



**WOODMANCOTE PARISH COUNCIL**  
**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 12<sup>th</sup>**  
**February 2019 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), A. Underwood, J. Prangnell, C. Dixon, M. Batchelor, and M. Grimes  
L. Bannister (Clerk)

**Others Present:** HDC Cllr. D. Coldwell  
WSCC Cllr. D. Barling  
4 members of the public  
Mr. R. Noel, Chair of Woodmancote Hall Charitable Incorporated Organisation (CIO)

**2019-22. Apologies**

Apologies were given from Cllrs. Williams and Austin. These were accepted.

HDC Cllr. Staines also gave his apologies.

**2019-23. Minutes of the last meeting held on the 8<sup>th</sup> January 2019**

It was **RESOLVED** to approve these, and they were duly signed by Cllr. Broucke.

**2019-24. Action updates from previous Minutes**

The Clerk reported that five more responses to the survey were received since the last meeting, three of which were 'yes' and two 'no'.

The Speed Indicator Device has been received.

Cllr. Broucke asked the landowners responsible for the hedges on Blackstone Lane to cut them back. They agreed that they would.

Cllr. Broucke attended Cllr. Young's memorial service.

## **2019-25. Declarations of interest from Members in respect of any items in the Agenda**

The following interests were declared:-

- Cllrs. Dixon, Batchelor and Grimes declared interests in Woodmancote Hall as trustees of the CIO.
- Cllr. Underwood declared an interest in planning application DC/19/0081 as a neighbour to the site.
- Cllr. Grimes declared an interest in planning application DC/18/2564 as he knows the landowner.

## **2019-26. 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*

The landowner of Stable Cottage spoke a little about his planning application DC/19/0081. Building work was finished at the site in 2013, and no further building has taken place since then.

Mr Noel showed council a mock layout of Woodmancote News. This will be published this month and will show several news items as well as WPC approved updates.

Regarding Woodmancote Hall CIO, the minutes from their latest meeting were sent to WPC. They are holding a public meeting on 27<sup>th</sup> March. The CIO are considering the most cost effective way to renovate the hall, which may be to ask the Diocese to sell the cottage.

A neighbour to planning application DC/19/0081 spoke in objection, on the grounds that she does not believe the evidence to be sufficient.

Cllr. Broucke confirmed that WPC will discuss the planning applications as they come up on the agenda.

The landowner of Stable Cottage added that he thinks there is enough evidence that the residence has been lived in for the past four years.

*The meeting resumed*

## **2019-27. Reports from other Authorities:**

### **27.1. Horsham District Council**

Cllr. Coldwell reported that the budget is going through tomorrow evening and will show a small increase. HDC will have the lowest Band D increase in Sussex, and will be in the lowest 25% in the country.

Regarding the Mayfield New Town development, Cllr. Coldwell confirmed that Pre-Planning Advice has been given, but doesn't expect that planning permission will be granted in the foreseeable future.

### **27.2. West Sussex County Council**

Cllr. Barling reported that WSCC will set their budget on Friday. They have a budget gap of around £24m due to the need to spend more on children's services and older people's social care. Council tax will be increased by 5% (2% of which is for social care).

Roadworks are being carried out on the worst stretches of road in the county. WSCC have just finished a consultation on the road approaching Upper Beeding from Woodmancote to reduce the speed from 40mph to 30mph. This is likely to be accepted.

Further discussions were had about how WSCC set their budget.

There is a possibility that Velo South will go ahead, but on a different scale to the event planned last year.

Balfour Beatty are continuing with the Highways contract, although WSCC are re-tendering for the contract for March 2020.

Cllr. Broucke asked Cllr. Barling if WSCC would be willing to fund the widening of the pavement on the A281. Cllr. Barling will look into this.

*Cllrs. Coldwell and Barling left the meeting*

## **2019-28. Planning**

### **28.1. DC/19/0081 Stable Cottage, Paynesfield North**

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

Cllr. Prangnell declared an interest in this item as a friend of the applicant, and declined to vote.

‘Woodmancote Parish Council does not necessarily support this application, but would ask that if it is approved that the following conditions are applied:-

- That the building is checked to ensure it complies with building regulations.
- That habitation is restricted to the applicant’s family only.
- That severance of ownership from the main house is not allowed.’

*One member of the public left the meeting*

### **28.2. DC/19/0138 The Hollies, Brighton Road**

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

‘Woodmancote Parish Council does not object to this application but would ask that all drainage matters are dealt with, and no additional floodlights are allowed.’

### **28.3. DC/18/2564 The Round House, Brighton Road**

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

‘Woodmancote Parish Council does not object to this application, but would ask that a condition is added that the building is only for non-habitation.’

### **28.4. DC/19/0215 Marthas Barn Warehouse, Hollinger**

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

‘Woodmancote Parish Council refers to comments made on the previous application DC/17/1246.’

### **28.5. Any applications received since publication of the Agenda**

None.

### 2019-29. Planning updates

The following planning decisions have been made:-

- DC/18/2632 Morley Farm House – refused
- DC/18/2357 Annies Baskets Limited – permitted
- DC/18/2144 Morley Farm House – permitted
- DC/18/2608 Rose Cottage - permitted

There will be a new planning application coming forward to upgrade Wickwood Country Club. However, this is outside the boundary of the parish.

*Three members of the public left the meeting*

### 2019-30. Blackstone Playing Fields

#### 30.1. Lease

Three further enquiries have been raised by the solicitor for Sussex Cricket. These were all agreed.

The Clerk will ask for a final copy of the draft lease for Members to see.

#### 30.2. Water tank/entrance

Cllrs. Broucke and Dixon met with representatives of Sussex Cricket at the Pavilion.

The plan for the tank is to keep it in the same location, but sink it 1-1.5m into the ground. The plan for the entrance is to move the gates in to allow for a few parking spaces outside.

Council are happy with these proposals, but would like to see a drawing of the proposed entrance.

### 2019-31. Vehicle Activated Signs

The Speed Indicator Device has now been delivered, and Cllr. Broucke has made it more secure. Permission to put this up is awaited from Highways, although it is understood that existing street furniture could be used.

### 2019-32. Quotes for pavement and ditch clearance

The following quotes were received:

	PHB	Landbuild
Ditch clearance on Blackstone Lane from Four Elms to cattle buildings	£1012.50 plus VAT	£1983 plus VAT
Path clearance on A281	£2248.52 plus VAT	£1969.25 plus VAT

Highways will be asked if they will deal with the pavement as this is so narrow it is a danger to pedestrians.

### 2019-33. Review of Pensions Discretions Policy

No changes were recommended by the Clerk. This was approved.

### 2019-34. Website upgrade

The following quote has been received from Vision ICT (the current website supplier):-  
£650 plus VAT to upgrade website.  
£105 for gov.uk domain + £55 every two years after.  
Email free of charge.

The website would be fully accessible.

It was **RESOLVED** to go ahead with this.

### **2019-35. 2019 Elections**

Members are aware that they need to contact HDC direct for nomination forms.

The elections will be advertised in the parish magazine and the BN5. A notice has been put up on the notice board.

### **2019-36. Woodmancote Hall**

#### **36.1. Update from Charitable Incorporated Organisation (CIO)**

The minutes from the CIO's last meeting were circulated to members. The only thing to add is that their bank account has been opened.

#### **36.2. Loan application**

Following the positive result of the parish survey, council agreed to apply to the Public Works Loan Board for a loan of £150,000 to fund the renovation of Woodmancote Hall.

It was **RESOLVED** to authorise the Clerk to apply for borrowing approval.

#### **36.3. Next steps**

The Clerk will send the required information to SSALC to start the loan application.

### **2019-37. Finance/Payment**

#### **37.1. Reconciled accounts & bank statement**

These were agreed and signed by Cllr. Batchelor.

#### **37.2. Appointment of Internal Auditor**

It was **RESOLVED** to appoint Mulberry & Co.

#### **37.3. Payments:-**

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

- a. WSCC – Invoice for Clerk's salary for December – £482.03
- b. WSCC – Invoice for Clerk's salary for January - £293.10
- c. Martin Standing – Invoice for clearing Woodmancote Hall - £200

Cheques were signed by Cllr. Grimes and the Clerk.

### **2019-38. Correspondence/meetings**

#### **38.1. Neighbourhood Planning seminar**

The Clerk reported that HDC are updating their Local Plan, and as a result are reviewing neighbourhood plans in the district. HDC are under pressure to deliver more housing, and under the new NPPF will be giving housing targets (an 'Indicative Housing Figure') to each parish. HDC have said that they don't yet know how they are going to allocate housing to each parish but have said that they would consult. Once the figure is allocated, and depending on the Local Plan review, this may trigger a review of the Woodmancote Parish Neighbourhood Plan. The Clerk urged members to keep up to date with planning in general and HDC's Local Plan review.

### **38.2. Joint Minerals Local Plan – Options & Issues Consultation**

No comment to be made on this.

### **38.3. SDNP Examination – Modifications Consultation**

No comment to be made on this.

### **38.4. Strategic Housing & Economic Land Availability Assessment 2018**

This has now been published.

### **2019-39. Other business**

The Silent Soldier has now been moved to its final location in the church grounds.

Cllr. Underwood requested that entrance gates are considered at the next meeting.

Cllr. Dixon reported that a crow scarer has been going off all night near Bramlands Lane.

A resident has complained about garden and chicken waste being deposited on footpath 2540 from Blackstone Lane to Henfield.

The Clerk will be on annual leave from 19<sup>th</sup> February for four days.

There was a road traffic accident outside the church and a road sign has been damaged. Highways will not fix this as they think there is enough signage already.

### **2019-40. Date of next meeting**

This will be on Tuesday 12<sup>th</sup> March 2018 at 7.30 pm. This will be held at Blackstone Pavilion.

*The meeting closed at 9.10 pm*