



PARISH COUNCIL MEETING AGENDA

Members are summoned to the Meeting to be held on Tuesday 11th November 2016 at 7.30 p.m at
the Parish Hall Woodmancote

Members of the Public are welcome to attend

Email: woodmancoteparishcouncil@gmail.com

1. Apologies
2. Minutes of the last Meeting held on the 13th September 2016
3. Action updates from previous Minutes
4. Declarations of interest from members in respect of any items in the Agenda
5. Open Forum (Members agree to adjourn the meeting for comments from members of the public)
6. Reports from other Authorities:
 - 6.1. Horsham District Council
 - 6.2. West Sussex County Council
7. Planning (go to www.horsham.gov.uk for full details)
 - 7.1 Any applications received since publication of the Agenda
8. Planning updates
9. BT
10. Neighbourhood Plan
11. Bus service in Blackstone for school
12. Plastic in fields
13. Footpaths & roadsides
14. Electoral Review of Horsham
15. Eon Wind Farm
16. Finance/Payment
 - 16.1. Reconciled accounts and cashbook
 - 16.2. External audit
 - 16.3. Budget
 - 16.4. S106
 - 16.5. Payments:-
 - a. WSCC – Invoice for Clerk’s salary for July – £304.17
 - b. PKF Littlejohn – Invoice for external audit - £240
17. Correspondence/meetings
18. Other business
19. Holiday for Clerk
20. Date of next meeting

L Bannister 5/10/16
Clerk to Woodmancote Parish Council

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 13th September 2016 at 7.30p.m.
(Members of the Public were invited to attend)

Mrs L Bannister – Clerk to the Council
48 Titmus Drive Tilgate Crawley West Sussex RH10 5ER
Tel: 07921 822869
Email: woodmancoteparishcouncil@gmail.com

Present: WPC Cllrs. Broucke (Chair), D. Austin, M. Grimes, P. Williams, A. Underwood, J. Prangnell and M. Batchelor
L. Bannister (Clerk)

Others Present: 3 members of the public – Mr C. Carey, Mr Toogood, & Mr H. O’Neill
WSCC Cllr. D. Barling

131. Apologies

Apologies were received from Cllrs. Coldwell and Staines.

132. Minutes of the last Meeting held on the 9th August 2016

These were agreed and signed by Cllr. Broucke, subject to the following amendment:-

Page 1, item 123 para 3 – amend 4th October to 2nd October.

133. Action updates from previous Minutes

Regarding the school bus for Blackstone Lane, WSCC have said that they are unable to identify an option that includes Blackstone Lane. Members of WPC did not think that this was a satisfactory response – children currently have to walk through fields to reach the bus stop. Cllr. Barling will discuss this with WSCC again, and see if a more appropriate solution can be found. It was agreed that the Clerk will contact Steyning School to ask how they propose these children get to school.

A planning application for Marthas Barn is awaited. The signage needs to be reported to Highways as this blocks the view of the road.

There is no update on the fencing at Hollinger. The Clerk will continue to chase this.

134. Declarations of interest from Members in respect of any items in the Agenda

None.

135. Open Forum

Mr O'Neill wanted to know if anything regarding Catsland Farm will be discussed. As nothing regarding this is on the Agenda, Mr O'Neill left the meeting.

Mr Carey attended the meeting on behalf of the applicant for the Shaw Cottage applications. He explained that this is a planning application to extend a Grade II listed property using subtle design and materials to give more space. He has not seen any objections on the HDC website yet, but has seen 8 letters of support. He attended to answer any questions from WPC. No questions were asked.

136. Reports from other Authorities:

136.1. Horsham District Council

Cllr. Coldwell was unable to attend the meeting, but reported via email that the Public Places Protection Order is now in place.

136.2. West Sussex County Council

Cllr. Barling reported that he is trying to get superfast broadband pushed further up Blackstone Lane. He is hoping to get a report soon to find out if this is physically possible, and hopes to have this by the next meeting. Cllr. Williams said that a planning application has been made to put a green box on Blackstone Lane.

There are some funds available to further Traffic Regulation Order applications. There are currently applications for Upper Beeding, Bramber and possibly one in Steyning. These are decided at County Local Committee meetings.

The County Local Committee does have some community infrastructure money available. This isn't available for Parish Councils, but for community groups and is for small grants.

The amenity tip opening times will be changed from 1st October.

There is a 'Safer in our Hands' campaign run by WSCC to maintain control of the Fire Service. There is currently potential for the Police Commissioner to take control of this, but WSCC would like to keep it under their control. If WPC supports this, they can tick the petition box on the WSCC website. Cllr. Barling said that the Fire Service in West Sussex is unique in the country as it puts a lot of time into prevention. About 50% of their work is dealing with road traffic accidents, but they also do a range of other things including emergency planning and work with schools (called 'fire break'). East Sussex have a stand-alone Fire Service which raises a precept.

There is some money available for pavements. WSCC will consider doing major work to any that are in chronic condition. Cllr. Broucke suggested that the Horn Lane pavement could do with some work as complaints have been received about this. Cllr. Barling thinks that this pavement may not have enough footfall.

Cllr. Underwood asked if the church would be a candidate to apply for County Local Committee funds for the Parish Hall. Cllr. Barling said that it might qualify, although they don't usually give to religious bodies, but as the hall is used by the community it may be possible. If they are interested, they would need to apply to the Big Society Fund quickly. Cllr. Underwood will pass on this information at the next church committee meeting.

137. Planning

137.1. DC/16/1803 & DC/16/1804 Shaw Cottage, Blackstone Lane

Cllr. Broucke asked if the glass link in the plans is statutory because it's a listed building, or a design preference. Mr Carey said that it is a design preference.

It was agreed to comment on this application as follows:-

'Woodmancote Parish Council has no objection to this application but would ask that no additional floodlighting is added and that all drainage requirements are met.'

Mr Carey & Mr Toogood left the meeting

137.2. DC/16/1695 The Old Rectory, Brighton Road

It was agreed to comment on this application as follows:-

'Woodmancote Parish Council objects to this application as the size and scale of this negatively impacts on the existing building.'

138. Planning updates

138.1. Planning applications needing comments between meetings

It was agreed that if a planning application comes up between meetings, and it is not possible to schedule an extraordinary meeting, that details will be circulated by email to all Members and a decision made over email. However, in all cases an extension to the comments deadline will be sought from HDC.

139. Neighbourhood Plan

Cllr. Austin reported that the Regulation 16 consultation started on Friday 9th September and closes on Friday 21st October.

Cllr. Austin was concerned about the judicial review for Henfield's Neighbourhood Plan. If this is goes forward, this could impact on the all Neighbourhood Plans.

It was agreed to send an email to the Steering Group thanking them for their help and letting them know that it is in HDC's hands at the moment and we will be in touch in due course.

140. Winter Management Plan

This was agreed subject to a few amendments. This will be posted on the website and sent to WSCC.

141. Blackstone sign

This had fallen down. This is the responsibility of WPC, and Cllr. Broucke will look into this.

Many signs in the area have rotted off and fallen. These have all been reported.

It has been in the press about over signage in rural areas, and it has been suggested that some may be taken away.

142. Footpaths and roadsides

There are several overgrown footpaths in the Parish.

A request has been received to create a highway along footpath 2450 linking Blackstone to Henfield. This is now being dealt with by WSCC, and no action is needed by WPC.

A complaint about this footpath has also been received as it is overgrown, and the kissing gate is unsuitable for pushchairs. The landowners have been asked to cut back the growth. However, the ranger says that the most difficult part to get through is not on the legal line of the route; she thinks people are used to walking the sunken path route.

On Bridleway 2736, the gate was damaged and garden waste was being dumped on it. This has now been dealt with.

There was a discussion about the highway proposal from Blackstone to Henfield. A leaflet advertising this has been circulated in Blackstone, and several residents thought this was produced by WPC. As this is not the case, this will be noted on the website.

The hedge opposite the playing field (by Woodmancote Place) is obstructing the highway.

There are many overgrown areas in the Parish. Much of this is regulated and farmers are unable to cut back until a certain date. If the overgrowth has not been cut back by the next meeting, WPC will contact the landowners.

143. Vehicle Activated Sign

WSCC have said that a double sided VAS outside the hall is not possible, so they will just quote for one sided in this location. They have asked if WPC want to look into a double sided VAS further towards Henfield, but there does not appear to be a suitable location.

Cllr. Barling left the meeting

144. Eon Wind Farm

The water main serving Cllr. Austin's house has still not been repaired.

Recently, the electricity main serving Henfield was hit by contractors, and while this was being fixed the water pipe to Blackstone was hit. Both events caused loss of utilities.

Eon are reportedly a year behind schedule.

Eon have been in touch following the incidents, and have said that these are being taken extremely seriously and thorough investigations are now underway. There were no injuries and standard emergency procedures were implemented by the contractor. More information may be available following completion of the investigation.

145. Finance/payment

145.1. Reconciled accounts and cashbook

These were agreed and signed by Cllr. Prangnell.

145.2. Payments:-

- a. WSCC – Invoice for Clerk's salary for August - £304.17
- b. SALC – The cheque to pay invoice 9671 was £6 short, so this needs to be paid to make up the difference

146. Correspondence/meetings

146.1. Parish Hall

Cllr. Broucke has been in contact with Rev. Doick, who is still pursuing the renovation of the Parish Hall.

Cllr. Underwood will bring up the subject of funding at the next Parochial Church Council meeting.

146.2. Electoral Review

The final recommendations have now been made.

146.3. BT

They are available to come to the next meeting to update WPC on broadband provision in the area.

Ask them if they have got anything to tell us, if not wait until they have.

146.4. County Record Office visit

This was attended by Cllrs. Williams, Underwood and Batchelor and was very successful. They found the visit to be very informative and they appreciated the preparation that had been put into it.

It was agreed to send a letter of thanks to them.

146.5. Other emails

The SALC AGM is on Monday 17th October at 10am in Pulborough. Cllr. Prangnell will attend.

The applicant of the Willow Farm planning application sent an email to say he was surprised and disappointed by the comment submitted by WPC. However, he believed that this comment was formed after viewing incorrect plans. The Clerk spoke to the case officer about this, who confirmed that there are no other plans available. If more plans are made available, this application will be re-examined.

147. Date of next meeting

The next meeting will be held on Tuesday 11th October at 7.30pm.

The meeting closed at 9pm

DRAFT