

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 24th September 2013 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Allen, C. Armitage (Vice Chairman), N. Berryman, R. Houghton, Mrs. J. Sheppard, Mrs. M. Thew, and Mrs C. Wickens.

In Attendance: Mrs. S. Berry (Clerk),
Six members of the public were present

The meeting was chaired by Vice Chairman, Cllr. Armitage, as the Chairman was not present.

1. **Apologies for Absence and to consider whether to approve reasons given** – Apologies had been received from Cllr. Jago (prior family engagement), Cllr. Lucas (prior family engagement), Cllr. Mrs Smerdon (prior family engagement), and Cllr. Mrs Sprackling (illness). It was resolved to approve the reasons given for these absences.
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.** In connection with agenda item 10.7, Cllr. Allen disclosed that he was a member of Newick Village Hall Management Committee.
3. **Questions or Statements by Members of the Public.**
Mr Caulkett, resident of The Rough, spoke to the Parish Council about his request for permission to transport materials across Parish Council land when carrying out landscaping work to his rear garden (item 9.13 on the agenda). It was agreed that permission should be given.

Mr Caulkett left the meeting

Mr Jones, Chairman of Newick Allotment Society (NAS), attended the meeting in the absence of Cllr. Mrs Smerdon and gave a report on the progress of the Cricketfield allotment site and the Society's plans for the future of the site. It was agreed that the Clerk should send details of any relevant grant giving bodies to the NAS secretary.

Mr Jones left the meeting

PCSO Sally-Ann Reed's Monthly Report – PCSO Sally-Anne Reed had sent her apologies that she was unable to attend the meeting. Her report, copies of which had been circulated in advance, was noted.

Three members of the public representing POPAG, a residents' action group with members in Fletching, Nutley and Danehill parishes, attended the meeting and spoke against planning application WD/2013/1411/MAJ (Northall Clay Pigeon Club). A written submission from POPAG made in advance of the meeting was circulated to Councillors.

It was resolved that **Item 7 Planning** would be brought forward in order to assist the members of the public who had attended for this item.

7. Planning:

7.1 Applications

<p>Fletching WD/2013/1411/MAJ</p> <p>Wealden District Council</p>	<p>Northall Clay Pigeon Club, North Hall Farm, Northall Lane, Fletching</p> <p>Proposed development to increase the size of earth bunds and lower shooting positions (part retrospective) for the purpose of noise mitigation, together with creation of pond. Consultation in respect of the proposed route for taking construction materials to the site.</p> <p>The opinions of the members of the public who attended the meeting were noted, however, the Parish Council did not wish to make any comment regarding either the route for taking construction materials to the site or the proposed development.</p>
<p>Newick LW/13/0585</p> <p>Case Officer: Miss Michelle Gardiner</p>	<p>21 Western Road</p> <p>Planning Application - Erection of single storey extension with side return pergola and internal alterations.</p> <p>The Parish Council supported this application.</p>

Three members of the public representing POPAG left the meeting at 7.25 p.m.

7.2 Tree Works Applications

TW/13/0066/TPO Old Tower House, 84 Allington Road – The Parish Council’s Tree Warden supported this application

TW/13/0067/TPO 7 Growers End – Further information was requested regarding the reason for proposed removal of the tree

TW/13/0064/TPO 1 Newlands Park Way – Further information was requested regarding the reason for proposed removal of the tree

7.3 Approvals/Refusals etc.

It was noted that the following applications had been approved by Lewes District Council:-

LW/13/0474 & LW/13/0475 75 Church Road

LW/13/0509 Goldbridge Farm, Goldbridge Road

LW/13/0512 9 Growers End

TW/13/0052/TCA 34 High Street (tree works application)

TW/13/0053/TCA Marbles, 7 High Street (tree works application)

TW/13/0058/TPO 7 The Pagets (tree works application)

It was noted that application **LW/13/0477 (Rock House, Tilehouse Lane)** for a certificate of lawful use or development (existing) had been refused by Lewes District Council.

It was noted that application **LW/13/0489 (Rotherfield Wood Yard, Mill Lane, Fletching)** had been withdrawn.

7.4 Neighbourhood Plan – Report by Steering Group

Copies of the notes from the Neighbourhood Plan Steering Group meeting held on 2nd September had been circulated in advance and were noted. It was reported that the report from the Questionnaire had been completed and was ready for publication, subject to the approval of the Parish Council. The Vice Chairman commented that this was an excellent piece of work and he thanked those who had spent time working on it. It was resolved that the document should be approved and that it could be published on the parish website.

7.5 Councillors to note letter from Mr Turk dated 4/9/13

A letter dated 4th September 2013 from Mr Turk had been circulated in advance and was noted. It was agreed that the issues raised in the letter had been debated at the Parish Council meeting on 27th August 2013 and a resolution made at that meeting. In accordance with the Parish Council’s Standing Orders this resolution could not be reversed within 6 months except by a special motion submitted in writing and signed by at least four councillors.

One member of the public left the meeting.

4. **Approval of the minutes of Parish Council Meeting held 27th August 2013** – It was agreed by those who had been present that the Minutes of the Parish Council meeting held on 27th August 2013 could be signed as a true record.
5. **Matters Arising** – A report from the Clerk regarding the following matters arising from the meeting of 27th August was noted:-

Agenda item	
3	Alexander Mead development – Letters had been sent to the Chief Executive of Hastoe Housing Association and the Housing Minister, with copies to Barcombe and Wivelsfield Parish Councils, expressing concern about the high level of rents for phase 2 of Alexander Mead. A response had subsequently been received from Hastoe Housing Association but no acknowledgement had been received from the Housing Minister. It was agreed that a copy of the letter should be sent to Norman Baker MP expressing concern that no response had been received and highlighting the requirement for 40% affordable housing in new developments and the potential difficulties this could cause based on the Alexander Mead experience.
7.3	Neighbourhood Plan Questionnaire– Details of the support shown for individual sites had been made available by 10 th September as agreed, however, as the Parish Council Planning meeting

	did not take place, this information was circulated to Councillors by email and put on the village website.
5	Matters Arising Residents living next to the problem property in High Street had been in contact with Lewes District Council Environmental Health Officer.
10	Members' Envelopes for February, March, April and May had been returned to the Clerk. The envelopes for June and July were still outstanding.
11.3	A site meeting with an ESCC Highways engineer to discuss requirements for footpath leading to bus stop on The Green had taken place on 19 th September.
11.4	The Clerk had submitted a new application for permission to carry out work on the oak tree at the junction of Powell Road and Oldaker Road. The inspection report from Harraway Tree Services had been sent with the application as it had been established that this had not been included with the previous application.
11.9	The asbestos shed had been removed from the allotment site, however, there was still some other debris which Lewes District Council had been asked to remove. LDC had agreed to pay for the well to be capped and was currently trying to get in touch with the contractor who had quoted for this work.
12	The Clerk had responded to the NALC Consultation on behalf of the Parish Council.

6. Action taken by the Clerk under Delegated Powers in consultation with Chairman and/or Vice-Chairman: There had been no action under delegated powers this month.

7. Planning: This item had been brought forward – see above

8. Financial Matters:

8.1 Authorisation of Schedule of Payments for September 2013 – It was resolved that the schedule of payments be approved.

Payee	Item	Invoice Amount	Cheque Number
S.E. Berry	Clerk's Salary	£503.93	200682
East Sussex Pension Fund	Pension contributions from Clerk and Parish Council	£170.72	200683
Post Office Ltd	Tax & NI from Clerk and Parish Council	£123.32	200684
Acorn Technologies	Website maintenance May to October 2013	£180.00	200685
D. Sankey Ltd.	Mole Treatment to KGVPF	£50.40	200686
Lewes District Council	Dog Bin Emptying 1/10 - 31/12/13 (£177.84) Litter Bin Emptying 1/10 - 31/12/13 (149.76)	£327.60	200687
Action in Rural Sussex	Membership subscription	£50.00	200688
S.E. Berry	Clerk's Expenses (postage, telephone/broadband, use of home as office)	£64.34	200689
SLCC Enterprises Ltd	Arnold-Baker on Local Council Administration (£63) Financial Management Training 16/9/13 (£114)	£177.00	200690
Sandra Orwin	Village Maintenance	£315.00	200691
South East Water Ltd	Water supply for Sports Pavilion	£489.28	200692
Newick Area Community Care Ass.	Grant (S. 137)	£200.00	200693
Newick PCC	Grant towards upkeep of church yard	£590.00	200694
Newick Sports Pavilion	Grant	£380.00	200695
Chailey & Newick Colts	Grant	£100.00	200696

I. Reekie	Equipment for Newick Rootz (Roughneck Post Hole digger, Post hole bar with chisel end, & branding of 4 posts.	£98.50	200697
Sussex Association of Local Councils	Clerk's Networking Day 8/11/13	£60.00	200698
PFK Littlejohn LLP	External Auditors - Annual Return 2012/13	£360.00	200699
Barcombe Landscapes Ltd	Mowing of recreation ground, Green, Estate & Village Hall (£556.11) Mowing of verges, footpaths & main road (510.02)	£1,066.13	200700
Lindsey Baker Fencing	Relay bricks outside butchers, repair bench on playing field, replace post on Green, take down flag poles	£160.00	200701
Broker Network Ltd	Parish Council Insurance	£1,570.26	200702
Total		£7,036.48	

Income in September 2013

Cooperative Bank interest	£1.61
Barclays Bank interest	£68.40
Precept from Lewes District Council	£27,200.00
Total	£27,270.01

8.2 Statement of Performance against budget (Outturn) as at end August 2013 – This had been circulated to Councillors for information and was noted.

8.3 Councillors to note further information requested by external auditors in support of Annual Return for 2012/13. It was reported that further information had been requested by the external auditor. This had been provided and the certified annual return had subsequently been returned to the Parish Council. It was noted that the external auditor had reported that the information in the annual return was in accordance with proper practices and no matters had come to his/her attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

8.4 Approval of recommendation that new long term agreement should be signed for Parish Council Insurance Policy. It was agreed that the Parish Council should sign a new long term insurance agreement with the existing provider covering the period to 30th September 2016, thereby saving 5% on the premium. Approval was given for a payment of £1570.26 to be made in respect of the premium for the period 1st October 2013 to 30th September 2014.

8.5 Preliminary bids for 2014/15 budget required by 5/10/13 for consideration by F&GP committee – it was noted that committee chairmen should give an indication of their budget requirements for 2014/15 to the Clerk for consideration by the Finance and General Purposes Committee at its meeting on 8th October 2013.

9. Correspondence to be noted:

- 9.1 Action in Rural Sussex – Autumn 2013 Village Hall Workshops – this had been forwarded to Cllr. Allen.
- 9.2 LDC – Future of Homelessness Services Event 19/9/13 – this had been forwarded to Councillors 23/8/13
- 9.3 CPRE – Runaway Gatwick seminar 25/10/13 – this had been forwarded to Councillors 28/8/13
- 9.4 Newick Sports Pavilion Treasurer – acknowledgement of receipt of cheque
- 9.5 ESCC – consultation on draft Rail Strategy – this had been forwarded to Councillors 9/9/13 and Cllr. Armitage had completed the online survey.
- 9.6 CSC Regeneration – advertising services in community consultation, research and fund raising
- 9.7 Clerk to Rotherfield PC – It was noted that ESCC was compiling an inventory of rural fingerposts requiring maintenance.
- 9.8 Uckfield FM – offer to publicise local events – this had been forwarded to local clubs & societies 11/9/13
- 9.9 ESCC Highways – information regarding forthcoming road works in Allington Road – this had been forwarded to Councillors 9/9/13. It was noted that the date for the road works had since been amended.
- 9.10 Action in Rural Sussex – AirS and SALC Joint Conference 7/11/13 – this had been forwarded to Cllrs. 11/9/13
- 9.11 CPRE – Annual Autumn meeting, Kings Church Centre, Lewes 9/10/13
- 9.12 Newick Bonfire Society – Bonfire Celebrations risk assessment and details of public liability insurance.

- 9.13 Mr Caulkett, resident of The Rough – request for permission to transport materials across Parish Council land when carrying out landscaping work to his rear garden. This had been dealt with in item 3 above.
- 9.14 Navigus Planning – invitation to subscribe to Journal of Local Planning – forwarded to Cllrs. 17/9/13. It was agreed that the Parish Council should not subscribe to this publication.
- 9.15 ESCC – Consultation on 2012/13 Winter Warmth campaign – forwarded to Cllrs. Allen & Mrs Sheppard 17/9/13. Cllr. Allen reported that there had been no feedback following the campaign, and the survey had not been completed.
- 9.16 ESCC Emergency Planning Officer – congratulations to NPC on Community Resilience Plan and request to share this with other emergency planning colleagues. It was agreed that permission could be given for the Plan to be shared with other interested parties and Cllr. Allen was thanked for his work on producing the Plan.
- 9.17 The following had been received during September and would be circulated via the Members' Envelope:-
Rural Services Network Email News Digest 2nd, 10th, 16th & 23rd September, Rural Vulnerability Service 11th & 18th September, Spotlight on Small Businesses 25th September, Rural Opportunities Bulletin 4th September.
Action in rural Sussex Newsletter September 2013
Society of Local Council Clerks News Bulletin 19th September, The Clerk magazine September 2013
Ordnance Survey PSMA August newsletter
Fields in Trust September update
Clerks & Councils Direct September 2013
NALC LCR magazine Autumn 2013

10. Committees' and Councillors' Reports:

- 10.1 **Playing Fields Committee** – It was agreed by those who had been present that the Minutes of Playing Fields Committee meeting held 10th September 2013 could be signed as a true record.
 The monthly play equipment inspection reports for August showed that there were no items needing attention. The report for September had not been received at the time of the meeting.
 It was noted that the Annual Inspections of the play area and skate park had been carried out and reports had been received.
 It was agreed that new metal signs for the play area and skate park should be ordered subject to some slight amendments to the layout and wording.
- 10.2 **Finance and General Purposes Committee** – There had been no meeting this month.
- 10.3 **Environment Committee** – There had been no meeting this month.
- 10.4 **Tree Warden** – There was nothing to report.
- 10.5 **Newick Rootz** – The notes from the meeting of Newick Rootz held on 11th September 2013 had been circulated in advance and were noted.
- 10.6 **Neighbourhood Watch** – Cllr. Mrs Sheppard gave a verbal report on Neighbourhood Watch issues which was noted. It was agreed that as the Police 101 contact number now appeared to be working more efficiently Cllr Mrs Sheppard would amend her article to be included in the newsletter.
- 10.7 **Newick Village Hall Management Committee (NVHMC)** – Cllr. Allen reported that it had recently come to light that the Village Hall Deed of Trust as amended in 2009 had been declared to be invalid by the Charity Commission. The Village Hall Management Committee was in the process of addressing this by preparing a Deed of Variation to the original Deed of Trust. The Parish Council asked to have sight of the draft Deed before it is submitted to the Charity Commission.
- 10.8 **Newick Sports Pavilion Management Committee** – There was nothing to report.
- 10.9 **Allotments** – This had been dealt with in item 3 above.
- 10.10 **Lewes District Association of Local Councils** – A meeting was due to be held on Monday 30th September. Cllr. Allen reported that either he or Cllr. Mrs Smerdon would attend.
- 10.11 **Newick Festival 2013** – No report was available.

11. **Newsletter** – Draft copies of the newsletter were circulated and various amendments were suggested.

12. Christmas Tree for The Green – It was agreed that Newick Bonfire Society should be asked to provide a Christmas Tree for the Green again this year and that the local Hospice Support Group should be asked whether or not it would like to organise carol singing around the tree.

13. Items to be referred to the next Agenda – There were no items to be referred to the next agenda.

The meeting closed at 8.45 p.m.

Signed:Chairman

Date: