

Newick Parish Council

Minutes of an Extraordinary Meeting of Newick Parish Council held at 7.00 p.m. on Wednesday, 7th December 2016 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors M. Halsey, B. Horsfall, J Sheppard, and J. Smerdon

In Attendance: Mrs S. Berry (Clerk)

Lewes District and East Sussex County Councillor Jim Sheppard (for part of meeting)

Five members of the public

1. **Election of Chairman/Vice Chairman** – Cllr. Jenny Smerdon was nominated as Chairman (proposed Cllr. Horsfall and seconded Cllr. Halsey) and Cllr. Jean Sheppard was nominated as Vice Chairman (proposed Cllr. Horsfall and seconded Cllr. Halsey), both appointments were unanimously agreed.
2. **Apologies for Absence:** No apologies had been received
3. **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:** - No disclosures were made
4. **Questions or Statements by Members of the Public**
There were no questions or statements by members of the public.
5. **Approval of draft minutes of Parish Council Meetings held 25th October and 29th November 2016** – It was agreed by those who had been present that the minutes of the Parish Council meeting held 25th October 2016 could be signed as a true record. It was agreed by those who had been present that the minutes of the Parish Council meeting held on 29th November 2016 could be signed as a true record, subject to the correction of an error in the record of attendance.
6. **Approval of draft minutes of Planning Committee and Environment & Recreation Committee meetings held 8th November 2016** (NB date on agenda incorrectly stated as 8th December 2016), **and consideration of recommendations made by those committees** – It was noted that none of the remaining Members of the Parish Council had been present at the Planning Committee meeting held on 8th November 2016, therefore, could not confirm that the draft minutes produced were a true record of that meeting. It was agreed that the Clerk would seek clarification of the procedure to be followed in this instance. **Action Clerk**
It was agreed by those who had been present that the draft minutes of the Environment and Recreation Committee held 8th November 2016 could be signed as a true record. The following recommendations made by the Environment and Recreation Committee were considered and approved:-
 - That work should be carried out to repair/replace three fingerposts identified in the survey carried out by committee members in August 2016. The quotation received was for a total of £3,300 + VAT but it was noted that the possibility of match funding by East Sussex County Council for repair of two of the fingerposts was being pursued. It was agreed to proceed with this work on the basis that match funding from ESCC would be forthcoming.
 - A quotation of £1,100 + VAT to replace the oak post supporting the Newick sign on The Green had been received. A second quotation had been sought but had not been provided as the contractor approached had confirmed that he was too busy to do the work. It was agreed that the quotation received should be accepted.
 - It was agreed to accept the recommendation that the vandalised wooden picnic bench on King George V Playing Field should be removed and not replaced.
 - It was agreed that the hourly rate for the Village Handy Person should be increased by 50 pence with effect from 1st January 2017 and that the hourly rate should be reviewed on an annual basis. The Clerk confirmed that there was provision in the current year's budget to cover this increase.
7. **Review of appointments to committees, working groups, representatives to external organisations and responsibility for dealing with consultations** – It was agreed that, until further members were recruited to the Council, committees would be suspended and all matters would be dealt with by the full Council.

District & County Councillor, Jim Sheppard, joined the meeting at 7.25 p.m.

It was agreed that Cllr. Smerdon would act as the Council's representative on Newick Village Hall Management Committee and Cllr. Horsfall would join the CCTV Management Group. Tree issues normally dealt with by the Tree Warden would be considered by the Council.

It was agreed that the Clerk would deal with consultation requests by reporting and making recommendations to the Council, but that if any lengthy documents were received, she would request assistance from Councillors.

- 8. Approval of amendments to signatories for Parish Council bank accounts** – A report from the Clerk on action required to change signatories to the Parish Council's three bank accounts had been circulated prior to the meeting and was noted. It was resolved that the following changes should be made to the bank account signatories:-

Bank Account	Signatories to remain	Signatories to be removed	Signatories to be added
Cooperative Bank Directplus Account	S Berry (Clerk)	Cllr. C Armitage Cllr. N Berryman Cllr. C Jago Cllr. M Thew Cllr. C Wickens	Cllr. M Halsey Cllr. B Horsfall Cllr J Sheppard Cllr. J Smerdon
Barclays Business Premium 10 day notice account	S Berry (Clerk)	Cllr. N Berryman Cllr C Jago	Cllr. J Sheppard Cllr J Smerdon
Cambridge & Counties 95 day notice account	S. Berry (Clerk)	Cllr. N Berryman Cllr C Jago Cllr. M Thew	Cllr. J Sheppard Cllr J Smerdon

- 9. Report from Clerk on filling of Councillor Vacancies and approval of draft Co-option procedure**– A report from the Clerk on the process being followed to fill the vacancies and a draft Co-option Procedure had been circulated prior to the meeting and were noted. It was agreed that the draft Co-option procedure should be adopted.

- 10. Interim timetable for meetings** – It was agreed that Parish Council meetings would be held on 13th December 2016 (to deal with outstanding planning applications and approval of the 2017/18 budget), 10th January 2017 (planning and any other urgent matters) and 31st January 2017 (full council meeting to include co-option of new councillor). It was noted that if any members were unable to attend on any of these dates the meetings would be inquorate and would not take place. If this occurred then arrangements would be made to hold the meetings on alternative dates.

- 11. Items to be included in Parish Council newsletter, website and other publications** – It was agreed that the following items would be included in the Parish Council newsletter to be distributed in early January:-

- Parish Council's reaction to Mitchelswood Planning Appeal decision – Cllr Smerdon
- Current situation following resignation of councillors – Cllr Smerdon
- Filling of Councillor vacancies - Clerk
- Allotments – Cllr. Smerdon
- Thanks for Christmas Tree - Clerk
- Invitation for local organisations to apply for grants - Clerk
- Parish Office - Clerk
- Neighbourhood Watch Report – Cllr Sheppard
- Update on Post Office – Cllr Sheppard

It was agreed that, subject to approval at the meeting on 13th December, the statement regarding the Parish Council's reaction to the Mitchelswood decision and the current situation following councillor resignations would be submitted for inclusion in the Parish Magazine and on the website. The Clerk was asked to ensure that information about the filling of Parish Council vacancies was put in a prominent position on the website.

The meeting closed at 7.55 p.m.

Signed:Chairman

Date:

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