

## Newick Parish Council

**Minutes** of the Annual Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 4<sup>th</sup> May 2021.  
This meeting was held virtually using Zoom software.

**Present:** Councillors C. Armitage, B.Hodge, D. Marchant, V. Marchant, A. Sippetts, M. Thew, B. Whitlock, T Whitlock, C. Wickens and K.Wrench

**In Attendance:** Emma Reece (Clerk)  
Members of Councillor's families were in the same room as those participating in the meeting for brief periods

*The internet connection was poor throughout the meeting for Cllr. D Marchant and who left and re-joined a various points*

The meeting commenced at 7.00pm

*Cllrs. B and T Whitlock joined the meeting at 7.01pm*

1. **Election of Chairman** – Cllr. Wickens nominated Cllr. Armitage for Chair of the Parish Council. Cllr. Hodge seconded the motion. The Councillors unanimously voted Cllr. Armitage as Chair.

*Cllr. V Marchant joined the meeting at 7.02pm*

2. **Election of Vice-Chairman** – Cllr. Thew nominated Cllr. Wickens as Vice Chair. Cllr. Armitage seconded. The Councillors unanimously voted Cllr. Wickens as Vice Chair of the Parish Council.
3. **Co-option of up to one applicant to fill Parish Council Vacancy** – There were none
4. **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 none
5. **Questions or Statements by Members of the Public** - There were none
6. **Approval of the minutes of Parish Council Meeting held 27th April 2021** – It was agreed that the draft minutes of the Parish Council meeting held 27<sup>th</sup> April 2021 could be signed as a true record.
7. **Appointment of Committees, Working Groups, Representatives to External Organisations, and responsibility for dealing with consultations (SPOC – Single point of contact).**

The following was agreed;

<b>Planning committee</b>	
Chair of the Planning Committee	Cllr. Hodge – nominated by Cllr. Wickens, seconded by Cllr. Thew and unanimously agreed.
Vice Chair of the Planning Committee	Cllr. Wickens – nominated by Cllr. Hodge, seconded by Cllr. Thew and unanimously agreed.
Cllr. Sippetts Cllr. Armitage Cllr. B Whitlock Cllr. T Whitlock Cllr. V Marchant Cllr. Thew	

<b>Environment &amp; Recreation Committee</b>	
Chair of E&R	Cllr. Thew - nominated by Cllr. Armitage, seconded by Cllr Wickens and unanimously agreed.
Vice Chair of E&R	Cllr. V Marchant – nominated by Cllr. Thew, seconded by Cllr. Armitage and unanimously agreed.
Cllr. Armitage Cllr. Wrench Cllr. T Whitlock Cllr. Wickens It was agreed that Cllr. Thew would invite Jenny Smerdon to join this committee as a non councillor.	

<b>Finance &amp; General Purposes Committee</b>	
Chair of F&GP	Cllr. D Marchant – nominated by Cllr. Armitage, seconded by Cllr. T Whitlock and unanimously agreed.
Vice Chair of F&GP	Cllr. Sippetts – nominated by Cllr. Armitage, seconded by Cllr. Wickens and unanimously agreed.
Cllr. Armitage Cllr. B Whitlock Cllr. T Whitlock	

**Single point of contact**

<b>Organisation</b>	<b>Subject Area</b>	<b>Delegated responsibility</b>
Lewes District Council	Planning Applications	Planning Committee
	Strategic Planning matters (including Core Strategy)	Chair of Planning Committee
	Trees	PC Tree Officer – Cllr. Wickens
	Housing policy	Chair of Planning Committee
	Refuse & Recycling	Cllr. V Marchant
	Parks & Gardens	Cllr. D Marchant
	LDC Plan	F&GP Committee
	Temporary Street Closures	Cllr. Armitage
	Polling Districts & Polling Places	Cllr. Armitage
	Antisocial behaviour policy	Cllr. Armitage
	Other Councils' Neighbourhood Plans	Chair of Planning Committee
	Public Spaces Protection Orders	Chair of Environment & Recreation Committee
East Sussex County Council	Adult Social Care	Cllr. B Whitlock
	Education	Cllr. Wickens
	Public Transport	Cllr. Armitage
	Library Service	Cllr. Hodge
	Waste and minerals plan	Cllr. V Marchant
	Highways	Strengthening Local Relations (E&R committee)
	Public Rights of Way	Cllr. Wickens
	Countryside Access	Cllr. Marchant
	East Sussex Pension Fund	Cllr. Sippetts
Sussex Police	Neighbourhood Policing	Cllr. Armitage

East Sussex Fire & Rescue	Fire & Rescue Plans	Cllr. Thew
Government Agencies	Local Government Boundary Commission	Cllr. T Whitlock
	Environment Agency Flood Risk Management	Cllr. Thew
	Community Transport	Cllr. Armitage
National Association of Local Councils	Various issues concerning local councils	Chairman

- 8. Review of the Terms of Reference for Committees and Working Group** – The Terms of Reference for the Environment & Recreation committee were agreed with minor amendments on Future Projects and ‘co-opting’ non Councillors. The Terms of Reference for the Planning Committee were considered and agreed with CIL being moved over to the F&GP committee with some minor amendments. The F&GP Committee Terms of Reference were considered, and it was agreed to include CIL applications.

Cllrs. Thew and Wrench left at 7.31pm

- 9. Consideration of Risk Assessment for face-to-face meetings if virtual meetings are unlawful from 7th May 2021** – The availability of the Village Hall was discussed and Cllr. B & T Whitlock stated that they thought it was likely that the hall was booked in the evenings at present. Alternative options were discussed. It was agreed to take a flexible approach to future meetings given the changing situation with the COVID 19 pandemic. It was unanimously agreed not to meet face to face for the short term and potentially look at outdoor meetings when the weather allows.

- 10. Consideration of Temporary Scheme of Delegation if virtual meetings are unlawful from 7th May 2021. To be used in the event that Parish Council meetings are unable to meet due to ongoing COVID-19 situation** – This was considered and unanimously agreed to grant the Clerk powers to execute the business of the Council, consulting with Councillors on decisions in the short term.

**11. Clerk’s Report**

The Clerks report included;

- Virtual meetings
- Draft Minutes

It was discussed that the Clerk may remove her home address from the Newsletter due to unannounced visitors.

- 12. Confirmation of appointment of Internal Auditor for 2021/22** – It was agreed that due to the ongoing uncertainty of the COVID 19 pandemic that Peter Frost (the existing internal auditor) would be appointed for the 2021/22 financial year.

**13. Approval of the dates and times of Meetings of the full Council, the Annual Parish Meeting, and Committee Meetings for 2021/22**

The following meeting dates were agreed. It was agreed separate Environment & Recreation and Finance & General Purposes meeting will be called on an ad hoc basis.

The following dates were agreed if face to face meeting resume (or if legislation allowing virtual meetings is reinstated)

Tuesday, 8 <sup>th</sup> June 2021	Planning Committee	
Tuesday, 29 <sup>th</sup> June 2021	Parish Council Meeting	
Tuesday, 13 <sup>th</sup> July 2021	Planning Committee	
Tuesday, 27 <sup>th</sup> July 2021	Parish Council Meeting	

Tuesday, 10 <sup>th</sup> August 2021	Planning Committee	
Tuesday, 31 <sup>st</sup> August 2021	Parish Council Meeting	
Tuesday, 14 <sup>th</sup> September 2021	Planning Committee	
Tuesday, 28 <sup>th</sup> September 2021	Parish Council Meeting	
Tuesday 12 <sup>th</sup> October 2021	Planning Committee	
Tuesday, 26 <sup>th</sup> October 2021	Parish Council Meeting	
Tuesday, 9 <sup>th</sup> Nov 2021	Planning Committee	
Tuesday 30 <sup>th</sup> November 2021	Parish Council Meeting	
Tuesday, 14 <sup>th</sup> December 2021	Planning Committee	
	NO PARISH COUNCIL MEETING	
Tuesday 11 <sup>th</sup> January 2022	Planning Committee	
Tuesday, 25 <sup>th</sup> January 2022	Parish Council Meeting	
Tues 8 <sup>th</sup> February 2022	Planning Committee	
Tuesday, 22 <sup>th</sup> February 2022	Parish Council Meeting	
Tuesday, 8 <sup>th</sup> March 2022	Planning Committee	
Weds 16 <sup>th</sup> March 2022	Annual Parish Meeting	Village Hall (See Note 1 below)
Tuesday, 29 <sup>th</sup> March 2022	Parish Council Meeting	
Tuesday, 12 <sup>th</sup> April 2022	Planning Committee	
Tuesday, 26 <sup>th</sup> April 2022	Parish Council Meeting	
Tuesday 10 <sup>th</sup> May 2022	Planning Committee Meeting	
Tuesday, 31 <sup>st</sup> May 2022	Annual Meeting of the Parish Council	(See Note 2 below)

All Parish Council Meetings and Planning committee meetings start at 7pm.

**14. Review and adoption of Standing Orders and Financial Regulations** – These were considered and agreed.

**15. Review of press and media policy** – This was considered and agreed.

**16. Review of agency arrangements** (including highway verge cutting on behalf of ESCC) – it was confirmed that Barcombe Landscapes continue to work on behalf of the Parish Council. Cllr. Armitage stated what a good job Peter Howes is doing as handyman on behalf of the Parish Council.

**17. Financial Matters:**

**17.1 Authorisation of any outstanding payments** – there were none

**17.2 Agree amendments to signatories for Parish Council bank accounts** – It was agreed to add Cllr. Sippetts to the Unity Trust account.

**17.3 Review of Council/Staff subscriptions to other bodies**

It was agreed to continue with the following arrangements;

Organisation		2020	2021		
Action in rural Sussex		£50.00	Free	Free from April 2020	
Campaign to Protect Rural England		£36.00	36	Paid March 2021	
East Sussex Association of Local Councils	NALC & SALC	£841.32	879.56	Paid 2021	
Fields in Trust		£65.00	65	based on 2020	
Lewes District Association of Local Councils		£20.00	20	Paid 2021	
Parish Online	Mapping software	£0.00	0		emailed 18/06/20 not
Planning Resource	Planning updates	£299.00	350	Paid April 2021	
Society of Local Council Clerks	Clerk's membership	£175.00	185	Paid Jan 2021	
Satswana	Data Protection Officer Service	£150.00	180	based on 2020 actual price	
<b>Total</b>		<b>£1,636.00</b>	<b>£1,716</b>		

**18. Consideration of Planning Applications:**

<b>LW/21/0153</b>	<b>99 Allington Road</b> Erection of a 2-storey, 3-bedroom dwelling (Resubmission of refusal LW/20/0720)
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	<p>It was agreed to <b>object</b> to this application for the following reasons;</p> <p>The previous application was refused permission by the LDC case officer and the Council agree with all of the points made which are still applicable for this revised submission.</p> <p>The Council can see that making the property attached to 99 Allington road reduces the impact on number 101. However the plans fail to put 97 in the drawings, which had they done that would make three dwellings appear bulky and out of character. The applicant considers that it complies with current local policy as well as the NPPF but we disagree as outlined below.</p> <p>The site lies to the south side of Allington Road which, along with the north side, has been the subject of countless planning applications and appeals, all of which to date have been unsuccessful for the same reasons that we object to this application. Point House, Allington Road, came to appeal a year or so ago, and was dismissed. The Inspector not only acknowledged the effect development would have on the character and appearance of the area, but also noted the application's contravention of current Lewes Local Plan (LLP) and Newick Neighbourhood Plan (NNP) policies. In March last year, 45 Allington Road (a substantial development) was refused citing the main issue as being,</p> <p><i>'whether the proposal would constitute an appropriate form of development with particular regard to the provisions of local and national policy in respect of the location of the proposal on the character and appearance of the surrounding area. '</i></p> <p>The Inspector also addressed the merits of the scheme and the changing nature of housing supply within the District, acknowledging the balance that it is to be achieved he concluded that;</p> <p><i>'the significant harm to the character and appearance of the surrounding area and the harm to the character of the village would significantly and demonstrably outweigh the moderate benefits which the proposal would provide.'</i></p> <p>In March this year (2021) 55 Allington Road was also dismissed on appeal for very similar reasons.</p> <p>The applicant cites the NPPF in a number of places maintaining that 'a presumption in favour of sustainable development is at the heart of the Framework' and that in this instance it should apply. An additional dwelling on this site was turned down in 1992 with a subsequent appeal being dismissed. There were two main reasons for refusal.</p> <ol style="list-style-type: none"><li>1. The proposed development by reason of scale, site coverage and density would be out of keeping with the character of adjacent developments and the rural character of this edge of village location.</li><li>2. The proposed development would relate poorly to the existing semi detached cottage and would result in an unneighbourly form of development by reason of overshadowing and obtrusiveness to the detriment of the amenities on neighbouring occupiers.</li></ol> <p>This first 1992 application related to a two bed house whereas the proposed application is for a 4 bed house with parking for 2 vehicles so this proposal is nearly twice the size and therefore even more reason to consider it to be out of place.</p> <p>The applicant considers that 'Since that time the relevant policy background has changed fundamentally, with an emphasis on making</p>
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	<p>best use of sustainable sites such as this, within built –up areas’. The Council consider that if current responses from the Inspectorate say otherwise then the following policies have been contravened and the applicant is incorrect.</p> <p>The proposal is contrary to policy HO1.6 of NNP which does not support the construction of additional homes in the gardens of Newick’s existing homes. This proposal is in the rear garden of the 99 Allington Road which is usefully acknowledged in the applicant form as ‘Currently parking area and residential garden’. Policy HO1.5 of NNP asks for parking towards the rear of the homes rather than in front of them. Parking is at the front of the proposed dwelling and because the existing garage and drive of 99 would be demolished it would also mean parking for 99 would also be at the front. Policy EN1 NNP asks that new developments should respect the local character and be designed to blend well with the existing built environment. This proposal is cramped, squeezed in between the existing dwelling and number 101.</p> <p>It also contravenes Policy DM25 in Lewes Local Plan part 2 which seeks to encourage development which contributes towards local character and distinctiveness through high quality design. The Council consider it doesn’t meet the following criteria numbers 1, 5, 6 and 7:</p> <p>(1) Its siting, layout, density, and orientation does not respond sympathetically to the characteristics of the development site, or relationship with its immediate surroundings</p> <p>(5) adequate consideration has not been given to the spaces between and around buildings to ensure that they are appropriate to their character,;</p> <p>(6) car parking is not appropriate to the context and is designed so that it does dominate the public realm;</p> <p>(7) there will be unacceptable adverse impact on the amenities of neighbouring properties in terms of privacy, noise, odour and activity levels;</p> <p>In summary it is overdevelopment of the area and out of character.</p>
<p><b>LW/21/0155</b></p>	<p><b>19 Oldaker Road</b> Single storey front elevation</p> <p>It was agreed to make <b>no comment</b> on this application.</p>
<p><b>LW/21/0182</b></p>	<p><b>30 High Hurst Close</b> Proposed demolition of existing garage and creation of a single storey side extension to the east elevation</p> <p>It was agreed to make <b>no comment</b> on this application.</p>

**19. Items for the next agenda** – None were put forward as the Council was not clear when the next meeting would be scheduled.

The meeting closed at 8.08pm

Signed.....Chairman

Date.....

Mrs E Reece, Clerk to the Council  
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