

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 12th May 2015 at 7.30p.m.
(Members of the Public were invited to attend)

Mrs L Bannister – Clerk to the Council
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Tel: 07921 822869
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Present: WPC Cllrs. C. Broucke (Chairman), M. Grimes, D. Austin, A. Underwood and J. Prangnell
L. Bannister (Clerk)

Others Present: HDC Cllrs. D. Coldwell & B. Staines
WSCC Cllr. D. Barling
J. Stobart

66. Appointment of Chairman

It was agreed that Cllr. Broucke would continue to act as Chairman.

67. Introduction of new Members to Council (completion of forms & new Councillor training)

All members introduced themselves. There are currently three vacancies on the Council. **ACTION** – Cllr. Grimes to advertise this on the website

All members completed declaration of acceptance of office and register of members' interests' forms.

68. Standing Orders & Financial Regulations

The financial regulations were adopted.

The current standing orders have been reviewed and are still suitable, and so have not been amended, except for confirming that clause 1(m) has previously been deleted.

69. Apologies

Cllr. P. Williams.

70. Minutes of the last Meeting held on the 14th April 2015

These were agreed (subject to amending a small typo on page 2) and duly signed.

71. Action updates from previous Minutes

Regarding the flashing 40mph signs, Ross Shepherd at WSCC has been contacted, but they are undergoing some changes in the Highways department and will come for a site visit in a few weeks.

Cllr. Staines asked if a speed camera has been considered, but Council felt this was not right for Woodmancote at the moment.

72. Declarations of interest from members in respect of any items in the Agenda

None.

73. Open Forum (Council agree to adjourn proceedings for questions from the members of the public)

No members of the public were present and so no questions were raised.

74. Reports from other Authorities:

74.1. Horsham District Council

Cllr. Coldwell reporting that of the 44 councillors who were elected to HDC, 39 were Conservative.

Due to the elections, there is very little to report as no roles (chairman, leader, cabinet members) have yet been allocated.

They will be using the new building for their inductions in June.

Cllr. Coldwell has asked that all parish councillors get invited to attend the training day at HDC in June.

Cllr. Staines introduced himself. He is a new councillor and is based in Steyning.

74.2. West Sussex County Council

Cllr. Barling reported as follows:-

The Boundary Commission will review county council boundaries with the intention of publishing a report by the end of this year to take effect by 2017. This was triggered because of an unbalance of the population. The maximum population of an area is 14,000. The object is to make some divisions smaller, some bigger. They will stick to the same district boundaries, but will redefine the county boundaries. They will take into account factors such as transport links. WPC may get a letter asking for comments about this.

There is some reorganisation happening in the highways department. They are trying to get in line with district councils and want to give highway managers separate areas. Junior officers will serve the areas of their managers. As part of this the highway manager will attend all CLC meetings. The CLC is the County Local Committee, which is made up of four county councillors, and they have certain delegated powers to do various things. They have quarterly meetings and everyone from the parishes is invited. They can appoint school governors and give out certain grants. This can sometimes help get things quicker. The CLC meetings are open to the public, and Cllr. Coldwell may start to attend so he can represent the parishes.

75. Operation Crackdown

Presented by J. Stobart from Sussex Police.

Operation Crackdown is a system where members of the public can report any anti social driving that they have witnessed. This can be done via www.operationcrackdown.org or by telephoning 01243 642222.

Various types of behaviour can be reported including abandoned vehicles, drivers talking on mobile phones, tailgating and anything the member of the public deems is anti social.

People reporting such behaviour are asked for various information about the car, the event and their own details (which are kept confidential). It is even possible to send videos and pictures.

The drivers are then contacted by letter and if multiple accusations have been made further action may be taken.

76. Planning

76.1. DC/15/0239 – Southwood House – relocation of driveway

No objections were raised to this application providing that the existing access is closed completely and that it meets all highways regulations. **ACTION** – Clerk to report this to HDC

76.2. Hascombe Farm

The documents for this are not yet on the website and so the application could not be discussed.

77. Planning updates

It was noted that the following applications have been permitted:-

- Firslands (the application with HDC)
- The Stables
- Pear Tree, Blackstone Lane

Cllr. Barling reporting that there is no news on the WSCC Firslands application.

77.1. North View Cottages

There was a complaint made about a house in North View Cottages that there are works being carried out without planning consent. This was reported to HDC, and they have confirmed that they will investigate.

77.2. B2116

We have been made aware of a new track appearing on the B2116 by Paynesfield (just before Annies Baskets). **ACTION** – Clerk to make HDC planning and WSCC highways aware of this.

77.3. A281

A new field gate on the A281 west of the Parish Hall and on the south side has been put in. **ACTION** – Clerk to report this to HDC

78. Appraisal for Clerk

This has been completed. The Council are happy with the Clerk's progress.

79. Neighbourhood Watch

It was agreed that four signs will be applied for. These are to be put on the 'Woodmancote' signs at either end of the B2116 and A281. This will cost £24 per sign, but they will be installed for free (although this may take a few months). **ACTION** – Clerk to apply for these

It is also possible to get window stickers free of charge. **ACTION** – Clerk to let the Neighbourhood Watch forum know

80. Parish signs

A sign for Downsview caravan park has been put up on Horn Lane. This appears to be unofficial and has now been graffitied. Cllr. Barling will report this. **ACTION** – Clerk to report this on Love West Sussex

81. Refuse

Cllrs. Grimes and Broucke reporting that refuse collectors have been uncooperative in Woodmancote. Cllr. Barling to report this.

81a. WSALC/HALC – appointment of two voting Members

Two members need to be appointed to attend and vote at WSALC and HALC meetings. Cllr. Prangnell has agreed to do this, and Cllr. Williams will be asked if she would also like to attend.

82. SDNP nominations

No members were interested in being appointed to the National Park Authority in 2015.

83. Neighbourhood Plan (Cllr. Austin)

There was an open meeting on Tuesday 5th May to present the sites that have been put forward. This meeting was minuted and the minutes will be available to the public after they have been approved. Cllr. Austin has sent a report to AirS of all the sites. AirS have sent several things that now need to be considered, including revisiting the vision paper to see how the sites fit in with this.

A closed Steering Group meeting is planned for Monday 18th May at 7pm, if a venue can be found. Cllr. Prangnell will attend this meeting but will be unable to vote as he has not yet been co-opted on to the committee. The Clerk will minute this meeting

Cllr. Austin has been in touch with three of the site landowners/agents to answer various queries and to progress two of the sites (to encourage them to put forward more specific plans for their sites). The landowner of the land adjacent to Firlands has suggested 7 terraced homes may be suitable for his site. He is planning to sell these after they have been built, but would like restrictions included on their use (eg on the amount of vehicles kept at the property). On the access to this site the landowner has said that there has never been an accident involving people entering and leaving the site.

Cllr. Grimes has heard of another potential site and has advised the landowner to contact the Clerk – but this has not yet been done.

84. Risk assessment

This was agreed.

85. Finance/Payment

85.1. Accounts for financial year 2014/5

These were agreed.

85.2. Trial balance & cashbook

These were agreed.

85.3. Environmental Cleansing Grant for financial year 2015/16 - £484.50

This is half of the grant due for this financial year, and this pays off the debt from clearing the pavements last year.

85.4. Insurance

Two quotes were received:-

- Aon - £561
- Zurich - £275.36

Both policies were pretty similar.

It was decided to go ahead with Zurich.

85.5. Account signatories

It was decided that the Clerk will be added as a signatory and J. Ochoa will be removed as he has now resigned as a councillor.

As Cllr. Williams was absent for the meeting, all cheques agreed will be signed by Cllr. Grimes, and Cllr. Williams will be asked to sign them on her return from holiday.

85.6. WSCC Invoice for Clerk's salary for April – £304.17

This was agreed.

85.7. HALC subscriptions - £15

This was agreed.

85.8. Operation Watershed

The application for Blackstone Lane has been agreed and payment of £3,850 has been received. **ACTION** – Clerk to ask PHB Contractors to complete the work in August or September so that the vegetation is not cut back during the summer months

85.9. Grant for Neighbourhood Plan

Now that the grant has been finalised, Locality are due to pay the final instalment of £689 (10%).

A new grant of £8,000 has been accepted to fund the final AirS fee and the SEA fee.

85.10. S137 Grants

This will be discussed in March 2016 to see if there are funds available for donation.

86. Correspondence / meetings

86.1. Hascombe Farm – site visit

It was decided that a site visit is no longer needed as the application has been made.

86.2. Wheelie Bin signs

As it was brought up at the APM that speed limit signs could be displayed on bins in the parish, a quote was received. This is for £43.50 for a pack of 50. However, it was decided that this would not be effective as bins rarely get seen or are not visible from the road. It was felt that it would be better to put the money towards the 40mph flashing signs.

86.3. SALC – Meeting with Sussex Chief Inspector

There are no questions, but it was felt that more contact is needed with Woodmancote's PCSO.

87. New councillor training

Cllr. Prangnell will let the Clerk know which session he would like to attend.

88. Date of next meeting

Tuesday 9th June at 7.30pm

The meeting closed at 9.50