

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 24th June 2014 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Allen, N. Berryman (for part of the meeting), R. Houghton, C. Jago, J. Lucas (Chairman of the Parish Council), Mrs J. Sheppard, Mrs J. Smerdon, Mrs DJ Sprackling, Mrs M Thew, and Mrs C Wickens.

In Attendance: Mrs S. Berry (Clerk)
Five members of the public were present for part of the meeting

- 1. Apologies for Absence and to consider whether to approve reasons given:** – Apologies had been received from Cllr. C. Armitage (prior family engagement). It was resolved to approve the reason given for this 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:** - Cllr. Mrs Smerdon declared an interest in item 11.7 (Allotments) and Cllr. Allen declared an interest in item 11.6 (NVHMC).
- 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 (Neighbourhood Watch Coordinator) gave an update on matters that had come to the attention of the Neighbourhood Watch team.

Mr Thomas spoke regarding the matter of flagpoles on The Green. He said that had heard that the Parish Council had decided not to put the flagpoles back up after Newick Festival and that he was disappointed that the views of a small number of residents appeared to have carried so much weight. He considered that the presence of the flags on The Green during the summer months added significantly to the atmosphere of the village. Mr Thomas also stated that he liked the new footpath that had been laid on The Green.

Mr Burke, the applicant for planning application LW/14/0394 (100 Allington Road) spoke regarding his application to build a single storey extension to the side of his property.

It was agreed that item 12 on the agenda should be brought forward for the benefit of those members of the public who had attended for that item.

12. Flag Poles on The Green – Copies of the Parish Council's existing Flag Policy and correspondence received on the issue of flags on The Green had been distributed in advance and were noted. It was noted that the decision taken at the meeting held on 27th May 2014 not to put the flags back up after the Festival was not valid as the matter had not been properly itemised on the agenda for that meeting. It was agreed that Cllr. Mrs Smerdon should be appointed to the position of Councillor in charge of Poles and Flags, that the Flag Policy would be reconsidered by the Finance & General Purposes Committee, and that the flags would be reinstated after the Festival in line with the existing policy. It was further agreed that Cllr. Jago would draft an article regarding the issue of flags on The Green to be published in the forthcoming edition of the Parish Council newsletter.

One member of the public left the meeting at 7.25 p.m.

- 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 item 11.7 in view of the commercially sensitive nature of the matter to be discussed (Standing Order 1c).
- 5. Approval of the minutes of Parish Council Meetings held 27th May and 10th June 2014** – It was agreed by those who had been present that the minutes of the Parish Council meetings held on 27th May and 10th June 2014 could be signed as a true record.
- 6. Clerk's Report** – A report from the Clerk regarding the following matters arising from these meetings was noted:-

Agenda item	
5	Report from PCSO Sally-Ann Reed – PSCO Reed had answered the questions raised in response to her written report in an email which had been forwarded to Councillors by Cllr. Mrs Sheppard on 28 th May 2014.

11	<p>Clerk's Report - The following items were still outstanding:-</p> <p><u>Sites of Nature Conservation Importance</u> - No response had been received from the County Ecologist</p> <p><u>Issues relating to footpath on The Green</u> - A response had been received from the NALC legal advisor, however, councillors had not yet had the opportunity to consider it. It was agreed to defer this matter for further discussion at a later meeting.</p> <p><u>Unregistered land to the north of The Green</u> – No response had been received from LDC Legal Department.</p>
16.3	<p>Environment Committee – It was noted that the Church Road notice board would be removed for renovation on 1st July and put back in place by 20th July. The contractor had confirmed that his original quotation remained valid.</p> <p>It was noted that Cllr. Allen had completed the renovation of 9 out of 26 benches and he was thanked for this.</p>

Agenda item	PC Meeting 10th June 2014
	There were no matters arising from this meeting to be reported.

7. **Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** It was noted that arrangements had been made for a broken wooden post on The Green to be replaced.

8. **Planning:**

8.1 **Applications:**

Newick 10 The Green

LW/14/0281 Planning Application - Extension of existing bakery to encompass new cold and dry storage within the building and enlarged shop area with staff accommodation over and the removal of existing temporary storage buildings for Cottage Bakery. The Parish Council agreed to **support** this application (8 in favour and 2 abstentions).

Newick Old Greenfields 32 Church Road

LW/14/0385 Retrospective Listed Building Consent Application - Forming new openings in existing walls and retention of former garage converted into living accommodation. The Parish Council agreed to **support** this application (8 in favour and 2 abstentions).

Newick 7 Goldbridge Road

LW/14/0390 Planning Application - Creation of new access from Goldbridge Road to existing dwelling to replace footpath. The Parish Council agreed to **support** this application (8 in favour and 2 abstentions).

Newick 100 Allington Road

LW/14/0394 Planning Application - Erection of a single storey side extension. Having heard comments from the applicant, Mr Burke, the Parish Council agreed to make **no comment** on this application (3 voted to support, 1 to object, 4 to make no comment, and 2 abstained).

Newick 40 West Point

LW/14/0415 Planning Application – Erection of single storey extension to side and roof alterations over existing garage and porch. The Parish Council agreed to **support** this application (8 in favour and 2 abstentions).

Newick Gardeners Bungalow 85 Church Road

LW/14/0417 Planning Application - Erection of replacement bungalow and associated driveway leading from existing access. Cllr. Jago declared an interest in this application. It was noted that there had been a problem with viewing the documents relating to this application online on and around 24th June 2014 and, in view of this, the Parish Council considered that it did not have sufficient information to comment on the application. It was noted that the only neighbours to have been consulted on the application were the applicants themselves, both at their main home and at another property they owned. The Parish Council agreed that District Councillor Jim Sheppard should be asked to call in the application for consideration by the Lewes District Council Planning Committee.

8.2 **Tree Works Applications** – There were no tree works applications for consideration

8.3 **Approvals/Refusals etc.** - It was noted that the following planning application had been approved by Lewes District Council subject to several conditions:-

LW/14/0213 Chestnuts, Cornwell's Bank – Erection of a detached dwelling (demolition of existing dwelling) and siting of a new propane tank.

- 8.4 Neighbourhood Plan** – There was nothing to report on the Neighbourhood Plan. It was noted that a letter of support for the Neighbourhood Plan had been received from Norman Baker MP.
- 8.5 The Community Infrastructure Levy (CIL)** – It was noted that Cllr. Mrs Thew and the Clerk had attended a presentation by consultants working for Lewes District Council on the Community Infrastructure Levy Charging Schedule, which would be coming into force with effect from April 2015. Copies of the briefing notes from the presentation had been distributed in advance, and it was agreed that the Parish Council would support the LDC Draft Charging Schedule.
- 8.6 Lewes District Council's Core Strategy Submission Document – Focussed Amendments** – Cllr. Mrs Thew gave a verbal report on this document, taking into account comments that had been made by Mr Turk in his email of 22nd May 2014. It was noted that the planned number of new dwellings had increased for the District as a whole and that the number of new dwellings planned for Newick was now described as 'a minimum of 100', it was understood that this change was to cater for any 'windfall' properties. It was noted that the total figure (taking into account completions since April 2010 and commitments as at April 2013) was shown as 127 compared with 124 in the previous draft. It was also noted that there was some flexibility in the targets for densities to be achieved which highlighted the need for densities on individual sites to be made clear in the Neighbourhood Plan. It was agreed that Cllr. Mrs Thew, with assistance from the Clerk, would draft the Parish Council's response.

9. Financial Matters:

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

Payee	Item	Invoice Amount	Cheque Number
Signed during the month			
Sussex Sign Centre	Road Closure signs for Newick Festival	£159.60	200801
Lewes District Council	Application for Temporary Event Notice	£21.00	200802
Waiting to be signed			
D. Sankey Ltd	Routine Mole Treatment	£50.40	200803
Getmapping Plc	Subscription to Parish Online	£50.40	200804
Information Commissioner	Data Protection Registration	£35.00	200805
Barcombe Landscapes	Mowing & Grounds Maintenance	£1,666.60	200806
S.E. Berry	Clerk's Expenses	£193.47	200807
S.E. Berry	Clerk's Salary	£571.07	200808
Post Office Ltd	Tax and NI from Clerk & PC	£157.78	200809
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£196.20	200810
Ms S. Orwin	Village Maintenance	£327.10	200811
Newick Sports Pavilion	Grant	£380.00	200812
Newick Football Club	Grant	£100.00	200813
Newick PCC	Grant	£600.00	200814
Newick Allotment Society	Insurance for Festival opening (covered by sponsorship received)	£49.63	200815
RC Allen	Materials for renovating benches	£94.48	200816
Total		£4,652.73	

Income in June 2014

Cooperative Bank interest	£0.70
Barclays Bank interest	£97.89
ESCC - grass cutting contribution	£2,755.00
Rose Cottage - access across Green	£5.00
Total	£2,858.59

- 9.2 Statement of Performance against budget (Outturn) as at end May 2014** – The Outturn for May had been circulated in advance and was noted.
- 9.3 Consideration of application for grant received from Friends of Newick Health Centre** – An application for a grant had been received from the Friends of Newick Health Centre, however, it was noted that a copy of the organisation's accounts had not been enclosed as requested. It was agreed to defer making a decision on this application until the accounts had been received.
- 9.4 Consideration of request by Newick Bonfire Society for NPC to meet cost of hiring portable toilets for Bonfire Celebrations** – It was agreed that the Parish Council would meet the cost of hiring portable toilets for the use of members of the public attending Newick Bonfire Celebrations on 1st November 2014.
- 9.5 Review of Effectiveness of Internal Audit** – The draft Annual Review of the Effectiveness of Internal Audit had been circulated in advance and was approved by the Parish Council.

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

- 10.1 ESCC** – Update on eSussex Broadband Programme – this had been forwarded to councillors 27/5/14
- 10.2 LDC** – Opportunity to join LDC as potential buyer in tender for supply of grounds maintenance service – this had been forwarded to councillors 30/5/14 and it was agreed that Newick Parish Council should ask to be listed as a potential purchaser in the contract.
- 10.3 SSALC** – May/June Newsletter – this had been forwarded to councillors 28/5/14
- 10.4 Mrs Lightfoot** – request for clarification of the role of the dog warden – this had been forwarded to LDC
- 10.5 Newick Football Club, Newick Sports Pavilion Management Committee, and Revd. Peter Francis** – Letters of thanks for NPC grant. It was noted that the Sports Pavilion Management committee had also confirmed the following:- 1)Electrical testing had been carried out, 2) Risk Assessment and Health and Safety Policy had been reviewed, 3) Assurances had been obtained that Sports Clubs had Child Protection Policies in place, and all other hirers would be made aware of their responsibilities.
- 10.6 Letter from LDC Planning Services to Mr Cumberlege** dated 6/6/14 – a copy had been sent to councillors with the agenda
- 10.7 Letter from Mr Cumberlege** dated 7/6/14 – a copy had been sent to councillors with the agenda. It was agreed that the Clerk should update Mr Cumberlege on the Parish Council's attempt to get the small piece of unregistered land between Snells and Springfields registered as part of The Green.
- 10.8 3VA** – Details of Information and Funding Fair – this had been forwarded to councillors 10/6/14
- 10.9 Local resident** – Complaint about poor quality of grass cutting – this had been forwarded to Cllr. Smerdon 12/6/14. It was noted that the Clerk had spoken to the contractors about this matter but that Cllr. Smerdon and Cllr Houghton would still like to have a meeting with the contractors to discuss this and other grounds maintenance issues.
- 10.10 LDC** – Response to objections raised by NPC to proposals in Polling Review consultation document – this had been forwarded to councillors 16/6/14
- 10.11 Zero Heroes competition** – Update and request to encourage residents to vote on spending of share of prize money – this had been forwarded to councillors 16/6/14
- 10.12 Lewes District Association of Local Councils** – Request for agenda items for ESCC Town & Parish Councils conference – this had been forwarded to councillors 16/6/14, no suggestions were made.
- 10.13 NHS England** – Copies of written representations following application by Mid Downs Medical Practice to dispense from Chailey Surgery – this had been forwarded to councillors 16/6/14, it was agreed that no further comments would be made.
- 10.14 Spark** – Invitation to attend workshop on engaging young people – this had been forwarded to councillors 17/6/14. It was agreed that the Parish Council would express an interest in being involved in this initiative.
- 10.15 ESCC Fire & Rescue Service** – Summary of agreed changes to Fire & Rescue Service – this had been forwarded to councillors 17/6/14
- 10.16 SSALC** – Invitation to submit nominations for 2015 Birthday Honours List – this had been forwarded to councillors 18/6/14. No suggestions were made.
- 10.17** The following had been received during March and would be circulated via the Members' Envelope:-
Rural Services Network Email news digest 2nd, 9th, 16th, 23rd & 30th June 2014, Rural Vulnerability Service 11th & 18th June 2014, Spotlight on Young People in Rural Areas 25th June 2014, and Rural Opportunities Bulletin 4th June 2014.
3VA – e-newsletters 158, 159, 160, & 161 and Training Programme 2014/15
NALC – LCR Magazine Summer 2014
CPRE – Sussex Branch Annual Report 2013

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 10th June 2014 could be signed as a true record of that

meeting. However, concern was expressed at the fact that no immediate action had been taken regarding the gaps in the hedge of the King George V Playing Field and it was agreed that the Clerk and Cllr. Mrs Sprackling would look at this as a matter of urgency.

It was agreed that a 'No Ball Games' sign should be erected inside the fenced play area as recommended by the Playing Fields Committee. It was agreed that a new litter bin with a lid or a cover should be purchased for the fenced play area in order to prevent birds from scavenging and spreading litter around the play area in the process.

- 11.2 **Play Equipment Upgrade Project** – A report on the play equipment upgrade project had been circulated in advance of the meeting and was noted. The sub committee's proposal not to proceed with the play trail along the Church Road boundary of the King George V Playing Field following feedback from local residents was supported, and it was agreed that letters should be sent to sports clubs and those residents who had responded to consultation advising them that the plans were being revised.
- 11.3 **Tree Warden** – It was noted that Daniel Wynn, LDC Tree Officer, had responded to the Parish Council's request for advice on work proposed in the three yearly tree survey.
- 11.4 **Environment Committee** – There had been no meeting this month. Copies of the findings of the inspection of Parish Council owned land carried out by the Chairman and Vice Chairman of the Environment Committee were circulated at the meeting and were noted.
- 11.5 **Newick Rootz** – The notes from the meeting of Newick Rootz held on 5th June 2014 had been circulated in advance and were noted. It was agreed that the cost of purchasing oranges to be given to the school pupils participating in the Story Walk on 27th June would be reimbursed from the Festival budget.
- 11.6 **Newick Village Hall Management Committee (NVHMC)** – There was nothing to report.
- 11.7 **Allotments** – There was nothing further to report on the provision of a new allotment site, therefore, it was not necessary to exclude the press and the public in accordance with item 4 above.
- 11.8 **Newick Festival 2014** – Cllr. Mrs Smerdon gave a final update on plans for Newick Festival.
- 11.9 **Lewes District Association of Local Councils (LDALC)** – Cllr. Allen gave a report on the LDALC meeting held on 9th June 2014. It was noted that membership fees would not be requested this year, and that SSALC had produced a protocol on the filming/recording of local council meetings. It was agreed that the Finance and General Purposes Committee would look at the protocol and make recommendations if necessary.
- 11.10 **Website** – It was noted that the new website was still being worked on.

12 Flag Poles on The Green – This had been dealt with under agenda item 3 above.

13 Rationalisation of the village boundaries – It was agreed that Cllr. Berryman would investigate the procedure for applying to have the Parish Boundary moved should the Parish Council wish to pursue this at some time in the future.

14 Approval of draft newsletter– The draft newsletter was not available for approval as several of the agreed articles had not yet been submitted.

15 Items to be referred to the next Agenda – It was agreed that reporting of the recent internal alterations to The Bull Inn to the LDC Conservation Officer, and the Bull Inn sign should be put on the agenda for the next meeting.

The meeting closed at 9.30 p.m.

Signed:Chairman

Date:

The Clerk: Mrs SE Berry, 18 Newlands Park Way, Newick, BN8 4PG
Tel. 01825 722135 Email newickpc@newick.net