

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 14th May 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, P.Williams, M. Parnell,
and D. Austin.
M.Tuckwell (Clerk)

Others Present: WSCC Cllr. D.Barling, HDC Cllr. J.Goddard and Mr.E.Huxham

Apologies: WPC Cllrs. J.Ochoa and J. Forsyth. Horsham District Cllr. D. Coldwell

1. **Election of the Chairman of the Council for the year 2013/14:** Cllr. **Colin Broucke**, the present Chairman, stated that he was willing to continue in the position for a further year and was duly re-elected. Proposed Cllr. Grimes, seconded Cllr. Williams.
2. **Election of the Vice-Chairman of the Council for the year 2013/14:** There were no nominations for the position of Vice-Chairman and no volunteers to fill the vacancy. The position therefore remained unfilled.
3. **Welcome to New Members and Persons Present.** The Chairman thanked those present for attending and particularly welcomed WSCC Cllr.David Barling who had replaced WSCC Cllr.Derek Deedman (retired).
4. **Declarations of Interest from members in respect of any items in the agenda:** There were none.
5. **Open Forum.** There were no items raised.
6. **Minutes of the last Meeting:** The Minutes of the 9th.April 2013 Meeting were approved. Proposed Cllr. Williams, seconded Cllr. Parnell, and duly signed by the Chairman.

The following correction was noted:

It was stated that a number of attendees recorded as present for the Annual Parish Meeting (which followed immediately after the 9th.April Parish Council Meeting) had actually been present during the Council Meeting also (Refer to Minutes of Annual Parish Meeting for names of attendees).

7. Matters Arising from the above Minutes:

1. **Prairielands.** Still waiting for Planning Application details from HDC although there is some doubt whether the owners of Prairielands have actually yet submitted a request for all year round opening to HDC Planning. It is also unclear whether the application, if made, includes the Tea Room. **Action:** Clerk to investigate the current position with HDC Planning Dept.

2. **Heatenthorn.** A reply had been received from West Sussex Fire Service advising that they had inspected 'The Flat' at Heatenthorn Farm, and had concluded that there were no fire safety hazards at the property. WPC would dispute that this is in fact the case but, given that the current planning application has been refused, there seems to be little more that can or needs to be done at the present time. **Action:** The Chairman requested that Heatenthorn be put on the Agenda for further discussion at the next Meeting.
3. **Hundred Steddle Barn** The retrospective Planning Application (DC/13/0478) for the new gateway and access track has been approved by HDC Planning. Action closed.
4. **Litter on the B2116.** The Clerk had written to HDC Highways requesting special action to clear and the work had now been completed. Action closed.

8. Reports from other Authorities.

HDC:

HDC has been fairly quiet for me in recent weeks. Presently much work is being done on the Strategic plan, finalising the numbers of houses and other accommodation units that will be required over the 20 or so years of the plan. The number is yet to be finalised but is expected to be well below the number (650) required in the late SE Plan.

There is still work to be done on where the housing units will go, but it can be expected that North Horsham will have the majority with Southwater and Billingshurst having some expansion. It looks as if the draft plan will be ready for publication and consultation by end June.

WSCC:

WPC's new West Sussex County Council representative, replacing Derek Deedman, is Councillor David Barling who introduced himself to the attendees and explained that he had, literally, been in post for one day only so he had not had time to prepare a detailed report for the Meeting. Cllr. Barling did however advise that the new Chairman of WSCC was Amanda Jupp and that the next CLC Meeting, to which all WPC Cllrs would be welcome to attend, was to be held at Pulborough Village Hall on 12th June. Cllr Barling's advised that his Mobil No. is 07808366300. On behalf of WPC, the Chairman thanked Cllr Barling and welcomed him 'on board'.

9. Election of other Officers to the Council

- i) **Clerk & Responsible Finance Officer.** The present Clerk & RFO, Michael Tuckwell, was re-elected for 2013-14.
- ii) **Highways, Footpaths and Rights of Way Officer.** Cllr.P Williams offered to take on this role for 2013-14 and was duly elected.

10. Parish Councillor Vacancies. This item remains open.

11. Planning.

11.1 New Applications

DC/13/0694 ('West Winds, Brighton Road'). WPC have no objections to this application, subject to materials used being in keeping with the property and general area and a proviso that the extension

is not to be used as a separate residence. Note: The extension should be shown on the plans as a separately identifiable extension not part of one house.

EN010032 (EON Rampion Proposal). Project Update Report passed to Cllr. Grimes for review and advice at next Meeting.

SDNP/13/01833/LIS ('Little Holmbush', Holmbush Lane). WPC have no objections to this application, subject to materials used being in keeping with the property and general area and a proviso that the extension is not to be used as a separate residence. Note: The extension should be shown on the plans as a separately identifiable extension not part of one house.

DC/13/0800 (Swains Farm Shop, Brighton Road). The Chairman declared an interest in this application (he does business with Swains) and therefore declined to make a comment. The remaining WPC Councillors stated that they (WPC) had no objections to it, subject to the application being for the applicants use only.

DC/13/0745 (Work on Overhead Cables). WPC have no objections.

11.2 Decisions Made.

DC/13/0478 (Hundred Steddle Barn). Construction of Access Track. Application Permitted

DC/13/0129 (Paynesfield North). Residence in the Stable Cottage Annex. Application Permitted.

DC/13/0276 ('Ashleigh', Brighton Road). New Orangery etc. Application Permitted.

DC/13/0408 ('Downlands', Brighton Road). Single Storey Oak Framed Garage. Application Permitted.

or

DC/13/0409 ('Downlands', Brighton Road). Double Width Oak Framed Garage. Application Permitted.

11.3 Enforcements. None

11.4 Other Planning Matters. Refer to Section 7 (Matters Arising) of these Minutes, Nos. 1 & 2, for comments on 'Prairielands' and 'Heatenthorn'.

12. Chairman's Report. The Chairman advised as follows:-

- i) Blackstone Playing Fields. A new lease was currently in the process of being drawn up which would include provision for a fair rent (to be agreed) payable to WPC.
- ii) Henfield Neighbourhood Plan. It was suggested that Woodmancote Parish Council's representative to participate in this plan would, subject to his agreement, be Cllr.Ochoa (not present at the Meeting).
- iii) Mayfield Development (New Villages/Town for West Sussex). The developers initial proposal/brochure for this future scheme was circulated at the Meeting. Exhibitions had been held in various locations in recent weeks and further discussions (led by Albourne PC) with other Parish Councils would be arranged in the near future.

13. Finance.

13.1 List of Accounts for Payment (10.April – 14 May)

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

Clerk's Salary for March 2013 (WSCC). £263.87

Administration Expenses (M.Tuckwell). Shared 50/50 with LBPC £7.15

Clerk's Salary for April £230.37

AoN Insurance 2013-14 £557.74

Total Payments in Period 10.April – 14 May 2013 £1,059.13 – as per attached Accounts Summary.

Income received: Half Yearly Precept £3,521.00

13.2 Financial Status at 14 May

Balances of Barclays and Santander Accounts as at 14 May 2013 as per attached Summaries.

- 13.3 **Santander Outstanding Balance.** Despite submitting a letter signed by authorised signatories (which WPC have done before), as requested by Santander Customer Services in Liverpool, and numerous chasing phone calls by Cllr.Parnell, no payment for the balance of the current account had yet been received from Santander. **Action:** WPC will review the situation at the next Meeting and decide what further action is necessary.

13.4 Register of Members Interests Forms

These had all now been completed and submitted to HDC.

13.5 Other Financial Items

Action: It was agreed that there was a need to review the risks and assets currently covered by the AoN insurance schedule/s at the next Meeting.

14. **Website.** Nothing to report.

15. **Highways, Footpaths and Rights of Way.** The following items were reported as requiring attention:

- i) Potholes in the south end of Blackstone Lane
- ii) Verge on B2116 (to the east of Blackstone Lane) has 'disappeared' – caused by traffic.

Action: Clerk to report both matters to Highways Department for attention.

16. **Crime.** Nothing to report.

17. **Correspondence.** None

18. Any Other Business. Now that the half yearly precept amount had been received (including an amount for the special purchase of Salt Bins), WPC would now seek alternative quotations for their acquisition. **Action:** Chairman to progress.

19. To confirm the next Parish Council Meeting/s

Second Tuesday of each month –

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

The meeting closed at approximately 9.15 pm.

Signed _____

Date _____