

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 11th July 2017 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), M. Grimes, M. Batchelor, A. Underwood, D. Austin and F. Young
L. Bannister (Clerk)

Others Present: 5 members of the public
HDC Cllr. D. Coldwell
SSALC representative Trevor Leggo
WSCC Cllr. D. Barling

2017-104. Apologies

Apologies were received from Cllrs. Prangnell, Williams and Staines. These were accepted.

2017-105. Minutes of the last Meeting held on the 13th June 2017

These were agreed and duly signed by Cllr. Broucke.

2017-106. Action updates from previous Minutes

Cllr. Broucke has not yet mapped the road signs that have fallen into disrepair.

Cllr. Batchelor reported that in addition to the burglaries in Woodmancote, something has been stolen in Blackstone.

2017-107. Declarations of Interest from Members in respect of any items in the Agenda

Cllr. Broucke declared an interest in planning applications DC/17/1401 and DC/17/1374 as he makes payments towards the private lane providing access to them.

2017-108. Open Forum

Mr Noel requested that the Neighbourhood Watch scheme is reopened. He and his wife are happy to co-ordinate this. WPC believes that the scheme is currently being administered by a resident, which Cllr. Williams has details of. These details will be passed on to Mr Noel.

Mr Noel has noticed plastic speed signs in other parishes. He suggested this would be helpful for Woodmancote. Cllr. Broucke asked Cllr. Coldwell if HDC sold signs for bins. Cllr. Coldwell said that HDC isn't

happy about this and doesn't offer them. Mr Leggo said that the signs come from Sussex Safer Roads Partnership.

A member of the public noted that some WPC Members visited Catsland Farm. He has noted the comment made by WPC on the planning application and said that the building proposed would wipe out most of the foliage, and he is not sure that WPC's restrictions could be enforced. Cllr. Coldwell confirmed that WPC could request that restrictions be added to planning consent. He asked why this planning application was not advertised, and why WPC did not object to the application. Cllr. Broucke said that HDC are responsible for advertising their planning applications, and that WPC did not object because the building is replacing a building that was there before (the building is no longer there but the concrete foundation is).

2017-109. Co option & vacancies

A couple of people have shown interest in becoming Members since the previous meeting.

It was agreed to co opt Francis Young onto the Council. Mr Young completed a Register of Interests and Declaration of Acceptance of Office and joined the meeting.

The Chairman and Members welcomed Cllr. Young on board and hoped he would enjoy being part of the team.

2017-110. Reports from other Authorities

110.1. Horsham District Council

Cllr. Coldwell said that HDC is investing in property in central Horsham for around £15m. There is nothing to report that affects Woodmancote directly.

110.2. West Sussex County Council

Cllr. Barling has spoken to the Cabinet Member responsible for Highways about the T junction at Bramlands Lane to try and get the road resurfaced.

Cllr. Broucke requested that Cllr. Barling get involved in the fence that has been erected on Highway's land outside Marthas Barn. Cllr. Barling will look into this.

2017-111. Discussion with T. Leggo from SSALC re. Parish Hall

T. Leggo manages the organisation SSALC, which is the association of local councils covering West Sussex, East Sussex and Surrey.

Under the 2011 Localism Act, WPC can request that the Parish Hall is registered as an asset of community value. If this is successful this would give WPC a moratorium of 6 months to make an offer to buy the Hall.

The next stage would be to have their solicitor investigate the deeds to find out if there are any restrictions or covenants that would affect the use of the hall. For example, if the hall is not open to all to use, WPC would not be able to invest in the Hall financially.

WPC would need to have a serious discussion with the public to find out if they are happy for WPC to have financial input into the Hall.

If the diocese would lease the Parish Hall to WPC, WPC would be liable for all maintenance and repairs. WPC has the power to borrow money. The Public Works Loan Board offer loans to local authorities at a fixed interest rate of 2-3%. However, this would only be granted if there has been proper consultation with the public.

ClIr. Young asked what the consultation process is. T. Leggo said that this would be to advertise on the website and to have a public meeting.

WPC would have responsibility for the finance, but can't be made bankrupt, and individual Members are not personally liable for any debt.

T. Leggo left the meeting

2017-112. Planning

112.1. DC/17/1327 Annies Baskets Limited, Henfield Road

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

'Woodmancote Parish Council does not object to this application.'

112.2. DC/17/1362 Bramcote Farm, Bramlands Lane

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

'Woodmancote Parish Council does not object to this application.'

112.3. DC/17/1274 Land south of Brighton Road

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

'Woodmancote Parish Council does not object to this application subject to the following:-

- That there is no conflict with the views from the South Downs National Park
- That there is no objection from Highways regarding the site access
- That the green screening to the north remains completely intact
- That it doesn't contravene the HDPF.'

112.4. DC/17/1398 Woodmancote Place, Brighton Road

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

'Woodmancote Parish Council does not object to this application as long as it doesn't contravene the HDPF.'

Cllrs. Coldwell and Barling left the meeting

112.5. DC/17/1401 Pear Tree Farm, Furners Lane

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

'Woodmancote Parish Council strongly objects to this application as it believes the residential use would considerably damage the rural landscape and natural fauna to the south. It is sitting very close to the high voltage power lines above, and WPC believes it may sit on or very near the underground high voltage main going to Henfield. This could be a real health problem for the occupant.

Furners lane is a narrow, privately owned lane which is maintained by private households and not suitable for this type of development.

This application must be considered alongside DC/17/1374 as WPC feels both applications will conflict.'

112.6. DC/17/1374 Turnhams Gill, Furners Lane

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

'Woodmancote Parish Council strongly objects to this application as it feels the site is totally inadequate for this type of development. It is approx. a mile down a privately owned and managed country lane which is a well used footpath and very narrow.

There is also an high voltage power line that runs across the site which may cause health problems to anyone living that close.

The HDPF does not support there being a need for this type of development as they have already allocated sites assessed in accordance with policy 23.

This application must be considered alongside DC/17/1401 as WPC feels both applications will conflict.'

112.7. DC/17/1240 Catsland Farm, Bramlands Lane

This comments deadline for this application was prior to the meeting, and so as not to miss the deadline a comment was decided by email. The comment made was:-

'Woodmancote Parish Council does not object to this application, but would ask:-

- That the foliage at the south edge of the site is retained.
- That use of the site is restricted to the owner/successor in title (eg not leased).'

112.8. Any applications received since publication of the Agenda

Application DC/17/0623 for Two Hoots, Furners Lane was received. If the comments deadline falls before the next meeting and cannot be extended, this will be decided by email.

2017-113. Planning updates

None.

2017-114. Training for Clerk

It was agreed that WPC would support the Clerk in studying for CILCA, and will cover 50% of the cost of the course (£250), and SLCC membership (approx. £50).

2017-115. Policies & Procedures

The Policies and Procedures for WPC have been updated, and now include policies for email and social media, data protection, disciplinary, and grievance. The new policies were agreed.

2017-116. Website upgrade

The current website provider has quoted £675 plus VAT to upgrade the website. This would include:-

- Building and designing the new website
- Transferring all current content in a new layout
- No increase to the annual charge

The Clerk will send around examples of other websites they have created, and get some more quotes for comparison.

2017-117. Winter management

No changes to the winter management plan were suggested. This was approved.

Cllr. Austin will check the levels of the salt bins.

2017-118. Vehicle Activated Signs/traffic management

This will be covered at the next meeting.

2017-119. Neighbourhood Plan

This was approved by HDC and made on 21st June. 2nd August is the cut off date for appeals. None have been received by HDC yet.

2017-120. Finance/payment**120.1. Reconciled accounts & bank statement**

These were agreed and duly signed by Cllr. Grimes.

120.2. YTD Budget comparison

This shows that expenditure so far is on track and within budget.

120.3. Online banking

It was agreed that this can be set up, but payments will continue to be made by cheque. The Clerk is not able to make payments online.

120.4. Payments

The following payments were agreed:-

- a. WSCC – Invoice for Clerk’s salary for June - £304.17
- b. SSALC Ltd – Invoice for training for Clerk - £48

Cheques were signed by Cllr. Grimes and the Clerk.

2017-121. Correspondence/meetings

121.1. Parish Hall & Playing Field

An open meeting is being held on 4th September to discuss the options for the Parish Hall. This is going to be run by Action in Rural Sussex.

There has been a conflict of information with the PC meetings to be held at the pavilion. It seems that WPC can use the room, but there may be some clashes of dates with stool ball fixtures.

121.2. Meetings training for Clerk

The Clerk attended a training session on meetings. Following this, the Clerk advised Members not to hold emails for too long in case there is a Freedom of Information request. The Clerk holds all required correspondence.

The Clerk will look into whether Members should have dedicated email addresses.

2017-122. Other business

It was reported that there is a factory and business moving into Woodmancote into a residence.

Cllr. Underwood reported that two weeks ago there were reports of very loud fireworks.

Cllr. Underwood has spoken to members of Sussex Police, who have said that they find it very hard to visit parish councils now that they do not have PCSOs dedicated to specific areas.

Cllr. Batchelor reported that there was an electric buggy stolen in Blackstone.

The Clerk reminded Members that there is a planning seminar on Monday 17th July.

The Clerk has the first week of August, and first week of September booked as annual leave.

2017-123. Date of next meeting

The next meeting will be held on Tuesday 8th August at 7.30pm. This will only be held if required for planning matters.

The meeting closed at 9.40 pm