

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 12th February 2013 at 7.30p.m.
(Members of the Public were invited to attend)

Mr.M.Tuckwell – Clerk to the Council
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Present: Cllrs. C. Broucke (Chairman), M. Grimes, J. Ochoa, M. Parnell, D. Austin, J Forsyth and A.Underwood.
M.Tuckwell (Clerk)

Others Present: Horsham District Councillor J. Goddard
West Sussex County Councillor D. Deedman
D. Bowden (Blackstone Cricket Club)
Members of the Public: R. Greenbaum, K. Bennis and B. Burdsall .

1. **Apologies:** WPC Cllr. P. Williams and Horsham District Councillor D. Coldwell

2. **Minutes of the last Meeting:** The Minutes of the 8th January 2013 Meeting were approved, with 2 small amendments (both in Section 12 – Chairman’s Report) i.e. a correction to a grammar tense and an additional note concerning a Community Engagement Meeting attended by Cllr. Williams. Proposed Cllr Grimes seconded Cllr Parnell and duly signed by the Chairman.

3. **Update on Minutes**
 1. **A281 Public Telephone Box.** The Clerk had notified Open Reach of the damage to the phone box and had received an email reply undertaking to effect repairs as soon as possible.

 2. **Flooding on B2116 at Chestham Park.** The Clerk had determined that this came under the auspices of Henfield Parish Council and had spoken to their Clerk, Mr. Philip Hill. Mr. Hill had given assurances that the matter was well in hand and corrective work would be undertaken by WSCC Highways shortly.

 3. **Prairielands.** The Clerk had written to the Owners (copied to HDC Planning) about the need for them to apply for a Planning Application to permit all year round opening but, to date, had received no response. **Action:** The Clerk to follow up with a further letter.

4. **Open Forum.** Mr. B. Burdsall and Mr. R. Greenbaum briefed the Council on the situation at Hundred Steddle Barn where they were seeking an Enforcement/Stop Work notice to be issued to the Owner, Dr. Walters, in respect of additional development/work that they believed had been undertaken in addition to that permitted by Planning Application. HDC Cllr Mr. J. Goddard read out a letter from J. Adfield, HDC Planning, advising that Mr. Walters would be applying for planning permission for the additional work – in the meantime a stop work notice was being issued.

5. **Declarations of Interest from members in respect of any items in the agenda:** There were none.
6. **Winter Plan Update/Highways etc.** Cllr. Ochoa advised that he had updated the list of team members and helpers etc. who could be called on to assist in a bad weather emergency. The Chairman advised that deliveries of grit seem to be very 'hit and miss' this winter i.e. some Parishes received hippo bags, some did not (WPC didn't appear to qualify for some reason). It was noted that the verges in Blackstone were in a very poor state. It was agreed that, as a result of the bad weather this Autumn and Winter, this was, to some extent, unavoidable. However, measures to protect the verges, such as the posts erected outside Four Elms by the Owner, were considered to be a safety hazard and against highway regulations. **Action:** The Clerk was asked to report the matter to HDC Highways although WSCC Cllr. Deedman commented that, in his opinion, this was likely to receive a very low priority.
7. **Grant Aid. Action:** The Clerk was asked to chase up HDC Environmental Department for a response to WPC's application for an Environmental Grant for 2013-14.
8. **Playing Field (Cricket Club – Presentation by Mr. David Bowden).** Mr. Bowden stated that the lease on the playing fields in Blackstone was held jointly by Sussex Cricket and Woodmancote Parish Council. The playing fields, scoreboards and cricket square had been considerably updated in the past year in order to provide drainage, extend the playing area and erect new nets. The Cricket Club (Blackstone Cricket Academy) was now seeking WPC's support for the continuing development of the facility and a renewal/extension of the current lease. It was noted that the Cricket Club need to be able to show a 25 year lease in order to be able to get the Grant that they are currently seeking from Sussex Cricket. At the present time there is only 20 years left on the lease. The Chairman responded by saying that, in principle, WPC had no objection to extending the lease with some amendments to the wording and a renegotiated sensible rental sum to be agreed. A number of queries were raised by WPC with regard to the drainage work and Mr. Bowden asked that these be put in writing. **Action:** Chairman or Cllr. Austin to detail and either advise the Clerk or write to Mr. Bowden direct. WPC queried why the name of the grounds had changed several times in the past few years and Mr. Bowden advised that the ground was sponsored and the name changed as the sponsorship changed.
9. **Reports from other Authorities.**

WSCC:

1. The next Chanctonbury County Local Committee (CLC) meeting takes place tomorrow, Wednesday, 6 March at The Steyning Centre. There will be list of potential Traffic Regulation Order (TRO) schemes for decision on the top schemes to be carried out in 2013/14. One of the schemes on the list is a bid for a speed limit of 40 mph on Horns Lane.
2. Following the decision by Henfield, Steyning, Upper Beeding, Bramber and Lancing Parish Councils to support the 106 Saturday bus service (Henfield to Worthing Pier) until September. I was able to gain the approval of the Cabinet Member for Highways & Transport for the use of Sect 106 funds to reimburse these parish councils. Hopefully the measures proposed by Compass Travel over the summer to increase the number of customers using the route will enable it to continue on a commercial basis after September.
3. The County Council meeting on Friday 15 February will be recommended to approve a freeze in the County element of the Council Tax bill for a third year in a row.

HDC:

Horsham District Council is due to meet tomorrow evening the 13th and the main items on the agenda will be the year13/14 budget and the Draft housing Strategy 13/15 & Draft Homelessness Prevention Action Plan 13/15.

Introduction of Green Waste Charges. As already reported the Council has agreed to an "Opt-In" paid Green Waste Collection Scheme at a cost of £29 per year, which will be collected via debit card or direct debit; credit cards may be used but there will be a 1.5% surcharge. This will take effect in May/June 2013.

HDC staff review. A major review of staff employment terms and conditions is underway.

Parish Councillor numbers. A review and consultation on Parish Councillor numbers indicates no changes required, and one minor boundary change has been recommended (Southwater/Shipleigh).

Future Housing Numbers. Future housing numbers are under consideration by Council Members at the moment. This highly contentious issue needs to be resolved as soon as possible to avoid further unplanned development being passed by HMG inspectors.

10. Planning

10.1 New Applications

Horsham District Council:

DC/13/0129 ('Paynesfield North'). WPC is concerned to note that the applicant appears to have knowingly flouted the planning rules and has now asked, retrospectively, for the Application and works to be made legal. WPC strongly objects to this approach. If, for legal reasons, HDC feel minded to approve this Application, WPC would propose that the following important points are taken into consideration:-

1. Habitation is restricted strictly to the applicant's family only – as per the Application.
2. Any approval should have a clause specifying non-severance of ownership from the main house.
3. Any approval is subject to the works being shown to be fully fit for purpose by building control before any lawful use for habitation is given.

DC/13/0168 ('Bramcote'). WPC have no objections to this Application but feel that the proposed works will unbalance the overall size and appearance of the building.

DC/13/0175 ('Ashleigh'). As previously advised to HDC Planning, WPC object to this Application on the grounds that the proposed distance (approximately 6 metres) of the siting of the electronic entrance gates back from the road is considered to be insufficient and dangerous.

South Downs National Park:

SDNP/13/00462/HOUS ('Oxcroft'). WPC have no objections to this Application. All materials to be in keeping with the area etc.

Others:

Rampion Project. Revised Proposals noted.

Action: Clerk to advise the above comments to HDC/SDNP Planning.

10.2 Decisions Made. None

10.3 Enforcements

Heatenthorn. The proposed Planning Application had been refused by HDC Planning but WPC noted that despite this, the property appeared to have been enlarged and the 'Wild Thyme' business was being re-advertised. WPC strongly believe that the property is a significant fire hazard and, in the absence of the promised Fire Department Report from the Owners, it was agreed that WPC should request an inspection by Henfield Fire Station.

Action: Clerk to send letter to Henfield Fire Station.

10.4 Other Planning Matters. None.

11. Finance

11.1 List of Accounts for Payment

The following February 2013 invoices were approved for payment and cheques duly countersigned:-

Mid Term Audit Fee (Mulberry & Co.). Cheque No. 100021 £132-30

Clerk's Salary for December 2012 (WSCC). Cheque No. 100022 £230-37

Woodmancote Parish Hall A/C. Cheque No. 100023 £12-75

Administration Expenses for January 2013 (M.Tuckwell). Shared 50/50 with LBPC £28-72

Total Payments in February 2013 – as per attached Accounts Summary.

11.2 Financial Status at 12 February

Balances of Barclays and Santander Accounts as at 12 February 2013 as per attached Summaries.

Note: The remaining balance (£777-99) of the Santander Current Account has still not been released by them despite several chasing telephone calls. Various means by which this might be chased and/or progressed with more authority were discussed but no firm conclusions or course of action was reached.

11.3 Register of Members Interests Forms

Most Councillors had completed these and passed them to the Clerk who would forward them on to HDC. However, completed submissions were outstanding from Councillors Grimes, Ochoa and Underwood.

11.4 Other Financial Items

An Agreement with Mulberry & Co, to audit the end of 2012-2013 Accounts was approved and signed by the Chairman

12. Crime. The following Report was received from PC James Josling (who had been unable to attend the Meeting) by the Chairman/Clerk on 12th March but not picked up by them until 13th. It was not therefore available to be read out at the Meeting but is included in the Minutes as received by the Meeting date:-.

Current crime figures up to 31st January have shown a yearly decrease of 6 crimes from 20 crimes to 14.

Unfortunately there have been 2 burglaries in the last month, the first was in Bramlands lane on 23rd January when entry was gained from the rear of the property at around 1510hrs, a new shaped VW Golf was seen near the property with 2 males in the car. The second burglary occurred last Friday (8th February) when a property in Blackstone Lane was targeted, entry was again gained at the rear of the property, this burglary occurred between 0930-1500hrs.

We are asking residents to be extra vigilant at this time and to report any suspicious persons or vehicles in the local area, this may include dog walkers not seen before. Patrols have been significantly increased around the area during daylight hours and an analyst is now dedicated to this matter which also covers most of the Horsham south area (south of the A272) to check for any possible links and forensic matches we may get.

At the beginning of January there was a spate of wheelie bins being pushed over, this lasted only one night and was not repeated.

13. To confirm the next Parish Council Meeting/s

Second Tuesday of each month –

2013 – 12th March, 9th April, 14th May, 11th June, 9th July,
13th August (Planning only), 10th September, 8th October, 12th November and
10th December (Planning only).

The meeting closed at approximately 9.45 pm.

Signed _____

Date _____