

Clerk to Council:
 Liz Trundle
 Woodmancote Parish Council
 The Pavilion
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Minutes of the Ordinary Parish Council Meeting of Woodmancote Parish Council (WPC) held at The Pavilion, Blackstone Lane, Blackstone, Henfield BN5 9TA on 10 June 2025, 7.30pm

Present: Cllr R Noel, Cllr W Noel, Cllr Dixon, Cllr Austin, Cllr Donald
Others Present: The Clerk.

Cllr R Noel pointed out that the meeting may be recorded by devices within the room.

2025 – 044 Apologies

Apologies were received from Cllr Batchelor.

2025 – 045 Declarations of interest

None.

2025 – 046 Public participation

No members of the public present.

2025 – 047 Minutes

The Minutes of the WPC AGM on 13 May were RESOLVED subject to agreed amendments.

2025 – 048 Finance and payments

048.1 The Reconciled accounts were agreed for April and May 25, and for March 25 with amendment.

048.2 Payments – The following payments were approved:

Date	Payee	Amount	Description
09.06.2025	SLCC sub	95.00	annual sub 50% shared
30.04.2025	WSCC April salary	738.23	Clerk's salary 800184171
04.06.2025	Elizabeth Trundle	8.11	Mileage to notices
10.06.2025	Elizabeth Trundle	6.00	Home working allowance
10.06.2025	Elizabeth Trundle	6.22	Mileage to meeting
	Total	853.56	

048.3 Annual Audit – The Annual Governance and Accountability Review (AGAR), internal audit report and Notice of Public Rights were approved and signed by the Chair and the Clerk/ Responsible Financial Officer.

2025 – 049 Governance

049.1 The WPC Standing Orders 2025 were reviewed and accepted unanimously.

049.2 The WPC Financial Regulations 2025 were reviewed and accepted unanimously.

049.3 The WPC Discretions Policy – it was agreed that Cllr R Noel would refer to WSALC for clarification about the WPC Discretions Policy with regards to the Clerk's pension.

049.4 The WPC Financial Risk Assessment Policy 2025 was reviewed and accepted unanimously.

2025 – 050 Meeting schedule

The following revised meeting schedule July 2025- June 2026 was agreed:

- 8 July 2025 – WPC Ordinary Meeting 7.30pm
- 9 September 2025 - WPC Ordinary Meeting 7.30pm
- 11 November 2025 - WPC Ordinary Meeting 7.30pm
- 13 January 2026 - WPC Ordinary Meeting 7.30pm
- 10 March 2026 - WPC Ordinary Meeting 7.30pm
- 12 May 2026 – WPC Annual General Meeting 6pm + WPC Parish Meeting 7pm
- 9 June 2026 - WPC Ordinary Meeting 7.30pm

Additional Notes

- Frequency: Bi-monthly unless otherwise stated
- Location: The Pavilion, Blackstone Lane, Woodmancote BN5 9TA
- Participants: Members of Woodmancote Parish Council, District & County Councillors, guest speakers as advised on agenda. Members of the public are welcome.
- WPC has the right to call an WPC Extraordinary Council meeting between the scheduled dates, as and when, agreed by Council.

2025 – 051 New Village Hall

Cllr R Noel updated the Council: He had met with an architect to discuss plans to build a new village hall on the Blackstone Playing Field site. As the Sussex Cricket groundsman hut needed to be retained, the architect suggested that the hall was erected between the pavilion and the playground with a separate entrance, and power being provided from the pavilion/using solar panels. The area would be reserved and excluded from the main playing field lease.

It was unanimously agreed that Cllr R Noel should go ahead and request that the architect draws up plans which could then be added to a community event flyer.

Cllrs W Noel, Donald, and Austin left the meeting.

2025 – 052 Staff arrangements

This part of the meeting was inquorate.

2025 – 028 Date of next meeting

08 July 2025. The meeting closed at 8.30pm.

Cllr R Noel – Chair

Woodmancote Parish Council

