

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



**Minutes of the Annual Parish Council Meeting of Woodmancote Parish Council (WPC) held at
Blackstone Pavilion, Blackstone Playing Fields, Woodmancote on Tuesday 11 June 2024,
7.30pm**

Present: Cllr R Noel, Cllr Austin, Cllr Batchelor, Cllr Dixon, Cllr Donald, Cllr W Noel
Others Present: Cllr Mike Croker (HDC) and 2 members of the public. The Clerk.

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

2024-080 Apologies

Apologies were received from Cllr Morris.

2024 – 081 Declarations of interest

There were no declarations of interest from councillors.

2024 – 082 Public participation

A member of the public raised the issue of tyres being dumped in Cutler's Brook and a planning application regarding 4 Nursery Cottages Blackstone Street for the installation of solar panels with an air source heat pump within a conservation area. Cllr R Noel said that he would investigate the removal of the dumped tyres with HDC Environment Officers. Cllr R Noel also confirmed that WPC had objected to the Blackstone application and that a decision by Horsham District Council (HDC) would be made after 12 June.

A member of the public reported that the potholes and entrance to the Southern Water Blackstone Wastewater Treatment works had been repaired but the damage along the lane had not been. Cllr R Noel agreed to write to West Sussex County Council (WSCC) to make a claim against Southern Water. Cllr Dixon confirmed that previous correspondence to Southern Water about the issue had all been documented and agreed to write again to Southern Water.

2024-083 Minutes

The minutes of the WPC Extraordinary Meeting (EOM) of 4 June 2024 were RESOLVED without amendment.

2024-084 Action updates from previous minutes

084.1 Blackstone Wastewater Treatment Works – Cllr Dixon reported that Matthew Thompson of the treatment works contractor, Binnies, had reported the damage along the lane to Southern Water as an ‘historic’ issue and it was not licensed to work on the road. Southern Water is now approaching the original contractors MTS. Cllr Dixon agreed to continue to follow up the issue with Southern Water.

084.2 Footpath from A281 to Bylsborough House – Cllr R Noel reported that he had contacted the landowner, Mick Hills, regarding the damage to the fence alongside the footpath entrance. Mr Hills had explained that the damage was due to someone pulling the fence down as they couldn’t access the footpath via the stile. He had confirmed that he would repair it. Cllr Austin suggested a land drain and Cllr R Noel said he would investigate this with Mr Hills.

084.3 Bus shelter replacement – Cllr R Noel confirmed that there are £4,320.00 in S106 monies available to WPC for the bus shelter replacement and that he would be going ahead and making an application to WSCC for this. Cllr Austin confirmed that JD Fears would be able to supply and install the shelter in July.

084.4 Potholes and large vehicles along Blackstone Lane – The Clerk reported that she had heard back from WSCC Highways department, and it had confirmed that there is a 6’6” width restriction with access only. She had not heard back from Cllr P Linehan regarding pothole repairs, or notification of any Temporary Road Restriction Orders (TROs) for repair work. She reported however that some potholes on Bramlands Lane, at the junction with the A281, had been filled but not all. She agreed to speak with/email Cllr Linehan to establish the current situation regarding ongoing repairs.

084.5 Blackstone Playing Fields dog fouling – Cllr R Noel reported that the Blackstone Playing Fields had failed the survey to prove that there was sufficient dog fouling on the Fields to warrant an HDC bin. However, HDC had said that it was willing to install a bin for a trial six-month period with weekly collections at a cost of £3.15/week. If the waste bin gets sufficient use, then it would be made permanent at a cost of £297. Councillors agreed to accept this offer.

084.6 Motorbikes speeding along the A281 – The Clerk reported that she had heard from the area PCSO, Tracey Bicknell, about the possibility of setting up a speed trap for this area of the A281. Sussex Safer Roads had confirmed that this was not a viable option as there wasn’t a suitable and safe site to set this up. Tracey has therefore added the area to Operation Downsway which organises visible and unmarked police surveillance at weekends from April-September with the aim of engaging with speeding vehicle/motorbike owners and issuing penalty notices if required.

084.7 Large signs without planning permission – Cllr R Noel reported that he had sent photos of Martha’s Barn and the Equestrian Centre signs to the HDC Enforcement Officer. He confirmed that both properties have now been issued with enforcement orders requiring the owners to take the signs down.

2024-085 Representations from other authorities

085.1 West Sussex County Council – Cllr Linehan did not attend the meeting and did not submit a report.

085.2 Horsham District Council – Cllr Croker and Cllr R Noel gave the following update:

(1) HDC offices will be moving from Parkside to a building currently called Sierra Place, in Swan Walk, by the end of February 2025. The new premises will offer a 20% floor space increase, a reduced carbon footprint using heat pump generated energy, a dedicated HDC meeting room and better Wi-Fi connection/digital systems. The cost will be £2.5 million and HDC is hoping to lease some space to recoup some of the cost.

(2) HDC has agreed a £250,000 allocation for homeless prevention.

(3) Development – HDC has set a requirement of 10% bio-diversity net gain for applications on large developments after 12 February 2024 and smaller developments from 2 April 2024. This will require monitoring with developer reports being initially approved and then verified after one, five, 10, 20 and 30 years by a qualified officer. Some ‘offsetting’, which could be out of the district, would be allowed.

2024-086 Planning

086.1 DC/14/0723 – Lower Knowle, Bramlands Lane – single storey rear extension. WPC agreed *no objection* to this application.

086.2 Late applications – There were no late applications received.

086.3 Planning consultee comments – These were noted as per supporting paper and taken as read.

086.4 Planning update – HDC/SDNP planning decisions (as per supporting paper) were noted and taken as read.

2024-087 Finance and Payments

087.1 Reconciled accounts – The reconciled accounts for May 2024 were approved. Cllr Dixon noted that £10,000 trust monies had been transferred to the Unity Trust Instant Access (savers’) Account.

087.2 Payments

The Schedule of payments were approved as follows:

24/05/2024	Talk Talk	4.95	mobile phone
13/05/2024	Elizabeth Trundle	15	printer cartridge
06/04/2024	Vision ITC	204.6	ICT wesite noticeboards
22/05/2024	WSALC	187.57	annual WSALC/NALC sub
15/05/2024	Data Protection Officer Service	350	GDPR cover
06/06/2024	WSCC Payroll	774.22	salary and oncosts
28/05/2024	Elizabeth Trundle	8.11	mileage to noticeboards
04/05/2024	Elizabeth Trundle	7.29	mileage to meeting
06/05/2024	Elizabeth Trundle	8.11	mileage to noticeboards
11/05/2024	Elizabeth Trundle	£6	working from home
11/05/2024	Elizabeth Trundle	6.22	mileage to meeting
	Total	1572.28	

2024-88 Blackstone Playing Fields playground

Cllr R Noel reported that the council’s selected equipment supplier, Creative Play Ltd, would require an independent post-installation inspection of the new playground, and a site security fence to be erected during construction.

Cllr R Noel circulated options for additional equipment to the original plan as discussed at the WPC EOM on 4 June 2024. It was agreed to request a final quote from Creative Play including £1,750 for separate monkey bars and two picnic tables from the Garden Shopping Company for £490. The total estimated cost for the playground would be £21,285.70 less £1,773 available through S106 monies.

Cllr Batchelor noted that the council needs to communicate with residents that the Playing Fields is open to all. Cllr R Noel agreed to discuss with Sussex Cricket the possibility of erecting a large sign at the entrance to indicate this. Cllr Dixon suggested that the playground opening community event would communicate this. Cllr Donald asked whether WPC would need to give back any unused S106 monies. Cllr R Noel confirmed that

this would not be necessary and could be used to replace the second bus shelter. Cllr Austin confirmed that he had taken measurements of both bus shelters and would be obtaining up-to-date replacement quotations for both.

2024-89 Community relations

Cllr R Noel distributed a draft WPC residents' communication leaflet following feedback from the WPC EOM on 4 June 2024. Cllr Dixon agreed to edit the leaflet. Cllr Donald agreed to set up a WPC dedicated WhatsApp group.

2024-90 Environmental issues

090.1 Bio-diversity sub-committee - Cllr Batchelor confirmed she would be attending the next HDC Parish Council Climate Action Network on 23 July 2024

090.2 Climate Action Plan – Cllr R Noel reported that HDC is urging parish councils to establish a climate action plan so that residents are aware that they are taking action. He confirmed that he would be contacting nearby parish councils about this to get some feedback/ideas.

2024-091 Correspondence

There were no items of correspondence to note.

2024-092 Items for the next agenda/to note

092.1 New playground – To discuss and agree a final decision with regards to the new playground and confirm installation dates.

092.2 Solar panels to replace the battery run SIDS – Cllr Dixon requested that the Clerk obtains an up-to-date quotation for converting the two-battery run SIDS and the poles (from a WSCC listed contractor).

092.3 Cllr Batchelor raised the issue of rubbish being burned at Blackstone Garages. Cllr R Noel agreed to investigate this through HDC.

2024-093 Date of the next meeting – 09 July 2024

The meeting closed at 8.43 pm

Cllr R Noel – Chair
Woodmancote Parish Council