

**WOODMANCOTE PARISH COUNCIL**  
**Minutes of Meeting held in the Parish Hall on Tuesday 12<sup>th</sup> September 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

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**Present:** WPC Cllrs. Broucke (Chair), D. Austin, P. Williams, F. Young, M. Grimes, J. Pragnell,  
A. Underwood and C. Dixon  
L. Bannister (Clerk)

**Others Present:** 10 x members of the public  
Rev'd Doick  
HDC Cllr. Staines  
WSCC Cllr. Coldwell

**2017-136. Apologies**

Apologies were received from Cllr. Batchelor. These were accepted.

**2017-137. Minutes of the last Meeting held on the 8<sup>th</sup> August 2017**

These were agreed and duly signed by Cllr. Broucke.

**2017-138. Action updates from previous Minutes**

The Clerk had received a response from HDC regarding working hours at Warehouse Hollinger. These were imposed based on the location of the site and the planning history.

The footpath in Blackstone has still not been cleared.

The Clerk has invited the head of the Planning Department to a meeting. They have not responded yet.

**2017-139. Co option of Member**

Craig Dixon put himself forward for co option.

Roger Noel and Mark Henderson are both interested in becoming Councillors, but have not yet lived in Woodmancote for 12 months.

Mr Dixon gave a brief history about himself and explained why he wants to become a Councillor.

It was agreed to co opt Mr Dixon onto the council.

**2017-140. Declarations of Interest from Members in respect of any items in the Agenda**

Cllr. Dixon declared an interest in SDNP/17/03867/HOUS as the applicant.

Cllr. Williams declared an interest in DC/17/1897 as a neighbour to the application, but does not have a financial interest in this.

**2017-141. Open Forum (Members agree to adjourn the meeting for comments from members of the public)**

Mr Ward objected to application DC/17/1897 as his property abuts the site. Mr Ward would not be against redevelopment of the existing buildings, but feels this application is not suitable and urges WPC to reject the application.

Mr Noel couldn't attend the Parish Hall meeting held last week, but wanted to offer to join the steering committee. Mr Noel is also the applicant for DC/171764 and reiterated that this is the same application as has been submitted before, but the description of the application has changed to demolition.

Cllr. Broucke told the meeting that application DC/171897 would be discussed later in the meeting.

Cllr. Broucke clarified with Mr Noel that just part of the building would be demolished, not all of it.

**2017-142. Reports from other Authorities:**

**142.1. Horsham District Council**

Cllr. Coldwell said that the bin collection system is changing to fortnightly collections in February.

Next year is HDC's Year of Culture. Cllr. Coldwell is not sure where WPC could contribute to this, but suggested that Members think about this.

Cllr. Coldwell asked why WPC wanted to meet with the Director and Head of HDC. Cllr. Broucke explained that it would be good to understand what HDC expects from WPC, and that it would be good for members of the public to also hear this. Cllr. Coldwell explained that HDC expects from WPC a reasonable assessment of planning applications with views that are in accordance with planning law as much as possible. Cllr. Coldwell suggested that Members read the Statement of Community Involvement, and that either Members go to HDC to meet the Director, or invite him to the Annual Parish Meeting.

Emma Fox is now the Head of the Planning Department.

Cllr. Coldwell noticed that application DC/17/1374 is due to be decided at the Planning Committee next week, and has been to see the site. Cllr. Coldwell doesn't like the application but cannot attend the meeting, so will ask his colleague Cllr. Staines to read a statement from him.

## **142.2. West Sussex County Council**

Cllr. Barling has been attending meetings about upgrading the A27. The plans are open for consultation at the moment. The building is due to start around 2020, with the road opening around 2023.

Cllr. Williams asked if the broadband cabinets in Blackstone are now up and running. Cllr. Barling believes they are. Residents need to apply to BT to get connected to them.

Cllr. Barling has met with a Highways engineer regarding speeding at Blackstone Street. The engineer agreed that there was an issue to address and was going to look into additional signage. Cllr. Barling will give a fuller update when he has it.

Cllr. Barling will arrange for a Highways Officer to meet with Cllr. Broucke regarding locations for vehicle activated signs.

Cllr. Barling is still trying to get the road resurfaced at the Horn Lane junction. Highways have agreed that it needs to be done, but cannot budget for it this year.

WPC offered thanks to Cllrs. Barling and Coldwell for their work they do for Woodmancote.

## **2017-143. Planning**

### **143.1. SDNP/17/03867/HOUS The Old Barn, Catsland Farm**

*Cllr. Dixon left the meeting as the applicant of this application*

*Cllr. Coldwell left the meeting*

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

‘Woodmancote Parish Council objects to this application as in its current two storey form, it would be unsuitable for the countryside and in this unsustainable area.’

*Cllr. Dixon returned to the meeting*

### **143.2. DC/17/1764 Spindleberries, Brighton Road**

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

‘Woodmancote Parish Council does not object to this application.’

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

#### **DC/17/1897 Truslers Hill Farms Ltd Farm Office, Blackstone Lane**

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

‘Woodmancote Parish Council strongly objects to this application for the following reasons:-

- The scale of the application is too large for this rural area
- This would cause potential traffic problems in Blackstone, which is accessed via a very narrow lane which even the school bus cannot drive down
- This site is partially in the conservation area, which should be taken into account for the complete site
- These plans are not in keeping with the site’s surroundings

WPC suggests that if this application is not refused, that it is withdrawn and proper consultation with residents is undertaken as this is a sensitive site in an historic area.’

### **WSSC/033/17/WK Firland Park Industrial Estate**

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

‘Woodmancote Parish Council objects to this application in part for the following reasons:-

- The application for the 3m gale break is excessive – 1m would be adequate
- The stockpile would be too high, 3m was deemed appropriate for the tonnages in the previous application
- The dust suppression plans are positive, but it is debatable if the designed building would be suitable and high enough for lorries.’

### **2017-144. Planning updates**

DC/17/1374 is going to be decided at the Planning Committee. No Members were able to attend so it was agreed to ask Cllr. Staines to read a comment from WPC. WPC agreed that this application is totally unsuitable and wrong for this type of development.

*Cllr. Barling left the meeting*

The application for Two Hoots has been refused, and the application for the Stable east of Green Oaks Barn has been permitted.

### **2017-145. Blackstone Playing Field**

#### **145.1. Lease proposal**

The trustees are happy to extend the lease in principle to 2043. This means that WPC could also extend their lease.

WPC now have the Management Plan for the Pavilion. It appears there should be a fixture list agreed annually. There is an allowance for stoolball and Henfield football. There is room for other sporting events, but these must be in keeping with current use.

Cllr. Williams suggested building a new hall on the land in case the Parish Hall closes.

It was agreed to pursue the lease extension, subject to terms.

#### **145.2. Venue hire**

WPC should be meeting at the Pavilion for their next meeting. There will be a meeting with Sussex Cricket on the 25<sup>th</sup> to discuss this.

If other organisations want to use the Pavilion, as long as it fits in and residents don't have an issue with it, WPC is in agreement to it.

WPC believes the Management Plan states that WPC can ask to cease all activities giving one year's notice.

#### **2017-146. Parish Hall**

Last Monday there was an open meeting chaired by AirS. The representative was very informative.

Rev'd Doick said that he is checking that land is in fact able to be used by the Diocese and not under the Schools Act (as was suggested by a member of the public). Two members of the committee are going to attend a seminar to learn how to put together a statement of viability, which would be needed for grant applications. The hall will still close on 1<sup>st</sup> October for health and safety reasons. A group will still visit the hall regularly to ensure it is kept free of vandalism.

Rev'd Doick understands that if WPC contribute money to the hall, WPC would need to consult with the community.

WPC offered thanks to Rev'd Doick for efforts made so far. Thanks were also extended to Richard Hill for his enthusiasm.

#### **2017-147. Neighbourhood Plan**

##### **147.1. Dissolution of the Steering Group**

It was agreed to dissolve the Steering Group.

Cllr. Austin is holding lots of paperwork which will be sorted through soon.

Thanks were offered to Jose Ochoa as he was a tremendous help and inspiration throughout the process.

##### **2017-148. Website upgrade & dedicated emails**

Two quotes have been received to update the website for £675 plus VAT and approx. £500. No decisions were made on this, as Members were unsure whether or not a new website was needed.

The quotes to provide each Member with dedicated emails are as follows:-

Vision ICT – 18.99 per email address, per year

1&1 – approx. £10 per month

The Clerk will look into this more to find out whether or not this is necessary.

### **2017-149. Vehicle Activated Signs**

Cllr. Broucke is arranging to meet an engineer with the Highways Department to discuss locations for the signs. There are funds in place, although these may be better spent on the Parish Hall.

The Highways Manager has been in touch to explain that they would need to provide a licence for the posts and the signs at agreed locations. They advise public consultation as the location of the posts can generate ill feeling.

### **2017-150. Finance/payment**

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

These were agreed and signed by Cllr. Grimes.

#### **150.2. Payments:-**

- a. WSCC – Invoice for Clerk’s salary for August – £304.17
- b. Expenses for Clerk - £75.62
- c. Surrey Hills Solicitors – Invoice for advice re. Parish Hall - £364.80

These were agreed and cheques were signed by Cllrs. Williams and Grimes.

### **2017-151. Correspondence/meetings**

#### **151.1. Rural car parks**

HALC want to collate facts and figures on the impact of charging for rural car parking.

#### **151.2. WSALC AGM**

This is on Wednesday 4<sup>th</sup> October at 10am in Pulborough. Cllr. Prangnell will attend.

#### **151.3. Meeting re. Firmland Industrial Estate**

Cllr. Austin attended a meeting. The main issues raised were dust, traffic movement, expansion and failure to comply with rules and regulations. Two neighbours on the north eastern side get all of the dust.

#### **151.4. Update from Rampion**

Rampion have updated that they have now completed the cable installation works including all ducts and cables laid and jointing works completely, so they will now be turning their attention to the reinstatement. This will include drainage reconstruction, topsoil replacement, re-seeding, planting, removing fences, restoring hedgerows, etc. The reinstatement will depend on the season/weather, but they are aiming to have it underway by the end of the year.

Cllr. Austin still needs some work done to the water pipes at his house after they were damaged by Rampion.

**151.5. Internal audit**

The audit company is now recommending two audits per year, and have suggested that WPC could send them paperwork. This will look at the governance side of things rather than the financial side. Their fees are £50 per hour. Members suggested that this could start from next year.

**151.6. SDNPA Pre-Submission Plan**

The consultation period for this will be 26 September to 21 November. Cllr. Dixon will look at this.

**151.7. Age UK**

They have requested a grant.

**151.8. Bus stop hardstanding**

Highways are going to look into whether they own the verge, but have made a plan for the hardstanding.

**2017-152. Other business**

Cllrs. Williams and Underwood have suggested doing site visits for all planning applications. The Clerk is happy to arrange this.

Cllr. Williams requested that Neighbourhood Watch is added to the next Agenda to find out how this is getting on.

The Clerk will prepare a change of venue poster for the notice boards.

**2017-153. Date of next meeting**

The next meeting will be held on Tuesday 10<sup>th</sup> October at 7.30pm.

*The meeting closed at 21.40 pm*