

WOODMANCOTE PARISH COUNCIL
Minutes of Meeting held in the Parish Hall on Tuesday 14th October 2014 at 7.30p.m.
(Members of the Public were invited to attend)

Mrs L Bannister – Clerk to the Council
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Tel: 07921 822869
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Present: WPC Cllrs. C. Broucke (Chairman), M. Grimes, D. Austin, P. Williams, A. Underwood and J. Ochoa
L. Bannister (Clerk)

Others Present: WSCC Cllr. D. Barling
HDC Cllrs. J. Goddard

1. Apologies

WPC Cllr M. Parnell
HDC Cllr. D. Coldwell

2. Minutes of the last meeting held on 9th September 2014

Minutes were agreed, and duly signed, subject to the following amendments:

- Page 2, item 6.1 – Cllr. Goddard also reported that the planning applications in Upper Beeding total about 75 houses and there was a meeting about this attended by about 170 people who will battle this.
- Page 5, item 17 – This should read that the school bus won't stop in Blackstone because of the way cars are parked down Blackstone Lane and Blackstone Street. There are two students who live in Blackstone who need this service.

3. Action updates from previous Minutes

- Operation Watershed at Furners Lane – Cllr. Broucke met the engineer on site to put together a new scope for works. The engineer has suggested entrenching and levelling the lane, however a scope for these works has not yet been received. An additional Operation Watershed application has been suggested for Blackstone Lane. This will involve work on the ditches from the playing field leading north for approx. 250 yards to Four Elms, the culvert at the cattle yards and opposite Rose Cottage.
- Environmental Cleansing Grant – the money for this has been received.
- Firslands – Cllr. Barling reporting that an anonymous resident has made comments about the safety of the site. Cllr. Barling has asked an enforcement officer to visit the site.

4. Declarations of Interest from members

None.

5. Open Forum

No members of the public were present, so no items were raised.

6. Reports from other authorities

1. Horsham District Council

HDC Cllr. Goddard reporting regarding the relocation of Horsham District Council Office premises.

Last Thursday evening the 9th October, there was an Extraordinary Horsham District Council Meeting to consider the proposal to relocate the HDC office premises to County Hall North as they have a vacant floor. The main recommendation was:

To approve the consolidation of Horsham District Council's office based services from Park North, North Point, Park House, the Stables and the Granary buildings in Horsham to the County Council's North Street building and to agree a supplementary capital budget estimate of £1.1m to facilitate the move. This was passed.

Various options have previously been considered including:

1. As is, no change.
2. Consolidation of HDC offices within WSCC's County Hall North.
3. Consolidation and upgrading of existing sites Park North and North Point.
4. Consolidation of staff into Park North building and lease North Point building.
5. Relocation to other office space in the district.

The financial and efficiency cases were considered strongest for option 2.

HDC approved the recommendation to relocate the office based services to County Hall North.

Cllr. Goddard was concerned about the selling of a capital asset, when another is not being acquired.

IT has already been amalgamated. Where council meetings will sit is still to be decided. External signs will need to be changed.

Cllr. Barling reported that from WSCC's point of view this is a very good idea.

2. West Sussex County Council

Cllr. Barling reporting that:-

- A petition from anti-frackers has been received. This is on the Agenda for the County Council meeting on Saturday 17th October. The start time is at 10.30am and the meeting can be watched live on the WSCC website.

- Regarding the footpath at Morley Farm, Cllr. Barling has been corresponding with a landowner of Morley Farm about the deviation to the footpath. Cllr. Barling believes a footpath deviation application will be made. Once the application has been made both neighbours and WPC will be asked for their comments. It will probably take 1-2 years for a decision to be made. The landowner has made a Freedom of Information request of WPC, which has been dealt with.
- Bramber High Street – work is ongoing and should be finished in a couple of weeks. Work on the ‘Walks for All’ footpaths is nearly complete. The plan is to link the footpaths between Bramber, Steyning and Upper Beeding and have them suitable for disabled users.

Regarding the garages at Blackstone Lane, Cllr. Goddard confirming that there are still no definite plans. If there is a meeting about these either Cllr. Goddard or Cllr. Coldwell will attend.

Cllr. Goddard leaving meeting.

7. Planning

It was noted that some Councillors were unable to view details of applications DC/14/1828 and DC/14/1784 on the HDC website.

1. DC/14/1828 – Ashleigh, Brighton Road

It was decided that Woodmancote Parish Council has no objections to this application. However, the Parish Council would like it noted that the WC would require correct drainage, and there is no hard road asked for.

ACTION – Clerk to report this to Horsham District Council

There was an extra (incorrect) plan included in the paperwork received from HDC. **ACTION** – Clerk to return this to HDC

2. DC/14/1784 – Swains Farm Shop, Brighton Road

It was decided that Woodmancote Parish Council has no objections to this application. **ACTION** – Clerk to report this to HDC

3. DC/14/1274 appeal – Blaxton Down, Blackstone Lane

Woodmancote Parish Council will report the following comments to HDC:-

‘We fully support our original comments and feel very strongly this should not be made residential and the residential curtilage should not be extended to include it.’

ACTION – Clerk to report this to HDC

4. SDNP/14/04052/FUL – Acres, Brighton Road

Cllr. Broucke became aware of this application as he attended the Albourne Parish Council meeting. The application is to knock down a lawful use barn conversion and rebuild into a four bedroom house with a slightly bigger footprint. Although very close to the Woodmancote borders, this property is in the Albourne

parish. **ACTION** – Clerk to request that SDNP copy us in to applications received for properties adjoining Woodmancote

8. Planning updates

1. Firlands Industrial Park

The pile there is now 2-3 times larger than it originally was. Pictures of the site are attached. Lots of the waste is being stored on a non-permitted area. Unshredded wood is not supposed to be stored outside, and shredding is not supposed to take place outside – however both of these are happening. It has been reported that there have been up to 100 lorry movements per day. **ACTION** – Clerk to write to HDC, WSCC, Fire Service and Environmental Agency to voice concerns and to ask that Olus work within the restrictions of the planning consent, and also copy to Cllr. Barling and Lionel Barnhard

2. Hascombe Farm

There has been another planning application made. This appears not to be live yet (according to the SDNP website). **ACTION** – Clerk to contact SDNP and ask them to keep us informed

9. Neighbourhood Plan / AirS

The first Neighbourhood Plan meeting was held before the Parish Council meeting. This was attended by 12 members of the public and was well supported. The next step is for Cllr. Austin to contact Faustina for the date of the next meeting.

Cllr. Barling reporting that Steyning Parish Council are holding a meeting about their Neighbourhood Plan on the 1st November from 10-12. Also reporting that Cuckfield are at the stage of referendum.

10. Gatwick Co-Ordination Group

A letter has been received asking Woodmancote Parish Council to join Gatwick Co-Ordination Group in opposing the additional runway proposed at Gatwick Airport. Woodmancote Parish Council are not prepared to make a decision either for or against based on the information given.

11. Quick Fix Fund – grant to improve Highways

Cllr. Williams is going to look into this regarding footpaths, and will speak to Ross Shepherd at WSCC about this. Cllr. Barling requesting to be copied in.

12. Environmental Cleansing Grant / Operation Watershed

As the Environmental Cleansing Grant has now been received, three quotes need to be obtained to clear the footpaths along the A281. **ACTION** – Clerk to deal with this

An email has been received from a resident of Cuckolds Green requesting that the ditches are cleared as they are causing flooding. Cllr. Broucke has visited the area and reports that the ditches appear to be in good condition. However, see item 3 above for the plan to make Operation Watershed application.

Cllr. Barling leaving meeting.

13. Finance / Payment

1. Trial Balance & cashbook

This was agreed. Clerk is now up to date with reconciling the accounts. Barclays will now send a statement each month. The next step is the internal audit.

2. Internal audit

A letter has been received from Mulberry & Co regarding this. Their fee is £50 per hour, which has been discounted 50%, plus travel costs. This was agreed. **ACTION** – Clerk to complete and return the letter of engagement

3. External auditor's report

This needs to be displayed. The copy of the audit will be on the website and a copy is available on request from the Clerk at a fee of £5. **ACTION** – Clerk to complete notice of completion for display on the notice boards

4. PKF Littlejohn LLP (external auditor's invoice) - £120

This was agreed and a cheque duly completed and signed.

5. WSCC Invoice for Clerk's salary - £304.17

This was agreed and a cheque duly completed and signed.

6. Transfer of £558 from Current Account to Active Savers Account

This was agreed and a cheque duly completed and signed.

14. Correspondence / meetings

An email of resignation has been received from Cllr. Parnell. This leaves more vacancies on the Council. If anyone knows of any interested parties, please ask them to contact the Council.

There is an AGM at Henfield Leisure Centre on 15th October at 6.30. Cllrs. Broucke or Austin may be able to attend.

A letter has been received from a resident of Bramlands Lane complaining of sewage on the road. **ACTION** – Clerk to send this letter to the Environment Agency

More correspondence has been received about the garages at Blackstone Rise. These are all opposed to the sale of the garages. **ACTION** – Clerk to email HDC to let them know that residents hold great concerns and we are still considering an asset of community value application, and also to ask them to keep us updated

Leaflets from HDC about building control have been received.

15. Other business

Cllr. Williams will attend the bazaar being held at the Parish Hall on Saturday 18th October and hand out leaflets about the Neighbourhood Plan. **ACTION** – Clerk and Cllr. Williams to prepare leaflet

As a Highways Inspector, Cllr. Austin has been asked to inspect a tree overhanging on the B2116. This will be attended to.

Clerk requesting holiday the week commencing 27th October. This was agreed. Clerk will be available to deal with urgent queries in this time, and will check the emails daily.

16. Date of next meeting

11th November at 7.30pm.

The meeting closed at 9.45pm