

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 26th February 2019 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), J. White, C. Wickens and K. Wrench.

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

An audio recording was made of the meeting

- 1. Apologies for Absence:-** Apologies had been received from Cllr. 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:** - No disclosures of personal interest were made.
- 3. Exclusion of the press and public** – It was agreed that members of the press and public should be excluded from the meeting for agenda items 16 (recruitment of new Clerk) and 17 (Vernons Road/The Rough) because of the confidential nature of these items (employment matter and confidential commercial matter respectively). *Public Bodies Admission to Meetings Act 1960 S.1 (2).*
- 4. Questions or statements by Members of the Public**
Mr Clements spoke on behalf of Newick Rugby Club in connection with agenda item 13 (Request from Newick Rugby Club for permission to run charity event at recreation ground). He outlined the proposed activities for the day and confirmed that the necessary licence and insurances would be in place. Mr Clements advised that a celebrity rugby player might attend the event but that this was yet to be confirmed. He also stated that residents living near to the recreation ground would be notified in advance of the event.

In order to assist Mr Clements it was agreed that agenda item 13 should be brought forward for discussion.

13. Request from Newick Rugby Club for permission to run charity event at recreation ground 06/04/19
Details of the request from Newick Rugby Club had been circulated prior to the meeting. It was agreed that, subject to the usual insurance, licence and risk assessment being in place, permission should be given to Newick Rugby Club to hold a charity match with associated catering and bars at King George V Playing Field on 6th April 2019.

*Cllr. White joined the meeting at 7.07 p.m.
A member of the public joined the meeting at 7.07 p.m.*

Mr Lucas spoke regarding the recently published Housing Delivery Test and the implications that this would have for housing development within Lewes District. He reported that letters had been sent from the Ministry of Housing, Communities and Local Government (MHCLG) to DLA and other parties interested in the Mitchelswood Farm appeal inviting further representations in the light of the newly published information before the deadline of 7th March 2019. Mr Lucas advised that he was aware that Lewes District Council was in dispute with MHCLG over the new Housing Delivery Test figures as they took into account housing requirement and delivery for the South Downs National Park which had previously been treated separately.

- 5. Report from Lewes District and East Sussex County Councillor** – There was no report from District and County Councillor Jim Sheppard.
- 6. Report from Maria Caulfield MP** – A written report from Maria Caulfield MP had been circulated prior to the meeting and was noted.
- 7. Approval of draft minutes of Parish Council meeting held 29th January 2019 and Extraordinary meetings held 12th and 19th February 2019** – It was agreed that the draft minutes of the Parish Council meeting held 29th January 2019 and Extraordinary Meetings held 12th and 19th February 2019 could be signed as a true record of those meetings.

8. Planning:

8.1 Approval of draft minutes of Planning Committee meeting held 9th January 2019 – It was agreed that the draft minutes of the Planning Committee meeting held 12th February 2019 could be signed as a true record.

8.2 Consideration of Planning Applications – There were no planning applications for consideration.

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

LW/18/1004 & LW/18/1005 47 Church Road, Newick – Planning application and Listed Building Consent for proposed internal alterations and rear extension to create annex, with construction of separate garage and new access to highway.

LW/18/1031 26 Church Road, Newick – Planning application for proposed extension to rear

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

TW/18/0106/TPO 7 The Pagets – T1 Sycamore and T2 Copper Beech - reduce internal branches that are over the back garden of 22 Newlands Park Way by up to 4m, to suitable growth points.

8.5 Approval of draft minutes of Neighbourhood Plan Committee meeting held 5th February 2019 – It was agreed that the draft minutes of the Neighbourhood Plan Committee meeting held 5th February 2019 could be signed as a true record.

8.6 Report of Lewes District Planning Applications Committee meeting held 20th February 2019 and agreement of further action – Cllr. Wickens gave a verbal report of the Lewes District Planning Applications Committee meeting on 20th February 2019. It had been announced at this meeting that the newly published Housing Delivery Test would have implications for planning applications in Lewes District that were currently under consideration. The Woods Fruit Farm application (LW/18/0351) had been deferred in order to allow time for officers to assess the published figures and to formalise the housing land supply position. It was agreed that in view of the possible impact of these changes on the Mitchelswood appeal that was currently under consideration by the Secretary of State, the Neighbourhood Plan Committee would agree further representations to be submitted by the deadline of 7th March. **Action Neighbourhood Plan Committee**

8.7 Lewes District Local Plan Part 2 Examination Hearings – Details of the Lewes District Local Plan Part 2 Examination Hearings had been circulated by email prior to the meeting. It was agreed to delegate to the Neighbourhood Plan Committee consideration of whether or not Newick Parish Council should participate in the oral examination and what further representations, if any, should be submitted. **Action Neighbourhood Plan Committee**

One member of the public left the meeting at 7.30 p.m.

9. Clerk's Report – The Clerk gave a verbal report on various issues including the repair of the Community Centre car park wall, the expected installation of the new litter/dog waste bins and a meeting held with a representative from 4global arranged as part of Lewes District Council's assessment of sports pitches within the district. A list of correspondence received since the last meeting had been circulated prior to the meeting and was noted.

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

11. Financial Matters:

11.1 To approve schedule of payments for February 2019 – It was agreed to approve the schedule of payments for February 2019. Cllrs. Horsfall and Nesbitt were appointed to authorise the payments this month.

Payments Schedule February 2019

Payee	Item	Invoice Amount	Cheque Number
SE Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	£1644.68	Electronic pmts
Mrs SE Berry	Reimbursement of Clerks expenses	£16.08	Electronic pmt
Lewes District Council	Monthly play area inspection	£18.00	Electronic pmt
D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	Electronic pmt
Roger Malvern	Website administration	120.00	Electronic pmt
Windmill District Guides	Grant	£300.00	Electronic pmt
SSALC Ltd	Recruitment for new Clerk	£578.00	Electronic pmt
TG Tapp	Repair of Community Centre Wall	£420.00	Electronic pmt
Village Handy Person	Village Maintenance	£257.25	Electronic pmt
Total		£3454.81	

11.2 To note statement of performance against budget as at end January 2019 – The statement of performance against budget as at the end of January 2019 had been circulated prior to the meeting and was noted. The Clerk explained that the allotment costs figures appeared to be overspent but that this was a prepayment for the next financial year.

11.3 To approve the draft minutes of the Finance & General Purposes Committee meeting held 12th February 2019 – It was agreed that the draft minutes of the Finance & General Purposes Committee (F&GP) meeting held 12th February 2019 could be signed as a true record.

11.4 Recommendations by F&GP Committee – It was agreed that the following draft updated policy documents should be approved:-

- Freedom of Information Scheme
- Village Hall Custodian Trustee Audit Programme
- Internal Audit Plan (Review of Book-keeping and review of risk)

It was agreed that further consideration should be given to the Policy for the Retention of Parish Records, specifically whether there should be a category for Neighbourhood Plan background documents and how long they should be retained. **Action Clerk**

11.5 King George V Playing Field (KGVPF) Charitable Status – It was reported that further advice had been received which indicated that the current treatment of financial transactions relating to King George V Playing Field could be justified on the grounds that the Parish Council was the registered owner of the land and that it had powers to provide and manage recreation grounds (Public Health Act 1875 s.164). It was noted that the current system had been endorsed by both the internal and external auditors and that there was no double counting of income or expenditure. It was agreed that no changes should be made at the current time but that the situation should be reassessed if and when the position regarding the management of the Sports Pavilion changed.

Cllr. Clothier left the meeting at 7.45 p.m.

12. Committees' and Councillors' Reports

12.1 Newick Village Hall Management Committee (NVHMC) – Cllr. Smerdon reported that the NVHMC application for CIL funding of £25,000 from Lewes District Council had been successful.

12.2 Newick Rootz – A letter from Newick Rootz regarding various paths and twittens in Newick that were not on the definitive public rights of way map had been circulated prior to the meeting. It was noted that the

Ramblers Association was campaigning to get as many existing paths as possible designated as public rights of way before the deadline of January 2026. Rootz had invited the Parish Council to consider what action if any needed to be taken to ensure that some of the paths in Newick which were currently available to the public but not designated as public rights of way were not lost in the future. It was agreed that Cllr. Wickens would go back to Rootz members to ask for recommendations on what they considered to be the priorities. **Action Cllr. Wickens**

It was reported that the shelving had not yet been installed in the storage shed which was making it difficult for Rootz to access their equipment. The Clerk was asked to speak to the village handy person about this. **Action Clerk**

It was reported that there was a lot of rubbish around the storage sheds at King George V Playing Field, including old guttering and pipes which had not been removed after the guttering at the pavilion had been replaced.

Cllr Halsey left the meeting at 8.00 p.m.

12.3 Newick Sports Pavilion Management Committee (NSPMC) – Copies of the minutes of NSPMC meeting held 5th February 2019 had been circulated prior to the meeting and were noted. Cllr Wrench asked a question regarding the work of the pavilion development committee and whether or not the Parish Council should seek advice on their behalf. It was agreed that the Clerk would send a copy of the advice already obtained to Cllr Wrench as he said that he had not previously received it. **Action Clerk**

12.4 Western Road Speeding Action Group – Notes of a meeting between residents of Western Road and East Sussex County Council Road Safety Officers, attended by Cllrs Nesbitt and Wrench, had been circulated prior to the meeting. It was reported that it appeared unlikely that ESCC would take any action as the injury crash data available for that location did not show it to be a priority. It had been suggested by ESCC that a speed survey would provide an indication of the types of measures that might be appropriate and the residents group was seeking the Parish Council's support for a speed survey to be undertaken. It was agreed that to support the residents' request for a speed survey and for this to be funded by the Parish Council if necessary.

13. Request from Newick Rugby Club for permission to run charity event at recreation ground – This agenda item had been brought forward and dealt with earlier in the meeting.

14. Annual Parish Meeting 17th April 2019 – It was noted that the Deputy Chief Constable, Sussex Police, accompanied by the local Inspector had already agreed to attend the Annual Parish Meeting to speak about rural policing. It was agreed that Cllr Smerdon would invite a representative from Action in rural Sussex to speak about the Good Neighbour Schemes that were being successfully introduced in other villages. It was confirmed that, as usual, representatives of local clubs and societies would be invited to give a short report on their organisation's activities over the past year. **Action Clerk & Cllr. Smerdon**

Cllr Nesbitt left the meeting at 8.35 p.m.

A budget of £200 was agreed for refreshments and the Clerk was authorised to supply name badges for Parish Councillors and other speakers.

15. Items for Spring Newsletter – It was agreed that the following items would be included in the Spring newsletter which was due to be distributed around the end of March and which would include an updated Clubs and Societies leaflet and notice of the Annual Parish Meeting:-

- Village Tidy Up Day
- Report on planning issues
- Update on Post Office (if available)
- Food Fair
- Appointment of new Clerk
- Village Hall success in attracting CIL funding for upgrade
- Small grants scheme
- Weed control arrangements for recreation ground
- Village survey results
- Advertisement for newsletter delivery person

In accordance with the resolution made under agenda item 3 above the following items were dealt with in a confidential session with no members of the press or public present.

16. Recruitment of new Clerk – Cllr. Armitage gave a verbal report on the interviews for the post of Clerk which had taken place on 25th February. It was agreed to accept the interview panel's recommendation that Emma Reece should be appointed as Clerk commencing 23rd April 2019 and working alongside the current Clerk until her retirement. The starting salary to be offered was also agreed. It was noted that the offer letter would be sent by Sussex Association of Local Councils on behalf of the Parish Council.

17. Vernons Road/The Rough – The Clerk gave a verbal update on the sale of the land between Vernons Road and The Rough.

18. Items for the next agenda – Requests were made for the following items to be included on the agenda of the next meeting:-

- Rate of pay for retiring Clerk during training period for new Clerk
- Consideration of quotation for replacement defibrillator cabinet

The meeting closed at 9.15 p.m.

Signed:.....Chairman

Date:.....

The Clerk: Mrs SE Berry, 18 Newlands Park Way, Newick, BN8 4PG
Tel. 01825 722135 Email newickpc@newick.net