

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 26th June 2018 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors G. Clothier, B. Horsfall (Vice Chairman), I. Nesbitt, J. Sheppard, J. Smerdon (Chairman), M. Thew, J. White, C. Wickens and K. Wrench.

In Attendance: Mrs S. Berry (Clerk)
One member of the public (for part of the meeting only)

An audio recording was made of the meeting

In the absence of the Chairman, the meeting was opened by the Vice Chairman, Cllr. Horsfall.

1. **Apologies for Absence:-** Apologies had been received from Cllrs. C. Armitage and M. Halsey.
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:** - No disclosures were made.
3. **Exclusion of the press and public** – It was agreed that the following items should be dealt with after the press and the public had been excluded:- agenda item 15 (arrangements for newsletter delivery – employment matter) and part of agenda item 7 (Clerks report – employment matter).

Cllr. Smerdon joined the meeting at 7.01 p.m. and took over as Chair.

4. **Questions or statements by Members of the Public**

Kathryn Stanley spoke about 'Beat the Street', a joint initiative from East Sussex Health and local NHS Clinical Commissioning Groups which was running between 6th June and 25th July 2018. Beat boxes had been installed in various East Sussex locations including Newick and residents were being encouraged to sign up to collect points for their team. There would be a prize for the team collecting the most points. The aim was to encourage more people to walk, run or cycle in their local areas. Kathryn handed out information leaflets and cards and answered questions from councillors about the initiative.

One member of the public left the meeting at 7.16 p.m.

5. **Approval of draft minutes of Parish Council meeting held 29th May 2018** – It was agreed that the draft minutes of the Parish Council held 29th May 2018 could be signed as a true record.
6. **Planning:**
 - 6.1 **Approval of draft minutes of Planning Committee meeting held 12th June 2018** – It was agreed that the draft minutes of the Planning Committee meeting held 12th June 2018 could be signed as a true record.
 - 6.2 **Consideration of Planning Applications** – There were no planning applications to be considered.
 - 6.3 **Approvals/Refusals etc.** It was noted that the following applications had been **approved** by Lewes District Council:-
 - LW/18/0048 Land adjacent to The Rough and Vernons Road** – Outline planning permission for one pair of semi-detached three bedroom houses with integral garages and parking spaces.
 - LW/18/0080 Land adjacent to The Rough and Vernons Road** – Modification of planning obligation to remove restrictive covenant regarding use as a play area.
 - LW/18/0308 1 Vernons Road** – Planning application for re-positioning of the existing garden fence adjacent to Paynters Way in order to close the gap between the existing privet hedge and the current position of the existing garden fence.
 - 6.4 **Tree works applications** – The following tree works application decision by Lewes District Council was noted:-
 - TW/18/0037/TPO 43 High Hurst Close** – 1x Lime (T2 of the Order) – Reduce to ground level. Works **approved** subject to a replacement replanting condition.

6.5 Approval of draft minutes of Neighbourhood Plan Committee meeting held 12th June 2018 – It was agreed that the draft minutes of the Neighbourhood Plan Committee meeting held 12th June 2018 could be signed as a true record.

The Neighbourhood Plan Committee had recommended that that Parish Council should put forward projects mentioned in the Neighbourhood Plan for CIL funding. The various projects mentioned under Neighbourhood Plan policies EN6, TC2, TC3, TC4 and CF3 were discussed. Support for the pavilion under CF3 was discussed further later in the meeting under agenda item 10.6 and it was agreed that the Environment & Recreation Committee would discuss options for reducing speeding on the A272 (TC3) and an additional pedestrian crossing with East Sussex Highway staff at the next SLR meeting. **Action E&R Committee**

The Clerk was asked to contact former councillor Mr Mayes for information on previous proposals to site a pedestrian crossing on Western Road near to Nightingales. **Action Clerk**

6.6 PC land between Vernons Road and The Rough – Cllr. Nesbitt proposed that action in respect of the sale of the PC owned land between Vernons Road and The Rough should be put on hold, however, this proposal was not supported. It was agreed that the Clerk should seek advice as to the next steps for the sale of the land and that the local community should be kept informed of any developments. **Action Clerk**

7. Clerk's Report – A list of correspondence received since the last meeting had been circulated prior to the meeting and was noted. The Clerk confirmed that her report contained confidential employment information and would be given later in the meeting following the exclusion of the press and the public.

8. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman – It was reported that there had been further problems with the drainage in the recreation ground car park and that contractors had been called out twice since the previous meeting. A report had been obtained from the contractors and an estimate supplied for rectifying the underlying problem in the pipework. It was agreed that Cllr. White would look into this matter, make contact with the contractors and try to obtain a second quote for the remedial work. **Action Cllr. White**

9. Financial Matters:

9.1 To approve schedule of payments for June 2018 – It was agreed that the schedule of payments for June 2018 should be approved. It was agreed that payments this month would be authorised by Cllrs. Smerdon and Nesbitt.

Payments Schedule June 2018

Payee	Item	Invoice Amount	Cheque Number
Payments made prior to meeting			
Public Works Loan Board	PWLB loan instalment	£2501.01	Direct Debit
CircusSeen CIC	Newick Festival Activity	£232.00	Electronic pmt
Altitude Events Ltd	Newick Festival – crazy golf extra hour	£60.00	Electronic pmt
Payments to be approved			
S.E. Berry, HMRC & East Sussex Pension Fund	Clerk's Salary, Tax & NI contributions and Pension Contributions	£1,644.68	Electronic pmts
Lewes District Council	Monthly play area inspection	£18.00	Electronic pmt
Getmapping Plc	Subscription – Parish Online	£54.00	Electronic pmt
Drainboss	Dig out gully and clear blockage	£352.80	Electronic pmt
Drainboss	Clear blockage	£117.60	Electronic pmt

CHEC	Print scarecrow trail	£100.00	Electronic pmt
PBI Audio Visual	CCTV maintenance check	£420.00	Electronic pmt
Lewes District Council	Litter bin emptying	£135.72	Electronic pmt
Lewes District Council	Dog bin emptying	£187.20	Electronic pmt
NACCA	Hire of room at Community Centre May-July	£300.00	Electronic pmt
Newick Sports Pavilion	Grant – Newick Rootz meetings	£165.00	Electronic pmt
Newick Bowls Club	Grant	£250.00	Electronic pmt
Newick PCC (St Marys)	Grant – churchyard maintenance	£500.00	Electronic pmt
Newick PCC (St Marys)	Grant – Dancing for Fun & Fitness	£200.00	Electronic pmt
Mrs SE Berry	Reimbursement of cost of items purchased by Clerk	£354.48	Electronic pmt
Lewes District Association	LDALC Subscription 2018/19	£20.00	Electronic pmt
Drainboss	Clear blockage & put down CCTV	£254.40	Electronic pmt
Ms S Orwin	Village maintenance June 18	£330.75	Electronic pmt
Total		£8497.64	

It was noted that a refund of £480.40 had been received from Surrey Hills Solicitors as the final cost of the S.106 agreement for land between Vernons Road and The Rough had been less than the amount that had been paid on account. It was agreed that a direct debit should be set up to pay the annual data protection fee of £40 (reduced to £35 for payments by direct debit) to the Information Commissioners Office. **Action Clerk and two bank signatories**

- 9.2 To note statement of performance against budget as at end May 2018** – The statement of performance against budget as at the end of May 2018 had been circulated prior to the meeting and was noted.
- 9.3 To agree annual rent and conditions of hire for use of the playing fields** – It was agreed that the annual rents for the use of the playing fields should not be changed for 2018/19 but that the sports clubs should be advised that there would be a review of the amount charged for future years. It was agreed to approve the updated conditions of use document which had been circulated prior to the meeting.
- 9.4 Update on insurance claim for damaged bench** – The Clerk gave an update on the progress of the insurance claim for the damaged bench and reported on correspondence with East Sussex County Council licensing department who had advised that if the bench were to be replaced a S.171 application would need to be made at a cost of £380.

10. Committees' and Councillors' Reports

10.1 Community Infrastructure Levy (CIL) Working Group – It was noted that the Terms of Reference for the CIL Working Group had not yet been drafted and that the group had not yet held their first meeting. A report was made by Cllrs. Wickens, Thew and Smerdon who had attended the CIL briefing session at Lewes District Council offices and it was noted that any projects bidding for funding from the LDC CIL pots would need to be at an advanced stage and capable of being delivered within 6 to 18 months. The arrangements for the first CIL Consultation morning where four projects would be showcased were discussed and agreed. It was agreed that a further meeting with the various project leaders should be arranged.

10.2 Newick Village Hall Management Committee (NVHMC) – Cllr. Smerdon reported that the dishwasher at the village hall was currently out of order and that NVHMC would be making a bid for CIL funding for future renovation works.

10.3 Newick Post Office – Cllr. Smerdon reported that a small group had visited the Community Shop, Café and Post Office in Benenden, Kent. They had been told that the Post Office was loss making and that the enterprise was supported by the profits from the café. It was noted that discussions with the owner of

The Pantry were ongoing. The suggestion of an outreach service was discussed and would be pursued if it became clear that there was no likelihood of the Post Office being resurrected as part of another local business.

10.4 Newick Rootz – Cllr. Wickens reported that Rootz had made the decision to replace the rotting gate post on footpath 3A and that the materials would be supplied by East Sussex County Council.

10.5 Newick Festival 2018 – Cllr Smerdon reported on the Food Fair and Festival held the previous weekend which had been very successful. Thanks were given to the hard working team of volunteers who had helped to organise the events. Thanks were also given by members of the Council to Cllr. Smerdon and the Clerk. It was agreed that the winners of the Scarecrow completion would be publicised on the website and in the forthcoming newsletter. **Action Clerk**

It was agreed that the date for Newick Food Fair 2019 would be Saturday 15th June, subject to Harris's Fun Fair agreeing that they could attend on that date.

10.6 Sports Pavilion Management Committee – Nobody from the Sports Pavilion development committee had been able to attend the meeting, therefore, it was agreed that a proposal for the Parish Council to confirm its support for the new pavilion project would be put on the agenda for the PC meeting at the end of July. Cllr White agreed to respond to the email received from the Sports Pavilion Development Committee. **Action Cllr. White**

11. Consultations – There were no consultations for consideration at this meeting.

12. Request from Newick CE Primary School for permission to erect banner on The Green – A request had been received from Newick Primary School asking for permission to erect a banner on The Green to advertise their forthcoming summer fair. It was agreed that permission should be given subject to the usual conditions.

13. WW1 Remembrance Silhouettes – Details of a scheme to award grants for the funding of Perspex bench and chair silhouettes to mark the centenary of the First World War had been circulated by email prior to the meeting. The Clerk reported that the closing date for applications was 30th June and that it was a condition of the grant that applicants would need to undertake to organise a community event to commemorate the centenary. It was also reported that the Perspex silhouettes could be purchased for £42 each. It was understood that an anonymous donor had already paid for four silhouettes which were in St Mary's Church. It was agreed not to proceed with a grant application, however, the Clerk was asked to find out the cost of purchasing one of the larger black silhouettes. **Action Clerk**

14. Beat the Street – This agenda item had been dealt with earlier in the meeting under item 4. It was agreed that the Parish Council would promote this initiative where possible and ask that, if Newick were to be included in future years, the Council should be informed prior to the start date.

In view of their confidential nature (employment matters) the following items were considered during a closed session with no members of the press or public present.

15. Newsletter Delivery – A report from the Clerk regarding the employment of under 18s for delivery of the newsletter had been circulated prior to the meeting and was noted. It was agreed to approve the engagement of two under 18s for delivery of the Parish Council's quarterly newsletter subject to the appropriate safeguards being put in place.

The Clerk reported on an incident that had taken place on Parish Council land earlier that day. It was agreed that the CCTV should be checked and that the incident must be reported to the Police.

16. Items for next agenda – There were no items requested for the next agenda.

The meeting closed at 9.30 p.m.

Signed:.....
Chairman

Date:.....

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