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Minutes of the Ordinary Parish Council Meeting held at Blackstone Pavilion, Blackstone Playing Fields, Woodmancote on Tuesday 8 March 2022 at 7.30 p.m.

Present: WPC Cllrs C. Dixon (Chair), P. Williams, W. Noel, K. Donald, M. Batchelor & R. Noel.
S. Mamoany (Clerk)

Others Present: 5 members of the public

Cllr. Dixon advised members of the public that the meeting room had CCTV and to be aware that images could be recorded during the meeting.

2022-035. Apologies

Apologies were received from Cllr. D. Austin, WSCC County Councillor P. Linehan and District Councillor M. Croker.

2022-036. Minutes of the meeting held on the 8 February and 23 February 2022

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

2022-037. Actions from previous minutes

Nothing to note.

2022-038. Public Participation

A resident wished to raise concerns regarding development of a potential industrial site and the legality of the operation in Furners Lane at Pear Tree Farm. In addition, he noted the application relating to additional gypsy accommodation pitches and if this was related to Fernlea or Pear Tree Farm.

Cllr. R. Noel advised that HDC were aware of these issues and an enforcement notice was issued; however, another application was submitted and the enforcement notice is no longer valid and assured the resident that the Planning Officers were aware of the situation. The property was situated in Henfield PC and on the boundary of Woodmancote.

The same resident questioned progress on the speed limit reduction on the A281, as it is uncomfortable to walk along this road as a pedestrian with the speed/noise of traffic.

Cllr. Dixon explained the current position and that the Council were working with WSCC Highways on a Community Highways Scheme to which the speed would be reduced to 40mph and in some areas to 50mph.

Cllr. Dixon read out an email received by a resident relating to the Blackstone Rise garage site in respect of the planning application to be discussed at the meeting.

2022-039. Co-Option of Parish Council Vacancies

The Council had received two applications for the current vacancies. Both applicants gave a short speech about themselves to the Council and what they felt they could bring to the Parish Council.

It was RESOLVED to co-opt Libby Morris and Robert Hulkin onto the Council. Both applicants signed their Declaration of Office which was witness by the Clerk.

Cllr. L. Morris and Cllr. R. Hulkin were invited to join the meeting.

2022-040. Declarations of Interest from Members in respect of any items in the agenda

Cllr. R. Noel declared an interest in DC/21/0938 Hascombe Farm, Horn Lane, Henfield, BN5 9SA which was noted would be discussed under planning.

2022-041. Reports from other Authorities:

041.1. Report from Horsham District Council

Cllr. M. Croker had sent his apologies, but had provided a written report which was circulated to Councillors, which noted the following:

- Water neutrality issue continues to delay Regulation 19 for the local plan; with which officers say they have no idea when a viable mitigation strategy, which is currently being worked on will be agreed between the interested parties. HDC website has further information on this issue.
- Business, energy and Council Tax relief schemes are available at present.
- It was noted car parking revenue is recovering well from the pandemic, being one of HDC's key income streams.

Cllr. R. Noel reported the following:

- In support of the current issues in the Ukraine HDC are lighting up the Capital Theatre in yellow/blue.
- A multi-layered roundabout on the A272/A24 crossroads is being proposed to assist with queuing traffic.
- Town Hall meetings are being arranged where all Parish Council's will be invited which will be split into central/South/North. The South area will include Woodmancote and the meeting will possibly be held in Steyning.
- Jubilee celebration funding of £200 will be offered to Parish Councils for events.

Cllr. Batchelor asked if HDC were supporting any collection points for donations to the Ukraine. Cllr. R. Noel advised that they were co-ordinating with Parish Councils. Cllr. Morris noted that Stokes in Henfield is collecting items, such as food, sanitary items, medicine but not clothing which will be taken out to the Ukraine.

041.2. Report from West Sussex County Council

Cllr. P. Linehan sent his apologies.

2022-042. Planning

042.1. DC/22/0331 - The Coach House Furners Lane Woodmancote - Removal of parts iii and iv of Condition 13 of previously approved application reference DC/20/1513 (Change of use of existing building to holiday accommodation with external and internal alterations (Full Application)) Relating to the management and occupancy of the holiday accommodation.

It was **RESOLVED** to object to the application on the basis of the original comments the Council made on application DC/20/1513 Bylsborough Furners Lane Woodmancote Henfield; which requested the accommodation should be ancillary to the main dwelling with no floodlighting and to ensure the relevant clauses in relation to holiday accommodation usage are noted in the decision notice. Parts iii and iv of Condition 13 appear to be removing some of the clauses in relation to the use of the building for holiday accommodation purposes and the property being ancillary to the main dwelling.

042.2. DISC/22/0032 - Garage Block Blackstone Rise Blackstone Lane Blackstone - Approval of details reserved by conditions 3, 4 and 13 on application DC/20/0025

It was **RESOLVED** to object to the application in relation to conditions 4 relating to site set up. The Council noted the following points; the plans states that site traffic will flow one way from the south on the A281, large vehicles will not be able to gain access to the site from the south due to the narrow lanes in the centre of Blackstone; the plans show land being utilised for parking/off-loading which is not under the ownership of this site; two parking spaces are shown for contractors which will not be adequate for a development of this size. Parking is an issue in Blackstone Lane already and the development of this site has also caused a loss of parking in the road.

042.3. DC/22/0239 - The Hundred Brighton Road Henfield BN5 9RT - Erection of a two-storey detached outbuilding for use as an art studio on the first floor and garage and workshop on the ground floor.

It was **RESOLVED** to make no objection, however the Council questioned if the garage doors shown on the plans were wide enough for a car to access the building; the building should be ancillary to the main house; drainage should be considered due to shower facilities being within the building and no floodlighting should be allowed.

042.4. DC/22/0385 - Firland House Henfield Road Albourne BN6 9JJ - Erection of a single storey rear and side extension

It was **RESOLVED** to make no objection but to note that no floodlighting should be allowed.

042.5. Any applications received since publication of the agenda

The Clerk had circulated details of application DC/22/0319 in relation to Garage Block, Blackstone Rise, Blackstone Lane however the application was not available on the HDC planning portal so the Council would review this application at the next meeting.

DC/21/0938 – Hascombe Farm Horn Lane BN5 9SA – Erection of extension to existing indoor riding arena to provide viewing area and pole barn for hay and storage purposes. Provision of tannoy system, circular horse walker, 2 x all weather paddocks, additional parking area and associated works.

Cllr. Dixon advised that Cllr. Malcolm Eastwood of Henfield PC had brought to his attention that the above application was being considered at the HDC Planning Committee South meeting on the 15 March 2022 as Henfield PC had requested it was considered by the Committee. Woodmancote Parish Council had objected to the original application due to its proximity to the Parish boundary; and it was now being recommended for approval. **It was RESOLVED** by the Council that the Clerk would request if Cllr. Dixon could speak at the meeting on behalf of Woodmancote PC to object to the application on the basis of the original objection comments and noting any additional policies that are appropriate to the application. The Clerk will contact HDC to register for the Chairman to speak.

2022-43 Planning Update

043.1. To note planning decisions:

The following decision was noted:

SDNP/21/03070/HOUS & SDNP/21/03071/LIS

Catsland Farmhouse Bramlands Lane Woodmancote BN5 9TG - Proposal Demolition of existing conservatory and construction of new 2 story extension to the rear. Removal of existing entry porch, and replacement of walls/windows to stair hall with glazing. Construction of new single story oak clad entry porch to the front. (Listed Building Consent) - Approved

DC/21/2800 - 1 Blackstone Rise Blackstone Lane Blackstone Henfield BN5 9SZ - Erection of a single storey rear extension (Lawful Development Certificate - Proposed) – Approved

DC/21/2776 - - St George Brighton Road Woodmancote BN5 9ST - Demolition of existing detached house and erection of a replacement dwelling including construction of an altered driveway. - Approved

2022-044. Blackstone Playing Fields

Please note that items 044.2. were held under the ‘Public Bodies (admission to meetings) Act 1960 S.1(2) which excluded members of the public due to the confidential nature of the business to be discussed.

044-1 Update on progress of lease

It was noted that the leases were progressing and Sussex Cricket were still keen to sign by the end of April 2022. Cllr. Dixon noted that it was confirmed the Council would not be able to claim back the VAT on the undertaking costs in respect of the Allen lease.

044.2. To discuss any matters relating to leases of a confidential nature

Minute noted in confidential report.

044.3. Update on lease consultation timelines

No update was available due to the leases still being negotiated by both parties at the current time.

044.4. Update on playground closure

It was noted that the playground remains closed due to repairs being needed following the annual safety inspection. The Clerk was trying to identify if S106 funding could be used towards the replacement of the equipment as it has been noted the playground equipment is in need of updating and that spending money on repairs to the equipment would perhaps not be the way forward. It was confirmed that maintenance is the responsibility of Sussex Cricket under the current lease.

2022-045. Highways/Traffic

045.1. Update on Community Speedwatch

A session has been arranged for Saturday 12 March at 10am with PCSO Tracy Bicknall attending. It was arranged to meet at the site opposite the Parish Hall. Cllrs. W. Noel, Austin and Williams were able to attend.

045.2. Speed Indicator Devices – update on insurance claim and to consider purchase of further units and potential funding

The Clerk confirmed all the paperwork has been sent to the insurance company and she is awaiting a response.

A report was circulated on details of three different SID units with costings. The Clerk was asked to get an updated quote for 2 units from one supplier and it was agreed the matter would be discussed again at the May meeting due to the Sussex Cricket lease not being signed yet and the Council are not certain of the funds that might be available to purchase these units.

2022-046. Queens Platinum Jubilee

046.1. Update from working party and associated costs

Cllr. W. Noel updated the Council on the plans for the Jubilee Picnic to be held on the 4 June. Bunting had arrived which was donated by Cllr. Dixon, the loan of a marquee was confirmed, together with additional parking, music and circus skills. It was suggested an area could be fenced off for an arena for the dog show and Cllr. W. Noel will speak to the groundsman to see if they have anything suitable which could be used. BN5 are producing a special Jubilee issue which will feature all the events in the area and an advert might be placed to promote the picnic the costs are £109 for half a page. Flyers have been printed and will be distributed in the next few weeks.

It was suggested a further meeting was held in April.

046.2. Queens Green Canopy HDC invitation

A letter had been received from Cllr. R. Noel in which HDC had invited the Council to plant a tree under the Queens Green Canopy initiative; this would be provided free of charge by HDC. The Council will need to decide what type of tree and where it will be located and it will be planted in November 2022. Cllr. R. Noel will seek advice from the Tree Officer at HDC as to what might be suitable. The Council will need to liaise with Sussex Cricket in regards to the potential location of the tree.

2022-047. Finance/Payment

047.1. Reconciled accounts and bank statement

It was **RESOLVED** to approve the above dated 28.02.2022.

047.2. To approve the schedule of payments

It was **RESOLVED** to pay the following, listed on the schedule of payments.

WSSC – Salaries – February - £652.59
S Mamoany – phone reimbursement fees - £5.00
Cllr. D. Austin – printing expenses - £15.00
Cllr. W. Noel – printing expenses – £15.00
Cllr. P. Williams – printing expenses - £15.00
Cllr. R. Noel – printing expenses - £15.00

It was noted that a credit had been received from Stocksigns Ltd on the 2 February which related to an overpayment made on the original SID purchase, which came to light whilst looking into the cost of the SID for the insurance claim.

2022-048. Update on Safer Routes Project

Cllr. R. Noel requested this was added to the April agenda.

2022-049. Correspondence/meetings/consultations

049.1 To consider draft response to Water Resources South East (WRSE) consultation – 14 March 2022

The Clerk had circulated a draft response, **it was RESOLVED** to submit this to WRSE.

049.2. Proposed new constituency boundaries for the Horsham District – 4 April 2022

It was RESOLVED to object to this change as the current boundaries encompass rural areas. However, the changes will move Woodmancote into an area comprising coastal areas as well, which are different to rural areas where the landscape and rural economy are of such importance.

049.3. The Glover Landscape Review – Government Response and Consultation – 9 April 2022

The Clerk advised she is attending a SNDP Workshop on this subject on the 16 March and will report back to the Council. If it was felt that the Council should comment on this consultation **it was RESOLVED** that this would be agreed via email circulated to all Councillors.

2022-050. Other business

Cllr. Williams noted she had spoken to the groundsman and they were in agreement that the current noticeboard at the entrance to the car park was replaced with the Parish Council notice board currently located

on the pavilion. Cllr. Dixon offered to assist in moving the board with the assistance of Cllr. Austin if Sussex Cricket were not able to do this.

Cllr. Batchelor noted that the brickwork on the bridge on Blackstone Lane was splitting in places and this should be reported to WSCC; in addition, noting that the tarmac road surface which had previously been repaired was deteriorating further.

Annual Parish Meeting – the date of the meeting is the 12 April 2022 at 7.30pm and will follow the Parish Council meeting which will start at the earlier time of 6.30pm. It was suggested that a representative of Sussex Wildlife was asked to attend as a speaker; Cllr. R. Noel was asked to pass the contact details to the Clerk so she could request if they were available to attend.

2022.051. Date of next meeting

The next meeting will be held in the pavilion at Blackstone Playing Fields at 6.30pm on Tuesday, 12 April 2022 with the Annual Parish Meeting to be held after at 7.30pm.

The meeting closed at 9.32pm

DRAFT