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Minutes of the Ordinary Parish Council Meeting held at Blackstone Pavilion, Blackstone Playing Fields, Woodmancote on Tuesday 12 April 2022 at 6.30 p.m.

Present: WPC Cllrs C. Dixon (Chair), W. Noel, K. Donald, M. Batchelor, R. Noel and L. Morris.
S. Mamoany (Clerk)

Others Present: 2 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.

2022-052. Apologies

Apologies were received from Cllr. D. Austin, Cllr. R. Hukin, P. Williams and WSCC County Councillor P. Linehan.

2022-053. Minutes of the meeting held on the 8 March 2022

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

2022-054. Actions from previous minutes

It was reported that a site meeting was being arranged by Planning Officers at HDC in relation to Hascombe Farm (DC/21/0938) following the application being deferred by HDC Planning Committee. The meeting will be held on the 20 April and the Clerk is awaiting confirmation of the time. Cllrs. Hukin, Williams and Dixon have offered to attend on behalf of the Council.

2022-055. Public Participation

No members of the public present wished to speak.

2022-056. Declarations of Interest from Members in respect of any items in the agenda

Cllr. Dixon declared an interest on item 058.1 as his property is adjacent to the planning application.

2022-057. Reports from other Authorities:

057.1. Report from Horsham District Council

Cllr. M. Croker reported the following:

- The recycling trial of electrics, textiles and food waste has been a success. Over the past 9 months 12 tons of electrical items, 21 tons of textiles and 5 tons of batteries have been collected. The trial will continue with the format to be agreed, it was noted this will be mandatory in 2025.
- The furniture drop-off trial was not so successful.
- WSCC are looking at investing in a food waste digester which would provide a saleable product for the future.

Cllr. R. Noel reported the following:

- A site meeting had been held at Blackstone Playing fields to discuss the location for the tree donated by HDC; this is noted in item 063.2.

Cllr. Batchelor asked if the recycling trials mentioned would continue to be free and it was confirmed that they would.

057.2. Report from West Sussex County Council

Cllr. P. Linehan sent his apologies.

2022-058. Planning

058.1. SDNP/22/01285/HOUS & SDNP/22/01461/LIS - Annexe Catsland Farmhouse Bramlands Lane Woodmancote BN5 9TG - Internal refurbishment, relocation of 1 no. door and insertion of 1 no. window

It was **RESOLVED** to make no objection to the application.

058.2. DC/22/0319 - Garage Block Blackstone Rise Blackstone Lane Blackstone - Reserved matters application for the demolition of 8no garages and erection of 3no dwellings (following approval of outline application DC/20/0025) relating to layout, scale, appearance and landscaping.

It was reported by Cllr. R. Noel that he had spoken with the Planning Officer regarding this application and they had advised the applicant to withdraw the application as it was missing some information including a formal planning statement, ecology report, details of materials and a water neutrality statement. Therefore, the Council made no comment on the current application.

058.3. DC/22/0481 - Pear Tree Farm Furners Lane Woodmancote BN5 9HX - Retrospective change of use for a two-year period in respect of B8 storage yard by Lanes Infrastructure in connection with Horsham broadband / fibreoptic contract

It was **RESOLVED** to object to the application on the basis of overdevelopment and in support of the objection submitted by Henfield Parish Council and the Clerk was requested to include the policies noted within this objection.

058.4. DC/22/0616 - 1 Blackstone Street Blackstone BN5 9TH - Non-Material Amendment to previously approved application DC/21/2317

It was **RESOLVED** to make no objection to the application.

058.5. DC/22/0564 - Woodhouse Farm Wheatsheaf Road Woodmancote BN5 9BA - Prior notification for the erection of a barn for wood, machine and general farm storage.

It was noted that this was a prior notification to assess the design and sitting of the proposed barn and therefore the Council are not required to make comments at this stage.

058.5. Any applications received since publication of the agenda

No applications were received.

2022-59 Planning Update

059.1. To note planning decisions:

The following decisions were noted:

DISC/22/0032 - Garage Block Blackstone Rise Blackstone Lane Blackstone West Sussex - Approval of details reserved by conditions 3, 4 and 13 on application DC/20/0025 – Application permitted – 7 April 2022

SDNP/21/05613/PRE - Little Holmbush Holmbush Lane Woodmancote BN5 9T - Conversion of a barn into a similar sized single residential dwelling – The conclusion noted it was considered that the principle of converting and extending the existing building to a dwelling house would be unacceptable and should a planning application be submitted to the Planning department it would likely to receive an unfavourable recommendation.

DC/21/2805 - Fairyland Brighton Road Woodmancote BN5 9SR - Erection of a 1.8m high fence to the front of the property, installation of entrance gates, widening of access and alterations to existing verge. – Approved - 31 May 2022

DC/20/2556 - Farm Hill Brighton Road Woodmancote BN5 9ST - Change of use of pool area and facilities to allow for private classes to take place and provision of dedicated parking area. – Approved – 15 March 2022

2022-060. Blackstone Playing Fields

Please note that items 060.2. 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.

060-1 Update on progress of lease

It was noted that this was progressing slowly and would be discussed further under item 061-2.

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

Minute noted in confidential report.

2022-061. Highways/Traffic

061.1. Update on Community Speedwatch

Following the cancellation of the last session, a new date had been arranged for the 14 May at 10am and Cllrs. Williams, W. Noel, M. Batchelor had confirmed their attendance. In addition, the resident who has volunteered and completed the online training is also attending with PCSO Bicknell.

061.2. Update on Community Highways Scheme

Cllr. Dixon reported that he attended a meeting with Ian Moorey (WSCC Highways) and the Clerk on the 7 April. Ian confirmed that the scheme would be delivered in the current financial year and the 40mph and 50mph speed limit reductions would be going out to public consultation. In addition, some confusion had arisen over the S106 funding available and WSCC Highways would be using this as part of the scheme, so it was no longer available to the Parish Council. However, it was hopeful that the purchase of one SID unit could be included within the final scheme.

2022-062. Queens Platinum Jubilee

062.1. Update from working party and associated costs

Cllr. W. Noel advised that she would arrange another meeting. Flyers needed to be delivered within the next couple of weeks and Councillors offered to assist with this.

062.2. Queens Green Canopy HDC invitation – to confirm location/tree type

It was RESOLVED to confirm to HDC that the Council would like to order a cherry tree which will be planted on the bank at the front of the pavilion at Blackstone playing fields. This location had been agreed in consultation with the Sussex Cricket Groundsman. Cllr. R. Noel advised he would confirm the type of tree with HDC.

The Clerk was asked to find out about options/costs of a suitable plaque.

062.3. HDC Jubilee Celebrations Grant

The Clerk confirmed that she had made an application to HDC for the £200 funding which had been accepted. The funds would be paid with the HDC precept payment.

2022-063. Review of Council documents

063-01. Asset Register 30.03.22

The amended asset register was reviewed and **it was RESOLVED** by the Council.

063.02. Standing Orders

It was RESOLVED to amend the Standing Orders removing item 27 which related to remote meetings, which were no longer allowed due to legislation expiring last year.

063.03. Financial Regulations

The Council reviewed the Financial Regulations and **it was RESOLVED** to approve them and make no amendments.

063.04. Risk Management Policy

The risk management policy was reviewed and **it was RESOLVED** to make no amendments.

063.05. Financial Risk Assessment

The Financial Risk Assessment was reviewed and **it was RESOLVED** to remove the information relating to membership of WSALC as the Council were no longer members.

2022-064. Finance/Payment

064.1. Reconciled accounts and bank statement

It was RESOLVED to approve the above dated 31.03.2022.

064.2. To approve the schedule of payments

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

WSCC – Salaries – March - £795.53
WSCC – Payroll admin fees - £55.69
Vision ICT – website/email - £202.20

It was noted the annual VAT claim had been submitted and the sum of £814.36 was received by HMRC.

2022-065. Correspondence/meetings/consultations

065.1. HDC The Big Conversation

Cllr. Morris advised she would attend the event to be held on the 4 May.

065.2. WSCC – Post 16 Transport Consultation

Noted, no comments made.

2022-066. Other business

The Clerk was asked to investigate the Council's membership to HALC as no correspondence had been received from them recently.

2022.067. Date of next meeting

The next meeting will be held in the pavilion at Blackstone Playing Fields at 7.30pm on Tuesday, 10 May 2022

The meeting closed at 7.15pm