



MINUTES of Plaistow and Ifold Parish Council Meeting held on **Tuesday 20th November 2018**, in Kelsey Hall, Ifold.

Present Sara Burrell (Chair); Paul Jordan; Paul Reynolds; David Ribbens; Souheil Haddad; Alan Pearson; Sophie Capsey; Catherine Nutting (Clerk)
Cllr Peter Wilding and four members of the public were in attendance

Apologies Apologies for absence had been received from Phil Colmer; Sallie Baker; Nick Whitehouse and Vivian Forwood and Cllr. Duncton.

C/18/107 **Declarations of Interest**
There were no declarations of interest pertaining to agenda items.

C/18/108 **Representations from Members of the public**
Linda Penny and Ian Hare asked to speak in relation to item 17, Gatwick Airport noise monitoring. The Chair allowed this item to become the first matter of business.

C/18/109 **Minutes**
The minutes of the meeting of 16th October 2018 were approved as a correct record of the meeting and signed by the Chair.

C/18/110 **Gatwick Airport noise monitoring and Master Plan consultation / response** Cllr. Haddad & Chair
Noise pollution from Gatwick Airport is an issue that has been raised with the Parish Council by concerned residents. The Parish Council wishes to be proactive in seeking to represent and protect its residents. The Parish Council can receive a noise monitoring devise free of charge. A suitable IFOLD based south facing location is required to allow solar panels to be used. The area must be quiet and away from noise sources such as roads and any sound reflecting surfaces such as walls or fences. The Engineer will need open access to the devise at short notice and not by appointment. Parking for the Engineer needs to be within 50 metres of the devise. The proposed site will be surveyed to determine suitability. Once sited, the noise monitoring devise will be in place for a minimum of 1 year, but longer would be ideal. This will allow for a 'full season' of noise to be capture and trends identified. The Parish Council will not be provided with the raw data, however public access to the data will be provided eventually.

Ian Hare, Chair of The Association of Parish Councils Aviation Group (APCAG) advised that Plaistow and Ifold Parish Council are an associate member of APCAG. APCAG is a grouping of Parish Councils that are affected by aircraft noise from Gatwick Airport. APCAG aims to work constructively with Gatwick Airport, represent the majority view of the communities affected and minimise the burden of noise by sharing it fairly. Mr Hare explained that APCAG has been pushing Gatwick Airport to invest in more noise monitors and increase the locations where the devices are positioned. The current monitors are situated in close proximity to the airport, but a broader geographical span is required to form an accurate picture of the noise pollution.

Mr Hare briefed the meeting about the Gatwick Master Plan, which will introduce use of the Relief Emergency Runway. He circulated leaflets to those who were interested in responding to the consultation. APCAG will respond on behalf of Parish Council members, but he also suggested that individuals could respond. The Consultation closing date is 10/01/19.

The Chair asked how the data obtained by the devices will be treated. There is concern that the noise data will be averaged out, which will provide an inaccurate picture; it is the incidents of noise, rather than an average over a 24-hour period. Inaccurate data could be used against the Parishes. Mr Hare agreed that how the data is used is a discussion point subject to ongoing work. The frequency of noise is a measurement APCAG is looking to include in the overall calculations. Mr Hare asked the Parish Council to trust the representations of APCAG on the Gatwick Noise Monitoring Board and stated that there would be properly researched data that is objectively analysed.

Linda Penny, Ifold resident, Committee Member of APCAG and also a member of People against Gatwick Noise and Emissions (PAGNE) stated that the decibel level of noise and frequency are the key issues. PAGNE represents residents in this particular south west area of the Gatwick noise umbrella.

Discussion was had regarding the possible location of the device. It was agreed that Ifold suffers the greater number of aircrafts and has the largest population being affected. However, more information is required regarding the size of the device so that the identified landowner can be given all necessary details in order to approve its situation on their land. Cllr. Haddad and the Chair will research suitable locations.

Gatwick Airport wishes to expand, as per its Master Plan. The position of APCAG and CAGNE is no growth without compensatory noise reduction for communities. Therefore, the noise levels need to be measured to create a baseline for overall reduction.

Councillors therefore passed a unanimous resolution to obtain a noise monitoring devise.

C/18/111

Chairman's Report

The Chair reported that she attended the South East Community Led Housing Conference on Friday 19th October 2018, which was led by Action In Rural Sussex (AIRS). The conference explained how Parishes could set up Community Land Trusts (CLT) and facilitate affordable housing to meet their own local needs. Parish Councils would work with the landowner who would take significantly less in land value, which could be put towards reducing the market value of houses, or low rental. Under this model, house prices are 70% of market value. The idea being that Landowners who would not normally get planning approval for the identified site, would accept a lower land price.

The Parish Council should be considering this as an option, because we don't need much social housing, rather houses that local people, especially the younger members of the Parish, can afford to buy so we have a balanced community. Kirdford are attempting to set up a CLT but are struggling to get it off the ground. We should consider consolidating our efforts and setting up a joint CLT with other interested local Parish Councils.

Cllr. Capsey raised the concern that landowners are unlikely to offer land for CLT development, as homes built in this way are not sold at market value.

The Chair was invited to attend a Scout meeting to deliver a short presentation on local democracy.

The Vicar, Pauline Lucas, has informed the Chair of fundraising plans to reorder the interior of Plaistow Church. Community events are proposed over the weekend of 20th and 21st July 2019, which may require some road closures in Plaistow. The Chair awaits further information from the Church and understands there will be a public launch of the details. The Chair is unaware of any cost projections at this time.

C/18/112

Report from District Councillor

Cllr. Peter Wilding advised that CDC have approved the Local Plan for the Non-South Down area, which will now be subject to an eight (8) week public consultation from mid-December until mid-February. The draft plan contains the housing allocation numbers for local Parishes. The Plan will not be subject to further amendments prior to the public consultation period. Cllr. Wilding acknowledged that District's Local Plan can deviate from local Neighbourhood Plans with respect to housing allocation.

The budgeting cycle starts next year. WSCC is under financial pressure from central Government and is looking to cut those services which they don't have a statutory duty to supply. CDC may have to take over providing these services. However, CDC's

finances are in reasonable shape, which allows capacity to deliver.

C/18/113

Updates

a) Crouchland planning and enforcement - The Chair has written to the Environment Agency (EA) about the very serious condition of lagoon 3. The Engineers' report is very concerning, and this was not information available to the District Council when they were considering the extension of the enforcement notice. From the EA's response to the Chair's letter, there would appear to be no emergency plan in place and it is unclear as to who is competently undertaking the daily inspections of the lagoon. The EA appears not to have vetted an Emergency Plan, so its adequacy is unknown. The Parish Council has been told that the administrators are taking off the rain water. The Chair will write again raising the concerns. PORE have sent out a notice to say an offer of £5 million has been made to purchase Crouchland Farm, including the lagoons; so, there is the potential for a new owner.

It would appear that some work will begin on 26th November as a warning sign has been erected on the public right of way (PROW) leading to lagoon 3. In addition, Cllr. Duncton has informed the Parish Council that the closure is a precautionary measure whilst they empty the lagoon. It is of concern that the Parish Council has not been given any information or warning of the commencement of this work, especially as it is considered to be dangerous to members of the public. The PROW has not been closed, the signage is information only. The Chair will go back to Cllr. Duncton to ascertain more details and find out if there is a risk assessment in place and if the PROW should be officially closed to the public. Cllr. Reynolds will write to the Administrators in this regard.

Chair
Cllr.
Reynolds

b) Neighbourhood Plan (NP) - We are still at the Reg 15/16 stage with CDC despite our efforts to push the matter forward. Initially CDC stated that the delay was due to a lack of staff. At the end of September they cited the Sweetman Judgement from the Court of Justice of the European Union (CJEU) which impacts domestic decision making on environmentally sensitive sites. CDC are now seeking their own legal advice in relation to the impact of the Sweetman Judgement on *all* Neighbourhood Plans. The Parish Council believes that the Sweetman case would not apply to our NP and Central Government have advised CDC that the Sweetman case would not apply to us.

There had been a suggestion of a South Down National Park (SDNP) officer being assigned to our NP to move it forward, but this has not happened and the SDNP are also seeking their own legal advice with regards to Sweetman. The Planning Inspector's report for CDC site assessment DPD site has not determined that it is unsound. The Planning Inspector states that we have not moved far enough forward on our NP. However, the assessment is based on our NP as of September 2017 when we were at the reg 14 stage. Since then our NP has undergone a health check and Habitat

Regulation Assessment. Therefore, the Inspector's report is out-of-date. It will not be ratified until 22nd January 2019 and we are able to make representations in January.

The Parish needs a NP in place to work from and review the allocation of further housing, as per CDC's Local Plan whereby 489 houses are allocated to the North of plan area.

c) Battle's Over, Remembrance Event – This was a fitting tribute to those of our community who made the ultimate sacrifice. £513 was raised on the night and a further £100 has been pledged. CDC provided a £250 grant to meet the organisational costs. The Chair will seek CDC's permission to donate the underspend to the nominated serviceman charities. The Chair thanked everyone who contributed their time to help organise the Event; in particular to Mr King-Wilson for tidying up the bonfire area with his digger. The Event involved some younger members of the community in bonfire building and also reading. It was agreed that they made a fantastic effort.

Chair

d) Flooding – Cllr. Pearson continues to chase Southern Water in relation to the ownership and maintenance responsibilities of the culvert situated on The Drive, Ifold. Cllr. Pearson has not received a response since July 2018. It was agreed that the Parish Council may need to contact those Ifold residents with riparian responsibilities to explain their duties to keep any watercourses upon their land well maintained to prevent/ minimise flooding.

Cllr. Pearson
Clerk

e) Plaistow Pond – Mr Gareth Jones of Dr Jones Tree Surgery was instructed to undertake works around the pond to poison plug the willow, which is compromising the structural integrity of the wall. Unfortunately, Mr Jones does not have the requisite insurance and license to undertake the required poison works. In addition, the close proximity of the school and pre-school to the pond renders this method of willow management unfeasible, as it is dangerous. Mr Jones will make recommendations of other companies which have the required license who may also be able to advise the Parish Council of an alternative solution moving forward.

Clerk

f) Broken swings – The Clerk ordered a replacement swing, which was fitted on 8th November 2018.

C/18/114

Highway Matters

a) Matters to be reported by members – Cllr. Capsey raised Parishioners concerns for pedestrian safety along Rickman's Lane, Plaistow. The community would like the 30mph zone extended to the village boundary, or beyond. Councillors agreed to make an application for a Traffic Regulation Order (TRO) and will ask Mr Simon Watts, Transport Planning Consultant, to include Rickman's Lane in his Road Safety Survey (see b. below).

b) To note progress on matters previously reported - Cllr. Pearson attended the County Local Committee (CLC) on 6th November to speak in support the Parish Council's Traffic Regulation Order (TRO) request to change the Plaistow Road speed limit from 40 to 30mph and counter the objections of Sussex Police. Our TRO request was approved, and it will now move forward to public consultation.

Cllr. Pearson

The Parish Council have approached Mr Simon Watts of SW Transport Planning Ltd to ascertain the cost of undertaking a comprehensive road safety survey and advise on the appropriate signage and measures to inform drivers of the change of speed limit and promote road safety along Plaistow Road. Mr Watts and Cllr. Pearson have undertaken an early morning site survey. Under consideration are interactive speed signs, measures to improve bus stop safety and 'rumbles strips'. These safety features, additional signage and road furniture need to be costed. WSCC Highways will only fund new signs; anything else will have to be funded by the Parish Council. Members resolved unanimously to instruct Mr Watts on the basis of his fee quote.

c) Road Traffic Collision on 2nd June 2018 – Sussex Police responded to Mrs Weddell's enquiry regarding the identity of the vehicle which collided with a bench situated at the Dunsfold Road junction with Nell Ball, Plaistow. The Clerk has written to the Registered Keeper to ask for their insurance details in order to make a claim. To date the Clerk has not received a response. It was agreed that the Clerk will write again.

Clerk

d) Highways safety issues – The Chair has contacted Plaistow School and left a message for the Head in relation to the proposed meeting with WSCC highways about highway safety in the village during school times. The Chair has ascertained that the Church is amenable to having a mirror within its grounds. The Chair will contact the school again regarding a meeting.

Chair

A resident raised the issues of several houses along the right side of Plaistow Road having red reflector posts, in contravention of the Highway Code. Cllr Capsey undertook to identify the properties so that WSCC highways can be advised.

Cllr. Capsey

C/18/115

Financial Matters

a) Accounts for Payment – The attached Order for Payments was approved and signed.

b) Draft Budget and proposed Precept for 19/20 – The Finance Steering Group met on 6th November to discuss the Draft Budget and Precept for 2019/20. It was proposed that the Precept is reduced to £52,000. This is £10,000 more than the Parish Council's pre-Crouchland Farm Precept (2017/18) level of £42,000. This will bolster the Reserve, as well as enable the Parish Council to

consider funding future projects which hitherto would not have been financially feasible. Councillor's discussed prioritising the financial support of local groups. The Draft Budget and Proposed Precept will be formally considered and voted upon at the Finance Committee Meeting on 15th January 2019.

c) Clerk Laptop – The Parish Council's laptop function has become increasingly unreliable as witnessed by Cllr. Colmer. The former Clerk used her own laptop. Councillors unanimously agreed that a new laptop should be purchased and resolved a budget of £1,000 spend to ensure the efficient operation of the Council. Clerk

d) Notice Board Doors – A grant has been approved under the New Homes Bonus scheme. Doors from Greenbarne have been ordered and delivered to the Chairman's home address. The Clerk will approach local carpenter Mr Gordon Wells for a quote and to fit the doors. Clerk

e) Other urgent financial matters - Councillors unanimously agreed to increase the Clerk's contracted hours to 20h per week and to pay over-time, rather than offer time-off in leu.

C/18/116 **To approve the Village Design Statement**
Deferred to January's meeting.

C/18/117 **Community Seating Survey** Clerk
Cllr. Forwood has undertaken a survey of the Parish's benches. The existing bench by the Winterton Hall, Plaistow is rotten and needs replacing. The bench at Kelsey Hall, Ifold was erected in 2012 for the Queen's Jubilee and seems sound. The other bench has concrete ends and seems also to be sound; however, it has tilted badly on the back-left hand corner and may not survive being re-seated to level it. The bench at Nell Ball needs replacing. It was irrecoverably damaged in a vehicle collision. Cllr. Caspsey suggested this bench should be replaced as a matter of priority, because, in its absence, the grass area has become an unofficial car-park. The bench behind the Plaistow pond also looks in poor condition; however, a further inspection is required. Cllr. Forwood

C/18/118 **New Homes Bonus (Benches)** Clerk
On 26th September 2018 CDCs Grants and Concessions Panel met and approved the Parish Council's application for a total grant of £1,917.16 to fund the Ifold Notice Board doors (C/18/115) and two new benches; one for outside the Winterton Hall, Plaistow and the other next to the cricket pavilion on Plaistow village green. The formal Agreement between the Parish Council and CDC stipulates that the funds can only be used for the purpose specified in the application, unless a variation is agreed in writing by CDC. The Clerk explained the terms of the Agreement and read out paragraph 2.1.4. Councillors understood and accepted the terms of

the Agreement. The Clerk will sign the Agreement and return to CDC, along with this relevant extract from these minutes. The funds will be released upon receipt. Councillors discussed applying to vary the terms of the Agreement to allow multiple benches to be purchased from an alternative company to the one specified in the Agreement, which specialises in recycled plastic seating and other outside furniture. However, it was agreed that the Oak 'Cavandish' bench from the company Streetmaster, as per the Agreement terms, is the best option, as it is in keeping with the village's rural vernacular and conservation area status.

C/18/119

Ifold Postal Addresses

Some Ifold addresses reference Loxwood, which has previously caused confusion and resulted in emergency water supplies not reaching Ifold. Councillors wish to ensure that Ifold is recognised as a separate settlement to that of Loxwood and Plaistow and a postal area in its own right. Cllr. Jordan advised that the online Post Office Address Finder recognises Ifold. There was concern that asking the Post Office to change the few addresses that reference Loxwood would cause disruption and inconvenience to those concerned. It would necessitate amending official and personal documentation at cost and time to Parishioners. It was agreed to leave the matter; however, it would be revisited in the event of another incident whereby Ifold is not recognised to its detriment.

C/18/120

Plaistow Road, safer bus stop initiative

Cllr. Capsey

Cllr. Capsey will look into the details of this scheme and report back to the Parish Council.

C/18/121

Drainage

This matter will be deferred to the January meeting.

C/18/122

CIL Money and Projects

Clerk

The Parish Council has received £4,260 in Community Infrastructure Levy funding. A possible project to put the money towards is the refurbishment of the Ifold Telephone Box, to include a book exchange and defibrillator. The Clerk will look into the associated costs and report back at the next meeting.

C/18/123

To consider all new Planning Applications

After full consideration of the following applications, the parish council resolved to comment as follows:

(a) PS/18/02613/DOM Single storey rear extension. 4 Loxmeadow Close, Ifold. **No Comment**

(b) PS/18/02319/DOM Two storey side extension; single storey rear kitchen extension; front entrance hall and changes to windows and internal alterations. 1 Nell Ball, Plaistow. **No Comment**

(c) PS/18/02876/DOM Rear orangery and re-location of existing canopy. Chase House, The Drive, Ifold. **No Comment**

(d) PS/18/02730/FUL Retrospective garden building and change use of part land to garden use. Barton Farm, The Forestry Road Plaistow. **No Comment.**

e) Applications submitted after this date may be considered.

PS/18/02668/DOM Ground floor front and rear extension with new porch and loft conversion with dormers. Little Wold, Plaistow Road, Ifold. **No Comment**

C/18/124

Planning: update re appeals and enforcement

Appeals

- a) Land on The East Side of The Lane, Ifold. Planning Application No: 17/02572/FUL DCLG Ref No: APP/L3815/W/18/3203966
- b) Little Wephurst, Wisborough Green, BILLINGSHURST. APP/L3815/W/18/3206331

The Chair has written to the Planning Inspectorate in respect to the above Appeals. The Parish Council objects to the planning applications and supports Chichester District Councils reasons for refusal.

Enforcement

The Chair will write to CDC in respect of the following, which needs to be followed up:

Chair

- c) Hardnips Barn log store, RH140LE - hardstanding area
- d) Hathaway, Ifold - garage
- e) Daracot, Ifold -fencing
- f) Timberdene, Ifold -fencing
- g) The Burrows, Ifold - fencing

Mullions, Ifold – it has been over four years since erected, so the Parish Council is out of time to take action.

kogala (Woodland Chase), Ifold – The developer has been asked to remove the gate and posts.

C/18/125

Correspondence

Clerk

The Clerk has received a grant application for £500 from the charity Home Start, which supports families with children aged five and under who are struggling to cope. The charity currently supports one vulnerable family in the Parish area. Councillors agreed to support the application in the next financial year and will add the grant to the Precept amount. The Clerk will write to Home Start to notify them of the decision.

The Clerk has received posters advertising CDCs' Lets Talk initiative. The posters will be displayed on the community notice boards and the Clerk will publish on the website.

C/18/126

Items for information or inclusion on a future agenda

None were specified at this time.

C/18/127

Date of next meeting

January 15th 2019 Winterton Hall, Plaistow.

The meeting closed to the public at 21:45.