



**WOODMANCOTE PARISH COUNCIL**

**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 9<sup>th</sup>**

**October 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, M. Grimes, D. Austin and J. Prangnell  
L. Bannister (Clerk)

**Others Present:** WSCC Cllr. D. Barling  
HDC Cllr. B. Staines  
Mr R. Noel from Woodmancote Hall CIO  
4 members of the public

**2018-176. Apologies**

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

HDC Cllr. Coldwell also gave his apologies.

**2018-177. Minutes of the last meeting held on the 11<sup>th</sup> September 2018**

It was **RESOLVED** to approve these, and they were duly signed by Cllr. Broucke.

**2018-178. Action updates from previous Minutes**

HDC have not started marketing Blackstone Rise garages yet, and will let us know when they do.

**2018-179. Declarations of interest from Members in respect of any items in the Agenda**

Cllr. Broucke declared an interest in planning applications DC/18/1880 and DC/18/1879 as he has had business dealings with the applicants in the past.

**2018-180. 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*

The neighbours to planning applications DC/18/1880 and 1879 spoke in objection as they dispute the facts of the applications, mainly relating to the access drive which is privately owned and the suitability/safety of this access for business purposes. They also dispute the validity of the approval given for historical application DC/09/2086.

*Cllr. Staines arrived*

The neighbours complained about the business operation hours and the visibility of the site from the B2116. They requested that WPC objects to this application, or to request restrictions if the building remains.

Mr Noel told the meeting that the Woodmancote News website has not been launched yet due to issues with the supplier.

Mr Noel is now the chair of the Charitable Incorporated Organisation (CIO) for Woodmancote Hall until the formal election of officers takes place. Mr Noel will refrain from standing for councillor until the future of the hall has been sorted out. On behalf of the CIO, Mr Noel said that they would respect the results of the poll and will support the council in their decisions.

The applicants to Granary Cottage explained about the planning applications and were happy to answer any questions raised by the council. They dispute the statements made earlier in the meeting.

Cllr. Williams asked for a clarification of the access roads as each application shows a different route.

Cllr. Broucke thanked all speakers and informed them that the planning applications will be considered based on the facts presented to council in the planning applications.

*The meeting resumed*

## **2018-181. Reports from other Authorities:**

### **181.1. Horsham District Council**

Cllr. Staines reported that budget talks are starting and this will be tight due to the increase limitations.

Broadbridge Health Leisure Centre will be open towards the end of the month.

The Horsham District Year of Culture starts next year and HDC are keen to promote this.

### **181.2. West Sussex County Council**

Cllr. Barling reported that WSCC are also starting their budget, which is austere, particularly in the field of adult social care which makes up around 55% of the budget.

Cllr. Barling is now on a scrutiny committee for health and social care.

The Velo South decision will be scrutinised more thoroughly in future as there was a huge lack of communication.

## **2018-182. Planning**

### **182.1. DC/18/1880 Granary Cottage**

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

‘Woodmancote Parish Council does not object to the existing barn remaining with new conditions, but would request that only the access shown on the plans is used (WPC believes this is restricted to agricultural use so it may need change of use) if this is deemed suitable by Highways. WPC also requests that the following conditions are added:-

- This building should be kept within the curtilage of the site and not allowed to be separated.
- No outside floodlighting is added.
- All drainage matters are dealt with.’

### **182.2. DC/18/1879 Granary Cottage**

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

‘Woodmancote Parish Council objects to this application. WPC does not object to the building remaining as B1 use, but would strongly object to the change of use to B8 as this does not conform to the Woodmancote Parish Neighbourhood Plan Policy 5. If the building is allowed to remain with B1 use, WPC requests that the following conditions are added:-

- Working hours are restricted.
- This building should be kept within the curtilage of the site and not allowed to be separated.
- No outside floodlighting is added.
- All drainage matters are dealt with.’

### **182.3. DC/18/1736 Inglenook, Bramlands Lane**

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

‘Woodmancote Parish Council does not object to this application, but would request that no outside floodlighting is allowed and that all drainage matters are dealt with.’

### **182.4. Any applications received since publication of the Agenda**

None.

### **2018-183. Planning updates**

Bilsborough enforcement: HDC are waiting for a planning application from the landowner, and said they would chase them.

Stockmans is being considered at committee on 16<sup>th</sup> October. This is currently recommended for refusal.

Pear Tree appeal (Furners Lane): This appears to be on hold at the moment.

### **2018-184. Blackstone Playing Fields**

Cllrs. Williams and Broucke are meeting with representatives of Sussex Cricket and the Allen family trust this week.

### **2018-185. Location of Silent Soldier**

There was a complaint made about the soldier affecting views when crossing the A281.

The soldier will be moved outside the church in a few weeks, and then inside the church for Remembrance Sunday. Cllrs. Austin, Prangnell and Williams will arrange this and speak to Rev'd Doick for approval.

**2018-186. Public Rights of Way**

A resident has emailed to complain about the footpath from Blackstone to Truslers Hill Lane and the bridges at Woodmancote Place. This information will be forwarded to the Footpath Ranger.

The resident also complained about the pavement along the A281 which runs into Henfield. Cllr. Barling will look into this.

The same resident has offered to set up a working group for footpaths. The Clerk will invite her to the next meeting to talk about this in more detail.

*Cllr. Staines left the meeting*

**2018-187. Vehicle Activated Signs**

The Clerk has obtained one quote for £2744. Another quote will be sought for the next meeting.

*Cllr. Barling left the meeting.*

**2018-188. Annual leave for Clerk**

The Clerk has requested annual leave from 22<sup>nd</sup> to 26<sup>th</sup> October. This was approved.

**2018-189. Overtime for Clerk**

The Clerk has completed 5 hours of overtime for dealing with the administration for the General Data Protection Regulations. This was approved.

**2018-190. Woodmancote Hall**

**190.1. Update from Charitable Incorporated Organisation**

Cllr. Batchelor reported that:-

- Mr Noel has taken over as interim chairman.
- The group is due to meet again in the next month.
- They have made funding applications totalling £193,000, but have not heard yet whether any of these have been successful.
- Cllr. Dixon circulated potential precept amounts based on a loan of £150,000.

**190.2. Flyer to residents**

A flyer will be sent to all residents of Woodmancote asking if they would support a rise in precept to support a loan of £150,000.

**2018-191. General Data Protection Regulations**

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

Breach Notification Policy

Document Retention and Disposal Policy

General Privacy Notice

Internal Privacy Notice

WPC Procedures 2018

Publication Scheme  
Subject Access Request Policy  
Training Policy re. GDPR

It was also **RESOLVED** to change the Clerk's email to a gov.uk address.

## **2018-192. Finance/Payment**

### **192.1. Reconciled accounts & bank statement**

These were agreed and signed by Cllr. Batchelor.

### **192.2. Payments:-**

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

- a. WSCC – Invoice for Clerk's salary for September – £304.17
- b. Expenses for Clerk - £108.92
- c. Surrey Hills Solicitors advice for Woodmancote Hall - £469.20

Cheques were signed by Cllrs. Williams and Grimes.

## **2018-193. Correspondence/meetings**

### **193.1. Rampion ferry trip**

Cllrs. Grimes and Broucke attended this and reported that the hospitality was exceptional.

### **193.2. Olus liaison meeting**

This is in November. The Clerk will ask about the rubbish that has been spread in the fields.

### **193.3. Neighbourhood Planning Conference**

The Clerk attended this. The WPNP was displayed and referred to as an example of a 'lighter touch' plan.

### **193.4 Apology from R. Noel and response from Cllr. Broucke**

Mr Noel apologised for comments made at the previous meeting, and Cllr. Broucke responded to say thanks for this.

### **193.5. Winter management offer from WSCC**

This has been received and does not require any changes to the Winter Management Plan.

## **2018-194. Other business**

Cllr. Williams reported that Wick Farmhouse has taken down several hedges, enlarged the dew pond and are moving spoil to another field. The Clerk will find out if Albourne PC are aware of this.

The Clerk will write to WSCC and ask to be consulted if they are minded to host Velo South again.

Cllr. Batchelor reported that new signs have been erected at Marthas Barn. The Clerk will report this to Highways.

The Clerk will tell Cllr. Young that no more emails will be sent to his account until he makes contact as it is understood that these are not being checked.

## **2018-195. Date of next meeting**

This will be on Tuesday 13<sup>th</sup> November 2018 at 7.30 pm. This will be held at Blackstone Pavilion.

*The meeting closed at 9.25 pm*