



**MINUTES** of Plaistow and Ifold Parish Council Meeting held on **Tuesday 15<sup>th</sup> May 2018**, in Winterton Hall, Plaistow.

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

Cllr Peter Wilding and three members of the public were in attendance.

**Apologies:** Apologies for absence had been received from, Paul Reynolds, Phil Colmer Nick Whitehouse and WSCC Cllr Janet Duncton.

**C/18/040 Election of Chairman**  
Proposed by Mr Ribbens, seconded by Mrs Baker and unanimously agreed, Mrs Burrell was re-elected as Chairman of the parish council for the ensuing year.

**C/18/041 Election of Vice Chairman**  
Proposed by Mr Haddad, seconded by Mrs Baker, and agreed unanimously, Mr Pearson was re-elected as Vice Chairman of the parish council for the ensuing year.

**C/18/042 Declarations of Interest**  
There were no declarations of interest pertaining to agenda items.

**C/18/043 Representations from Members of the Public**  
A member of the public gave information about a public test screening for Plaistow Community cinema to be held that week. If successful, it was hoped there would be a regular monthly screening. This venture was supported and encouraged by the parish council.

Members of the public were present to hear discussions about Velo South and it was agreed they could make representations when that item was discussed.

**C/18/044 Composition of Committees and individual areas of responsibility**  
After discussion, it was agreed that there would no longer be a Planning Committee with decision-making powers and that planning applications would be considered at full parish council meetings, although it may occasionally be necessary to call additional meetings. Mrs Capsey would brief members on planning applications in advance of meetings.

The following committees and individual areas of responsibility were agreed:

Finance Committee:	Phil Colmer, Sara Burrell, David Ribbens, Souheil Haddad
Tree Warden	David Lugton
Footpaths/Rights of Way	Vivien Forwood
Plaistow Village Trust Representative	Sophie Capsey
Durfold Wood Residents Association	David Ribbens
Winterton Hall Committee Representative	Sallie Baker
Kelsey Hall Committee representative	Phil Colmer
Highways	Sophie Capsey
Winter Management Plan	Nick Whitehouse
Playground	Sallie Baker
CDC NE Parishes Meetings	All – on rota
WSCC Local Committee	Sara Burrell
Drainage	Alan Pearson
Road Safety Improvements	Alan Pearson
Telecommunications/Broadband	Alan Pearson
Gatwick	Souheil Haddad
Notice Boards: Ifold	Souheil Haddad
Plaistow	Sallie Baker
Durfold Wood	David Ribbens
Shillinglee	Vivien Forwood/Nick Whitehouse

**C/18/045      Minutes**

The minutes of the meeting of 20<sup>th</sup> March were approved as a correct record of the meeting and signed by the Chairman.

**C/18/046      Chairman’s Annual Report**

The Chairman’s Annual Report is appended to these minutes.

The Chairman also reported that She had attended the CDC CIL workshop with the Clerk in April and the All Parishes Meeting with Mrs Baker. Velo South were present to speak at the All Parish Meeting, however due to time constraints, it had not been possible to ask detailed questions but the general consensus of opinion at the meeting was that the parishes were not happy about the lack of consultation and impact on residents. There was also a talk from Nick Bennet about GDPR and a talk about child sex exploitation with the reminder that West Sussex is not immune from such activity.

The Chairman had made representation to WSCC regarding their request to the Secretary of State to review the Listing of Boxall Bridge.

**C/18/047      Report from District Councillor**

Cllr Wilding agreed with the parish council about the lack of consultation, even with CDC, about the Velo South event. Cllr Wilding also agreed with the advice at the All Parishes meeting regarding GDPR that parish councils should not rush into instructing consultants.

**C/18/048**

**Updates:-**

- a) Crouchland planning and enforcement. Equipment from the site had recently been sold at auction. The Environment Agency had provided an update, which stated that all AD tanks had been fully emptied and cleaned; all cattle had left the site and therefore there was no more slurry generation; the level of lagoon 3 had been inspected and was within permit limits; the slippage to the lagoon banks was being closely monitored but was considered safe; prosecution re pollution incidents was proceeding.
- b) Neighbourhood Plan. The Health Check had found the plan to be sound apart from some minor amendments, although the CDC Site Allocations DPD was in conflict with the neighbourhood plan. At the advice of MHCLG, the parish council had applied for technical aid from Locality to assist with finding a way forward with CDC. Another issue to be resolved with CDC was the policy relating to affordable housing. It was hoped that a meeting would be arranged with CDC and MHCLG shortly to resolve both issues.
- c) Velo South Cycle Event. The Chairman had received answers from the event organisers to the parish council's questions and concerns from residents, which would be posted on the parish council website and village Facebook page. Members of the public stated that they were not reassured about access for emergency services when it already takes a long time for ambulances to access the parish. Members discussed whether the event could be made into a positive for the village although there were no workable ideas. It was agreed the organisers would be invited to attend a parish council meeting so that residents can ask questions directly.
- d) Flooding. Mr Pearson reported that Southern Water had been surveying drains and culverts in The Drive and the results of that study were awaited. The Clerk would attend a meeting with a resident in Chalk Road and CDC regarding surface water flooding thought to be caused by new development.

Clerk

Clerk

**C/18/049**

**Highway Matters**

Mrs Capsey had reported all overgrown hedges and potholes previously discussed to WSCC Highways.

**C/18/050**

**Financial Matters**

- a) Annual Governance Statement for 2017/18 had been circulated prior to the meeting. The council gave authority for Clerk and Chairman to sign the statement as approved.
- b) Accounting Statements for 2017/18 had been circulated prior to the meeting. The council gave authority for the Responsible Financial Officer and the Chairman to sign the statement as approved.
- c) The Internal Audit Report had been circulated prior to the meeting. It was noted that insurance cover for Officials' Indemnity and Libel and Slander were included on the insurance renewal schedule.
- d) Accounts for Payment. The attached Order for Payments was approved.
- e) There were no urgent financial matters to report.

**C/18/051**

**Ifold Postal Locality**

A map of the area of Ifold to be proposed to Royal Mail for an amendment of the locality from Loxwood to Ifold was approved. This would be submitted to Royal Mail who would consult residents.

**C/18/052**

**General Data Protection Regulations**

The Clerk advised that there would not be a requirement for parish councils to appoint a data protection officer following an amendment to the draft legislation. Although SSALC were still advising this would be good practice, it was agreed that as the parish council holds no sensitive data, this would not be necessary.

A Privacy Notice, General Privacy Policy and Privacy Policy for Staff and Councillors had been circulated prior to the meeting and were approved without amendment. They would be posted on the website. Further policies would be required, although the Clerk was awaiting model versions to become available.

Clerk

**C/18/053**

**Correspondence**

A resident had asked for permission to erect a duck house on the village pond as the ducks had lost one clutch of ducklings to a fox or other predator, it was hoped they may be able to raise another clutch successfully. This was agreed on the understanding that the structure would be temporary and the resident would be responsible for its removal if it didn't solve the problem and it would be reviewed after the current breeding season.

**C/18/054**

**Items for information or inclusion on a future agenda**

Mr Haddad reported that he had attended a CAGNE meeting on 30<sup>th</sup> April. The CAGNE is a productive campaign group that includes a top civil servant with responsibility for pollution at airports. Mr Haddad's view was that there would not be a second runway at Gatwick with the government and airlines favouring a new runway at Heathrow. There would, however, be pressure on the area from night flights to provide financial benefits for the economy and cheaper flights for consumers. The solution to this would be less noisy planes and all Easy Jet planes were to be changed by 2019.

The increasing pressure for parking space in the centre of Plaistow, particularly during school drop off and pick up times was leading to damage of the verges on the green by the playground. The provision of grasscrete may be a solution and the Clerk would seek advice from the National Trust.

The Clerk's salary review and telephone box would be included on the agenda for the next meeting.

**C/18/055**

**Next Meeting**

Full Council Annual Meeting 19<sup>th</sup> June, 7.30pm at Kelsey Hall.

There being no further business, the Chairman closed the meeting at 21:55.

## **Chairman's annual report 2018**

As for the previous year the business of the PC has been dominated by two main areas

### **Crouchland Bio Gas Ltd and the Neighbourhood plan.**

**Crouchland Bio Gas.** The retrospective planning application was refused by WSCC in 2015 following evidence presented by the Parish council. CBG appealed the decision and this was heard at a 10-day public enquiry in May through July 2017. 10 000 pages of evidence was presented by the attendees, including CBG, WSCC, CDC and the Parish Council joined by Kirdford Parish Council. The parish councils AD and transport expert witnesses gave vital evidence together with the Parish councils own evidence on the impact of the development on the the local communities and our road network, environment and landscape. A huge amount of work was undertaken to prepare documentation with the parish councils solicitors and I would like to thank councillors Paul Jordan and Paul Reynolds, and residents Dave Jordan and Clarissa Bushell for their tremendous effort. Also, the members of the community who turned out every day of the Hearing and those who gave their own evidence, which I believe left the Inspector in no doubt of the residents' legitimate concerns.

In October we received the very good news that the Planning Inspector dismissed the Appeal on all counts and the enforcement action is now in place with removal of all unauthorised equipment by May 2019. However, before the Decision CBG and Crouchland farm went into receivership with CBG owing £39 million. We are aware discussion have been had with WSCC, CDC and the EA by the Administrators representatives concerning future use of the site and the Parish Council will be monitoring the situation closely and pressing for removal of the unauthorised equipment, which makes the capacity of this plant one of the largest in Europe.

**The Neighbourhood plan** has moved forward over the last year. Regulation 14 consultation of 6 weeks was successfully undertaken in September / October. As a result of the consultation with the public and statutory bodies some minor amendments were made to the Plan. Chichester District Council still had some reservations regarding the SEA which were addressed but to give CDC the confidence to take the Plan forward to Regulation 15 and 16, it was decided on the advice of MHCLG to have a Health Check of the Plan by a Planning Inspector. This has now been completed and other than again minor amendments the overall response was positive. However there still remains the significant issue of Chichester District Council continuing to pursue their alternative housing site at Land north of Little Springfield farm Plaistow Road Ifold, which is contrary to the site allocated in the Neighbourhood Plan, Land Opposite the Village Green Plaistow. The Parish Council maintains that the CDC allocation is still unsound and has made further representation. Also the Parish Council has made provision in the NP that two sites should not go forward, effectively doubling our housing allocation for the Parish. But the Health Check Inspector has cast doubt as to the ability to achieve this. A further meeting with CDC and a representative of the MHCLG is planned to resolve this issue so that the Neighbourhood Plan can progress to the next stage toward adoption. It is important to get a NP in place so that we have a means to deal

with future housing allocation, other development within the Parish and to move forward with other objectives in the Plan.

It has been a long and exhausting process and without the continued support and dedicated work by Christine Pierce Gibson in checking and re-checking evidence and keeping the website going, applying for grant aid and all the other administrative tasks we would not have reached this far. Christine has been ably supported by

other Steering group members and in particular Bill Townsend, who again has spent many hours reading and checking material.

In other areas the Parish Council continues to :-

**monitor Gatwick Airport and the flights over this area which continue to be a source of disturbance.** PC is a member of the pressure group CAGNE and receive updates. Over the past year we have actively monitored and as necessary comment on progress to reduce flight noise over this area. Aircraft noise and increased flights has the potential to be the most disruptive and costly impact on this Parish. Councillor Souheil Haddad, is continuing to attend meetings review information and report back to the parish council.

**Foul and Surface Water Drainage** in the Parish continues to be an issue and with continual redevelopment in Ifold pressures will remain. Again, with such an intractable problem Cllr Alan Pearson has been fronting efforts on behalf of the Parish Council with our Clerk to obtain survey work from Southern Water and EA, to identify key areas and where work can be carried out to help alleviate the problem. We hope to be able to apply for grant aid from WSCC to fund improvement works.

#### **The Parish Council has also continued with its other duties:-**

To consider and comment on Planning applications in the Parish and respond to unauthorised development. Cllr Sophie Capsey Chairs the Planning Committee and keeps an eagle eye on planning and enforcement. You may be aware that recently the Secretary of State has found for the redevelopment of Dunsfold Airport which will result in a new village of 1800 -2600 houses, school and light industrial and warehousing.

The PC has continued with usual maintenance commitments, the pond, the green, open areas and play equipment. It responds to the highway authority on road conditions, maintains its Winter Plan for snow clearance and Emergency Plan.

David Lugton has continued to help and advise the Parish Council as our Tree Warden on all matters relating trees and in particular those with TPOs. And the Parish Council thank him for his advice and help.

The Parish Council has continued with its Annual litter pick which has now morphed into a bi -annual litter pick, very ably organised by Cllr Sallie Baker.

Our Clerk Beverley as RFO together with our Finance Chair, Phil Colmer, have worked hard to ensure that the Parish Councils finances have remained sound throughout the past year, despite the quite considerable burden of the CBG Appeal, which has resulted in an increase in the Parish Precept for one year to cover our costs.

I would also like to recognise the service to the community that Tom Michlem gave over his life time and who sadly died last month. He was Chair of this Parish Council for many years and supported the Scouts and Guides, giving the land for the hut. He was always willing to help the community in anyway, last year he allowed us to hold a pop up cafe in his barn and grounds to raise funds for the CBG Appeal representation. He will be missed.

## **Future**

looking forward to the coming year, with hopefully adoption of our NP and to start moving forward with the aims within the plan.

We will also be looking to identify capital projects in the parish which we can undertake with funding coming forward from CIL payments made from housing development in the Parish.

**I would like to take this opportunity to thank** the Clerk and all the Parish Councillors for their work and commitment to the Parish over the past year.