



WOODMANCOTE PARISH COUNCIL

Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 9th July
2019 at 7.30 p.m.

(Members of the Public were invited to attend)

Mrs L Bannister – Clerk to the Council
48 Titmus Drive Tilgate Crawley West Sussex RH10 5ER
Tel: 07921 822869
Email: woodmancoteparishcouncil@gmail.com

Present: WPC Cllrs. Broucke (Chair), P. Williams, D. Austin, C. Dixon, J. Prangnell, M. Batchelor
and W. Noel
L. Bannister (Clerk)

Others Present: HDC Cllrs. M. Croker & R. Noel
5 members of the public

2019-121. Apologies

Apologies were given from Cllr. Dixon, although he may arrive late to the meeting.

2019-122. Minutes of the last meeting held on the 11th June 2019

These were approved by Council and duly signed by Cllr. Broucke.

2019-123. Action from previous Minutes

None.

2019-124. Declarations of Interest from Members in respect of any items in the Agenda

Cllr. Batchelor declared an interest in matters relating to Woodmancote Hall as a trustee of the Charitable Incorporated Organisation.

2019-125. Open Forum

Members of the public were made aware that due to the Data Protection Act, members of the public may be recorded as being present at the meeting, and that the room is monitored by CCTV (which is not under the control of WPC).

The meeting was adjourned to allow members of the public to speak

Julie Coppard is a neighbour to planning application DC/19/1234 and spoke in objection about this, and also application DC/19/1161. The basis of the objections was the size of the buildings, loss of privacy, building control issues and access to drainage and sewerage pipes.

Cllr. Roger Noel has received emails from the Planning Department at HDC about these applications. It is expected that a decision will be made at Committee level.

Christine Warren asked how many leaflets regarding the layby were sent out. The Clerk confirmed they were sent to all houses fronting the layby on both sides of the road.

Cllr. Roger Noel reported that the CIO has had a building specification prepared by Sussex Surveyors. They will get tenders from four different builders and then will prepare a business plan for WPC.

Cllr. Broucke asked a member of the public, Anna, if she was attending the meeting in a paid capacity. Anna confirmed that she was.

Cllr. Broucke read out a statement regarding his interests in Mayfield Market Towns as follows:

'Have you heard that I have sold all of my land to Mayfield, or that I might be a spy for Mayfield, or that I don't have the full support of WPC members? This has been said both to me and about me. The facts are:

- *I have not sold any land to Mayfield.*
- *I have no option agreement with Mayfield.*
- *I have not joined LAMBS (Locals Against Mayfield Building Sprawl).*
- *I have not contributed financially or supported LAMBS.*
- *I do rent agricultural farmland from Mayfield continuing from the previous owners.*
- *I have worked as an agricultural contractor for Mayfield.*
- *I have met with a team from Mayfield regarding the above.*
- *I take my role as Councillor very seriously.*
- *All WPC meetings are open to the public and fully minuted.*
- *I believe I and WPC work within HDC guidelines at all times.'*

Cllr. Broucke has completed a new Register of Interests to reflect these facts.

Cllr. Broucke answered questions from Members of WPC and members of the public as follows:

Question	Response
Cllr. Batchelor asked if Cllr. Broucke sees these facts as a conflict of interests.	Cllr. Broucke confirmed that when decisions need to be made regarding Mayfield, he would declare an interest and leave the discussion.
Cllr. Williams asked if all of the contractual work with Mayfields is being done on the land that Cllr. Broucke rents from them.	Cllr. Broucke confirmed that it is all being done on agricultural land, but not necessarily the land that he rents.
Cllr. Prangnell asked how come land has been included in the Mayfield map that hasn't necessarily been put forward or sold.	Planning applications can be made on land in any ownership. Cllr. Broucke believes that in this case land was included unless landowners specifically refused this.
Cllr. Batchelor asked how Cllr. Broucke could guarantee impartiality whilst acting as Chairman.	Cllr. Broucke confirmed that he would declare an interest if a decision needs to be made on Mayfield, and would leave the meeting.

Cllr. Boucke encouraged all Members of WPC to disclose any interest they may have in Mayfield or anything else at this time, and this included making financial contributions to LAMBS.

Cllr. Austin read a section from the Woodmancote Parish Neighbourhood Plan which says that large scale developments would be opposed. Cllr. Austin believes that as residents voted on this Plan, WPC would in effect also be opposed to Mayfield or any large scale development.

Cllr. Austin queried whether or not a contribution made to LAMBS as a resident as opposed to on behalf of WPC would mean that they would have to declare an interest when it comes to vote on the Mayfield proposal. The Clerk confirmed that this would be the case. Cllr. Austin disagreed.

Cllr. Wendy Noel confirmed that she made a small contribution of £5 to LAMBS at the meeting in June.

Cllr. Dixon emailed to confirmed that he put some coins in a pot at the LAMBS meeting in June.

A member of the public queried whether or not optioned land is a matter of public record. Cllr. Broucke understands that some options may be recorded at the Land Registry, but some may not.

Cllr. Roger Noel confirmed that Cllr. Broucke made his statement in accordance with advice following a meeting with HDC's legal department.

The Clerk encouraged all Members to contact her with any queries regarding Declarations of Interest.

The meeting resumed

2019-126. Reports from other Authorities:

126.1. Horsham District Council

Cllr. Noel reported that an information sheet regarding Mayfield will be sent out from HDC soon.

Cllr. Croker updated on the Local Plan Review as follows:

- The current Plan was adopted in November 2015. This needs to be reviewed within three years, which is ongoing now to produce a valid Plan to 2036.
- The amount of housing needed and where it will go are being looked at.
- 500 sites have been submitted ranging from a few homes to ten thousand.
- A standard methodology is being used to calculate the required homes. 970 homes per year is being used as the baseline figure. This is just under 18,000 for the plan period, and 5% needs to be added to that figure. If the housing promised in the previous plan is not delivered, this will be uplifted by 20%.
- Sites with current planning permission but not built will carry forward. This is around 1,800 homes.
- HDC has a duty to co-operate with its neighbours, and some of these have to find more houses than they have planned for.
- Overall, HDC need an additional 300 homes per year, 14,500 in total over the plan period.
- The intention is to allocate a mix of sites, taking into consideration their build rate.
- Cllr. Croker noted that the calculation has some flaws, one being that they are estimated on the 2014 census figures.
- The build out rate for the larger strategic sites would not give the amount of houses required per year.

Cllr. Noel noted that the Local Plan Review could make already made Neighbourhood Plans out of date.

126.2. West Sussex County Council

Cllr. Barling did not attend the meeting.

2019-127. Planning

127.1. DC/19/1234 West Cottage, Old Dairy

It was **RESOLVED** to comment on this application as follows:-

‘Woodmancote Parish Council supports the objections made by neighbours to this site, and objects to this application for the following reasons:

- The development would intrude on the privacy of neighbouring properties.
- The proposal is not in keeping with other local barn conversions.
- The proposed extension is too large.’

127.2. Applications received since publication of the Agenda

None.

2019-128. Planning updates

Planning application DC/19/0881 The Stables, Park Farm was permitted.

2019-129. Blackstone Playing Fields

129.1. Lease

The Clerk has contacted a few residents to write to the solicitor regarding the possessory title application. None of these so far has been willing to write a letter, although they have provided some useful information.

The solicitor isn't sure that the aerial picture is going to be much help. If the current lease plan doesn't include this area, it means that Sussex Cricket has been occupying the land, not WPC.

The Clerk will ask Sussex Cricket if they would be willing to provide the letter for the solicitor.

129.2. New sign proposal

Cllr. Williams has received two quotes for the new signs at Blackstone Playing Fields as follows:-

- Stocksigns - £543.55 including VAT
- The Sussex Sign Company - £432 plus VAT

It was **RESOLVED** to agree the wording of the sign and purchase the signs from The Sussex Sign Company. The Clerk will make the order and have them delivered to Cllr. Prangnell. The sign will have a white background, black wording and a coloured logo.

129.3. Other

The artificial strip has now been installed.

2019-130. Ground sockets for Speed Indicator Device

Highways has recommended that WPC get quotes from three different firms for this as they would add a percentage charge to any work that they instruct. The Clerk has requested quotes but has not yet received them.

Cllr. Prangnell reported that the sign has been activated twice as much in its current location on the B2116 than when it was on the A281.

2019-131. Layby on A281

The feedback from residents is that there is a need for a pavement. **It was RESOLVED** that the Clerk will make an application for a Community Highways Scheme to request a pavement around the back of the layby if possible, and if not possible changing the layby into a pavement. Ideally S106 funding will be used for this.

2019-132. Pavements on A281

Highways has confirmed that the pavement opposite the Parish Hall is a formal footway and work will take place in due course to restore this. The rest is designated as a country footpath and will be cut back in due course.

Lots of emails and phone calls have been received by the Clerk complaining about all sections of the pavement.

It was RESOLVED to cut back the foliage and spray the weeds at an estimated cost of £500. Cllr. Broucke will instruct the contractor. The Clerk will inform WSCC that this will be done.

2019-133. Inter-parish meeting – financial contribution towards environmental reports

Cllrs. Wendy Noel, Prangnell, Williams and Broucke attended a meeting with other Parish Councils. The reason for the meeting was to discuss how Parishes could work together to put together reports that would aid planning decisions.

Cllr. Dixon arrived

Flooding and transport were identified as the areas that would cover all Parishes in question, so these were chosen to be the focus. Cllr. Broucke emphasised that these would need to be independently commissioned.

A contribution to the cost of this was suggested for each Parish. **It was RESOLVED** that WPC will contribute £421 towards a total cost of £9,800 on the basis that the reports will be fully independent of all other organisations and the process will remain independent.

2019-134. Henfield & Upper Beeding Neighbourhood Plan consultations

It was RESOLVED to support the Upper Beeding Neighbourhood Plan.

It was RESOLVED to comment on the Henfield Neighbourhood Plan as follows:-

‘Woodmancote Parish Council supports this Plan, but would ask that if a strategic site for the area is likely to be approved, that the amount of houses allocated in this Plan are reduced so that there is not over-development in the area.’

2019-135. Woodmancote Hall

135.1. Update from Charitable Incorporated Organisation (CIO)

There was nothing to add following Cllr. Roger Noel’s update (see item 125 above).

Cllr. Broucke asked if the surveyor’s report gave an estimation of expected costs? Cllr. Noel confirmed that it did and was higher than expected. The CIO are hopeful that the builder’s quotes will be lower.

135.2. Loan application

Nothing to do at this time.

2019-136. Finance/Payment

136.1. Reconciled accounts & bank statement

These were agreed by Council and signed by Cllr. Batchelor.

136.2. Payments:-

It was **RESOLVED** to pay the following:-

- a. WSCC – Invoice for Clerk’s salary for June – £343.10. The invoice for this payment had not been received by the time of the meeting, so the Clerk will hold onto the cheque until it has been received and verified.
- b. Adams & Remers - Rent due under lease - £100

Cheques were signed by Cllr. Williams and the Clerk.

2019-137. Correspondence/meetings

137.1. Email from applicant of DC/19/1161 West Cottage Old Dairy

This was noted.

137.2. Communication between parishes with made Neighbourhood Plans

It was suggested by Thakeham Parish Council that the local Parishes with made Neighbourhood Plans keep in contact, and aim to meet in autumn. This was agreed. Two Members will be appointed to this when a meeting date is agreed.

137.3. Meetings re. Mayfield

Cllr. Broucke and Cllr. Roger Noel attended HDC to speak with Sharon Evans (the Director of Legal Services) to discuss how Parish Councils should behave regarding large strategic sites. The advice was not to align with pressure groups or pay them money. Cllr. Broucke was advised to explain his Interests at a Council meeting. Cllr. Noel confirmed that he was satisfied that this has now been done, but it is up to Council Members to decide if they are also happy.

Cllr. Williams asked if other Parish Councils are also doing the same. Cllr. Broucke understands that HDC has been in contact with a few other Councils.

Cllr. Noel advised Members to be absolutely transparent.

137.4. Meeting with HDC Planning Officer

Cllrs. Austin and Broucke attended HDC and met with Barbara Childs (Director of Place) alongside representatives from Henfield, Shermanbury and Twineham Parish Councils.

HDC confirmed the housing numbers required as reported by Cllr. Croker earlier in the meeting. Barbara Childs reported that HDC are trying to do a thorough job so that the work doesn’t need to be repeated. They have had several sites throughout the District put forward, and will be deciding which are the most appropriate.

There is currently a lot of pressure for more housing, but this could change over the course of the Local Plan period.

Members praised HDC for being fair and transparent.

HDC would be willing to meet again in 4-6 weeks. They aim to start making decisions in October.

HDC was not sure that a report commissioned by the Parishes would be necessary yet.

Cllr. Roger Noel left the meeting

2019-138. Other business

Cllr. Williams has received a letter regarding the restricted byway application. This will be discussed at the next meeting.

Cllr. Batchelor reported that there is a collapsed stile on the footpath from the stables to Morley Farm.

Cllr. Batchelor will speak to the groundskeeper at Blackstone Playing Field to request that the irises on the road side are not mown.

Cllr. Austin reminded Members that they may need to think of site allocations when they review their Neighbourhood Plan.

There were road traffic accidents on the A281 between the Church and Woodmancote Hall, and also on the B2116 by Firlands.

Cllr. Williams attended the County Local Committee. Cllr. Barling was elected Chairman. There was a presentation about recycling.

2019-139. Date of next meeting

This will be on Tuesday 13th August 2019 at 7.30 pm. This will be held at Blackstone Pavilion.

The meeting closed at 21.15 pm