

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 30th July 2013 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Allen, C. Armitage, N. Berryman, R. Houghton, C. Jago, J. Lucas (Chairman), Mrs. J. Sheppard, Mrs. J. Smerdon, Mrs. D.J. Sprackling and Mrs. M. Thew.

In Attendance: Mrs. L. Farmer (Locum Clerk), Mr J. Sheppard (LDC & ESCC Councillor) and PCSO Sally-Ann Reed.

Three members of the public were present for the planning section.

- 1. Apologies for Absence and to consider whether to approve reasons given** – Apologies had been received from Cllr. Mrs C. Wickens (prior family engagement). It was resolved to accept the reason given for absence.
- 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.** The following disclosures were made:- Cllr. Mrs Smerdon – Newick Allotment Society and planning application LW/13/0432, Cllr. Allen – Newick Village Hall Management Committee and Cllr. Jago – planning application LW/13/0474.

3. Questions or Statements by Members of the Public

PCSO Sally-Ann Reid's Monthly Report – PCSO Sally-Ann Reed read her report which was noted by Councillors. She highlighted that there had been some anti-social behaviour in the village but this was being resolved with the support of the parents of those involved. It was also noted that there was a problem with Cannabis in the village but again this was being dealt with. PCSO Sally-Ann Reed confirmed that she had responded to the email of item 9-7 on the Agenda concerning the speeding of vehicles along the stretch of Western Road by the Mission Hall.

Members also discussed PCSO Sally-Ann Reed's request to identify the Parish Council's priorities for the next year in the village for policing. These were agreed as anti-social behaviour, traffic management and vehicle crime.

It was resolved that **Item 7 Planning** would be brought forward in order to assist the members of the public present, who wished to speak regarding planning applications LW/13/0133 and LW/13/0433.

Planning

It was agreed by those who had been present that the Minutes of the Parish Council Meeting – Planning Matters held on 9th July, 2013 could be signed as a true record.

7.1 Applications

**Newick
LW/13/0133**

Sharpsbridge Farm Sharpsbridge Lane

Planning Application - Demolition of existing chicken sheds and erection of detached house with underground parking and storage – The agent acting for the owners of this proposed development spoke to the Council in favour of this application and concerning the implications of potential changes regarding the impact of the Habitats Regulations. The Parish Council voted unanimously against this planning application as the site is outside the Planning Boundary.

**LW/13/0474
& LW/13/0475**

75 Church Road – Manor House

Planning and Listed Building Consent Applications – Conversion of outbuilding to home office. The Parish Council supported this application.

**Newick
LW/13/0432**

Flanders Cottage Fletching Lane Fletching

Planning Application - Erection of first floor extension, porch and single storey extension. The Parish Council supported this application.

**Newick
LW/13/0433**

30 Cricketfield

Planning Application - Erection of single storey annexe extension. The owners of the property were present and put forward the reasons for their proposals. After a discussion the Parish Council voted against this application for the following reasons:- overdevelopment of site, overshadowing of neighbouring property. Seven Councillors voted against the planning proposal with 2 abstentions. It was

noted that a letter of objection had been received from the owners of the neighbouring property.

Tree Work Applications TW/13/0043/TCA **The Bull Inn, 24 The Green**
3 x Ash – fell to ground level – The Parish Council felt that it could not make a decision on this application as there was not enough information. The Clerk was requested to speak to the Tree Officer to gather more information.

TW/13/0044/TPO **Powell Road**
Oak (T4 of the Order) – Reduce the crown height by 30% (this application has been made on behalf of Newick Parish Council – The Parish Council made no comments on this application as it had been made at their request.

7.2 Approvals/Refusals etc.

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

LW/13/0417 **64 Oldaker Road**
LW/13/0344 **53 Western Road**
LW/13/0345 **Marbles Barn, High Street**

7.3 LW/13/0409 & LW/13/410 – Members noted a letter of objection to these applications, received after the Council had considered the applications on 9th July, 2013.

7.4 Neighbourhood Plan – Report by Steering Group

Notes of the Neighbourhood Plan Steering Group meeting held on 23rd July 2013 had been circulated for information and the Chairman gave a verbal progress report. The Council agreed to the Steering Group’s proposal to add a further test under Objective 11 of the sustainability appraisal framework. The Council discussed the comments made regarding the Core Strategy. The Neighbourhood Plan Steering Group had been informed that submission of the Local Development Framework Plan (Core Strategy) for inspection had been delayed as a number of authorities had had their Core Strategies challenged by Inspectors at Examination in respect of the legal “Duty to Co-operate” and failure to be planning for their total housing needs. As a result, Lewes District Council is currently reinforcing its evidence base to ensure a successful examination. However Ms Mullins had advised the Steering Group to proceed with preparing the Draft Neighbourhood Plan but that it might need to include some flexibility in the plan concerning housing numbers and the timing of development. After a discussion on the preparation of the Draft Neighbourhood Plan it was agreed that it should proceed on the existing programme. It was proposed, however, that this Draft must have no flexibility on numbers of homes and must be based solely on the number proposed in the Council’s earlier letter of comment on the draft Core Strategy, with no mention of the possibility of catering for the number called for in the Core Strategy. This resolution was carried with 5 in favour, 1 against and 4 abstentions.

4 Approval of the minutes of the Parish Council Meeting held 25th June 2013 – It was agreed by those who had been present that the Minutes of the Parish Council Meeting held on 25th June 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 25th June was noted:-

Agenda item	
6	Contact had been made with the organiser of the Jazz event at Chailey regarding the sign erected on The Green at Newick
10.11	Chairman of F&GP Committee had inspected the Clerk’s contract of employment and confirmed that all appeared to be in order. The front cover of contract was to be amended to show the Clerk’s name.
11	The contract with Lewes District Council to empty the Parish Council litter bins commenced 15 th July, 2013. LDC was already emptying one of them anyway so NPC would only be charged for 5 @ £1.92 per bin per collection.

6 Action taken by the Clerk under Delegated Powers in consultation with Chairman and/or Vice-Chairman

Request to parishioner in Western Road to cut back hedge overhanging access road behind Village Hall

Agreement by Chairman and Vice Chairman of Environment Committee to Bonfire Society's request to erect a sign on The Green advertising Hogarty event.

Arrangements for tree trunk bench near skateboard ramp to be repaired.

Arrangements for remedial work to footpath on The Green in front of butcher's shop to remove trip hazard.

Arrangements for damaged post on The Green to be reinstated.

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

8 Financial Matters:

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

Payee	Item	Invoice Amount	Cheque Number
S. Carter (Signed during the month)	Delivery of Neighbourhood Plan Questionnaires	£120.00	200659
D. Sankey Ltd	Mole Treatment KGV Playing Field	£50.40	200660
Newick Village Hall Management Cttee	Hire of Hall for N/Plan Consultation Day £137.97 Storage - £200	£337.97	200661
The Danewood Pres Ltd	Printing of N/Plan Questionnaire	£458.40	200662
L. M. Farmer	Admin Services for Neighbourhood Plan	£1629.72	200663
S. E. Berry	Clerk's Expenses on behalf of the Council	£361.66	200664
S. E. Berry	Clerk's Salary	£623.76	200665
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£169.03	200666
Lewes District Council	Litter Bin Emptying - 15/7/13 to 30/9/13	£126.72	200667
Barcombe Landscapes Ltd	Mowing of verges & footpaths £900.04		
Barcombe Landscapes Ltd	Mow, fertilise & spray KGVPF and Green £2261.81	£3161.85	200668
L. M. Farmer	Admin Expenses for Neighbourhood Plan	£45.99	200669
Sandra Orwin	Village Maintenance	£415.00	200670
Total		£7500.50	

Income in July 2013

Cooperative Bank interest	£2.30
Barclays Bank interest	£59.72
Rent from Football Club	£230.00
Total	£292.02

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

8.3 Notification of NJC Pay Settlement for 2013 – The Council noted the new NJC Pay Settlement and that the Clerk would be paid as per the new scale.

9. Correspondence: The following items of correspondence were noted along with comments made at the meeting. No further action required on most of the items other than 9-3, 9-9 and 9-17:-

9.1 Newick Cricket Club – Copy of Public Liability Insurance Certificate and Risk Assessment

9.2 Lewes District Council – Road Closure consultation – Newick Bonfire Celebrations 2/11/13. Emailed to councillors 26/6/13. Lewes District Council had informed the Council that a Road Closure Order had been granted for the Newick Bonfire Celebrations on 2nd November, 2013.

9.3 Newick Bonfire Society – request for Parish Council to meet the cost of portable toilets for Bonfire Celebrations (£408). The Parish Council agreed that it would meet the cost of the provision of portable toilets for the Bonfire Celebrations which was in the budget for 2013 /14.

9.4 ESCC Highways – Notification of kerb repairs in Newick Drive, emailed to councillors 26/6/13

9.5 Request for information about Beechlands during WW1 – forwarded to Mr Turk for response 1/7/13

9.6 Complaint from parishioner about bonfires – signposted to LDC website 2/7/13

9.7 Email from parishioner regarding speeding on A272 – copy enclosed with agenda, request for action regarding parked cars in Oldaker Road. This had been discussed with PCSO Sally-Ann Reed and reported at the beginning of the meeting.

9.8 Sussex Police regarding Estates Strategy – forwarded to councillors 3/7/13

- 9.9 Letter from Mr Todd with comments following Neighbourhood Plan Consultation Day. The Clerk was asked to acknowledge the letter.
- 9.10 Compass Travel – notification of minor changes to 121 bus service timetable
- 9.11 SSALC – July newsletter, emailed to councillors 8/7/13. Please note updated edition of ‘Good Councillors Guide’ available from SSALC website
- 9.12 ESCC – forthcoming consultation on Review of Day Services for Older People – emailed to councillors 8/7/13
- 9.13 NALC – consultation on ‘A New Future: developing the Strategy’ – emailed to councillors 9/7/13, comments required.
- 9.14 Chailey and Newick Colts Football Club – thanks to Parish Council for promise of a grant.
- 9.15 Newick Football Club – Copy of public liability insurance and risk assessment.
- 9.16 ESCC – Consultation on Waste and Minerals Sites Plan – emailed to councillors 16/7/13
- 9.17 ESCC Highways – Notification of resurfacing work to A272 Goldbridge Road – emailed to councillors 19/7/13 – Concern was expressed about the arrangements for closing the roads during this work which ESCC Councillor Jim Sheppard had complained about as they had caused chaos with drivers not knowing which parts of the road network were closed. Cllr. Mrs. Smerdon agreed to raise this matter at the next meeting of Strengthening of Local Relationships with ESCC.
- 9.18 ESCC – Outcome of review of bus services in Lewes area – emailed to councillors 22/7/13
- 9.19 The following had been received during June and would be distributed via the Members’ Envelope:-
 Rural Services Network Weekly Email News Digest – 1st, 4th, 8th, 10th, 15th, 18th, 22nd, 24th July.
 3VA eNewsletter – Issues 10th, 24th July.
 Action in Rural Sussex eNewsletter July 2013
 Society of Local Council Clerks News Bulletins 3rd, 18th July
 Heads Up Headway
 ESCC – Get involved – July 2013
 Districtnews – Summer Edition
 ESCC – Your County – Summer 2013
 Clerks & Councils Direct – July, 2013
 The Clerk – July 2013

10. Committees’ and Councillors’ Reports:

10.1 Playing Fields Committee – No meeting this month

No monthly Play Equipment inspection reports had been received from LDC

The updating of the Risk Assessment for King George V Playing Field and Manwaring Robertson Playing Field had been carried out and was in the process of being written up.

Consideration of request from Cricket Club for speed control measure to be implemented on King George V Playing Field – This matter was deferred to the Playing Field Committee to deal with at its next meeting.

10.2 Finance and General Purposes Committee – The Minutes of the Finance and General Purposes Committee dated 9th July, 2013 were approved as a true record by those that had been present. Cllr. Jago Chairman for F&GP Committee reported on the following:-

Proposed amendments to Village Hall Custodial Trustee Audit Plan Arrangements – Cllr. Jago reported on this item recommending that in future the Parish Council receives only a copy of the VH’s Annual Return to the Charity Commission and a copy of the VH’s Audited Accounts, and that the nominated Parish Councillor trustee reports back to the Parish Council should he/she have any concerns over the governance of the VH. It was noted that the Parish Council had no authority to take over management of the Village Hall but that it would have a duty to do so if there were insufficient trustees to form a Committee and manage the hall. Cllr. Jago would draft a letter for the Clerk to reply to the Chairman of the Village Hall’s letter.

Increase in budget for Neighbourhood Plan to £6000 of which £2500 would be covered by the Community Development Foundation Grant and an additional £1500 from the General Reserve Fund – It was resolved to approve this proposal by Council.

Annual Review of the Effectiveness of Internal Audit – This had been now reviewed by the F&GP Committee which proposed that the Parish Council resolve to accept it. Approved.

Approval of update to Financial Regulations following the F&GP Committee review – Cllr. Jago asked that this be deferred as he had found several other items which needed to be looked at more closely. It was agreed to defer approval until this had been done.

Assets Register – It was resolved to accept the review of the Parish Council Assets Register.

Draft Community Resilience Plan – Cllr. Allen was still making the amendments to this in response to the suggestions from the Finance and General Purposes Committee and it was agreed that it would be put before the Council at the August meeting. Once approved by Council a copy would be placed

on the Parish Council Website and hard copies provided for the community team and the Lewes District Council / East Sussex County Council, Emergency Planning Officer, Ian Hodgson.

Approval of Terms of Reference for Allotments Working Group – It was resolved to accept these Terms of Reference.

10.3 Environment Committee – There had been no meeting this month.

10.4 Tree Warden – Nothing to report.

10.5 Newick Rootz – Notes from the meeting of Newick Rootz held on 8th July 2013 had been circulated in advance and were noted. The Chairman reported that the stakes supporting the five new trees planted a few years ago had now been removed.

10.6 Neighbourhood Watch – Cllr. Mrs Sheppard gave a verbal report on Neighbourhood Watch issues which was noted. She also forwarded a cheque for £18.90 in respect of recycling to be passed to Sue Berry, Clerk.

10.7 Newick Village Hall Management Committee (NVHMC) – There was nothing to report.

10.8 Newick Sports Pavilion Management Committee (NSPMC) – Cllr. Mrs Thew reported there had been no meeting this month.

It was noted that an additional CCTV camera is to be fitted to the southern end of the Sports Pavilion, paid for by the Sports Pavilion Management Committee.

10.9 Allotments – Cllr. Mrs Smerdon gave a verbal report on the progress stating that LDC had now agreed to cap the well at its expense but in the meantime had sealed the well temporarily to make it safe. The shed still needed to be removed which LDC were going to do and arrangements had been made by the Allotment Society to have the soil rotavated. It was noted that the Allotment Society would need a license from the Environment Agency to extract water from the well.

10.10 Lewes District Association of Local Councils (LDALC) – No meeting.

11 Newick Festival 2014 – Cllr. Mrs. Smerdon reported that a small committee had been formed from village organisations to organise a Newick Festival for 2014 for the last weekend in June 28th and 29th which would hopefully include art, sports and a few gardens to be opened. It was agreed that a letter would be sent to the Cricket Club asking if it was possible to have the KGVPF over this weekend.

12 Update on new Website – Cllr. Berryman gave a verbal report on the progress of the redesigned website which although slow was making headway. He requested more photos of the village and wanted a group picture of councillors to put on the website.

13 Japanese Knotweed – It was noted that the Council had received confirmation that this had been identified in the twitten from Cricketfield to the Green. It was agreed that Frenchs should be written to informing them that it was believed that Japanese Knotweed was growing on their premises. Cllr. Chris Armitage agreed to speak to the owners of Ivy Cottage advising them that it was growing on the adjoining property and to ensure that they did not have any. Articles about the presence of Japanese Knotweed will be put in the Parish Magazine, on the website and notice boards, with a photo to help villagers identify it.

14 Consideration of request from Compass Travel for bus stop sign and timetable display on south side of The Green for 121 Lewes service – It was resolved to approve this request but the Council requested that the company liaise with the Council as it would prefer that the post was not too obtrusive and to discuss the options available.

15 Review of Councillors Register of Interests – reminder to all councillors to review their Register of Interests entry and update if required.

16 Complaint received regarding poor condition of property on High Street (in Conservation Area) – It was resolved to write to Lewes District Council Environmental Health Department asking them to investigate the complaint. Whilst writing, the Council also asked that a property in High Hurst Close is drawn to the attention of the Environment Health Department for similar reasons.

17 Printing of Newick Directory – It was resolved to accept the quotation of £610.00 from Danewood Press for the printing of the revised Newick Directory in 2014 and that the cost for placing information about a village business in the directory remain at £15.00.

18 Information Item – It was noted that Newick Cricket Club would be holding a Mini-Olympics event on the Recreation Ground on Sunday 25th August 2013

19 Items to be referred to the next Agenda – it was agreed that the following items should be on the agenda
Landscaping at Alexander Mead
Concern about the number of vacancies in the new housing stock at Alexander Mead due to rental costs and that there has been two increases during the past 18 months. Request to be made to see if representatives from Hastoe and the Housing Department could attend the meeting
Parking on the verge in Allington Road

The meeting closed at 9.50 p.m.

Signed:Chairman

Date:

The Clerk: Mrs SE Berry, 18 Newlands Park Way, Newick, BN8 4PG
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