

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 30th August 2022 at the Sports Pavilion, King George V Playing Field, Allington Road, Newick

Present: Councillors C. Armitage (Chairman), B. Hodge, D. Marchant, V, Marchant, A.Penfold, M. Thew, B. Whitlock, C. Wickens and K.Wrench.

In Attendance: Emma Reece (Clerk)
Matthew Milligan
One member of the public

The Chair opened the meeting by passing his condolences to former Councillor David Walter's family.

1. **Apologies for Absence** – Apologies had been received from Cllr. Sippetts and T.Whitlock. Apologies had also been received from Maria Caulfield.
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** – There were none
3. **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.

Councillor B Whitlock arrived 7.02pm
4. **To agree author and content of monthly Social Media update** – It was agreed that Cllr. Armitage would write this.
5. **Questions or Statements by Members of the Public** – There were no statements or questions
6. **Report from Lewes District Councillor Roy Burman** –.Roy Burman was not present.
7. **Report from County Councillor Matthew Milligan** – Matthew Milligan reported that there would be resurfacing on the A275 for 3 weeks in September overnight. He also reported that in the recent draft Bus Service Improvement Plan, some improvements to the 121 and 31 were proposed. He stated that unfortunately those improvements have not been removed. He said he was disappointed but the new price reductions still apply with a daily price cap of £6.
8. **Report from Member of Parliament Maria Caulfield** - Maria Caulfield was not present, and a report had been circulated prior to the meeting.
9. **Approval of draft minutes of the Parish Council meeting held 26th July 2022** – These were considered and approved.
10. **To discuss climate change including Dark Skies policy** – Cllr. V Marchant reported that OVESCO are attending the open morning on the 10th September. A revised draft Dark Skies policy had been circulated prior to the meeting and it was agreed unanimously to adopt the policy. It was agreed to add the new policy to the Council website and include in the next Parish Council newsletter. The impact or inclusion of the policy on the Newick Neighbourhood Plan was discussed and it was agreed that Cllr. Hodge would investigate this further.

11. Planning:

11.1 Planning Applications (If plans available on LDC website)

LW/22/0474	Sharpsbridge Farm Sharpsbridge Lane Erection of Detached House (Resubmission of previous approval LW/19/0723) It was unanimously agreed to make no comment
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11.2 Approvals/Refusals etc.

It was noted that the following have been agreed by Lewes District Council;
Reference Number: LW/22/0395 53 Western Road, Newick, East Sussex, BN8 4NX
05/08/2022 Approved Newick
Reference Number: LW/22/0100 Hazel Wood, Jackies Lane, Newick, East Sussex,
BN8 4FB, 29/07/2022 Approved Newick
Reference Number: LW/22/0377 Little Box Farm , Fletching Lane, Fletching
Common, Newick, East Sussex, BN8 4JJ 29/07/2022 Approved Newick
Reference Number: LW/21/0819 Font Hill Farm, Font Hill, Newick, East Sussex, BN8
4RT, 19/08/2022 Approved Newick
Reference Number: LW/21/0936 Font Hill Farm, Font Hill, Newick, East Sussex, BN8
4RT, 19/08/2022 Approved Newick
Reference Number: LW/22/0300 Land Adjacent To , 99 Allington Road, Newick, East
Sussex, BN8 4NH, 19/08/2022 Approved Newick

It was noted that the following have been refused by Lewes District Council;
Reference Number: LW/22/0412 26 High Hurst Close, Newick, East Sussex, BN8
4NJ 05/08/2022 Refused Newick

It was also noted that after the last planning meeting Cllr. Hodge discussed
concerns with Adrian Ross and subsequently he had a response from Zoe Nicholson.
Cllr. Hodge stated that LDC planning department was unfit for purpose.

11.3 Tree Works Applications – Cllr. Wickens reported there had been some applications
she had looked at but none were controversial and all were ‘no comment’.

12 Clerk’s Report – To note report from Clerks including correspondence received in July/August
2022.

This included:

- Defibrillator recall
- Trampoline fix
- Grounds Maintenance contract

The Clerk also asked Cllr. Penfold if the rubbish around the sheds was due to be collected and he
confirmed that it was.

**13 Report by Clerk on any action taken under Delegated Powers in consultation with
Chairman and/or Vice-Chairman** – there were none

14 Financial Matters:

14.1 To authorise Schedule of Payments for August 2022. It was agreed that Cllrs. Armitage
and D. Marchant would authorise the following payments;

List of Payments made between 01/08/2022 and 31/08/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/08/2022	PKF Littlejohn LLP	385643583	360.00		External Audit
31/08/2022	Castle Water	171144185	487.65		Water June - November
31/08/2022	Lewes District Council	411687838	18.00		Play inspection September
31/08/2022	Telefonica UK Ltd	DD	18.17		Mobile Bill
31/08/2022	Mrs SE Berry	412829442	384.20		Locum work
31/08/2022	Mrs E Reece	7191687	1,480.78		Clerk Salary
31/08/2022	HM Revenue & Customs	862182320	396.49		Tax & NI
31/08/2022	East Sussex Pension Fund	188928608	490.29		Pension
31/08/2022	Mr P Howes	496889450	495.00		Handyman
31/08/2022	Barclays Debit Card	Top up	21.24		Top up
Total Payments			<u>4,151.82</u>		

It was noted that the following payments had also been made;

List of Payments made between 01/08/2022 and 31/08/2022

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/08/2022	Amazon	DC	21.24	Stationary	Notepads and Biros
Total Payments			<u>21.24</u>		

It was also noted that the following had been received;

Cash Received between 01/08/2022 and 31/08/2022

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
31/08/2022	Lewes District Council		Lewes District Council	34,098.00
			Total Receipts	<u>34,098.00</u>

- 14.2** To receive statement of performance against budget as at July 2022 – this was noted
- 14.3** To consider grant applications received (S. 137 LGA 1972) – there were none
- 14.4** To consider quotations received (if received) – A quotation for repairs to the playing fields gates was considered from Stephen Comber for;
- 1 x 4ft field gate.
 - 1 x 6x6 gate post concreted in.
 - 2 x timber plates to secure fence rails.
 - Re set gate latch on main gate.
 - Adjust the 3 gates in the grounds to open and close correctly.
- Total estimate £421.40

It was agreed to proceed on this basis.

- 14.5** To note Notice of Conclusion of Audit for 2021/22 year – this was noted
- 14.6** Review effectiveness of System of Internal Control – this was reviewed, and it was agreed that it was effective
- 14.7** To formally open consultation period for capital project funding applications – This was formally opened and it was agreed that the Clerk would formally announce this on social media and the Parish Council website.
- 14.8** To consider SAAA option to opt out of central external audit arrangements – this was considered and it was agreed to continue with central external audit arrangements.

15 Environment & Recreation:

- 15.1** Approval of draft minutes of Environment & Recreation Committee meeting held 9th August 2022 – these were approved and noted.
- 15.2** To review the results of the 2022 Asset inspection – Cllr. Thew thanked Councillors for their review. Some of the action points were discussed, many of which had already been resolved.
- 15.3** To review arrangements for NPC bench renovation – It was agreed to advertise the job on Newick Talk
- 15.4** To discuss options for a replacement bench on The Green – It was agreed to add the matter to the E&R November agenda.
- 15.5** Skateboard Ramp project including open morning 10th September 2022 - Cllr. Thew reported that she was hopeful of a decision soon from LDC Planning The next open morning will be with Ovesco and include paving on Green and the Outdoor Gym Equipment.
- 15.6** Outdoor Gym Equipment update - Cllr. Thew stated she had brochures to show people at the open morning and she hoped to get opinion on types of machines.
- 15.7** Pavilion Redevelopment update from Cllr. Penfold, Thew & Wickens – Cllr. Thew reported that bids has been invited from Architects by Malcolm Ward. Cllr. Penfold reported that the Pavilion Treasurer has retired and that Malcolm Ward has agreed to be Project Manager on the redevelopment project. Cllr. Penfold stated there was a meeting next Tuesday to move the matter forward. Cllr. V Marchant asked if Scout Hut might be included and Cllr. Penfold stated that could be considered.
- 15.8** Update on paving on The Green from Cllr. Armitage – Cllr. Armitage stated that there would be a display on 10th September and that a second quote has been received.
- 15.9** To discuss parking issues including potential solutions for The Green and residential areas – solutions and ideas where discussed. It was agreed that this would be added to the social media update.
- 15.10** To discuss Autumn litterpicking event – It was agreed to approach the Primary School to see if they would like to be involved. Cllr. Hodge suggested Newick Youth Group might be involved and that this might be discussed with Lee Buck.

16. Committees' and Councillors' Reports:

- 16.1** Newick Rootz – Cllr. Wickens stated that another workday has been completed and included clearing water meter for pavilion.
- 16.2** Village Hall Management Committee – Cllr. B Whitlock gave a brief update on the maintenance in the hall and stated that smart meters are now in place.

17 Consultations:

- 17.1** To consider Burwash residents association email received 21/07/22 – Cllr. Armitage offered to write a letter supporting Burwash Residents Association.
- 17.2** Request from Horticultural society to erect a banner on the Green for the Annual Show – it was noted that this has been erected.
- 17.3** Southern Water consultation - Drainage & Wastewater Management Plan (DWMP) – Cllr. V Marchant volunteered to respond to this consultation by Monday.

18. To agree content of October edition of the Parish Council Newsletter (deadline for submission 30th September 2022) – it was agreed to include NAD's, the Horticultural Show, the Dark Skies policy and OVESCO information.

19. To consider arrangements for renewal of Scout Hut lease which expires December 2022 – It was agreed to contact Andy Upton and suggest a 2 year extension on same terms.

20. To consider arrangements to lay a wreath on behalf of the Parish Council on Remembrance Sunday – It was agreed to order a wreath and Cllr. Armitage agree to lay this on the 6th November.

21. To consider arrangements for tender process and specification of grounds maintenance contract commencing 1st April 2023 – Issues around grass cutting was discussed and it was

agreed to add this matter to the September agenda. It was agreed the Clerk would circulate the specification for actions to be discussed.

22. To consider review of designated Conservation Areas following email from Jenny Martin, LDC Conservation Officer 11th August 2022 – Cllr. Wickens gave some background on the history of the Conservation Area including a review in 2006. She stated this review was fully completed but it was never fully passed and adopted with LDC. Cllr. Wickens stated that NPC can request the 2006 report is adopted with the sole request that the boundaries are extended and that this may be able to be completed free of charge with some minor additional work. Cllr. Marchant volunteered to look at introduction in late September. It was agreed that Clerk would circulate document for consideration next month in either the Planning Committee or the full PC meeting. Cllr. Hodge asked if this would affect the neighbourhood plan and it was agreed that this would need to be looked at further.

23. Items for next agenda

- Conservation area

The meeting closed at 9.05pm

Signed.....Chairman

Date.....

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