



WOODMANCOTE PARISH COUNCIL

**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 11th
September 2018 at 7.30 p.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), M. Batchelor, P. Williams, A. Underwood, M. Grimes, C. Dixon, D. Austin and J. Prangnell
L. Bannister (Clerk)

Others Present: Mr R. Noel from Woodmancote Hall CIO
Mr A. Mackay from Sussex Cricket

2018-156. Apologies

Apologies were given from Cllr. Coldwell.

2018-157. Minutes of the last meeting held on the 14th August 2018

It was **RESOLVED** to approve these, subject to re-wording a sentence on page 4, and they were duly signed by Cllr. Broucke.

2018-158. Action updates from previous Minutes

The Silent Soldier has been moved to Blackstone.

2018-159. Declarations of interest from Members in respect of any items in the Agenda

The Clerk was asked for clarification about why an interest should be declared for a personal interest. The Clerk explained that it is in the best interests of a council for members of the public to be aware if a councillor has a potentially conflicting interest in a matter on the Agenda, and that those with a personal interest should both declare an interest and remove themselves from the room whilst the matter is decided. This shows the openness of the council and councillors.

Cllrs. Grimes, Batchelor and Dixon declared a personal interest in Woodmancote Hall as they are on the committee for the Charitable Incorporated Organisation.

2018-160. Open Forum

Members of the public were made aware that due to the Data Protection Act, members of the public may be recorded as being present at the meeting, and that the room is monitored by CCTV (which is not under the control of WPC).

The meeting was adjourned to allow members of the public to speak

Mr Noel made a statement on behalf of the Woodmancote Hall CIO as the only member who is not a councillor. Mr Noel stated that there is overwhelming support from the community in favour of keeping the hall, and they are in touch with groups that actively want to use it. The CIO expects the support of council. Once renovated, the hall will be available at all times for the community. The CIO believe this is a better option than a room at Blackstone Pavilion, which they believe has negative aspects. The church has offered a long lease at a peppercorn rent. If a decision by WPC is not made to support the hall, it will be sold.

Mr Mackay is the Head Groundsman for Sussex Cricket and explained that Sussex Cricket need a water tank due to the condition of the ground. They apologise for the speed of doing this, but they needed the tank urgently because the ground was too dry. The current water tank is temporary. The intention going forward is to get planning permission for an above ground tank that will be approximately 3m high and masked by laurel bushes. The tank will have a capacity of 20,000 litres. The cost of burying the tank is not feasible for Sussex Cricket. It was suggested that Sussex Cricket consider using a bore hole to use underground water. Cllr. Broucke suggested that the tank needs to be semi-temporary at the moment due to other ongoing discussions about the ground.

Cllr. Broucke thanked Mr Noel for his speech and added that the council had always had an interest in Woodmancote Hall but are up against issues with loans/repayment, etc. The council does have other assets and does have a backup plan in case the refurbishment is not possible.

The meeting resumed

2018-161. Reports from other Authorities:

161.1. Horsham District Council

Cllr. Staines reported that recycling has gone up to 54% since the changes to refuse collection. This needs to increase to 60%.

There is no news on Blackstone Rise garages or the cycling event.

161.2. West Sussex County Council

Cllr. Barling was not present.

2018-162. Planning

162.1. DC/18/1830 Firland Park Industrial Estate

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

‘Woodmancote Parish Council does not object to this application, but requests that the following is taken into account:-

- No outside floodlighting should be added
- Working hours should be restricted to fall in line with the site
- Foul drainage should be included

- Parking for the café should not be reduced
- Please can access to the building be confirmed as the orientation on the plans is not marked.'

162.2. Any applications received since publication of the Agenda

Further plans for DC/18/1525, Sussex Prairie Garden, have been lodged. **It was RESOLVED** to not make any further comment on this.

2018-163. Planning updates

Pear Tree, Furners Lane has been lodged as an appeal. It was agreed to write to Henfield PC to show support and object to the appeal.

Two Hoots & Bilsborough are being dealt with by enforcement.

Cllr. Staines left the meeting

2018-164. Blackstone Playing Fields

164.1. Water tank installation

Council was updated about this in the open forum (see above). There is no action to take on this but to wait for a planning application.

164.2. Lease

No update at this time.

164.3. Signage

Cllrs. Broucke and Williams met with David Bowden and Jon Filby from Sussex Cricket. They discussed the lease and understood WPC's stance. It was emphasised that the ground needs to be open to the community, which the entrance currently discourages.

Sussex Cricket will put together an artist's impression of moving back the gate, putting some parking spaces outside, and adding an extra building. They will add a sign to say 'open to all'.

The water tank was discussed and Sussex Cricket will consider burying this and collecting rainwater.

The point was made that Woodmancote Hall is still the preference for a meeting room.

The term of the lease will limit Sussex Cricket's ability to apply for grant funding.

2018-165. Location of Silent Soldier

This is currently in Blackstone.

It was agreed the next location will be outside Terrys Cross. Cllrs. Underwood and Dixon will arrange this.

2018-166. Vehicle Activated Signs

The Clerk will find out costs of some signs and bring them to the next meeting.

2018-167. Winter Management Plan

It was RESOLVED to approve this, with no changes suggested.

4x4 volunteers will be contacted to confirm they are still willing to help.

The salt bins will be tidied up.

2018-168. Blackstone Rise garages

HDC said they will keep us updated.

Cllr. Williams made a personal Freedom of Information request of HDC, but not a lot of information was received.

2018-169. Pavement on A281

A resident has complained about the pavement running from the border of Woodmancote/Henfield to the bus stop.

It was agreed to write to Highways to ask them to clear this, or recommend someone to us that could do the work. Some of this pavement is in Henfield so they will also be made aware of the issue.

2018-170. Woodmancote Hall

Legal advice has been received stating that using rental income from the cottage to repay a loan would not be legally possible.

The Clerk's recommendation is to take out a PWLB loan and grant this to the CIO for the benefit of the hall, and not the cottage. However, it is recommended to get views from residents before going ahead as their precept will be almost doubled for the next 30 years.

It was RESOLVED to send Christmas cards to residents to ask whether or not they want WPC to go ahead with the loan.

Members of the CIO confirmed that they would be looking for two more quotes for works. They were advised to employ a quantity surveyor to prepare a schedule of works of which to quote against.

2018-171. General Data Protection Regulations

171.1. Audit

The audit is now complete and members have read the recommendations made by GDPR-info.

171.2. Recommendations

It was RESOLVED to go ahead with all recommendations made by the Clerk. This includes:-

- 10 hours of overtime for the Clerk to put in place all of the administrative requirements
- Purchasing a shredder for the Clerk
- Bringing the website in line with GDPR
- Security improvements to the laptop

2018-172. Finance/Payment

172.1. Reconciled accounts & bank statement

These were agreed and signed by Cllr. Underwood.

172.2. Interim Internal Audit

It was **RESOLVED** not to go ahead with this.

172.3. Payments:-

It was **RESOLVED** to pay the following:-

- a. WSCC – Invoice for Clerk's salary for August – £304.17
- b. Donation to Woodmancote News - £200

Cheques were signed by Cllrs. Williams and Grimes.

2018-173. Correspondence/meetings

173.1. Playing Field Association meeting

This was attended by Cllrs. Williams and Dixon. They discussed the suitability of the Pavilion as a Polling Station venue and came to the conclusion that this would not be suitable.

There is a new football coach, who will be made aware of the parking rules.

173.2 Cost of wooden gates

The Clerk circulated costs of wooden gates. These ranged from £600 to £1800.

173.3. Silent Silhouettes

HDC has £500 to put towards these for all of the parishes in the district. WPC's interest has been noted.

173.4. Pear Tree Farm, Blackstone Lane

An open day will be held there at the weekend.

An appeal was made to the planning decision.

173.5. Invitation to see wind turbines

Cllrs. Grimes and Broucke would like to attend.

2018-174. Other business

None.

2018-175. Date of next meeting

This will be on Tuesday 9th October 2018 at 7.30 pm. This will be held at Blackstone Pavilion.

The meeting closed at 9.40 pm