

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 28th July 2015 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Allen, C. Armitage, N. Berryman (Chairman of the Parish Council), M. Halsey, B. Horsfall, J. Sheppard, J. Smerdon, M. Thew, and C. Wickens.

In Attendance: Mrs S. Berry (Clerk)
District and County Councillor Mr. J. Sheppard
Two members of the public were present (one for the latter part of the meeting only)

An audio recording was made of the meeting

- 1. Apologies for Absence and to consider whether to approve reasons given:** – Apologies had been received from Cllrs. R. Houghton, and C. Jago.
- 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:** - Cllrs. Ben Horsfall and Mario Halsey declared an interest in agenda item 14 (Newick Bonfire Society – Street closure application) as committee members of Newick Bonfire Society, the event organisers.
- 3. Exclusion of the press and public** – It was agreed that there were no items on the agenda that would require the exclusion of the press and public.
- 4. Questions or Statements by Members of the Public**
There were no questions from 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 report was read out by the Clerk.

Cllr. Sheppard, Neighbourhood Watch Coordinator, gave a verbal report on issues including an update on the Junior Neighbourhood Watch scheme and an elderly local resident who had been the victim of unsolicited telephone sales. It was noted that the single decker bus that had been parked in the layby on the A272 to the east of the village had been moved on.

- 5. Approval of the minutes of Parish Council meeting held 30th June 2015** – It was agreed by those who had been present that the minutes of the Parish Council meeting held on 30th June could be signed as a true record, subject to the correction of a word in item 4, page 13.
- 6. Clerk's Report** – A report from the Clerk including the following matters arising from the meeting held on 30th June 2015 was noted:-

Agenda item	PC Meeting 30th June 2015
6	Clerk's Report – Confirmation had been received from The Co-operative Bank that the change of signatories request had been completed.
10.1	Email regarding overcrowding of public bus that takes pupils from Newick to Uckfield Community Technology College (UCTC) – It was noted that the bus company had agreed to provide an additional bus on this route for the school journeys.

The Clerk's report on the Social Media training course that she had attended had been distributed in advance of the meeting. It was agreed not to proceed with setting up a Parish Council Facebook page as it was not considered that there was a demand for this.

- 7. Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** The following matters were reported: - Permission had been given to Mr Turk to use a photograph of the Parish Council's C19th painting in a booklet on the history of Newick Horticultural Society, permission had been given to Sussex Newspapers to publish historical photos of Newick in forthcoming editions, and permission had been given to Newick Cricket Club to trim the lower part of a section of the recreation ground hedge, subject to appropriate insurance and safety precautions being in place.

8. Planning:

8.1 Approval of the minutes of the Planning Committee meeting held 14th July 2015 – It was agreed by those who had been present that the minutes of the Planning Committee Meeting held on 14th July 2015 could be signed as a true record

8.2 Applications

Chailey

LW/15/0550

Case Officer:

Mrs Sarah

Sheath

Glendene Fruit Farm Station Road North Chailey

Outline Planning Application - Redevelopment of the site to provide 10 residential dwellings with all matters reserved except for access for Reside Developments Ltd. The Parish Council had not been consulted on this application but it had been put on the agenda at the request of councillors. It was noted that section S.2 of the applicant's Design and Access statement (p.9) referred to local facilities including Newick C of E Primary School and the shops in Newick village centre, thereby indicating that residents of the proposed new development would be likely to make use of these facilities. It was agreed to **object** to the application on the grounds that, although situated in Chailey Parish, residents of the proposed development would naturally use local facilities in Newick which would be accessed by car rather than on foot. This would increase traffic movements and worsen parking problems within Newick which is already congested near to the primary school and the village centre.

At 7.24 p.m. it was agreed that Standing Orders should be suspended in order to allow District Councillor Jim Sheppard to make a comment on the above planning application. Cllr. Sheppard stated that he would be voting against this application because he considered that it would make Newick's Neighbourhood Plan unsustainable. Standing Orders were resumed at 7.25 p.m.

8.3 Approvals/Refusals etc. – It was noted that planning permission had been **refused** by Lewes District Council in respect of planning application **LW/15/0420 16 Allington Road** – Planning application for addition of second storey to existing building, remodel ground floor, recladding of exterior and erection of a new detached double garage and log store.

It was noted that planning application **LW/15/0292 Tomkins Farm, Cinder Hill, Chailey** –Temporary change of use from agriculture to a solar farm – would be considered by Lewes District Council's Planning Applications Committee on 29th July 2015.

8.4 Tree works applications – There had been no tree works applications

8.5 Neighbourhood Plan – It was noted that Lewes District Council had formally 'made' (adopted) the Newick Neighbourhood Plan on 16th July 2015 and that the Judicial Review hearing had taken place on 13th and 14th July but that the outcome of this was not yet known. A list of correspondence received during July in connection with the Neighbourhood Plan was circulated at the meeting and was noted. A draft statement to go on the Newick website was circulated and approved for publication. It was noted that a request had been made for Lewes District Council to provide a statement regarding the effect of the recent Court of Appeal decision on the Ashdown Forest Special Protection Area but that this had not yet been received.

It was agreed to approve the minor updates to pages 1, 2, 31, 32 and 35 of the Neighbourhood Plan document (Referendum Issue) that had been requested by Lewes District Council.

8.6 Community Infrastructure Levy – It was noted that Lewes District Council's Community Infrastructure Levy (CIL) Charging Schedule had been formally examined and that the Examiner had recommended that the document should be approved without changes.

9. Financial Matters:

9.1 To authorise Schedule of Payments for July 2015 – It was resolved to approve the Schedule of Payments for July 2015:-

Paid prior to meeting			
S.E. Berry	Clerk's Salary	£693.84	Standing Order
Waiting to be approved			

S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Parish Council	£20.31	200997
Post Office Ltd	Tax and NI from Clerk & PC	£230.09	200998
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£248.93	200999
D. Sankey Ltd.	Routine Mole Treatment - KGVPF	£74.40	201000
SSALC Limited	New Councillor Training	£180.00	201001
RW Green Limited	Tree inspection and report	£264.00	201002
CHEC	Printing of Summer newsletter	£232.00	201003
M. Thew	Travel expenses to attend Judicial Review	£48.90	201004
D. Burtenshaw	Repair to skateboard ramp	£72.00	201005
N. Berryman	Mileage to attend LDALC meeting	£8.10	201006
R.C. Allen	Materials for renovating benches	£60.95	201007
Barcombe Landscapes Ltd	Grounds maintenance - £1790.88 Mowing of highway verges - £499.82	£2,290.70	201008
Newick Branch, Royal British Legion	Grant towards provision of Memorial Stone	£500.00	201009
Ms. S. Orwin	Village Maintenance	£315.00	201010
Dyno-Rod Ltd	Clearance of blockage - KGVPF	£372.00	201011
Mr S Carter	Newsletter delivery	£120.00	201012
Total		£5,731.22	

Income in July 2015

Cooperative Bank	Interest	£0.21
Barclays Bank	Interest	£85.84
Newick Football Club	Annual Rent	£230.00
East Sussex County Council	Contribution towards mowing of highway verges	£2,778.42
Total		£3,094.47

9.2 To note Statement of Performance against budget (Outturn) as at end June 2015 – The outturn for June 2015 had been circulated in advance and was noted.

9.3 Effectiveness of Internal Audit – The draft Annual Review of the Effectiveness of Internal Audit had been circulated in advance and was approved.

9.4 Quarterly checks – It was noted that the Chairman had carried out the quarterly checks of the bank reconciliation, calculation of clerk's salary and calculation of pension contributions.

9.5 Finance & General Purposes Committee Meeting held 14th July 2015 – It was agreed by those who had been present that the minutes of the Finance & General Purposes (F&GP) meeting held on 14th July 2015 could be signed as a true record. Cllr. Armitage confirmed that he would be willing to assume the role of Vice Chairman of the F&GP committee. The following recommendations made by the F&GP committee were considered:-

9.5.1 It was agreed to approve the draft amended Terms of Reference for the F&GP committee.

9.5.2 It was agreed that the Clerk should continue in the role of Responsible Financial Officer.

9.5.3 It was agreed to formally adopt the Financial Regulations (last amended January 2015).

9.5.4 It was agreed to approve the Village Hall Custodian Trustee Audit Plan with no amendment.

9.5.5 It was agreed that the Statement of Intent on Community Engagement, August 2011, was no longer required. This had been adopted as part of the Power of Wellbeing which had since been superseded.

9.5.6 It was agreed to approve the draft amended Tree Policy.

9.5.7 It was agreed that the Code of Ethics for Clerks, July 2011, should be replaced by a statement that the Clerk should abide by the Society of Local Council Clerks' professional Code of Conduct.

9.5.8 It was agreed to approve the draft new Complaints Procedure.

9.6 UK Financial Services Compensation Scheme – It was noted that with effect from 3rd July 2015 the first £75,000 of eligible deposits would be covered by the UK Financial Services Compensation Scheme.

10. Correspondence – the following items were noted:-

10.1 SSALC – July newsletter – this had been forwarded to councillors 1/7/15

10.2 Newick PCC and Dancing for Fun & Fitness – Letters of thanks for grant cheques

- 10.3 ESCC Mobile Library new schedule. The mobile library would visit Newick (South Rough) every third Wednesday 9.35 to 10.0 a.m. commencing 22nd July.
- 10.4 AirS – research project into affordable housing schemes in rural areas – this had been forwarded to cllrs. 7/7/15
- 10.5 LDALC – Minutes of meeting held 15th May 2015 – this had been forwarded to councillors 10/7/15
- 10.6 Newick Cricket Club – arrangements for Piers Morgan family cricket match to be held 26th July – this had been forwarded to councillors 13/7/15
- 10.7 LDC – Details of survey of residents to be carried out during July – this had been forwarded to councillors 15/7/15
- 10.8 NHS England – Notification of outcome of application by Mid Downs Medical Practice to dispense from South Chailey surgery – this had been forwarded to councillors 17/7/15
- 10.9 The following regular items had been received and would be circulated in the Member's Envelope -
Rural Services Network – Email News Digest 6th, 13th, 20th & 27th July 2015, Rural Vulnerability Service – July 2015 (Rural Broadband & Fuel Poverty), Rural Housing Spotlight July 2015 and Spotlight on Rural Health.
3VA e-newsletters 214, 215, 216 & 217
SLCC – The Clerk magazine July 2015

11 Committees' and Councillors' Reports:

- 11.1 **Playing Fields Committee** – There had been no meeting this month.
 - 11.1.1 It was noted that the Play Equipment Upgrade had been completed on 8th July 2015. An opening ceremony had taken place on 16th July and several councillors had received good feedback.
 - 11.1.2 It was reported that a problem had been identified with the sewerage pipe leading from the Sports Pavilion and that this had been the cause of a recent blockage. It was agreed that quotations should be obtained for rectifying the deformed pipe.
 - 11.1.3 Cllr. Wickens reported on the Skate Park and Recreation Ground Assessment that had been carried out. Copies of her report had been distributed at the meeting and it was agreed that this would be amended to show which visits had been carried out during the evening. It was noted that, for the majority of visits, the noise levels and behaviour was reasonable and appropriate for the activities that were taking place. The only exception to this was the PA system in use during the annual 6 A Side Football Tournament. One of the problems highlighted throughout the assessment period was that of litter and overflowing bins. It was agreed that a larger litter bin should be installed in the play area (either as a replacement or in addition to the existing bin), and that signs should be provided asking users of the play area to take their litter home and not to smoke in the play area. It was agreed that the Assessment report should be forwarded to PCSO Sally-Ann Reed and that the exercise should be repeated at a later date to be agreed by the Playing Fields/Environment committee.
 - 11.1.4 The Chairman reported that he had noticed a problem with dog fouling in the twittens and that he would contact the Dog Warden at Lewes District Council to try to get some notices to put up round the village.
- 11.2 **Environment Committee** – There had been no meeting this month.
- 11.3 **Tree Warden** – There was nothing to report.
- 11.4 **Newick Rootz** – Notes of the meeting of Newick Rootz held on 13th July 2015 had been circulated in advance of the meeting. It was reported that contact had been made with Fletching Parish Council regarding the clearance of footpath 11 (Fletching).
- 11.5 **Newick Village Hall Management Committee (NVHMC)** – It was reported that NVHMC was planning to replace the flooring to the rear of the stage and that they would be asking the Parish Council to pay for this from the remainder of the unspent grant. It was noted that the new emergency exit had almost been completed and that the remainder of the Public Works Loan would be requested to cover some of this work.
- 11.6 **Newick Festival 2016** – It was reported that the first meeting of those interested in being involved with organising Newick Festival 2016 had taken place on 15th July 2015 and that this had been well attended.

A member of the public joined the meeting at 8.24 p.m.

- 12 Parish Council Business Plan** – It was agreed that producing a Business Plan would be a worthwhile exercise but that this should be deferred until later in the year.
- 13 To discuss future of Newick Post Office** – The Chairman reported that the local Postmaster had confirmed that he was hoping to retire sometime in the near future and that Post Office Head Office staff were looking into the options for the future.
- 14 Newick Bonfire Society – Street Closure Application** – It was agreed to make no comment in respect of this application.
- 15 Items to be referred to the next agenda** – Update on future of Post Office if further information has been received.

The meeting closed at 8.32 p.m.

Signed:Chairman

Date: