



**WOODMANCOTE PARISH COUNCIL**

**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 10<sup>th</sup>**

**September 2019 at 7.30 p.m.**

**(Members of the Public were invited to attend)**

**Mrs L Bannister – Clerk to the Council**

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

**Others Present:** HDC Cllrs. M. Croker & R. Noel  
Representative of Mayfield Market Town  
15 members of the public

**2019-160. Apologies**

WSCC Cllr. Barling might not make it to the meeting.

*Cllr. Broucke made members of the public aware that the meeting was being recorded by CCTV, which was outside of the control of Woodmancote Parish Council.*

**2019-161. Report & advice from Clerk**

The Sussex Association of Local Councils did not respond to the Clerk's request for further advice.

Through the Clerk's membership with the Society of Local Council Clerks, an advice service is offered. The relevant question asked was:

Q: If Members make a financial contribution to a pressure group, do they have a prejudicial interest? Specifically, do those that put a small amount of money in a pot have a prejudicial interest? The Clerk gave them the background to the situation.

A: If members have contributed a financial contribution to a pressure group that is working publicly against the development they have put in the public domain that they have a prejudicial interest by funding the pressure group. I would also contact the Monitoring Officer about this if there are several who have taken this action as you might find the Council will not be quorate to make a comment on the planning application.

The same question was asked to the Monitoring Officer at HDC. The answer was:

A. I did say that members would need to be very careful when putting any amount of money that could be seen as promoting a cause. Obviously if large amounts of money was given and if attending meetings etc was also taking place you would find it very hard to say that you were not biased or prejudiced in anyway. As I always say it is always up to councillors to make that that decision, I can advise but at the end of the day the decision to participate in decision making is a decision for them.

At the last meeting the Clerk advised Councillors that Parish Councils are not lobby groups. The Clerk clarified that she did mean that they are not pressure groups and wanted to make sure that all Members were aware of this.

Following the publication of the draft August Minutes, statements from the Chairmen of Shermanbury and Henfield Parish Councils were received. This relates to the statement made on their behalf that they believe Woodmancote Parish Council was not taking enough action in relation to Mayfield and that the Chairman should step down due to conflict of interests.

Cllr. Trevor Brown, Chairman of Shermanbury Parish Council said: *"This assertion cannot be made on my behalf and I have certainly not said this in a meeting. Christine Warren does not speak for me. Given the misrepresentation we would like assurances that these comments will be removed from the minutes."*

Cllr. Malcolm Eastwood, Chairman of Henfield Parish Council said: *"Peter Bates and myself are very active in the Henfield community and we met most recently at a recent Befriending Meeting at Henfield Medical Centre. After the meeting Peter asked me for an update on the Mayfield proposals as he had not seen anything from Woodmancote PC since the public meeting in St Peter's Church, but he was aware that both Shermanbury and Henfield PCs have been sending information to their residents."*

*I suggested to Peter that some Woodmancote residents should attend their Parish Council meeting to find out what their position was and Peter agreed to contact some residents to ask them to attend the next meeting as he had a prior engagement on that evening. I did also mention that we (the other parishes who meet as a sub group of the Inter Parish Group) had concerns that the Woodmancote Parish Council Chairman had declared a conflict of interest, but that it would be for the residents to determine whether this was affecting the Parish Councils stance on Mayfield.*

*I did not ask anyone to attend on my behalf or Trevor's and so I guess that part of the story has become a little distorted in the telling."*

For the vote of no confidence in Cllr. Broucke tonight, the Clerk advised that Members are probably already aware that if the result is for this is in favour of the proposed motion that Cllr. Broucke cannot be required to step down from either the Chair role or the council. So that the normal work of the council can resume, mediation is recommended.

Cllr. Broucke reported that he attended the Henfield Parish Council meeting and Cllr. Eastwood was aware of this letter being read on his behalf at the August meeting. Cllr. Eastwood said it was a completely false statement and it shouldn't have been read.

#### **2019-162. Minutes of the last meeting held on the 13<sup>th</sup> August 2019**

These were approved by Council and duly signed by Cllr. Broucke, subject to the following amendments:

- Page 5, bullet point number 2, change 'would' to 'could'.

- Page 5, clarification of Cllr. Broucke's declared interests to change from 'Cllr. Broucke owns 23.7 (approximately) acres within the land proposed for development' to 'Cllr. Broucke owns land in Woodmancote, of which 23.7 (approximately) acres is within the land proposed for development'.

#### **2019-163. Action from previous Minutes**

The footpaths in Blackstone that were overgrown have now been strimmed.

Cllr. Broucke reported that page 4 of the August Minutes implied that HDC Monitoring Officer Sharon Evans would be keeping a close eye on WPC. When Cllr. Broucke spoke to the Monitoring Officer she clarified that she did say this but it had been taken out of context. Sharon Evans offered to keep an eye on WPC to help, not because of mis-conduct.

#### **2019-164. Members to vote on: This Council has no confidence in the Chairman and believes he should step down from the Council**

Cllr. Dixon confirmed he was happy with the wording of the vote.

The motion was proposed by Cllr. Dixon and seconded by Cllr. Batchelor.

Cllr. Williams asked why this was added to the Agenda. Cllr. Dixon explained that when he asked Cllr. Broucke whether or not he had land included in the Mayfield proposal at the June meeting, he felt that Cllr. Broucke was dishonest when he responded 'no'. Cllr. Dixon believes that honesty is a requirement of being a councillor.

Cllr. Broucke confirmed that some of his land is included in Mayfield, and cannot remember being asked that by Cllr. Dixon at the June meeting.

Cllr. Williams felt there had been some discussion about what was going to be said at the August meeting, and felt marginalised as she didn't know about it. Cllr. Noel stated that she did not know either.

#### **164.1. Outcome of vote & next steps**

The results of the vote were as follows:

4 – in favour  
2 – against  
1 – abstain

Cllr. Broucke said that he wouldn't consider stepping down from the Council, but will consider stepping down as Chairman.

Cllr. Broucke gave his apologies for the rest of the meeting and joined the audience.

*Cllr. Dixon took over as Chairman*

#### **2019-165. Declarations of Interest from Members in respect of any items in the Agenda**

Cllrs. Batchelor and Dixon declared an Interest in matters relating to Woodmancote Hall as trustees of the Charitable Incorporated Organisation.

Cllr. Dixon asked the Clerk if he should declare an interest in Mayfield as he made a small contribution to LAMBS (details in the July Minutes). The Clerk had given advice on this point earlier in the meeting, and told Cllr. Dixon that it was up to him to decide whether or not he had an interest to declare. Cllr. Dixon felt that as the amount donated was so small he is comfortable that this wouldn't be an interest.

## **2019-166. 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*

Christine Warren asked what happens to the data from the Speed Indicator Device. Cllr. Prangnell explained that this has not been downloaded yet and the machine is currently not working.

Rob Lunn said that although he felt Cllr. Broucke had done a good job as chairman, this needs to be balanced with his contact with Mayfield. He believes this is academic as Mayfield is the most important thing to happen to WPC and can't afford to have a committee who are all bound to not support that. That is why he feels Cllr. Broucke should resign.

Cllr. Williams explained that all decisions need to be made correctly so that nothing can be disputed.

Mr Lunn also felt a number of comments from the last meeting were loose ended.

Cllr. Broucke felt that if Mr Lunn had been at the meeting in August he would have seen that Cllr. Broucke was open. Cllr. Broucke added that he chose to declare his interests despite there not being a need yet as Mayfield has not yet come forward for a decision.

Cllr. Broucke also said that it saddens him to see so much mis-guided energy and information destroying the harmony of Woodmancote. Some of the false statements that have been passed around and the incorrect facts read out at open forum can only be seen as damaging to any cause. Cllr. Broucke hopes that with public understanding and support WPC can work through this period of unrest. Hopefully the HDC plan will give a clear view of the future and a way forward.

Mr Lunn added that the committee can't operate with discontent.

Mr Wilkins attended the meeting to observe as he lives in Henfield. Mr Wilkins asked if WPC had discussed Mayfield yet. Cllr. Dixon said it hadn't really been on the Agenda and agreed it should be raised for discussion.

David Lewis was hoping to be co-opted that night.

Lynn Russell was saddened to see Cllr. Broucke in this position as by default the whole parish is implicated in Mayfield one way or another. She still doesn't know any more information on the situation and believes it should be discussed. Lynn Russell hopes to see something positive come out of this, and is sad to see WPC arguing.

Mr and Mrs Millman objected to the planning application for The Gatehouse as the access for this is on to their private drive. Mr Millman does not want another property on this lane without it being discussed with him first. The plan seems to suggest that the lane would be used for access and hardstanding would be added. The lane is not suitable for parking as they need access for agricultural vehicles.

Cllr. Roger Noel said that he suggested alternative sites for the Parish Hall at the August meeting, and wanted to put forward an idea for a community room at the Henfield Cricket Pavilion. This is on the boundary with

Woodmancote and would be a good opportunity to cooperate with Henfield Parish Council. The CIO has been unable to meet and so has not yet discussed this proposal.

A member of the public asked if this would be open to the public. Cllr. Noel thinks this would be possible.

Members of the public asked why the pavilion couldn't be open to the public. Previous members of WPC believed that provision was made for this in the lease.

Cllr. Williams explained that WPC has been actively trying to ensure the land is open to the public.

Mr Millman said that he doesn't want a Parish Hall and doesn't want his money being used for this purpose.

*The meeting resumed*

*2 members of the public left the meeting*

## **2019-167. Reports from other Authorities:**

### **167.1. Horsham District Council**

Cllr. Noel reported that HDC are busy with their Local Plan Review. They need to take into account new figures that have been allocated by the Government. A decision will be made over the next few months about which sites will be allocated. HDC councillors will be taken on a coach tour of each of the eight different sites. It is Cllr. Noel's opinion that there are other sites that would be ahead of Mayfield. Cllr. Noel pointed out that a representative of Mayfield was in attendance at the meeting.

Cllr. Noel said he couldn't pre-determine any of the sites, but would look at all of them.

Cllr. Croker updated that in the previous Minutes at 146.1 it said that officers were minded to refuse the application, but this should be corrected to members were minded to refuse the application. The Novartis application will be reconsidered next month. They were unhappy with the transport aspect of the site. The railway line diverges into a 'Y' shape with Novartis in the middle. There was a suggestion to have a bridge over the railway line but this was considered too expensive.

Cllr. Croker has sent around a document showing the timescale for the HDC Local Plan Review. This shows that the first draft of the Plan should be ready by the end of January.

Cllr. Dixon asked if all eight sites are over 1000 units. Cllr. Croker confirmed that one is slightly under but all the others are over 1000 units and some are significantly larger.

Cllr. Austin asked what the overall housing requirement is. There are around 970 homes required each year.

### **167.2. West Sussex County Council**

Cllr. Barling did not attend the meeting.

## **2019-168. Planning**

### **168.1. DC/19/1781 Woodsmeadow, Bramlands Lane**

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

‘Woodmancote Parish Council does not object to this application.’

**168.2. DC/19/1783 Meadow House, Brighton Road**

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

‘Woodmancote Parish Council does not object to this application provided that no outside floodlighting is added and that there is no objection by Highways about the access.’

**168.3. DC/19/1741 The Gatehouse, Henfield Lodge**

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

‘Woodmancote Parish Council does not object to this application provided that:

- Access is via the main gate on to the A281 only
- The occupancy of the flat cannot be severed from the main house’

**168.4. Applications received since publication of the Agenda**

None.

**2019-169. Planning updates**

New plans were submitted for DC/19/1234 Old Dairy West Cottage, but no change to WPC’s comment was made.

Planning application DC/19/1161 Old Dairy West Cottage was permitted.

Planning application DC/18/2739 Heatenthorn Farm North, Henfield Road is going to committee on 17<sup>th</sup> September at 2.30.

An appeal to the enforcement for Two Hoots has been received. There is an opportunity to comment so this will come up at the next meeting.

*Two members of the public left the meeting*

**2019-170. Blackstone Playing Fields**

**170.1. Lease**

The Clerk met with a representative from Blueprint, who were recommended by the solicitor. They have quoted £360 to produce two maps. **It was RESOLVED** to agree this.

Cllr. Broucke met with Sussex Cricket. Cllr. Broucke suggested changing the layout of the building to accommodate a meeting room for WPC. Sussex Cricket will be invited to a meeting with Members to discuss this further.

*Two members of the public left the meeting*

The next Playing Field Association meeting will be held on Monday at 6.30. Cllr. Williams can’t attend. Either Cllr. Dixon or Cllr. Noel will attend instead.

**170.2. New entrance proposal**

Sussex Cricket told Cllr. Broucke that the quote they received to redesign the entrance gates was more than £10,000 and they would not consider this. Cllr. Broucke got another quote from PHB Contractors. This quote was for just under £10,000 and will be given to Sussex Cricket.

The Clerk will contact Sussex Cricket to ask for confirmation about whether or not they will be going ahead with the entrance change.

**2019-171. Ground sockets for Speed Indicator Device**

Highways has confirmed their quote of £120 per socket, a nominal fee for the pole, £350 for traffic management/installation and a 15% increase for booking the work. They have said that an extra £350 should be allowed for traffic management in case of adverse weather.

**It was RESOLVED** not to continue with this.

**2019-172. West Sussex Care Guide Review**

No comments were made on this.

**2019-173. Consultation on WSCC's Electric Vehicle Strategy**

No comments were made on this.

**2019-174. Approval of amended Financial Regulations**

This was adjourned until the next meeting.

**2019-175. Approval of website**

This is due to go live on Friday 13<sup>th</sup> September.

**2019-176. Editorial for Parish Magazine/BN5**

Members did not want to add anything specific.

**2019-177. Woodmancote Hall**

Hall is being cleared out ready to be listed. Cllr. Noel has all of the crockery and will store this until it is needed.

There was a discussion about the potential for listing the building to preserve it for historical reasons.

**177.1. Next steps**

**It was RESOLVED** that the loan application will not be going ahead.

**177.2. Ideas for Parish/Community meeting room**

This was discussed earlier in the meeting.

**2019-178. Informal meeting for community**

Cllr. Noel proposed an informal get together for the community in December or January. This was agreed. Cllr. Noel will propose an idea at the next meeting.

**2019-179. Overtime for Clerk**

**It was RESOLVED** to pay the Clerk 20 hours overtime.

**2019-180. Annual leave for Clerk**

The Clerk requested 5 day's leave from 28<sup>th</sup> October to 1<sup>st</sup> November. This was approved.

## **2019-181. Finance/Payment**

### **181.1. Reconciled accounts & bank statement**

No transactions took place in August so the balance has not changed.

### **181.2. Payments:-**

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

- a. WSCC – Invoice for Clerk's salary for July – £343.10
- b. PHB Contractors – Pavement clearing - £922.50
- c. Martin Standing – Pavement clearing - £180

Cheques were signed by Cllrs. Williams and Prangnell.

## **2019-182. Correspondence/meetings**

### **182.1. Report from Inter-Parish meeting**

Cllrs. Dixon and Williams attended. Catherine Howe from HDC reported that HDC need to find 974 homes per year and they have 500 sites to process, 8 of which would be strategic. Their criteria is sustainability, deliverability, viability and employment. The full criteria is on the HDC website.

A lot of parishes were represented. Locals Against Mayfield Building Sprawl (LAMBS) were also represented.

LAMBS explained that they are working independently of parish councils, but will work alongside them.

A map showing the Mayfield site from Mid Sussex District Council was sent around. Cllr. Williams would like to see more detail on this.

LAMBS referred back to the previous application made by Mayfield. They are confident that the site won't be approved.

Cllr. Williams felt the meeting was too focused on Mayfield. Councillors believe the meeting would be more productive if it was a general meeting about various issues that affect all parishes.

### **182.2. Email from Hassocks resident re. Mayfield Market Town**

A resident of Hassocks sent an email to local parish councils and various HDC councillors to note her objections to the Mayfield proposal.

### **182.3. Meeting/correspondence with HDC's Monitoring Officer**

Cllr. Broucke met with Sharon Evans. These notes were sent by email to councillors, but were not read out in the meeting as they have not yet been confirmed by Ms Evans.

### **182.4. Meeting with Fulking Parish Council re. footpaths**

This has yet to be arranged.

### **182.5. Questions from member of public**

A member of the public sent in various questions regarding the August meeting. The Clerk read these out and her responses.



**182.6. Grant application from Age UK**

This was received yesterday and will be added to the next agenda.

**182.7. Steyning Neighbourhood Plan**

The consultation for this has started. This will be added to the next agenda.

**2019-183. Co-option of new Member**

David Lewis stood for co-option. He explained that he moved to the parish in January, has three children, is a financial advisor with his own business and used to be in the army. Mr Lewis would like to have a positive influence on the community.

**It was RESOLVED** to co-opt Mr Lewis.

Cllr. Lewis joined the meeting, signed an acceptance of office form and completed a Register of Interests.

**2019-184. Other business**

Cllr. Prangnell has received the signs for Blackstone Playing Field, and will arrange when to put them up.

Cllr. Noel suggested discussing a Winter Plan. WPC already has one in place, but will advertise this in the Parish Magazine.

**2019-185. Date of next meeting**

This will be on Tuesday 8<sup>th</sup> October 2019 at 7.30 pm. This will be held at Blackstone Pavilion.

*The meeting closed at 9.40 pm*