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**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 14th
January 2020 at 7.30 p.m.
(Members of the Public were invited to attend)**

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

Others Present: HDC Cllrs. R. Noel and M. Croker
Representative of Mayfield Market Town
Cllr. Eastwood, Chairman of Henfield Parish Council
Cllr. Ernest, Representative of the Inter Parish Group
4 members of the public

Cllrs. Dixon and Broucke signed new Declarations of Acceptance of Office to reflect their new positions.

Passwords were handed from Cllr. Broucke to Cllr. Dixon in accordance with the Standing Orders. These were in an unopened envelope.

Members of the public were made aware that they may be recorded as being present at the meeting, and that the room is monitored by CCTV. Members of the public were asked to make it clear if they were recording the meeting.

2020-001. Apologies

Apologies were received from Cllrs. Pragnell and Austin.

WSCC Cllr. Barling also gave his apologies.

2020-002. Minutes of the last meeting held on 10th December 2019

The minutes were agreed by Council and duly signed by Cllr. Dixon.

2020-003. Action from previous Minutes

The Clerk reported that the Community Highways Application to close the layby on the A281 has been accepted. Highways will put together a plan to action this and aim to add it to their works program in around two years' time.

2020-004. Declarations of Interest from Members in respect of any items in the Agenda

Cllr. Lewis declared an interest in planning application DC/19/2546 as he lives in the property.

Cllr. Broucke was asked if he intended to declare an interest in items relating to Mayfield Market Town. Cllr. Broucke has been given advice that he does not need to declare an interest but nevertheless will step back from any discussions. Cllr. Dixon advised Cllr. Broucke that failing to declare a disclosable interest is a criminal offence.

2020-005. Open Forum

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

Mr Linfield has been a Woodmancote resident for 43 years and endured a high speed of traffic on the A281. In his opinion the 50mph speed limit is too high for the cottages that are so close to the road. Mr Linfield has approached WSCC and had a letter from Stephen Douglas.

Mr Linfield requested that WPC supports his application to reduce the speed limit to 40mph from the entrance to Swains to Woodmancote Place.

This request was supported by another member of the public who added that the traffic is dangerous for those using the pavement.

Cllr. Roger Noel said that he would support the speed limit reduction and would like to add his name to the petition.

The meeting resumed

2020-006. Reports from other Authorities:

006.1. Horsham District Council

Cllr. Croker reported that residents should have received the 'Our District' magazine from HDC. The centre pages are about the Local Plan and Cllr. Croker encouraged people to be aware of this. HDC want as much feedback as possible. Responses can be submitted online or by paper, but nobody should ring the Planning Department. A first draft of the Plan should be available online tomorrow.

Cllr. Noel reported that the Strategic Housing Assessment will be available online from 20th January. Cllr. Croker added that this has not yet been approved by Cabinet or Council. The consultation dates are in the magazine.

Cllr. Noel understands that the Cabinet Member for Housing and the Leader of HDC intend to attempt to reduce the housing numbers required as so much is needed from Crawley, Brighton and surrounding areas. At least 200-350 extra homes are needed per year to address their housing needs.

Cllr. Noel read out an excerpt from HDC's recent Standards Committee notes (these were taken by the representative of Mayfield Market Town). These say that parish councils will from now on be required to adopt HDC's Code of Conduct and follow their advice on conduct when it is given.

Cllr. Noel reported that the Horsham District Joint Action Group has been launched as a way for communities to report any crime problems.

Cllr. Noel reported that there is some concern amongst parish councils with pre-determination. The Monitoring Officer and Director of Place have reinforced the fact that parish councils are only statutory consultees in planning matters and as such have the same power as any individual. They do not have power to determine planning applications and so do not need to be concerned about pre-determination.

006.2. West Sussex County Council

Cllr. Barling did not attend the meeting.

2020-007. Planning

007.1. DC/19/2546 Old Dairy West Cottage, Blackstone Gate Farm

Cllr. Lewis left the meeting

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

Woodmancote Parish Council objects to this application as the height of the decking could cause privacy issues for neighbours. There is some concern that this could affect access to the septic tank.

Cllr. Lewis returned to the meeting

007.2. DC/20/0025 Garage Block, Blackstone Rise

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

Woodmancote Parish Council strongly objects to this application for the following reasons:

- It contravenes Policy 2 of the Woodmancote Parish Neighbourhood Plan as it does not retain or increase parking at the site.
- It contravenes Policy 4 of the HDPF as the development does not assist the retention/enhancement of community facilities and services.
- There is a suggestion that private residences in Blackstone Rise/Blackstone Lane should put in private driveways to solve their parking issues. However, not all of the homes have adequate road frontage, and driveways reduce the amount of available on road parking, and exiting from the driveways would be problematic in such a narrow lane.
- There is Japanese Knotweed on site that needs removing.
- As acknowledged in the decision notice for planning application DC/18/1138, this location is not a sustainable area and so is contrary to Policies 1, 2, 3, 4 and 26 of the HDPF.
- It contravenes Policy 33 of the HDPF as it has not been designed to avoid unacceptable harm to the amenity of nearby property and land. The applicant was working to replace the parking that would be lost, but this has not been covered in the application.

Woodmancote Parish Council requests that this decision is made at Committee Level.

Cllr. Williams asked the District Councillors how they intend to represent this application at Committee. They were unable to answer this so as to not pre-determine their decision.

007.3. Any applications received since publication of the Agenda

None.

2020-008. Planning updates

Planning application DC/19/2141 Firsland House was permitted.

The enforcement for Two Hoots has been quashed. This appears to be because the enforcement was not completed correctly. The Clerk will ask HDC to reissue the enforcement.

The appeal for DC/17/1374 Pear Tree Farm, Furners Lane is being dealt with by hearing on 28th January at 10am. This will be open to the public.

It was agreed to bring the following item forward on the Agenda

2020-009. Mayfield Market Town

Cllr. Dixon thanked Cllr. Eastwood (Chairman of Henfield Parish Council) for driving nurses around to patients in Woodmancote in the bad weather.

Cllr. Dixon noted that around 20 residents have contacted WPC to note their concerns about the Mayfield Market Town proposal. 1 resident has given their support to this proposal.

Cllr. Dixon invited Cllr. Eastwood along to the meeting to explain issues around pre-determination and how Henfield Parish Council has dealt with this.

Cllr. Eastwood said that Henfield Parish Council has written a policy which covers pre-determination and pre-disposition. This has been praised by the Sussex Association of Local Councils. Cllr. Eastwood received advice from HDC in summer last year that parish councils are not conflicted from voting against Mayfield Market Town. This is why Henfield Parish Council has voted against the Mayfield proposal.

Under legal advice the Inter Parish Group felt the time was right to lodge a community objection to Mayfield. The timing was important so that the community voice was heard before the planning process had been completed. Cllr. Eastwood was tasked to write a letter to HDC and get agreement for this from 17 parish councils. 13 of these were happy to support the letter, one wanted to strengthen the flood risk and Bramber Parish Council chose to write their own letter. Two parish councils liked the content of the letter but wanted to change the last two paragraphs (including WPC). Cllr. Roger Noel had already called Cllr. Eastwood to relay WPC's views on the letter. Unfortunately, the email from WPC arrived late and the letter was sent to HDC with WPC's name on. This was an innocent mistake. However, Cllr. Eastwood makes no apology for fighting Mayfield. Both Cllrs. Eastwood and Ernest are gearing themselves up to comment on the Local Plan. The Leader of HDC has said that the weight of support or opposition to strategic sites will have an impact on the sites selected.

Cllr. Eastwood wants to know if WPC will join with the Inter Parish Group to object to Mayfield. If WPC choose not to he will accept that decision.

Cllr. Eastwood feels like he has been made out as an enemy from emails that were sent, but he feels that the enemy is actually Mayfield.

Cllr. Ernest explained that the Inter Parish Group started in 2013 when Mayfield was first proposed. The Mayfield development has previously been rejected by HDC and Mid Sussex District Councils and Cllr. Ernest feels the communities' voices were heard as they worked together.

Cllr. Williams felt that this got out of hand due to Cllr. Roger Noel getting involved in the process.

Cllr. Ernest added that certain actions can't wait for Council meetings and need to be dealt with through delegated authority.

Cllr. Eastwood has sent a first draft to Cllr. Dixon of what the Inter Parish Group intends to do.

Cllr. Dixon proposed setting up a working group to look at all of this and to make a recommendation to WPC. Cllrs. Eastwood and Ernest offered to attend meetings if information is needed.

It was RESOLVED to set up a Working Group comprising Cllrs. Dixon, Batchelor, Williams and Noel to look into the issues surrounding Mayfield Market Town. The Working Group will report back to Council meetings with their findings and a recommendation.

Cllrs. Eastwood and Ernest left the meeting

2020-010. Blackstone Playing Fields lease update

Sussex Cricket did not approve the proposal to split the lease. They said that the hut and land is essential for their use and they suggest meeting to discuss reconfiguring the Pavilion.

Sussex Cricket has suggested two dates to meet – either 5th or 7th February. Cllrs. Dixon and Batchelor will attend a meeting on Wednesday 5th February at 5.30.

2020-011. Speed reduction request for A281

It was RESOLVED to support the application made by Mr Linfield. The Clerk will ask Cllr. Barling if he will also support the proposal.

2020-012. Crossing over A281

Fulking Parish Council would still like to pursue this idea. Highways still need to advise whether or not the sight lines would be acceptable.

Members would like to hear the response from Highways before they decide how to proceed.

2020-013. Pavements on A281

There is an issue on the pavement from Horn Lane to Terrys Cross as it has narrowed and needs clearing. **It was RESOLVED** that the Clerk will get some quotes to deal with this.

The section of pavement closer to Swains has been designated by Highways as a man made path and so they will not maintain it. **It was RESOLVED** that the Clerk will find out if S106 money could be used to tarmac this section of pavement and upgrade it to a proper pavement.

Cllr. Noel will also ask the S106 officer for an opinion on this.

2020-014. Public Rights of Way at Woodmancote Place

The footpath around Woodmancote Place was changed in the past but never made legal. The new owner has reverted to the correct route.

2020-015. Ditch clearance at Blackstone Playing Field

A resident has made the Clerk aware that the ditches need clearing. The Clerk will ask Sussex Cricket to do this.

It was noted that the new lease should be clearer about who is responsible for these.

2020-016. Annual Parish Meeting

This will be on 14th April.

A representative from Sussex Police has offered to come and speak.

Cllr. Noel will find out if someone from the helicopter emergency service would be interested in speaking.

The Clerk will find out if someone from Woodsmill or Sussex Wildlife would speak about flooding in the area.

2020-017. Informal meeting for community

Cllr. Noel would like to hold an event to bring the community together. It was suggested that this could be tied in with the VE day celebrations on Friday 8th May. The Clerk will find out if Blackstone Pavilion would be available on this date and if it is plans will be made.

2020-018. Subscription to Parish Online

This will no longer be funded by WSCC. The cost will be between £30-100 per year. **It was RESOLVED** to approve this.

2020-019. Community Emergency Plan

It was RESOLVED to adopt the plan. Cllr. Lewis was appointed as the first contact, with Cllr. Dixon as a backup.

WSCC has offered some training. The Clerk will find out what is involved in this.

The plan will be advertised in the Parish Magazine and at the Annual Parish Meeting. The Clerk will try to identify vulnerable people in the parish.

The Clerk will contact Terrys Cross, Woodmancote Church, Sussex Cricket, Firsland Café and the Wheatsheaf to make them aware of the plan and find out if they are happy to be added as facilities.

2020-020. Annual leave for Clerk

The Clerk requested 3 days leave from 28th February to 3rd March. This was approved.

2020-021. Finance/Payment

021.1. Reconciled accounts & bank statement

These were approved and duly signed by Cllr. Lewis.

021.2. Quarter 3 Budget comparison

This was presented to Members. No comments were made.

021.3. Budget & Precept for 2020-21

It was RESOLVED to adopt the budget as drafted and set the Precept at £8675.

021.4. Payments:-

It was RESOLVED to pay the following:-

- a. WSCC – Invoice for Clerk's salary for December – £343.10

Cheques were signed by Cllrs. Williams and the Clerk.

2020-022. Correspondence/meetings

022.1. Data from Speed Indicator Device

Cllr. Dixon is working to make the data from the machine more meaningful. There is over 50,000 lines of data and show some vehicles travel well in excess of the speed limit.

022.2. Invitation to attend Councillor training at HDC

This will be held on Thursday 30th January from 5.30-8.30.

Cllrs. Lewis, Dixon, Williams, Batchelor, Austin and Prangnell have all expressed interest in attending. The Clerk will book as many people in as possible.

022.3. Sussex Uncovered report

This was noted.

022.4. Consultation on school Admission Arrangements

Members did not want to comment on this.

022.5. Valuation of Blackstone Rise Garage site

HJ Burt have valued the site at £350,000.

022.6. Inter Parish Group meeting on 6th February

Cllrs. Dixon, Noel, Batchelor and Lewis will attend this.

2020-024. Horsham Older People's Forum

This will be on Wednesday 4th March at 10am in Shipley. Cllr. Noel would like to attend.

2020-023. Other business

Cllr. Dixon asked for feedback on how the meeting is chaired and encouraged Members to speak to him if they have any ideas. Cllr. Broucke requested that if members of the public are asked to only speak during Open Forum that this is upheld.

Cllrs. Williams and Noel gave apologies for the next meeting.

2020-024. Date of next meeting

This will be on Tuesday 11th February 2020 at 7.30 pm. This will be held at Blackstone Pavilion.

The meeting closed at 9.35 pm