

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 26<sup>th</sup> August 2014 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 of the Parish Council), Mrs J Sheppard, Mrs J Smerdon, Mrs M Thew, and Mrs C Wickens.

**In Attendance:** Mrs S. Berry (Clerk)  
District and County Councillor Mr. Jim Sheppard  
One member of the public was present

1. **Apologies for Absence and to consider whether to approve reasons given:** – No apologies had been received.
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 Thew declared an interest in agenda item 7.2, Cllr. Armitage declared that he was a member of Newick Village Society, Cllr. Mrs Smerdon declared an interest in agenda item 10.6, and Cllrs. Berryman and Mrs. Sheppard declared an interest in agenda item 10.7.
3. **Questions or Statements by Members of the Public – PCSO Sally-Ann Reed’s Monthly Report/Neighbourhood Watch Report**  
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 an update on Neighbourhood Watch matters.

Mr Turk spoke in connection with agenda items 14 and 15 and urged the Parish Council to seek the views of Lewes District Council’s Conservation Officer before proceeding with either proposal.

4. **Approval of the minutes of Parish Council Meetings held 29<sup>th</sup> July and 12 August 2014** – It was agreed by those who had been present that the minutes of the Parish Council meetings held on 29<sup>th</sup> July and 12<sup>th</sup> August 2014 could be signed as a true record.
5. **Clerk’s Report** – A report from the Clerk regarding the following matters arising from these meetings was noted:-

Agenda item	Parish Council Meeting held 29 <sup>th</sup> July 2014
9.2	<b>Statement of Performance against budget</b> – there were still some unclaimed Festival expenses, therefore, the final figures were not yet available.
11.10	<b>Website</b> – Publication of Councillors’ contact details – SSALC had advised that Councillors’ addresses were published on the Lewes District Council website as they were on the Declaration of Interests form that is published there. However, there was no requirement for individual Councillors’ addresses, telephone numbers or email addresses to be published elsewhere. A brief check of other local Parish Councils had shown that, out of 8 Councils, 7 published Councillors’ telephone numbers, 3 published their addresses and 2 published their email addresses. It was agreed that in future only the Clerk’s contact details should be published. (7 votes for the proposal and 3 abstentions).

Agenda item	Parish Council Meeting 12 <sup>th</sup> August 2014
	There were no matters arising from this meeting to be reported

6. **Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** No action had been taken under delegated powers.

It was agreed that items 14 and 15 on the agenda should be brought forward for the benefit of the member of the public who had attended for those items.

**14. Footpath on The Green** – It was proposed by Cllr. Jago that the footpath on The Green should be extended to the triangular section near to Rose Cottage in order to provide a more satisfactory route for pedestrians approaching The Green from Church Road. Following discussion, it was agreed that this proposal would not be pursued (2 votes in favour of the proposal, 7 against and 1 abstention).

**15. Treatment of concrete slabs on The Green** – There was nothing to report on this agenda item. It was agreed that Cllr. Berryman would carry out some research and that the matter would be considered at the Parish Council Meeting to be held on 30<sup>th</sup> September 2014 if further information was available.

## 7. Planning:

### 7.1 Applications:

**Newick**

LW/14/0616

**Case Officer:**

Mrs Sarah Sheath

**Woodgate Farms Dairy, East Grinstead Road, North Chailey**

Planning Application - Variation of conditions 5 and 7 relating to planning

approval LW/13/0490 for Mr B Marshall. The Parish Council resolved to make

**no comment** on this application.

**7.2 Chailey LW/14/0531 – Oaklea Warren, Station Road, North Chailey** – This application was considered as the proposed site, although in Chailey Parish, was located close to the Newick Parish boundary. It was noted that letters of objection had been received from Chailey Commons Society and the Lower Station Road, Great Rough and Oxbottom Lane Residents Group. It was unanimously agreed to **object** to this application for the following reasons:-

- The site is outside the existing planning boundary
- Although situated in Chailey Parish, residents of the proposed development would naturally use facilities in Newick, many of which were highlighted in the applicant's design and access statement.
- The developers did not carry out any consultation with Newick Parish Council or Newick residents regarding the impact of the proposed development on facilities in Newick Parish.
- The proposed development would contribute to the loss of the undeveloped gap between the settlements of Newick and North Chailey. This is contrary to policy EN1 in Newick's Proposed Neighbourhood Plan which has recently been submitted for examination.
- Local facilities are likely to be accessed by car rather than on foot thereby increasing traffic movements and worsening parking problems within Newick village
- Consultation carried out during the preparation of Newick's Neighbourhood Plan strongly indicated that development sites situated further away from the village centre were considered to be less sustainable than those within easy walking distance.
- It is both government policy and a policy of Newick's Proposed Neighbourhood Plan that construction of additional homes in the gardens of existing homes should be avoided.

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

**7.4 Approvals/Refusals etc.** - It was noted that planning application **LW/14/0504 – 14 Allington Road** – 'Demolition of existing flat roof store, garage and kitchen and erection of rear extension and side extension and roof extension to provide accommodation at first floor' had been withdrawn and no further action would be taken.

It was noted that amendments had been made to planning application **LW/14/0449 4 High Hurst Close** in that the side elevation window would be obscure glazed and fixed shut. The position of the window would remain unaltered.

**7.5 Neighbourhood Plan** – Notes of the Neighbourhood Plan Steering Group meeting held on 14<sup>th</sup> August 2014 were distributed and were noted. It was confirmed that the finalised Proposed Neighbourhood Plan, Basic Conditions Statement, and Consultation Statement documents had been forward to Lewes District Council. Printed copies of the Proposed Neighbourhood Plan were given to all councillors and it was noted that further copies would be available from Mrs. Farmer should people wish to borrow them and that electronic copies would be available on the website in due course.

It was noted that the process to select an examiner was underway and it was agreed to delegate to the Steering Group, in consultation with Lewes District Council planning officers, the task of appointing an examiner whom they considered to be suitable.

It was noted that a request had been received from Thakeham Homes for an informal meeting regarding their proposed development plans. It was agreed that, subject to confirmation from Lewes District Council that this would be in order, Thakeham Homes would be invited to attend the Steering Group meeting on 28<sup>th</sup> August 2014 and that other members of the Parish Council would also be welcome to attend.

A draft notice thanking residents for their contributions during the Neighbourhood Plan consultation period was approved for publication on the Parish Council notice boards.

*One member of the public left the meeting at 7.55 p.m.*

## 8. Financial Matters:

**8.1 Authorisation of Schedule of Payments for August 2014** – It was resolved that the schedule of payments for August 2014 should be approved.

Payee	Item	Invoice Amount	Cheque Number
S.E. Berry	Clerk's Salary	£571.07	200840
S.E. Berry	Clerk's Expenses as per attached schedule	£84.94	200841
Post Office Ltd	Tax and NI from Clerk & PC	£157.78	200842
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£196.20	200843
Ms S. Orwin	Village Maintenance	£315.00	200844
RC Allen	Materials for bench renovation project	£77.13	200845
South East Water	Water supply to Sports Pavilion	£328.07	200846
Action in rural Sussex	Annual Membership subscription	£50.00	200847
Newick Sports Pavilion	Refund of VAT reclaimed for 2013/14	£1,053.05	200848
D. Sankey Ltd	Routine Mole Treatment KGVFP	£50.40	200849
St John Ambulance	First Aid Cover for Newick Festival	£42.24	200850
Glasdon U.K. Limited	Replacement litter bin for play area	£128.56	200851
Stevenson Installers	Renovation of Church Road notice board	£262.00	200852
The Danewood Press Ltd	Printing of Neighbourhood Plan	£205.00	200853
Barcombe Landscapes Ltd	Grounds maintenance services	£2,806.66	200854
<b>Total</b>		<b>£6,328.10</b>	

### Income in August 2014

Cooperative Bank interest	£0.50
Barclays Bank interest	£88.26
HMRC VAT Refund (Sports Pavilion)	£1,053.05
<b>Total</b>	<b>£1,141.81</b>

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

**8.3 Consideration of grant application by Kent, Surrey & Sussex Air Ambulance** - It was agreed that a grant of £250.00 should be awarded to Kent, Surrey & Sussex Air Ambulance, this to be awarded using the Parish Council's Power of Wellbeing.

**8.4 To note that preliminary bids for the 2015/16 budget are required for consideration by F&GP committee on 14<sup>th</sup> October 2014** – It was noted that bids for the 2015/16 budget should be submitted before 14<sup>th</sup> October for consideration by the Finance & General Purposes Committee.

**9. Correspondence:** The following items of correspondence had been received:-

**9.1** Resident of Vernon's Road – request to purchase piece of PC land adjacent to property for access. It was agreed to refuse this request. It was also noted that the resident had planted a hedge on the Parish Council's land and that this was not being maintained. The Clerk was asked to write to the resident to request removal of the hedge

**9.2** NHS England, Surrey and Sussex Area Team Primary Care Support Service – Confirmation of decision to approve application by Mid Downs Medical practice to provide limited dispensing services at South Chailey surgery – this had been forwarded to councillors on 28/7/14 and was noted.

**9.3** Sussex Police & Crime Commissioner – launch of public consultation on dealing with perpetrators of anti-social behaviour – this had been forwarded to councillors on 29/7/14. It was agreed that a response should be sent asking for resources to be put into prevention of anti-social behaviour rather than to the punishment of perpetrators after the event.

**9.4** SSALC – July/August newsletter – this had been forwarded to councillors on 1/8/14 and was noted.

**9.5** Action in rural Sussex – Annual report and invitation to attend AGM 9/10/14. It was agreed that the Parish Council would not send a representative to this meeting.

**9.6** ESCC First World War Project – First World War Centenary Commemorations in East Sussex – this had been forwarded to councillors on 5/8/14. It was noted that the local branch of the Royal British Legion would be contributing to the project by submitting details of the existing memorials in Newick.

**9.7** LDC – Notification that the Tour of Britain Cycle Race would be coming through Newick on 13<sup>th</sup> September 2014 – this had been forwarded to councillors on 6/8/14. It was noted that residents of The

Green and local businesses had been made aware of this event. Several councillors volunteered to act as marshals on The Green.

- 9.8 Cllr. Wilcox, Maresfield Parish Council – survey regarding Community Speed Watch – this had been completed by the Speed Watch Team and returned 15/8/14.
- 9.9 East Sussex ALC Ltd – Annual Report and notification of AGM on 2/9/14. This had been forwarded to councillors on 20/8/14. It was agreed that the Parish Council would not send a representative on this occasion.
- 9.10 LDC/SALC – Invitation to attend Town and Parish Councils Conference 22/10/14 – It was noted that the Chairman and the Clerk would attend on behalf of the Parish Council.
- 9.11 SSALC – information regarding updated NALC Legal Topic Notes – this had been forwarded to councillors on 18/8/14 and was noted.
- 9.12 LDC – invitation to attend East Sussex Community Resilience Fayre 22/10/14 – this had been forwarded to Cllr. Allen 18/8/14. Cllr. Allen reported that he may attend if he was available that day but that the programme appeared to be similar to another recent event that he had attended.
- 9.13 The following had been received during August and would be circulated via the Members' Envelope:-  
Rural Services Network Email news digest 4<sup>th</sup>, 11<sup>th</sup>, and 18<sup>th</sup> August 2014, Rural Vulnerability Service 13<sup>th</sup> August 2014, Spotlight on Older People in Rural Areas 27<sup>th</sup> August 2014, and Rural Opportunities Bulletin 6<sup>th</sup> August 2014.  
3VA – e-newsletters 167, 168, 169, & 170.

## 10 Committees' and Councillors' Reports:

- 10.1 **Playing Fields Committee** – There had been no meeting this month. It was noted that play area inspections had been received from Lewes District Council and that these would be considered by the Playing Fields Committee. The quotation for the replacement CCTV camera had not been received, however, it was agreed that the Clerk should be given authority to place an order for the camera to be replaced if the quotation was for no more than £200 + VAT. It was noted that the date of the next Playing Fields Committee meeting had been brought forward to 2<sup>nd</sup> September 2014.
- 10.2 **Tree Warden** – It was noted that contractors had been invited to tender for tree work identified in the recently produced inspection report. It was also noted that quotations had been requested for removing branches from a tree in the recreation ground car park which was overhanging the garage at 15 Allington Road. It was reported that the large branch from an oak tree in the garden of Shootfields, which had fallen in to the recreation ground, had been quickly removed by Barcombe Landscapes.
- 10.3 **Environment Committee** – It was agreed by those who had been present that the minutes of the Environment Committee meeting held on 12<sup>th</sup> August 2014 could be signed as a true record. The procedure for use of the ESCC standard letter for overhanging vegetation, which had been agreed by the Environment Committee was noted.
- 10.4 **Newick Rootz** – The notes from the meeting of Newick Rootz held on 12<sup>th</sup> August 2014 had been circulated in advance and were noted. It was noted that the ESCC Rights of Way Team was considering producing a standard letter to be sent to landowners who were not fulfilling their responsibilities in terms of keeping footpaths clear and easy to walk. It was reported that an environmental consultant engaged by Thakeham Homes had been in touch with the Parish Council regarding various footpath issues. It was agreed that a short extension of the timescale for responding should be requested so that Rootz members could be consulted on this matter.
- 10.5 **Newick Village Hall Management Committee (NVHMC)** – It was reported that further insulation work had been carried out at the village hall and that the white panelling at the front of the building had been renewed. The cost of this work would be paid for from the balance of the Public Works Loan which was held by the Parish Council. It was noted that the booking conditions and charging structure had been revised with effect from 1<sup>st</sup> September 2014.
- 10.6 **Allotments** – It was reported that two of the fruit trees on the Cricketfield allotment site had split and would probably have to be removed. It was noted that there had been a sewage leak from a manhole on the edge of the allotment site, caused by a blockage, and that this had been rectified by Southern Water. The AGM of Newick Allotment Society would be held on 11<sup>th</sup> September 2014. It was reported that contact had been made with two landowners regarding potential new allotment sites, however, neither was willing to make land available for this purpose. It was also reported that a letter would be sent to agents for Headway repeating the offer that had been previously turned down.
- 10.7 **Website** – It was agreed that political groups should be allowed to have their details on the village website but that this should be limited to active Newick based groups only.

**10.8 Sports Pavilion Management Committee** – Cllr. Armitage gave a report on the Sports Pavilion Management Committee meeting that had been held on 5<sup>th</sup> September 2014. It was noted that members of the committee had been in favour of the proposal to provide an outdoor table tennis table and some adult recreation equipment on the recreation ground. It was also reported that the committee was considering putting astro turf at the front of the pavilion and that a request had been made by the cricket club for the playing field hedge to be cut back.

**10.9 LEADER funding workshop** – Cllr. Lucas reported that he had attended a LEADER bid workshop on 8<sup>th</sup> July and that he had put forward the proposed new sports pavilion as a project to be considered for funding. In order to stand a chance of benefiting from this funding, firm proposals for the project and other sources of funding would need to be in place.

**11 Casual Vacancy** – It was reported that a by-election had not been requested and that the Parish Council could attempt to fill the vacancy by co-option. A draft notice was circulated at the meeting and this was approved subject to a change of the date by which potential candidates should submit their applications. It was agreed that the decision as to who should be co-opted should be made at the Parish Council meeting on 14<sup>th</sup> October 2014. The Clerk was asked to check on the procedure for considering applications and the voting process.

**12 Proposed changes to bus services** – It was noted that Cllr. Armitage had commented on ESCC's proposals for changing the bus services as an individual service user. It was agreed that the Parish Council would not make any comments.

**13 Draft East Sussex, South Downs and Brighton & Hove Waste and Minerals Sites Plan** – It was reported that Cllr. Jago had attended a drop-in consultation held at Uckfield on 5<sup>th</sup> August. He advised that, as far as he could see, there was nothing in the draft plan that would be of concern to the Parish Council and it was agreed that the Parish Council would confirm that it had no objection to the plan.

**14 Footpath on The Green** – This agenda item had been brought forward and dealt with earlier in the meeting.

**15 Treatment of concrete slabs on The Green** – This agenda item had been brought forward and dealt with earlier in the meeting.

**16 Newick Community Centre** – It was agreed that Cllr. Mrs Smerdon would attend the meeting of Newick Area Community Care Association on 1<sup>st</sup> September and that the Parish Council would consider at the PC meeting on 30<sup>th</sup> September what action, if any, would be appropriate depending on whether or not sufficient volunteers had come forward to form a new committee.

**17 Autumn Newsletter** – It was agreed that the following articles would be included in the next edition of the Parish Council newsletter:- 1) Notification that grant applications for amounts over £250 should be made by 31/10/14 (Clerk), 2) Neighbourhood Watch update (Cllr. Mrs Sheppard), 3) Neighbourhood Plan update (Cllr. Lucas), 4) Play Area update (Cllr. Armitage), 5) Casual Vacancy (Clerk), 6) Reminder about cutting back and disposing of overhanging vegetation. The final date for submission of these articles would be 22<sup>nd</sup> September 2014.

**18 Items to be referred to the next agenda** – There were no items for the next agenda

The meeting closed at 9.30 p.m.

Signed: .....Chairman

Date: .....