

Clerk to Council:

Sarah Mamoany

PO Box 881

Haywards Heath

West Sussex

RH16 9QW

07884 962453

clerk@woodmancoteparishcouncil.gov.uk

www.woodmancoteparishcouncil.gov.uk



Woodmancote
PARISH COUNCIL

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

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

Others Present: 3 members of the public
Cllr. M. Crocker – Horsham District Council

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

2023-035. Apologies

Apologies were received from Cllr. Austin.

Cllr. Dixon noted that Cllr. R. Hukin had submitted his resignation to the Council and thanked him for this work on the Council.

2023-036. Minutes of the meeting held on the 14 February 2023

The minutes of the meeting held on the 14 February 2023 were **RESOLVED** by the Council and duly signed by the Chairman.

2023-037. Action updates from previous minutes

The Clerk confirmed a letter had been circulated and sent to MSDC in respect of the Council's concerns in relation to the development site at Sayers Common detailed in the Local Plan consultation.

The Clerk noted further correspondence received from the resident on the boundary of the playing fields in respect of the oak tree. The Council noted that this would be monitored but no action was required following advice from the arboriculturist.

Cllr. Morris has liaised with the Henfield History Society in respect of attendance at the Annual Parish Meeting. Cllr. Donald prepared an article for the Parish Magazine and a notice has been put in BN5 to promote the meeting, together with Facebook, website and noticeboards.

Cllr. Linehan (WSCC) has sent apologies for the Annual Parish Meeting.

Cllr. Austin is not able to attend the SDNP Workshop and Cllr. Morris is now attending the Climate Change Workshop on the same date. Apologies have been sent by the Clerk.

The Clerk confirmed the response to the Levelling Up and Regeneration Bill consultation was circulated and submitted.

2023-038. Public Participation

A resident questioned if the overgrown vegetation issue opposite Blackstone Lane had been resolved. They noted that land outside the Prairie Gardens could be common land owned by Highways. They requested if the Council could promote a Vintage Ploughing Match and Rural Exhibition event being held on the 15 April at Woodhouse Farm.

A resident noted the use of the Garage site in Blackstone Lane and asked if an enforcement notice had been issued. Cllr. R. Noel advised that the owners have been contacted and this occurs prior to enforcement notices being issued

2023-039. Declarations of Interest from Members in respect of any items in the agenda

No declarations of interest were made.

2023-040. Reports from other Authorities

040.1. Horsham District Council

Cllr. Croker reported the following:

- Local Plan will be delayed with Regulation 19 expected in Nov/Dec 2023.
- HDC Council Tax increase will be 2.9% this year.
- Climate Strategy Action – consultants have been employed to draw up a draft Action Strategy to achieve net zero by 2050 which will go out to consultation in the summer.
- POPS – Persistent Organic Pollutants noted in furniture which will now be disposed of separately but HDC will continue to collect.
- Virtual Parking Discs – these are being considered to replace the cardboard discs but concerns have been raised as they would require use of a mobile phone and apps such as Ringo already cause issues for some people who use car parks.
- It was noted last two Planning Committee meetings have been cancelled due to no applications to discuss.

Cllr. R. Noel reported the following:

- Wilder Horsham – Cllr. R. Noel is attending the Wakehurst Seedbank which involves HDC and the Knepp Estate working in partnership to achieve a wildlife corridor from Ashdown Forest to Climping.
- The Chancellor will be announcing in the budget a £63 million investment in swimming pools, which will assist leisure centres.

040.2. West Sussex County Council

Cllr. Paul Linehan was not present at the meeting.

2023-041. Planning

041.1. APP/Z3825/W/22/3305689 - DC/22/0319 – Garage Block Blackstone Rise Blackstone Lane Woodmancote – 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 noted that the Council would not make any further comments on the application. Cllr. R. Noel advised that the letter on the HDC Planning Portal from the Planning Inspectorate referred to the application as not being a Environmental Impact Assessment (EIA) development and no decision has been made on the appeal to date.

041.2. DC/23/0181 - New Cottage Stables Blackstone Lane Blackstone BN5 9TB - Application to confirm the continuous use of unit/barn 7 for equestrian purposes for a period in excess of ten years prior to the date of this application (Lawful Development Certificate – Existing)

Due to the timeline for submission, some Councillors had confirmed via email that they could confirm the history of the site and HDC were informed of this information prior to the deadline for comments.

041.3. Any applications received since publication

No further applications were received.

2023-042. Planning Update

042.1. The following planning decisions were noted:

DC/22/2161 - Blackstone Gate Blackstone Lane Albourne BN6 9JD - Erection of a detached outbuilding/garage to provide agricultural and household storage space. - Application refused

DISC/23/0006 - Nut Knowle Farm Brighton Road Woodmancote Henfield West Sussex BN5 9ST Approval of Details Reserved by Condition 3 to approved application DC/21/2124. - Application permitted

DC/22/1962 - Barn Cottage Brighton Road Henfield West Sussex BN5 9SU – Installation of glazed link between house and stable building. Conversion of stable into habitable living space, incorporating rooflights and a window on the North West elevation. - Application permitted

DC/22/1887 - The Hollies Brighton Road Woodmancote Henfield BN5 9RR – Construction of a stable and machinery/tack store building. - Application permitted

2023-043. Blackstone Playing Fields

Item 043.1 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

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

No discussions were held as the Council were awaiting a response from Sussex Cricket.

2023-044. Highways/SIDS

044.1. Community Speed Watch Update

Cllr. Batchelor advised that she felt a recruitment drive was needed in respect of getting more volunteers. Currently the group only had four members, which comprised Cllr. Batchelor, Austin and W. Noel together with a resident from Henfield. If the scheme was to continue additional volunteers are required, as three members are needed to carry out a session. It was suggested the Group also only runs between April to September. Cllr. Batchelor would put a poster together and this could be promoted on website, Facebook, BN5 and noticeboards. It was noted that the equipment had been provided through a grant so should be put to use if possible.

044.2. Insurance claim update on SID pole

The Clerk advised that a claim had been submitted for the damaged pole, which was successful and a payment of £756.31 – cost of the replacement pole, less VAT and excess of £100 has been paid by the insurance company. **It was RESOLVED** to instruct the contractors to replace the pole on the B2116.

Cllr. Dixon and Cllr. R. Noel are changing the batteries every fortnight on the 3 SID units. Cllr. Dixon advised he would order the padlocks. Cllr. R. Noel advised he was looking at higher capacity battery options but was not sure if they would be suitable.

2023-045. Woodmancote Martyrs Plaque/Engraving

045.1. Update on Domesday plaque

The replacement Domesday plaque has been ordered as the owners of Woodmancote Parish Hall advised the Clerk that they had been unable to find it. This should arrive a week before the Annual Parish Meeting and it was agreed that Cllr. W. Noel would liaise with the groundsman to confirm a suitable location on the pavilion, ideally next to the defibrillator which would be also under the security lighting. Cllr. Dixon and Cllr. R. Noel would put the plaques up once the location had been agreed. The plaques will be unveiled at the Annual Parish Meeting on the 4 April 2023.

2023-046. Kings Coronation

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

Following an appeal on social media for volunteers to help run an event it was decided that due to lack of volunteers and timescales being tight, that the Council would not hold an event on Blackstone playing fields. The possibility of street parties was discussed and road closures, but again due to timing and the fact volunteers would be needed to implement road closures it was felt this was not viable either. It was agreed that a community event such as a summer fete could be considered for 2024.

2023-047. Finance/Payment

047.1 Reconciled accounts and bank statements

It was **RESOLVED** to approve the above dated 28.02.2023.

047.2. To approve schedule of payments for January

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

WSSC – Salaries February - £705.08

Ward Signs – Domesday enamelled replica plaque - £292.20 (paid as original plaque could not be found)

Cllr. Dixon – printing expenses - £15.00

Cllr. Morris – printing expenses - £15.00

Cllr. W. Noel – printing expenses – £15.00

Cllr. R. Noel – printing expenses - £15.00

Cllr. D. Austin – printing expenses - £15.00

Cllr. R. Hukin – printing expenses - £15.00

Woodmancote Parish Council – cheque for deposit with Unity Trust new bank account - £500.00

Sarah Mamoany – reimbursement mobile phone Jan/Feb - £10.00

Sarah Mamoany – reimbursement of battery for laptop - £23.99

047.3. Update on bank accounts

The Clerk confirmed the Unity Trust current and savings accounts had been opened and Cllr. Batchelor, Dixon and Austin were all signatories on the account. It was **RESOLVED** to transfer all funds from the Barclays accounts to the new accounts and officially close the Barclays accounts following the year end.

2023-048. Review of Council documents

048.1. Asset Register

It was **RESOLVED** to approve the amended asset register, noting the Speed Watch equipment was being stored by Cllr. Batchelor.

048.2. Financial Regulations

It was **RESOLVED** to approve the Financial Regulations with no amendments.

048.3. Standing Orders

It was **RESOLVED** to approve the Standing Orders with no amendments.

048.4. Risk Management

It was **RESOLVED** to approve the Risk Management Policy with no amendments.

048.5. Financial Risk Assessment

It was **RESOLVED** to approve the amended Financial Risk Assessment with the addition of noting the SID pole locations were approved by WSCC Highways.

2023-049. Correspondence/meetings/consultations

049.1. Report on Climate Change Workshop

Cllr. Morris will attend the meeting to be held on the 15 March at 6pm.

049.2. Report on Interparish Group Meeting

Cllr. Dixon attended the meeting and the notes from the Chairman had been circulated. Items discussed included the Levelling-up and Regeneration Bill reforms to national planning policy consultation, MSDC Local Plan, Neighbourhood Plans and concerns relating to battery storage in the Wineham area.

049.3. Report on HALC Meeting

Cllr. Batchelor attended the meeting and the minutes had been circulated. Items discussed included the HDC Climate Change, Wildlife and Ecology Workshops, HDC Local Plan update and concerns about battery farms in respect of leakage/fire hazards. It was noted that WSALC have appointed a Planning Consultant who can offer reduced fees for planning advice to member councils.

049.4. Report on Wilder Horsham Event

Cllr. W. Noel and Morris attended on behalf of the Council and reported on some of the initiatives that were being suggested to Councils. A resource pack was being produced and would be circulated to all Parish Councils in due course. It was suggested implementing an 'Environmental' agenda item on a monthly basis to encourage discussion on this topic at Council meetings. Opportunities to look at Council assets and work with landowners, church etc to encourage environmental ideas to support wildlife and fauna should be encouraged however large or small these projects might be. For example, using interactive biodiversity maps to report wildlife activity.

2023-050. Other Business

The following items will be added to future agenda for discussion:

- Renewal of WSALC membership
- Wilder Horsham/Environmental Matters
- Climate Change Workshops

2023-051. Date of next meeting

The next meeting will be held in the pavilion at Blackstone Playing Fields at 6.30pm on Tuesday, 4 April 2023 with the Annual Parish Meeting being held after from 7.30pm.

The meeting closed at 20:50 hrs.

DRAFT