



MINUTES of Plaistow and Ifold Parish Council Meeting held on **Tuesday 17 February 2015** in Kelsey Hall, Ifold.

Present: Sara Burrell (Chairman); Stuart East; Ronnie Perrin; Sallie Baker; Vivien Forwood; David Ribbens; Francoise Lillywhite; Phil Colmer, David Lugton; Nick Whitehouse; Beverley Weddell (Clerk)

West Sussex County Councillor Janet Duncton and 3 members of the public were in attendance.

Apologies: Apologies had been received from Cllr Philippa Hardwick and Cllr Nick Thomas, Chichester District Councillors, and Sophie Capsey.

		ACTION
C/15/015	Public Questions There were no representations from members of the public.	
C/15/016	Declarations of Members' Interests There were no declarations of pecuniary interests pertaining to agenda items.	
C/15/017	Minutes The minutes of the meeting held on the 20 th January 2015 were approved as a correct record of the meeting.	
C/15/018	Chairman's Report There was nothing to report that wasn't covered elsewhere on the agenda.	
C/15/019	Reports from County and District Councillors a) West Sussex County Councillor, Mrs Janet Duncton, reported that, for the fifth year running, WSCC would not be increasing Council Tax. Savings needed to be made but this was being done without the loss of frontline services. WSCC has set up a property company to look at getting income from redundant council-owned properties and have also received planning permission for a new solar farm on council owned land at Tangmere, which would bring in an income. Mrs Duncton had been attending meetings regarding dementia issues, including attending a task and finish group helping CAMS and would keep us informed. WSCC Highways have filled a vast number of potholes and investment in highways has proved its worth as there haven't been so many problems with the roads this winter. In addition, 77 kilometres of gullies have been cleared and 12,000 street lights have been replaced. A lump sum of several million pounds has recently been won from central government and it had been decided this would be used to start improving pavements over the whole county.	

Mrs Perrin enquired what was happening with Boxall Bridge. Mrs Dunton advised that it does have structural damage and that County are liaising with Kirdford and Wisborough Green Parish Councils to find the best way forward. It was unlikely that a decision would be made until the outcome of the Appeal re oil and gas exploration is known.

Mr Lugton commented that although money had been invested in the highways, potholes repaired recently at Roundstreet Common on the B2133 had been patched up but needed repairing again already and this job should be done properly. Mrs Dunton would follow this up.

Mrs Dunton advised that the next Chichester Local Committee meeting would be held on 3rd March at Lodsworth. The Fire Service would present with the new 4x4, before the meeting starts, should anyone want to see how it's equipped.

The Clerk raised concerns that the Dunsfold Road beyond the Shillinglee Road is not on the current gritting route, whereas the Surrey CC section of the road is gritted. Mrs Dunton said that she would look into it.

Mr Ribbens queried whether County could claim costs against the water companies for leaks causing damage to the Highways. Mrs Dunton said she would find out.

C/15/020

Risk Assessment Review

The most recent Risk Assessment had been circulated prior to the meeting. The document was reviewed and it was agreed that the section relating to Quality Status would be removed, amendments were required to relating to SSALC's name change, and the section relating to playground inspections would be updated to incorporate quarterly inspections to be implemented in the next financial year. Subject to these amendments, the Risk Assessment document was approved.

Clerk

Mr Lugton would enquire whether any parish council documents are stored at the bank.

Mr Lugton

Mrs Lillywhite would speak to Brian Gravestock to find out what spare parts he held for the playground.

Mrs Lillywhite

C/15/021

Arrangements for the Annual Meeting of Electors

After discussion, it was agreed that the Annual Meeting of Electors this year would be incorporated into the Annual Meeting in May. The Clerk would cancel the hall booking for 14th April.

Clerk

C/15/022

Updates:-

a) Neighbourhood Plan. The Neighbourhood Plan is in the process of being drafted. Mrs Gibson-Pierce advised that a couple of sections were still awaited from members of the steering group they were assigned to. The Chairman would speak to Mr Frost about costs for a drainage assessment for Ifold, which was an outstanding item. Mrs Gibson-Pierce would contact Brian Gravestock, who may have some good plans of the drainage system. Consideration will be given as to whether the draft should go to a consultant for fine-tuning the policy writing. The Chairman would obtain a quote and the Clerk would apply for funding when new grants should be available from April. Mrs Forwood, Mrs Lillywhite and Mrs Capsey would review the Transport Section.

Mrs Burrell

Mrs Burrell/Clerk

Mrs Forwood/Mrs Lillywhite/Mrs Capsey

b) Crouchlands planning and enforcement. As agreed at the last meeting, the parish council had obtained Legal Opinion from leading Counsel, Stephen Tromans QC. His advice was that if the application went to the planning committee on 3rd February, any decision to approve permission would be unsound and subject to challenge through a judicial review. WSCC were asked to withdraw the application from the agenda and advise how they planned to proceed. The application was withdrawn from the agenda of 3rd February and WSCC had responded to say their response would be evidenced by the officer's report due to be published on 20th February. It was anticipated that the application would go to the 3rd March planning committee meeting with a recommendation to permit.

Following a Freedom of Information request to Ofgem, Mr East and the Chairman were working through information that had been provided regarding funding through a renewable obligations certificate.

Mr East advised that the Environment Agency were investigating pollution from the site and a prosecution was likely to follow.

The parish council would be writing to the planning committee members individually, with the Legal Opinion and letter from CDC.

It was noted that two HGVs are being parked on site over the weekend and this would be reported.

Kirdford Parish Council had agreed to contribute 25% of the legal cost. The Chairman would follow up with Loxwood Parish Council to see if they would also contribute.

c) Community Right to Buy. There was nothing to report.

d) Winter Plan. The Clerk had updated the Winter Plan and this would now be put on the website.

Clerk/Mr East

e) Cricket Club – closure and transfer of assets. The Chairman had instructed solicitors to proceed with the transfer. The Clerk would register the land with the Land Registry.

Clerk

C/15/023

Highway Matters

a) Matters to be reported by members. It was noted that enforcement regarding Melrose should now be followed up as building works are now being carried out on site. The Clerk would follow this up with Fiona Baker.

Clerk

b) Progress on matters previously reported. Highways had responded to the Clerk that they had 'noted' the poor condition of the Dunsfold Road north of Durfold Wood. Foxbridge Lane had been marked up again for repairs, however, no work was expected until the new financial year.

c) WSCC Quick Fix Fund. The Clerk and the Chairman had met with Mike Dare and Fiona Baker and agreed the siting for village 'gateways' to be located at each end of Ifold. They had also discussed the process for reducing the speed limit through Ifold and extending the 30mph limit in Plaistow and Fiona would provide the necessary forms. It was noted that this was likely to be a lengthy process, lasting many years. Speedwatch had also been discussed and it was Mike Dare's opinion that a suitable location for Speedwatch could be found and the Clerk would follow this up with the local police.

Clerk

C/15/024

Financial Matters

- a) Accounts for payment were approved.
- b) Regarding acquisition of RBS Accounting Software, this was proposed by Mrs Perrin, seconded by Mrs Lillywhite and agreed unanimously. Mr Colmer, Mr Lugton and the Clerk would be meeting with Paul Allerton in April to close this year's accounts and prepare the annual return.
- c) It was agreed that Peter Frost be appointed as Internal Auditor.

C/15/025

Correspondence

CDC had written to advise that applications for funding from the New Homes Bonus have to be submitted by end of July and they urged the parish council to begin the process of identifying potential projects. The notional allocation for Plaistow and Ifold was £2700. The Clerk would put this on a future meeting agenda.

CDC had written to advise that is starting work on producing an Infrastructure Business Plan to identify the infrastructure that will be provided to accompany the growth identified in the first five years of the new Local Plan. They were requesting the name of a representative of the parish council to attend a Workshop in April. It was agreed that this would be decided when the exact date of the workshop was known.

Clerk

C/15/026

Next meeting

Tuesday 17th March 2015, 7.30pm at Winterton Hall

Clerk

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