

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 29th July 2014 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Allen, C. Armitage, N. Berryman, C. Jago, J. Lucas (Chairman of the Parish Council), Mrs M Thew, and Mrs C Wickens.

In Attendance: Mrs S. Berry (Clerk)

Fourteen members of the public were present

- 1. Apologies for Absence and to consider whether to approve reasons given:** – Apologies had been received from Cllr. R.Houghton (prior family engagement), Cllr. Mrs J. Sheppard (prior family engagement), Mrs J. Smerdon (prior family engagement). It was resolved to approve the reasons given for these absences. It was reported by the Chairman that Cllr. Mrs Sprackling had resigned as member of the Parish Council.
- 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.
- 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 and an email dated 26th July, which had been forwarded to councillors, were noted.

Mrs Thomas advised the Parish Council that Newick Area Community Care Association (NACCA) had made the decision to close the Day Care Centre from the end of the year and that the officers were all retiring. Efforts had been made to recruit new officers and committee members but there had been little or no response and it was possible that, if a new committee could not be formed, the Community Centre facility would also close. She advised that if NACCA closed down any unspent funds would be distributed as directed by the Charity Commission.

Mr Balloch made the Parish Council aware that residents of Allington Place were still experiencing problems of noise and antisocial behaviour from users of the skate park and that this was seven years after he had first complained. He advised that Lewes District Council and Sussex Police were involved with investigating these complaints.

Mrs Pioli spoke on behalf of several households in Allington Place to express concern about the proposed location for a table tennis table and adult fitness equipment in the recreation ground.

Mrs Rodgers spoke about the problem of antisocial behaviour that occurs in the play area if, for any reason, it is left unlocked at night, and warned that new play or fitness equipment might not be respected.

It was agreed that items 10.1, 11.1, 11.2, 12 and 13 on the agenda should be brought forward for the benefit of those members of the public who had attended for those items.

10.1 Correspondence – Newick Area Community Care Association – A letter advising that the Community Club would close at the end of the year and that a new committee was required to manage the Community Centre had been forwarded to councillors in advance of the meeting. It was agreed that this matter could be publicised on the village website and that the Clerk would forward contact details for NHS Property Services to Mrs Thomas.

11.1 Playing Fields Committee – It was noted that following Cllr. Mrs. Sprackling's resignation the Playing Fields Committee did not currently have a chairman. It was noted that the format of the monthly play equipment inspections carried out by Lewes District Council had been updated and that copies of the June inspection had been forwarded to members of the Playing Fields committee. It was agreed that the Parish Council would take advantage of Lewes District Council's 'bulk buy' arrangement for the annual independent inspection of the play equipment and that an assessment of the estimated life span of the skate park should be carried out at the same time.

A letter dated 25th June 2014 from Ed Hele, Principal Environmental Health Officer, had been circulated in advance of the meeting. It was agreed that this matter would be addressed in more detail at the Playing Fields Committee Meeting on 9th September.

11.2 Play equipment upgrade project – There was no update report for consideration. Cllr. Armitage asked for some background information on how the project came about and Cllr. Jago agreed to provide this. It was recommended that all incidents of antisocial behaviour should be reported to the Police.

Eleven members of the public left the meeting at 7.37 p.m.

12 Footpath on the Green – A letter dated 19th June from the National Association of Local Councils had been circulated in advance of the meeting and was noted. It was agreed that no further action would be taken.

A letter dated 9th July 2014 from Baroness and Mr Cumberlege had been circulated in advance of the meeting and the associated paper plans were viewed at the meeting. It was agreed it would not be appropriate to comment on the proposal to remove various road signs as these were under the jurisdiction of East Sussex County Council. Having considered the Cumberlege’s proposals regarding the removal of the existing footpath and installation of a shorter brick path it was unanimously agreed to reject the proposal.

Cllr. Armitage proposed that the new section of footpath linking the older narrow line of slabs to the new path near to the bus stop should be removed and the area returned to grass. This proposal was agreed with four being in favour and three against.

Two items were requested for the next agenda, 1) a proposal to continue the line of the new footpath along the next section of The Green leading towards the Royal Oak public house, and 2) a proposal that research should be carried out into the feasibility of using chemicals to make the new footpath look less harsh

13 Update on proposal to erect a Memorial Stone on The Green – It was reported that a further site meeting with representatives of the Royal British Legion (RBL) had taken place and that a proposal had been made that the Centennial Stone should be placed on The Green beside the Newick Village Sign. A sketch showing the proposed size and shape of the stone was considered at the meeting, and information was supplied regarding the proposed wording for the inscription and the results of the consultation carried out by the RBL. It was proposed that the Parish Council should authorise the RBL committee to proceed with their plans, however, this was rejected by a vote of 2 in favour of the proposal, 4 against and 1 abstention.

2 members of the public left the meeting at 8.00 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 8.4 in view of the commercially sensitive nature of the matter to be discussed (Standing Order 1c). It was agreed that the confidential matters would be discussed after agenda item 17.
5. **Approval of the minutes of Parish Council Meetings held 24th June and 8th July 2014** – It was agreed by those who had been present that the minutes of the Parish Council meetings held on 24th June and 8th July 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	Parish Council Meeting held 24 th June 2014
12	Flagpoles on The Green – Approximately 34 responses had been received from parishioners regarding the flagpoles on The Green, all of which had been acknowledged. A report would be prepared for consideration at the Finance & General Purposes Committee meeting in October.
6	Clerk’s Report - <u>Sites of Nature Conservation Importance</u> - There had been no response from the County Ecologist. <u>Unregistered land to the north of The Green</u> – A response had been received from LDC Legal Department, copies of which were distributed at the meeting. It was agreed that further advice should be sought as to how to go about registering a claim for adverse possession.
11	Playing Fields Committee – The gaps in the hedge along the Church Road boundary of King George V Playing Field had been fenced with chestnut fencing, however, it was reported that this had already been damaged. It was agreed that the Playing Fields Committee would look at this when they carried out their inspection of the recreation ground.
13	Rationalisation of the village boundaries – Advice had been received from SSALC that any

	Boundary Review must be supported by the District Council and undertaken by the Boundary Commission. This would require significant public consultation and, unless adjoining parishes were in agreement could take a long time. The Parish Council would need to demonstrate the practical, social or economic justification for change and be prepared to make these arguments at an Enquiry.
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Agenda item	Parish Council Meeting 8th July 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 the gaps in the recreation ground hedge to be closed with temporary fencing – see item 6 above.

8. **Planning:**

8.1 **Applications:**

Newick 14 Allington Road
 LW/14/0504 Planning Application - 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. It was agreed that the Parish Council would make **no comment** on this application. There were five votes in favour of making no comment and two abstentions.
Case Officer: Mrs Alyson Smith

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 applications had been **approved** by Lewes District Council:-

LW/14/0345 Woodgate Farms Dairy, East Grinstead Road, North Chailey – Demolition of existing link between units 5 and 6 and erection of infill unit

LW/14/0377 Newick Park, Newick Park Road – External and internal alterations to the main house and single storey extensions to west and north elevations, and external alterations to Pinnacle Lodge.

LW/14/0378 Newick Park, Newick Park Road – Listed Building Consent for external and internal alterations and extension to existing building.

LW/14/0390 7 Goldbridge Road – Creation of new access from Goldbridge Road to existing dwelling to replace footpath.

LW/14/0394 100 Allington Road – Erection of a single storey side extension.

LW/14/0415 40 West Point – Erection of single storey extension to side and roof alterations over existing attached garage and porch.

It was noted that **LW/14/0385 Old Greenfields, 32 Church Road** – Application for listed building consent for formation of new openings in existing walls and retention of former garage converted into living accommodation – had been withdrawn.

It was noted that planning application **LW/14/0449 4 High Hurst Close** would be considered by the Lewes District Council Planning Applications Committee on 6th August 2014.

8.4 **Neighbourhood Plan** – Notes of Neighbourhood Plan Steering Group meetings held on 3rd, 14th and 17th July 2014 were distributed at the meeting and were noted. It was agreed that comments made during the consultation period for the Draft Neighbourhood Plan would be acknowledged by letter in the case of official consultees, developers, and those who had submitted longer responses, and that an open letter would be published on Parish Council noticeboards and in the Parish Magazine. The Draft Basic Conditions Statement was not available for approval. In accordance with the resolution agreed under agenda item 4 above the remainder of the discussion on this item took place in confidence at the end of the meeting after the exclusion of the one member of the public who was still present.

9. **Financial Matters:**

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

Payee	Item	Invoice Amount	Cheque Number
Signed during the month			
CircusSeen	Circus Skills Workshop - Newick Festival	£150.00	200817

D. Sankey Ltd	Routine Mole Treatment	£50.40	200818
Gopak	New tables - village hall	£745.08	200819
SSALC Limited	Legal & Finance Day 8/7/14	£105.00	200820
RC Allen	Mileage expenses for attendance at meeting 9/6 & 27/6/14	£27.90	200821
Duncton Electrical Contractors	Supply of fencing & cable ties - Newick Festival	£118.88	200822
Lewes District Council	Dog Bin & Litter Bin Emptying 1/7/14 to 30/09/14	£306.54	200823
Alex Harrison	Printing of flyers for Newick Festival	£84.14	200824
CHEC	Printing of Parish Council newsletter	£221.50	200825
Mr Alan Rae	Newick Folk - performances at Newick Festival	£125.00	200826
Waiting to be signed			
S.E. Berry	Clerk's Salary	£570.87	200827
S.E. Berry	Clerk's Expenses as per attached schedule	£180.26	200828
Post Office Ltd	Tax and NI from Clerk & PC	£157.98	200829
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£196.20	200830
Ms S. Orwin	Village Maintenance	£280.00	200831
R.C. Allen	Reimbursement claim (2) for cost of materials to renovate benches	£43.45	200832
Mr S. Carter	Delivery of Parish Council Newsletter - Summer edition	£120.00	200833
NHS Property Services Ltd	Car Park Rental 2013/14	£992.00	200834
Alex Harrison	Festival website	£28.78	200835
Mr. M. Smith	Materials for Festival flags	£88.92	200836
Upper Bridge Enterprises	Initial Fee for new website, Annual Fee for website, non-Uk domain names, mail boxes	£1,087.20	200837
Sussex Sign Centre	No Ball Games' sign for play area	£62.40	200838
TSP Professional Sound & Light	Supply & installation of sound system for village hall	£3,015.60	200839
Total		£8,758.10	

Income in July 2014

Cooperative Bank interest	£0.56
Barclays Bank interest	£85.45
Newick Cricket Club - Festival donation	£250.00
Newick Village Society - Festival donation	£250.00
Newick Stoolball Club - Rent	£87.00
Newick Football Club - Rent	£230.00

Total **£903.01**

9.2 Statement of Performance against budget (Outturn) as at end June 2014 – The Outturn for June had been circulated in advance and was noted. It was noted that donations had been received towards the costs of putting on Newick Festival and that this event was likely to be within budget, final figures would be available at the Parish Council meeting on 26th August.

9.3 Approval of the minutes of the meeting of the Finance and General Purposes (F&GP) Committee held 8th July 2014 – It was agreed by those who had been present that the minutes of the F&GP meeting held on 8th July 2014 could be signed as a true record. Recommendations made by the F&GP Committee were approved as follows:-

- 1) That the Parish Council's bank current account should not be changed at the present time,
- 2) That no debit or credit card facility should be set up at the present time,
- 3) That the conditions of hire for the King George V Playing Field and Manwaring Robertson Rugby Field should be amended for 2015/16 to take into account any potential hirer's liability,
- 4) That the SSALC protocol on recording and filming of Council and Committee meetings should be incorporated into the revised Standing Orders

- 9.4 Approval of draft statement of policy in relation to the exercising of discretionary functions under Local Government Pension Scheme Regulations 2013** - It was resolved that the following draft statement would be agreed:- 'Newick Parish Council will not have a general policy of exercising the pension scheme discretion for its staff but may do so where a sound business case can be made. Newick Parish Council will consider requests on a case by case basis.'
- 9.5 Approval of bank reconciliation carried out 3rd July 2014** - The quarterly bank reconciliation, which had been carried out on 3rd July 2014 and checked by the Chairman, was approved.
- 9.6 Consideration of grant application by the Friends of Newick Health Centre** - Cllr. Jago declared an interest in this agenda item. It was noted that the Friends of Newick Health Centre had supplied copies of their accounts marked 'Accounts as at 30th September 2013', however, the bank balances shown appeared to relate to 2011 and 2012. It was agreed that no grant would be awarded but that the organisation should be invited to apply again in the following financial year.
- 9.7 To record that all grants in the current financial year have been awarded using the Parish Council's Power of Wellbeing** – It was resolved to record that all grants made since 1st April 2014 had been awarded under the Parish Council's Power of Wellbeing.

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

- 10.1** Newick Area Community Care Association – letter advising that Community Club would close at the end of the year and that a new committee would be needed to manage the Community Centre. This item had been brought forward and dealt with earlier in the meeting.
- 10.2** Local Works – request for PC to submit proposal under Sustainable Communities Act for Local Councils to be given right to sell electricity generated from local schemes – this had been forwarded to Cllrs. 23/6/14. It was agreed to take no further action on this matter.
- 10.3** Travellog Lewes – Emails regarding proposed changes to bus services in Lewes Area – these had been forwarded to Cllrs. 25/6/14 and 23/7/14. It was agreed that the Parish Council would respond direct to East Sussex County Council when the consultation was formally opened.
- 10.4** ESCC – Draft letter regarding overhanging vegetation – this had been forwarded to Cllrs. 26/6/14. It was agreed that the Parish Council would adopt this letter and that the Environment Committee would agree a procedure for using it. It was also agreed that the Clerk should contact the ESCC Rights of Way team to see whether they have a similar letter for use in connection with public rights of way.
- 10.5** SSALC – Report on meeting between NALC & Brandon Lewis MP – this had been forwarded to Cllrs. 26/6/14
- 10.6** Newick Football Club – Annual six a side tournament to take place 26/7/14 – this had been forwarded to Cllrs. 26/6/14
- 10.7** Rural Services Network – Request to complete questionnaire on rural housing – the questionnaire had been completed by Cllr. Mrs Thew
- 10.8** ESCC – consultation on proposals for Meals in the Community service – this had been forwarded to Cllrs. 2/7/14. It was agreed to make no comment.
- 10.9** LDC – Review of Polling Districts and Polling Places – copy of report following consultation. This was noted.
- 10.10** SSALC – Request for final comments on Plain English Guide to the Openness of Local Government Bodies Regulations 2014 – this had been forwarded to Cllrs. with copy of draft document 10/7/14. No comments had been made.
- 10.11** Newick Stoolball Club – Signed hire agreement for KGVPF, copy risk assessment and insurance details.
- 10.12** LDC – Update on S.106 monies available for recreation and play facilities
- 10.13** Oil-Club.co.uk – Request to inform community about existence of oil club. It was agreed that it was not appropriate for the Parish Council to publicise or promote this scheme.
- 10.14** ESCC – Project to record War Memorials in Sussex – this had been forwarded to Cllrs. 21/7/14. It was noted that the Newick Branch of the Royal British Legion had agreed to provide the requested information direct to ESCC.
- 10.15** LDC – Update on Zero Heroes competition – This had been forwarded to Cllrs. 21/7/14
- 10.16** Newick Football Club – Copy Risk Assessment and insurance details. It was noted that the signed hire agreement for KGVPF had also been received.
- 10.17** The following had been received during July and would be circulated via the Members' Envelope:-
Rural Services Network Email news digest 7th, 14th, 21st, and 28th July 2014, Rural Vulnerability Service 9th & 16th July 2014, Spotlight on Rural Health 23rd July, Rural Housing Spotlight July 2014, and Rural Opportunities Bulletin 2nd July 2014.
3VA – e-newsletters 162, 163, 164, 165 & 166.
Fields in Trust – July ezine
CPRE – Countryside Voice and Field Work Summer 2014
Clerk & Councils Direct- July 2014

11 Committees' and Councillors' Reports:

- 11.1 Playing Fields Committee** – This item had been brought forward and dealt with earlier in the meeting.
- 11.2 Play Equipment Upgrade Project** – This item had been brought forward and dealt with earlier in the meeting.
- 11.3 Tree Warden** – There was nothing to report
- 11.4 Environment Committee** – There had been no meeting this month.
- 11.5 Newick Rootz** – The notes from the meeting of Newick Rootz held on 14th July 2014 had been circulated in advance and were noted.
- 11.6 Newick Village Hall Management Committee (NVHMC)** – It was noted that copies of NVHMC Annual Return and Trustees Annual Report for 2013 had been received. It was agreed that NVHMC should be reminded of the agreement that advance notice must be given of invoices to be paid from Parish Council's bank account.
- 11.7 Allotments** – There was nothing to report.
- 11.8 Newick Festival 2014** – A report was circulated at the meeting and was noted. It was noted that letters and emails of thanks had been sent to organisations and individuals who had helped with the festival, and the Clerk was thanked for organising and helping to man the road closure on The Green.
- 11.9 Lewes District Association of Local Councils (LDALC)** – Minutes of the LDALC meeting held on 9th June 2014 had been circulated in advance of the meeting and were noted.
- 11.10 Website** – It was reported that the new website was now live, but that some of the pages still needed to be updated. Cllr. Berryman advised that the trader section would be restricted to local traders. It was agreed that a check should be made as to whether or not the email 'alerts' were still being sent and that the Clerk should find out whether it was normal practice for councillors' contact phone numbers and email addresses to be publicised.
- 12 Footpath on The Green** – This item had been brought forward and dealt with earlier in the meeting.
- 13 Update on proposal to erect a Memorial Stone on The Green** – This item had been brought forward and dealt with earlier in the meeting.
- 14 Draft East Sussex, South Downs and Brighton & Hove Waste and Minerals Sites Plan** – Details of the waste and minerals sites plan had been circulated prior to the meeting. It was agreed that Cllr. Jago would draft a letter of response to be agreed at the Parish Council meeting on 26th August.
- 15 2015 Elections – Promotional Material from SSALC**– It was agreed that the SSALC flyers, personalised for Newick, should be printed and distributed with the Winter edition of the Parish Council newsletter. It was also agreed that an article encouraging people to stand for election should be placed in the Autumn edition of the newsletter.
- 16 Consideration of request from Mrs Lightfoot to address the PC Planning meeting on 12th August 2014** – It was noted that Mrs Lightfoot had originally asked to be allowed to address the Parish Council Planning Meeting and that she had estimated that she would need to speak for around 20 minutes on a planning matter concerning Mitchelswood. However, she had subsequently advised that she would prefer to speak only for 3 minutes during the time set aside for members of the public to ask questions or make statements.
- 17 Items to be referred to the next Agenda** – It was agreed that the following items should be on the agenda for the Parish Council meeting to be held on 26th August:- 1) Proposal to continue the line of the new footpath on The Green and 2) Proposal to research the feasibility of using chemicals to improve the look of the paving slabs. A request for the white line to be repainted at the end of the footpath across the Green near to the Parish Council noticeboard would be raised at the next Strengthening Local Relationships meeting.

The meeting closed at 9.20 p.m.

Signed:Chairman

Date:

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