

Clerk to Council:  
Liz Trundle  
Woodmancote Parish Council  
The Pavillion  
Blackstone Lane  
Blackstone  
Henfield  
West Sussex BN5 9TA  
Tel: 07884 962453  
clerk@woodmancoteparishcouncil.gov.uk  
www.woodmancoteparishcouncil.gov.uk



**Minutes of the Ordinary Parish Council Meeting held at Blackstone Pavilion, Blackstone Playing Fields, Woodmancote on Tuesday 09 April 2024, 6.00 p.m.**

**Present:** WPC Cllr Dixon, Cllr Batchelor, Cllr Morris, Cllr R Noel, Cllr W Noel  
**Others Present:** Cllr Mike Croker (HDC) and 4 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.

**2024-046 Apologies**

Apologies were received from Cllr Austin. Cllr Paul Linehan (WSSC) was absent.

**2024-047 Meeting minutes**

The Minutes of the WPC Ordinary Meeting on 12 March 2024 were RESOLVED subject to agreed amendments and signed by Cllr Dixon.

**2024-048 Actions & updates**

048.1 Blackstone Wastewater Treatment Works - Cllr Dixon updated the Council: He had received confirmation from Southern Water that the Blackstone Wastewater Treatment Works had received £2 million investment and work would continue until December 2024. Sue Cobb of Southern Water has arranged for the surrounding road area to be swept and washed. Cllr Morris confirmed that the road condition had improved. Cllr Dixon drew attention to an information letter explaining the work to residents that had been sent to the Council was now on the WPC website.

A member of the public explained that she had contacted the number given in the Southern Water letter and had been told that local residents had not been contacted about the work because they were not aware of residents living close to the Works. Cllr Dixon agreed to contact Matthew Thompson, whose number was given in the information letter, for an update. Cllr Batchelor questioned whether planning permission was required for the changes at the Works; Cllr R Noel confirmed that no planning permission was needed.

048.2 Footpath from A281 to Bylsborough House – the Clerk updated the Council: She had spoken to the landowner, Mick Hills, and asked that the path is cleared of overgrowth as a matter of urgency. Mr Hills was not happy about repeatedly being asked to clear the path particularly as the weather had been so wet. However, he confirmed that he would clear it once the weather got better, and the path had dried up. He

informed the Clerk that he was very concerned about walkers climbing over the nearby fence to access the land as the damage to the fence means it is no longer safe to graze livestock on the field.

Cllr R Noel pointed out that Public Rights of Way are the responsibility of WSCC and requested that the Clerk contacts Nicholas Scott at WSCC to request that the path is cleared.

048.3 Bus shelter replacement – Cllr Austin had reported before the meeting that JD Fears would provide a quote for a new shelter by the time he returned from his break. The Clerk reported that she had tried contacting JD Fears for a quote but the office is closed. It was agreed to await the quote from Fears and for the Clerk to keep trying to contact JD Fears until Cllr Austin returned.

048.4 Anti-litter signs – Cllr R Noel had reported that HDC had agreed to pay for these for WPC and he would follow this up once Laura Parker of Waste and Recycling had returned from leave.

048.5 Playing Fields Committee – Cllr W Noel had attended the Playing Fields Committee on 26 March 2024 and reported that there is concern about the parking congestion during the Henfield Football Club and Sussex Cricket sessions. Cllr Batchelor pointed out that she understood that the provision of parking marshals was part of the original agreement with the clubs Cllr W Noel confirmed that Pete from the football club will remind the teams about the need for Marshalls.

Cllr W Noel also informed the Council that the Stoolball group was looking for new members and that it would be having a stand at the Henfield Community Partnership stall on 15 June 2024 for anyone interested in joining.

048.6 –Potholes and condition of Blackstone Lane – following an email from a member of the public concerning the number of potholes and large vehicles driving along Blackstone Lane the Clerk had replied requesting photographs; none had been received to date. It was agreed that the Clerk would check the width restrictions, if any, applying to the lane. Cllr Dixon also informed the council that he had reported the poor condition of Bramlands lane, where it joins the A281, to WSCC.

#### **2024-049 Public participation**

049.1 A member of the public questioned why the WPC Ordinary Meeting Agenda had not been put up on the Blackstone Lane and the Wheatsheaf Pub noticeboards and WPC website until Saturday before the meeting. The Clerk said that the weather had got really bad on the Thursday when she went to put up the agendas, so she returned when it was dry on the Saturday for the final two noticeboards. The Clerk emphasised that the agenda only had to be put up on one noticeboard three days before the meeting for legal requirements to be met. She said that she would ensure that the agenda is put up on all noticeboards and the website (with draft minutes) in good time in future.

049.2 A member of the public expressed concern regarding the speed of motorbikes driving along the A281 at the weekend. It was agreed that the Clerk would contact the local PCSO to request a 'speed trap' to measure traffic speeds.

#### **2024-050 Declarations of interest**

There were no declarations of interest from Cllrs regarding items on the agenda.

#### **2024-051 Reports from outside bodies**

051.1 - West Sussex County Council: Cllr Linehan was away at the time of the meeting and submitted no report.

051.2 – Horsham District Council – Cllr Croker and Cllr R Noel updated the Council

- HDC has the potential to buy the leasehold for Swan Walk, the shopping centre in Horsham, for £18 million. This would be a risky venture as the shopping centre is being used less and less, though it would give HDC more control over the area and its use. Both Cllr Croker and Cllr R Noel had objected to the proposal. Cllr R Noel confirmed that the proposal to buy the lease had been withdrawn by HDC.

## **2024-052 Planning**

052.1 No outstanding planning applications at the publication of the agenda

052.2 Late plan - DC/24/0476 - Woodmancote Parish Hall, Brighton Road, Woodmancote West Sussex BN5 9SR. Conversion and change of use of Woodmancote Parish Hall and School Cottage to single dwelling house, together with single storey extensions to front, side and rear, erection of a detached garage, and installation of ASHP and PV panels.

Cllr R Noel noted that the previous application had been withdrawn due to problems with water neutrality. The new application contains offsetting measures via a borehole in Burford within the Sussex water zone. The Council agreed to submit a comment of *No Objection*.

## **2024-053 Planning update**

053.1 HDC/SDNP planning decisions since the last meeting were noted and accepted as read.

## **2024-054 Clerk's paid weekly hours**

**2024-054 Please note that item 9 was held under the 'Public Bodies (admission to meetings) Act 1960 S.1(2). Which excludes members of the public due to the confidential nature of the business to be discussed.**

054.1 To discuss and agree the Clerk's paid weekly hours.

## **2024-055 Dog fouling**

055.1 – An increase in dog fouling on Blackstone Playing Field had been reported by Sussex Cricket. As a result, Cllr R Noel had looked into the provision of dog waste bins and related collection services. He reported that it would be possible for HDC to provide dog waste bins on Parish or District Council land, and therefore the Playing Field is eligible for bins. The bins would cost £300 each, plus £3.15 for weekly collections. Cllr Dixon noted that the terms of the Blackstone Playing Field lease allowed for public access; on this basis it was agreed that Cllr R Noel would reply to Ian Waring at Sussex Cricket requesting that Sussex Cricket pay for the bin and collection and that WPC would initiate and coordinate this.

## **2024-056 Finance/Payments**

056.1 Reconciled accounts – The reconciled account for Mach 2024 were approved.

054.2 The Schedule of payments were approved as follows:

26/03/2024	Talk Talk	£4.95	Mobile phone
27/03/2024	Elizabeth Trundle	£8.11	Mileage to noticeboards
04/04/2024	Elizabeth Trundle	£8.11	Mileage to noticeboards
09/04/2024	Elizabeth Trundle	£6.00	Working from home allowance
26/04/2024	WSCC	£516.68	Salary and oncosts
28/03/2024	WSCC	£44.52	Payroll admin charges
09/04/2024	Elizabeth Trundle	£6.22	Mileage to meeting

It was agreed that the Clerk should generate an invoice for the Society of Local Council Clerks (SLCC) annual membership and present this for approval at the next meeting.

**2024-057 Environmental issues**

057.1 – Cllr R Noel had attended the HDC Parish Council Climate Action Reps meeting on 26 March and reported that it was very useful in terms of communication with residents using various forms of media. He requested that a full update be put on the next meeting agenda.

**2024-058 Correspondence**

The Clerk reported that there was no new correspondence with which to update the Council.

**2024- 059 Items for next agenda/to note**

059.1 – Cllr R Noel updated the Council regarding the rubbish accumulating at Blackstone Lane garages: He is waiting for the HDC Environmental Officer to come back with advice as burning plastic poses an environmental risk

059.2- Cllr W Noel requested that an update on the Henfield Community Partnership be added to the next agenda.

059.3 – Playground refurbishment – Cllr R Noel requested an Extraordinary Meeting (EOM) to discuss the new playground equipment and associated costs. The Clerk was requested to confirm that the Council would be able to claim back VAT on the equipment and work.

**2024-060 Date of next meeting**

14 May 2024

The meeting closed at 7.05pm

**Cllr R Noel**

**Woodmancote Parish Council**