

MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL  
Held on Tuesday the 24<sup>th</sup> of September 2013 at 7.30 pm  
in Kelsey Hall

---

\* Present

Chairman \* Cllr Stuart East (C)

Councillors

\* Cllr John Kirby (Vice-Chairman)

\* Cllr Ronnie Perrin

\* Cllr David Ribbens

\* Cllr David Lugton

\* Cllr Sallie Baker

\* Cllr Francoise Lillywhite

\* Cllr Nick Whitehouse

\* Cllr Sophie Capsey

(\* Cllr Vivien Forward - arrived 10 minutes late)

\* County Councillor Janet Duncton

---

The chairman opened the meeting by welcoming cllrs and members of the public.

1/13) REPRESENTATIONS BY THE PUBLIC

There was a public representation by Mr Tom Micklem

He spoke of Crouchlands Farm and informed council that Kirdford PC had been in touch via email.

He stated Foxbridge Lane was not suitable or able to accommodate the 6-axel lorries currently travelling to and from the farm.

He wished to offer his support to the PC in setting up surveillance to record highways activities.

The chairman noted that this issue would be discussed further under agenda item 11.

The chairman also wished to formally welcome newly co-opted member Nick Whitehouse and the new clerk, Rebecca Knifton to the Parish Council.

For the new clerk's benefit, the chairman introduced the clerk to the three members of public observing and sitting in the gallery, namely, Richard Wyatt, Angela Jeffreys and the Head Teacher of Plaistow & Kirdford Primary School, Pippa Fairweather.

2/13) APOLOGIES FOR ABSENCE

None received.

3/13) DECLARATIONS OF INTEREST

None.

4/13) MINUTES OF LAST MEETING

The minutes of the meeting held on the 14<sup>th</sup> of August 2013 were agreed and signed, subject to the following amendment: Minute 11 - Neighbourhood Planning: 3<sup>rd</sup> paragraph, last two lines: *'Mr. Richard Wyatt did not understand why someone had agreed to increase the size of the Conservation Area. This had been done by the C.D.C. Conservation Officer'* - to be deleted.

5/13) MATTERS ARISING FROM PREVIOUS MINUTES NOT ALREADY ON THIS AGENDA

Cllr Perrin wished to highlight Minute 9.2(c) - *'A grant application had been received from Winterton Hall to carry out loft insulation and improve energy efficiency. They were looking for £500.00. This was in addition to the grant the Council make. In principle the Council was in agreement with giving this grant, but this should be an agenda item for the next meeting. It was noted the proposed works would be carried out between now and the next Council meeting.'* The application will be taken to the Finance Committee on the 30<sup>th</sup> of September and was Proposed by Cllr Lugton and Seconded by Cllr Baker with a unanimous vote in favour of approval giving delegated authority to the committee.

Cllr Lugton brought up Minute 14 with regard to the pond platform. It was **AGREED** that Cllr Baker will contact Mill Ponds.

6/13) CHAIRMAN'S REPORT

## MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL

The chairman reported that the clerk had responded to the backlog of website enquiries that had built up over the last few months since the previous clerk had resigned.

It was also noted that the clerk is updating the website.

The previously circulated proposed draft meeting dates were tabled. **AGREED** that the dates be adopted.

### 7/13) REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

**\*\*** Due to County Cllr Janet Duncton running late, this item was rescheduled to follow item 8, Finance. Cllr East and the clerk confirmed that they were expecting District Cllr Nick Thomas.

### 8/13) FINANCE

Cllr Lugton reported that only three payments had been made since the last meeting.

<u>Date</u>	<u>Chq N.O</u>	<u>Paid to</u>	<u>Supply</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
Sept 2013	002111	BNP Paribas	Contractual Demand	4,121.13	-	4,121.13
Sept 2013	002112	R Hoyland	Gift for Bench fixing	150.00	-	150.00
Sept 2013	002113	WSCC	Amanda's Salary	909.82	-	909.82

Cllr Lugton reported on the planting of trees. The cost will total £120 plus delivery and the trees will be delivered directly to Gary Collier at a date to be arranged in November.

The chairman spoke of the help that neighbouring clerk, Irene Marshall had provided free of charge whilst the council had been without a clerk.

The chairman proposed and Cllr Lugton seconded.

**RESOLVED** that a payment of £50 be given to Irene Marshall to thank her for her assistance.

**\*\*** (7/13): Cllr Duncton apologised for arriving late. She reported that she had been passing on messages to the relevant department at WSCC regarding roads. The key concern in the Parish is with Foxbridge Lane and the impact that the proposed development will have on the substructure of the road. It was noted that Balfour Beatty have not tarmacked the road properly and the increase in traffic will cause further potholes and other damage.

Cllr Lugton stated that he had called Fiona Baker at WSCC.

It was further noted that the current Crouchlands Farm application had been withdrawn.

Cllr Duncton informed Council, and for the benefit of the new clerk, that she had been undertaking various roles at WSCC including Rights of Way Committee (Vice-Chairman), Children and Young People's Services Select Committee and the Corporate Parenting Panel which she has become a champion.

She wished to congratulate Pippa Fairweather with Plaistow School and it was noted that the school had increased their intake to 199 children within their care with a maximum capacity of 210.

She also mentioned to the clerk that she had sent an email regarding the West Sussex Credit Union which is a fund to apply for grants for properties in the county. The clerk said she had not received it but would investigate further.

Cllr Duncton also spoke of the shuffle in roles that have recently taken place within WSCC.

### 9/13) UPDATING OF MEMBER'S INTERESTS

The clerk received from members their updated interest forms. Copies will be made and the originals sent to the monitoring officer. It was **AGREED** that the clerk will contact the webmaster to arrange displaying copies on the website.

### 10/13) NEIGHBOURHOOD PLAN

Cllr Lillywhite spoke of her investigations into consultancy and grants for the Plan. She wished to propose the Glasshouse Trust Charity as their initial consultation fees, currently at £600, were much lower than other consultancy organisations, such as AiRS (between £10k to £15k).

She stated that the NP would need support from an external source, especially throughout the consultation period and that the organisation will not request a lump sum from the council as their services can be sought on an adhoc basis, as and when they are needed.

## MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL

The chairman highlighted 2 further charities in which to obtain grant funding, namely CPRE and Locality. It was noted that Loxwood and Kirdford had already involved The Glasshouse Trust.

It was agreed that expected NP costs will form part of the budget for the coming year.

Cllr Capsey stated that she had heard unfavourable reports on The Glasshouse Trust. It was mentioned that Kirdford had not been happy with them.

It was proposed by the chair that Locality should be contacted. Seconded by Cllr Capsey.

**RESOLVED** that the clerk and Cllr Lillywhite are to contact Locality to look into grant funding and assistance.

### 11/13) WINTER EMERGENCY PLANNING

Cllr Kirby reported that 3 grit bins were to be sited. It was noted that WSCC will deliver grit so long as they are informed of where the bins are located. It was further noted that the grit bags on the green should be moved.

### 11/13) TRAFFIC MONITORING

The chairman discussed the recommendation made by Kirdford Parish Council with regards to Crouchlands Farm. He stated that he had met with Kirdford, Loxwood and Wisborough Green with regards to electronic monitoring on the road to Crouchlands Farm. The estimated cost is £5k. It had been suggested that this could be equally divided between the affected Parishes but that Kirdford PC had passed a Resolution at their meeting of council to state that due to the location of the development, Plaistow & Ifold should bear 80% of the cost. The chairman confirmed that the approach to Crouchlands can be from any direction, not just from P&I's Parish boundary.

It was further noted that concerned Parishioners had been keeping records of the increasing traffic. Cllr Forward suggested a cheaper option would be to install a 'rubber strip' to monitor traffic.

The chairman noted that the monitoring data already exists and is in the control of WSCC Highways. Cllr Ribbens suggested that the council should write to WSCC to ask as to whether Highways are prepared to keep repairing the road because if the development goes ahead, WSCC are obliged to do so.

Cllr Lugton proposed and the chairman seconded.

**RESOLVED** that a letter be written to WSCC Highways.

### 12/13) OPEN SPACES

#### 1) THE VILLAGE POND

The chairman spoke of the need to carry out works to clear the pond as a matter of urgency and that the clerk had obtained a quote of £400 + VAT from the existing contractor, Sussex Land Services.

Unanimous vote in favour.

**RESOLVED** that the existing contractor carry out the works.

#### 2) HEDGES

Cllr Perrin reported on the overgrown hedges within the Parish, with particular reference to Ifoldhurst.

It was agreed that the council would write to the properties in question and request that they cut back their hedges.

### 13/13) DATE OF NEXT MEETING

All noted:

Finance - Monday 30 September 2013 at 7.30pm (Kelsey Hall)

Planning - Wednesday 9 and 30 October 2013 at 7.30pm (Winterton Hall)

Parish Council Meeting - Tuesday 19 November 2013 at 7.30pm (Winterton Hall)

**Meeting closed - 8.53pm**

Mrs REBECCA KNIFTON ACILEx

Parish Clerk

[Clerk.plaistowandifold@gmail.com](mailto:Clerk.plaistowandifold@gmail.com)

01428 607782

Chairman:..... Dated: .....