

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 27th November 2018 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Armitage, G. Clothier, I. Nesbitt, 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:-** There had been no apologies received.
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 of personal interest were made.
3. **Exclusion of the press and public** – There was no reason to exclude members of the press or public from any part of the meeting.
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 30th October 2018** – It was agreed that the draft minutes of the Parish Council meeting held 30th October 2018 could be signed as a true record.
7. **Planning:**
 - 7.1 **Approval of draft minutes of Planning Committee meeting held 13th November 2018** – It was agreed that the draft minutes of the Planning Committee meeting held 13th November 2018 could be signed as a true record.

7.2 Consideration of Planning Applications

Newick LW/18/0844 Case Officer Mrs April Parsons	The Glade, 14 Newick Hill, Newick Proposed porch to side of property. It was agreed to make no comment on this planning application.
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- 7.3 **Consideration of new LDC arrangements for consultation over planning applications** – It was agreed that the amended arrangements for notifying the Parish Council of planning applications under consideration was inadequate and that there was a risk that some applications might be overlooked. It was agreed that the Clerk would draft a letter highlighting the Parish Council's concerns to be sent to the Head of Planning at Lewes District Council and the Chair of the LDC Planning Applications Committee.
Action Clerk

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

LW/18/0755 39 High Hurst Close, Newick – Planning application for 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.

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

TW/18/0055/TPO 23 Newlands Park Way – 1 x Beech T21 of the Order – Reduce height by 4m from 21m to 17m, 1 x Oak T22 of the Order – reduce height by 5m from 22m to 17m, 1 x Oak T23 of the Order – reduce height by 4m from 20m to 16m, 1 x Oak T24 of the Order – reduce height by 5m from 25m to 20m.

TW/18/0068/TCA 1 Harmers Hill – Removal of overgrown non TPO trees that are either hindering the growth of trees with a TPO or that have grown too large to maintain and manage.

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 epicormics growth to reduce shading.

It was noted that the following tree works application had been **refused** by Lewes District Council:-

TW/18/0062/TPO – 84 Allington Road – 1 x Oak T3 of the Order – reduce and reshape by 25%.

7.6 Approval of draft minutes of Neighbourhood Plan Committee meeting held 6th November 2018 – It was agreed that the draft minutes of the Neighbourhood Plan Committee meeting held 6th November 2018 could be signed as a true record.

8. Clerk’s Report – The Clerk’s report had been circulated prior to the meeting and was noted. In connection with the reports of antisocial behaviour around the Scout Hut Cllr Sheppard reported that she had forwarded the details of Operation Blitz to the Group Scout Leader in case of any further incidents. A list of correspondence received since the last meeting had been circulated prior to the meeting and was noted.

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 November 2018 – It was agreed that the schedule of payments for November 2018 should be approved. It was agreed that payments this month would be authorised by Cllrs. Thew and Nesbitt. It was also agreed that Cllrs Thew and Nesbitt would authorise payments in December when there would be no Parish Council meeting.

Payments Schedule November 2018

Payee	Item	Invoice Amount	Cheque Number
Staverton Nursery	Purchase and delivery of Rowan Tree	£54.69	Electronic pmt
SE Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	£1644.68	Electronic pmts
Lewes District Council	Monthly play area inspection - November	£18.00	Electronic pmt
Lewes District Council	Monthly play area inspection – December	£18.00	Electronic pmt
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	Electronic pmt
Watson's Groundcare Services	Play area and skate park repairs	£600.00	Electronic pmt
Surrey Hills Solicitors	Fees re land disposal	£276.00	Electronic pmt
Society of Local Council Clerks	Membership renewal	£175.00	Electronic pmt
Mrs SE Berry	Reimbursement of Clerks expenses	£14.85	Electronic pmt
Barcombe Landscapes Ltd	Mowing and grounds maintenance	£1425.60	Electronic pmt
Barcombe Landscapes Ltd	Mowing highway verges	£900.00	Electronic pmt
Mr PR Antrobus	Village maintenance work	£294.00	Electronic pmt
Total		£5521.57	

- 10.2 To note statement of performance against budget as at end October 2018** – The statement of performance against budget as at the end of October 2018 had been circulated prior to the meeting and was noted.
- 10.3 Approval of draft minutes of Finance & General Purposes (F&GP) Committee meeting held 13th November 2018** – It was agreed that, subject to the correction of a typing error in the heading of item 7, the draft minutes of the F&GP Committee meeting held 13th November 2018 could be signed as a true record.
- 10.4 Risk Management Policy** – It was agreed that the Risk Management Policy which had been reviewed by F&GP should be approved with no amendment.
- 10.5 2019/20 Budget** – A copy of the Draft Budget for 2019/20 (version 4) had been circulated prior to the meeting. It was noted that as a result of a reduction in expected income and a rise in expected costs the draft budget showed an increase in the annual precept of £17,400 and use of approximately £20,000 of the reserves. Following discussion, it was agreed that £8397 should be transferred from the play activity reserve to the general reserve and that this amount should be used to reduce the precept request. (proposed by Cllr White and seconded by Cllr Nesbitt). Following this amendment the budget showed a total precept request of £64,003 and use of reserves amounting to approximately £29,000. It was unanimously agreed to approve this final draft budget.
- 10.6 Staff recruitment** – A proposal from Sussex Association of Local Councils (SALC) for handling the recruitment of a new Clerk/Responsible Financial Officer had been circulated in advance of the meeting. It was agreed to accept the terms of this proposal. The pay range recommended by F&GP was agreed and it was agreed to delegate arrangements for confirming terms and conditions and advertising the position to F&GP. It was agreed that the interview panel should consist of Cllrs. Smerdon, Wickens and Armitage.
- 10.7 King George V Playing Field (KGVPF) Charitable Status** – A report from the Clerk detailing the background to the creation of KGVPF and its charitable status had been circulated prior to the meeting and was noted. It was agreed that the Council's procedure for financing and managing KGVPF needed to be changed in order to comply with regulations concerning the Parish Council's role as charitable trustee. The Clerk was authorised to seek legal and financial advice on this matter. **Action Clerk**

11. Committees' and Councillors' Reports

- 11.1 Community Infrastructure Levy (CIL) Working Group** – It was reported that the regulation 62a return for the financial year 2017/18 had been completed and that this document would be forwarded to Lewes District Council and displayed on the Parish Council's website. **Action Clerk**
- 11.2 Newick Village Hall Management Committee (NVHMC)** – Cllr. Smerdon reported that she had been unable to attend the last NVHMC meeting.
- 11.3 Newick Post Office** – There was nothing to report.
- 11.4 Newick Rootz** – Cllr Wickens gave a report on work carried out by Newick Rootz on their work day held 26th November 2018. It was noted that Rootz had planted the Rowan Tree at KGVPF but that it appeared that the location advised was not suitable and that the tree would have to be relocated.
- 11.5 Newick Sports Pavilion Management Committee (NSPMC)** – Copies of the minutes of NSPMC meeting held 6th November 2018 had been circulated prior to the meeting and were noted. It was reported that an extraordinary meeting of NSPMC had been held on 26th November 2018 following the resignation of two key members of the Sports Pavilion Development Committee who had been concerned about the lack of progress of the project and what they perceived to be lack of support from the Parish Council. Cllrs. Smerdon, White, Wrench and the Clerk had attended this meeting and a verbal report was made. The Parish Council confirmed its support of the Sports Pavilion Development project and agreed that, in an attempt to get the project back on track, legal advice should be sought regarding the setting up of a Community Interest Company (CIC) to take on the management of the Pavilion. The Clerk was asked to contact the Parish Council's solicitor to find out what information would be required to produce the heads of terms and whether or not it would be appropriate for the Parish Council to be a part of this company. It was agreed that any advice obtained could be shared with NSPMC.
- 11.6 National Trust Sheffield Park** – It was reported that some Members had attended the unveiling of the new pedestrian bridge linking footpath 14 to National Trust owned parkland at Sheffield Park. It was agreed that the new access should be featured in the Parish Council newsletter with a link to the Newick Rootz website which contained a map showing local rights of way.

11.7 Lady Vernon Educational Foundation – Cllr Armitage gave a verbal report on the Lady Vernon Educational Foundation Trustees meeting which he had attended on 14th November 2018.

11.8 Remembrance Day 2018 – The Chairman, on behalf of the Parish Council, recorded thanks to all those who had been involved in organising the various events that took place in Newick to commemorate the centenary of the end of World War 1. It was agreed that letters of thanks should be sent to Rev'd Paul Mundy and Newick Bonfire Society. **Action Clerk**

12. Consultations – Seaford Neighbourhood Plan (amendments to pre-submission document) – Following the recommendation made by the Neighbourhood Plan Committee, it was agreed that no comment should be made on the amendments to the Seaford Neighbourhood Plan pre-submission document.

13. Vernons Road/The Rough – A report from the Clerk on action taken regarding the disposal of Parish Council land between Vernons road and The Rough had been circulated in advance of the meeting and was noted. It was agreed to delegate the checking and signing of the contract with the estate agent to the Land Disposal Working Group.

14. Items for Winter newsletter – It was agreed that the following items should appear in the next edition of the Parish Council newsletter which would be delivered in early January 2019:-

- 2019/20 budget – an explanation as to why the precept had been increased
- Report on Remembrance Day events
- Report on new bridge at Sheffield Park – Cllr Wickens
- Forthcoming Parish Council elections
- Job advert for new Clerk/RFO
- Update on Post Office if available
- Date for Spring Clean of village (to be discussed at E&R Committee meeting)
- Thanks to Royal Oak for providing Christmas Tree
- Registration with UK Power Networks for vulnerable residents

15. Items for the next agenda – No requests were made for items to appear on the agenda of the next meeting.

The meeting closed at 8.40 p.m.

Signed:.....
Chairman

Date:.....

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