

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 30th April 2019 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

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

In Attendance: Mrs S. Berry (Clerk - retiring)
Mrs E Reece (Clerk- newly appointed)
Fourteen members of the public (for part of the meeting)

An audio recording was made of the meeting

The Chairman welcomed new Clerk, Emma Reece, to the meeting and members of the Council introduced Themselves to her.

- 1. Apologies for Absence:-** Apologies had been received from Cllr J. Sheppard.
- 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: -** There were no disclosures of personal interests.
- 3. Exclusion of the press and public –** It was agreed that members of the press and public should be excluded from the meeting for agenda items 17 (Contract of Employment) and 18 (Vernons Road/The Rough) because of the confidential nature of these items (employment matter and confidential commercial matter respectively). *Public Bodies Admission to Meetings Act 1960 S.1 (2).*
- 4. Questions or statements by Members of the Public**
The following members of the public all spoke in connection with agenda item 6.2 (LW/19/0293):-

Mr Williams stated that the proposed development showed a lack of consideration for the neighbours and would lead to a loss of light and privacy and would create a precedent for other similar developments.

Mrs Taylor strongly objected, stating that the proposed development was in contravention of a number of Newick's Neighbourhood Plan policies and would have a detrimental effect on her own property because of potential overlooking, loss of privacy and flooding.

Mr Taylor stated that the proposed development was in contravention of Newick's Neighbourhood Plan, Lewes District Local Plan and various parts of planning legislation which would be a blatant disregard of the rules.

Mr Christie agreed with the previous speakers and queried whether a development in the rear garden would be contrary to existing Land Registry deeds relating to the property. He also stated that there had been no informal approach from the owners of the property to alert those affected of their proposals.

A local resident stated that he believed High Hurst Close to have been designated an area of 'Established Character' and referred to a number of other properties in the close that had been greatly enlarged, some with construction not in keeping with the surrounding dwellings, which he believed to be contrary to this designation.

Mr Clements spoke on behalf of Newick Rugby Football Club in connection with agenda item 12 (Request for permission to erect marquee). He thanked the Parish Council for its previous support and asked for permission to erect a marquee on King George V Playing Field for the NRFC Annual Dinner and Awards Ceremony on 22nd June 2019.
- 5. Approval of draft minutes of Parish Council meeting held 26th March 2019 –** It was agreed that the draft minutes of the Parish Council meeting held 26th March 2019 could be signed as a true record.

6. Planning:

6.1 Approval of draft minutes of Planning Committee meeting held 9th April 2019 – It was agreed that the draft minutes of the Planning Committee meeting held 9th April 2019 could be signed as a true record.

6.2 Consideration of Planning Applications

Newick
LW/19/0293
Case Officer:
Danielle Durham

15 High Hurst Close

Proposed alterations to existing dwelling and erection of new dwelling to rear. A summary of approximately 23 objections raised to this application had been prepared and was circulated at the meeting.

The matter raised by a member of the public during agenda item 4 was discussed as members of the Council were unaware of any particular planning designation for High Hurst Close.

It was unanimously agreed to **object** to this proposed development for the following reasons:-

It would be contrary to Newick Neighbourhood Plan policies H01.6 (the construction of additional homes in the gardens of Newick's existing homes will not be supported), EN1 (new developments in the Parish should respect the local landscape character and be designed to blend well with the existing built environment), Environmental Objective 5 (to ensure development does not take place in areas at risk of flooding, or where it may cause flooding elsewhere), Environmental Objective 7 (address highway congestion issues in Newick Parish). In addition it was considered that the proposed development would cause overlooking, loss of privacy and a loss of light to neighbouring properties in Oldaker Road and would not be in keeping with surrounding properties.

The Clerk was asked to contact Lewes District Council to request that the application should be called in for consideration by the LDC Planning Applications Committee.

9 members of the public left the meeting at 7.32 p.m.

Newick
LW/19/0240
Case Officer
James Emery

5 Allington Crescent

Proposed single storey rear extension, removal of existing chimney and replace existing window opening in existing porch with door opening. It was agreed to make **no comment** on this planning application.

Newick
LW/19/0263
Case Officer
Danielle Durham

Land Adjacent to The Rough and Vernons Road

Application in respect of reserved matters including finished floor levels, boundary treatment confirmation, final design of floor plans and elevations, driveway surfacing, cycle parking, bin storage, CEMP, repositioning of part of public footpath within the site. In relation to application LW/18/0048. At the time of the meeting this site belonged to Newick Parish Council, therefore, it was agreed that it would not be appropriate to make any comment.

6.3 Approvals/Refusals etc. It was noted that the following planning application had been **approved** by Lewes District Council:-

LW/18/1028 15 Harmers Hill – Proposed erection of detached double garage to the front of the property.

LW/19/0011 6 Langridges Close – Single storey rear extension

LW/19/0080 Land adjacent 81 Western Road – construction of two bedroom single storey dwelling and construction of new access to that dwelling.

LW/19/0130 Orchards End, Woodbine Lane – ground floor reconfiguration and extension.

LW/19/0147 96 Allington Road – demolition of garage with rear and side extensions to dwelling with alterations to roof and elevations and associated works.

LW/19/0177 45 Cricketfield proposed side extensions and associated internal alterations.

LW/19/0182 March House, The Green, removal of existing rear conservatory, construction of a single storey rear extension, installation of a new bay window in the east side wall.

LW/19/0203 Little Mackerells, Newick Park Road, proposed new front dormer to an existing dwelling.

Three members of the public left the meeting at 7.32 p.m.

6.4 Tree works applications – There was nothing to report.

In order to assist Mr Clements it was agreed to bring forward item 12 for consideration

12 Request from Newick Rugby Football Club for permission to erect a marquee on King George V Playing Field. It was unanimously agreed that, subject to the usual conditions, permission should be granted for Newick Rugby Football Club to erect a marquee on King George V Playing Field for its Annual Dinner and Awards Ceremony on 22nd June 2019.

One member of the public left the meeting at 7.33 p.m.

6.5 Approval of draft minutes of Neighbourhood Plan Committee meeting held 9th April 2019 – It was agreed that the draft minutes of the Neighbourhood Plan Committee meeting held 9th April 2019 could be signed as a true record.

6.6 Lewes District Local Plan Part 2 Examination Hearings – Cllr. Wickens gave a verbal report on the Lewes District Local Plan Part 2 Examination Hearings which had been attended by members of the Neighbourhood Plan Committee. Thanks were given to Mr John Lucas for all his work in connection with these hearings and to others who had given their support.

7. Clerk's Report – The Clerk's report had been circulated prior to the meeting along with a list of correspondence received since the last meeting. It was confirmed that new Clerk, Emma, would hold a list of emergency contacts for Twinning Association members taking part in the visit to Itteville at the end of May. It was noted that an oak tree damaged by fire had been professionally inspected and that it was thought that the tree had not been structurally compromised. The Clerk also reported that a resident of Allington Place had made enquiries about the future of the Skate Ramp facility, and that there had been progress on recruiting a new village handy person and new newsletter delivery people. The correspondence list was noted and the Clerk responded to questions about specific items on the list.

8. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman – It was reported that the Clerk had arranged for the inspection of a fire damaged tree and that efforts to repair a water leak at King George V Playing field were ongoing.

9. Financial Matters:

9.1 To approve schedule of payments for April 2019 – It was agreed to approve the schedule of payments for April 2019 and noted that several of the payments had already been made in order to avoid late payment of invoices that had been received in late March/early April. Cllrs. Thew and Nesbitt were appointed to authorise the payments this month. It was agreed that the subscription to the Data Protection Officer Service provided by Satswana should be renewed for another year.

Payments Schedule April 2019

Payee	Item	Invoice Amount	Cheque Number
2 x Clerks, HMRC & East Sussex Pension Fund	Clerks' Salary, Tax & NI contributions and Pension Contributions	£2252.12	Electronic pmts
East Sussex ALC	NALC & SALC subs 2019	£805.02	Electronic pmt
Lewes District Council	Play area inspection – April	£18.00	Electronic pmt

D. Sankey Ltd	Routine mole treatment KGVPF	£100.80	Electronic pmt
Chailey Heritage Enterprise	Printing Services	£397.00	Electronic pmt
Mrs I Baty	Newsletter Delivery	£120.00	Electronic pmt
Treewise Tree Services	Hedge cutting	£240.00	Electronic pmt
Action in rural Sussex	Subscription	£50.00	Electronic pmt
Lewes District Council	Play Area Inspection – May	£18.00	Electronic pmt
Surrey Hills Solicitors	Legal services – land disposal	£570.00	Electronic pmt
Lewes District Council	Litter bin emptying	£81..43	Electronic pmt
Lewes District Council	Dog bin emptying	£187.20	Electronic pmt
Newick Village Hall	Hall hire and storage	£190.00	Electronic pmt
Mrs J Smerdon	Refreshments - Annual Parish Meeting	£80.39	Electronic pmt
NHS Property Services	CC Car Park Lease	£990.00	Electronic pmt
Village Handy Person	Village Maintenance	£294.00	Electronic pmt
Satswana Ltd	Data Protection Service	£180.00	Electronic pmt
Total		£6758.94	

9.2 To note statement of performance against budget as at end March 2019 – The statement of performance against budget as at the end of March 2019 had been circulated prior to the meeting and was noted. .

9.3 To approve Audit Schedule – A schedule detailing the procedure for the 2019/20 end of year audit had been circulated prior to the meeting and was approved.

9.4 To note bank reconciliation – It was noted that the end of year bank reconciliation had been prepared by the Clerk and checked by the Chairman of the Finance & General Purposes Committee. Copies had been circulated prior to the meeting.

9.5 To consider quotation for purchase of computer equipment and software – The Clerks reported that they had visited a local IT retailer and IT Support Company and had been given a quotation for the supply of a new laptop, printer and connector. The quote was for £713 + VAT and included the transfer of data from the old laptop to the new one. Quotations had also been obtained for annual subscriptions to Microsoft 365 software (£95) and a business mobile phone SIM card (£162). The total proposed expenditure was £1099, including the cost of a second hand mobile phone which had already been authorised. It was agreed that, as this was within the agreed budget, the Clerks could go ahead with the purchase of laptop, printer and phone plus supporting subscriptions.

10. Committees' and Councillors' Reports

10.1 Outdoor Gym Equipment – Cllr. Smerdon circulated copies of a report regarding the proposed provision of outdoor gym equipment at King George V Playing Field. The cost for five pieces of equipment would be between £7,000 and £8,000. Discussion followed and concerns were expressed about safety issues, particularly during cricket matches. It was noted that the insurance position would need to be checked. It was agreed that, subject to the appropriate consultation with stakeholders and checks being made with the Council's insurance providers the project should go ahead and an application made for CIL funding. (Eight voted in favour, one against and one abstention).

10.2 Newick Village Hall Management Committee (NVHMC) – Cllr Smerdon reported that there had been an unexpected problem with the Village Hall upgrade project and that the upgrade was likely to be postponed until 2020. The Village Hall Management Committee had been in touch with Lewes District Council to check whether or not the agreed Community Infrastructure Levy Funding would still be available to them.

10.3 Newick Rootz – Cllr. Wickens reported on the recent Rootz work day when, amongst other things, the pond area on Manwaring Robertson field had been cleared of vegetation. She reported that the new shelving had been installed in the storage shed but that Rootz members were still having difficulty in accessing their equipment.

10.4 Strengthening Local Relationships (SLR) – Copies of the minutes of the SLR meeting with East Sussex Highways had been circulated prior to the meeting and were noted. It was noted that speed monitoring devices had been installed for a short period on Western Road/High Street and a request was made for the data to be made available to the Parish Council. It was noted that the date of the next SLR meeting had not been arranged and the Clerk was asked to put this on the agenda of a future Parish Council meeting.

10.5 Sports Pavilion Development Committee – The minutes of a meeting of the Sports Pavilion Development Committee had been circulated prior to the meeting and were noted. It was noted that a Charitable company was in the process of being formed in order to take on a lease for the Pavilion. It was agreed that the Clerk should be authorised to contact the PC solicitor in order to check issues in connection with the proposed lease. Cllrs. White and Wrench indicated that would be likely to continue their involvement with and support for the development committee even though they would no longer be members of the council.

10.6 Food Fair 2019 – It was agreed that permission should be granted for banners advertising Newick Food Fair to be erected on The Green prior to the event. It was noted that arrangements were being made for an area for local volunteer organisations to promote themselves in conjunction with Action in rural Sussex and Volunteers' Week. It was agreed that a date could be set for a Food Fair to be held in 2020.

10.7 Village Spring Clean – Cllr. Smerdon reported that the Village Spring Clean which took place on 13th April 2019 had been successful with approximately 25 volunteers turning up to help with the litter pick.

10.8 Post Office facility – Cllr Smerdon reported that the owner of Newick News in Newick Drive had advised that he had signed a contract with the Post Office and that he was waiting for them to measure up prior to the installation of a new counter in his shop.

11. Request from organisers of the Will Page Run for permission to display Sponsors' advertising banners at the recreation ground on 25th August 2019 – It was agreed that permission should be granted for Sponsors' advertising banners to be displayed at the recreation ground on 25th August 2019 when the Will Page Run would take place.

Cllr. Nesbitt left the meeting at 8.47 p.m.

12. Request from Newick Rugby Football Club for permission to erect marquee on King George V Playing Field for Annual Dinner and Awards Ceremony 22nd June 2019 – This agenda item had been brought forward for consideration earlier in the meeting.

13. To consider Lewes District Council consultation on draft Street Trading Guidance – It was agreed to make no comment on this draft document.

14. Merchant Navy Day 3rd September 2019 – It was agreed that the Red Ensign should be flown from the flagpole on The Green on 3rd September in order to commemorate Merchant Navy Day.

15. Report from Clerk on arrangements for co-option of new councillors and to agree publicity – A report from the Clerks containing proposals for advertising for and co-opting new members of the Council had been circulated prior to the meeting and was agreed. A request was made for the plan to be put into action as soon as possible.

16. Annual Parish Meeting 17th April 2019 – the draft minutes of the Annual Parish Meeting held 17th April 2019 were not yet available, however, it was not considered that any issues had been raised which needed to be taken forward by the Parish Council.

One member of the public left the meeting at 8.55 p.m.

In accordance with the resolution made under agenda item 3 above the following items were dealt with in a confidential session with no members of the press or public present.

- 17. New Clerk Contract of Employment** – A draft contract of employment for the new Clerk had been circulated prior to the meeting and it was agreed that the contract could be signed by the Chairman on behalf of the Parish Council.
- 18. Vernons Road/The Rough** – A confidential report from Clifford Dann estate agents regarding the sale of land between Vernons Road and The Rough had been circulated prior to the meeting. It was agreed that the Parish Council should accept the recommendations contained in the report on the understanding that the sale of the land would be completed within fourteen days.
- 19. Items for the next agenda** – No items were requested for the next agenda

The meeting closed at 9.02 p.m.

Signed:.....Chairman

Date:.....