

Newick Parish Council

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

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

In Attendance: Mrs S. Berry (Clerk),
Two 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. Armitage (work commitments) and Cllr. Mrs Thew (prior family engagement). 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. Mrs Smerdon declared that she was a member of Newick Allotment Society (items 9.1 and 11.6), Cllr. Allen declared that he was a member of Newick Village Hall Management Committee (item 11.5), and Cllr. Lucas declared an interest in planning application LW/14/0190 (item 8.2).
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) advised that she had nothing to add to this.

It was agreed that agenda item 15 should be brought forward in order to assist two members of Newick Cricket Club (NCC) who wished to speak on this item.

Mr Ward, Chairman of NCC, advised the Parish Council of the Cricket Club's plans in respect of the Lashings All Stars fixture on 24th August 2014. It was noted that the Cricket Club was considering organising a music event with live bands on the evening of 24/8/14, using the marquee that had been previously erected for a corporate lunch. The Parish Council agreed to this in principle, however, it was made clear that the Cricket Club should contact Lewes District Council regarding licensing requirements (sale of alcohol, live music and end time). It was also requested that nearby residents should be given early warning of the event. It was agreed that the Cricket Club should be given permission to erect a banner advertising the Lashings fixture on the Village Green a maximum of two weeks prior to the event.

The two members of the public left the meeting at 7.20 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 8.5 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 25th February and 11th March 2014** – It was agreed by those who had been present that the minutes of the Parish Council meetings held on 25th February and 11th March 2014 could be signed as a true record.
6. **Matters Arising** – A report from the Clerk regarding the following matters arising from these meetings was noted:-

Agenda item	Parish Council Meeting 25 th February 2014
9.2	The Invoice from Health Authority for the lease of the Community Centre car park had not been received.
9.3	Mrs Farmer had confirmed that she would be available and willing to act as Locum Clerk during Clerk's absence later in the year.
11.3	The Royal British Legion (Newick Branch) had produced a draft consultation leaflet regarding the proposal to site a Centenary Stone on The Green. The draft leaflet, which would be distributed with the Parish Council newsletter, had been forwarded to councillors for comment.
11.9	CCTV Management Group – A further system check had taken place on 13 th March. This showed that the camera overlooking the playing field car park had some water damage. The Clerk would arrange for this to be investigated by the engineer at the same time as the annual maintenance check.
12	Contact had been made with the Primary Care Support Service regarding the Mid Downs Medical Centre's application to dispense from the Chailey surgery. It had been confirmed that an

	application had been made and that Newick Parish Council would be consulted on this. Consultation paperwork would be circulated in due course, although it could be some time before this was sent out. The consultation period would last 45 days.
15	Comments on the draft Directory had been received from two councillors and these had been taken into consideration. Mr. Geoff Meadows had given his permission for the 'tube' style street map to be used and had made the requested alterations. Mr. John Samson had produced an Ordnance Survey map showing footpaths and had given a great deal of assistance in terms of making the Directory look neater and more user-friendly. The additional cost of printing the centre pages (map) in colour would be £90. The total cost of printing would be covered by the donations received from local businesses. The Directory had been sent to the printers.

Agenda item	Parish Council Meeting 11 th March 2014
3	<p>An email had been received from Ed Sheath with links to Planning Information Leaflet DC1 and the Newick Conservation Area Appraisals. This had been forwarded to councillors on 13/3/14.</p> <p>District Councillor Jim Sheppard had been advised by the legal department at Lewes District Council that in respect of planning application LW/13/0826 & 0827 (New Greenfields, 34 Church Road) the Parish Council's objections had been fully considered by the case officer (acting under the authority of the Director of Service Delivery) and recorded in the officer report. The report recorded that the objections had been considered and did not raise a reason for refusal that the case officer considered would be sustainable at appeal. In view of this it appeared that there were no grounds for seeking a judicial review. It was agreed that a letter should be sent to Lewes District Council to confirm that in future the Parish Council wished to be informed of the reasons in cases where their comments were considered unreasonable or unsustainable.</p>
7	It was noted that Mr Turk had carried out some research on Sites of Nature Conservation Importance (SNCI) in respect of Mill Wood and Newick Common and his report had been circulated in advance. It was agreed that a letter of thanks should be sent to Mr Turk for his comprehensive report and that contact should be made with the Woodland Trust to ask for their comments on the proposal to designate Mill Wood as a SNCI.

7. **Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** It was noted that a large conifer branch that had broken away from a tree in a private garden and was hanging in the branches of trees on Parish Council land at Powell Road had been removed by the Council's contractors. The owners of the conifer tree had agreed to reimburse the Parish Council for the cost of removal.

8. Planning:

- 8.1 **Formation of a Planning Committee** – It was agreed that the full Parish Council would continue to meet on the second Tuesday of each month in order to consider planning applications and to receive reports from the Neighbourhood Plan Steering Committee. A Planning Committee would be formed once work on the Neighbourhood Plan had been completed. It was agreed that Cllr. Jago would act as lead councillor for planning matters. It was noted that Cllr. Berryman did not wish to be a member of the planning committee when this was formed.

8.2 Applications:

Newick LW/14/0120	Newick Park Newick Park Road Planning Application - Change of use from hotel to single dwellinghouse. The Parish Council agreed to make no comment on this application.
Newick LW/14/0162	The Limes Harmers Hill Planning Application – Section 73(A) retrospective application for the erection of wooden close-boarded fencing. The Parish Council agreed to make no comment on this application.
Newick LW/14/0190	19 Newick Drive Planning Application - Erection of a glazed extension to side and glazed canopy at rear. The Parish Council agreed to make no comment on this application.

- 8.3 **Tree Works Applications** – There were no tree works applications for consideration.

- 8.4 **Approvals/Refusals etc.** No approval or refusal notices had been received.

- 8.5 **Neighbourhood Plan** – No members of the press or public were present. Notes from the meeting of the Neighbourhood Plan Steering Group held on 20th March had been circulated and were noted. It was

noted that the Neighbourhood Plan Project Brief had been put on the parish website. The updated Neighbourhood Plan Project Plan had been circulated in advance by email. It was agreed that this could be released for publication with no further amendment. The updated Local Business Report had been circulated in advance by email. It was agreed that, subject to minor amendments, this document could be released for publication. A draft flyer showing details of the arrangements for public consultation on the draft Neighbourhood Plan was circulated at the meeting. This was approved subject to a minor amendment. Copies of the draft Neighbourhood Plan had been circulated in advance to councillors. This document was approved for publication on 26th March 2014 subject to some amendments being made. It was noted that copies of the draft Neighbourhood Plan would be sent to those on the list of Statutory Consultees. Copies would be sent to all Parishes with borders adjoining Newick, to Lewes District Council and to Wealden District Council. It was noted that letters would be sent to those landowners whose sites had not been selected for inclusion in the Neighbourhood Plan. It was noted that a questionnaire to be made available on the parish website and to be handed out at consultation events was in the process of being drafted.

9. Financial Matters:

9.1 Approval of grant request from Newick Allotment Society – It was agreed that a grant of £38.25 should be awarded to Newick Allotment Society in order to assist the Society to renew its membership of the National Society of Allotment and Leisure Gardeners.

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

Payee	Item	Invoice Amount	Cheque Number
Signed during the month			
No cheques signed during the month			
Waiting to be signed			
D. Sankey Ltd	Routine Mole Treatment - KGVPF	£50.80	200765
SSALC Ltd.	Subscription for Local Council Review magazine	£17.00	200766
Chippy Minton	Carpentry work, Village Hall Storeroom	£892.00	200767
Peter Blackford (flooring) Ltd.	Flooring work, Village Hall	£2,052.00	200768
RC Allen	Mileage expenses for attendance at meetings 14/1/14 & 10/3/14	£22.50	200769
Newick Allotment Society	Grant towards membership of NSALG	£38.25	200770
S.E. Berry	Clerk's Expenses	£306.00	200771
S.E. Berry	Clerk's Salary	£562.87	200772
Post Office Ltd	Tax and NI from Clerk & PC	£161.07	200773
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£200.04	200774
Lewes District Council	Dog bin emptying - £177.84 Litter bin emptying £128.70	£306.54	200775
Land Registry	Title Plan application - ESX294658	£7.00	200776
S. Orwin	Village Maintenance	£225.00	200777
Total		£4,841.07	

Income in March 2014

Cooperative Bank interest	£0.47
Barclays Bank interest	£69.55
Newick Directory Donations	£15.00
Website Trader Listing	£10.00
Total	£95.02

9.3 Statement of Performance against budget (Outturn) as at end February 2014 – The Outturn for February had been circulated in advance and was noted.

- 9.4 Approval of Audit Schedule and Internal Audit Plan** – Copies of the Audit Schedule for 2014 and the Internal Audit Plan had been circulated in advance. It was agreed that both these documents should be approved. Councillors were asked to identify any issues that they specifically wished to be included in the audit, however, no issues were identified.
- 9.5 Approval to purchase new flags** – It was agreed that a new set of flags should be purchased at a cost of approximately £95.
- 9.6 Sale of Village History Books** – It was noted that the Parish Council still held large stocks of 'Newick, A Pictorial History' and 'Newick Retold'. It was agreed that the price for both books should be reduced to £4 in an effort to clear the stocks.

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

- 10.1** Democratic Society – Zero Heroes competition update – this had been forwarded to councillors 28/2/14
- 10.2** Lewes District Council – Consultation on draft policy for controlling Street Trading – this had been forwarded to councillors 4/3/14. Questions raised by Newick Bonfire Society regarding the District Council's proposals were noted. It was considered that the proposals were inappropriate for rural areas, where there could be an impact on community events run by local volunteers, and it was agreed that the Parish Council should respond accordingly to the consultation.
- 10.3** Norman Baker MP – Listing of assets of community value – this had been forwarded to councillors 4/3/14. There were no councillors willing to look further into this issue at the present time.
- 10.4** East Sussex County Council – draft highways resurfacing programme for 2014/15 and 2015/16 – this had been forwarded to councillors 5/3/14.
- 10.5** SSALC – next meeting with the Chief Constable will be 8/5/14 – this had been forwarded to councillors 6/3/14, there were no questions to be put to the Chief Constable.
- 10.6** East Sussex Association of Blind and Partially Sighted People – Enquiry about Parish Council's grant giving policy. It was agreed that the Parish Council's grant policy would be reviewed by the Finance & General Purposes Committee.
- 10.7** East Sussex Fire and Rescue Service – consultation on review of service provision – this had been forwarded to councillors 10/3/14.
- 10.8** SSALC – new contact email addresses – this had been forwarded to councillors 14/3/14
- 10.9** Newick Area Community Care Association (NACCA) – email report following NACCA AGM held 17/3/14. It was noted that, owing to uncertainty about the future, NACCA would not be accepting further grants.
- 10.10** The following had been received during March and would be circulated via the Members' Envelope:-
Rural Services Network Email news digest 3rd, 10th, 17th & 24th March 2014, Rural Vulnerability Service 12th & 19th March, and Rural Opportunities Bulletin March 2014.
Go e-sussex Newsletter March 2014
3VA – e-newsletters 145, 147 & 148
Clerks & Councils Direct – March 2014
SLCC – The Clerk Magazine March 2014
NALC – LCR Magazine 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 11th March 2014 could be signed as a true record. Cllr. Mrs Sprackling presented a summary of the proposals for upgrading the Parish Council's play facilities. It was agreed that the sub-committee should progress proposal 1 (replace/upgrade the equipment on the south side of the children's play area), and proposal 2 (create a new timber play trail along the Church Road boundary of the recreation ground) by approaching selected equipment manufacturers to ask for costed designs. It was agreed that proposals 3 (eco play area in the spinney), 4 (pathways) and 5 (making recreation grounds mobility friendly) should not be progressed at present.

It was agreed to accept the Playing Fields Committee's recommendation that the conditions of hire for the King George V Playing Field and the Manwaring Robertson Field should remain unchanged for 2014/15.

The inspection reports for March had been received and were noted. It was reported that a contractor had been contacted and asked to give a quotation for repairing the cracks in the surface of the skate park.

- 11.2 Tree Warden** – It was noted that the three yearly inspection of Parish Council trees would be carried out by R.W. Green Ltd. on 11th April 2014.
- 11.3 Environment Committee** – There had been no meeting this month.
- 11.4 Newick Rootz** – Copies of the notes from the meeting of Newick Rootz held on 12th March 2014 had been circulated in advance and were noted. Proposals by Newick Rootz to replace the existing footpaths booklet with a more professional booklet or series of leaflets were considered. It was agreed that the

proposed booklets and/or leaflets would be too costly to produce and that the group should concentrate on correcting and updating the current booklet. It was noted that a meeting was being arranged with Mr and Mrs Sharpe to discuss the proposal for planting memorial trees on the Manwaring Robertson Field as their permission would be required for this to go ahead.

11.5 Newick Village Hall Management Committee (NVHMC) – It was reported that David Read had been elected chairman of NVHMC at the recent AGM.

11.6 Allotments – It was reported that the rubbish had been removed from the Cricketfield site, but that the metal fencing had still not been removed. The report from Newick Allotment Society containing prices for setting up a potential new allotment site was noted. It was noted that a meeting with Paul Neary from the Allotment Regeneration Initiative had been arranged for 24th April.

11.7 Newick Festival 2014 – It was noted that details of festival events had been published in the Parish Council newsletter and in the Parish Magazine. It was noted that an application had been made for the road closure and that contact had been made with the Parish Council's insurers.

11.8 Lewes District Association of Local Councils (LDALC) – Cllr. Allen reported on the LDALC meeting held on 10th March 2014. It was noted that ESCC Highways would be introducing 'Community Self-Serve', which would involve joint working with parishes and joint financing of projects.

11.9 Website – It was reported that arrangements had been made for the Clerk and Cllr. Berryman to receive training on how to use the new website. Cllr. Berryman expressed disappointment at the length of time taken to upgrade the website and it was agreed that the suppliers should be asked to produce the new product within the next three months.

12 Recent communication from Mid Downs Medical Practice regarding Village Society newsletter - It was noted that the Parish Council's position on this matter had been made clear in the latest newsletter. It was agreed that no further action should be taken until communication from the NHS Primary Care Support Service regarding the application to dispense from the Chailey surgery had been received.

13 Request from Newick Bonfire Society for permission to use The Green for Bonfire Celebrations – It was agreed that permission should be granted for Newick Bonfire Society to use The Green for Bonfire Celebrations on 1st November 2014.

14 Request from Friends of Newick Health Centre for permission to place a defibrillator at Sports Pavilion – It was noted that members of the Sports Pavilion Management Committee had been notified of this request and that they were in support of it. It was agreed that permission should be granted.

15 Request from Newick Cricket Club for permission to place banners on The Green to advertise match against Lashings All Stars XI and to hold a music based event on evening of Sunday 24/8/14 – This had been dealt with under agenda item 3 above.

16 Request from ESCC to place bus stop sign on The Green for westbound service 31 – It was agreed that permission should be given for a bus stop sign to be placed on The Green to mark the stop for the westbound service 31 and for a bus stop flag and timetable display case to be fixed to the bus shelter on The Green.

17 Annual Parish Meeting – A budget of £80 was agreed for the provision of refreshments at the Annual Parish Meeting.

18 Approval of Spring edition of the Parish Council newsletter – Copies of the draft newsletter were circulated at the meeting and councillors were asked to send their comments to the Clerk.

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

20 Confidential Items – There were no confidential items for discussion.

The meeting closed at 9.55 p.m.

Signed:Chairman Date:

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