

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 27th September 2016 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

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

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

- 1. Apologies for Absence:-** Apologies had been received from Cllrs. B. Horsfall and C. Wickens.
- 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. Halsey declared an interest in agenda item 6.2 (planning application LW/16/0725/0726) as the owner of the flat above the applicant's property.
- 3. Exclusion of the press and public** – There was no reason to exclude the press and public for any part of the meeting.
- 4. Lewes District/East Sussex County Councillor Jim Sheppard's Report on matters affecting Newick –**
Cllr. Jim Sheppard spoke about the planning application for the Suitable Alternative Natural Greenspace (SANG) which had been considered by Lewes District Council (LDC) on 21st September 2016. He advised that the necessary legal agreements had yet to be finalised and that LDC was keen to take on the ownership and management of the SANG site. Cllr. Sheppard stated that LDC considered the site to be an asset which could be used for development if the SANG regulations changed in the future. He asked Newick Parish Council (NPC) to write to Lewes District Council to confirm his belief that NPC did not wish to take on the SANG site.

Cllr. Sheppard advised that LDC officers had assured him that rumours about the threat of over 500 houses being built in Newick and SANG management costs likely to be in excess of £50,000 per annum were nothing more than scaremongering.

Cllr. Sheppard also reported that the pavement in Marbles Road would be repaired during October or November and that the pavement on Goldbridge Road had been cleared.

Discussion followed during which members of NPC advised that the Council did not have sufficient information to make a decision about whether or not to take on the SANG site and that no decision had been made. The Council asked for a formal approach from LDC with further information on which to base its decision and Cllr. Sheppard agreed to try to obtain further information. Cllr. Sheppard was questioned about his statement that the SANG site could potentially be a site for future development and he advised that this was what he had been told.

5. Questions or Statements by Members of the Public

Mr Cumberlege spoke on agenda item 8, letter from Newick Village Society. He stated that the Village Society considered that the Parish Council held excessively high reserves and that there was no good reason for this. He asked the Council to explain to residents how it proposed to spend the reserves. He also reported that the litter bins at the recreation ground had been seen to be overflowing on two occasions during the summer when events had been held and asked for arrangements to be put in place to deal with this in the future.

It was agreed that, in order to assist Mr Cumberlege, the relevant part of agenda item 8 would be brought forward for discussion.

8. Consideration of response to email dated 31st August 2016 from Newick Village Society

It was explained that the level of Parish Council reserves was in fact nearer £90,000 than £105,000 because the reported figure included funds held and controlled by Newick Sports Pavilion Management Committee and the balance of the Public Works Loan which was committed to capital expenditure for Newick Village Hall. The remaining funds were earmarked for future expenditure such as replacement play equipment, the upgrade or

replacement of the Sports Pavilion, the Council's share of the cost of future elections, and the set-up of new allotments. Cllr. Jago advised that increases in the Parish Council precept had been kept low for the past six years, that this had only been possible because of the monies held in reserve and that the Council considered that it was prudent to continue to hold these reserves.

The Clerk addressed the complaint about overflowing litter bins. She advised that it was unclear as to exactly which events were being referred to and that as the Council was not informed of the problem at the time it had not been able to try to resolve it. She stated that there could have been a number of reasons for the problem including the absence of a key member of staff or a temporary interruption in Lewes District Council's bin emptying programme. Cllr. Smerdon confirmed that special arrangements for the removal of litter had been made for Newick Festival.

Newick Village Society had also asked for the broken paving slabs near to the Memorial Stone on The Green to be replaced. It was explained that the Parish Council had agreed some time ago to pay the cost of replacing these slabs but that it had transpired that the British Legion contractor who had agreed to carry out the work did not have the correct level of public liability insurance or a permit to work on the Highway. It was agreed that quotations should be obtained from ESCC Highways approved contractors and that the slabs should be replaced as soon as possible. **Action Clerk**

One member of the public left the meeting at 7.30 p.m.

6. Planning:

6.1 Approval of minutes of Planning Committee meeting held 6th September 2016 – It was agreed by those who had been present that the minutes of the Planning Committee meeting held 6th September 2016 could be signed as a true record.

6.2 Planning Applications

Newick LW/16/0609 Case Officer: Mrs Sarah Sheath	49 Cricketfield Planning Application - Demolition of brick outbuilding at rear and erection of a single storey, flat-roof rear extension with associated internal alterations. Formation of a 1200mm wide path from the public footpath to front door for Lewes District Council. It was agreed to make no comment on this planning application.
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Newick LW/16/0747 Case Officer: Mrs Alyson Smith	Penny Cottage The Green Listed Building Consent Application - Replacement of windows and French doors for Mr B Lagden. It was agreed to make no comment on this planning application.
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Newick LW/16/0725 & LW/16/0726 Case Officer: Mrs Alyson Smith	9 The Green Planning Application & Listed Building Consent Application - Internal refit and installation of air conditioning condenser to the rear elevation for Lloyds Pharmacy. It was agreed to support this planning and Listed Building Consent application in accordance with Newick Neighbourhood Plan policy LE1 (support for small scale expansion of existing retail and other business premises in the parish). The Clerk was asked to check whether or not planning permission would be required for the Portacabin that would be sited on the Green for the duration of the works. Action Clerk
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6.3 Approvals/Refusals etc. – It was noted that the following applications had been **approved** by Lewes District Council:-

LW/16/0613 6 Church Road – Listed building consent application for removal of gas fire in living room, installation of wood burner in dining and living rooms, lining of chimneys for wood burners, replacement of two chimney cowls, replacement of gatepost at front of property, painting and decorating of exterior with like-for-like colours.

LW/16/0283 The Kings Head, East Grinstead Road, North Chailey – Planning application for residential development including the construction of nine houses and four apartments and refurbishment of public house including the conversion of the first floor to two apartments and extension to rear.

6.4 Tree works applications – No tree works applications had been received.

6.5 Attendance at SSALC Planning Update Event – Cllr. Armitage, Chairman of the Planning Committee, advised that he did not consider attendance at the Planning Event to be held on 9th November would be beneficial to members of the Planning Committee. No action required.

6.6 Approval of draft minutes of Neighbourhood Plan Implementation Committee meeting held 6th September 2016 – It was agreed that minutes of the Neighbourhood Plan Implementation Committee meeting held on 6th September 2016 could be signed as a true record. It was noted that in respect of item 5.1 (bullet point 8) councillors had been advised by Thakeham Homes that a S.106 agreement had been negotiated, however, it had since become evident that this agreement has not been finalised. It was also clarified that the ‘two parties’ referred to in item 6.1 were Lewes District Council and Thakeham Homes.

6.7 Report of meeting to discuss Rural Exception Sites – It was reported that a meeting had been held on 9th September 2016 with officers from Lewes District Council (LDC) to discuss Rural Exception Sites. This meeting had been held at the request of LDC and was one of a series of meetings being held with parishes within the LDC area. It was noted that Alexander Mead had been developed as a rural exception site and that LDC officers had indicated that a new assessment was not required for Newick although they would continue to monitor Newick’s needs for affordable housing.

7. Approval of the minutes of the Parish Council meeting held 30th August 2016 – It was agreed by those who had been present that the minutes of the Parish Council meeting held on 30th August 2016 could be signed as a true record.

8. Clerk’s Report – There was no report from the Clerk, however a list of correspondence received since the last meeting had been circulated in advance of the meeting and was noted. The email dated 31st August 2016 from Newick Village Society had been brought forward and discussed earlier in the meeting (see agenda item 5). Cllr. Jago noted that two individuals had between them sent six communications to the Parish Council within the last month. He proposed that bulk responses should be sent on a monthly basis rather than individual responses to each communication as the additional workload created by the volume of communications was unreasonable. The Clerk stated that she was prepared to continue to respond to communications in accordance with the Council’s policies for dealing with correspondence and Freedom of Information requests.

9. Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman. It was reported that a pest control company had been called out again to deal with wasps in the hedge to the rear of the Children’s Play Area.

10. New Member of the Parish Council – It was noted that Cllr. Rich Allum had completed his Declaration of Interests form and that this had been sent to Lewes District Council for publication on the website. It was agreed that Cllr. Allum would join the Environment & Recreation Committee and the Neighbourhood Plan Implementation Committee. It was also agreed that Cllr. Berryman would step down from the Environment & Recreation Committee and join the Finance & General Purposes Committee instead.

11. Financial Matters:

11.1 To authorise Schedule of Payments for September 2016 – It was resolved to approve the schedule of payments for September 2016.

Payee	Item	Invoice Amount	Cheque Number
Waiting to be signed			
S.E. Berry	Clerk's Salary	£713.48	Standing Order
Post Office Ltd	Tax and NI from Clerk & PC	£271.03	201180
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£264.73	201181
Lewes District Council	Monthly Play Area Inspection £18.00 Dog Bin Emptying £177.84 Litter Bin Emptying £128.70 Legal Fees - Drafting of lease £508.80	£833.34	201182

D. Sankey Ltd	Routine Mole Treatment - August £100.80 Routine Mole Treatment - September £100.80	£201.60	201183
SSALC Limited	New Councillor Training £66.00 Chair's Networking Day £78.00	£144.00	201184
PKF Littlejohn LLP	Limited Assurance Review of Annual Return	£360.00	201185
Harroway Trees	Inspection of Oak tree (Powell Road) including Tomograph and report	£570.00	201186
Came & Company	Insurance renewal	£1,758.57	201187
N. Berryman	Mileage expenses - LDALC meeting	£10.50	201188
C. Jago	Mileage expenses - meeting with Thakeham	£28.35	201189
P. Antrobus	Village Maintenance	£120.00	201190
J. Millam	Newick Village Hall - egress ramp	£5,508.00	201191
S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Parish Council	£29.01	201192
R. Allum	Mileage expenses - new councillor training	£16.20	201193
S. Orwin	Village Maintenance	£280.00	201194
Total		£11,108.81	

Income in September 2016

Barclays Bank	Interest	£37.41
Lewes District Council	Precept & Grant -2nd instalment	£27,300.00
Came & Company	Excess for insurance claim	£250.00
ESCC	Mowing of Highway Verges	£2,778.42
Total		£30,365.83

11.2 To note Statement of Performance against budget as at end August 2016 – The statement of performance against budget for August 2016 had been circulated prior to the meeting and was noted.

11.3 Certified Annual Return for year ended March 2016 – It was noted that the Certified Annual Return for the year ended March 2016 had been returned by the external auditors, Littlejohn LLP, who had made no comment. The relevant pages of the Annual Return had been displayed on the notice board and website in accordance with regulations.

11.4 2017/18 budget arrangements – It was noted that the budget for 2017/18 would need to be prepared in time for approval at the Parish Council meeting on 29th November. Members and committee chairmen were asked to get their bids for inclusion in the budget to the Clerk as soon as possible.

11.5 Change of date for next F&GP Committee Meeting – It was noted that the date for the next Finance & General Purposes Committee meeting had been changed from Tuesday 11th October to Thursday 20th October 2016.

12. Committees' and Councillors' Reports:

12.1 Tree Warden – The Tree Warden, Cllr. Wickens, was not present at the meeting, however, the Clerk advised that the Tomograph survey of the Oak tree at Powell Road had been completed and no work was recommended as a result. The Clerk agreed to send out copies of the report to Councillors by email. **Action Clerk** It was also noted that an Ash tree on the Manwaring Robertson field was reported to be suffering from Ash Dieback and that advice had been sought from the Lewes District Council Tree Officer. The Clerk was in the process of obtaining quotations for the removal of the tree.

12.2 Newick Rootz – There was no report from Newick Rootz

12.3 Newick Village Hall Management Committee (NVHMC) – Cllr. Allen reported that an approach had been made to the Village Hall Management Committee by Thakeham Homes who had requested the use

of the Village Hall car park whilst the work to develop the Newick Hill site was ongoing. It was agreed that the decision as to whether or not to agree to this should be made by NVHMC but that they should ensure that they obtained the best possible deal for the Village Hall.

12.4 Website – Cllr. Horsfall was not present at the meeting, however, it was noted that the new website was due to be launched later that week and that a brief article had been included in the Parish Council newsletter to make residents aware of the change. It was noted that training on use of the new website would be provided for the Clerk in due course.

12.5 Neighbourhood Watch – Cllr. Sheppard reported that the Chair of Lewes District Neighbourhood Watch had indicated that he would be standing down as he was disillusioned by the lack of communication with Sussex Police. It was feared that this may lead to the demise of Neighbourhood Watch in the local area. It was agreed that Cllr. Sheppard would draft a letter to be sent to Sussex Police, with copies to Maria Caulfield MP and the Police and Crime Commissioner detailing the problems experienced following the changes to the role of the Police Community Support Officer. **Action Cllr. Sheppard**

12.6 Update on new allotments – It was reported that the landowner’s solicitor had indicated that his fees for dealing with the allotment lease would be in the region of £500 + VAT and that the total cost of legal fees would be in excess of £1,000. Further costs would be incurred in the clearing and preparation of the land and the laying out of a car parking area. Cllr. Smerdon agreed to liaise with the Allotment Society to try to obtain an indication of the level of these costs. It was noted that the Parish Council was holding £2,000 in reserve for the setting up of allotments. **Action Cllr. Smerdon**

12.7 Update on Newick Post Office – Cllr. Sheppard reported that the interested party who had been expected to take over the shop in Newick Drive, and who had expressed an interest in taking on the Post Office, had been unable to obtain the necessary finance and would not now be coming to Newick. It was noted that there may, however, be another interested party and Cllr. Sheppard agreed to try to obtain further information. **Action Cllr. Sheppard**

12.8 Lewes District Council Association of Local Councils (LDALC) – Cllr. Berryman had attended the LDALC meeting held on 12th September 2016, but there was nothing to report. It was agreed that concern about rural crime and the future of Neighbourhood Watch should be put forward as an agenda item for the next LDALC meeting. **Action Cllr. Berryman**

13. Consultations – East Sussex, South Downs and Brighton & Hove Waste and Minerals Sites Plan (Main Modifications Consultation). A report from Cllr. Allen had been circulated in advance of the meeting and it was agreed that the Parish Council should make no comment but should look at the final report when it was released.

14. Items for the next agenda: – No items were proposed for the next agenda

The meeting closed at 8.35 p.m.

Signed:.....
Chairman

Date:.....