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**Minutes of Woodmancote Parish Council Meeting held on 9<sup>th</sup> June 2026 at 7pm**  
at The Pavilion, Blackstone Lane, Blackstone, Henfield BN5 9TA

Present: Cllr R. Noel (Chairman), Cllr D. Austin, Cllr C Dixon and Cllr W. Noel.  
Clerk: Celia Price, BA (Hons) Community Governance, FSLCC  
Also Present: HDC Cllr M. Croker Members of the Public: 0

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The Chairman welcomed all those present and opened the meeting

**017. Apologies for Absence**

Apologies were received from Cllr Donald

**018. Declarations of Interest**

The Chair reminded all present that declarations of interest stand.

**019. Public Adjournment**

None

**020. Minutes of the meeting held on 12<sup>th</sup> May 2026**

It was **RESOLVED** to approve the minutes of the meeting held on 12<sup>th</sup> May 2026 as a true and accurate record of the meeting.

**021. Action Updates & Chair's Report**

The Chair welcomed Cllr Victoria Finegan, West Sussex County Councillor.

The Chair reported on discussions relating to the Cricket Club. The current lease has seven years remaining. It was noted that Sussex Cricket is experiencing financial difficulties and that legal fees have now reached approximately £30,000, which has contributed to delays. The Club no longer wishes to take responsibility for tree maintenance. It was agreed that this should not hold up the negotiations and WPC would continue with tree maintenance. As part of this process a tree inspection is required, and quotations are to be obtained. Cllr Austin advised that he has contacts who may be able to provide quotes.

With regard to the planning application for the new community hall it was noted that the Community Infrastructure Levy fee exclusion had been agreed. The Cricket Club would like a gap between the two buildings and it was noted that it would be more cost-effective to amend the layout and relocate the doors. Members agreed to pay the relevant planning fees and progress the application. The Chair advised that quotations had been received for a Small Site Metric Biodiversity Net Gain report and environmental assessments, with costs ranging from £720 to £3,800. The quote of £720 was agreed. Invoices requiring payment were discussed and agreed, including the bike stand. A new quote of £1,370 had been received which was acceptable.

The purchase of a new noticeboard was considered and it was agreed that a double noticeboard should be obtained.

Having met with the form locum Clerk, Paul Richards, it was **RESOLVED** to appoint him to the permanent position of Proper Officer with a salary of £25 per hours plus LGPS for 6 hours per week averaged over each month

Finally, with no objections it was agreed to support the planning application for Henfield Lodge, Brighton Road.

**022. WSCC and Horsham District Councillor report**

County Councillor

Cllr Finegan introduced herself as the West Sussex County Councillor. She reported that an alliance had been formed and advised that she was undertaking a significant amount of mandatory training. She also noted that Local Government Reorganisation modelling was being discussed. Members were advised that the forthcoming Ofsted report on Children's Social Care was expected to show a

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significant improvement. Cllr Finegan confirmed that she would attend as many Parish Council meetings as possible.

*Cllr Dixon joined the meeting*

Horsham District Councillor

Cllr Croker reported that, following the initial three-day inspection of the Draft Local Plan 2023–2040, Horsham District Council was preparing main modifications to address the Inspector’s concerns, principally around housing numbers. The anticipated target for the plan period was expected to be no less than 20,100 dwellings, leaving a shortfall against current completions, commitments and allocations. Delivery rates and potential additional non-strategic and strategic sites were being reviewed. HDC Cabinet would consider the proposed modifications on 6 July, with consultation expected during July and August 2026, hearings in October 2026, the Inspector’s report in December 2026 and adoption anticipated in January 2027. Work had also begun on the next Local Plan to 2045, under the new 30-month timetable and higher housing targets, with the first public consultation running from 30 June to 28 July. Cllr Croker also reported on Local Government Reorganisation, including consultation on proposed modifications to the West Sussex two-unitary model, and noted that the Horsham District Local Governance Review consultation closed on 22 June.

**023. Community Governance Review Consultation**

Members considered the Community Governance Review Consultation and agreed not to submit a response.

**024. Internal Audit Report**

Members received and noted the Internal Audit Report. No matters requiring further action were raised.

**025. Annual Governance and Accountability Return (AGAR) 2025/26 (section 1)**

Members reviewed Section 1 of the Annual Governance and Accountability Return for 2025/26. It was **RESOLVED** to approve Section 1.

**026. Annual Governance and Accountability Return (AGAR) 2025/26 (section 2)**

Members reviewed Section 2 of the Annual Governance and Accountability Return for 2025/26. It was **RESOLVED** to approve Section 2.

**027. Notice of Public Rights**

Members received and noted the Notice of Public Rights.

**028. Asset Register**

Members noted and approved the Council’s Asset Register.

**029. Council Insurance Renewal**

Members noted the renewal of the Council’s insurance policy.

**030. Items for the next agenda and date of the next meeting.**

The date of the next meeting was confirmed as Tuesday 21<sup>st</sup> July 2026.

It was noted that future meetings would be held on the third Tuesday of the month.

There being no further business, the meeting closed at 7.22pm and Cllr Dixon resigned his position.

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