

## Newick Parish Council

**Minutes** of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 27<sup>th</sup> October 2020. This meeting was held virtually using Zoom software.

**Present:** Councillors B.Hodge, D. Marchant, M. Thew, B. Whitlock, C. Wickens and K.Wrench  
(Councillors Wickens experienced internet problems during the meeting which resulted in having to leave and re-join the meeting. Councillor Wrench experienced internet problems during the meeting which resulted in having to leave and re-join the meeting at various times)

**In Attendance:** Mrs S. Berry (Locum Clerk)  
Lewes District Councillor Roy Burman  
Members of Councillor's families were in the same room as those participating in the meeting for brief periods

An audio and visual recording was made of the meeting

The meeting commenced at 7.00pm

In the absence of both the Chairman and Vice Chairman of the Council it was agreed the meeting should be chaired by Cllr. Wickens (Standing Order 3(o))

- 1. Apologies for Absence** – Apologies were received from Cllrs. C. Armitage, B. Deacon, V Marchant and T. Whitlock
- 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. D Marchant disclosed an interest in item 8.9. Cllr. Wickens made the Council aware that she lived near to the site being considered in item 8.1 (Coldharbour Lane application).
- 3. Exclusion of the Press and Public** – There was no reason to exclude the Press or members of the public from any part of the meeting.
- 4. Questions or Statements by Members of the Public** – There were no members of the public present at the meeting.
- 5. Co-option of up to one new councillor (if candidates have put themselves forward)** – No candidates had put themselves forward for co-option.
- 6. Report from Lewes District Councillor Roy Burman** – Cllr. Burman reported that he was taking an interest in the various planning appeals as it was important that Newick should not become a 'dumping ground' for excessive development. He expressed concern that proposals in the Planning for the Future White Paper would curtail democratic input into local planning matters. He reported that discussions on post Covid recovery would begin shortly and that he would report back on this.

Cllr Burman clarified his contact details and agreed that he would check for outstanding emails from Cllr. T Whitlock and respond as soon as possible.

*It was agreed to bring agenda item 18 forward in order to allow the Councillor involved to take notes*

**18. To agree author and content of monthly Social Media update** – It was agreed that Cllr. Thew would draft the next monthly social media update with items for inclusion to be agreed during the meeting.

- 7. Approval of draft minutes of the Parish Council meeting held 29<sup>th</sup> September 2020** – It was agreed that the draft minutes of the Parish Council meeting held 29<sup>th</sup> September 2020 could be signed as a true record.

### 8. Planning:

#### 8.1 Consideration of Planning Applications: (if any)

|                               |   |
|-------------------------------|---|
| <b>Chailey<br/>LW/20/0642</b> | <b>Land at top of Coldharbour Lane</b><br>18 Entry Level affordable homes |
|-------------------------------|---|

|                   |  |
|-------------------|--|
|                   | It was noted that there had already been 24 letters of objection to this outline planning application. It was agreed to <b>object</b> to this application on the grounds that 1) it would encroach into the green gap which separates Newick from North Chailey and 2) that Chailey had already fulfilled its housing allocation as shown in the Lewes Local Plan and further development would be excessive. However, the Council considered that it would be courteous to consult with Chailey Parish Council prior to submitting any representations. |
| <b>LW/20/0681</b> | <b>20 The Rough</b><br>Erection of single storey extension – It was agreed to make <b>no comment</b> on this planning application  |
| <b>LW/20/0694</b> | <b>Rock House, Tilehouse Lane</b><br>Erection of extension to holiday let – It was agreed to make <b>no comment</b> on this planning application   |
| <b>LW/20/0697</b> | <b>Streeters Farm, Newick Hill</b><br>Erection of two storey extension – It was agreed to <b>object</b> to this planning application on the grounds that the drawings of the proposed extension did not show any windows. It was considered that, as such, the design was not fit for purpose as the new rooms would not be considered suitable for habitation.  |

**8.2** Approvals/Refusals etc. – It was noted that Lewes District Council had granted permission for the following application:

**LW/20/0348 1 The Green** – Increase the depth of the existing basement by 600mm and repair existing floor.

**8.3** Tree Works Applications – There had been no tree works applications.

**8.4** Update on **Woods Fruit Farm** appeal – There was nothing to report.

**8.5** Update on **Mitchelswood Farm** Inquiry – There was nothing to report.

**8.6** Update on **55 Allington Road** – There was nothing to report.

**8.7** Update on **Telephone Exchange site** – There was nothing to report.

**8.8** **92 Allington Road** (APPEAL/20/0029) – draft representations had been circulated prior to the meeting and it was agreed that these should be submitted without amendment.

**8.9** **Vernons Road/The Rough** (APPEAL/20/0025) draft representations had been circulated prior to the meeting and it was agreed that these should be submitted without amendment. *Having declared an interest in this agenda item, Cllr. D Marchant did not vote.*

**8.10** To agree response to Lewes District Council's **Land Availability Assessment** (LAA) – A draft response had been circulated prior to the meeting, however, it was agreed that, as the submission deadline was not until 18<sup>th</sup> December 2020, this matter should appear on the agenda for the next meeting as by then there may be further information to be included. A copy of the representations made by local resident, Mr Turk, had been circulated prior to the meeting and was noted. It was agreed that a copy of the parish Council's draft response should be made available to District Councillor Roy Burman.

**9. Clerk's Report** – To note report from Clerk including correspondence received in October 2020.

The following items were reported;

- Abandoned car in Community Centre car park – DVLA had been contacted,
- Reports of overhanging vegetation, now cut back
- Dangerous tree on Newick Hill reported to ESCC
- Christmas Tree for The Green to be provided by Southern Events/The Royal Oak
- Fraudulent activity on PC debit card account, report requested from Barclays.
- Two fingerposts will be replaced by the end of the year
- Litter picking equipment not available from LDC but grants available if PC wishes to purchase its own
- Main flagpole on The Green has been cleaned and repaired.

**10. Report by Clerk on any action taken under Delegated Powers in consultation with Chairman and/or Vice-Chairman.** – It was reported that Treewise had made safe a hanging branch from one of the oak trees in Oldaker Road.

## 11. Financial Matters:

- 11.1 To authorise Schedule of Payments for October 2020 and arrangements for approving payments. It was agreed that the following payments should be made and that signatories Cllrs. D. Marchant and M. Thew should authorise them.

Time: 11:22

**Unity Trust Bank**

**List of Payments made between 01/10/2020 and 31/10/2020**

| <u>Date Paid</u>      | <u>Payee Name</u>              | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u>     |
|-----------------------|--------------------------------|------------------|--------------------|-----------------------|-------------------------------|
| 28/10/2020            | Peter Howes                    | 152108069        | 294.00             |                       | Village Maintenance - October |
| 31/10/2020            | Paul Antrobus                  | 465959019        | 180.00             |                       | Repair & maintenance flagpole |
| 31/10/2020            | PFK Littlejohn                 | 55784069         | 960.00             | External Audit        | PFK Littlejohn                |
| 31/10/2020            | D. Sankey Ltd                  | 466607176        | 81.60              | Wasp Nest treatment   | D. Sankey Ltd                 |
| 31/10/2020            | Rialtas Business Solutions Ltd | 682457522        | 148.80             |                       | Annual Licence and Support    |
| 31/10/2020            | M&M Services                   | 133923826        | 72.00              |                       | Flag poles taken down         |
| 31/10/2020            | Mrs E Reece                    | 79274820         | 1,376.91           |                       | Wages October                 |
| 31/10/2020            | HM Revenue & Customs           | 704067530        | 449.76             |                       | Tax & NI                      |
| 31/10/2020            | East Sussex Pension Fund       | 665507344        | 472.61             |                       | Pension Contributions         |
| 31/10/2020            | Lewes District Council         | 64811472         | 18.00              |                       | Play inspections              |
| 31/10/2020            | Barclays Debit Card            | Top up           | 293.61             |                       | Monthly top up                |
| 31/10/2020            | Telefonica UK Ltd              | DD               | 16.63              |                       | Mobile Bill                   |
| <b>Total Payments</b> |                                |                  | <b>4,363.92</b>    |                       |                               |

The following payments have already been made and were reported to the Council;

Time: 11:23

**Barclays Debit Card**

**List of Payments made between 01/10/2020 and 31/10/2020**

| <u>Date Paid</u>      | <u>Payee Name</u>         | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|---------------------------|------------------|--------------------|-----------------------|---------------------------|
| 31/10/2020            | WEL Medical Ltd           | DC               | 192.00             |                       | Battery for VH Defib      |
| 31/10/2020            | Zoom Video Communications | DC               | 14.39              |                       | Zoom monthly              |
| <b>Total Payments</b> |                           |                  | <b>206.39</b>      |                       |                           |

- 11.2 It was noted that the annual rent of £100 for the Cricketfield Allotment site had been received from Newick Allotment Society.
- 11.3 To receive statement of performance against budget as at end September 2020 – the statement was considered and noted (a note from the Clerk explained that the statement also included some of October's payments)
- 11.4 It was reported that the completed Limited Assurance Review had been returned by the external auditor and that the statutory notice of conclusion of audit had been published on the website.
- 11.5 It was noted that the quarterly bank reconciliation had been carried out and copies supplied to members of the Parish Council prior to the meeting. It was agreed that the reconciliation document could be signed by the Chairman.
- 11.6 To consider grant applications received (S. 137 LGA 1972) – none had been received.
- 11.7 To consider quotes (if received) – A quotation for £1308 had been received from Treewise for carrying out the urgent and 1 year priority works identified in the recent tree survey. It was agreed to accept this quotation.
- 11.8 To review Child protection policy (Cllr. V Marchant) IT back up procedure (Cllr. T Whitlock) – Following comments made by Cllr. Hodge, it was agreed that the proposed amendments to the Child Protection Policy appeared to be aimed at a much larger organisation and went beyond the requirements of the Parish Council. It was agreed that Cllr. V. Marchant should be thanked for her work in preparing the draft policy, however, the existing policy was considered to be adequate and should remain in place.

As Cllr. T Whitlock was not present at the meeting it was agreed that the IT back up procedure should be deferred to the next meeting.

## **12. Environment & Recreation:**

**12.1** Skate Ramp – There was nothing to report as Cllr. Deacon was not present at the meeting.

**12.2** Update on the unpleasant smell on A272 – Cllr. Thew reported that Southern Water was aware of the problem and suggested that residents should be encouraged to report any further instances and let the Parish Council know that they had done so. Southern Water contact details would be included in the next Social Media update and the situation would be monitored. It was noted that it had not been possible to obtain maps of the sewage network because the relevant offices were currently closed.

**12.3** Slow Ways (<https://slowways.uk>) – It was reported that Newick Rootz had signed up to be involved with this nationwide project aimed at creating a network of walking routes which would connect Britain's towns, cities and villages. It was agreed that the project should be promoted in a future social media update.

**13. To agree content of December newsletter** – A draft list of items to be included in the December newsletter had been circulated in advance of the meeting. This was agreed and the deadline of 6<sup>th</sup> November for items to be submitted to the Clerk was noted. It was agreed that Cllr. Thew would include the bonfire and parking issues in the next social media update.

**14. Response to Lewes District Council's Review of Polling Districts and Polling Places** – It was agreed that the existing polling arrangements for Newick were satisfactory and that no comment should be made.

**15. Newick Village Hall Management Committee** – Cllr. B Whitlock reported that NVHMC had recently spent some time clearing up the outside of the hall and the car park. A suggestion resulting from this working party was that local residents could be encouraged to help friends and neighbours with gardening tasks that they were unable to manage themselves. Cllr Whitlock also reported that NADS was planning a fun activity for the Christmas period in place of its usual show.

**16. Community Speed Watch** – It was reported that Cllr. Armitage had taken over as coordinator for the Newick Community Speed Watch. Training had been carried out and the team was operational again.

*District Councillor Roy Burman left the meeting at 7.58 p.m.*

**17. Church Lane meeting with ESCC** – It was reported that a meeting had taken place between East Sussex Highways and representatives of St Mary's Church regarding the condition of the pavement leading down to the Church. East Sussex Highways had agreed to carry out some repair work to the pavement.

**18. To agree author and content of monthly Social Media update** – This item had already been discussed earlier in the meeting. It was agreed that issues to be included in the update would be the reporting of smelly drains to Southern Water, Slow Ways project, and encouraging good neighbourliness.

**19. To discuss continued approach to COVID-19 outbreak** – It was reported that the community response was currently on hold but that the situation was being well publicised in the national and local media.

## **20. Items for next agenda**

- Feedback from Sports Pavilion meetings
- Update of F&GP terms of reference to include Community Infrastructure Levy (and for this to be removed from the Planning Committee Terms of Reference)
- Budget for 2021/22
- To consider making resources available for regular maintenance of wooden benches
- Consideration of how to use Community Infrastructure Levy funds in earmarked reserves
- IT Back-up procedure (Cllr T Whitlock)
- Response to LDC consultation on Land Availability Assessment
- To consider purchase of litter picking equipment if this cannot be borrowed from Lewes DC
- Project for major upgrade of skate ramp facility (Clerk was asked to make contact with LDC)
- Update on internet speeds (Cllr. T Whitlock)
- Proposal for ringing bells on Christmas Eve

*The meeting closed at 8.13pm*

Signed.....Chairman

Date.....

Mrs E Reece, Clerk to the Council  
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