

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 25<sup>th</sup> June 2019 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick

**Present:** Councillors C. Armitage, B. Deacon, C. Wickens and B. Hodge.  
Prospective Councillor V Marchant

**In Attendance:** Mrs S. Berry (Clerk - retiring)  
Mrs E Reece (Clerk- newly appointed)  
Five members of the public (for part of the meeting)  
Cllr. Roy Burman (Lewes District Councillor)

- 1. Apologies for Absence** – Apologies had been received from Cllrs. K Tibbs, P Tibbs 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:** None declared
- 3. Questions or Statements by Members of the Public –**

Mr Marchant spoke against the planning application at 55 Allington Road. He stated it was outside the Newick Neighbourhood Plan (NNP) and he had concerns regarding extra car traffic as each bungalow would have 2 cars meaning an extra 18.

*A member of the public joined at 19.03*

Ms Connolly spoke against the planning application at 55 Allington Road. Ms Connolly stated there have been many planning applications for this site and that, except the existing house, the land is outside of the planning boundary. The application along with proposed new development at 45 Allington Road, would mean there was housing from the rugby field to edge of Newick School. Ms Connolly raised concerns over road safety and the impact on the character of Allington Road especially with the site being on a bend and on the bus route. Ms Connolly stated she supported the NNP and urged Councillors to uphold it. She said it was dangerous so close to Newick School and that the proposed access is where a recent road traffic accident was. At school pick up time this road becomes a single lane and children are on bikes and scooters, with existing traffic and parking problems. Ms Connolly also raised concerns that the plans are indicative and that plots would be sold off for separate sale and development.

Ms Harrison spoke giving a report on the recent Newick Food Fair. Ms Harrison thanked the council for its support. The organisers completed a fourth very successful year which brings in business to village and the fair is growing in momentum. This year there was a community tent with 12 associations, clubs and societies which was a great benefit and addition to the event. Ms Harrison asked the Parish Council to continue the Food Fair next year. The proceeds of the event are held in a reserve to help with local projects. Ms Harrison thanked Mrs Sue Berry (retiring Clerk) for her help which she said was invaluable

*Agenda item 16 was brought forward*

- 16. Co-option of up to four new councillors** – Mrs Victoria Marchant had offered herself for co-option as a member of the Parish Council. The councillors voted unanimously in favour of co-opting therefore Mrs Marchant was co-opted onto the council signing a Declaration of Acceptance of Office in the presence of the Clerk.

*Agenda item 10.5 was brought forward*

- 10.5 Food Fair 2019 – report from Clerk and agreement of future/date for 2020** – The Clerk reported reserves from the previous year's food fair, plus income in 2019, less expenses resulted in a new Food Fair reserve total of £1818. The councillors noted that it would be the Clerk's first year therefore the Food Fair organisers should be mindful of giving her any additional work. The Council unanimously agreed to have a Food Fair in 2020, date to be agreed.

Two members of the general public left at 19.15

*It was agreed to move item 4 to after item 6*

**5. Approval of draft minutes of the Parish Council meeting held 28<sup>th</sup> May 2019** – It was agreed that the draft minutes of the Parish Council meeting held 28<sup>th</sup> May 2019 could be signed as a true record.

**6 Planning:**

**6.1 Approval of draft minutes of Planning Committee Meeting 11<sup>th</sup> June 2019** – It was agreed that the draft minutes of the Planning Committee Meeting held 11<sup>th</sup> June 2019 could be signed as a true record.

**6.2 Consideration of Planning Applications: -**

**Newick**  
LW/19/0385

**55 Allington Road**

Outline planning permission for the demolition of existing building and construction of 9no. self-build/custom-build bungalows with all matters reserved except access. It was agreed to **Object** to this application on the following grounds;

- The site is not one of those selected for inclusion in the NNP
- Contrary to LDC saved policy CT1, the site is outside planning boundary
- The design and access statement point 6.5 incorrectly says Lewes District Council does not have 5 year housing supply
- The proposed development is on a stretch of road that has previously been highlighted by the Highways Authority as having issues due to the proximity to Newick School and the congestion associated with that
- Contrary to The Design and Access Statement 6.33 and 6.35, the fact that the proposed development is on a 'self build' basis is not a good enough reason to override NNP

*Agenda item 6.5 was brought forward*

**6.5 Update on Mitchelswood Farm appeal if available** – It was noted that the Secretary of State decision regarding the Mitchelswood Farm appeal had been delayed and that there was no new date given for the final decision.

**6.3 Approvals/Refusals etc.**

It was noted that Lewes District Council had *approved* the following application;

**Newick**  
LW/19/0083

**The Barn Newick Hill**

Part Section 73A retrospective application for the conversion of a garage into annex with enclosure of side staircase to upstairs bedroom with toilet and shower

**6.4 Tree Works Applications** – There were no Tree Works Applications to report

*Agenda item 6.5 had been brought forward and covered earlier in the meeting*

**6.6 Update on Lewes District Local Plan if available** – There was no update to report

**6.7 Consideration of revised Terms of Reference for new Planning Committee** – the draft Terms of Reference for the new Planning Committee were considered and agreed unanimously.

**6.8 Consideration of response drafted for Chailey Neighbourhood Plan consultation** – Cllr. Wickens had prepared and circulated a draft letter to be sent to Chailey Neighbourhood Plan Steering Group. This draft was considered by the council and agreed to be sent – **Action Clerk**

*At 19.25 3 members of general public left the meeting*

**4. Report from Lewes District Councillor Roy Burman** - Cllr. Burman gave a report including his agreement with the objection to the planning application in item 6.2. Cllr. Burman stated that he would have an appointment with planning officer to discuss in more depth. Cllr Burman gave an update on the Lewes District local plan, stating that it was at risk owing to a challenge to conservative leadership of Lewes DC. He agreed let us know outcome of the upcoming vote. Cllr. Burman visited the Newick Food Fair and said he thought it was wonderful. Cllr. Burman advised the 5 year housing land supply issue was still not resolved.

*At 19.36 Cllr. Burman left the meeting*

**7. Clerk's Report** – The Clerk's report was circulated at the meeting. Matters reported included the following:

- Strengthening Local Relationships meetings will now be a maximum of twice a year
- Community Engagement – Cllr Thew is working on a solution for a date for open morning/afternoon
- Grants – Feedback from approvals/declines in May Parish Council Meeting
- Community Centre Wall – NHS property services have agreed in principle that the wall can be partially removed, and the clerk will be gaining quotations for the work. This will need final approval from NHS property services and from LDC due to being in a conservation area.
- Social Media – positive feedback from Newick Talk and new facebook account 'Newick Clerk' ready to be used
- School – fundraising for library. Councillors asked Clerk to invite school to submit grant application – **Clerk to Action**
- Newsletter has been printed and is currently in process of being delivered – positive feedback on new format has been received and Cllr. Marchant agreed with this
- Dog Waste – further complaints have been received from parishioners regarding dog waste on pavements and KGVPF.
- Website Accessibility Regulations – new regulations coming in, Clerk to monitor developments and future guidance from SSALC/NALC

Additional items reported by the Clerk included;

- A doorbell/entry system will be installed at the community centre subject to agreement by NACCA. The merits of installing a 'Ring' doorbell and researching the pricing of this was discussed. – **Action Cllr. Deacon**
- The application to ESCC for 50% matched funding for the fingerpost replacement has been agreed

**8. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman.** There were no actions to report.

**9. Financial Matters:**

- a. **To authorise Schedule of Payments for June 2019 and arrangements for approving payments** – It was agreed to approve the schedule of payments for June 2019. Cllrs. Deacon and Armitage were appointed to authorise payments this month. On the payment Schedule for June 2019 two payments have already been made as they are direct debits.

Date	Payee	Amount	Detail
03/06/2019	Public Works Loan Board	2501.01	DD H1/2 2019 repayment
26/06/2019	D.Sankey	100.80	Routine Mole Treatment
26/06/2019	M&M Services	132.00	Fence post and flag poles
26/06/2019	Lewes District Council	18.00	Monthly Play Inspection
26/06/2019	Lewes District Council	1954.80	Bin removal and installation
26/06/2019	Ms A Harrison	55.99	Food Fair expenses posts
26/06/2019	CHEC	253.00	Newsletter printing
26/06/2019	PBI Audio Visual	587.88	Annual service and repair
26/06/2019	Telefonica UK Ltd	16.20	DD Monthly Mobile Phone
26/06/2019	NACCA	300.00	Quarterly Rent NPC office
29/05/2019	GeoXphere	54.00	Parish Online Mapping
26/06/2019	Matmos Computer Systems	335.99	Printer
26/06/2019	Newick Primary School	500.00	Stiances Dig Grant
26/06/2019	Nose2tail	40.00	Refund food fair stall
26/06/2019	SSLAC Ltd	84.00	Councillor training
26/06/2019	SSLAC Ltd	84.00	Councillor training
26/06/2019	Newick PCC	250.00	Dance for Fun and Fitness Grant
26/06/2019	Clerks Salary June	2281.96	
26/06/2019	Clerks Expenses June	98.83	
26/06/2019	East Sussex Pension Fund	852.00	June 2019
26/06/2019	HMRC	759.60	Tax and NI June 2019
26/06/2019	SSALC Ltd	84.00	Chair training

26/06/2019	NACCA	36.00	Hire of Community Centre for food fair
26/06/2019	1 <sup>st</sup> Newick Scouts	50.00	Marquee Loan
26/06/2019	Newick Primary School	50.00	Gazebo Hire
26/06/2019	Village Handyman	378.00	June 2019
26/06/2019	Haymarket Subscriptions	250.00	Planning Resource
	Total Payments	12,108.06	

**9.2 To receive statement of performance against budget as at end May 2019** – This was noted by Councillors.

**9.3 To consider grant applications received (S. 137 LGA 1972)** – A grant application by the St Mary's church was considered. It was agreed that a sum of £250 would be granted towards a tree works programme (4 voted in favour – 1 against)

**9.4 To consider report from Clerk on early loan repayment and if agreed consideration of where budget item should be redirected** – It was unanimously agreed to pay off PWLB loan (Approximately £73,800) and that the £2501 budgeted for the second half of 2019 would be transferred to the general reserve and where this money would be spent agreed at a later date.

*Agenda item 9.7 was brought forward*

**9.7 To consider account opening for Public Sector Deposit Fund.** Agreement of 4 signatories including Clerk's – It was agreed that the Clerk (Mrs E Reece) and Cllrs. Armitage, Deacon and K Tibbs would be signatories on the new fund.

**9.5 To consider report from Clerk on update on proposed debit/credit card** – It was agreed the Barclays account with debit card at a monthly cost of £6.50 would be opened for small expenditures to be operated by the Clerk.

**9.6 To consider quotations received e.g. Community Centre Tree removal, picnic bench removal, disabled parking at KGVPF –**

It was agreed;

- To have the dead tree in the community centre car park removed by treewise at a cost of £270 inc VAT  
Tree planting programme to be considered by Environment and Recreation Committee
- To have the damaged picnic bench on KGVPF removed by Sean Montgomery at a cost of £40  
Clerk to research and price up fireproof and graffiti proof replacements – **Action Clerk**
- To proceed with Line Markings for car parking bays to include one disabled bay and speed humps at a cost of £474 including VAT by Central Line Marking LTD in the car park at KGVPF. To fix a disabled car parking sign at a cost of £54 inc VAT (Sussex Sign Centre) to the car park fence

**9.7 To consider account opening for Public Sector Deposit Fund. Agreement of 4 signatories including Clerk's-**  
*this item had been brought forward and covered earlier in the meeting.*

**9.8 To consider use of locum during Clerk annual leave and disposal of retiring Clerk's laptop and printer** – The retiring Clerk Mrs S Berry has agreed to cover the new Clerk's annual leave when available. The councillors agreed with this proposal and it was agreed the retiring clerk would retain the old laptop (and printer whilst still operational) to support this cover and any future queries the new Clerk may have.

**9.9 To consider potential capital project following completion of land sale** – It was agreed to consider this later in the year following consultation with residents.

## **10. Committees' and Councillors' Reports:**

**10.1 Environment & Recreation Committee** – to consider viability of this committee – It was confirmed that as there is an increase in numbers of councillors the committee is viable. The meeting is scheduled for July and Jack Simmons has been invited to attend. **Action Clerk** – send Mr Simmons' presentation to all Councillors.

- 10.2 Youth Engagement and Skate park** – Cllr. Deacon confirmed he has a meeting scheduled with Miss Alty, Head Teacher of Newick Primary School to discuss how the Council can include the school going forward and take their views into account. Cllr. Deacon intends to meet with school council too. A meeting with Christopher Bibb regarding the Skate park history and future has been agreed and Cllr. Deacon is attending an anti-social behaviour focus group with Katy Bourne, PCC - **Action Cllr. Deacon** to report back on all meetings.
- 10.3 Newick Village Hall Management Committee (NVHMC)** – The minutes had been circulated and were noted. It was agreed to reconsider the Parish Council’s representation on this committee in the future as councillor numbers increase.
- 10.4 Newick Rootz** –Cllr Wickens reported that Rootz had carried out path clearing on 15<sup>th</sup> June and had a busy workday on 24<sup>th</sup> June when Footpath 6C Mill Wood to Cornwells bank was cleared.
- 10.5 Food Fair 2019** – report from Clerk and agreement of future/date for 2020 – this item was brought forward and covered earlier in the meeting.
- 11 To agree Annual Inspection of Land and Assets** – it was agreed to split the task into two teams with KGVPF and the Manwaring Field being covered by Cllrs. Hodge, Thew and Wickens. The green and the Oldaker Road area would be covered by Cllrs. Armitage, Deacon and Marchant. **Action Clerk** – facilitate Cllrs. with relevant forms.
- 12 To consider future use of social media including any required amendments to social media policy** – A draft policy document was proposed to enable the Clerk to use social media on behalf of the Council. These amendments were agreed and Cllr. Deacon agreed to draft social media statement/s for posting this month – **Action Cllr. Deacon.**
- 13 To consider Preliminary Consultation on East Sussex Rights of Way improvement plan** – The Clerk had put together draft document and some minor amendments were agreed. Clerk to update amendments and send to ESCC – **Action Clerk.**
- 14 To consider NBS permission for Bonfire Celebrations & payment for portaloos** – It was agreed to give permission for celebrations on The Green and and pay for the hire of 4 portaloos for the 2019 NBS Bonfire Celebrations
- 15 To consider John Lawson Circus dates for 2020 Sunday 26<sup>th</sup> April – 30<sup>th</sup> April 2020** – These dates were agreed by all councillors.
- 16 Co-option of up to four new councillors** (if candidates have put themselves forward) this item was brought forward and covered earlier in the meeting. The Clerk clarified that co-option can continue until 11 councillors are in place.

**17 Items for next agenda –**

Emergency plan – Cllrs. Thew and K Tibbs  
 New Councillor training feedback  
 Cllr. P Tibbs twitter proposal  
 Co-option of new councillors  
 Review of committee members including new councillors  
 Meet new councillor event – Cllr. Thew  
 Risk and management controls

The meeting closed at 20.45 p.m.

Signed:.....Chairman

Date:.....