

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Playing Fields Pavilion, Blackstone on Tuesday 13th February
2018 at 7.30p.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), D. Austin, J. Pragnell, M. Grimes, C. Dixon and M. Batchelor
L. Bannister (Clerk)

Others Present: 1 member of the public
2 representatives from Sussex Cricket
WSCC Cllr. Barling

2018-18. Apologies

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

Apologies were also received from HDC Cllr. Coldwell.

2018-19. Minutes of the last Meeting held on the 9th January 2018

These were agreed and duly signed by Cllr. Broucke.

2018-20. Action updates from previous Minutes

Stagecoach has been in touch regarding the hardstanding at the bus stop on the A281. They explained that bus stops are the responsibility of WSCC. Neither they nor WSCC have power to insist hard standing is reinstated, although they believe it is there just covered with dirt. They suggest that as a last resort they could consider a relocation which they would be happy to submit to WSCC. They qualified this by saying that WSCC would do a risk assessment and as they don't do them retrospectively, the new location could be seen as not suitable (even if more suitable than current location).

The Clerk requested further information following the Freedom of Information request about the fence on Wheatsheaf Road. WSCC would not send any correspondence from legal and said that no surveyor report was completed.

Cllr. Broucke met the groundsman at the playing fields to discuss the sight screen tracks. These are in the process of being lowered, and signs have been added warning of the trip hazard.

2018-21. Declarations of interest from Members in respect of any items in the Agenda

None.

2018-22. Open Forum (Members agree to adjourn the meeting for comments from members of the public)

The representatives from Sussex Cricket explained that it is their intention to lower the sight screens before the start of the cricket season as the ground is too wet at the moment.

They also explained their reasons for wanting to extend the Pavilion, and the requests they have had from the community to use some space for various activities. They asked WPC to consider what they wanted from the extension and whether or not it would be possible to submit some ideas to them.

The Neighbourhood Watch Coordinator had a meeting at Horsham and said that there would need to be some changes made in due course. It was suggested that WPC could put up some signs to make sure people are aware of the existence of the scheme.

Cllr. Broucke updated that the solicitor has been instructed and the draft lease is expected imminently.

Regarding the extension proposal, Cllr. Broucke suggested that WPC do not have an issue with work taking place but feels that the addition needs to fit in with a community facility that may be needed in the future. The suggestion would be to extend at the other end of the building, but WPC cannot commit to a firm opinion at the moment without knowing what the needs of the parish would be in the future. This view point was agreed by members present.

Cllr. Broucke updated the Neighbourhood Watch Coordinator that WPC put up signs around a year ago and they can be seen on all of the entrances into Woodmancote.

Sussex Cricket requested that until firm plans are made, that they extend the kitchen by about a metre to meet regulations. They will submit this to WPC as a request and speak to the Playing Field Association about this plan.

2018-23. Blackstone Playing Field – lease and plans for extension

See above for the update on the lease.

Regarding the extension, members agreed to the view put forward in item 2018-22 above.

The representatives from Sussex Cricket left the meeting

2018-24. Reports from other Authorities:

24.1. West Sussex County Council

Cllr. Barling reported that at the budget meeting this week, council tax will almost certainly go up 4.95%. The reason for this is that the funding from Government has been reduced and social care costs are very high.

WSSCC will be putting some funding towards sign cleansing and white lines.

The council tax increase will mean the bill for a Band D house would be around £1300.

The next CLC meeting will be at 6pm on the 7th March to try and explain how the new system of grants will work. It will be internet based and will require some match funding.

Cllr. Broucke said that he has been waiting for a meeting with Chris Stark. Cllr. Barling will chase this up.

2018-25. Planning (go to www.horsham.gov.uk for full details)

25.1. DC/18/0149 Morlands Farm, Wheatsheaf Road

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

‘Woodmancote Parish Council does not object to this application subject to the new site meeting all drainage criteria.’

25.2. Firmland Park Industrial Estate

A member of Albourne Parish Council has asked for WPC’s views on the management and regulation of this. It was agreed that the Clerk will respond to say that WPC notes the points of interest, but requests that any queries are raised through Albourne Parish Council.

CLLr. Broucke visited Firmland. There was a lot of activity, stockpiles and vehicle movements. However, the only real complaint made was the vehicles queued outside in the mornings. CLLr. Barling updated that he had heard that the most recent planning application would be appealed.

25.3. Any applications received since publication of the Agenda

SDNP/18/00617 Catsland Farmhouse, Bramlands Lane

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

‘Woodmancote Parish Council does not object to this application as long as it does not negatively impact on the listed building, but the council does note the pre-application advice given by the case officer.’

2018-26. Planning updates

The appeal for Two Hoots was apparently heard last week.

2018-27. Annual Parish Meeting

This will be on Tuesday 10th April and will start at 6.45 pm for the Council meeting, then the APM will start at 7.30.

There will be a scam presentation and an update from Rampion.

CLLrs. Barling, Coldwell and Staines will be invited to provide an update at the APM.

CLLr. Barling left the meeting

2018-28. WW1 statue

It was agreed to purchase this at a cost of £250. It can be placed until the end of December. A location for this has not yet been agreed.

2018-29. General Data Protection Regulations

The Clerk updated Members about how the new regulations will affect Council. This will mean that various changes will need to be made, including appointing a firm that can act as Data Protection Officer. It was agreed that the Clerk will look into the following:-

- The cost of a new phone for the Clerk
- The various companies that are providing GDPR packages, what they are offering and the costs involved
- Adding a privacy statement to the website

2018-30. Annual leave for Clerk

The Clerk requested leave on 28th and 29th March. This was agreed.

2018-31. Discretions Policy for pension

At this time there is no pension in place, but the discretions were agreed.

2018-32. Charitable Incorporated Organisation for the Parish Hall

Following the request from a working group of members of the public for WPC to set up a CIO who could lease the Parish Hall, the Clerk advised Members of the following:-

- If a loan from the Public Works Loan Board (PWLB) is taken out to grant to the CIO, the CIO would be unable to repay the loan from income from the cottage. This is because loans from the PWLB may be granted, but cannot be loaned to another party.
- If WPC were to set up the CIO, they could specify that a certain number of the trustees must be members of WPC. However, once appointed as trustees, they would have to act in the best interests of the CIO and not the council.
- WPC are still able to take out a loan from PWLB and grant it to the CIO, but repayments would have to come from Precept (which would double the current Precept). If this is the route chosen, WPC should undertake public consultation (such as a parish-wide survey) to find out if this would be acceptable to the community.
- The Clerk noted that the group who are currently trying to negotiate with the Church and set up the CIO have done a great job getting to this point. However, the Clerk advised council that if they want to get involved with the Parish Hall, they should first liaise with the solicitor for the Diocese directly. This could be done via the Clerk or a representative. This is so that WPC can be sure of all avenues open to them before they make any decisions.

A member of the public updated that he thinks a way around this has been discovered.

It was resolved that the Clerk will contact the solicitor for the Diocese directly to ask them how WPC could take control of the Parish Hall.

The Clerk will tell the surveyor that WPC are not yet in a position to proceed, but will be in touch in due course.

2018-33. Finance/Payment

33.1. Reconciled accounts & bank statement

These were agreed and duly signed by Cllr. Batchelor.

33.2. Payments:-

The following payment was agreed:-

- a. WSCC – Invoice for Clerk's salary for January – £304.17
- b. Surrey Hills Solicitors – Invoice for legal advice - £303.60
- c. SSALC – 50% of invoice for Clerk's training - £28.80
- d. Invoice for clearing pavements - £250

Cheques were duly signed by Cllr. Grimes and the Clerk.

33.3. Charitable contributions

It was agreed to make contributions to the following:-

- Henfield Haven - £50
- Parish Magazine – £50

The cheques for these will be written at the next meeting.

2018-34. Correspondence/meetings

34.1. Overpayment to previous Clerk

WSCC want to charge for the full amount of £255.19. In the last correspondence, WPC agreed to pay half of this as a gesture of goodwill.

It was agreed to pay this in full, although WPC admits no liability.

34.2. Operation Watershed audit

The two jobs were audited successfully.

34.3. Letter from HDC about fence on Wheatsheaf Road

This says that WSCC will not be pursuing this matter. The Clerk will find out the current regulations regarding visibility splays for new entrances, and try and find an independent contractor who could offer advice on this.

34.4. Gatwick Airport event

Cllr. Austin will attend this.

2018-35. Other business

None.

2018-36. Date of next meeting

This will be on Tuesday 13th March 2018 at 7.30 pm. This will be held at Terrys Cross.

The meeting closed at 9.45 pm