairman proposed a vote of thanks to Rootz members for all their hard work. It was reported that four members of Rootz and four members of the Parish Council would be attending the unveiling of the new pedestrian bridge across the river Ouse which gives easier access for walkers to National Trust land at Sheffield Park. It was reported that Rootz had been informed of attacks by dogs on sheep on land to the rear of Ketches and complaints of dog fouling and dogs off lead in the Council's recreation grounds. It was agreed that the dog fouling issue should be mentioned in the next edition of the Parish Council newsletter and that District Councillor, Jim Sheppard should be asked to include this in his monthly Parish Magazine article.

11.5 Community Resilience Conference – Cllr. Sheppard gave a verbal report on the Community Resilience Conference hosted by West Sussex County Council that she and the Clerk had attended on 4th October 2018.

11.6 East Sussex Association of Local Councils (ESALC) – The Chairman gave a verbal report on the ESALC AGM and Conference that she had attended on 11th October 2018. One of the presenters had been Giles York, Chief Constable of Sussex Police and it was agreed that the Chief Constable should be invited to speak on rural policing issues at Newick’s Annual Parish Meeting in April 2019.

11.7 Lewes District Town and Parish Conference – Cllr Horsfall gave a verbal report on the Lewes District Town and Parish Conference that he and Cllr. Smerdon had attended on 11th October 2018.

12. Consultations – Lewes District Council Draft Local Plan Part 2 (Housing Allocation) – A draft response to the consultation on LDC’s Draft Local Plan Part 2 had been circulated prior to the meeting and this was agreed with no amendments.

13. Request for permission to replace memorial bench at King George V Playing Field – It was agreed that permission should be given to the Street family to replace the bench in memory of the late Andrew Street.

14. Request for permission to place poppies on The Green near to memorial stone - It was agreed that permission should be given for felt poppies (one for each Newick resident who had lost their life as a result of hostilities during World Wars I and II) to be placed on the Green near to the memorial stone during the week prior to Remembrance Sunday.

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

15. Vernons Road/The Rough – A report from the Land Disposal Working Group had been circulated prior to the meeting. Having considered the report, it was agreed by the Council that Clifford Dann should be appointed as agents to handle the sale of the Parish Council’s land between Vernons Road and The Rough and that the sale should take the form of an Informal Tender. The Clerk was authorised to place the required advertisement in the local newspaper and to give notice that the licence agreements with various residents in The Rough and Vernons Road would be terminated.

The Clerk left the room during discussion under agenda item 16

16. Report from Chairman following appraisal of Clerk’s performance – It was agreed to delegate to the Finance & General Purposes Committee responsibility for consulting with Sussex Association of Local Councils over the recruitment of a new Clerk to take over from the existing Clerk on her retirement in 2019.

17. Items for the next agenda – It was agreed that the following items would appear on the agenda of the next meeting:-
Draft budget for 2019/20
Recruitment issues
Sports Pavilion development

The meeting closed at 8.45 p.m.

Signed:.....
Chairman

Date:.....