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**Minutes of the Ordinary Parish Council Meeting held virtually on Zoom on  
Tuesday, 9 March 2021 at 7.30 p.m.**

**Present:** WPC Cllrs. C. Dixon (Chairman), W. Noel, P. Williams, M. Batchelor, J. Pragnell, R. Noel  
and D. Austin.  
S. Mamoany (Clerk)

**Others Present:** HDC Cllr. M. Croker and District Cllr. D. Barling  
3 members of the public

*Cllr. Dixon informed Councillors that the meeting was being recorded for administrative purposes, and the recording will be deleted once the Minutes have been approved.*

**2021-213. Apologies**

No apologies were received.

**2021-214. Minutes of the meeting held on the 9 February 2021**

The minutes were **RESOLVED** by the Council and duly signed by Cllr. Dixon.

**2021-215. Actions from previous Minutes**

Cllr. Austin noted that he had left a message for Cllr. Eastwood (Henfield PC) to contact him in relation to the Safer Routes Group.

**2021-216. Public Participation**

No comments from members of the public.

**2021-217. Declarations of Interest from Members in respect of any items in the Agenda**

Cllr. R. Noel noted that he owns the property adjacent to the planning application noted on item 219.1.

## **2021-218. Reports from other Authorities:**

### **218.1. Horsham District Council**

Cllr. Croker reported as follows:

- HDC Cabinet will meet on the 25 March to discuss the revised timetable for the Local Plan; the Public Consultation period will now be around June/July 21
- Carbon Refurbishment is being looked at in relation to St Peters Hall/RAFA building in South West Horsham which would involve installation of solar panels, ground heat pump and insulation to improve the efficiency of the building.
- Cllr. R. Noel attended the Community & Wellbeing meeting which reported COVID cases are decreasing significantly; however, children returning to school could have an impact over the next few weeks.

### **218.2. West Sussex County Council**

Cllr. Barling reported as follows:

- The next full WSCC meeting will be held on the 19 March; this will be the final meeting prior to the May elections.
- A booking system is being introduced at some Household Waste Recycling sites, which will include Shoreham, in addition summer opening hours are being brought forward. Details are available on the WSCC website.
- A question was raised about issues with fly tipping and Cllr. Barling advised HDC manages and monitors incidents.

## **2021-219 Planning**

### **219.1. DC/20/2556 - Farm Hill Brighton Road Woodmancote Henfield - Change of use of pool area and facilities to allow for private classes to take place and provision of dedicated parking area, part of the pool area of the existing dwelling with parking and changing facilities.**

It was **RESOLVED** to object to this application in relation to the change of use to a Class E for the following reasons; unsuitable location for a business situated in a residential/rural area; noise implications; additional traffic and access to the site off a busy main road; the application states that some classes will run till 7pm which could require additional lighting requirements on the site, which would be contrary to the SDNPA Dark Skies Policy; in addition, it is noted that public swimming pools will be allowed to open in the near future.

### **219.2. Any applications received since publication of the agenda.**

No further applications had been received.

## **2021-220. Planning Update**

No decisions to note.

## **2021-221. Rights of Way/Footpath**

### **221.1. To consider future maintenance of footpaths**

Cllr. W. Noel had inspected the footpaths and found them in reasonable order, however it was noted that residents had cleared some areas along the A281 over the past few months. It was therefore suggested that perhaps an annual footpath clearance should be put in place in November/December time to clear the leaf litter; so as to avoid complaints and ensure the footpaths remain in a useable condition. The Clerk was requested to obtain some quotations so the work could be booked in ahead of the autumn.

## **2021-222. Blackstone Playing Fields**

### **222.1. Update on progress of lease**

Cllr. Dixon noted a meeting had taken place on the 18 February 2021 with Jon Filby and David Bowden from Sussex Cricket, the notes of which had been circulated to all Councillors. Cllr. Dixon advised that the future use of the ground was very much for youth cricket and Sussex Cricket would be agreeable to putting a clause in limiting the fixtures that could be played by adults (Second IX fixtures). Cllr. Dixon noted he would be happy to have a discussion with Sussex Cricket about the further legal fees should the Council decide to proceed with a new lease, following the outcome of the rental valuation.

### **222.2. To consider quotation for rental valuation**

Following the previous meeting, the Clerk had contacted the chosen surveyor, however they were unable to provide a quote for a red book valuation. **It was RESOLVED** to therefore instruct Savills to proceed with a red book valuation as per the quotation of £950.00, plus VAT.

## **2021-223. WSCC Highways/Traffic Speed A281**

### **223.1 Update on Community Speedwatch**

The Clerk noted that the Woodmancote Group had been set up on the system and a poster will be completed and put on websites/notice boards this week to encourage volunteers. The Clerk will send out the sign-up details for anyone wishing to volunteer, online training is required first and then training in person by Sussex Police will be provided when COVID restrictions allow. Funding opportunities for the equipment are being researched, however the Police and Crime Commissioner have no funding until applications open again in August. The Clerk has approached HDC in relation to their Community Fund and is awaiting a response; Cllr. R. Noel offered to speak to HDC about any appropriate funding that might be available. If Councillors have any potential sites for the speedwatch, they should inform the Clerk as these will need to be assessed by Sussex Police.

### **223.2. Update on Community Highways Scheme**

The Clerk reported no decision had been made, however the Highways Officer was optimistic about the scheme and would report back as soon as the outcome was known.

### **223.3. Update on quotes for SID pole installation**

The Clerk reported that she had obtained two quotations for the installation of 6 ground poles on the A281 and B2116. **It was RESOLVED** to proceed with the quotation from Balfour Beatty for £1,581.75 plus VAT. This will

be paid from general reserves. The Clerk will check the height of the poles with Steve Douglas (WSCC Highways) before proceeding and request that the public notices are prepared for the 28 day consultation period.

## **2021-224. Annual Parish Meeting**

### **224.1 To discuss arrangements for Annual Parish Meeting**

The Clerk advised that it was not currently viable to hold this meeting within the timescales between 1 March and 1 June as a face-to-face meeting; this is due to the COVID restrictions that are in place using the current Government lockdown road map. The option of holding the meeting remotely was possible; however, the Council felt that a remote meeting might not be so accessible to some of those that might wish to attend. **It was RESOLVED** that the Annual Parish Meeting would not proceed and the Chairman would write an annual report detailing the Council's activities and financial position which would be put on the website and noticeboards within the next couple of months.

### **2021-225. Approval of:**

#### **225.1. Standing Orders**

**It was RESOLVED** to approve the amended Standing Orders, which reflected the current remote meeting legislation.

#### **225.2. Risk Management Policy**

The Council reviewed the Risk Management Policy, and the document was **RESOLVED** with no amendments.

### **2021-226. Finance/Payment**

#### **226.1. Reconciled accounts and bank statements**

**It was RESOLVED** to approve the above dated 28.02.2021

#### **226.2. Payments**

**It was RESOLVED** to pay the following listed on the schedule of payments amounting to £817.72 in total:

WSCC – Salaries February - £652.59  
S Mamoany - Reimbursement of Talkmobile - £10.00  
S Mamoany - Reimbursement of Zoom invoices - £28.78  
S Mamoany - Clerks Expenses - postage/printer cartridge - £36.35  
Cllr. C Dixon – Printing expenses - £15.00  
Cllr. M Batchelor – Printing expenses - £15.00  
Cllr. D. Austin – Printing expenses - £15.00  
Cllr. P. Williams – Printing expenses - £15.00  
Cllr. W. Noel – Printing expenses - £15.00  
Cllr. J. Pragnell – Printing expenses - £15.00

Cllr. Dixon noted that printing expenses could be claimed by Councillors, but they needed to have attended 50% or more of the meetings held in the financial year. Councillors were asked to provide the Clerk with their bank details so payments could be made electronically, rather than by cheque.

## **2021-227. Correspondence/meetings/consultations**

### **227.1. Update on WSALC meetings 18/25 February**

Cllr. R. Noel attended on behalf of the Council and it seems discussions are still ongoing as to the future arrangements of WSALC, with the possibility of them joining ESALC to create a County Association.

### **227.2. Rampion 2 Wind Farm – WPC Briefing 24 February 2021**

It was noted that a presentation had been given to members of the Council and this was now available on the website should residents wish to view this.

### **227.3. WSCC Soft Sand Review Inspectors Report**

Noted, no comment made.

### **227.4. Sussex Police Road Safety Briefing 16 March**

Noted, no comment made. The Clerk was asked to put the details on the website.

## **2021-228 Other Business**

Cllr. R. Noel noted he had communicated with Planning Officers at HDC in connection with the application relating to a dwelling used for holiday accommodation having its own individual address. The advice was that this was required in order for the supply/billing of utilities at the property.

Cllr. Dixon noted that the sign on the bridleway regarding picking up dog mess had been removed and the Clerk will contact HDC to see if they can replace it.

Cllr. Batchelor noted that surveys were being carried out at the Blackstone Rise garage site.

## **2021-229. Date of next meeting**

13 April 2021 at 7.30pm.

The meeting closed at 8.55pm