



MINUTES of Plaistow and Ifold Parish Council Annual Meeting held on **Tuesday 16th May 2017**, in Kelsey Hall, Ifold.

Present: Sara Burrell (Chairman); Sallie Baker; Vivien Forwood; Alan Pearson; Paul Jordan; Paul Reynolds; David Ribbens; Souheil Haddad; Nick Whitehouse; Beverley Weddell (Clerk)

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

Apologies: Apologies had been received from Sophie Capsey and Phil Colmer.

C/17/040 Election of Chairman and Vice Chairman

Sara Burrell was unanimously voted as Chairman for the ensuing year. Alan Pearson was unanimously voted as Vice Chairman for the ensuing year.

C/17/041 Declarations of Interest

There were no declarations of interest pertaining to agenda items.

C/17/042 Representations from Members of the Public

Mrs Batchelor and her daughter discussed proposals for the erection of two chalet bungalows to provide independent dwellings for Mrs Batchelor's daughters. Without prejudice, the proposals were well-received by the parish council.

C/17/043 Minutes

The minutes of the meeting held on the 14th March 2017 were approved as a correct record of the meeting.

C/17/044 Chairman's Report

The Chairman advised that the parish council had been allocated a small table at the forthcoming Ifold Day. This would be an opportunity to gather information about drainage/flooding and a possible community shop, as well as to inform residents of the progress of the neighbourhood plan.

The Chairman was hoping to meet Gillian Keegan, the Conservative candidate for Chichester, who had been selected to replace Andrew Tyrie, when she was due to visit the parish that week.

The Chairman advised that Peter Wilding had been elected as the district councillor to replace Denise Knightley. Mr Wilding was based in Lurgashall and it was hoped he would attend parish council meetings.

C/17/045 Report from County Councillor

The Chairman congratulated Cllr Duncton on retaining her seat at the recent County Council elections. Cllr Duncton said that she was happy to be able to continue to represent the parish and also pleased to be chief advisor to

residents, continued her role with in transport and with the fire and rescue service, and would also be on the planning committee.

Cllr Duncton had put in a request for a noise monitor to monitor aircraft noise, with Bob Langley who is our representative on Gatcom.

C/17/046

Updates:-

- a) Crouchland planning and enforcement. The Chairman reported that the planning inquiry was ongoing, having been extended to potentially 11 days. The parish council had budgeted for a six-day inquiry, so there would be budgetary implications.
- b) Neighbourhood Plan. CDC had given their determination on the Screening Opinion, that taking into account potential impact on the Conservation Area and advice from Historic England that an SEA would be prudent, as expected, they concluded that an SEA would be required. A grant application had been approved and a scoping exercise would be carried out by AECOM. Following approval, the scoping report would be sent to CDC, SDNP and the statutory consultees to determine the scope of the SEA. Following the SEA, we may or may not need to amend the neighbourhood plan and then should be able to move forward to the Regulation 14 six-week public consultation, which it was hoped would take place in September.
- c) Assets of Community Value. Regarding Oak Tree Stores, there had been some interest from residents regarding running a community shop. The Clerk would arrange a meeting with Karl Middleton to discuss.
- d) Flooding. Mr Pearson had been trying to get an update from Southern Water regarding any progress with their investigations. Still needed to gather more information about surface water flooding, however, this was difficult following an extended period of dry weather
- e) Trees on the Green. It was agreed that Andrew Gale would be asked to proceed with the work recommended in his survey, however, this would be put on hold until the Autumn. It was agreed that the fencing around the playground would be put in hand.

Clerk

Clerk

C/17/047

New Homes Bonus

It was agreed that Mrs Baker would ascertain the cost of a new marquee, which could potentially be funded by a New Homes Bonus grant.

Mrs Baker

C/17/048

Committees and Individual Areas of Responsibility.

It was agreed that Souheil would replace Paul Reynolds on the Finance Committee. There were no other changes. It was agreed that Planning Committees, when required, would be held at 7pm before Full Council Meetings. Additional meetings would be arranged if required to meet response deadlines that couldn't be accommodated in the planned meeting schedule.

C/17/049

Highway Matters

Matters reported by Members. Some work had been carried out to repair the surface on the Dunsfold Road, but more work was required to repair the carriageway properly. The Clerk would ask Mrs Capsey to follow this up. Japanese Knotweed had been spotted on the Dunsfold Road and Mrs Capsey would be asked to report this to highways.

Mrs Capsey
/Clerk

The Clerk would ask Cllr Dunton whether there was any progress regarding work to be carried out on the pavement outside the Sun and also the pavement in front of Nell Ball. The pavement outside the Sun was in need of urgent attention.

Clerk

Regarding the entrance to Mrs Wiggins driveway, the Clerk would report to Highways. If the parish council does put scalps down, it would be as an act of goodwill and the parish council would not assume responsibility for maintenance.

Clerk

C/17/050 Financial Matters

- a) The Internal Auditor's report had been circulated prior to the meeting and was noted.
- b) Annual Governance Statement 2016/17. This had been circulated prior to the meeting. The council gave authority for the Chairman and the Clerk to sign the statement as approved.
- c) Accounting Statements for 2016/17. This had been circulated prior to the meeting. The council gave authority for the Responsible Financial Officer to sign the statement as approved.

C/17/051 Standing Orders, Financial Regulations and Risk Register

In the light of the amendment to the timing of Planning Committees and potential financial risks due to the Crouchland Planning Inquiry, it was agreed that this item be deferred to the next meeting.

Clerk

C/17/052 Planning Applications

- a) PS/17/01206/TCA Notification of intention to crown raise by up to 3m on 1 no. Field Maple tree. Adams Cottage, Loxwood Road, Plaistow. **No objection.**
- b) PS/17/01264/DOM Demolition of conservatory, replacement extension, front entrance porch and internal alterations. Janda, The Drive, Ifold. **No objection.**
- c) PS/17/01264/DOM First floor side extension and garage conversion with external alterations. Benhams House, Chalk Road, Ifold. **No objection**
- d) PS/17/01284/DOM First floor extension works and internal alterations. The Grunters, Hogwood Road, Ifold. **No objection**

C/17/053 Items for information or inclusion on a future agenda

The Clerk and Mr Pearson would discuss IT issues. The Clerk would set up parish council email addresses for all members.

Clerk/Mr
Pearson

C/17/054 Next Meeting

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

There being no further business, the Chairman closed the meeting at 21:40.