

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 29<sup>th</sup> September 2015 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

**Present:** Councillors C. Armitage (Vice Chairman of the Parish Council), M. Halsey, B. Horsfall, R. Houghton, C. Jago, J Sheppard, J. Smerdon, M. Thew, and C. Wickens.

**In Attendance:** Mrs S. Berry (Clerk)  
Lewes District and East Sussex County Councillor Jim Sheppard  
Two members of the public

An audio recording was made of the meeting

In the absence of the Chairman of the Parish Council, the meeting was chaired by the Vice Chairman

- 1. Apologies for Absence and to consider whether to approve reasons given:** – Apologies had been received from Cllrs. C. Allen, and N. Berryman (Chairman 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:** - In connection with agenda item 8.1 (planning application LW/15/0705) Cllr Horsfall disclosed that he lived next door to the property in question, however, he did not consider that there was any connection which could be considered to represent a personal or prejudicial interest.
- 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**

### **PCSO Sally-Ann Reed's Monthly Report/Neighbourhood Watch Report**

There were no reports from PCSO Reed or the Neighbourhood Watch Coordinator as there had been no crimes reported in Newick during the month of August 2015.

*Cllr. Halsey joined the meeting at 7.03 p.m.*

Mr Turk spoke in connection with item 10.1 (footway on The Green). He referred to his email dated 16<sup>th</sup> September 2015 which had been circulated in advance of the meeting and stated that he considered the concrete footpath on The Green to have been an engineering solution, pushed by ESCC Highways engineers, the visual impact of which had not been fully appreciated by the Parish Council. He highlighted the use of concrete kerbing on The Green as opposed to the granite setts which were found elsewhere in the village. Mr Turk stated that he was asking the Parish Council to accept that this had been an unintentional misjudgement and that he hoped that the minutes of the meeting would show this to be an unresolved problem.

It was agreed that in order to assist Mr Turk and Mr Cumberlege, who had attended to hear discussion of this matter, part of **agenda item 10** would be brought forward. The recommendation by the Environment & Recreation Committee that no action should be taken regarding the footway on The Green (item 4.3 of minutes of meeting held 8<sup>th</sup> September 2015) was not supported by the Parish Council. It was proposed by Cllr. Armitage and seconded by Cllr. Jago that quotations should be obtained for replacing the concrete kerbing on the new footway on The Green with granite blocks to match the existing kerbing. This was agreed (eight in favour and 1 abstention).

*Two members of the public left the meeting at 7.17 p.m.*

- 5. Approval of the minutes of Parish Council meeting held 25<sup>th</sup> August 2015** – It was agreed by those who had been present that the minutes of the Parish Council meeting held on 25<sup>th</sup> August 2015 could be signed as a true record.
- 6. Clerk's Report** – A report from the Clerk detailing correspondence received between 20<sup>th</sup> August and 22<sup>nd</sup> September 2015 had been circulated in advance of the meeting and was noted.
- 7. Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** The following matter was reported: - Permission had been given to the residents of 1 Allington

Place for their contractor to take machinery in to their rear garden via King George V Playing Field. Permission had been given to Newick Rugby Football Club to put up posters at King George V Playing Field. The Parish Council's insurance policy had been renewed and a new long term agreement entered into following consultation by email with members of the Parish Council.

## 8. Planning:

**8.1 Approval of the minutes of the Planning Committee meeting held 8<sup>th</sup> September 2015** – It was agreed by those who had been present that the minutes of the Planning Committee Meeting held on 8<sup>th</sup> September 2015 could be signed as a true record.

### 8.2 Applications

**Newick**

LW/15/0667

**Case Officer:**

Mrs Alyson Smith

**Old Greenfields 32 Church Road**

Listed Building Consent Application - Replacement window and rooflight for Mr & Mrs H Simonds. The Parish Council agreed to make **no comment** on this application.

**Newick**

LW/15/0684

**Case Officer:**

Mr Andrew Hill

**The Old Stables Beechlands Cornwell's Bank**

Planning Application - Erection of a two-storey extension for Mr & Mrs D Keenan. The Parish Council agreed to make **no comment** on this application.

**Newick**

LW/15/0701

**Case Officer:**

Mrs Alyson Smith

**Haven Cottage Blind Lane**

Planning Application - Erection of a single storey side extension for Mr & Mrs Curry. The Parish Council agreed to make **no comment** on this application.

**Newick**

LW/15/0705

**Case Officer:**

Miss Michelle Gardiner

**8 Newlands Park Way**

Planning Application - Single storey front extension and single storey rear extension for Mr S Dee. The Parish Council agreed to make **no comment** on this application.

**Newick**

LW/15/0712

**Case Officer:**

Mrs Alyson Smith

**Lloyds Pharmacy 9 The Green**

Advertisement Consent Application - 1 X Non-illuminated set of fret cut acrylic letters with applied vinyl faces for Lloyds Pharmacy. The Parish Council agreed to **object** to this application because of the proposal to use acrylic lettering with applied vinyl faces. It was considered that this would be contrary to Newick Neighbourhood Plan policy EN1 as the use of such materials would not blend well with the existing built environment (other shops in the same row have hand painted signage), and does not respect the Newick Green Conservation Area.

**8.3 Approvals/Refusals etc.** – It was noted that planning permission had been **granted** by Lewes District Council in respect of planning application **LW/15/0635 1 Newlands Park Way** – single storey side extension and alterations.

**8.4 Tree works applications** – There had been no tree works applications other than the Parish Council's own application to carry out work on the oak tree at the junction of Powell Road and Oldaker Road (**TW/15/0075/TPO**).

**8.5 Application for permission to appeal against decision of Mr Justice Foskett 31<sup>st</sup> July 2015 (Claim 2015/3025)** – It was noted that DLA Delivery Ltd had submitted an application to the Court of Appeal against the refusal of the Court to allow its claim for Judicial Review of the decision of Lewes District Council to allow Newick's Neighbourhood Plan to proceed to referendum. Newick Parish Council had been named as an Interested Party in this action however, it was agreed that the Parish Council would not take an active part in the proceedings.

Standing Orders were suspended between 7.39 p.m. and 7.49 p.m. during which time concern was expressed by members of the Parish Council at the time taken to find a solution to the SANGS issue. District Councillor Jim Sheppard was asked to comment on this matter and he advised that work was ongoing to try to resolve the issue but that as it was commercially sensitive no details could be disclosed at present.

## 9. Financial Matters:

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

Payee	Item	Invoice Amount	Cheque Number
<b>Signed during the month</b>			
PKF Littlejohn LLP	External Audit	£360.00	201023
South East Water	Water supply to sports pavilion	£339.14	201024
Upper Bridge Enterprises	Website annual fee, domain names & email - £469.20 Web page for Community Centre - £90	£559.20	201025
Came & Company	Insurance renewal	£1,635.46	201026
S.E. Berry	Clerk's Salary	£693.84	Standing Order
Post Office Ltd	Tax and NI from Clerk & PC	£229.89	201027
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£248.93	201028
D. Sankey Ltd.	Routine Mole Treatment - KGVPF	£100.80	201029
Peter Blackford (Flooring) Ltd	New flooring to rear of stage - Newick Village Hall	£2,082.00	201030
Lewes District Council	Dog bin emptying Oct to Dec - £177.84 Litter bin emptying Oct to Dec - £128.70	£306.54	201031
S. Orwin	Village Maintenance	£280.00	201032
S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Parish Council	£117.47	201033
<b>Total</b>		<b>£6,953.27</b>	

### Income in September 2015

Barclays Bank	Interest (01/09/15)	£73.31
Cooperative Bank	Interest (04/09/15)	£0.24
Lewes District Council	Precept - 2nd instalment	£26,170.00
Lewes District Council	Grant - 2nd instalment	£1,030.00
Mr T Turk	Sale of village history books	£20.00
<b>Total</b>		<b>£27,293.55</b>

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

**9.3 To consider quotations received for drainage work at King George V Recreation Ground** – Quotations obtained for drainage work at King George V Recreation Ground had been circulated in advance of the meeting. It was noted that two companies had supplied quotations, a third had failed to attend the site meeting that had been organised and a fourth had advised that there would be a charge of £85 for carrying out a camera survey. It was agreed to proceed with the quotation from DrainBoss of £6450 plus VAT for installing 65 metres of new drain between the Sports Pavilion and the Scout Hut subject to confirmation that there would be no issue with the surface water drain that currently runs alongside the tarmac footpath. The Clerk was asked to check whether or not the work would be guaranteed and, if so, for how long.

**9.4 Completion of limited assurance review for year ended 31<sup>st</sup> March 2015** – It was noted that external auditors, PKF Littlejohn LLP, had returned the signed Annual Return for the year ended 31<sup>st</sup> March 2015 and that the 'Notice of Conclusion of Audit and right to Inspect the Annual Return' had been displayed in accordance with current regulations. The external auditor's comment that the council should take into account the fact that reserves were twice the level of the precept when setting future precepts was noted.

**9.5 2016/17 budget arrangements** – It was noted that bids for inclusion in the 2016/17 budget should be submitted to the Clerk as soon as possible, but certainly by the end of October 2015, as the aim would be to approve the finalised budget at the Parish Council meeting on 24<sup>th</sup> November.

## **10 Committees' and Councillors' Reports:**

**10.1 Environment and Recreation Committee** – It was agreed by those who had been present that the minutes of the Environment and Recreation Committee meeting that had taken place on 8<sup>th</sup> September 2015 could be signed as a true record.

Reports of inspections carried out on Parish Council owned open spaces, detailing problems noted and action to be taken, had been distributed in advance of the meeting and were noted. The Clerk reported that she had requested quotations for the necessary work but that these had not yet been received.

The email dated 16<sup>th</sup> September from Mr Turk had been brought forward and considered earlier in the meeting (see agenda item 4 above).

It was agreed that the Parish Council would accept Lewes District Council's offer to organise the annual inspection of play equipment by an independent company at a cost of £55 + VAT per site.

**10.2 Tree Warden** – There was nothing to report.

**10.3 Newick Rootz** – Cllr. Wickens reported that she had not been in a position to be actively involved with Rootz over recent weeks, however, other members of Rootz had taken over the organisation of meetings and work days and the group was continuing as normal.

**10.4 Newick Village Hall Management Committee (NVHMC)** – There was no report as Cllr. Allen was not present at the meeting.

**10.5 Lewes District Association of Local Councils (LDALC)** – Cllr. Smerdon gave a verbal report on the LDALC meeting held 21<sup>st</sup> September 2015 that she had attended on behalf of the Parish Council.

**10.6 Newick Festival 2016** – The notes from a meeting of the Festival organising committee held on 16<sup>th</sup> September 2016 had been circulated in advance and were noted. It was agreed that the Parish Council would allocate £500 towards the expenses of putting on the Festival.

**11 Update on Newick Post Office** – Cllr. Sheppard gave a verbal report on the meeting she and Cllr. Smerdon had held with Mr Loxton, Field Change Advisor at the Post Office. It was noted that the Post Office considered the current arrangements in Newick were not financially viable and that, when the post master retired, they would be looking to relocate the post office within another existing business. Discussions had taken place with the owners of at least one local business, however, the hours that the post office would be expected to open and the low financial return appeared to be a disincentive. It was noted that Maria Caulfield MP had agreed to take up the matter and that Cllr. Sheppard would keep in touch with her and update the Council on any developments.

**12 Royal British Legion Memorial Stone** – The report of a meeting held on 10<sup>th</sup> September 2015 with members of Newick Royal British Legion (RBL) had been circulated in advance. The British Legion had requested the Parish Council's permission for the following:-

- To replace the cracked paving slabs bordering the site for the Memorial Stone (Newick PC to provide the materials and RBL to carry out the work)
- To remove the existing turf on the site, lay top soil and new turf. It was noted that RBL would undertake, for as long as branch members were able, to mow and maintain the new grassed area.
- To plant crocus bulbs (variety – Remembrance) and scatter poppy seeds in the newly grassed area around the Memorial Stone
- To temporarily fly the Union Flag from the John Goodwin flag pole on the day of the unveiling ceremony (subject to agreement by the Goodwin family).
- For exclusive use of the Community Centre car park to erect a large marquee (from the evening of Thursday 26<sup>th</sup> May)

It was agreed that permission should be granted for all these requests, although agreement to replace the paving slabs would be subject to an acceptable quotation being obtained for the cost of materials.

**13 Newick Cricket Club** – It was agreed to renew permission for Newick Cricket Club to temporarily erect its Sponsor's advertising banners at King George V Playing Field on match days.

- 14 Sports Pavilion Management Committee Constitution** – It was agreed to approve the draft updated Constitution for signing.
- 15 Play and Recreation Provision – Developer Contributions** – A letter from Lewes District Council dated 3<sup>rd</sup> September 2015 regarding play and recreation facilities in the parish and a response drafted by Cllr. They had been circulated in advance of the meeting. It was agreed to approve the draft letter subject to one minor amendment.
- 16 Electoral Review of East Sussex County Council and Districts** – Correspondence from the Local Government Boundary Commission regarding consultation on the electoral review of East Sussex County and Districts had been circulated by email in advance of the meeting. It was noted that the Commission had no power to consider changes to the external boundaries of a parish or the creation of new parishes. It was agreed that the Parish Council would make no comment.
- 17 Items to be referred to the next Agenda** – It was agreed that the following items should appear on the agenda for the next meeting:-  
 Parking in Church Road  
 Update on Post Office  
 2016/17 Budget  
 Report from Newick Allotment Society AGM

A request was made for the Planning Appeal Public Inquiry to be put on the agenda for the Planning Committee meeting on 13<sup>th</sup> October.

The meeting closed at 8.45 p.m.

Signed: .....Chairman

Date: .....