

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 28<sup>th</sup> March 2017 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

**Present:** Councillors G. Clothier (for part of the meeting), M. Halsey, B. Horsfall, I Nesbitt, J. Sheppard, J. Smerdon (Chairman) and J. White

**In Attendance:** Mrs S. Berry (Clerk)  
Lewes District and East Sussex County Councillor, Jim Sheppard  
Approximately fifteen members of the public including four applicants for co-option

An audio recording was made of the meeting

1. **Apologies for Absence:-** Apologies had been received from Councillors G. Jones and K. Wrench.
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: -** Councillors Halsey and Horsfall declared an interest in agenda item 16 (Newick Bonfire Society) as members of the event organising committee.
3. **Co-option of up to two applicants to fill Parish Council vacancies**
  - 3.1 Written applications from four people wishing to be considered for co-option to the Parish Council had been received and distributed to Councillors prior to the meeting. Verbal statements in support of their applications were heard from Mr. Alf Thomas, Mr. John Warren and Mrs Cathy Wickens.
  - 3.2 It was resolved that the Council should proceed with the co-option of new Members and that voting should be by signed ballot.
  - 3.3 Ballot papers were issued to and completed by Members of the Parish Council. The votes were counted by the Clerk, results as follows:-

Mr Armitage	4
Mr Thomas	1
Mr Warren	3
Mrs Wickens	6

Mr Armitage and Mrs Wickens, being the two candidates with the highest number of votes, were invited to sign Declarations of Acceptance of Office and to join the meeting table. Mr Armitage and Mrs Wickens duly signed their Declarations of Acceptance of Office in the presence of the Clerk.

4. **Appointment of newly co-opted members to Committees and Working Groups** – It was agreed that Cllrs. Armitage and Wickens would both be appointed to serve on the Planning and Neighbourhood Plan Committees.
5. **Questions or statements by Members of the Public**

Mr Jago spoke in connection with agenda item 11.6 (Reconsideration of Planning Committee to invite Fairfax Properties to present proposals for land to rear of 45 Allington Road). He urged the Parish Council to reconsider the agreement by the Planning Committee to invite Fairfax Properties to present its proposals for land to the rear of 45 Allington Road because this site had been rejected by the village as a site for inclusion in the Neighbourhood Plan. Mr Jago stated that Newick's planning boundaries must be respected and any developers with proposals for development outside the planning boundaries should not be encouraged.

*The Chairman responded to Mr Jago, explaining that Lewes District Council planning officers had advised the Parish Council that it should at least listen to what developers had to say. However, this had been prior to the Secretary of State's recently announced confirmation that Lewes District Council's saved policy CT1 should be respected.*

Mr Jones spoke on behalf of Newick Cricket Club in connection with agenda item 17 (proposal for upgrade of Cricket nets on King George V Playing Field). He explained why the cricket club wanted to upgrade the existing nets facility, giving details of the proposed new facility, and confirmed that the nets would be left open so that they could also be used by members of the public. Mr Jones explained that the Cricket Club had been fundraising to pay for the proposed new facility but would appreciate a contribution from the Parish Council towards the costs.

Following questions by members of the Parish Council, Mr Jones confirmed the following:-

- The tree shown on the scheme plan would need to be removed.
- Some of the spoil would be used to create a low bund around the nets which would discourage people from using the nets as football goals. The rest of the spoil would be removed to the car park by dumper truck and collected from there. The spoil would remain in the car park for approximately two days.
- There should be no long term damage to the surface of the playing field.
- The plan distributed to members of the parish council was one which had originally been produced several years ago.

It was agreed that, in order to assist members of the public who had attended for this item, agenda item 17 should be brought forward for consideration.

**17. Newick Cricket Club** – A written proposal and specification for replacing the Cricket Nets on the King George V Playing Field had been received and circulated prior to the meeting. It was unanimously agreed that Newick Cricket Club should be allowed to proceed with the project as outlined in the proposal documents received on the understanding that the tree to be removed must be replaced. With regards to the Cricket Club's request for funding, it was agreed that the club should make a grant application in accordance with the Council's policy.

*One member of the public left the meeting at 7.29 p.m.*

**6. Lewes District/East Sussex County Councillor Jim Sheppard's report on matters affecting Newick** – Cllr. Jim Sheppard spoke about the following items which he had been involved with:-

- He had attended a meeting at the Bluebell Railway concerning the forthcoming visit of the Flying Scotsman. It was reported that the previously mentioned park and ride would not be happening, and that overflow parking facilities would be provided in nearby fields. Parking would not be permitted other than at the authorised sites.
- He had received a letter from Thakeham Homes regarding their proposals to develop land south of Goldbridge Road, including a section of land which was not included in the Neighbourhood Plan. Cllr Sheppard stated that he was unable to give his opinion on the proposals as he would need to keep an open mind until the application was considered by Lewes District Council. He said that developers would make all kinds of offers and that council could listen but should be careful about how it responded.
- There would be a Public Spaces Protection Order for Reedens Meadow (the SANG site).
- A new green waste collection service was being introduced by Lewes District Council and it should be coming to Newick fairly soon.

**7. Maria Caulfield MP** – there was no report from Maria Caulfield MP, however, the Clerk read out an email received from Maria Caulfield apologising that she was unable to attend owing to her commitments at Westminster and inviting the Parish Council to let her know of the issues discussed.

**8. Approval of draft minutes of Parish Council meeting held 28<sup>th</sup> February 2017** – It was agreed by those who had been present that the draft minutes of the Parish Council meeting held 28<sup>th</sup> February 2017 could be signed as a true record.

**9. Clerk's Report** – A report from the Clerk which included confirmation that Register of Members' Interests forms for the five members co-opted in January were available on the Lewes District Council website with a link from the Newick website, email problems experienced, and correspondence received in March 2017 had been circulated prior to the meeting. Cllr. Wickens asked about the Parish Office opening hours and the Clerk confirmed when she would be working at the office and when it would be open for members of the public to call in.

**10. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman** – It was noted that the Clerk, in consultation with the Chairman, had issued a statement to Sussex Express regarding the Secretary of State's recent decision in connection with the Mitchelswood Planning Appeal.

## 11. Planning:

**11.1 Approval of minutes of Planning Committee meeting held 14<sup>th</sup> March 2017** – It was agreed by those who had been present that the minutes of the Planning Committee meeting held 14<sup>th</sup> March 2017 could be approved as a true record.

**11.2 Consideration of Planning Applications** – There were no planning applications for consideration.

**11.3 Approvals/Refusals etc.** – It was noted that the following applications had been **approved** by Lewes District Council:-

**LW/17/003 28 West Point** – Planning application for demolition of conservatory and erection of single storey rear extension.

**LW/17/0132 Sheffield Park Industrial Estate, East Grinstead Road, North Chailey** – Application to lay excavated soil on top of railway track.

**11.4 Tree works applications** – There had been no tree works applications.

**11.5 Consideration of request from Thakeham Homes to attend Parish Council meeting and present proposals for land south of Goldbridge Road** – It was noted that Thakeham Homes had asked permission to attend a Parish Council meeting in order to present their proposals for the development of land south of Goldbridge Road, including a piece of land which had not been part of the Neighbourhood Plan. Cllr. Nesbitt proposed that Newick Parish Council should not agree to see Thakeham Homes, this proposal was unanimously supported.

**11.6 Reconsideration of decision by Planning Committee to invite Fairfax Properties to present proposals for land to rear of 45 Allington Road** – It was noted that the planning committee's decision to invite Fairfax Properties to present their proposals for the development of land to the rear of 45 Allington Road had been made following advice received from Lewes District Council, however, in the light of the subsequent announcement of the Secretary of State's decision in connection with the Mitchelswood planning appeal, it was proposed that the invitation to Fairfax Properties should be withdrawn. This was agreed.

**11.7 Approval of minutes of Neighbourhood Plan Committee meeting 14<sup>th</sup> March 2017** – It was agreed by those who had been present that the minutes of the Neighbourhood Plan Committee meeting held 14<sup>th</sup> March 2017 should be approved as a true record.

### **11.8 Other meetings held on Neighbourhood Plan Issues**

It was noted that the following meetings on Neighbourhood Plan issues had taken place during March 2017:-

- A fact finding meeting held Friday 3<sup>rd</sup> March at Lewes District Council offices attended by Cllrs. Jenny Smerdon, Jean Sheppard and Iain Nesbitt, District Councillor Jim Sheppard. Lewes DC officers in attendance were Naz Hussain (Director of Regeneration and Planning), Andrew Hill (Planning Officer), Tondra Thom (Senior Strategic Policy Officer) and Estelle Maisonnial (Neighbourhood Planning Officer).
- A meeting held Saturday 11<sup>th</sup> March between the Neighbourhood Plan Committee and Baroness Cumberlege when Baroness Cumberlege gave an update on amendments put forward to the Neighbourhood Planning Bill and suggested that consideration should be given to selling land between Vernons Road and The Rough owned by the Parish Council. It was agreed that this matter should be on the agenda for the next Parish Council meeting.
- A workshop meeting held Thursday 16<sup>th</sup> March between members of the Neighbourhood Plan Committee and Newick Action Group (Mr Armitage, Mr Lucas, Mrs Thew and Mrs Wickens) at which NAG members gave some background to the Neighbourhood Plan process, gave an update on their activities since resigning from the Parish Council in November 2016 and advised on what they considered should be the way forward.

**11.9 Newick Hill Development** – There had been no newsletter from Thakeham Homes. Cllr. Armitage asked why the development was now being referred to as Arlington Grove when it was believed that Thakeham had agreed the Council's proposal to name the street Mantell Close. The Clerk confirmed that she had queried this and been advised that Arlington Grove was a marketing name and that the street would be named Mantell Close. There was a further query as the Thakeham website appeared to show the name of Ghyll Croft for the development. The Clerk was asked to clarify the matter. **Action Clerk**

**11.10 Approval of LW/15/1014** – An email from Mr Hodge dated 21<sup>st</sup> March 2017 had been circulated prior to the meeting. Mr Hodge made suggestions for the strengthening of Neighbourhood Plan policy HO1.6 ('the construction of additional homes in the gardens of Newick's existing homes will not be supported') in the light of the recent planning appeal decision which had granted permission for a five bedroom house to the rear of 26 Western Road.

*Two members of the public left the meeting at 8.00 p.m.*

## 12. Financial Matters:

**12.1 To approve schedule of payments for March 2017** – It was agreed that the schedule of payments for March 2017 should be approved. It was agreed that the cheques would be signed by Cllrs. Halsey and Horsfall.

Payee	Item	Invoice Amount	Cheque Number
S.E. Berry	Clerk's Salary	£713.48	Standing Order
Post Office Ltd	Tax and NI from Clerk & PC	£271.03	201263
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£264.73	201264
D. Sankey Ltd	Routine Mole Treatment	£100.80	201265
Lewes District Council	Play Area Inspection	£18.00	201266
Lindsey Baker Fencing	Fitting of signs in recreation ground	£75.00	201267
Fuss 3	Replacement toner cartridges	£328.49	201268
S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Parish Council	£14.00	201269
SLCC	Regional Training Seminar - Uckfield	£82.80	201270
WEL Medical Ltd	2 x Replacement defibrillator pads	£77.82	201271
Mrs J Sheppard	Mileage & parking expenses - UK Power Networks Stakeholder Forum 22/03/17	£25.00	201272
S. Orwin	Village Maintenance	£236.25	201273
Lewes District Council	Emptying of litter bins £135.72 Emptying of dog bins £187.20	£322.92	201274
Mrs J. Smerdon	Mileage expenses - East Sussex Spring Conference	£16.20	201275
<b>Total</b>		<b>£2,546.52</b>	

### Income in March 2017

Food Fair	Stallholders	£450.00
<b>Total</b>		<b>£450.00</b>

**12.2 To note statement of performance against budget as at end February 2017** – The statement of performance against budget had been circulated prior to the meeting and was noted. Cllr. Nesbitt asked whether funds could be moved from one reserve to another. The Clerk advised that they could, subject to the agreement of the Council.

**12.3 Draft Audit Schedule** – The draft Audit Schedule had been circulated prior to the meeting and was agreed. It was noted that an appointment had been booked for the internal audit to be carried out on 12<sup>th</sup> May 2017.

**12.4 Internal Audit Plan** – A copy of the updated Internal Audit Plan had been circulated prior to the meeting and was agreed. There were no specific issues identified by councillors to be included in the internal audit.

### 13. Committees' and Councillors' Reports

- 13.1 Environment & Recreation Committee** – Final arrangements for the Twitten Tidying Day to be held on Saturday 1<sup>st</sup> April were agreed. It was confirmed that the necessary insurance was in place to cover the tidy up activities.
- 13.2 Newick Village Hall Management Committee (NVHMC)** – Cllr. Smerdon reported on the NVHMC AGM which had taken place on 8<sup>th</sup> March 2017. It had been reported at a subsequent committee meeting that the cost of the new stage curtains (to which the Parish Council had contributed in the form of a grant awarded to Newick Amateur Dramatic Society) would not be as high as had originally been anticipated. Other work being considered was the re-plastering of the ceiling and possible replacement of the extractor fan in the kitchen. It was noted that copies of the end of year accounts, Charity Annual Return and Trustees Annual Return had been supplied to the Parish Council in its role as Custodian Trustee.
- 13.3 Neighbourhood Watch** – Cllr. Jean Sheppard reported that she had received an update from Sussex Police regarding distraction thefts taking place in public car parks within the district. A resident had reported cold calling by a window replacement company and Cllr Sheppard had challenged the cold callers and the company itself but with little success.
- 13.4 Allotments** – It was reported that the contractor awarded the contract to do ground works at the Cornwells Bank allotment site had not supplied his insurance details or other paper work and had given any indication as to when the work would be completed. It was agreed that, in view of the urgency of this work, the contractor who had given the second cheapest quotation should now be asked to carry out the work. It was agreed that Cllrs. Clothier and Sheppard should sign the agreement with Newick Allotment Society on behalf of the Parish Council.
- 13.5 Update on Newick Post Office** – Cllr. Jean Sheppard reported that a resident, Mr Young, had come forward with a proposal to set up a Community Post Office. A meeting with the current postmaster and attended by Cllrs. Jean Sheppard, Jenny Smerdon and Iain Nesbitt had taken place. Cllr. Sheppard had put Mr Young in touch with her contact at The Post Office. Cllr. Nesbitt had been looking at the finances and reported that it was likely that there would be a shortfall. He suggested that once the details were clearer, the Parish Council should consider making a financial contribution towards the running costs in order to ensure that the facility remains in the village. A further report and business plan would follow. It was agreed that a working group should be formed to look in to the feasibility of the project and that Cllrs Sheppard, Smerdon and Halsey would represent the Parish Council. It was agreed that terms of reference would be drafted.  
*One member of the public left the meeting at 8.25 p.m.*
- 13.6 Food Fair 17<sup>th</sup> June 2017** – Cllr. Smerdon gave a report on the various activities taking place for Newick Food Fair. She advised that as the date coincided with the Big Picnic being coordinated by the husband of the late Jo Cox the organising committee wanted to incorporate this into the theme. It was confirmed that a Temporary Event Notice would be obtained nearer the time.
- 13.7 Newick Sports Pavilion Management Committee** – Cllr. White reported on a meeting with the sub group of Newick Sports Pavilion Management Committee. The meeting held on 27<sup>th</sup> March 2017 had also been attended by Cllr. Smerdon and the Clerk and had been to discuss the Pavilion sub group's proposals for a project to renovate and upgrade the pavilion building. The sub group had asked for the Parish Council to consider granting a lease for the pavilion of at least 25-30 years in order to allow the various sports clubs to secure grants to fund the project. A request had also been made for funds of between £5,000 and £10,000 to be released from the Sports Pavilion reserve held by the Parish Council to enable a specialist architect to be engaged to draw up plans. There were no grants available to cover this kind of work. It was agreed that the Clerk would be authorised to seek advice from SSALC and, if necessary, a solicitor on the legal implications of granting of a lease for the pavilion. The decision as to whether or not to release funds from the Sports Pavilion reserve was deferred pending receipt of legal advice. It was agreed that the Parish Council should become a member of Fields in Trust in order to benefit from the additional guidance and advice that could be assist this project.  
*Cllr. Clothier gave his apologies and left the meeting at 8.45 p.m.*
- 13.8 Lewes District Association of Local Councils (LDALC)** – Cllr. Smerdon reported on the LDALC meeting held 6<sup>th</sup> March 2017. Rupert Clubb (ESCC Director of Communities, Economy and Transport) had been attendance to report on upgrades to the A27.  
*Two members of the public left the meeting at 8.47 p.m.*
- 13.9 National Trust Sheffield Park** – Cllr. Jones had attended a meeting of Newick Rootz at which a representative of the National Trust had presented the Trust's proposals for making its land outside Sheffield Park Gardens more accessible to the public. This included installing a pedestrian footbridge across the river Ouse which would allow direct pedestrian access from the Newick direction. Cllr. Jones' report had been circulated prior the meeting and was noted.
- 13.10 East Sussex Spring Conference** – The Clerk gave a report on the East Sussex Spring Conference held 14<sup>th</sup> March 2017 which she had attended with Cllr. Smerdon.

**13.11 UK Power Networks Stakeholder Forum** – Cllr. Sheppard gave a report on the UK Power Networks Stakeholder Forum held on 21<sup>st</sup> March 2017. The focus was on how to understand the needs of disabled and elderly customers and the registration of vulnerable people who might need additional help in the event of a power cut.

**14. Arrangements for Annual Parish Meeting** – Cllr. Smerdon reported that she was in the process of writing the Parish Council’s report to be presented at the Annual Parish Meeting. Cllr. Wickens suggested that the Council should update residents on Neighbourhood Plan issues but that a meeting of the Neighbourhood Plan committee would need to take place before the Annual Parish Meeting in order to be able to do so. It was agreed that a meeting would be arranged.

**15. Flags** – It was agreed that the six flags to be flown from the smaller seasonal flagpoles would be the same as in previous years (English, Scottish, Welsh and Northern Irish flags, Sussex flag and French flag). The Clerk was authorised to purchase new flags for these flagpoles and a larger union flag for the main flagpole.

**16. Request from Newick Bonfire Society for permission to use The Green for Bonfire Celebrations 28/10/17** – It was agreed that permission should be given to Newick Bonfire to use The Green on 28<sup>th</sup> October 2017 for Newick Bonfire Celebrations (subject to the usual conditions) and that the Parish Council would fund the hire of four portable toilets at a cost of £340 + VAT. It was agreed that the Parish Council should publish a ‘no hawkers’ statement on the website immediately prior to the event.

**17. Proposal from Newick Cricket Club for permission to upgrade cricket nets** – This agenda item had been brought forward and discussed after agenda item 5 above.

**18. Newick Festival 2018** – Cllr. Smerdon put forward a proposal to hold another Newick Festival over the weekend of 24<sup>th</sup> and 25<sup>th</sup> June 2018. It was agreed to go ahead with this and the Clerk was asked to consult with the relevant sports clubs over use of the King George V Playing Field that weekend.

**19. Parish Council Facebook page** – A proposal had been made that the Parish Council should set up a Facebook page to give the Council the ability to respond to issues raised on local social media forums. It was agreed not to proceed with this proposal but that efforts should be concentrated on keeping the newick.net website up to date and by sending links to this site to the administrators of Newick Talk (Facebook) site. It was agreed to consider the possibility of holding councillor surgeries at the parish office

**20. Items for the next agenda** – The following items to be included on the next agenda:-  
Proposal to hold councillor surgeries  
Sports Pavilion update  
Potential sale of site between Vernons Road and The Rough – **Action Cllrs Armitage and Wickens**  
Update on outcome of ongoing legal proceedings

The meeting closed at 9.20 p.m.

Signed:.....  
Chairman

Date:.....