

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 13th June 2017 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), M. Grimes, J. Prangnell, M. Batchelor, P. Williams and A. Underwood
L. Bannister (Clerk)

Others Present: 7 members of the public
HDC Cllr. D. Coldwell
WSCC Cllr. D. Barling

2017-87. Apologies

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

2017-88. Minutes of the last meeting held on 9th May 2017

These were agreed subject to correcting the typo on page 2.

2017-89. Action updates from previous Minutes

Cllrs. Broucke and Underwood attended the service in the Church with the visiting Bishop.

2017-90. Declarations of interest from Members in respect of any items in the Agenda

Cllr. Broucke declared an interest in Woodhouse Cottages (however this is just a preliminary enquiry, not a full planning application). This property has rights of access through his land, but Cllr. Broucke has no financial interest in this matter.

2017-91. Open forum

Mr Dixon objects to the planning application at Catsland Farm. This application proposes a further 13 parking spaces and Mr Dixon believes there will not be enough space for this which will result in cars parking on the bend.

A member of the public asked whether or not the planning authority read anything that is submitted, or just look at the object/support options. Cllr. Broucke says he finds that they do take comments into account as long as they are factual and to the point. Cllr. Coldwell confirmed this.

Another member of the public suggested that this site is agricultural and they don't have permission for change of use. The septic tank is used for waste water and has no herringbone or clear water runoff – it is not a treatment plant. It is suggested that there is no livestock adjacent to the site but this is incorrect.

Regarding planning application DC/17/1033, a member of the public objected to this application as there are residents living at the site – they are not holiday homes.

2017-92. Reports from other Authorities:

92.1. Horsham District Council

Cllr. Coldwell reported that a new chairman has been elected at HDC.

The Woodmancote Parish Neighbourhood Plan will be adopted at meetings at HDC and the SDNP.

The HDPF will be reviewed soon and will look at rural housing opportunities.

92.2. West Sussex County Council

Cllr. Barling reported that there will be a County Local Committee on 21st June at 7pm which will cover quite a few local items. Cllr. Barling will stand as chair. There will be discussion about the proposed 20mph zone in Upper Beeding, and reducing the speed limit to 30mph in Upper Beeding.

The bridge over the A283 is closing for the weekend of the 23rd June as it needs urgent repairs. Cllr. Barling suggested avoiding this route from Monday 19th June when work commences.

Cllr. Barling has been approached by a member of the public about cars speeding through Blackstone. He has taken a highways engineer up there recently and is waiting for their report to see how this can be improved.

Cllr. Barling is still trying to get the road at the top of Bramlands repaired soon as it is not due to be done until 2018.

Cllr. Barling has had some correspondence with the PCC about potential funding for the Parish Hall. Cllr. Barling has provided information about where to find grants.

Cllr. Broucke said that some of the road signs in Woodmancote have rotted at the base. Cllr. Barling offered to get these looked at if the locations of the signs are sent through.

2017-93. Planning

93.1. SDNP/17/02256/LIS Catsland Farmhouse, Bramlands Lane

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

'Woodmancote Parish Council objects to this application as it should remain as a positive definition of an extension to a listed property.'

93.2. DC/17/1033 Downsview Caravan Park, Bramlands Lane

It was agreed to object to this application. The wording of the objection will be agreed by email.

Cllr. Coldwell left the meeting

93.3. Wickwoods

The applicant has let WPC know that they have submitted an application to Mid Sussex District Council. It was decided not to comment on this. The Clerk will thank the applicant for their courtesy.

93.4. Woodhouse Cottages (preliminary enquiry)

A prospective buyer of this property has been in touch to say that they would like to convert these holiday lets into a single four bedroom house. They would like to know Members' views on this. It was agreed that the response should be that WPC would consider this if it comes through as an application.

93.5. Any applications received since publication of the Agenda

Another application for Catsland Farm has been submitted. The reference number is DC/17/1240. Members would like to view the site before forming a comment. The Clerk will arrange this.

94. Planning updates

There is a planning notice pinned on the fence outside Marthas Barn.

95. Rent for playing field

£700 rent for the playing field has been received from Sussex Cricket. This now needs to be paid under the lease from the Allens.

The trust is now made up of two members of the Allen family and a solicitor. Cllr. Broucke has been in touch with the solicitor, who will consider extending the lease when it is put forward. The Clerk will ask Sussex Cricket to put forward their terms of why they want the lease extended, and an explanation of the grants received which are subject to the lease extension.

96. Parish Hall

96.1. Responses to survey

The PCC has asked if WPC would send them the results from the recent poll. This is a potential data protection issue and it was agreed not to make these public. When the time is relevant, WPC will write to the respondents on behalf of the Church if necessary.

96.2. Venue for meetings

Sussex Cricket has confirmed that WPC can use the hall for meetings, but need the following assurance:-

- Security – that WPC can guarantee locking up and setting the alarm by a trusted person rather one of many.
- Heat & light – would need to put on heating in the morning so that it is warm by evening, or purchase own electric heaters.

Sussex Cricket suggested making a donation via their charity for use of the hall.

Trevor Leggo from SSALC will be attending the meeting in July to go over options for how WPC can help with the renovation of the Parish Hall.

97. Vehicle activated signs/traffic management

The cost of buying a small, movable vehicle activated sign is as follows:-

Solar sign – £3100 for DIY installation, Highways may need to install posts

Battery powered sign – £3172

Fixed bracket (for battery) – £40

Highways would need to be happy with the locations.

Cllr. Grimes has been to see a sign at Warninglid, and has contacted the Parish Council to ask for details.

Cllr. Barling will send through details of the traffic engineer.

98. Neighbourhood Plan

98.1. HDC Council meeting 21st June

This will be at 6pm. Cllr. Broucke will try and attend. Cllr. Williams will try and attend the County Local Committee meeting.

99. Vacancies

There are two available seats on the Council. The following residents put their names forward:-

Roger Noel

Mr Noel lives at the southern end of Woodmancote. However, he has only lived here for a few months which is not long enough to become a Councillor.

Francis young

Mr Young has lived in Woodmancote for 18 months. He was an hotelier and now writes crime novels. He has been through planning applications and has dealt with lots of issues. Mr Young is a business man and believes this will be of benefit to WPC. He is unpolitical and has been a chair of governors for a school.

Craig Dixon

Mr Dixon moved to Woodmancote 13 months ago and has a 3 year old daughter. He is originally from Oxfordshire and works in the pharmaceutical industry. He has attended lots of meetings, is interested in the Parish as a whole and wants to be part of the community.

It was agreed to co-opt at the next meeting.

Cllr. Barling left the meeting

100. Finance/Payment

100.1. Reconciled accounts & bank statement

100.2. Internal audit

The auditor has examined the accounts and is satisfied with the accounts for the year 2016/17. The only issue is that the reserves are too high.

100.3. Annual return/External audit

a. Annual Governance Statement 2016/17

This was read, approved by Members and signed by the Clerk and Cllr. Broucke.

b. Accounting Statements 2016/17

This was read, approved by Members and signed by Cllr. Broucke.

c. Exercise of Public Rights

This will run from 19th June to 28th July.

100.4. Payments

The following payments were approved, and cheques were signed by Cllrs. Williams and Grimes:-

- a. WSCC – Invoice for Clerk’s salary for May - £304.17
- b. Rent for playing field - £700
- c. Internal Audit fee - £102.96

The Clerk suggested looking into online banking. This will be added to the next Agenda.

101. Correspondence/meetings

HDC have an online mapping system showing Tree Preservation Orders. The Clerk will send the link for this around to all.

There has been a complaint about vehicles parking on the verge outside Fairylands. These are obstructing the pavement and damaging the verge. The Clerk will write to the landowner and ask that the pavements are not obstructed, and that the verge is repaired. This will be copied to Highways.

Rusper Parish Council is holding a planning seminar on 17th July. Members can book onto this if they want.

The Clerk will write to Mr James to thank him for trimming back his hedges/trees.

There is no update on the fence at Hollinger. Cllr. Broucke has let WSCC know that the property has been rented, and has asked them to let the agent know that the fence will soon be removed.

The Clerk has let Rampion know about the mess at the satellite site. This has not been cleared up.

102. Other business

There have been two burglaries in Woodmancote and an attempted break-in in Blackstone.

The Clerk will find out if a footpath diversion order has been applied for by Morley Farm.

Cllr. Batchelor asked some time ago if the Clerk would look into re-allocating the S106 money. It was agreed not to look into this at the moment.

The Clerk suggested upgrading the website. This will be added to the next Agenda.

Cllr. Broucke signed a form to allow the Clerk to be WSCC's point of contact for pension matters.

Cllr. Prangnell will be away for the next two meetings.

Cllr. Williams said that there hasn't been anything in the BN5 recently. The Clerk will contact the editors.

The footpath to the east of Blackstone Lane (2540) is impassable. The Clerk will request that this is cut back.

The driveway being put in at Glenholme appears to have increased its area. The Clerk will report this to Highways.

There have been reports of clay pigeon shooting just north of Woodmancote Place, and horse riding in fields (where this is not permitted).

103. Date of next meeting

The next meeting will be held on Tuesday 11th July at 7.30pm.

The meeting closed at 21.15 pm