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**Minutes of the Ordinary Meeting held at Blackstone Playing Field Pavilion on Tuesday 10th March
2020 at 7.30 p.m.
(Members of the Public were invited to attend)**

Present: WPC Cllrs. M. Batchelor (Chairman), P. Williams, W. Noel, J. Pragnell and D. Lewis
L. Bannister (Clerk)

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

Cllr. Batchelor informed members of the public that there was CCTV in the room which was not in the control of WPC

2020-044. Apologies

Apologies were received from Cllrs. Austin and Dixon. These were accepted.

WSCC Cllr. Barling also gave his apologies.

2020-045. Minutes of the last meeting held on 11th February 2020

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

2020-046. Action from previous Minutes

The Clerk's position has now been advertised. One application has been received so far (that the Clerk is aware of).

Following Mr Broucke's departure from the Council, he is holding documents in WPC's filing cabinet. This will need to be relocated. The Clerk suggested that this could wait until a new Clerk has been appointed.

HDC has advertised the new vacancy and an election has not been called. This means that WPC is now free to advertise and fill its vacancies.

The Officer from the Highways Department dealing with the ground sockets for the Speed Indicator Device sends his apologies. He has been very busy dealing with work resulting from the recent heavy rains. He will get around to this as soon as he is able to.

2020-047. Declarations of Interest from Members in respect of any items in the Agenda

None.

2020-048. Open Forum

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

Mr Broucke reported that the verges on the corner at the north end of Blackstone Lane need trimming.

Mr Broucke disagrees with how the February minutes are worded as it makes it seem as if S106 money is definitely available for upgrading pavements and this is not the case.

Mrs Russell explained about her planning application for DC/20/0463 Granary Cottage, Paynesfield.

Cllr. Noel asked if the lease could be made available to him under Freedom of Information. The Clerk will take advice on this and let him know.

The meeting resumed

2020-049. Reports from other Authorities:

049.1. Horsham District Council

Cllr. Noel reported as follows:-

- HDC is following Government guidelines and preparing for the Covid-19 epidemic. Staff and Members will be able to work from home.
- Over 1000 comments and 50 letters have been received in response to the Local Plan consultation. Exhibitions have been well attended. Results will be worked on by Officers throughout April and in May Members will start to discuss the results of the consultation. HDC is still hoping to reduce housing figures to below 1000 new homes per year.
- HDC has appointed a new ecologist who will be consulted on relevant and strategic sites.
- HDC is planning VE Day celebrations over the 8th, 9th and 10th May.
- Car park permits are due to expire and will need to be renewed at the end of this month. The cost of these have increased from last year. The money raised from these will go towards anti-jump nets on multi storey car parks following a recent suicide.

Cllr. Croker reported as follows:-

- The Bulky Household Waste Service contract comes to an end this month. No companies have tendered for this so the service will be dealt with in house. HDC are not anticipating any additional costs. Currently only 1% of the collected waste gets reused.
- The level of contaminated recycled waste has increased from 8% to 12%. This means it gets moved to landfill. Partly this is due to greater scrutiny, and winter is always worse. Wet paper has been contaminating the recycled waste. Transparent sided bins will be introduced and there will be an education drive. The goal is to reduce the amount of contaminated waste to 8% by the end of May.
- A food waste trial will be starting in Mid Sussex soon. 40% of waste in black bins is food waste.
- An incinerator application in the north of the district was approved by an Examiner on appeal.
- The 9th strategic site included in the HDC Local Plan is causing concerns with Green Members as it locks out a lot of Warnham Nature Reserve.

2020-050. Planning

050.1. DC/20/0256 Bramcote Farm

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

Woodmancote Parish Council does not object to this application.

050.2. DC/20/0259 Coach House, Wheatsheaf Road

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

Woodmancote Parish Council does not object to this application but would ask that a condition is added that no floodlighting is added.

050.3. DC/20/0367 Old Dairy Cottage East

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

Woodmancote Parish Council would ask that the following conditions are added:

- Parking for cars and horse boxes is provided for on the plans
- No additional floodlighting is added
- New stables are to be equine use only
- There is a restriction on large vehicles kept at the property

Cllr. Roger Noel will speak to the Planning Officer responsible for this application to find out how they are minded to decide this application.

050.4. DC/20/0366 Eaton Thorne House, Henfield Road

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

Woodmancote Parish Council agrees with the recommendations made by the listed buildings officer.

050.5. Pear Tree, Blackstone Lane

Commercial lorries have been seen delivering wood to the site which is being burned, and there appear to be too many mobile homes on the site. The Clerk will report this to Mid Sussex District Council.

Albourne Parish Council has confirmed that the mobile home on the site was allowed for agricultural purposes.

The waste from this site is being collected by HDC although the site is in Mid Sussex. The Clerk will try to find out if this is correct.

050.6. Any applications received since publication of the Agenda

The following application has been received:

DC/20/0463 Granary Cottage Paynesfield, Henfield Road

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

Woodmancote Parish Council does not object to this application but would ask that no floodlighting is added.

2020-051. Planning updates

The following planning decisions have been made:

DC/19/2128 Woodhouse Farm - permitted

DC/19/2546 Old Dairy West Cottage – permitted

DC/20/0097 Shaw Cottage, Blackstone Lane – permitted

DC/19/1713 Blackstone House, Blackstone Street - permitted

2020-052. Blackstone Playing Field lease

052.1. Decision on Lease

The solicitor has confirmed that there is no break clause in the lease, so there is not an option to break the lease and take control back of the land.

It was **RESOLVED** to agree:

- The amendment to the map as suggested by Sussex Cricket
- That WPC would bear the cost of relocation of equipment if necessary
- That Sussex Cricket could maintain the same level of matches if WPC were to build a community room on the land

The solicitor has warned that costs for the legal work may increase. Almost £3,000 has been spent on this to date.

052.2. Ideas to improve entrance

Cllr. Prangnell will put the signs up when the ground is drier.

Sussex Cricket will be asked if they would either remove the notice board, update it regularly or swap the WPC notice board with theirs.

2020-053. Speed reduction application for A281

It was **RESOLVED** that WPC will make the application to reduce the speed on the A281 from the 30mph zone at Henfield to where the 40mph speed limit begins in Woodmancote.

2020-054. Pavements on A281

WSCC has confirmed that there are two options available to WPC for upgrading the pavement by Swains. These are:

- WPC can get quotes for the work, select a contractor and apply for S106 money. WSCC would need to know that due diligence has been shown and how the project will be managed.
- WPC can apply for the pavement upgrade through a Community Highways Scheme. This will make WSCC responsible for managing the project but it could take longer.
- Work with volunteers from the community to clear the pavement, with support from WSCC.

Following an email from Cllr. Roger Noel to HDC, HDC has confirmed that there is £5,600 S106 money available for sustainable transport projects from a planning application at Firsland Industrial Site. The HDC officer in charge of S106 has said that these funds must be spent on improving access between the site and local amenities, although WPC could apply for a variation.

The Clerk will try to find out how viable the project is before a decision is made.

Cllr. Roger Noel will speak to HDC to find out if it is possible to divert funding to this project.

054.1. Clearance of pavements by Woodmancote Hall

The Clerk has approached four different companies to provide quotes for this work, and none have responded. There is a quote from PHB Groundworks from July 2019 and the Clerk has tried several times to ask the company to confirm that the quote would still stand.

The Clerk will continue to try and get quotes so that a decision can be made.

2020-055. Updates from Working Groups

055.1. Community Event

No progress to report at this meeting.

055.2. Land West of Henfield/Mayfield Market Town

Minutes from this meeting have been circulated. Cllr. Batchelor has put together a guide to help people submit their comments for the plan. These can be printed and given to anyone who needs them. Cllr. Batchelor has hard copies of the form to return written representations. Some members of the public have requested banners that they can put up on their own land. Flyers have been printed and delivered.

Drop-in clinics will be arranged to help members of the public submit their comments to HDC.

2020-056. Horsham Local Plan Consultation response

Cllr. Dixon has updated the response following the previous meeting. **It was RESOLVED** to submit this and publish it online.

2020-057. Agenda for Annual Parish Meeting

The following format was agreed:

- A short Council meeting will be held at 7 pm
- The Chairman's update will start at 7.30
- PCSO Craig Burgess has confirmed he will attend at 7.45 for a 10 minute talk, and will take questions for a further 5 minutes
- The Air Ambulance is booked in
- HDC/WSCC will be asked to speak
- Questions from members of the public
- Teas/biscuits

2020-058. Finance/Payment

058.1. Reconciled accounts & bank statement

The Clerk confirmed that no transactions were made in February and so accounts were not submitted.

058.2. Payments:-

It was RESOLVED to pay the following:-

- a. WSCC – Invoice for Clerk's salary for February – £343.10
- b. Expenses for Clerk - £12.20
- c. SSALC – Parish Online subscription - £27
- d. Henfield Parish Council – Flyers - £2.20
- e. SSALC – Chairmanship training - £108

f. Solopress – Invoices for printing - £303.85

These payments will be made online. They have been setup by the Clerk and will be authorised by Cllr. Williams. Cllrs. Williams and Prangnell verified the invoices and payments.

2020-059. Correspondence/meetings

059.1. Inter Parish Group meeting

Cllr. Batchelor reported that the feedback from the meeting was that the HDC website is not easy to navigate to find out where to submit responses, and that the login does not work well to view comments that have already been submitted.

There doesn't seem to be equitable access to information to everyone across the district as not everyone is online, and not everyone can sit and read all of the documents at the library. HDC are charging £13 for hard copies of the plan and this does not include any supporting information.

There was discussion about the proposed link road and where this would go. The current access onto the main road has a high level of incidents. Another road adding to this would increase the likelihood of accidents.

The original flooding report commissioned by the Inter Parish Group has been updated to take into account the recent flooding. This has been published on the Inter Parish Group and Shermanbury Parish Council websites.

The Inter Parish Group is currently putting together a letter to HDC as part of the consultation. A draft will be sent to parish councils to approve by 17th/18th March.

059.2. Correspondence from resident re. Land North East of Henfield

A member of the public has sent a letter in objection to this proposed site.

059.3. Public Rights of Way clearance information

Information about which Public Rights of Way have been maintained has been received, and the routes that are due to have work done on them.

059.4. Neighbourhood Watch items

The Neighbourhood Watch warden would like to know if WPC would like to request leaflets, window stickers or street signs. These would be applied for by the NHW Federation. It was agreed to ask for window stickers for each house and leaflets for the notice boards.

59.5. Consultations received since publication of the Agenda

Two consultations have been received since publication of the Agenda:

- Dormant Assets Scheme
- Body worn video cameras for Civil Enforcement Officers

These both have deadlines which fall before the next meeting. Members may respond individually to these.

2020-060. Other business

Mrs Warren will be asked if she would like to speak at the Annual Parish Meeting about Neighbourhood Watch.

Cllr. Noel reported that there is regularly a fly tipping issue on a small layby on Bramlands Lane.

2020-061. Date of next meeting

This will be on Tuesday 14th April 2020 before the Annual Parish Meeting at the earlier time of 7.00 pm. This will be held at Blackstone Pavilion.

The meeting closed at 9.15 pm

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