



Woodmancote Parish Council, The Pavilion, Blackstone Lane, Blackstone, Henfield, West Sussex BN5 9TA

Tel: 07887 956172 **Email:** clerk@woodmancoteparishcouncil.gov.uk **Website** - www.woodmancoteparishcouncil.gov.uk

To: All members of Woodmancote Parish Council

You are summoned to the following meeting for the transaction of the business stated in the agenda below.

Ordinary Meeting of Woodmancote Parish Council (WPC)
To be held on Tuesday 13th January 2026 at 7.00 pm at The Pavilion, Blackstone Playing Fields,
Woodmancote

Members of the public and press are welcome to attend this meeting and may speak during the public adjournment at the discretion of the Chairman and in accordance with standing orders.

Supporting Documents will be made available on [www. woodmancoteparishcouncil.gov.uk](http://www.woodmancoteparishcouncil.gov.uk)

The law allows the public proceedings of council meetings to be recorded, which includes filming as well as audio recording. By attending this meeting, you are consenting to be recorded. As a matter of courtesy, please advise the Clerk if you intend to record any part of the proceedings.

Celia Price

Celia Price FSLCC, FdA (Comm Gov)

Clerk

7th January 2026

Agenda

- 125. Apologies for Absence**
To receive apologies for absence
- 126. Declarations of Interest**
To receive any declarations of interest from members in respect of any agenda item as defined under the Localism Act 2011.
- 127. Public Adjournment**
To receive any questions or comments at the discretion of the Chairman.
- 128. Minutes of the meeting held on 11th November 2025**
To approve the minutes of the meeting held on 11th November 2025 as a true and accurate record of the meeting.

129. Action Updates

To note any updates from actions agreed at previous meetings.

130. Horsham District Councillor report

To receive a report from Horsham District Councillor Mike Croker and any other outside body representatives.

131. Reports

To receive reports from Councillors on meetings outside WPC

132. General Power of Competence

To consider the criteria for the General Power of Competence as set out in the Localism Act 2011(s8) and the statutory instrument known as the Parish Councils (General Power of Competence) (prescribed conditions) order 2012 namely the number of elected councillors exceeds two thirds of its total number of councillors and the Clerk is qualified.

133. Planning

i) Appeal Decisions

To note the following appeal decisions made by HDC

- **DC/25/1240 Annies Baskets, Henfield Road, Albourne – ALLOWED**
Prior notification of change of use of an agricultural building to a private dwelling
- **DC/23/1494 Lavender Cottage, Blackstone Gate Farm – DISMISSED**
Construction of 1 no. dwelling
- **DC/23/1594 The Old Dairy, Blackstone Gate Farm – ALLOWED**
Development of dog grooming and reception building

ii) New Applications

To review and comment on the following new applications

- **DC/25/1968 Holders, Furners Lane, Henfield**
Conversion and extension of existing stable building into a two-bedroom dwelling with use of existing hay barn as car port.
- **DC/25/2021 St George, Brighton Road, Woodmancote**
Erection of home office accommodation above detached triple garage with installation of 3no. dormers to the south elevation.
- **DC/25/2061 The Little Hundred, Brighton Road, Henfield**
Application to confirm use as a single dwelling house (Lawful development certificate – existing)
- **DC/25/2162 Bankside, Bramlands Lane, Woodmancote**
Erection of single storey side extension

134. Blackstone Playing Field Lease

To receive an update

135. A281 Bike Rack

To agree the licence issued by WSCC for the installation of the bike rack at the bus stop on the A281 and to agree actions to facilitate installation.

136. Bus Route 17

To discuss and update the audit request and to note the next working group meeting scheduled for 20th January 2026

- 137. Payments Schedule**
To agree and authorise the payments schedule
- 138. Scribe (Accounting Software)**
To receive an update on the new accounting software and to agree and authorise the DD mandate.
- 139. Clerk's Salary**
To review issues regarding payment of the Clerk's salary and agree an updated process.
- 140. Bank Reconciliations**
To receive and note the bank reconciliations for Nov and December 2025)
- 141. 2025-26 Budget Review**
To review the actual vs budget for 2025-26 to date.
- 142. 2026-27 Budget**
To review and agree the proposed budget for 2026-27
- 143. 2026-27 Precept**
To agree the precept demand for 2026-27
- 144. Correspondence**
To receive and note correspondence from Paul Marshall, Leader WSCC re: LGR
- 145. Confidential Session**
To agree that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press shall be excluded from the meeting during the consideration of the following items of business.
- 146. Confidential Matters**
To discuss and agree terms of the Clerk's contract and any other confidential items of business.
- 147. Items for the next agenda and date of the next meeting.**