

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 25th February 2014 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Armitage, N. Berryman, R. Houghton, C. Jago, J. Lucas (Chairman of the Parish Council), Mrs J. Sheppard, and Mrs J. Smerdon.

In Attendance: Mrs S. Berry (Clerk),
District and County Councillor Mr J. Sheppard

1. **Apologies for Absence and to consider whether to approve reasons given:** – Apologies had been received from Cllr. Allen (work commitments), Cllr. Mrs Sprackling (illness), Cllr. Mrs Thew (prior family engagement), and Cllr. Mrs Wickens (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:** - Cllr. Armitage declared that he was a member of Newick Village Society and Cllr. Mrs Smerdon declared that she was a member of Newick Allotment Society (item 12.7).
3. **Questions or Statements by Members of the Public:**
PCSO Sally-Ann Reed had sent her apologies that she was unable to attend the meeting. Her written report was noted. Cllr. Mrs Sheppard gave a verbal report on Neighbourhood Watch issues and on matters discussed at the quarterly Neighbourhood Watch meeting that she had recently attended.

There were no questions or statements from members of the public.

4. **Exclusion of the press and the public:** It was resolved that any members of the press and the public present at the time should be excluded when discussion took place under agenda items 8.6 and 11.7 in view of the commercially sensitive nature of the matters to be discussed (Standing Order 1c).
5. **Approval of the minutes of Parish Council Meetings held 28th January and 11th February 2014** – This item was dealt with under agenda item 17 when it was agreed by those who had been present that the minutes of the Parish Council meetings held on 28th January and 11th February 2014 could be signed as a true record.
6. **Matters Arising** – A report from the Clerk regarding the following matters arising was noted:-
Matters Arising from PC Meeting 28th January 2014

Agenda item	
15	Mark Roberts from ESCC, who dealt with the recent work on The Green, had advised that the contractor would lay some slabs on edge behind the bench to support the ground behind. It was reported at the meeting that this work had been carried out. It was agreed that the Clerk could confirm to Mr Roberts that he could close the file and pay the bills associated with the job.
10	Copies of 'Local Councils Explained' had arrived. Cllr. Berryman had one copy, the Clerk had the other.

Matters Arising from PC Meeting 11th February 2014

Agenda item	
7	A request had been made for a Parish Council representative to attend the Examination in Public for the LDC Core Strategy. This had been acknowledged and further details would follow in due course.

7. **Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** There were no actions to report.
8. **Planning:**
 - 8.1 **Applications:**

Newick	35 High Hurst Close
LW/14/0063	Planning Application - Erection of single and two storey rear extensions, garage conversion and extension to porch on front elevation. Following a vote, the result of which was that 3 councillors supported the application and 4 abstained, the Parish
Case Officer:	
Ms Julie Cattell	

Council supported this application.

8.2 Tree Works Applications – There were no tree works applications for consideration. It was noted that a horse chestnut tree at Newick Lodge had become dangerous and that it had been cut down under section 14 (1)(c) of the Town & Country Planning (Tree Preservation)(England) Regulations 2012.

8.3 Approvals/Refusals etc. No approval or refusal notices had been received.

8.4 Correspondence with LDC over planning decisions – It had been confirmed that Ed Sheath, interim Head of Planning at Lewes District Council, would be attending the Parish Council meeting on 11th March. The Clerk was asked to ensure that he was prepared to speak about three recent planning applications (LW/13/0756, LW/13/0796, and LW/13/0826/7) over which the Parish Council considered that Lewes District Council had not followed its stated procedure.

8.5 Formation of Planning Committee – The decision as to whether or not to form a planning committee was deferred to the Parish Council meeting on 25th March 2014.

8.6 Neighbourhood Plan – Report by Steering Group – It was agreed that this item would be considered under agenda item 17.

9. Financial Matters:

9.1 Authorisation of Schedule of Payments for February 2014 – It was resolved that the schedule of payments for February 2014 should be approved.

Signed during the month			
Land Registry	Application for Title Plan ESX294104	£7.00	200754
Waiting to be signed			
D. Sankey Ltd	Routine Mole Treatment - KGVPF	£50.80	200755
National Association Local Councils	Local Councils Explained x 2 copies	£107.48	200756
Mrs C Wickens	Post Mix x 3 for stile installation on footpath 7	£16.49	200757
S.E. Berry	laminator, laminator pouches, envelopes, phone, broadband, use of home as office , land registry internet searches	£107.35	200758
S.E. Berry	Clerk's Salary	£562.87	200759
Post Office Ltd	Tax and NI from Clerk & PC	£161.07	200760
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£200.04	200761
South East Water	Water Supply to Sports Pavilion	£283.44	200762
Acorn Technologies	Website administration November 2013 to April 2014	£180.00	200763
S. Orwin	Village Maintenance	£200.00	200764
Total		£1,876.54	

**Income in February
2014**

Cooperative Bank interest	£1.18
Barclays Bank interest	£86.06
Newick Directory Donations	£135.00
Total	£222.24

9.2 Statement of Performance against budget (Outturn) as at end January 2014 – The Outturn for January was noted. The Clerk reported that she was having difficulty in obtaining an invoice from the Health Authority for the rental of the community centre car park.

9.3 Appointment of Locum Clerk to cover Clerk's holiday absence – It was agreed that Mrs Farmer should be appointed as Locum Clerk to cover for the Clerk's holiday absence later in the year and that she should be paid at the point on the salary scale in force at the time of her retirement.

9.4 Subscription to NALC magazine 'Local Council Review' – It was agreed that the Council would continue to subscribe to 'Local Council Review' at a cost of £17 per year.

10. Correspondence: The following items of correspondence were noted:-

- 10.1 Action in rural Sussex – Invitation to attend Community Led Planning event 13th March 2014. This had been forwarded to councillors 28/1/14
- 10.2 East Sussex Health Overview and Scrutiny Committee – proposals for maternity and paediatric services. This had been forwarded to councillors 23/1/14
- 10.3 ESCC Members Briefing on Superfast Broadband. This had been forwarded to councillors 29/1/14
- 10.4 ESCC Transport & Environment – Changes to concessionary bus pass scheme. This had been forwarded to councillors 3/2/14.
- 10.5 SSALC – January/February newsletter. This had been forwarded to councillors 5/2/14
- 10.6 Newick Village Society – copy of letter sent to LDC regarding consultation on Local Plan Part 2 – This had been forwarded to councillors 6/2/14
- 10.7 SSALC – Notification that Legal Topic Notes 8, 30 & 79 had been updated. This had been forwarded to councillors 10/2/14.
- 10.8 SSALC – Final Local Government Finance Settlement for Parish Councils, and advice on membership of campaigning groups. This had been forwarded to councillors 10/2/14. It was agreed that approval of Parish Council memberships and subscriptions should be put on the agenda for the annual meeting of the Parish Council in May.
- 10.9 Lewes District Council – Consultation on proposed changes to housing allocations policy. This had been forwarded to councillors 13/2/14. It was noted that the consultation end date had been extended to 10th March 2014.
- 10.10 The following had been received during February and would be circulated via the Members' Envelope:-
 - Rural Services Network Email news digest 3rd, 10th, 17th & 24th February 2014, Rural Vulnerability Service 19th February 2014, Spotlight on the Heart of the Village, and Rural Opportunities Bulletin February 2014.
 - UK Power Networks – Stakeholder Engagement Newsletter January 2014
 - 3VA –Newsletter Spring 2014

11 Committees' and Councillors' Reports:

- 11.1 **Playing Fields Committee** – It was agreed by those who had been present that the minutes of the Playing Fields Committee meeting held on 3rd February 2014 could be signed as a true record. It was noted that complaints had been received about bad language from users of the skateboard facilities and that the facilities were being used after dark. It was agreed that, in addition to actions already being taken, Cllr. Armitage would draft an article for inclusion in the Spring newsletter.

A quotation of £600 had been received for the removal of the roundabout in the play area and making good the surface. It was agreed that, as the timing for a planned replacement was uncertain, the quotation of £890 previously received from Wicksteed Leisure for repairing the roundabout should be accepted. This was carried after a vote of 6 for and 1 against the proposal.

It was noted that the sub group looking into the provision of play equipment for the under-fives would report to the Playing Fields committee on 11th March 2014.

The inspection reports for February had not been received at the time of the meeting.

- 11.2 **Tree Warden** – Three tenders had been received for carrying out the three yearly inspection of trees belonging to the Parish Council. In accordance with Financial Regulation 13e the envelopes had been opened by the Clerk on Monday 24th February in the presence of Cllr. Mrs Sprackling. It was agreed that the tender submitted by RW Green (£440 + VAT) should be accepted.

- 11.3 **Environment Committee** – It was agreed by those who had been present that the minutes of the Environment Committee meeting held on 11th February 2014 could be signed as a true record. It was agreed (by a vote of 6 for and 1 against) to approve the recommendation of the Environment Committee to accept proposals by the Royal British Legion for a centenary stone to be erected on The Green near to the main flagpole, subject to approval by the LDC Conservation Officer. It was agreed that a proposal to remove the nearby litter bin should be considered in more detail by the Environment Committee.

The recommendation of the Environment Committee to plant trees on the Manwaring Robertson Field in memory of those who had died fighting in two world wars was agreed in principle. However, it was noted that further information, including a detailed plan of the area showing the proposed planting and the results of consultation with interested parties would be required.

Issues regarding the new footpath on The Green had been dealt with under agenda item 6 above.

- 11.4 **Newick Sports Pavilion Management Committee** – The minutes of the Sports Pavilion Management Committee meeting held on 4th February 2014 were noted.
- 11.5 **Newick Rootz** – The notes from the meeting of Newick Rootz held on 11th February 2014 had been circulated in advance and were noted.
- 11.6 **Newick Village Hall Management Committee (NVHMC)** – There was no report as Cllr. Allen was not present at the meeting. It was noted that NVHMC would be holding its Annual General Meeting on 12th March 2014 and had requested a nomination from the Parish Council for its representative on the committee. It was agreed that a letter should be sent explaining that the Parish Council makes appointments to external bodies at its annual meeting in May and that, in the meantime, Cllr. Allen would continue as the Parish Council representative on NVHMC.
- 11.7 **Allotments** – It was agreed that this should be dealt with under agenda item 17.
- 11.8 **Newick Festival 2014 (27th to 29th June)** – Cllr Mrs Smerdon reported that the ‘Three Pubs Challenge’ originally scheduled for Sunday 29th June would not now be taking place, therefore, a road closure would not be required for that day. However, an application for Church Road to be closed between Oldaker Road and the A272 from 1 p.m. to 5 p.m. on Saturday 28th would still be required. It was confirmed that the Parish Council had taken over as the organiser of this event in collaboration with other village organisations.
- 11.9 **CCTV Management Group** – It was noted that a system check had been carried out on 13th February 2014 and that two of the cameras were showing signs of water damage. It was agreed that if this was still the case at the time of the next system check the engineer should be called in.
- 11.10 **Website** – It was reported that the Clerk was still awaiting training on how to use the new website. It was agreed that there would be no objection to Newick School Association having a page on the parish website.

12 Application by Mid Downs Medical Practice to dispense from Chailey Surgery - It was understood that an application had been made by Mid Downs Medical Practice to dispense from the Chailey surgery, however, the Parish Council had not yet received official notification of this. It was agreed that Cllr. Jago would draft a letter in response to the application, to be approved at the next meeting.

13 Annual Parish Meeting – Proposals for the Democratic Society (Zero Heroes Community Competition Team) and East Sussex Fire and Rescue Service to attend the Annual Parish Meeting were considered. It was agreed that the Democratic Society would not be invited to attend, however, the Fire and Rescue Service would be invited to have a stand in the hall.

14 Items for the Spring edition of the Parish Council newsletter – It was agreed that, subject to space being available, the following items would feature in the spring edition of the newsletter, a draft of which would be available for approval at the Parish Council meeting on 25th March:- Zero Heroes competition update, Newick Festival, Neighbourhood Watch, Speed Watch update, Skate Park, Neighbourhood Plan, 2014/15 budget.

15 Approval of draft of Newick Directory 2014 – Copies of the draft Directory had been circulated at the meeting and Councillors were asked to send any comments to the Clerk. It was agreed that the ‘Tube’ style map on the last page should only be included if Geoff Meadows was prepared to give his permission for it to be used and to make some amendments. It was agreed that an extract of the 1:25000 Ordnance Survey map showing public footpaths should replace the current street map in the centre of the booklet and that this should be printed in colour.

16 Items to be referred to the next Agenda – No items were put forward for the next agenda.

17 Confidential Items – in accordance with the resolution made under item 4 above, these items were discussed in confidence. There were no members of the press or public present.

The meeting closed at 9.15 p.m.

Signed:Chairman

Date:

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