

Newick Parish Council

Minutes of the Meeting of Newick Parish Council held at 7.00 p.m. on Tuesday, 31st March 2015 in the Sports Pavilion, King George V Playing Field, Allington Road, Newick.

Present: Councillors C. Armitage, C. Allen, R. Houghton, J. Lucas (Chairman of the Parish Council), G. Parker, Mrs J Sheppard, Mrs J Smerdon, Mrs M Thew, and Mrs C Wickens.

In Attendance: Mrs S. Berry (Clerk)
Seven members of the public were present

An audio recording was made of the meeting

- 1. Apologies for Absence and to consider whether to approve reasons given:** – Apologies had been received from Cllrs. N Berryman (prior family engagement) and C. Jago (objection to being recorded). It was resolved to approve the reasons for these absences.
- 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 Thew declared a personal interest in agenda item 8.1 (LW/15/0154 Oaklea Warren) as a friend of the applicant.
- 3. Exclusion of the press and public** – No resolution was made to exclude the press and the public for any part of the meeting.
- 4. Questions or Statements by Members of the Public**
PCSO Sally-Ann Reed's Monthly Report/Neighbourhood Watch Report
PCSO Sally-Ann Reed had sent her apologies that she was unable to attend the meeting. Her written report was distributed at the meeting and was noted.

The Neighbourhood Watch Coordinator gave a verbal report on a matter that had recently been reported to the PCSO.

Cllr. Mrs Smerdon joined the meeting at 7.03 p.m.

Mr Marshall spoke on planning application LW/15/0172. He gave the background to the application, and explained that one large building on the site was currently not commercially viable and could not be let unless the access arrangements could be improved. He advised that he had potential tenants willing to occupy the building subject to better access being made available.

Mr Best, agent for the applicant of planning application LW/15/0172, gave information regarding the re-planted ancient woodland that would be affected should the proposed works go ahead. He highlighted the findings of the ecological appraisal and arboricultural assessment that had been carried out on the site. He noted policy LE2 in Newick's Neighbourhood Plan and explained that, whilst this policy mentioned new commercial units, the applicant considered that the cost of replacing the existing unit with a new build would be prohibitive and the preferred option was to make use of the existing building.

Mr Loveman spoke on three separate matters:- 1) He referred to his email (agenda item 10.9) in which he asked that it should be made clear to candidates in the forthcoming Parish Council elections that meetings would be recorded and proposed that in future the Council should not accept an objection to being recorded as a valid reason for not attending meetings. 2) He stated that he considered that the Parish Council should support planning application LW/15/0174 and that the basic error on the access statement should be ignored. 3) He stated that he considered that the Parish Council should support planning application LW/15/0154 as he believed that this addressed the issues raised in a previous application for the same site.

Mr Faulke spoke in connection with his planning application LW/15/0154 and addressed some of the objections raised by the Parish Council to his earlier application for development of the same site. He noted that Lewes District Council's emerging Core Strategy planned for 30 new dwellings in North Chailey and stated that it would be difficult to avoid the residents of these properties using Newick's services and becoming involved in social activities in Newick. He referred to the Council's previous statement regarding the 'green gap' between Newick and Chailey and highlighted the Neighbourhood Plan Examiner's comments on this matter. Finally, he advised that of the 315 trees on the site, 50 of which were subject to Tree

Preservation Orders, it was proposed that only four would be removed and that these would be replaced by replanting of more trees than those removed.

Mr Thomas spoke in connection with agenda item 11.1 and noted that South Downs Environmental Consultants were shown as submitting a proposal. He stated that he had not been able to identify that this company had any experience relevant to skate parks and gave the details of two other companies that he considered had the necessary experience in this field. He proposed that the Parish Council should ask the fencing company to use the data from the noise recordings already made by Lewes District Council to provide a quotation for the supply of acoustic fencing and then, if it decided to proceed, appoint a noise consultant to make the necessary detailed measurements. Finally, he mentioned the potential difficulties associated with having two contracts should the noise measurements be found to be not fit for purpose and remedial work was required.

Mr Hendin spoke in connection with agenda item 13, the unregistered land adjacent to The Green which runs alongside Mr Hendin's garden. He stated that he had concerns about the possible use of this land as a footpath by members of the public. The concerns included security, loss of privacy, and the effect on the value of his property. He invited members of the council to view the site and stated that he would strenuously resist any attempts by the Parish Council to adopt the land.

5. **Approval of the minutes of Parish Council Meetings held 24th February and 10th March 2015** – It was agreed by those who had been present that the minutes of the Parish Council meetings held on 24th February and 10th March 2015 could be signed as a true record.
6. **Clerk's Report** – A report from the Clerk regarding the following matters arising from the meeting held on 24th February 2015 was noted:-

Agenda item	PC Meeting 24 th February 2015
9.3	A quotation of £15 +VAT for the 'PAT' Testing of Parish Council equipment had been received and accepted.
12	Royal British Legion (RBL) – Memorial Stone on The Green. The RBL had confirmed that it would incorporate a small paved apron around the base of the stone and maintain the area with regular grass cutting and edging in order to protect and maintain it. A planning application had been submitted to Lewes DC and confirmation obtained from the Assistant County Archaeologist that a Heritage Statement would not be required.
13	Annual Parish Meeting – At the time of writing, eight local organisations had indicated that they would like to speak at the Annual Parish Meeting. District and County Councillor Jim Sheppard had given his apologies that he would not be present to speak at the meeting.

It was agreed that, in order to assist Mr and Mrs Hendin who were present at the meeting, agenda item 13 would be brought forward for discussion.

13. Unregistered land adjacent to The Green – The Chairman stated that the proposal for the use of this land would be as a footpath for people who either lived or worked on The Green and would form part of a pedestrian route between a small car parking area to the east of The Green and The Green itself. It was noted that this matter was being investigated in line with Community Action TC2 in Newick's Neighbourhood Plan. It was unanimously agreed that this matter could not be taken any further by the present council but should be considered by the new council, and a request was made for this to be on the agenda of the first meeting of the new council.

7. **Action taken by the Clerk under Delegated Powers in consultation with the Chairman and/or the Vice – Chairman.** It was reported that the Clerk had responded to two Freedom of Information Requests.

Two members of the public left the meeting at 7.30 p.m.

8. **Planning:**
8.1 **Applications:**

Newick
LW/15/0158

54 Cricketfield
Planning Application - Single storey rear extension for Mr & Mrs B Alderman.
The Parish Council unanimously agreed to make **no comment** on this planning application.

Newick
LW/15/0172

**Land Rear Of Units 10 And 11 Sheffield Park Business Estate East
Grinstead Road North Chailey**

Planning Application - Creation of hardstanding to allow access to units 9-11 for Epic Real Estates. (Standing Orders were temporarily suspended between 7.34 and 7.37 p.m. in order to allow councillors to ask questions of the landowner and his agent who were present at the meeting). The Parish Council unanimously agreed to **support** this planning application in accordance with policy LE2 of Newick's Neighbourhood Plan.

Newick
LW/15/0174

101 Allington Road

Planning Application - Extensions to property, changes to external materials and widening of existing driveway entrance for Mr S Speight. The Parish Council unanimously agreed to make **no comment** on this planning application. It was noted that one email from a neighbouring resident commenting on the application had been copied to the Parish Council.
Two members of the public left the meeting at 7.30 p.m.

Newick
LW/15/0176

15 Harmers Hill

Planning Application - Loft conversion and erection of rear extension and detached garage block for Mr & Mrs D Stockman. The Parish Council unanimously agreed to make **no comment** on this planning application.

Chailey
LW/15/0154

Oaklea Warren Station Road North Chailey

Outline Planning Application - Residential development of 3 dwellings for Mr & Mrs D Faulke. (Standing Orders were temporarily suspended between 7.50 and 7.52 p.m. in order to allow councillors to ask questions of the landowner who was present at the meeting). The Parish Council agreed to **Object** to this application on the following grounds:-

- 1) The site is outside the existing planning boundary
- 2) Although situated in Chailey Parish, residents of the proposed development would naturally use local facilities in Newick
- 3) The developers did not carry out any consultation with Newick Parish Council or Newick residents regarding the impact of the proposed development on facilities in Newick Parish.
- 4) Local facilities are likely to be accessed by car rather than on foot thereby increasing traffic movements and worsening parking problems within Newick village
- 5) Consultation carried out during the preparation of Newick's Neighbourhood Plan strongly indicated that development sites situated further away from the village centre were considered to be less sustainable than those within easy walking distance.
- 6) It is both government policy and a policy of Newick's Neighbourhood Plan that construction of additional homes in the gardens of existing homes should be avoided.

Votes were eight in favour of objection and one abstention (Cllr. Mrs Thew had declared a personal interest in this matter and did not vote).

One member of the public left the meeting at 8.00 p.m.

8.2 Approvals/Refusals etc. – It was noted that planning permission had been **granted** by Lewes District Council in respect of the following applications:-

LW/15/0025 1 Western Road – Planning application for disabled egress ramp on north elevation

LW/15/0047 35 Leveller Road – Planning application for demolition of existing bay window with flat roof and replace with bay window with pitched roof over.

LW/15/0054 1 Old Schoolhouse Cottages, Font Hill – Planning application for replacement of an existing septic tank with a sewerage treatment plant.

LW/15/0078 73 Church Road – Listed Building Consent Application for works to remedy damp affected timbers within the cellar on the southern side and the replacement of a set of French doors with a new double glazed window including associated works.

8.3 Tree works applications – It was noted that **consent** had been given by Lewes District Council for the following tree works to proceed:-

TW/15/0002/TCA 33 Church Road – 1 x Thuja Plicata – to climb and sectionally fell to ground level, 1 x Weeping Ash – fell to ground level, 1 x Beech – reduce longest lateral branches by 1.5m and crown lift to 4m, 1 x Pear – fell to ground level and to crown lift all adjacent mature trees to 3m over garden, Limes –

crown lift to 4m, 1 x Laurel – thin out/fell, Yews and others – crown lift, 1 x Hazel – re-coppice, 1 x Laurel – reduce height of retained swath and remainder to be felled to ground level.

TW/15/0011/TCA 10 High Street – 1 x Sycamore – reduce crown by approx 1.5m to suitable growth points and 1 x Sycamore – reduce height to approx 2m below previous pruning points.

8.4 Neighbourhood Plan – It was noted that paperwork in connection with Judicial Review Application CO/818/2015 had been received from Sharpe Pritchard solicitors.

9. Financial Matters:

9.1 To authorise Schedule of Payments for March 2015 – It was resolved to approve the Schedule of Payments for March 2015:-

Payee	Item	Invoice Amount	Cheque Number
S.E. Berry	Clerk's Salary	£692.83	200943
S.E. Berry	Reimbursement for items purchased by Clerk on behalf of Parish Council	£192.24	200944
Post Office Ltd	Tax and NI from Clerk & PC	£232.52	200945
East Sussex Pension Fund	Pension Contributions from Clerk & PC	£244.17	200946
D. Sankey Ltd.	Routine Mole Treatment - KGVPF	£50.40	200947
South East Water	Water supply for Sports Pavilion	£228.35	200948
Office Depot (UK) Ltd	Stationery supplies	£44.05	200949
SSALC Limited	Local Council Review (LCR) 2015/16 - £17.00 Printing of election flyers £33.00	£50.00	200950
Lewes District Council	Annual Play Area Inspections 2014 - £143.88 Dog Bin Emptying 1/4 to 30/6/15 £177.84 Litter Bin Emptying 1/4 to 30/6/15 £128.70	£450.42	200951
CHEC	Printing of newsletter, Annual Parish Meeting Notice & Clubs and Societies Leaflet	£345.56	200952
Mr S Carter	Delivery of newsletters and associated leaflets	£120.00	200953
Treewise Tree Services Ltd	Tree work identified in tree condition survey - £1266 Emergency work to beech tree on KGVPF £1572	£2,838.00	200954
Mr P. Anderson	Renovation of fingerpost on The Green	£120.00	200955
Ms. S. Orwin	Village Maintenance	£225.00	200956
Total		£5,833.54	

Income in March 2015

Cooperative Bank interest	£0.25
Barclays Bank interest	£74.30
Payment for memorial bench	£477.68
FOI Request (7)	£1.73
Sale of village history books	£275.00
FOI Request (8)	£2.94
Total	£831.90

9.2 To note Statement of Performance against budget (Outturn) as at end February 2015 – The outturn for February 2015 had been circulated in advance and was noted. Cllr. Mrs Wickens explained that the tree works budget would be overspent partly because of emergency work to a diseased beech tree on the recreation ground and partly because the remaining work identified in the tree condition survey had been completed earlier than anticipated.

- 9.3 Members of the Council to identify any issues they wish to be included in the 2015 Internal Audit** – No issues were identified.
- 9.4 Approval of draft Audit Schedule and Internal Audit Plan** – It was agreed to approve the draft Audit Schedule and Audit Plan
- 9.5 To note reduction in interest rate for Cambridge and Counties Bank account** – It was noted that the interest rate for the Cambridge and Counties bank account had reduced from 1.8% to 1.75%.
- 9.6 To confirm whether or not meeting of Finance and General Purposes Committee is required** – It was agreed that, as the few outstanding items to be considered were already in hand and would be reported at the Parish Council meeting on 28th April, there would be no need to hold a Finance and General Purposes Committee meeting on 14th April 2015

10. Correspondence – the following items were noted:-

- 10.1** Newick Parish News – copy deadline dates for 2015 – this had been forwarded to councillors 18/2/15.
- 10.2** Newick Village Society – copy of letter sent to NHS England regarding Mid Downs Medical Practice's Application to Dispense from Chailey surgery, this had been forwarded to councillors 3/3/15.
- 10.3** Steyning, Wiston, Ashurst & Bramber Neighbourhood Plan – Stakeholder invitation
- 10.4** Lady Vernon (Newick) Educational Foundation – copy of 2014 Annual Return
- 10.5** Mr Langridge – Email regarding naming of roads in Cornwells Bank/Tilehouse Lane area – this had been forwarded to councillors 9/3/15. It was agreed that the Parish Council would not take any further action in respect of this matter.
- 10.6** ESCC Highways – notification of forthcoming temporary closure of Oxbottom Lane – this had been forwarded to councillors 9/3/15
- 10.7** Chief Constable Giles York – new Local Policing Programme – this had been forwarded to councillors 10/3/15
- 10.8** Plant Life – National Plant Monitoring Scheme – this had been forwarded to councillors 10/3/15 and some members of Newick Rootz had expressed an interest in getting involved with the scheme.
- 10.9** Mr Loveman – request that prospective councillors are made aware that meetings will be recorded. It was noted that it would not be possible to make prospective councillors aware that meetings would be recorded as the list of nominees would not be made available by Lewes District Council until after the nomination period had closed, by which time it would be too late for nominees to withdraw. The Clerk confirmed that elected councillors would be supplied with a list of policies which would include the agreed protocol on the recording of meetings.
- 10.10** LEADER funding programme – press release regarding launch of funding programme, the Clerk was asked to forward this information to the secretary of the Sports Pavilion Management Committee.
- 10.11** East Sussex Hearing Resource Centre – Mobile unit to visit Newick 16th April 2015
- 10.12** Mr Turk – Information regarding realignment of roads on The Green proposed in 1970s
- 10.13** ESCC – Details of changes to bus services to be implemented April 2015 – this had been forwarded to councillors 24/3/15
- 10.14** Hadstone Energy Ltd – public consultation regarding proposed solar farm at Tomkins Farm, Chailey – this had been forwarded to councillors 23/3/15. Cllr. Mrs Wickens reported that she had attended the public consultation and had asked for further information to be forwarded to the Parish Council for discussion at a future meeting.
- 10.15** The following regular items had been received and would be circulated in the Member's Envelope -
Rural Services Network – Email News Digest 2nd, 9th, 16th, 23rd and 30th March 2015, Rural Vulnerability Service – March 2015 (Rural Transport), Spotlight on Rural Economy, and Rural Opportunities Bulletin – March 2015.
3VA e-newsletters 196, 197, 198, 199, and 200, and 3VA Training Programme 2014/15
Lewes District Council – District News Spring Edition 2015
Clerks & Councils Direct Issue 98 March 2015
NALC – LCR Magazine Spring 2015
SLCC – The Clerk magazine March 2015
CPRE – Countryside Voice and Field Work magazines Spring 2015
Mr and Mrs Saunders – card expressing thanks to Chairman and Parish Council
Came & Company – Council Matters newsletter Spring 2015

11 Committees' and Councillors' Reports:

- 11.1 Playing Fields Committee** – It was agreed by those who had been present that the minutes of the meeting of the Playing Fields Committee held on 10th March 2015 could be signed as a true record. Cllr. Armitage, Chairman of the Playing Fields Committee, outlined the discussion that had taken place at the committee meeting regarding the Skate Park. It was noted that the committee had agreed to erect a notice asking skate park users not to use the equipment between certain hours. The wording of the notice was delegated to Cllr. Armitage. It was agreed that councillors would monitor the area more closely by visiting the area in pairs on some evenings during the school summer holidays. It was noted

that efforts would be made to obtain advice from skate park suppliers as to where a new skate park facility could be located.

It was noted that the proposal from South Downs Environmental Consultants had not yet been received.

It was agreed to accept the quotation from Lewes District Council for the monthly play area inspections (£15 per month for the whole site).

It was reported that the Clerk had arranged to meet a representative of D. Sankey Ltd. to discuss the routine mole treatment that they had been carrying out on the playing fields.

It was reported that Newick Bonfire Society had agreed to donate £500 towards the cost of play equipment upgrade.

The Lewes District Council monthly play equipment inspection report for March had been circulated in advance to Playing Fields Committee members and was noted.

11.2 Environment Committee – There had been no meeting this month.

A survey of fingerposts in Newick and adjacent parishes had been carried out by Cllr. Allen who was thanked for his work. It was agreed that a regular maintenance programme for the fingerposts within Newick parish should be set up and that this should be delegated to the Environment Committee.

It was reported that damage had been caused to The Green opposite Rose Cottage and that the Clerk had been in contact with Maritime Transport whose vehicles had caused the damage. This matter was ongoing.

11.3 Tree Warden – There was nothing to report other than the information given by Cllr. Mrs Wickens under agenda item 9.2 above.

11.4 Newick Rootz – The notes from the meeting of Newick Rootz held on 11th March 2015 had been circulated in advance of the meeting and were noted.

11.5 Newick Village Hall Management Committee (NVHMC) – An email from Cllr. Allen giving details of the matters discussed at the NVHMC AGM held on 11th March 2015 had been circulated in advance and was noted. The Clerk reported that copies of the audited accounts and annual return had not yet been received and agreed to contact the Chairman and Treasurer of NVHMC to ask for this information to be supplied in accordance with the Custodian Trustee Audit Programme.

11.6 Allotments – There was nothing to report.

11.7 Website – There was nothing to report

11.8 Flags – It was agreed that the six smaller flag poles should be erected on The Green on 1st May 2015. Cllr. Mrs Smerdon proposed that the St George flag should be flown in the place of the Union Flag, this was not agreed. It was agreed that the flags to be flown should be the same as in previous years i.e. St George, St Andrew, St Patrick, Welsh dragon, Sussex martlets and the French Tricolour.

12 Request for traffic mirror to be installed opposite the entrance to St Mary's Church – Information received from the Parish Council's insurance company was noted and it was reported that clarification would be sought from East Sussex County Council as to whether or not the proposed location for the mirror was on Highways land.

13 Unregistered land adjacent to The Green – This item had been brought forward and dealt with earlier in the meeting.

14 Parish Council Election May 2015 – A timetable giving various dates and deadlines associated with the Parish Council election was circulated at the meeting and was noted. It was highlighted that for the first time, nomination paperwork had to be hand delivered to Lewes District Council.

15 Summer Festival 2016 – It was agreed that Newick Cricket Club should be given advance warning that the recreation ground would be required on Sunday 29th May 2016 for the Summer Festival. This would be a provisional date to be confirmed at the first meeting of the new council.

16 Items to be referred to the next agenda – There were no items for the next agenda.

The meeting closed at 9.03 p.m.

Signed:Chairman

Date: