



WOODMANCOTE PARISH COUNCIL

Minutes of Meeting held at Blackstone Playing Field Pavilion on Tuesday 12th June 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, J. Prangnell, D. Austin, and M. Grimes
L. Bannister (Clerk)

Others Present: 4 members of the public
HDC Cllrs. B. Staines & D. Coldwell
WSCC Cllr. D. Barling
C. Carey, chartered surveyor

2018-99. Apologies

Apologies were given from Cllrs. Underwood and Dixon. These were accepted.

2018-100. Minutes of the last meeting held on the 8th May 2018

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

2018-101. Action updates from previous Minutes

Cllr. Williams said that Brighton College changed its plans to play at Blackstone Playing Fields.

2018-102. Declarations of interest from Members in respect of any items in the Agenda

Cllr. Grimes declared an interest in planning application DC/18/1001 and 1004 as he is employed by the applicant. Cllrs. Austin and Prangnell declared their interests in the same applications as they are neighbours to the site and have rights of way over the access, however, they do not have a pecuniary interest in this application. Cllr. Broucke declared an interest in the same application as the applicant.

2018-103. 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.

Chris Carey is a chartered surveyor and is employed by the applicants for planning application DC/18/1138 and 1139. Mr Carey explained about the application and welcomed any questions.

Cllr. Williams asked how high the building will be. Mr Carey explained that it will be 1.5 storeys high, similar to a dormer bungalow. It will be lower than the current property, and the screening will be good as they are not removing any trees.

Cllr. Broucke spoke about his own planning application and explained that he's done what he can to keep in line with the permitted development rules.

The meeting was resumed.

2018-104. Reports from other Authorities:

104.1. Horsham District Council

Cllr. Staines reported as follows:

HDC have had a presentation about the cement works. The SDNPA want to put together an Area Action Plan.

At the end of September there will be a lot of road closures due to a cycle race. This will split the district in half and will cause inconvenience for people trying to travel on this day. Cllr. Barling added that this will be discussed at the next CLC meeting.

104.2. West Sussex County Council

Cllr. Barling reported as follows:

Cllr. Barling hopes to join a liaison group for the old cement works.

There is not yet a date for resurfacing Horn Lane. Cllr. Barling is working on this.

Firland Industrial Estate has applied to WSCC to remove the condition to have a local liaison group. This is going to committee on 19th June, and the planning officer has written a report recommending refusal. The meeting will be live webcast.

Cllr. Barling will discuss a potential speed reduction at Blackstone at the next CLC meeting.

Cllr. Barling has put Richard Hill in touch with someone to help with funding for Woodmancote Hall.

The cabinet member for Highways has an additional £500,000 for potholes.

Cllr. Broucke asked if there has been any change in recycling amounts since the change to the refuse collection. Cllr. Barling said it's too early to say, but Cllr. Staines added that anecdotally HDC have said that they are already close to hitting their target.

2018-105. Planning

105.1. DC/18/1138 Stockmans, Blackstone Street

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

‘Woodmancote Parish Council does not object to this application as long as it meets all of the criteria of the listed building.’

105.2. DC/18/1139 Stockmans, Blackstone Street

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

‘Woodmancote Parish Council does not object to this application as long as it meets all of the criteria of the listed building.’

105.3. Any applications received since publication of the Agenda

None.

2018-106. Planning updates

WPC has not been consulted on the following applications as they are prior notifications, however members decided to discuss them.

106.1. DC/18/1001 & 1004 Woodhouse Farm, Wheatsheaf Road

Cllr. Broucke left the meeting so that this matter could be discussed

Cllr. Coldwell arrived

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

‘Woodmancote Parish Council has concerns about this application for the following reasons:-

- *this development would create an increase in vehicle movements
- *the access to the site is via a single track with a lack of passing places
- *access onto the B2116 would be difficult if more than two cars are waiting at the access due to the width of the track
- *this is a shared right of way.’

Cllr. Broucke returned to the meeting

106.2. DC/18/1125 Heatenthorn Farm North, Henfield Road

No comments were made on this application.

106.3. Enforcements

There was an appeal lost at Two Hoots a while ago, which now needs to be referred to Planning Compliance.

There is no new update on Bilsborough Barn.

Cllr. Coldwell will look into these.

The Clerk will ask for an update on the Pear Tree planning compliance.

Cllr. Staines left the meeting

107.1. Reports from Horsham District Council (cont.)

Cllr. Coldwell explained about the meeting and plans regarding the cement works.

2018-108. Blackstone Playing Fields

There is no update from the solicitor on this matter.

Cllr. Williams attended the open day, and was asked about the lease and extension.

The Playing Field Association meeting is next week.

Cllr. Batchelor has had comments about the inaccessibility of the children's play area. This is open for use at any time, as is the field, as long as there isn't a match on.

2018-109. Location of Vehicle Activated Signs

The Clerk will make an application for all of the locations suggested, and WPC will take advice on the most suitable locations. Ideally there will be locations on the B2116 and A281 facing in each direction.

2018-110. Year of Culture 2019

WPC would like to be kept informed about Henfield's progress with this, and fully support what they do.

Cllr. Coldwell added that there are lots of things going on in the district and lots of parishes are getting involved.

2018-111. Speed reduction in Blackstone

There was a discussion about the a 20mph sign, and road humps were suggested.

Cllr. Barling thinks that the Police would object to a speed reduction as it would be unenforceable, and also Highways because it won't fit criteria.

Cllr. Broucke suggested tidying up the wooden gateways at the entrances to the hamlet.

2018-112. SLCC membership for Clerk

It was RESOLVED the Clerk can claim for this expense up to a maximum of £60.

Cllr. Coldwell left the meeting

2018-113. Donation to Woodmancote News

This will be discussed at the next meeting.

2018-114. Maintenance around the Parish

Several complaints have been received from residents. Following are the complaints and the actions to be taken:-

- The verge outside Fairylands – although WPC has already requested that the verge is made good, nothing has been done. Cllr. Broucke will speak to the landowner.
- Phone booth – BT has said that they would remove this. The Clerk will chase this.
- Overgrowth around phone booth – This will be cut back.
- Road surface on A281 – This is being dealt with by Cllr. Barling.

- Hedging at junction of Blackstone Lane/A281 – Highways trimmed this a while back, and they will be asked to do it again.
- Stinging nettles along footpath on A281 – these will be cut back.
- Pavement between Terrys Cross and Bramlands Lane narrowing – the weeds will be cut back, but any clearing will be done in autumn.
- Path to village and outside Woodmancote Place – vegetation will be cut back, and any other work needed will be done in autumn.

Cllr. Brouke will ask Martin Standing to do the work on the pavements.

Cllr. Williams said that someone local has cleared the footpaths, and has offered to maintain these if there is any budget for this. The Clerk will invite the Footpath Ranger to the next meeting to answer all questions.

Cllr. Barling left the meeting

2018-115. Woodmancote Hall funding

The trustees have met with builders who are going to prepare a tender for the works needed on the hall. This would include the renewal of the main roof covering and flat roof, widening of the toilets to make an accessible toilet, renewal and separation of the electricity supply, complete redecoration and installation of secondary glazing.

The Charitable Incorporated Organisation (CIO) is now officially registered as a charity. This will make funding applications easier. Once tenders have been received they can make a submission to Garfield Weston for funding. They will be putting together a timetable of events over summer for fundraising and keeping awareness high. The church will now lease the hall and the cottage to the CIO for 35 years. The CIO would like to sublet the cottage to the council, so that WPC could raise funds for the refurbishment of the cottage and let it out. The rental income on the cottage would be used to repay any loan taken out by the council, and any surplus would be paid to the CIO. The potential rental income on the cottage is around £12,000 a year.

The trustees will look into cleaning up the car park.

The Clerk will put together a grant policy and application form so that the trustees can make an application to WPC for funding. Cllr. Broucke encouraged this application to come forward in the next few months.

Woodmancote has some S106 money allocated for roads and transport. The Clerk will look into whether or not this could be reallocated.

2018-116. Finance/Payment

116.1. Reconciled accounts & bank statement

These were agreed and signed by Cllr. Batchelor.

116.2. Internal Audit report

The report shows that all WPC's finances are in order, except the reserves held are too high.

Members thanked the Clerk for keeping everything in order.

116.3. Certificate of exemption for External Audit

It was **RESOLVED** to approve this.

116.4. Approval of Annual Governance Statement

It was **RESOLVED** to approve this.

116.5. Approval of Accounting Statements

It was **RESOLVED** to approve this.

116.6. Notice of public rights

This will run for six weeks from Monday 18th June.

116.7. Payments:-

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

- a. WSCC – Invoice for Clerk’s salary for May – £304.17
- b. Zurich – Invoice for insurance - £266. This was agreed by the Chairman and Clerk since the last meeting and a cheque was signed by the Clerk and Cllr. Williams.
- c. Mulberry & Co – Invoice for Internal Audit - £108.90

Cheques were signed by Cllrs. Williams and Grimes.

2018-117. Correspondence/meetings

117.1. Meeting with PCSO

The Clerk met with a PCSO who is going to act as a point of contact for Woodmancote. This is a good chance to make the Police aware of any reoccurring issues in the area.

117.2. Anonymous letters re. planning compliance

Two letters have been received complaining about some building work at Granary Cottage, Paynesfield. This actually has planning permission and the landowner has confirmed that building regulations are involved in the building process.

117.3. Emails re. Firsland Park Industrial Estate

Various emails have been circulated regarding the removal of the condition for a liaison group. Albourne PC had a response from their agent responding to their objection to this application.

2018-118. Other business

Marthas Barn looks as if they may be extending their distribution site.

Cllr. Austin attended planning training at HDC. There was concern raised about changes to the SHELAA, however there is no allocation to Woodmancote at this time due to its lack of settlements.

Rampion has started reinstatement works and they are preparing for drainage improvements.

Cllr. Batchelor has had complaints about the parking outside The Wheatsheaf.

The Silent Soldier will be moved in a few weeks to Prairielands.

2018-119. Date of next meeting

This will be on Tuesday 10th July 2018 at 7.30 pm. This will be held at Blackstone Pavilion.

The meeting closed at 9.40 pm