

WOODMANCOTE PARISH COUNCIL

**Minutes of Meeting held in the Playing Fields Pavilion on Tuesday 10th October 2017 at 7.30p.m.
(Members of the Public were invited to attend)**

Mrs L Bannister – Clerk to the Council
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Present: WPC Cllrs. Broucke (Chair), D. Austin, P. Williams, M. Grimes, J. Pragnell, M. Batchelor and C. Dixon
L. Bannister (Clerk)

Others Present: HDC Cllr. Staines

2017-154. Apologies

Apologies were received from Cllrs. Underwood, Coldwell and Barling. These were accepted.

Cllr. Staines arrived

2017-155. Minutes of the last Meeting held on the 12th September 2017

These were agreed and duly signed by Cllr. Broucke, subject to amending two typos.

2017-156. Action updates from previous Minutes

Cllr. Broucke has not yet met a Highways Officer to discuss the Vehicle Activated Signs.

Rampion are holding a presentation event and have invited Councillors to attend. Cllrs. Pragnell and Broucke will attend on behalf of WPC.

2017-157. Declarations of Interest from Members in respect of any items in the Agenda

None.

2017-158. Open Forum (Members agree to adjourn the meeting for comments from members of the public)

No members of the public were present.

2017-159. Reports from other Authorities:

159.1. Horsham District Council

Cllr. Staines reported that the planning applications to approve traveller sites were all rejected.

The traveller site designation has been postponed. 90 pitches need to be found for this, and there has been a call for sites.

HDC has purchased Piries Place as an investment and a cinema is planned there.

159.2. West Sussex County Council

Cllr. Barling was not present.

2017-160. Planning

160.1. DC/17/2032 Downsview Caravan Park, Bramlands Lane

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

‘Woodmancote Parish Council objects to this application for the following reasons:-

- Bramlands Lane is a country lane and therefore not suitable for an increase in traffic.
- This would be disruptive to current residents on the site, to whom this site is their home for 11 months of the year.’

160.2. DC/17/2062 Morlands Farm, Wheatsheaf Road

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

‘Woodmancote Parish Council has no real objections to this application as long as the applicant can prove restricted seasonal occupancy for 10 years. However, WPC would point out that this residence doesn’t show on any of the approved plans for previous planning applications DC/13/2248 and DC/15/1010.’

160.3. Olus Winterpick Environmental Agency application

There is an application with the EA to increase the tonnage via a licence. This has not yet been opened to public consultation.

It was agreed to ask the Environment Agency to be kept informed of any applications as WPC have major concerns about the site. WPC regularly receive complaints about the amount of commercial vehicles travelling to and from and site, and the dust produced. The Clerk will also ask if the Environment Agency have monitored tonnages during the last year, and if they would share this information with WPC.

160.4. Any applications received since publication of the Agenda

None.

Cllr. Staines left the meeting

2017-161. Planning updates

There will be an application for Bilsborough Barn coming through soon.

2017-162. Blackstone Playing Field lease extension

This is still in the pipeline. A draft lease is awaited from the Allen trust.

The Clerk and Cllrs. Williams and Broucke met with Sussex Cricket and the Playing Field Committee to agree using the Pavilion for Council meetings whilst the Parish Hall is closed. They have agreed that the Pavilion is available until April (except for March). After that, there may be some clashes with Stoolball. There were some concerns raised by Sussex Cricket about security of the Pavilion and the car park not being lit.

Sussex Cricket have asked for a longer lease, as Sport England require a 25 year unexpired term to grant money.

Sussex Cricket have some money to invest in the building, and are considering an extension.

A few days after this meeting, there was a Playing Field meeting, where it was announced that Sussex Cricket have looked at a deal with a school in Brighton to lease the land to them for a couple of years. This information was not received positively, but Sussex Cricket have since confirmed that this was taken out of context and there was not an actual agreement. Sussex Cricket have confirmed that if this comes up again the proposal will be sent to WPC first.

Sussex Cricket want to put in an above ground water storage tank for their irrigation system.

Cllr. Broucke has told Sussex Cricket that the screen runners are a trip risk, and they have confirmed that these will be dealt with, perhaps fenced off.

2017-163. Parish Hall

163.1. Update

The viability of the refurbishment has not yet been established. The cost of repairs to bring the hall up to a good enough standard to be opened to the public has been quoted as £100,000.

The tenant has not yet moved out.

There are two filing cabinets in the hall and the notice board that need to be removed. Cllrs. Broucke and Prangnell will arrange this.

WPC considered the idea of investing in the Blackstone playing fields as well as the Parish Hall to provide a Parish room.

163.2. Asset of Community Value

It was agreed that this application will be made subject to the meeting of the Hall Committee going positively.

2017-164. Neighbourhood Watch update

Mr Noel couldn't attend the meeting, but Cllr. Dixon reported on his behalf that he would like to put together a newspaper. Mr Noel will come along to the next meeting to propose this idea.

2017-165. SDNP Pre-Submission Plan

Cllr. Dixon is reading through this, and has summarised the policies so far. The main development area will be Lewes and Midhurst. Cllr. Dixon has not yet seen anything negative for Woodmancote.

2017-166. Vehicle Activated Signs

See item 156 above.

2017-167. Data Protection training course

It was agreed that the Clerk can attend this course at a cost of £24 to WPC.

2017-168. Annual leave for Clerk

It was agreed that the Clerk can take annual leave from 23rd to 27th October.

2017-168. Finance/payment**168.1. Reconciled accounts & bank statement**

These were agreed and signed by Cllr. Batchelor.

168.2. YTD Budget comparison

All items are so far within budget.

The Clerk will start to prepare a draft Budget for 2017-18 for the next meeting. Members need to think about what should be included.

168.3. External audit

The Auditors sent an email to say that last year an expense to the Clerk was noted in the wrong column (this doesn't change the overall figures). However, they did not note this on the return.

168.4. Payments:-

- a. WSCC – Invoice for Clerk's salary for September – £304.17
- b. Equipment brought under Transparency Code - £480.22
- c. PKF Littlejohn LLP – Invoice for external audit - £120

These were agreed and cheques were signed by Cllrs. Williams and Grimes

There are still some funds available from the Transparency Fund, so the Clerk will buy a printer for WPC.

2017-169. Correspondence/meetings

169.1. Playing Field meeting

Cllr. Williams attended this. There are still parking issues with footballers. Cllr. Williams reiterated to them that they were in breach of the lease if they park on the lane. New astro turf is proposed, Sussex Cricket are going to find out if planning permission is required.

169.2. No. 17 bus service

West Grinstead Parish Council are campaigning to increase the hours of the no. 17 bus service. It was agreed that WPC will send a letter of support.

169.3. HDC planning delegation rule changes

A resident of Rudgwick has complained that the delegation rules were changed without public consultation. WPC will not respond to this.

2017-170. Other business

Cllr. Austin may attend the Gatwick Airport meeting.

Cllr. Williams reported that the trees along Blackstone Lane still need to be cut back, and that the footpath in Blackstone still has not been cleared.

The Clerk reported that Rampion will announce their funding scheme in their next newsletter.

HDC are promoting their Year of Culture for 2019. They are offering grants for local projects, but the application window closes soon.

2017-171. Date of next meeting

The next meeting will be held on Tuesday 14th November at 7.30pm.

The meeting closed at 9.20 pm