

NEWICK PARISH COUNCIL

MINUTES of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 24th April, 2012 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

PRESENT: Councillors J. Lucas (Chairman), C. Allen, R. Houghton, Mrs. C. Sharpe, Mrs. J. Sheppard, Mrs. J. Smerdon, Mrs. M. Thew, Mrs. C. Wickens and Mrs. L. M. Farmer (Clerk).
District Councillor J. Sheppard.
Mr. D. Walters was present as a member of the public

*Members met at 6.30 p.m. so that they could look at the five applications received from parishioners to fill the Councillor vacancy on the Parish Council. These were from:-
Mr. Nick Berryman, Mrs. Deborah Sprackling, Mr. Alf Thomas, Mr. David Walters and Mr. Nick Windham-Luck.*

It was proposed, seconded and agreed that the following special resolution be passed "That the public be excluded from the meeting during the selection of the replacement Councillor due to the small size of Newick's population and the resultant tendency for widespread Village gossip, which could discourage unsuccessful candidates from offering themselves for selection or election on a future occasion".

It was further agreed that a paper ballot would take place and that each ballot paper would be signed and handed to the Clerk for the count and retention in the records.

The ballot then proceeded and Mrs. Deborah Sprackling was duly elected to fill the vacant Councillor position. This was to be confirmed in item 5.5. Cllr. Jago had been present for this item but had to leave due to other business he could not avoid.

1. **APOLOGIES:** Apologies were received from Cllrs. C. Armitage, (Vice-Chairman), C. Jago, County Councillor Mrs. M. Stroude and PCSO Sally-Ann Reed.

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. Mrs. Smerdon declared an interest under Matters Arising 5-1 Allotments, Cllr. J. Lucas declared an interest under item 10 Village Hall as the Parish Council representative on its committee and Cllr. Mrs. Sharpe declared an interest under 5-1 Allotments as a landowner.

3. **QUESTIONS OR STATEMENTS FROM THE PUBLIC:** No questions

4. **MINUTES:** It was agreed by those who had been present that the Minutes for the 27th March, 2012 be signed as a true record.

5 **MATTERS ARISING:**

5-1 Allotments: Cllr. Mrs. Smerdon reported that she had spoken to Mr. & Mrs. Fuller again to clarify the boundaries of the site which would give about 10 plots in total, each of 50 sq metres which would be termed as starter plots. After a discussion it was agreed that Mrs. Smerdon would clarify the fencing arrangements to these plots with Mr. & Mrs. Fuller and proceed in getting a price for this. Cllr. Houghton would get a price to lay on water to the plot. Cllr. Mrs. Sharpe stated that she felt, if the Parish Council pursued the route of compulsory purchase of land for use as allotments, the Council should ensure the need of those asking for allotments was a genuine need and that the waiting list for allotments was up to date. This request was noted and Cllr. Mrs. Smerdon would ensure that the waiting list from Lewes District Council was added to that of the Newick Allotment Association and that this was up-to-date.

Members were informed that the Agreement between the Parish Council and Lewes District Council had now been signed for the allotments at the rear of Cricketfield and notice served on the present tenant to give up his allotment as at the 31st March, 2013 which had been agreed to. This area would probably provide five small allotments.

5-2 Queen's Diamond Jubilee Celebrations in Newick: Cllr. Mrs. Wickens reported that a meeting of the Committee had been held on Thursday, 19th April and everything appeared to be proceeding well. It had been confirmed that the Parish Council had paid for Public Liability insurance for the Committee which was providing a number of events not being covered by individual Clubs and Societies. Road Closure Orders have been granted and the notices would be forwarded to Mrs. Walton who was arranging to have them put up. The Clerk was arranging with May Gurney for warning signs about the closure to be put up as advised by Helen Dugard Planning Officer for LDC.

It was proposed, seconded and agreed that the Parish Council should pay the £235.00 cost involved in printing 150 copies of the Newick Rootz Jubilee Walk Booklet which would provide a much more professional finish. It was noted that the booklet would be sold at £2.00 a copy.

5-3 Youth Council: Cllr. Mrs. Smerdon reported that she had been to Seaford to visit the grand opening of the Youth Forum's Outside Gym, a project they had been working on for 3 years and to discuss with Jay Penfold whether she could go along to one of their meetings to find out how the Youth Forum had been set up and to see how it operated. She suggested that the age range should be between 13 – 19 years and that a steering group should be formed to ascertain the need of children in the village.

Members approved a budget of £300.00 to provide a leaflet drop to the whole village to see what interest there was. It was also suggested that Twitter and Facebook be used as well as the Newick Community Website.

5-4 Annual Parish Meeting: It was noted that the minutes for this meeting had been drafted and once checked would be put on the Newick Community Website along with the reports of the Clubs and Societies, Chairman's report and those of District and County Councillors reports.

5-5 Resignation of Councillor: It was proposed seconded and agreed that the Council re-affirm the resolution from the earlier part of the meeting:- "That the public be excluded from the meeting during the selection of the replacement Councillor due to the small size of Newick's population and the resultant tendency for widespread Village gossip, which could discourage unsuccessful candidates from offering themselves for selection or election on a future occasion".

The Council had supported its proposals from the last meeting that this should be a paper ballot but that the ballot paper would be signed and retained by the Clerk so that if later asked she could produce them. There were five applications received from the following:- Mr. Nick Berryman, Mrs. Deborah Sprackling, Mr. Alf Thomas, Mr. David Walters and Mr. Nick Windham-Luck. The ballot had resulted in Mrs. Deborah Sprackling being appointed to the vacant position of Councillor. Letters were to be sent to all the Candidates who had applied, in the case of the unsuccessful candidates thanking them for their interest and hoping that they would consider applying again in the future should there be a vacancy on the Council, or standing at the next election.

6. Actions taken under Delegated Powers by the Clerk in consultation with Chairman and / or Vice-Chairman:

No Parking Signs for Reading Room – These are now in position

Fencing adjoining 77 Allington Road – letter sent to Rights of Way section at East Sussex County Council who had replied saying that they had looked at the area but that the work had now been done.

Email drawing the Parish Council's attention to an advertising board for Tavistock and Summerhill Independent School at the corner of Harmes Hill – Board removed.

Hardstanding – Newick Green – Two letters had been sent to South East Water concerning the digging up of the hardstanding but no reply had been received although the Clerk had been informed that the Contractors had come back on Monday, 23rd April and re-laid the problem area but that this was still not satisfactory and will be pursued further.

Cornwells Bank – The Clerk phoned LDC concerning the naming of Cornwells Bank after a discussion with the Chairman to clarify the correct postal name. Ms Dugard Officer from LDC had informed the Council that as far as she was concerned the area was known as Cornwells Bank and that the incorrect nameplate would be removed but kept just in case the residents wished to apply for the change of name officially.

Housing Tenancy Strategy – Consultation Meeting Thursday, 26th April, 10.00 a.m. – Corn Exchange, Lewes – Members informed. This meeting had subsequently been postponed due to lack of support and a new meeting arranged for 30th May, from 5.00 to 7.30 p.m. at the Corn Exchange, Lewes Town Hall. Members were informed. The Chairman stated that he would try to attend.

Email about the road closure through village for road works and the use of Jackies Lane as a short cut – this was noted by the Chairman who had requested that it be forwarded to the Highways Department.

Shared Ownership – email to Hastoe about the advert in Cubitt & West expressing the Parish Council's concerns

7. PLANNING:

Approval of Planning Committee Meeting Minutes dated 10th April, 2012. The Council agreed that these could be signed as a true record.

APPLICATIONS:

- Newick**
LW/12/0403 **5 Allington Place**
Planning Application - Loft conversion incorporating a pitched dormer and rooflights and addition of rooflights to garage – The Parish Council supported this application.
- Newick**
LW/12/0404 **Little Bretts 1 Goldbridge Road**
Planning Application - Erection of first floor extension to side – The Parish Council supported this application.
- Newick**
LW/12/0424 **Sharpsbridge Farm Sharpsbridge Lane**
Planning Application - Continued use of building as office on a permanent basis – The Parish Council had no objections to this application.

It was noted that there had been no correspondence relating to any of the above applications.

APPROVALS:

LW/12/0163 9 Goldbridge Road

Tree Work:

- TW/12/0042/TCA 30 The Green – Permission granted by LDC for the work requested.
- TW/12/0)53/TPO 3 The Pagets – The Tree Warden for Newick had no problems with this application to fell a Sycamore and 3 Portugal Laurels to be reduced in height.

Hazel Wood, Jackies Lane – Concern had been expressed to the Clerk that the barn may be being lived in. The Clerk was authorised to speak to the Enforcement Officer about this matter.

National Planning Policy Framework – The following received concerning the NPPF had been forwarded to Councillors during the last month:-

ACRE – Action with Communities in Rural England

Copy of Mr. Turk's notes highlighting some relevant points.

Lewes District Council: Local Development Framework

Email from Wealden District Council – copy enclosed for information.

Neighbourhood Planning – The Chairman reported on the Localism Seminar that he had attended with the Clerk on 20th April, 2012 at East Grinstead organised by SALC and also commented on the statements made by the Lead Planning Councillor Cllr. Jones and Planning Officer Tal Kleiman who had attended the Annual Parish Meeting and the result of the investigations called for during the Council's meeting of 27th March, 2012.

- That the Clerk enquire about a template for Neighbourhood Planning and make enquiries with Ringmer Parish Council – the Clerk was in the process of doing this.
- That the Clerk explore the possibilities of LDC making further bids for funding these schemes. The Clerk had been informed that Lewes District Council would not be making any further bids as there was currently no funding available from Government.
- The Council needs to know what is involved with undertaking a Neighbourhood Plan. The Chairman felt that he had more understanding of what was involved with undertaking a Neighbourhood Plan and that the costs need not be prohibitive to the Parish Council. Most of the information was either available from LDC or ESCC but it could be costly if the Parish Council employed outside sources.
- Who would lead such a plan if this was undertaken by the Parish Council. The lead must be taken by the Parish Council but parishioners must be consulted and where appropriate involved.
- That parishioners would have to be involved. As above.
- That more questions about preparing a Neighbourhood Plan be raised with the officer from LDC at the Annual Parish Meeting. It was felt that the concerns about undertaking such a project had been answered. Once a Neighbourhood Plan had been formulated then this would have to be inspected but it was stated that this would only be what was termed "light touch" and then the plan would have to go to the parish in the form of a referendum probably at the time of an election to help keep the costs down.

It was resolved that the Parish Council prepare a Neighbourhood Plan and that initially the Committee would consist of Cllrs. Lucas, Armitage, Allen, Houghton and Mrs. Wickens. Cllrs. Mrs. Sheppard and Mrs. Thew were both happy to help.

It was further agreed to ask Cllr. John Kaye from Ringmer to come and speak to the Council on this subject before the Committee made a start.

Members were also given a letter from Lewes District Council informing the Parish Council that Susie Mullins and Tal Kleiman, officers of LDC Planning Department, would be available to help Parish Councils undertake Neighbourhood Plans.

8. FINANCE MATTERS

It was resolved that the following payments due for April, 2012 be approved for payment. The Council also agreed the payments made after the last meeting to meet the end of year deadline.

PAYMENTS:

S. George – Programme of Events for Queen’s Diamond Jubilee	£127.14 200451
L. M. Farmer - Salary for March, 2012	£709.10 200452
L. M. Farmer – Re-imburement of Petty Cash	£251.83200453
Gopak – Folding Tables for the Village Hall	£723.40 200455
May Gurney Ltd – No Cycling Signs	£69.84 200456
Lewes District Council – Monthly Play Inspections	£173.95 200457
D. Sankey – Pest Control	£50.40 200458
Newick Village Hall Management Cttee – Hire of Cttee Room VH for Allotment	£9.45 200459
SALC – Renewal of Subscription for SALC and NALC	£649.70 200460
Post Office Counters – NI Tax from Clerk and PC	£182.44 200461
Broker Network Ltd – Insurance Cover for the Queen’s Diamond Jubilee Celebrations	£271.88 200462
NVHMC – Hire of Hall for Annual Parish Meeting	£91.65 200463
C. Armitage – Mileage for Seminar on Housing at Reigate	£27.90 200464
J. Lucas – Mileage for Seminars and Courses	£108.90 200465
Catering Systems Ltd – Refurbishment of Bar Area at Village Hall - floor	£1525.20 200466
J. Lucas – Materials for Jubilee tree in KGVPF	£36.48 200467

Paid after March Meeting before end of year balance

The Danewood Press	£837.60 200447
May Gurney Ltd – signs for railing outside Reading Room “No Parking”	£57.00 200448

Outturn – The Outturn for the end of March had been circulated to the Finance and General Purposes Committee who recommended that the Parish Council accept this and approve the balances to be transferred in the various funds. The recommendation was approved by Council.

Balance Sheet – It was confirmed that the balances had agreed with the Bank Balances and Outturn.

Timetable for Audit – this was circulated and noted.

It was noted that no items had been received from Councillors by the Clerk that should be raised with the Internal Auditor.

Having been formally asked the Council were not aware of any possible Contingent Liabilities on the Council and gave permission for the Accounts for year end 2011/2012 to be completed.

It was noted that East Sussex County Council’s contribution towards the mowing for the financial year 2012 / 2013 would be £2610.00 and the Clerk had invoiced the County Council for this payment.

9 CORRESPONDENCE:

9-1 Email from Jon Miller Circus asking to come to Newick in 2013 should John Lawson Circus not wish to come – The Clerk informed Council that John Lawson Circus had indicated that they would like to come back next year. The Council were happy with this subject to a formal letter from John Lawson Circus.

9-2 East Sussex County Council – Village Maintenance – Confirmation of work that would be undertaken.

9-3 SALC – Six monthly meeting with Chief Constable – Questions to be submitted to SALC by 1st May, 2012. The Council had no questions currently as it felt that it had good relationships with the police and were being kept informed regularly.

9-4 SALC – NALC Conference – Emailed to Councillors for information.

9-5 Newick Horticultural Society – Permission for Annual Show and Dog Show on Newick Green on 1st September. It was resolved to give the Newick Horticultural Society permission to hold both these events subject to the usual conditions.

- 9-6 Email about empowering Town and Parish Councils** – This email had been circulated to Councillors for information. It was resolved to take no action on this email.
- 9-7 Norman Baker MP** – The Clerk read the letter received from Norman Baker MP relating to requests received from Steve Shaw about Empowering Town and Parish Councils. The letter had informed the Council that he was not in a position to sign EDM as he was a minister however he did have sympathy relating to Planning appeals by Town, Parish and Community Councils and had written to the Minister of State for Planning raising the matter with him.
- 9-8 Scrutiny Review: Provision of Affordable Housing in Rural Areas** – A copy of this email was circulated with the agenda for Councillors information.
- 9-9 Various Newsletters:** The following had been received.
 Action in Rural Sussex
 Policing & District Commander's message
 Applause
 Rural Services Network
 Trading Standards
 East Sussex Health Overview and Scrutiny Committee
 Adult Social Care
 The Ordnance Survey
 Action for Market Towns
 Countryside Voice
 Village Society Newsletter
 Came & Company

10. COMMITTEES & Councillors Reports:

Playing Fields Committee: No meeting this month

Monthly Reports: These had been received and noted. The Clerk reported that Wicksteed Leisure had now carried out the repairs to the multi-play i.e. replacement of two platforms, two log steps on the bridge, end of tunnel facing board and a new canopy. Cllr. Mrs. Smerdon reminded the Clerk that the nettles at the rear of the play area needed cutting back.

Environment Committee: No meeting

Meeting with ESCC Strengthening Local Relationships with Parish Councils – This had been arranged for Friday, 27th April.

Finance and General Purposes Committee – Minutes of this meeting had been circulated to Members for information. It was agreed by those on this committee who were present that the minutes were correct.

It was further agreed that the following documents which had been recommended by the F & GP Committee be approved.

- Tree Policy – the identification of the trees would be attached to the master copy only.
- The Parish Council Risk Assessment Policy
- The Parish Council Risk Assessment
- The Freedom of Information Policy and Scheme
- The Conditions of use for Hire of the KGVPF and MRF.
- Rules and Regulations for Playing Fields recommended by the National Playing Fields Association reworded to cover both fields. It was noted that the DMRPF David Manwaring Robertson Playing Field would now be known as Manwaring Robertson Field which was the name given on the plaque in the field.

Tree Warden: It was noted that the tree celebrating for the Queen's Diamond Jubilee would be planted on 26th April. Dedication of the tree would be held on Sunday, 3rd June at around 12.00 noon.

Newick Rootz – Notes relating to this group had been circulated to members for information.

Village Hall – Cllr. Lucas Parish Council's representative reported that work to the bar area was progressing well.

Neighbourhood Watch – Neighbourhood Panel Report – Cllr. Mrs. Sheppard reported that there had been one incident of theft from a car in Harmers Hill but that the crime in Newick was generally low. Inspector Tullett had been in contact with the Clerk concerning Neighbourhood Panel Meetings in Newick and would report back once he had made further enquiries.

Lewes District Association – No meetings

- 11. **Lady Vernon Trust** – It was noted that Mr. Manvell had stepped down as Clerk for this trust after 27 years due to ill health and that Mr. Colin Andrews had now taken over as Clerk.
- 12. **Items to be referred to next Agenda.** No new items were raised.
- 13. **Items not on the agenda which the chairman of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances:**

At the end of the meeting due to an oversight by the Clerk it was noted by Councillors that PCSO Sally-Ann Reed's monthly report had been circulated at the beginning of the meeting but unfortunately not mentioned. The Clerk further reported that PCSO Sally-Ann Reed had apologised for not being able to attend the Annual Parish Meeting due to her daughter having been involved in an accident and then having to care for her. She had since forwarded her annual report which would be put on the Newick Community Website in due course. The Council was sorry to hear her news and hoped her daughter was making a good recovery.

Meeting Closed at 8.50 p.m.

Signed:Chairman

Date: