

Newick Parish Council

Minutes of the Annual Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 24th May 2022 at the Sports Pavilion, King George V Playing Field, Allington Road, Newick

Present: Councillors C. Armitage, B. Hodge, D. Marchant, V. Marchant, A. Sippetts, M. Thew, C. Wickens and K.Wrench.

In Attendance: Emma Reece (Clerk)

1. **Election of Chairman** – Cllr. C Armitage was proposed to be Chair by Cllr. Wickens, this was seconded by Cllr. Hodge. A declaration of acceptance of office was signed by Cllr. Armitage and the Clerk.
2. **Election of Vice Chairman** – Cllr. Wickens was proposed to be the Vice Chair by Cllr. Armitage, this was seconded by Cllr. Marchant. A declaration of office was signed by Cllr. Wickens and the Clerk.
3. **Apologies for Absence** – Apologies had been received from Cllrs. B & T Whitlock, Maria Caulfield and Matthew Milligan. Cllr. A Penfold was not present.
4. **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** – There were none
5. **Exclusion of the Press and Public** – There was no reason to exclude the press or members of the public from any part of the meeting.
6. **To agree author and content of monthly Social Media update** – It was agreed that Cllr. Armitage would write this.
7. **Questions or Statements by Members of the Public** – There were none.
8. **Approval of draft minutes of the Parish Council meeting held 26th April 2022** – These were considered and approved.
9. **Planning**
 - 9.1 Planning Applications (If plans available on LDC website)

LW/22/0296	<p>Dumgoyne Jackies Lane Single storey rear extension with flat roof forming open top roof terrace with glazed handrailing construction of access steps, and erection of retaining concrete wall, and associated hard and soft landscaping works.</p> <p>It was unanimously agreed to make no comment.</p>
LW/22/0300	<p>Land Adjacent To 99 Allington Road Erection of 1no two-storey dwellinghouse</p> <p>It was unanimously agreed to object for the following reasons;</p> <ol style="list-style-type: none"> 1. The property is garden development within the curtilage of the existing property. As such it is contrary to the Newick Neighbourhood Plan Policy HO1.6. 2 The presented plans are incorrect and inadequate for the following reasons:

	<p>(a) The existing site plan and also the CIL statement indicate the presence of an extension on the western side of the existing building as well as sheds etc. The sheds and the extension have already been demolished and removed.</p> <p>(b) The plans show only the South, East and Western elevations. The most visible elevation, the North one, is not included in the plans.</p> <p>(c) there are no dimensions indicated, although a number of the rooms appear to be very small from looking at the plans:</p> <p>(d) It is unclear how access to the rear garden of the adjacent (newly terraced) property is to be achieved without having to access through the dwelling area:</p> <p>(e) There is no indication as to the nature of the extensive permeable surfaces shown to the front and western end of the development; and</p> <p>(f) there is no adequate description of materials specified to be used, other than mention of "stock" bricks.</p> <p>3. Parking for the new dwelling will require access over the adjoining property in order to allow turning space for vehicles to enter and exit the location in a forward direction.. The reliance on tandem parking for the new property is restrictive</p> <p>4. The developer seeks to avoid CIL payments by claiming that SANGS payments exclude the requirement for this. Furthermore there is no reference to SAMM payments</p>
<p>LW/22/0359</p>	<p>51 Cricketfield B1 (c) - Light industrial - Use of land for landscaping business and recreational purposes - (Re-submission of LW/20/0438)</p> <p>It was unanimously agreed to object to this application for the following reasons;</p> <p>1. The affidavit supplied contains no new relevant information and is virtually word for word the same as the one submitted in the 2020. There is an apparent change in the owner or operator of the business as the original affidavit in that the new version appears to indicate that the business is managed by the son rather than the father. There is nothing else that differs from the previously rejected document. All the photographs presented are the same undated ones previously deemed unacceptable, The only exception being the omission of a sales receipt for the container previously included;</p> <p>2. the site plan provided on the website as "original proposed plan" is incorrect. The site shown shows the address of the applicant at 51 Cricketfields, not the site shown in the affidavit;</p> <p>3. the "supporting information document" from Collins Planning Services frankly adds little of value in terms of evidence. In the opening paragraph, the reference to "it appears the solicitor leavingcleared outstanding work.....without giving client opportunity to provide further information is nonsensical. The application was submitted in July 2020 and not decided until December 2021. There was more than adequate time to have submitted any necessary evidence. The use of the term "it appears" speaks volumes as to the irrelevance and non-evidential value of it; furthermore it casts allegations of slipshod processes and the integrity of an ex-employee not in a position to respond. This accusation comment should be ignored completely;</p> <p>4. The same document refers to 3 supporting letters from neighbours</p>

	<p>confirming the use (of the land) being included in the submission. NPC cannot see any of these in the documentation. It is ludicrous to submit that they will be signed on the authors return from holiday and adds nothing to add any value as supporting additional evidence. There is no argument as to how the land has been used albeit the use has and remains, not legal; and finally with regard to this document. The only document sighted has been been a letter of objection from a neighbour.</p> <p>5. The information in the remainder of it simply repeats information contained within the affidavits contained in both this CLU application and that in the previous one)LW/20/0438) It add no additional evidence to the claims made.</p>
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9.2 Approvals/Refusals etc.

Reference Number: LW/22/0237/CD 92 Allington Road, Newick, BN8 4ND Approved
Reference Number: LW/21/0054 Oxbottom House, Tilehouse Lane, Newick, East Sussex, BN8 4RD, Withdrawn
Reference Number: LW/21/0168 6 Church Road, Newick, East Sussex, BN8 4JU, Withdrawn
Reference Number: LW/21/0620 Former Stables Of The Old Rectory, Church Road, Newick, East Sussex, Refused

9.3 Tree Works Applications – There were none.

10. Clerk's Report – To note report from Clerks including correspondence received in April/May 2022.

This included:

- Youth hut in woodland
- Clerk annual leave
- Seasonal Flagpoles
- Tree on Oldaker Road

Additional item reported by Clerk:

- Spam email received 21/05/22
- Laser Clay shooting request
- Newsletter feedback

11. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman – There were none

12. Appointment of Committees, Working Groups, Representatives to External Organisations and responsibility for dealing with consultations – It was agreed that all would remain in the same committees and positions.

13. To note Trustees of The Lady Vernon Trust – This was noted.

14. Review of the Terms of Reference for Committees and Working Groups – These were reviewed and agreed with one minor amendment to the Environment & Recreation Committee Terms of Reference document.

15. Approval of dates and times of meetings of the full Council, the Annual Parish Meeting and Committees – These were agreed.

16. Review and adoption of Standing Orders and Financial Regulations – These were agreed.

17. Review of press and media policy - This was reviewed and adopted.

18. Financial Matters:

18.1 To authorise Schedule of Payments for May 2022

It was agreed that Councillors Armitage and Sippetts would authorise the following payments;

Time: 13:13

Unity Trust Bank

List of Payments made between 01/05/2022 and 31/05/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/05/2022	East Sussex Pension Fund	367268049	490.29		Pension contributions
31/05/2022	HM Revenue & Customs	898845398	426.50		Tax & NI
31/05/2022	Mrs E Reece	100835460	1,450.77		Clerk Salary
31/05/2022	Peter Howes	270277787	352.00		Village Handyman
31/05/2022	Lewes District Association	74423808	20.00		Membership 2022
31/05/2022	Lewes District Council	383147164	18.00		Play inspections
31/05/2022	Telefonica UK Ltd	DD	18.17		Mobile phone
31/05/2022	Peter Frost	969354887	90.35		Internal Audit fee

Total Payments 2,866.08

The following payment had already been made and were noted:

Time: 13:14

Barclays Debit Card

List of Payments made between 01/05/2022 and 31/05/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/05/2022	Microsoft	DC	79.99		365 Subscription

Total Payments 79.99

- 18.2** To receive statement of performance against budget as at end April 2022 – these were noted.
- 18.3** To receive end of year accounts for 2021/22 – these were received and noted.
- 18.4** To receive report from internal auditor – this was received and noted.
- 18.5** Contingent Liability – members to advise Clerk of any contingent liability of which they are aware – There were none declared.
- 18.6** To consider and approve the Annual Governance Statement 2021/22 (Section 1 Annual Return) – This was considered, approved and signed by the Chair.
- 18.7** To consider and approve Accounting Statements 2021/22 (Section 2 of Annual Return) – This was considered, approved and signed by the Chair.
- 18.8** To ensure that the Governance and Accounting Statements, once approved, have been signed and dated by the Chairman – this was completed in agenda items 18.6 and 18.7.
- 18.9** Review of PC/Staff subscriptions to other bodies – It was agreed to keep all subscriptions the same for the year.
- 18.10** To review effectiveness of internal audit – This was reviewed and no problems were identified.
- 18.11** To appoint internal auditor for 2022/23 financial year – It was agreed to appoint Peter Frost for the current financial year.
- 18.12** To review Scheme of Delegation under section 101 of Local Government Act 1972 – This was was agreed.
- 18.13** To consider grant applications received (S. 137 LGA 1972) – there were none.
- 18.14** To consider quotations received (if received) – A quote from Charlie Layfield was considered for £876 for work from the 2020 tree survey and it was agreed to proceed once Lewes District Council had granted permission.

19. Environment & Recreation:

- 19.1 Approval of draft minutes of E&R Committee Meeting 10th May 2022 – These were considered and agreed.
- 19.2 Skateboard Ramp project update from Cllr. Thew and to consider submitting full planning permission application to Lewes District Council at a cost of up to £500 – It was agreed to spend up to £500 on applying for planning permission. Following feedback from Lewes District Council, Cllr. Armitage noted how good the quality of the CIL funding application was.
- 19.3 Outdoor Gym Equipment update from Cllr. Thew – Cllr. Thew is proposing another open day to show the final design of skate park and to re-evaluate the Outdoor Gym equipment project.
- 19.4 Pavilion Redevelopment update from Cllr. Penfold & Thew – There was no update since the Annual Meeting of the Parish.
- 19.5 Paving on The Green update from Cllr. Armitage – Cllr. Armitage stated that one quote has been received and he would approach Gareth Main for another. The Clerk agreed to contact ESCC to get a further quotation.

20. Permissions & Consultations:

- 20.1 Request from Newick Youth Group to use KGVPF on occasional Wednesdays this summer – This was considered and agreed.
- 20.2 Request from Nick Wiseman to erect a small gazebo on The Green the afternoon of 18th June – This was considered and it was agreed that The Green may be used but without a gazebo (subject to the necessary public liability insurance being in place).
- 20.3 Request from NEASSA to erect banners on The Green on Armed Services Day (25th June) and Emergency Services Day (9th September) – this was agreed

21. To agree content of Summer edition of Parish Council Newsletter (content due to Clerk by end of June) – A draft content list had been circulated. This was considered and agreed. The Chair shared that the Church Magazine will give one free page on months where there is not a PC newsletter. It was agreed to include Sports Fixtures in the Parish Council Newsletter if space allowed.

22. Review of Annual Parish Meeting held on 18th May 2022 – This was discussed, and it agreed it was a positive meeting. The Council then discussed how to attract younger people for future meetings.

23. Update on plans for Queen’s platinum jubilee celebrations 2022 - It was agreed that there were a large amount of individual events happening and to include these in the next newsletter.

24. Items for next agenda – There were none.

The meeting closed at 8.19pm

Signed.....Chairman

Date.....

Mrs E Reece, Clerk to the Council
newickpc@newick.net – 07521 511643