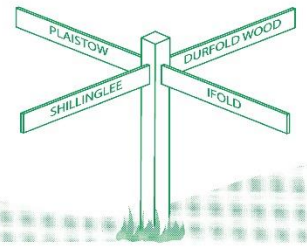


# PLAISTOW AND IFOLD PARISH COUNCIL



**MINUTES** of Plaistow and Ifold Parish Council Annual Meeting held on **Tuesday 19<sup>th</sup> July 2016**, in Kelsey Hall, Ifold.

**Present:** Sara Burrell (Chairman); Sallie Baker; Sophie Capsey; Paul Jordan; Beverley Weddell (Clerk)

Cllr Janet Duncton, Cllr Denise Knightley and two members of the public were in attendance.

**Apologies:** Apologies had been received from Vivien Forwood, Alan Dorman, Phil Colmer, David Ribbens, Paul Reynolds and Nick Whitehouse.

## ACTION

**C/16/076**      **Declarations of Interest**  
There were no declarations of interest pertaining to agenda items.

**C/16/077**      **Representations from Members of the Public**  
There were no representations from the public.

**C/16/078**      **Co-option of a member to fill a Casual Vacancy**  
This item was deferred to the next meeting.

**C/16/079**      **Minutes**  
The minutes of the meeting held on the 28 June 2016 were approved as a correct record of the meeting.

**C/16/080**      **Chairman's Report**  
There was nothing to report not covered elsewhere on the agenda.

**C/16/081**      **Reports from County and District Councillors**  
West Sussex County Councillor Janet Duncton reported that there was funds available for repairing/improving pavements and to advise if any pavements in the parish needed work doing to them.

The County Council is doing a lot of work with looked-after children.

Cllr Duncton advised that an online consultation was being held regarding West Sussex Fire and Rescue Service and the community work they do. It was still likely that the Police Commissioners would be able to take over Fire and Rescue services across the country, which was something WSCC did not want to lose.

Regarding Superfast Broadband, Cllr Duncton reported that 95% of residents in the county had access to fibre optic broadband but there was still a lot of work to be done, particularly in the harder to reach rural areas, including Durfold Wood and part of Plaistow. The parish council asked Cllr Duncton to find out whether anything more could be done to get good broadband speeds across the whole of the parish.

In order to save £2m on Household Waste services, there would be reduced opening times at waste and recycling centres but they would be kept open for five days a week in most cases.

Cllr Duncton attends Gatcom meetings as the reserve for the Highway and Transport Cabinet member.

Chichester District Cllr Denise Knightley reported that the boundary review, which included a proposal for Plaistow and Ifold's District councillors to be reduced from two to one, was likely to be completed and the end of August.

Cllr Knightley was disappointed that nothing could be done via the planning system to ensure that Oak Tree Stores would be re-opened but she would try again to make contact with the owner.

Following the parish council's complaint about CDC's planning website being frequently unavailable, Cllr Duncton would forward the response she had received. The Clerk asked if the parish council could be advised when the website would be unavailable due to planned maintenance.

**C/16/082**

**Updates:-**

a) Crouchland planning and enforcement. There was nothing to report.

b) Neighbourhood Plan. The Chairman reported that the Neighbourhood Plan was progressing well and it was hoped a draft would be available the following week, which would be submitted informally to CDC for their comments. The draft plan would then be considered by the parish council at the September meeting followed by a six-week period of public consultation. In the meantime, work was continuing with AECOM to assess the sites and meetings being held with Hyde regarding affordable housing provision.

Members were asked to consider a proposal for Local Green Space allocation in the plan (proposal document appended to these minutes). After discussion, it was unanimously agreed that the parcels of land proposed for allocation as Local Green Space should be included in the plan.

c) Assets of Community Value. It was agreed the parish council would move forward to try and register the tennis court and nursery school garden. The Clerk will write to the landowner.

d) Flooding. There was nothing to report.

Clerk

**C/16/083**

**Highway Matters**

a) Matters reported by Members. There was nothing to report.

b) To note progress on matters previously reported. Remedial work appeared to have been carried out on the verge in Foxbridge Lane, including grass seed. It was considered unlikely that this was done by WSCC Highways.

The Access Ranger would be visiting the parish in early August and had asked the parish council to identify any footpaths or bridleways requiring attention. Mrs Baker would put a notice on the Ifold blog and village Facebook page.

S Baker

C/16/084	<p><b>Financial Matters</b></p> <p>a) Accounts for payment: Payments were approved, subject to a query regarding the WSCC invoice and the Chairman speaking to Birketts re the Capita invoice. The attached Order for Payments was signed by the Chairman, one Councillor and the Clerk.</p> <p>b) There were no urgent financial matters to report. As agreed at the last meeting. The Clerk had approached BEAT regarding the possibility of them using the balance of the New Homes Bonus allocation to apply for funding towards a defibrillator at Durfold Wood. BEAT had completed the application but had asked whether the parish council would fund the balance of £288 of the cost of the defibrillator cabinet, which was agreed.</p>	S Burrell/Clerk
C/16/085	<p><b>Work to trees</b></p> <p>It was agreed that work should be carried out to crown lift the two large oak trees on the Green, as the branches has grown so low that the grass is dying and they were creating a visual barrier across the Green. The Clerk would get quotes.</p>	Clerk
C/16/086	<p><b>Planning Applications</b></p> <p>After full consideration of the following planning applications, the parish council decided to comment as follows:</p> <p>a) PS/16/02101/TPA Removal of phototrophic stems (overhanging road) on a group of Sweet Chestnut trees (G1) and coppice (overhanging road) on a group of Hazel trees (G2). All rees within Woodland W1 subject to PS/82/00771/TPO. Roughlands, Durfold Wood . <b>No objection.</b></p> <p>b) PS/16/01995/REM Approval of all reserved matters relating to outline application PS/14/02986/OUT. The Olde Garden, The Lane, Ifold. <b>Letter of objection appended.</b></p> <p>c) PS/16/02156/TCA Notification of intention to reduce height down to 1.8m on 1 no. Leyland Cypress hedge. The Sun Inn, Loxwood Road, Plaistow. <b>Letter of comment appended.</b></p> <p>d) PS/16/02219/DOM To remove derelict garages and erect an oak frame cart barn weather board walls and tiled roof for the storage of classic vehicles. Quercus, The Drive, Ifold. <b>Letter of comment appended.</b></p> <p>e) PS/16/02293/DOM Alteration of existing rear window to French doors. Little Killy, The Drive, Ifold. <b>No objection.</b></p>	
C/16/087	<p><b>Items for information or inclusion on a future agenda</b></p> <p>To resolve whether to try and reestablish a cricket club in the village or find a new home for the cricket club equipment. The Clerk would get a quote for renovating the cricket square.</p>	Clerk
C/16/088	<p><b>Next Meeting</b></p> <p>Tuesday 13<sup>th</sup> September, 7.30pm, Full Council at Winterton Hall</p>	
C/16/089	<p><b>Exclusion of Press and Public. Persuant to Procedure Rule 20 and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public were excluded from the meeting during consideration of the following item due to the confidential nature of the business to be transacted.</b></p> <p>a) <b>Legal matters in respect of Crouchland Biogas.</b></p>	

# Plaistow and Ifold Parish Council

Schedule of receipts and order for payments for July 2016

To be approved at the Parish Council meeting on 19/7/16

## RECEIPTS

Payer:	Detail:	Amount:
	<b>Total</b>	

## PAYMENTS

Payee:	Detail:	Amount:
West Sussex County Council	June payroll	£ 831.14
West Sussex County Council	Payroll services April to September '16	£ 43.92
Sussex Land Services	June grasscutting	£ 377.24
Capita	Fee re Les Gornall	£9162.00
B Weddell	Postage stamps	£ 26.40
	<b>Total</b>	<b>£10440.70</b>

## EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting:

Payee:	Detail:	Amount:
		£
	<b>Total</b>	£

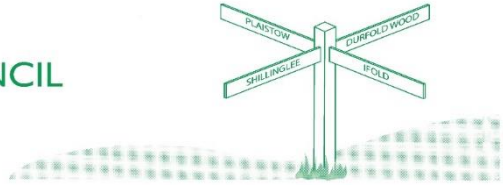
**Total receipts            £0.00**

**Total expenditure      £10440.70**

Signed by Chairman: ..... Date: .....

Signed by Councillor: ..... Date: .....

Signed by Clerk/RFO: ..... Date: .....



22 July 2016

Mr James Cross  
Planning Officer  
Chichester District Council  
East Pallant House  
1 East Pallant  
Chichester  
PO19 1TY

Dear Mr Cross

**Re: PS/16/01995/REM Approval sought of all reserved matters relating to outline application PS/14/02986/OUT. The Olde Gardens, The Lane, Ifold.**

Plaistow and Ifold Parish Council OBJECTS to this application.

The parish council's objection is based on the fact that this is an extremely important key historic site for Ifold and must be redeveloped with considerable care and sensitivity and to a very high quality. This view is supported by your own Historic Buildings Advisor's response to the outline application.

The parish council considers that, as presented, this scheme does not comply with Policy 33 of the Local Plan, nor does it meet the parish local housing need as identified through our Neighbourhood Plan survey.

Plaistow and Ifold Parish Council's objections on the reserved matters are as follows:

**Plots 1 and 2**

Materials: There are some significant changes and omissions from the outline approved drawings, namely:

Clay tiles – tile hanging. The type used have no club tiles to give interest to the elevation as shown on the approved drawing DPA05.

Eaves detail is not open eaves 'cottage style'.

Windows are not specified as timber painted, front door detail does not match that of approved drawing DPA05, cottage style.

No oak detailing referred to for porch details.

No brick plinth detail.

Continued/....

**Clerk: Mrs Beverley Weddell. Tel: 01483 200314.**  
**Lock House Lodge, Knights Lane, Dunsfold GU8 4NU**  
**clerk@plaistowandifold.org.uk**

.../

No bonnet tiles detailed at hips, appears to be ridge tiles, which is not acceptable. Plot 2 now has dormer windows overlooking the rear garden of Plot 3, which is unacceptable loss of amenity.

Plot 1 and 2 have lost chimney stacks, which are an important feature and it would appear the developer is proposing metal flue pipes, which is not acceptable and is not high quality development and contrary to the outline consented scheme.

### **Plot 3**

The design of Plot 3 is entirely different to that approved at outline Drawing DA06. The roof pitch has changed and the ridge height has increased, fenestration detail and materials are different, the style is modern and not in keeping with the historic location of a Victorian walled estate garden. There is development in the roof space and this is not a bungalow as originally proposed. Through our Neighbourhood Plan survey, the parish council has established that we have a shortfall in supply of two and three bedroom properties. We also have an ageing population seeking smaller properties to downsize to from their existing large 4/5 bedroom houses.

Therefore, the parish council requires that Plot 3 remains a 2/3 bedroom bungalow to meet our housing need and to prevent over development of the site. We would draw your attention to DPA07 rev 3 approved in the outline consent showing the heights and relationship of the dwellings.

### **Layout and Landscaping**

The parish council objects to the amendments to the layout and its impact on the historic path. Drawing DPA04 showed all the paths remaining in grass lawn areas, which would retain the significance of the paths. However, the car parking for Plot 2 has been altered so that vehicles will now drive over the historic path layout, which will result in damage and erosion and also interrupts the path's significance. The patio proposed for Plot 2 will also interrupt the significance of the path.

The original historic well on site has not been identified in the scheme and this requires protection.

The historic grape vine, dating from 1815 and recorded from verbal accounts in 1970 as such, on the garden wall has not been identified and requires protection.

The landscaping scheme includes non-native species in planting schemes, particularly hedges. The parish council requests that all planting should be in native species to retain the rural character of the settlement and the native biodiversity. Within the private rear gardens non-native species are acceptable, except for boundary hedging which should be native species. Where fencing is undertaken to road frontage, this should be cleft post and rail to max 1.3m height and no close boarded fencing which would create a strong visual barrier and would not be in keeping with the rural lane frontage.

The parish council would request the officer supply us with all method statements and drawings relating to the paths and walls required under Condition 9 and 10 before construction commences and working practices to protect the historic wall and paths throughout construction for our comment. We would also request that the planning officer/historic advisor makes site inspections to ensure that these working practices are being adhered to.

The parish council would also reiterate our objection to the mass and bulk of Plot 1 and the ridge height of 9.3m, which is not appropriate for the historic setting of the site and being out of character with the majority of two storey dwellings in the area, where ridge heights

average 8m. The existing neighbouring property, Clovers End, is three storey development and is out of keeping so should not be used as a baseline.

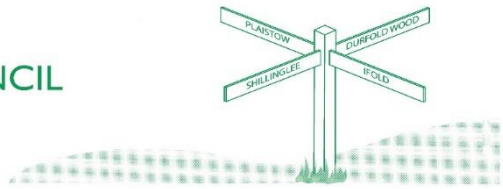
For these reasons, Plaistow and Ifold Parish Council requests that this application be REFUSED.

Yours sincerely

Beverley Weddell  
Clerk to Plaistow and Ifold Parish Council

cc. Cllr Denise Knightley  
Cllr Janet Duncton  
Heather Hall, Historic Buildings Advisor

# PLAISTOW AND IFOLD PARISH COUNCIL



26 July 2016

Mr Henry Whitby  
Planning Officer  
Chichester District Council  
East Pallant House  
1 East Pallant  
Chichester  
PO19 1TY

Dear Mr Whitby

**Re: PS/16/02156/TCA Notification of intention to reduce height down to 1.8m on 1 no. Leyland Cypress hedge. Sun Inn, Loxwood Road, Plaistow.**

Plaistow and Ifold Parish Council notes that this work has already been carried out and the Leyland Cypress trees reduced to approximately 1m.

Due to the sensitivity of the location within the conservation area, the parish council would request that the remaining stumps are replaced with native English hedging.

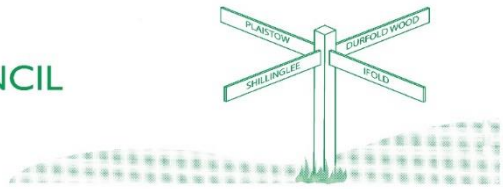
Yours sincerely

Beverley Weddell  
Clerk to Plaistow and Ifold Parish Council

*Clerk: Mrs Beverley Weddell. Tel: 01483 200314.  
Lock House Lodge, Knightons Lane, Dunsfold GU8 4NU  
clerk@plaistowandifold.org.uk*



# PLAISTOW AND IFOLD PARISH COUNCIL



26 July 2016

Mr James Cross  
Planning Officer  
Chichester District Council  
East Pallant House  
1 East Pallant  
Chichester  
PO19 1TY

Dear Mr Cross

**Re: PS/16/02219/DOM To remove derelict garages and erect an oak frame cart barn weather board walls and tiled roof for the storage of classic vehicles. Quercus, The Drive, Ifold.**

Plaistow and Ifold Parish Council has no objection to this application. However, the council would request a condition requiring use of the building is restricted to the storage of vehicles ancillary to the domestic residence.

Yours sincerely

Beverley Weddell  
Clerk to Plaistow and Ifold Parish Council

*Clerk: Mrs Beverley Weddell. Tel: 01483 200314.*  
Lock House Lodge, Knightons Lane, Dunsfold GU8 4NU  
[clerk@plaistowandifold.org.uk](mailto:clerk@plaistowandifold.org.uk)