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Minutes of the Ordinary Parish Council Meeting held at Blackstone Pavilion, Blackstone Playing Fields, Woodmancote on Tuesday 14 February 2023 at 7.30 p.m.

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

Others Present: 6 members of the public

Cllr. Dixon noted that the meeting was being recorded and that CCTV was present in the room which could also be taking images.

2023-018. Apologies

Apologies were received from Cllr. Morris and Hukin, District Councillor. M. Croker and County Councillor P. Linehan.

2023-019. Minutes of the meeting held on the 10 January 2023

The minutes of the meeting held on the 10 January 2023 were **RESOLVED** by the Council and duly signed by the Chairman.

2023-020. Action updates from previous minutes

The Clerk noted that she needed to complete the letter to MSDC in respect of the Local Plan as noted at the previous meeting.

The Clerk reported she had met with an arboriculturist to look at the oak tree which had been brought to the attention of the Council by the owners of 2 Cuckolds Green. The tree is located on Blackstone Playing Fields adjacent to the boundary of the property. The advice of the arboriculturist is that they have no concern about the trees safety and would not recommend any works on the tree at this time. They recommend keeping the ivy from growing up the tree to enable future inspections of the health of the tree from ground level. The Clerk was requested to write to the resident to advise them of this information, and confirm that no work would be carried out on the tree as had been suggested by their own tree surgeon.

The application for the Unity Trust bank account has been completed and the Clerk will return the forms with a cheque for £500 to open the account. Cllr. Austin has been requested to provide some further documentation.

2023-021. Public Participation

The owners of Woodmancote Parish Hall attended the meeting informing the Council that they were preparing a planning application but had no intention to demolish the building as it would be retained as they are aware it was an important part of Woodmancote heritage. They informed the Council that they were aware the Martyrs Heritage and Domesday plaques had gone missing which were once in the building. To the Council's astonishment they advised they had found the Martyrs Heritage plaque and presented it back to the Council. Cllr. Dixon thanked them on behalf of the Council and noted that this will be mounted on the pavilion. It is possible that the Domesday plaque is also still in the building and the owners will inform the Council if it is found.

A resident noted concerns about the use of the garage site in Blackstone Lane, which is being used to store commercial vehicles, materials and items are being burned on the site. Concrete blocks have also been put on the verges outside. Cllr. R. Noel advised in his capacity as District Councillor that this has been reported to enforcement and the concrete blocks have been reported as fly tipping and will be removed next week by HDC.

2023-022. Declarations of Interest from Members in respect of any items in the agenda

No declarations of interest were made.

2023-023. Reports from other Authorities

023.1. Horsham District Council

Cllr. R. Noel reported the following:

- The Local Plan has been put on pause. It was noted Cllr. Eastwood in his capacity as Chair to HALC has written to HDC to complain about the decisions as the decision was not made at Full Council and has requested this is looked at again. However, due to Purdah no time is available to review the decision.
- HDC Climate Change policy has passed 60% reduction, mainly due to improvements in their own buildings and converting fleet vehicles to electric or HVO.
- Food waste recycling is put on hold as the government are looking to make this mandatory and therefore grants will be available in the future.
- Cllr. R. Noel attended the Wilder Horsham meeting, together with Cllrs. Morris and W. Noel.
- It was noted that an appeal has been lost in relation to water neutrality. This was achieved by the applicant using rain harvesting collection from greenhouses and barns to support new housing. This was questioned by Councillors and Cllr. R. Noel advised he would look into this further.

023.2. West Sussex County Council

Cllr. Paul Linehan was not present at the meeting.

2023-024. Planning

024.1. DC/23/0219 - Lower Knowle Flat 3 Lower Knowle Bramlands Lane Woodmancote - Dismantle 6 spans of 2w .1 overhead mains between poles 571058 and 571066, Install 6 spans of 95ABC between poles 571058 and 571066. Decommission and remove the existing 1ph 100kVA transformer on pole 571058. Install a new 100kVA three phase transformer on pole 571058. Install new LV stay at pole 571058. Install LV underground cable to supply Lower Knowle.

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

024-02. Any applications received since publication

It was noted an appeal has been submitted in respect of DC/22/1433 – 1 Blackstone Street, Blackstone Lane. As this was going through the Householder Appeals Service the Council have no opportunity to comment further, all previous representations will be forward to the Planning Inspectorate.

2023-025. Planning Update

025.1. The following planning decisions were noted:

DC/21/1282 - Building A Paynesfield Henfield Road Albourne West Sussex BN6 9JJ - Application to confirm the continuous use of the building referred to as 'Building A' for the purposes of Class B8 (Storage and Distribution) the area of hardstanding to the front of the adjacent building for overnight parking of 1no. minibus for a period in excess of ten years (Lawful Development Certificate Existing) | – Application permitted

DC/22/2046 - The Field Brighton Road Woodmancote Henfield West Sussex BN5 9ST - Erection of a single storey side extension (Lawful Development Certificate - Proposed). – Application permitted

2023-026. Blackstone Playing Fields

Item 026.1 was held under the 'Public Bodies (admission to meetings) Act 1960 S.1(2). which will exclude members of the public due to the confidential nature of the business to be discussed

026.1. To discuss any matters relating to the leases of a confidential nature and associated costs

Minute noted in a confidential report relating to rent review negotiations and renewal of lease.

It was noted that Sussex Cricket will be holding a residents meeting on the 27 March 2023 at 6.30pm at the pavilion. Details of which are on the Councils website and would be added to the Facebook page. Cllr. Dixon noted that these meetings were not administrated by the Parish Council but they would assist with the promotion of dates. Two further meetings were going to be held in 2023 and Jon Filby (Sussex Cricket) was arranging the dates for these.

026.2. To discuss parking on Blackstone Lane

Cllr. W. Noel had been contacted by the Henfield Football Club in relation to difficulties they were experiencing with members/visitors parking in Blackstone Lane and had requested confirmation as to the legal position of parking in the lane. Cllr. R. Noel had made enquiries with HDC about this issue to find out if anything was

noted in the original planning application. It was noted that in the Woodmancote & Blackstone Playing Fields Management Plan this included a reference in Section 6.1 stating 'The control of the games, spectators and parking is the responsibility of the hosts clubs' officials. For events where large numbers of spectators are expected parking marshals are to be on duty as necessary.'

As the Council representative on the Playing Fields Committee Cllr. W. Noel will confirm to Henfield Football Club that they need to ensure marshals are on duty to avoid parking in Blackstone Lane.

2023-027. Highways/SIDS

027.1. Update on SID (Speed Indicator Device)

The post on the B2116 was installed on the 3 February but unfortunately was knocked down by a vehicle within less than a week. **It was RESOLVED** to make a claim on the insurance for this incident and the Clerk was asked to log this with the Police. Photographs had been taken by Cllr. Dixon. **It was RESOLVED** to purchase padlocks for the SID units so they could be secured to the posts. It was noted Cllrs. R. Noel and Dixon had been changing the batteries in the new units every two weeks, this could be due to the weather being cold. Cllrs. Donald and Austin offered to volunteer to assist with the changing of the batteries. Cllr. Austin noted if we could purchase batteries with a higher specification which would mean the charge would last longer and advised he would provide the Clerk with a battery supply company that might be able to assist. Cllr. Donald also noted he can assist with obtaining the data off the units which uses Microsoft Windows software only.

2023-028. Woodmancote Martyrs Plaque/Engraving

028.1. To approve artwork proof of Martyrs plaque

The artwork for the replica plaque had been circulated. Following the appearance of the Heritage plaque the owners of Woodmancote Hall advised that they might have the Domesday plaque as well. Therefore, the Council will not proceed with the order until this has been confirmed.

2023-029. Kings Coronation

029.1. To discuss arrangements for community celebration event and associated costs

Cllr. W. Noel advised that the Queens Platinum Jubilee event was well supported and successful with some residents also contributing to the event financially, for example supplying the band, however she was not in a position to lead again on the Kings Coronation event. It was agreed that a post would go out on Facebook for volunteers to see if residents came forward to help. The pavilion and grounds were available on the 7th May. It was noted a working party would need to be set up if this event was going to be run again and the necessary insurance and risk assessments put in place. Cllr. R. Noel advised that HDC would be giving out grants to Parish Councils for £250.00 and the Clerk confirmed that a budget had been set aside and would confirm the amount.

2023-030. Finance/Payment

030.1. Reconciled accounts and bank statements

It was RESOLVED to approve the above dated 31.01.2023.

030.2. To approve schedule of payments for January

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

WSSC – Salaries January - £358.93 (adjustment made for previous 2 months errors)

Craig Dixon – reimbursement for fittings for SIDS - £14.99

Elan City – SID (Speed indicator devices) 2 x battery operated/ 1 x solar unit - £7,200.00 (it was noted that the Council resolved to pay this invoice at the January meeting upon delivery of the units)

Ward Signs – Domesday enamelled replica plaque - £292.20 (it was noted this would be put on hold should the original be found)

Wilbar Associates Ltd – installation of SID pole on B2116 - £801.00

It was noted that the Council laptop requires a new battery and it was agreed the Clerk should proceed with the purchase at £29.99.

030.3. To approve internal auditors letter of engagement

It was RESOLVED to approve the terms of engagement and it was noted fees have not increased.

2023-031. Correspondence/meetings/consultations

031.1. Report on Climate Change Workshop

Cllr. Hukin was not at the meeting to report. It was noted that a further workshop was being held on the 15 March and the Clerk will confirm with Cllr. Hukin if he wishes to continue being the Council's representative.

It was noted that Cllrs. W. Noel and Morris had attended the Wilder Horsham event.

031.2. Interparish Group Meeting – 20 February 2023 and election of representatives

The Interparish Group has been re-established and a remote meeting will be held on the 20 February 2023 to discuss various issues that affect the surrounding parishes. Cllrs. Dixon and Batchelor were elected as representatives to attend future meetings.

031.3. Levelling-up and Regeneration Bill – reforms to national planning policy consultation – 2 March 2023

It was noted this was a complex consultation with 58 questions should the Council wish to respond to all of them. **It was RESOLVED** that the Clerk would put a draft response together to be circulated and agreed by Councillors via email due to the deadline of the consultation being the 2 March 2023.

031.4. HALC Meeting – 22 February 2023

Cllr. Batchelor advised she would attend, Cllr. R. Noel has sent his apologies.

2023-032. Annual Parish Meeting

032.1. Arrangements for Annual Parish Meeting – 4 April 2023

Further to the previous meeting both the Henfield History Society and HART had been approached in respect of attending the Annual Parish Meeting. **It was RESOLVED** to ask if the Henfield History Society would come and speak at the meeting and the Clerk would ask if Cllr. Morris will liaise with them in respect of timings and also if they could include information on Woodmancote to make it more interesting for residents of the Parish. Cllr. Donald will put an article in the next Parish Magazine and the Clerk will write an article for BN5.

2023-033. Other Business

Cllr. R. Noel noted that it had been discovered that Woodmancote had an unknown common in their parish, Hundred Steddle Common which is in private ownership. Wilder Horsham will be added to the next agenda.

Cllr. Austin asked what the format was in relation to asking questions at the SDNP Workshop he was attending in March. The Clerk will check and report back to him.

2023-034. Date of next meeting

The next meeting will be held in the pavilion at Blackstone Playing Fields at 7.30pm on Tuesday, 14 March 2023.

The meeting closed at 21.31 hrs.