

Clerk to Council:
Mrs Leanne Bannister
c/o 48 Titmus Drive
Crawley
RH10 5ER

07921 822869
clerk@woodmancoteparishcouncil.gov.uk
www.woodmancoteparishcouncil.gov.uk



**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 11th
February 2020 at 7.30 p.m.
(Members of the Public were invited to attend)**

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

Others Present: HDC Cllr. R. Noel
WSCC Cllr. D. Barling
Representative of Mayfield Market Town
3 members of the public

Cllr. Dixon noted that the Clerk has resigned and gave his thanks for her service to the Council.

It was noted that Mr Broucke has resigned as a Member. Cllr. Dixon gave his thanks to Mr Broucke for his work as a councillor.

2020-025. Apologies

Apologies were received from Cllr. Williams.

HDC Cllr. Croker also gave his apologies.

2020-026. Minutes of the last meeting held on 14th January 2020

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

2020-027. Action from previous Minutes

The Clerk reported that the Emergency Plan has now been published. WSCC will arrange training, but this is intended to be for a wide range of volunteers and not just councillors. To make it worthwhile it needs to include some members of the public. This will be publicised at the APM.

Cllr. Barling added that training was held in Bramber very successfully. This proved effective during the recent bad weather.

Sussex Police and the Air Ambulance are booked in to speak at the Annual Parish Meeting. An agenda for the event will be agreed at the next meeting.

The Highways Manager has reported that a controlled crossing over the A281 is not possible because:

- The overhanging vegetation is a concern and as much of this is privately owned it could be difficult to keep it cut back.
- The footpaths appear to be too narrow – they require a minimum of 2 metres.
- The curve in the road by Terry's Cross may affect visibility.

Based on this it is unlikely that a Community Highways Scheme would be approved. The recommendation from the Highways Manager is to have a 'pedestrians crossing' sign, but this would need to be self-funded and costs around £400-£500. The Clerk will update Fulking Parish Council and ask for their feedback before a decision is made on this matter.

Cllrs. Williams and Prangnell have registered for online banking, but this has unfortunately removed the Clerk's access. The Clerk will try to reinstate this.

Cllr. Barling requested that a decision is made about the road sign on the A281 as he is meeting the Highways Manager later this week.

2020-028. Declarations of Interest from Members in respect of any items in the Agenda

None.

2020-029. Open Forum

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

Mr Linfield is sorry to see the departure of Mr Broucke and the Clerk.

Mr Linfield attended the Henfield Village Centre Committee meeting. They were supportive of the request to reduce the speed limit on the A281 and would like this extended to where the 30mph limit begins. Henfield Parish Council was interested to find out why the 40mph limit was started part way through Woodmancote.

Mr Broucke backed the idea of reducing the speed as he had been involved in an incident along this road many years ago.

The meeting resumed

2020-030. Reports from other Authorities:

030.1. Horsham District Council

Cllr. Noel reported as follows.

The planning application for Blackstone Rise garages will not be considered at committee until April due to the load on the planning department.

The draft Local Plan is out for consultation from 17th February until 30th March. HDC would like as much feedback from the community as possible. Anything received after the end of the consultation won't be acknowledged or accepted.

Cllr. Noel sent around an email to WPC to say that silence on the strategic site could be interpreted as acquiescence to it and encouraged local councils to make their representations and encourage their residents to do so as well.

Cllr. Noel informed the meeting that the red/amber/green ratings on the site assessments have been suggested by the developers, but there has been some breakdown by officers.

There are not any smaller sites proposed in Woodmancote.

HDC are relying on comments from all residents to be able to formulate the Plan correctly.

030.2. West Sussex County Council

Cllr. Barling reported as follows.

WSCC are holding a meeting on Friday to discuss their budget. This will almost certainly rise by 3.99%, which is broken down into 2% for social care and 1.99% general. WSCC is under huge pressure due to falling Government grants and exceptional demand from adult and children's social care, and the Fire Service.

Cllr. Barling is the Chairman of the Children's Scrutiny Committee. WSCC is putting around £30m extra into this area. WSCC is not in special measures, but they did have a bad OFSTED report last year. WSCC has appointed a new Director of Children's Services. Part of their problem has been turnover of staff which has led to instability of workforce. Around 80% of their current staff have committed to staying at WSCC for the next few years.

Cllr. Barling has always been keen on road safety and supports speed limit reductions. The process is fairly lengthy and complicated by two parishes being involved. Both WSCC councillors are supportive of the application to reduce the speed limit on the A281. Cllr. Barling recommended that Henfield and Woodmancote Parish Councils make a joint application for a Traffic Regulation Order. This scheme is likely to be opposed by the Police on the grounds that they can't enforce the speed limit. WSCC officers' views will be critical as it isn't just up to the County Local Committee to decide. Cllr. Barling will speak to the Highways Manager to get a better feeling of how officers might view this proposal.

Cllr. Barling noted that WPC was successful with their Community Highways application for closure of the layby.

Regarding the concerns with the Blackstone Rise Garages proposal, Cllr. Barling had been approached by Cllr. Roger Noel to find out if WSCC could provide parking. Cllr. Barling confirmed that it is up to the developer to pay for this. Cllr. Barling recommends that a condition is added to the planning permission to this effect. Cllr. Noel intends to bring this forward at committee. HDC won't want to provide parking spaces but he can make it a condition. The committee meeting will be held in April. Cllr. Barling suggested that HDC approaches WSCC about the parking provision.

There was general discussion about where parking would be best on Blackstone Lane, but it was left that Cllrs. Barling and Noel will liaise about this.

Cllr. Austin asked if there is an organisation set up to enforce speeds. This is called Community Speedwatch and Cllr. Barling believes it is successful.

2020-031. Planning

031.1. DC/20/0097 Shaw Cottage, Blackstone Lane

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

Woodmancote Parish Council does not object to this planning application.

030.2. DC/20/0109 Blackstone Grange, Blackstone Street

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

Woodmancote Parish Council does not object to this planning application, but would ask that the style of the brickwork for the new development is in keeping with the brickwork for the house.

Cllr. Noel will speak to the planning officer about this.

030.3. DC/20/0072 The Hundred, Brighton Road

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

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

- The plans are inadequate as they are not to scale and do not show the current footprint against the proposed footprint.
- The drainage/sewerage for the proposal has not been detailed.

030.4. DC/20/0204 Inglenook, Bramlands Lane

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

Woodmancote Parish Council does not object to this planning application.

030.5. Any applications received since publication of the Agenda

Two applications have been received:

DC/20/0256 Bramcote Farm

DC/20/0259 Coach House

The Clerk will request an extension to the comments' deadline so that these can be considered at the next meeting.

It was **RESOLVED** that if an extension to the comments' deadline is not allowed, a response to these applications will be agreed by Members via email.

2020-031. Planning updates

Planning application DC/19/2128 Woodhouse Farm is going to committee on 18th February.

The enforcement for Two Hoots will not be reissued because HDC has reported that since the original enforcement case was opened, the caravan is no longer being used for the purposes of human habitation i.e. it is being used for the storage of tack and as a mess room. In planning terms this is not a breach of planning control because it is being used ancillary to the lawful use of the land – i.e. for the grazing of horses. It does not result in an unlawful change of use of land. Thus, in this case no further action can be taken and the case has been closed.

Cllr. Roger Noel spoke to the case officer about this who confirmed the above.

Cllr. Noel reported that officers are more concerned about Pear Tree Farm. This has been extended and they are talking to Henfield Parish Council about this.

2020-032. Blackstone Playing Field lease/use of Pavilion

Cllrs. Dixon, Batchelor and the Clerk met with representatives of Sussex Cricket to discuss the lease. They have suggested that the following amendments to the lease are made:

- That the boundary on the map is amended to line up with the building.
- That there is a clause that safeguards the amount of matches they currently have, in addition to the football and stoolball matches.
- That they are compensated for any relocations of their buildings or facilities

Sussex Cricket will not fund a change to the access gates as it was originally proposed, but may contribute towards alternative ideas to tidy the area. This will be added to the next agenda.

Sussex Cricket has requested permission to put up a mural on the outside of the Pavilion. This would be around 4ft high and would run from the notice board to the edge of the building. This is intended to be in muted colours. Although this was generally acceptable, WPC will ask to review any design before it is agreed. Sussex Cricket will be asked to check the planning restrictions on the building.

A resident has suggested that the whole site is taken out of the lease and rented to Sussex Cricket for their use of the land. The Clerk advised that the break clauses would need to be checked and that this would not solve the problem of building a community room on the site as the lease runs until 2033.

The Clerk will speak to the solicitor about this proposal to find out if it is possible.

Cllr. Roger Noel said that the Woodmancote Hall CIO is still in place and they have money available.

2020-033. Speed reduction request for A281 and B2116

Cllr. Dixon was contacted by the Chairman of Albourne Parish Council as they would like to reduce the speed limit on the B2116 to 40mph. This will require a joint application to be made by Albourne, Henfield and Woodmancote Parish Councils. **It was RESOLVED** to agree this.

Cllr. Barling will speak to the Highways Manager about both speed reduction proposals to find out what will need to happen next.

2020-034. Pavements on A281

WSCC has confirmed that there is approximately £21,000 S106 money available for funding the pavements. The Clerk will find out the next steps for how to apply for this and if necessary, the Clerk will obtain quotes for the work.

The Clerk is waiting for the quotes to clear the pavement by Terrys Cross.

Cllr. Roger Noel hasn't been able to speak to the officer about reallocated S106 money yet.

2020-035. Maintenance of notice boards

The Clerk reported that the notice boards at the Wheatsheaf and on Bramlands Lane need some maintenance. Cllr. Austin will take a look at these and repair them if necessary.

2020-036. Informal meeting for community

Cllr. Noel updated that it's not possible to use Blackstone Playing Field on VE day as Sussex Cricket has fixtures. So, Cllr. Noel suggested a date for summer instead.

Sussex Cricket would like to know more detail about this before they agree to it, such as:

- How much of the grass will be used.
- Will there be marquees going up and if so how much time would be needed for set up.
- How will access be arranged.
- If parking is required, this is not allowed in the road and a steward may be necessary.
- A site plan of where things will go to ensure it doesn't cause any damage to the ground.

It was RESOLVED to set up a Working Group to look into this further. Cllrs. Noel, Batchelor and Dixon will be members along with HDC Cllr. Noel.

2020-037. Mayfield Market Town Working Group

037.1. Minutes of meeting

These were circulated prior to the meeting. The group discussed terms of reference, predetermination and advertising of the Local Plan Review.

037.2. Proposals recommended by Working Group as detailed in Minutes

The proposals recommended by the Working Group are:

- In recognition of the multiple issues identified in the Draft Local Plan, this motion proposes that Woodmancote Parish Council objects to the Mayfield Market Town proposal.
- WPC agrees to publicise the HDC draft Local Plan and aid the community in making their views known during the consultation period, by means of clinics and local media advertising.
- To expedite the decision-making process, this motion proposes that the Mayfield Market Towns Working Group is granted delegated authority to make decisions that support the objection of the Mayfield Market Towns proposal. All proposed decisions will be emailed to all Members, and any Member can require that these decisions are taken to Council for a decision to be made.
- To expedite the decision-making process, this motion proposes that the Mayfield Market Town Working Group is granted spending powers up to £500 in total.

It was RESOLVED to agree these.

The Clerk recommended that the banners/posters promoting the Horsham Local Plan Review should refer the reader to the HDC website and not the Inter Parish Group website. The Clerk reminded Members that the point of advertising for the Local Plan Review is to help residents to have their say, and not to tell them how to respond.

Members felt that the Inter Parish Group website, although still under construction, shows all of the background evidence to the strategic site proposed.

It was agreed that the HDC url should be added to the posters/banners for Woodmancote. Cllr. Dixon will communicate this to the Inter Parish Group.

The Pavilion is unavailable on the 3rd, 10th and 13th March for workshops.

2020-038. Horsham Local Plan Consultation

Cllr. Dixon has drafted a letter to send to HDC. This was agreed in principle but Cllr. Dixon will add detail about the housing calculation and spatial strategy. This will be agreed at the next meeting.

A draft of this will be made available to anyone who wishes to see how WPC intend to respond to the Local Plan Review consultation.

2020-039. Recruitment of Clerk

It was RESOLVED to close the meeting to discuss sensitive/confidential information relating to the recruitment of a new Clerk.

Members of the public left the meeting

It was RESOLVED:-

- To agree the hours of work and hourly rate for the new Clerk.
- To appoint SSALC to deal with the recruitment of a new Clerk at a cost of £600 plus VAT.
- For Cllrs. Dixon, Lewis and Austin to have delegated authority to deal with the recruitment process. Cllr. Williams will be asked if she would like to be included in this.

Members of the public returned to the meeting

2020-040. Finance/Payment

040.1. Reconciled accounts & bank statement

These were approved and duly signed by Cllr. Austin.

040.2. Payments:-

It was RESOLVED to pay the following:-

- a. WSCC – Invoice for Clerk’s salary for January – £343.10

An invoice for this has not yet been received, so **it was RESOLVED** that the Clerk will keep the cheque until the invoice is received and verified.

The cheque was signed by Cllr. Prangnell and the Clerk.

2020-041. Correspondence/meetings

041.1. Conduct training at HDC

This was well received and useful. HDC will be requiring all parishes to agree to their Code of Conduct.

041.2. Inter Parish Group meeting

This was discussed earlier in the meeting.

041.3. Emails/letters re. Mayfield Market Town

Two more letters have been received from residents. One of these objects to the proposed development, and one is in support of it.

041.4. Soft sand review of the West Sussex Joint Minerals Local Plan

No comments will be made on this.

041.5. SSALC survey

It was **RESOLVED** to respond to this as suggested by the Clerk.

041.6. Approval of letter from HALC

It was **RESOLVED** to approve this.

2020-042. Other business

None.

2020-043. Date of next meeting

This will be on Tuesday 10th March 2020 at 7.30 pm. This will be held at Blackstone Pavilion.

The meeting closed at 9.45 pm