

WOODMANCOTE PARISH COUNCIL

ANNUAL GENERAL MEETING

**Minutes of Meeting held in the Parish Hall on Tuesday 9th May 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
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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: 6 members of the public
HDC Cllr. D. Coldwell

2017-69. Apologies

Apologies were received from Cllr. Austin.

2017-70. Election of Chair and other Officers

The following positions were agreed upon:-

Chair – Cllr. Broucke

Vice Chair – This will be on a rotation system

WSALC Representative – Cllrs. Prangnell and Batchelor

HALC representative – Cllrs. Prangnell and Batchelor

2017-71. Minutes of the last Meeting held on the 4th April 2017

These were agreed and duly signed by Cllr. Broucke, subject to the following amendments:-

- 2017-64: Correct 'Heart' to 'HART'
- 201-65.2: Make clear that payment to Henfield PCC is for the Parish Magazine
- 2017-67: Correct 'fly posted' to 'fly posting'

Cllr. Underwood arrived

2017-72. Action updates from previous Minutes

The Clerk has received an email from the Environment Agency to say that they won't visit the site in Blackstone again.

Cllrs. Williams and Batchelor attended the defibrillator training. This was interesting and well supported.

2017-73. Open Forum

A problem with fly tipping was reported along the north side of Bramlands Lane. It was requested that the layby is blocked up, or posts are erected. The Clerk will report this to WSCC and HDC.

The applicant to planning application DC/17/0747, Mr Noel, said that the application is different from the last one as the cladding has been changed to stone wall to make it blend in better with the landscape.

Mr Hughes has requested that the speed limit is changed to 20mph in Blackstone Street. He has already spoken to Cllr. Barling about this.

2017-74. Declarations of interest from Members in respect of any items in the Agenda

None.

2017-75. Updates from other Authorities

75.1. Horsham District Council

Cllr. Coldwell reported as follows:-

The parking system is now up and running and bringing in revenue. This will allow maintenance to the car parks. The adverse reaction to the car park payment is that people are now parking in surrounding streets.

17 rear loading refuse trucks will soon be ordered, and these should be trialed in December. Fortnightly collection will be implemented in April 2018.

Regarding fly tipping, HDC is responsible for this and it causes quite a hefty expense. HDC have looked into installing cameras in places where fly tipping is prevalent.

Cllr. Prangnell said that his recycling collection was mixed with the refuse collection. This has now happened several times. Cllr. Coldwell suggested making a complaint direct with Hop Oast.

Cllr. Broucke asked if the electronic system is staying the same for the car parks. Cllr. Coldwell said that HDC are looking into having a cash system as well.

75.2. West Sussex County Council

Cllr. Barling was not at the meeting at this point, but was expected to arrive.

2017-76. Planning

76.1. DC/17/0746 Apple Tree Cottage, Blackstone Lane

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

'Woodmancote Parish Council does not object to this application, but requests that all drainage issues are considered and no external floodlighting is added.'

76.2. DC/17/0063 Pigeon Cottage, Bramlands Lane

It was agreed that a comment on this application as follows:-

'Woodmancote Parish Council objects to this application as the outbuilding is not appropriate for ancillary accommodation.'

76.3. DC/17/0747 Spindleberries, Brighton Road

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

'Woodmancote Parish Council does not object to this application, but requests that all drainage matters are dealt with, no external floodlighting is added, and materials used are in keeping with the local area.'

76.4. DC/17/0442 Felstead, Brighton Road

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

'Woodmancote Parish Council objects to this application and requests that this is submitted as a full planning application. The development would need considerable drainage works, as properties in the area have had drainage problems.'

76.5. DC/17/0906 The Barn, Morlands Farm

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

'Woodmancote Parish Council accepts the original appeal decision on this property, and feels changes to the cladding will be beneficial to the building. However, Woodmancote Parish Council does not agree with this application.'

76.6. Any applications received since publication of the Agenda

76.6.a. SDNP/17/02263/PRE Land Parcel at 524988 114109 Brighton Road Woodmancote

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

'Woodmancote Parish Council is not in favour of this proposal as the site doesn't merit this type of building, the splitting of site contravenes the Woodmancote Parish Neighbourhood Plan (Policy 2.i), and access onto the A281 at that point is not suitable. WPC requests that this application is put forward as a full planning application.'

ADDENDUM: Post meeting, it was found that it was not possible to make a comment on this application.

2017-77. Planning updates

None.

2017-78. Traffic management

Residents present at the Annual Parish Meeting generally didn't feel one sign was value for money. A resident on the A281 was looking into temporary signs.

Cllr. Underwood suggested gateway fencing or rumble strips.

Cllr. Grimes suggested looking into smaller signs. Cllr. Coldwell added that Bramber and Upper Beeding are buying small vehicle activated signs to share between the parishes and will move them around. The Clerk will look into the costs of these and find out if any permission is needed from Highways. These could also be useful for Blackstone.

2017-79. Parish Hall bookings/Venue for Meetings

Notice has been received that hall will close on 1st October. It was proposed to go to the Cricket Pavilion. The Clerk is checking that they have availability.

Cllr. Broucke reported that there has been a slow response to pledges, but there has been some money pledged. The next step is to wait for the closure, then raise the money for funding.

Cllr. Underwood said that there was no new information following the PCC meeting. But, unrelated to the Parish Hall, the Parochial Church Councils for Woodmancote, Henfield and Shermanbury are going to amalgamate. This has yet to be approved.

Cllr. Broucke has polled residents to find out if WPC should get involved to help raise money. The Clerk will look into how WPC could get involved.

2017-80. Approval of documentation

80.1. Standing Orders

No changes were recommended. This was approved.

80.2. Financial Regulations

Approved.

80.3. Risk assessment

The Clerk will add the gateway fences in Blackstone, but otherwise this was approved.

80.4. Policies & Procedures

No changes were recommended. This was approved.

80.5. Asset register

Approved.

2017-81. Neighbourhood Plan

81.1. Referendum result

The referendum was held on 4th May, and the result from this was as follows:-

Turnout: 46.05%

Yes: 189

No: 14

81.2. Next steps

The Neighbourhood Planning Officer at HDC has advised that HDC will take the Plan to Full Council in June to be formally 'made'. As it stands, HDC will start referring to the NP when considering planning applications. There will be a six week period after the NP is 'made' when it can be challenged.

The Clerk will send around the AirS evaluation form for all Members to comment on.

Cllr. Austin has asked if he can make contact with rCOH to thank them. This was agreed.

WPC thanked everyone involved with the production of the NP, including the residents and the Steering Group, and especially Cllr. Austin.

The Shermanbury and Amberley Neighbourhood Plans also had positive results from the referendum.

Cllr. Coldwell left the meeting

The Clerk will draw up a schedule of policies to refer to at future meetings.

2017-82. Insurance

The Clerk has received the following quotes:-

Zurich - £310.60

Aon - £526.09

It was agreed to go ahead with Zurich.

2017-83. Finance/Payment

83.1. Year end accounts & budget comparison

These were agreed.

83.2. Expenditure of accrued funds

83.3. Payments:-

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

- a. WSCC – Invoice for Clerk’s salary for April – £304.17
- b. Vision ICT – Website hosting - £168
- c. HALC subscription - £15
- d. Phoenix Signs – NP boards - £144
- e. Zurich – Insurance policy - £310.60

No invoice has yet been received for the Clerk’s salary. The Clerk will hold the cheque until the invoice is received and verified.

2017-84. Correspondence/meetings

84.1. Henfield Haven and Link

Thanks for the donations were received.

84.2. Parish Hall pledges

See item 2017-79 above.

84.3. Gypsy, Traveller and Travelling Showpeople draft site allocation

The closest site to Woodmancote that is in the document is in Small Dole for 12 pitches.

84.4. SDNPA

The SDNPA have a parish vacancy. No Members were interested.

84.5. Planning training at Rusper

There is not yet a date for this, but the cost will be around £30-£40 per person.

2017-85. Other business

C. Blazeby has given Cllr. Williams a file for a historical planning application in Blackstone. Cllr. Williams will hold on to this for now.

It was requested that the Clerk write to a couple of residents about trees obscuring the view of the A281 and Blackstone Lane. The Clerk will do this.

Cllr. Underwood noted that the litter along the B2116 is really bad, even though this was recently cleared. Also, the entrance to the Rampion site is still really messy with notices lying around, and rubbish in the ditch. Cllr. Underwood will take pictures of the mess so that this can be reported to Rampion.

There is an issue with the hedges at Rampion. It appears that sticks have been replanted. The Clerk will contact Rampion to ask about this, and to find out when the funding for parishes will be available.

The Clerk requested annual leave 31 July – 4 August and 21 - 25 August (10 days total). This was agreed.

There will be a meeting at 3pm on Thursday 11th May at Woodmancote Church to celebrate the centenary of Terrys Cross. There will be tea afterwards at Terrys Cross. This will be hosted by the Bishop.

2017-86. Date of next meeting

The next meeting will be held on Tuesday 13th June at 7.30pm.

The meeting closed at 9.10 pm