

**WOODMANCOTE PARISH COUNCIL**  
**Minutes of Meeting held in the Parish Hall on Tuesday 8<sup>th</sup> March 2016 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**  
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**Present:** WPC Cllrs. C. Broucke (Chairman), M. Grimes, D. Austin, A. Underwood, J. Prangnell and P. Williams  
L. Bannister (Clerk)

**Others Present:** 1 member of the public: Mr. C. Blazeby

**37. Apologies**

Apologies were received from Cllrs. Barling and Coldwell.

**38. Minutes of the last Meeting held on the 9<sup>th</sup> February 2016**

These were agreed subject to a few typos being amended, and duly signed by Cllr. Broucke.

**39. Action updates from previous Minutes**

The chevrons that were broken by a road traffic accident on the B2116 have still not been fixed. **ACTION** – Clerk to chase up the repair of these

Two snow shovels have been donated to WPC and are available to collect from Clapham Highway Depot. Cllr. Williams will collect these.

Mr Bates has agreed that a notice board can be put in the entrance hall of the Parish Hall. He also reported that the surveyor has visited the hall inside and out and Revd. Doick awaits his report. Mr Bates believes that the surveyor has said that the hall is structurally ok, but cosmetically poor. **ACTION** – Cllr. Prangnell to put up the notice board

Cllr. Broucke has been unable to find anyone to clear the pavements with a shovel. Nobody seems willing to take on such a small job. Cllr. Broucke will keep trying to find someone. It was suggested that perhaps WPC could ask Henfield PC if their ‘man with a van’ could do this.

The fence at Hollinger has still not been removed.

Green Oaks Barn is now vacant.

#### **40. Declarations of interest from members in respect of any items in the Agenda**

None.

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

Mr Blazeby was interested to see how WPC are doing progressing the Vehicle Automated Signs, Neighbourhood Watch signs and the Neighbourhood Plan.

#### **42. Neighbourhood Plan**

Cllr. Austin reported that WPC have now complied with Regulation 14 as the consultation period for the Pre Submission Plan was started two weeks ago.

So far, one response has been received saying that they would like the speed reduced on the A281, but nonetheless would vote for the Plan at referendum.

We are still waiting to hear from our statutory stakeholders.

Once Regulation 14 has been finished, the comments will be taken into consideration and the Plan amended if necessary. The Plan can then be submitted to HDC under Regulation 15.

A mailshot has been sent to everyone in the Parish on the electoral roll. Hard copies of the plans have been left in the Parish Hall, Henfield Council Offices and Henfield Library. Two hard copies have been requested by residents, and these have been delivered. Leaflets have been put on the notice boards.

Cllr. Williams asked if it was possible to take out one of the pictures of the vintage tractors and put in a picture of the Blackstone Conservation area. **ACTION** – Cllr. Williams will try and get hold of a picture

Cllr. Williams will send in her comments as a resident.

The quality of the map images is not very good, but these have been copied from the HDPF and so we are unable to change them.

The Clerk reported that we need to request one final bill from AirS, and then we can finalise the grant.

#### **43. Reports from other Authorities**

There were no representatives present at the meeting, and so no reports were made.

#### **44. Planning**

##### **44.1. DC/15/2853 Hundred Stedde Barn, Brighton Road**

It was decided to comment as follows:-

'Woodmancote Parish Council does not object to this application on the basis that the wine is only produced from material sourced from the holding, and we would support the statement from Environmental Health.'

#### **44.2. DC/16/0189 Downlands, Brighton Road**

It was decided to comment as follows:-

'Woodmancote Parish Council does not object to this application on the basis that materials used are in keeping with the local area, and that there is no flood lighting added.'

#### **44.3. DC/16/0191 The Old Rectory, Brighton Road**

It was decided to comment as follows:-

'Woodmancote Parish Council does not object to this application but would ask that this is sound proofed so that it does not affect the nearest neighbouring property.'

### **45. Planning updates**

#### **45.1. DM/16/0269 Firmland Industrial Park – water tank**

As agreed at the last meeting the following comment was made to HDC:-

'WPC have been unable to view the relevant plans for this application as they were not made available on the Mid Sussex District Council website, and Mid Sussex has not responded to our email request for more information.

However, WPC strongly objects to any buildings/structures outside of the present site boundary.'

Albourne PC is adamant that the water tank is not stored in their Parish, above ground, or outside of the current site.

Cllr. Underwood has spoken to the owner who has said that there is already a mains water line coming from Twineham Lane, and there would be good access for any fire appliances that would need to visit the site.

#### **45.2. Appeal for Heatenthorn Farm North**

This appeal has now been won with no conditions attached to it. This appeal was won because the decision on the original application was not made within the period set by guidelines.

### **46. Sightscreens at Sports Pavilion**

Sussex Cricket want to update the sightscreens into something tidier, safer and more professional.

It was decided to reply to Sussex Cricket to say that in principle WPC have no problem with these, but please can they keep us fully informed before anything happens.

#### **47. Community Support Teams consultation**

These teams are responsible for small scale street improvements such as:-

- Clearing vegetation overhanging paths
- Some hedge trimming
- Siding pavements and clearing unsightly weeds
- Sign cleansing
- Removing unlawful signs
- Simple street furniture repairs and removal of sign clutter
- Hand clearing drainage grips and some ditches
- Clearing debris away from gully tops and small culverts

WSCC are considering whether or not to remove this team and are trying to find out if Parish Councils would consider taking on some or all of these functions, and if so what support the PC would need to do so.

It was decided to comment as follows:-

‘As a small rural Parish, WPC don’t have the infrastructure or financial resources to sustain this.’

#### **48. Vehicle Automated Sign (VAS)**

WSCC have suggested that the speed data collected show that a VAS would be appropriate for Woodmancote.

The costs involved for Woodmancote would be:-

- Mains maintenance (including annual inspection, maintenance and fault response) – currently £416.70 plus VAT
- Solar: There is no requirement for an inspection, but fault response is currently £303 plus VAT

The signs must be supported by a five year warranty to include free call out, repair and replacement. This would not include damage caused by RTAs or vandalism. Once the warranty has expired, all costs must be met by PC, otherwise the sign will be removed.

Another cost to consider is the electricity supply.

Chris Stark, Highways Manager, has confirmed that Woodmancote has unallocated S106 monies for Highways use totalling £17,102. They are awaiting confirmation of how to access this money at the moment.

The Traffic Signals Team are due to send us a form for completion so that this can be progressed.

Full cost information will be available as this progresses.

This will be discussed at the APM.

Now that WSCC have confirmed there is a need for VAS in Woodmancote, there may be other traffic calming measures that would be suitable.

**ACTION** – Clerk to clarify whether WSCC are suggesting that the signs would be suitable for eastbound, westbound or both

#### **49. Pre planning application advice**

Cllr. Williams has heard of instances where residents have received pre application advice and have been told whether or not their application would be accepted before they have made their full application.

#### **50. Finance/Payment**

##### **50.1. Reconciled accounts and cashbook**

These were agreed and signed by Cllr. Underwood.

##### **50.2. VAT claim**

This claim can now be made. This is for just over £3,000.

##### **50.3. Payments:-**

The following payments were agreed, and cheques were duly signed:-

- a. WSCC – Invoice for Clerk’s salary for January - £304.17
- b. SSALC – Invoice for Good Councillor Guide - £3.20
- c. AirS – 3<sup>rd</sup> Invoice for Neighbourhood Planning services - £1,380
- d. Cllr. Austin – Mailshot expenses for Design, Copy, Print - £144
- e. Nordis Signs – 4x Neighbourhood Watch signs - £151.20
- f. Phoenix Signs – Invoice for the Neighbourhood Watch boards - £115.20
- g. Donation to Henfied Haven - £100

#### **51. Correspondence/meetings**

##### **51.1. Outset Youth Action**

This organisation provides volunteering opportunities to young people. They have requested a donation of £350.

##### **51.2. West Sussex Mobile Library**

They have published their new times which are now showing on the notice boards.

##### **51.3. Rampion Wind Farm**

They apologised that information on the website hasn't been updated recently, but aside from the Horn Lane crossing, there isn't anything planned in the area at the moment. The Horn Lane route was brought forward as it's possible to do the work even in wetter conditions. The rest of the route needs some time to dry out to undertake topsoil stripping. They'll email the Clerk when the work has been rescheduled.

Cllr. Austin (as a resident) has received a letter saying work would start in the Parish soon.

#### **51.4. Internal Drainage Board**

A notice of their new drainage rates has been put on the notice boards.

#### **52. Other business**

Cllr. Broucke and the Clerk attended the Albourne PC meeting last week. They were adamant about objecting to the water tank at Firslands, and are still pursuing the breaches of the planning restrictions at the site.

Clerk is on holiday 23<sup>rd</sup>, 24<sup>th</sup> March and 4-8<sup>th</sup> April.

There is a First Aid course at Warnham Park on 10<sup>th</sup> May and 7<sup>th</sup> June being arranged by SALC if anyone wants to be booked on to this. This is free of charge, but a donation to St Johns Ambulance is recommended.

Sussex Police have said that they would attend the APM.

Cllr. Williams reported that the fence at Furners Lane has not been replaced following the Operation Watershed works, and this is allowing horse riders to use the footpath. Cllr. Williams suggested asking the Footpath Ranger if it would be possible to put up signs saying that horse riders cannot use footpaths. However, it was decided to first ask Balfour Beatty to reinstate the fence.

It has been reported to WPC that tractor drivers from Olus are driving too fast and driving onto the verges when oncoming traffic approaches, which is both dangerous and churning up the verges. It was agreed to write to Olus to say that it has been brought to our attention from residents that due to inconsiderate driving from their drivers, the verge is being damaged. Can they please remind their drivers to be conscious of their actions, and can they put the verges back to their original state.

There was a road traffic accident at Firslands.

#### **53. Date of next meeting**

This will be on the 12<sup>th</sup> April, at the Annual Parish Meeting.

*The meeting closed at 9.10 pm*