

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 virtually on Zoom on Tuesday 9<sup>th</sup> June 2020 at 7.30 p.m.  
(Members of the Public were invited to attend)**

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

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

*Cllr. Dixon informed members of the public that the meeting was being recorded for administrative purposes, and the recording will be deleted once the Minutes have been approved.*

**2020-077. Apologies**

No apologies were received.

**2020-078. Minutes of the last meeting held on 12<sup>th</sup> May 2020**

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

Cllr. Williams explained that her comment regarding the asset register at the last meeting was incorrect, and the wooden gateways should remain on the register.

**2020-079. Action from previous Minutes**

The damaged kissing gate on Furners Lane has been reported to the Footpath Ranger, who advised that WSCC cannot get involved here as it is a matter of trespass and vandalism against the landowner. She did recommend replacing the wooden post with a metal post if possible.

The path along the A281 really needs attention. Cllr. Dixon will take a look at this.

**2020-080. Declarations of Interest from Members in respect of any items in the Agenda**

None.

**2020-081. Open Forum**

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

Members of the public were encouraged to send any comments or questions in writing to the Clerk ahead of the meeting.

A request has been made to have the Speed Indicator Device working again. Cllr. Prangnell advised that it will be going back up in a new location tomorrow.

*The meeting resumed*

## **2020-082. Reports from other Authorities:**

### **082.1. Horsham District Council**

Cllr. Croker updated as follows:

- HDC is expecting to be between £3-8m down this financial year (25-70%). Things are changing rapidly. There is likely to be a reduction in capital schemes going forward. There is £1.4m support for councils within the District, but this is likely to be used by HDC.
- The support grant offered to local businesses has now been reduced to £10,000 to enable HDC to help more businesses.
- The interim report on the Local Plan Review is available on HDC's website. This states that further work and decisions will be guided by planning issues raised, not necessarily the number of comments. The DHLG had been approached to change timetable and reduce housing numbers. The request was not approved.
- Recycling centres are now open so HDC will no longer collect additional items left out with bins.
- The licencing committee expect pubs to be reopening late July/early august although nobody knows that for sure at the moment.

Cllr. Noel reported as follows:

- Car park discs need to be bought for the new financial year.
- S106 funds are intact and ring-fenced. This will be useful for the footpath.
- Woodmancote has suffered from noise from motorcycles, and infringements of the speed limits. The local MP is looking into this and has raised the issue in the House.
- The Blackstone Rise planning decision has been pushed back due to environmental investigation into Japanese knotweed.

Cllr. Batchelor asked if more than one bat survey will be done at the garages. Cllr. Noel confirmed that there is still one to be done.

### **82.2. West Sussex County Council**

Cllr. Barling did not attend the meeting.

## **2020-083. Planning**

### **083.1. DC/20/0911 Stable building east of Green Oaks Barn**

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

Woodmancote Parish Council does not object to this application.

### **083.2. DC/20/0893 Fernlea, Furners Lane**

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

Woodmancote Parish Council is concerned about what is or could be stored on the site, that large trees have been cut down without permission, and that there is not sufficient evidence shown to prove 10 years use.

**083.3. DC/20/0880 Blackstone Lodge, Blackstone Lane**

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

Woodmancote Parish Council does not object to this application but would ask that the following conditions are added:-

- No businesses can be run at the site
- No floodlighting is added
- Hours of use are to be set to normal office hours

**083.4. DC/20/0971 South Cottage, Furners Lane**

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

Woodmancote Parish Council does not object to this application.

**083.5. Any applications received since publication of the Agenda**

The following applications have been received:

**DC/20/1019 Old Dairy East Cottage, Blackstone Gate Farm**

**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

**SDNP/20/04176/HOUS Bellows, Bramlands Lane**

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

Woodmancote Parish Council does not object to this application.

**2020-084. Planning updates**

Cllr. Roger Noel advised that an application for Old Dairy East Cottage will be going to committee.

**2020-085. Blackstone Playing Field lease**

The solicitor has advised that a possessory title application is unlikely to be successful. **It was RESOLVED:-**

- Not to continue with the possessory title application
- To continue to split the lease

The grounds will now be opened to the public while it is not being used for training. The playground will remain closed, and the public access gate will be locked while training is taking place. This is to minimise risk to the users.

**2020-86. Update on emergency plan**

Cllr. Dixon updated that he has mainly been collecting medications for people. He has had one request to remove rubbish from someone's home as they were physically unable to do so.

Cllr. Batchelor has been helping one household in Blackstone, most residents are getting their food and medications delivered.

Some of the other local hubs are looking at continuing volunteer support after the pandemic. This will be discussed further in the future.

**2020-87. Banner for Parish**

It was proposed to put a banner up thanking key workers. It was felt that it is now too late to do this. This will be added to the website instead.

**2020-088. Approval of documents**

It was **RESOLVED** to approve the following:

- Financial Regulations
- Risk Assessment

A statement will be added to the Standing Orders taking into account the new virtual meeting legislation.

**2020-89. Update on recruitment of Clerk**

Interviews are taking place on Thursday.

It was **RESOLVED** to delegate authority to the recruitment panel to make an appointment. The appointment will be ratified at the next meeting.

**2020-90. Grants**

Three organisations were proposed to make a grant to:-

- Age UK
- Citizens Advice
- Marie Curie

None of these were agreed. This will be reviewed in February when the financial position of the Council is clearer.

**2020-091. Finance/Payment****091.1. Reconciled accounts & bank statement**

It was **RESOLVED** to approve these.

**091.2. Payments:-**

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

- a. WSCC – Salaries – £343.10
- b. WSCC – Payroll administration - £46.44
- c. Mulberry & Co – Internal audit – £144.00
- d. Cllr. Dixon – Expenses for sign printing - £35.80
- e. Blueprint – Map for Playing Field - £50.00

These payments will be set up online and authorised by a signatory. There have been problems with the online banking system so if necessary cheques will be written.

## **2020-092. Correspondence/meetings**

### **092.1. NALC letter to all councillors**

This was noted.

### **92.2. Infrastructure Delivery Plan**

Cllr. Dixon has been contacted by the chairman of Shermanbury and Henfield Parish Councils to ask if a combined response could be done. They would like to add speed indicator devices along the B2116.

It was agreed to work with both Shermanbury and Henfield Parish Councils. The response will be agreed by WPC before it is submitted.

Potential infrastructure projects to include:

- Closure of layby
- Footpaths along A281
- Provision of Parish Hall
- Bicycle routes
- Wildlife corridors
- Linking footpaths between all three parishes

Members were not keen to increase the provision of bridleways. Cllrs. Dixon and Austin will work on this.

### **92.3. Initial report of Local Plan Consultation**

This was noted.

### **92.4. Closure of Clappers Lane**

This was noted.

### **92.5. Update on HDC's Planning Department**

This was noted.

## **2020-093. Other business**

It was agreed to pay for an annual Zoom subscription.

## **2020-094. Date of next meeting**

This will be on Tuesday 14<sup>th</sup> July 2020 at 7.30 pm.

*The meeting closed at 8.45 pm*