



WOODMANCOTE PARISH COUNCIL
Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 13th
November 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, C. Dixon, D. Austin, J. Prangnell
and A. Underwood
L. Bannister (Clerk)

Others Present: WSCC Cllr. D. Barling
HDC Cllrs. D. Coldwell & B. Staines
Mr R. Noel, Chair of Woodmancote Hall Charitable Incorporated Organisation (CIO)
1 member of the public

2018-196. Apologies

Apologies were given from Cllr. Grimes. These were accepted.

Cllr. Underwood expected to be late to the meeting.

2018-197. Minutes of the last meeting held on the 9th October 2018

It was **RESOLVED** to approve these, and they were duly signed by Cllr. Broucke, subject to a minor change on page 5.

2018-198. Action updates from previous Minutes

The Silent Soldier was moved to Woodmancote Church.

2018-199. Declarations of interest from Members in respect of any items in the Agenda

Cllr. Broucke declared an interest in planning application DC/18/2165 as the applicant, and Cllr. Austin declared an interest in the same application due to a legal agreement between the applicant and himself.

Cllrs. Batchelor and Dixon declared an interest in matters relating to Woodmancote Hall as trustees of the CIO.

Cllr. Staines arrived

2018-200. 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

Mr Noel had sent an email to council regarding funding for Woodmancote Hall. However, Mr Noel wished to modify this as his questions had been largely answered. Mr Noel submitted a letter from Rev. Doick stating his intentions to grant a 35 year lease to the CIO.

Mr Noel updated that the Woodmancote News website is being finished by a different designer and will hopefully be published in January.

Cllr. Broucke spoke about his planning application, mainly that the dwellings have reduced from 5 to 4.

The meeting resumed

2018-201. Reports from other Authorities:

201.1. Horsham District Council

Cllr. Coldwell reported that HDC are currently putting together a budget for the coming financial year, and updating their Medium Term Financial Strategy which informs the budget for the next five years. Things are looking reasonable for the next year ahead, and there is a possibility that their council tax may not rise except for an inflationary increase.

HDC may start providing maintenance and MOTs for trucks at their Hop Oast Depot, and also a car wash franchise.

The budget for 2021 is not looking so promising, but this depends on Government plans for funding and the Brexit deal.

The cabinet member for environment is bringing forward new constraints, including for fly tipping. Cllr. Batchelor asked if any of these would have a knock on effect on green waste containing plastic etc. spread on farm land.

Cllr. Staines reported that Broadbridge Health's new leisure centre has now opened.

Cllr. Coldwell added that more costs of homelessness are falling to HDC rather than WSCC.

201.2. West Sussex County Council

Cllr. Barling reported that WSCC is also budgeting for the next financial year, however this is dire for them. They are experiencing pressures with loss of Government grant and increasing demands for adult social care and children's services. They have an issue with single people who fall through the housing net, resulting in homelessness. WSCC diverts funding for this to organisations that can help, although Cllr. Barling noted that this is not a statutory duty.

WSCC has hit their target of 50% recycling. The next target is 65%.

Cllr. Coldwell added that services for homelessness are also non statutory for HDC, and the effect of WSCC's cutbacks falls to charities.

Cllr. Broucke asked if there is any issue getting rid of waste recycling. Cllr. Barling said that there is no evidence that's the case for WSCC.

Cllr. Coldwell reported that HDC will shortly send more information about the material that can be recycled.

Cllr. Batchelor made the point that the recycling target relates to recycled material being collected, and not the amount that is physically being recycled by the county.

2018-202. Planning

202.1. DC/18/2165 Woodhouse Farm, Wheatsheaf Road

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

Cllrs. Broucke and Austin left the meeting, and it was agreed for Cllr. Batchelor to act as chair in Cllr. Broucke's absence

Cllr. Coldwell left the meeting

'Woodmancote Parish Council does not object to this application, but would request the following:-

- The buildings should retain the character of the original building
- That the waste collection and sewerage plans are clarified
- That there are sufficient parking spaces per residence
- No additional floodlighting is added
- That more passing points on the access road are created.'

Cllrs. Austin and Broucke returned and Cllr. Broucke resumed as chair

202.2. DC/18/2252 Blackstone Grange, Blackstone Street

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

'Woodmancote Parish Council does not object to this application, but council noted the change in style of brickwork, and would like to ensure that this stays in the style of the original house. Council would also request that all drainage matters are dealt with and that no outside floodlighting is added.'

202.3. Any applications received since publication of the Agenda

DC/18/2357 Annies Baskets, Henfield Road

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

'Woodmancote Parish Council objects to the removal of this condition, as this was originally passed as part of this business venture. However, council would consider the time span being increased to twelve months rather than two.'

2018-203. Planning updates

The Clerk updated on the following enforcement matters:-

- Two Hoots – an enforcement notice should be served next week.
- Bos Barn – a discharge of condition application is being submitted.
- Bilsborough Barn – information is awaited from the owner.
- Marthas Barn – HDC has asked for the road signs to be removed.

The planning application for Stockmans was refused at committee.

2018-204. Blackstone Playing Fields

Cllrs. Broucke and Williams met with Sussex Cricket and a representative of the Allen trust. Sussex Cricket was largely in agreement with all of the terms of the lease, except they would like the term to be increased.

Cllr. Broucke has another meeting planned to look at changing the entrance approach to make it appear more friendly and accessible to local residents.

Cllr. Dixon asked why he was not invited to the meeting as the council member appointed to the Blackstone Playing Fields Association.

The extension of the pavilion will be put on hold until a decision has been made about Woodmancote Hall.

Sussex Cricket were concerned about play equipment and upgrading this during the last few years of the lease.

Kitchen alterations are expected to start soon in the Pavilion.

2018-205. Gatwick Master Plan

Cllr. Underwood arrived

It was agreed not to comment on this consultation at this time.

2018-206. Vehicle Activated Signs

Three quotes were received as follows:-

- Messagemaker Displays - £2,744.42 including VAT
- Unipart Dorman - £2,402 plus VAT
- Westcotec - £2,800 plus VAT

It was RESOLVED to go ahead with the Messagemaker sign. The Clerk will check that they can provide a spare battery, and find out how their data is processed.

Highways still need to approve the locations.

2018-207. Data Processing Agreement with WSCC Pensions/Payroll

This was approved.

2018-208. Increase to Clerk's salary point

It was RESOLVED that the Clerk's salary is increased to £11.28 per hour in line with the relevant salary point.

2018-209. Woodmancote Hall

209.1. Update from Charitable Incorporated Organisation (CIO)

Cllr. Dixon reported that:-

- The Lottery grant fund has asked for a letter of intent from the church regarding the lease and the length of this.
- The loan repayment figures were amended and circulated between members.
- At this point no grants have been awarded.
- Roger Noel was formally appointed as chairman at their last meeting.

Cllr. Broucke requested that the grant application from the CIO come forward formally.

The CIO will be looking for trustees from the wider public that do not sit on the Parish Council or the Parochial Church Council.

209.2. Email from CIO

Mr Noel had sent an email to council, but has had questions from this resolved now (see item 200 above). A couple of Members expressed concern that the email had a confrontational manner, and were surprised at this.

209.3. Flyer to residents

It was agreed to use the painting done by Cllr. Grimes' daughter.

The wording for the public consultation was agreed, and will be sent to all Members to check before it is sent.

It was RESOLVED that if the loan goes ahead, this will be for a term of 25 years.

Cllr. Underwood attended the PCC meeting, and updated that the Church's solicitor has confirmed that the Church would repay the grant if the CIO does not go ahead. The insurance for Woodmancote Hall is being paid by the PCC, and they will soon be liable for the Council Tax too. If this is not covered within 12 months, the hall will need to be sold.

Cllr. Broucke reiterated that the grant application would be needed by January.

Mr Noel left the meeting

2018-210. General Data Protection Regulations

Nothing new to report.

2018-211. Finance/Payment

211.1. Reconciled accounts & bank statement

These were agreed and signed by Cllr. Batchelor.

211.2. First draft of Budget for 2019/20

This was approved subject to some minor changes. The final budget will be agreed at the next meeting, with the precept being set in January.

211.3. Cancellation & re-writing of cheque

It was agreed to cancel cheque 100240 as this was written erroneously. This cheque was re-drawn.

211.4. Payments:-

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

- a. WSCC – Invoice for Clerk’s salary for October – £304.17
- b. SSALC – Invoice for Clerk’s training - £36
- c. WSCC – Invoice for payroll administration - £45.29
- d. Expenses for Clerk for envelopes, stamps and encryption - £499.49

Cheques were signed by Cllr. Williams and the Clerk.

2018-212. Correspondence/meetings

212.1. Olus liaison meeting

The Clerk attended the meeting in October. The same issues were raised again relating to traffic. The next meeting will be held in February.

212.2. Southwater Neighbourhood Plan consultation

No comment will be made on this, but WPC will wish them luck with their plan.

2018-213. Other business

The plan for the soldier is to ask for it to be moved to the war grave in the church, but it can stay where it is until Christmas.

Rampion are doing a good job clearing up, however all road signs still need removing.

Signs have been added to bridges and waterways throughout the parish. It is believed that Southern Water are responsible for this.

A car which was understood to be abandoned on Blackstone Lane has been reported to the Police.

2018-214. Date of next meeting

This will be on Tuesday 11th December 2018 at 7.30 pm. This will be held at Blackstone Pavilion.

The meeting closed at 9.50 pm