



MINUTES of Plaistow and Ifold Parish Council Meeting held on **Tuesday 11 September 2018**, in Kelsey Hall, Ifold.

Present: Sara Burrell (Chairman); Sallie Baker; Sophie Capsey; Paul Jordan; David Ribbens; Paul Reynolds; Souheil Haddad; Vivien Forwood; Beverley Weddell (Clerk)

Cllr Janet Duncton, Cllr Nick Thomas and four members of the public were in attendance.

Apologies: Apologies for absence had been received from Alan Pearson, Phil Colmer, Nick Whitehouse and CDC Cllr Peter Wilding.

C/18/074 Declarations of Interest

Mrs Capsey declared a pecuniary interest in planning application PS/18/01995/FUL.

C/18/075 Representations from Members of the Public

Representations from members of the public would be allowed when the relevant matters were discussed.

C/18/076 Minutes

The minutes of the meetings of 19th June and 11th July were approved as a correct record of the meetings and signed by the Chairman.

C/18/077 Chairman's Report

The Chairman reported that Kirdford Parish Council had asked whether the parish council would be purchasing any Silent Soldiers to mark the centenary of the final year of World War One. Perspex figures for church pews and benches were available and also large figures costing £750. The Remembrance Service for the parish would be held at Kirdford, so it was considered appropriate for Kirdford to proceed with the project. Mrs Capsey's investigations into having a beacon had found it to be a long-winded exercise and no one could volunteer to manage the process.

The Clerk advised that she had met with Piers Taylor of CDC to discuss how to protect the Green against possible illegal encampments. It was agreed that this would be done by parking cars around the Green if the parish council had sufficient notice of an impending encampment. The Clerk would attend a cross-border meeting on the matter and report back to the Chairman.

Clerk

C/18/078

Report from County Councillor

Cllr Dunton reported pupils in West Sussex had gained good GCSE results. WSSCC were looking at ways for libraries to remain open across the county by combining them with other services to make them viable, such as family centres and Police counters. Trading Standards continue to uncover many shops in the county trading in illicit tobacco. The budget programme would be starting for the next financial year. C.£155m had already been saved and further savings of c.£156m would be required. Many of these savings were made by county carrying out work more efficiently rather than by making cuts to services. Mrs Capsey wished to pass on thanks to Highways for recent road repairs.

C/18/079

Report from District Councillor

Cllr Thomas wished to take the opportunity to congratulate the parish council and residents on the outcome of the Crouchland Biogas appeal. He and Cllr Ransley had requested written confirmation of the timetable for dismantling the equipment still on site and emptying the lagoons. Cllr Thomas reported that the current leader was doing an excellent job, the financial position was strong and there was a solid district council carrying on into the future. There would be a reduced number of councillors across the district after the elections in May.

C/18/080

Updates:-

a) Crouchland planning and enforcement. The Chairman reported that all SGN equipment had been removed. The parish council had emailed CDC to request confirmation of the timetable for dismantling equipment and emptying the lagoons, particularly NVZ closed period was approaching. It was agreed that the parish council would write formally to CDC requesting this. It was also agreed that the Clerk would try to arrange another meeting with the Administrators and adviser.

Clerk

b) Neighbourhood Plan. The Neighbourhood Plan had been submitted to CDC on 31st August under Regulation 15 of the regulations and the Clerk was still waiting for CDC to advise when they would commence the Regulation 16 consultation. It was noted that support from the district council had been poor, with the council withholding vital information from the parish council for several weeks. Cllr Thomas said he would raise this at Cabinet level.

The Chairman reported that CDC were conducting a Local Plan Review and were starting a new process of site allocation. A draft Housing and Economic Land Availability Assessment (HELAA) had been published for comments due by 28th September. The Chairman advised that the parish council's own detailed evidence had been ignored and it was agreed that the Chairman would submit details of the sites identified by the parish council in the emerging draft neighbourhood plan and raise the matter of the land North of Little Springfield Farm which is yet to be allocated through the SA DPD but is shown as already allocated which is incorrect. The Chairman also advised that any landowner could make submission to CDC if they considered they had land which would meet the criteria for development.

S Burrell

c) Velo South Cycle Event (100-mile closed-road cycling event to be held on 23rd September). Following representations from the parish council, CSM,

the event organisers, had agreed an access route for Ifold residents. The parish council had also arranged with Kelsey Hall that those Ifold residents directly on the route could park their cars at Kelsey Hall enabling them to use the access route on the day. The Chairman had distributed letters informing the affected residents. Plaistow residents who were directly on the route were invited to park their cars in the field opposite the recreation ground. The Clerk would prepare notices to let people know.

Clerk

Following representations from Parish Councils, CSM had also agreed to provide a crossing point at Fisher Street crossroads. It was agreed that the Chairman would draft a letter to WSCC requesting a public feedback system so that outcome of the event can be fed back in a public manner.

S Burrell

d) Flooding. The Clerk advised that Southern Water had imposed strict conditions limiting the number of houses at the Nursery development in Loxwood that may be occupied pending interim measures to increase the capacity of the foul sewage network. Thames Water were liaising with Southern Water regarding the upgrade of the Brewhurst treatment works and it was hoped that this project would be progressed. The Clerk would provide example wording of planning conditions that could now be applied to new developments.

Clerk

C/18/081 Highway Matters

Mrs Capsey reported that the laybys around Plaistow Green had been repaired by Highways, which helped ease the parking situation during school pick-up times. The condition of Dungate Road near Durfold Wood was still appalling and Mrs Capsey would report to Highways. Cllr Duncton would also report that section of road. It was noted that the road surface through the village from Quennels to Lyons Green had worn away during the recent hot weather, which would make the surface slippery during icy weather as there was no grip. Mrs Capsey would report this and Cllr Duncton would also raise it. Mrs Capsey would also report the fly-tipping in Foxbridge Lane.

S Capsey

Regarding the safety of children and parents crossing the road from Dunsfold Road opposite the Church to school, it was agreed that the possibility of installing a mirror would be investigated. There was due to be a meeting between Highways and the school which the parish council would attend. The Chairman would follow this up with Mr King.

S Burrell

C/18/082 Financial Matters

- a) Accounts for Payment. The attached Order for Payments was approved, subject to an invoice query re the external audit.
- b) The Clerk was finalising the end of grant report for Locality and it was possible a portion of the grant may need to be repaid.

C/18/083 Village Design Statement

The decision to submit the Village Design Statement to CDC for adoption was deferred to the next meeting as there were some amendments to be made following CDC's recommendations.

S Burrell

C/18/084

Planning. Summary of the status of recent planning applications for information only

PS/18/01228/DOM Single storey rear extension. Back Lane Cottage, Back lane, Plaistow. **Permit**

PS/18/01192/DOM Erection of a swimming pool building. Wephurst Park, Walthurst Lane, Loxwood. **Permit**

PS/18/01687/PNO Erection of general purpose agricultural building. Land North of Rumbolds Farm, The Street, Plaistow. **Planning permission not required.**

PS/18/01268/DOM Conversion of one garage, erection of a single floor extension with internal and external alterations. 5 Birchwood Close, Ifold. **Permit**

PS/18/01056/DOM Proposed two storey and single storey extensions to house. Chippings, The Drive, Ifold. **Permit**

PS/18/00881/DOM Proposed first floor, side and rear extension with associated works. Corbiere, The Drive, Ifold. **Permit**

C/18/085

Planning

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

PS/18/01999/ELD Existing lawful development for use of land as a garden (C3). Cherry Blossom Farm, Poundfield Lane, Ifold. **No comment**

PS/18/01955/FUL Continued siting of a mobile home. Weald Barkfold Farm, Plaistow. **No comment**

PS/18/01928/TCA Tree work. Foxhurst, Dunsfold Road, Plaistow. **No comment**

PS/18/01952/DOM Single storey rear extension to replace conservatory, change use of garage and loft space to habitable accommodation, various alterations and additions. 6 Wildacre Close, Ifold. **No comment**

PS/18/02071/PLD Insertion of 6 dormer windows into roof of existing dwelling. Wephurst Park. **No comment.**

WA/2018/01499/DOM First floor extension, double storey and single storey rear extension with associated roof works and various internal alterations. Brookside, The Drive, Ifold. **Letter of comment appended.**

PS/18/02212/TCA Notification of intention to fell 1 silver birch. Reduce and crown lift by 2m on one cherry tree. Bay Tree Cottage, The Street. **No comment.**

C/18/086

Correspondence

CDC had written asking for feedback on the proposed name of Woodland Chase for the new Kogala development. It was agreed that this would be too similar to Woodland Close. It was also agreed that a name that wouldn't be confused with a single residence would be more appropriate such as Close or Way, rather than Chase.

Scottish and Southern Energy had written to advise that they would be carrying out work to the power line from Fernhurst to Plaistow and this project was not connected in any way with Crouchland Biogas.

C/18/087

Parish Clerk Vacancy

Beverley would be leaving on 14th September after four years as Clerk and she was thanked for her work during that time. Beverley would continue to look after the accounts until Mr Colmer returned from holiday, or until it could be passed to a new Clerk. Beverley would also continue to look after the Parish Clerk email and website until a replacement was found.

The post had been advertised with a closing date of 21st September. It was agreed that an interview panel would comprise the Chairman, Mr Ribbens and Mr Reynolds and the panel was given authority to appoint a new Clerk. It was also agreed that the paid hours would increase to 15 hours per week.

C/18/088

Items for information or inclusion on a future agenda

The Clerk advised that the External Audit Review and Risk Assessment Review should be on the agenda for the next meeting.

It was agreed that a working party would be organized to cut back vegetation around the village pond.

C/18/089

Next Meeting

Full Council Meeting 16th October, 7.30pm at Winterton Hall.

There being no further business, the Chairman closed the meeting at 21:30.