

MINUTES of Plaistow and Ifold Parish Council Meeting held on **Tuesday 23 February 2016**, in Winterton Hall, Ifold.

Present: Sara Burrell (Chairman); Sophie Capsey; Phil Colmer; Vivien Forwood; Paul Jordan; Paul Reynolds; Beverley Weddell (Clerk)

West Sussex County Councillor Janet Duncton, Chichester District Councillor Denise Knightley and 7 members of the public were in attendance.

Apologies: Apologies had been received from Sallie Baker, David Ribbens and Alan Dormon.

ACTION

C/16/013 **Declarations of Interest**

There were no declarations of interest pertaining to agenda items.

C/16/014 **Representations from Members of the Public**

Mr Karl Middleton and colleagues presented proposals for a residential development scheme for Foxbridge Golf Course. Mr Middleton said that he would welcome idea for development, including ideas for utilising the additional land. He encouraged residents to attend the forthcoming consultation event. The Chairman said that the future of Foxbridge would be considered in the Neighbourhood Plan.

C/16/015 **Minutes**

The minutes of the meeting held on the 12th January 2016 were approved as a correct record of the meeting.

C/16/016 **Chairman's Report**

The Chairman reported that she and Christine Gibson-Pierce were booked to attend a Neighbourhood Planning workshop.

The Chairman expressed thanks to Wisborough Green, Alfold and Loxwood Parish Councils for their donations towards the Crouchland legal fund, and for the continuing support from Kirdford Parish Council.

C/16/017 **Reports from County and District Councillors**

Clr Knightley briefed the parish council regarding the current Electoral Review of Chichester boundaries, which would impact on Plaistow and Ifold from 2019. The intention is to cut the number of district councillors from 48 to 36 and representation in the Plaistow Ward would be cut from two to one. After consideration, it was decided that the proposals were not likely to impact on Plaistow and Ifold and that the parish council would respond that they have no objection.

Cllr Duncton reported that the County Council had resolved to increase council taxes for the next financial year, in order to preserve services. Cllr Duncton also reported that grants via Operation Watershed would be available in the next financial year. This had been a very successful programme, which had enabled parishes to make valuable improvements to surface water drainage issues to prevent flooding and was pleased that it was returning.

C/16/018

Community Support Teams Consultation and Future Partnership Working

The County Council were asking for councils' feedback regarding the possibility of taking over the work currently carried out by Community Support Teams such as clearing ditches and cleaning road signs. It was noted that the proposed scheme differed from Surrey CC's Localism Scheme in that it did not propose any funding for the parish councils and were seeking volunteer workers. It was resolved that the parish council would not take on this extra work and that the Chairman and the Clerk would draft a response.

S Burrell/Clerk

C/16/019

Consideration of the Public Interest test relating to a Freedom of Information Request

Mr Mekitarian of Crouchland Farms had submitted two separate Freedom of Information requests asking for information relating to Crouchland Biogas and Crouchland Farms, the second of which included the following request: *2. All communications (including but not restricted to notes, minutes or records of any meeting or telephone calls, letters and electronic communications) since January 2014 between Plaistow and Ifold Parish Council or its staff or individual councillors and Birketts LLP and Stephen Trowmans QC, and any other legal practices or barristers.*

The Clerk advised that that after seeking the advice of SSALC, she had written to Mr Mekitarian to advise him to resubmit his requests under the Environmental Information Regulations 2004, which is the appropriate legislation for the information he had requested.

At the time of the meeting, the Mr Mekitarian had not resubmitted his request, however the question of the Public Interest test relating to information subject to Legal Privilege was considered. Proposed by Mrs Forwood, seconded by Mrs Capsey and agreed unanimously, it was resolved that it would not be in the public interest for Legal Privilege to be waived in this instance. [Note: Mr Reynolds and Mr Jordan abstained due to their membership of PORE.]

C/16/020

Employer Discretions Policy relating to WSCC Local Government Pension Scheme

It was agreed that the standard LPFA policy would be adopted.

C/16/021

Membership of Association of Parish Councils Aviation Group (APCAG)

After discussion, it was agreed that the parish council would become an Associate Member of APCAG. It was proposed that Mrs Baker be asked to act as liaison.

C/16/022

Updates:-

a) Neighbourhood Plan. The consultation events had taken place, with a good turn out over both days. A minimum return of 28% was expected for the surveys and the survey manager's report was due on 7th March. A Steering Group meeting had been arranged for 14th March to discuss the outcome of the survey and the next actions. Mrs Gibson-Pierce is in the process of getting quotes from consultants for plan writing. The Chairman had submitted the parish council's response to CDC's Site Allocation document, which is appended to these minutes.

b) Crouchland planning and enforcement. The Chairman reported that the parish council's Statement of Case and AD Expert's Report had been submitted to PINS. The hearing is set for 12th and 13th May and would take place at the Assembly Rooms in Chichester. The public were able to attend. PORE had requested to speak and the parish council would take part.

c) Queen's 90th Birthday celebrations. Mrs Baker reported that plans are progressing for the event. The Clerk reported that the parish council had received a grant of £250 from CDC towards the cost of the band, which meant the parish council could offer extra financial assistance if needed.

d) Flooding. Following the reintroduction of Operation Watershed as reported by Cllr Dunton, it was agreed that the Clerk would ask Ifold Estates to seek quotes for upgrading the culvert in The Drive, which it has been reported is a source of surface water flooding. The Chairman reported that Southern Water were carrying out a full review of foul drainage network and the Clerk advised that this should be available in time for the next Alfold Flood Forum scheduled for 13th May.

Clerk

C/16/023

Highway Matters

a) Matters reported by Members. An open manhole cover opposite Woodstock in Plaistow Road, Ifold, was reported.

b) Progress on matters previously reported.
All the potholes reported by the Clerk after the last meeting had been filled.

C/16/024

Financial Matters

a) Accounts for payment:
Payments were approved and receipts were noted. The attached Order for Payments was signed by the Chairman, one Councillor and the Clerk.

C/16/025

Correspondence

a) Plaistow Preschool had written to request permission for the use of village green for the Maypole Fete, which was agreed.

C/16/026

Planning

The following planning applications were considered and after full discussion, the parish council resolved to respond as follows:

PS/16/00123/DOM Removal of existing buildings on site and the construction of a new carers annexe. Keepers Cottage, Oak Lane, Shillinglee.

Letter of comment appended

WA/2015/2395 Part outline proposal for a new settlement with residential development comprising 1800 units, plus a local centre to comprise retail, financial and professional, cafes/restaurant, business uses, two-form entry primary school and all related infrastructure. Dunsfold Park, Stovolds Hill, Cranleigh. It was agreed that the parish council would **object** to this application due to the lack of transport infrastructure. Mrs Capsey and the Clerk would draft a letter of response. It was also resolved that the parish council would join with other parish councils in Waverley and Guildford boroughs in writing a letter to the Secretary of State for Communities and Local Government requesting that he call-in this application on the grounds that it has impacts beyond the immediate area.

S Capsey/Clerk

The Chairman reported that the piggeries at Strudgwick Farm appeared to have been demolished to be reconstructed, which would not conform to condition 5 of the permitted development order. The Clerk would ask Reg Hawks to investigate. The Clerk would also ask Mr Hawks to investigate delivery of a new mobile home at Crouchland Farm and push for enforcement of the other two mobile homes on the site.

Clerk

Clerk

C/16/027 Items for information or inclusion on a future agenda

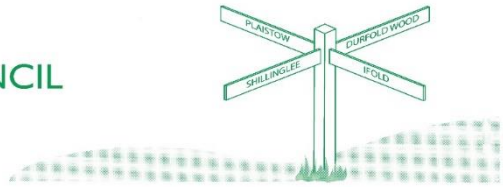
The following items would be included on the agenda for the next meeting:
Pavilion – remedial works
Co-option of parish councillor to fill a casual vacancy
Meeting dates for the next year

C/16/028 Next Meeting

Tuesday 15th March, 7.30pm, Full Council at Kelsey Hall

There being no further business, the Chairman closed the meeting at 22:45.

PLAISTOW AND IFOLD PARISH COUNCIL



25 February 2016

Rachel Ballam
Planning Officer
Chichester District Council
East Pallant House
1 East Pallant
Chichester
PO19 1TY

Dear Ms Ballam

Re: Ps/16/00123/DOM Removal of existing buildings on site and the construction of a new carers annexe. Keepers Cottage, Oak Lane, Shillinglee

Plaistow and Ifold Parish Council has considered this application and would comment that there is no rationale has been given for providing a building of the size proposed for a carer, and that a replacement dwelling on the same footprint of the existing building would be more appropriate.

The parish council notes that a Design and Access Statement is referred to on the application form, however, this document doesn't appear on the website.

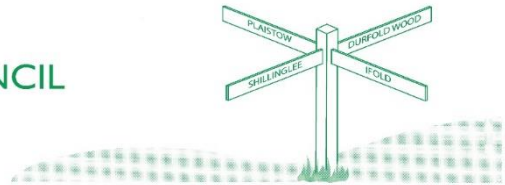
The parish council is concerned that the proposed building constitutes a new dwelling in the countryside, which would be contrary to local and national policies. If the council is minded to grant permission, the parish council would request strict conditions limiting the use to ancillary to the main dwelling for the accommodation of carers or family members only.

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*

PLAISTOW AND IFOLD PARISH COUNCIL



18 February 2016

Mr Mike Allgrove
Planning Policy
Chichester District Council
East Pallant House
1 East Pallant
Chichester
PO19 1TY

Dear Mr Allgrove,

Plaistow and Ifold Parish Council Response to CDC Site Allocation DPD Consultation

Plaistow and Ifold Parish Council have considered the above document and in particular where it relates to the site allocation for this Parish. Please note that we are Plaistow and Ifold Parish Council and not Plaistow Parish Council, as continually referred to in the document.

Firstly, we would like to make a comment on the process, not the methodology.

Background. We registered to undertake a Neighbourhood Plan in November 2013 and we have been working on our Plan through 2014 with limited support from CDC officers. Your officers did assist in one of two walkabouts to view potential sites. Accordingly, they are aware sites have been considered. During 2015 work has slowed because our very limited resources, both voluntary time, and finances, have been directed to contesting a major unauthorised Biogas Plant in the Parish. However, our resolve to complete our Neighbourhood Plan has not waived and has become more pressing following a number of contentious residential planning consents. It is apparent that local development management policies are needed for our Parish. We will be continuing with our Neighbourhood Plan and intend to have it in place by the end of this year.

Process. We have not been advised of CDC timescales to allocate sites. We have not been contacted by any Officer during 2015 to enquire about progress on our Neighbourhood Plan. Or to advise that sites were to be allocated by CDC by the end of 2015. Or that there was a call for sites in July 2015. We only became aware of the situation in early September when a resident of the Parish contacted the Parish Council because she had received a letter from CDC regarding land she owned. We immediately advised CDC Officers that we had identified a number of sites in the Parish as part of our Neighbourhood Plan process and we would be presenting the sites to our residents. We would be allowing them to consider details about the sites and state their preference by way of public consultation sessions and survey. This is nearing completion with a closing date of 22 February and final report from our independent survey manager, Chris Broughton, on 7th March 2016. Due to the Christmas period we were unable to bring our public consultation and survey forward, in order to meet the DPD consultation deadline of 18th February. The consultation documents can be viewed on our Parish Council Website.

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

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The Parish Council must therefore **object** to the current process. There has been insufficient or timely advice to the Parish Council in order that we may properly participate in the process and meet the CDC time constraints.

Site allocation in our Parish: On the sites in our Parish identified by CDC we comment as follows:-

IF08416 Land South of Foxbridge Cottage (North and South) The assessment is accepted, the site is strategic in scale and consequently development for housing would have a significant impact on the surrounding countryside and the Ifold settlement.

IF1504 Land North of Little Springfield Farm: This site is one of the sites currently being consulted on by our Parish residents in our Neighbourhood Plan process. The Parish Council considers that CDC has had insufficient regard for the fact that development here would be outside the settlement boundary and across the Plaistow Road, which forms a physical break between settlement and countryside. If this site goes forward for development, the next door site - IF08416 Land South of Foxbridge Cottage (North and South) - would inevitably come forward for development. The precedent for development South of Plaistow Road would have been created. Also CDC have objected to development of the site to the south at IF1501 Land at Little Springfield Farm, following a planning application for residential development. Some of the grounds for refusal apply equally to Land North of Little Springfield Farm. Therefore, there is an inconsistency in approach and contradictory reasoning from CDC. Insufficient consideration has been given to a lack of facilities and services for this site, the lack of footpath and speed limit of 40MPH on the road. Ifold does have a shop (currently closed for redevelopment) and village hall, both can only be accessed via this busy dangerous road with vehicles constantly travelling in excess of the speed limit. WSCC highways have recently refused to consider a 30MPH limit.

In the DPD only 0.4 hectare of the whole site has been allocated; this gives a density of 22 units to the hectare. This is not considered appropriate in a countryside setting where the average density in Ifold settlement is 6-8 units per hectare. A development at CDC proposed density would be discordant and out of character. Therefore, the Parish council identified 0.8 hectare when consulting with residents. A site map is attached.

IF1501 Land at Little Springfield Farm: The site is currently subject to a planning appeal for 3 dwellings on 0.5 hectare site. The site is too small to meet the Parish housing allocation of 10 units at a suitable density, as detailed above. Development of 5 and under is deemed windfall by CDC and does not count toward the allocation.

IF08371 Land South of Barnwood: This site should not have even come forward as it was previously rejected in earlier site allocation process by CDC in 2010 for being ancient woodland. Its designation will not change. This should be removed from further consideration in the future.

PL1503 Land at Shortlands Copse: Accepted, it is ancient woodland and remote.

PL1503 Land at Shortlands: This is not considered to be ancient woodland; it has been a private residence since 1959. It has been put forward by the Parish Council for consultation with the Parish residents. It adjoins the settlement of Durfold Wood. It is more remote from services and facilities than other sites under consideration, but is the same distance from Plaistow village as IF1504 Land North of Little Springfield Farm. Plaistow is the only settlement in the Parish with a shop, school, church, public house and village hall. A site plan is attached.

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PL1204 Land North of Todhurst: This site has not been sufficiently assessed by CDC. The site is large at 1.36 hectares. The Parish is allocated only 10 dwellings in the plan period. These houses could be accommodated on part of this site away from the sensitive Listed buildings and Conservation Area. Accordingly, part of this site has also been put forward for consultation with the Parish residents. A site plan is attached showing 0.8hectare site which can be accessed out of Ashfield, with consent from Hyde Housing Association and CDC. This site is more sustainable than the CDC preferred site IF1504 Land North of Little Springfield

Farm, it is within safe and easy walking distance of village services and facilities, shop, school, church, public house, sports field, village Green play area and village hall.

Land Opposite The Green Plaistow: This site has not been identified or considered by CDC. The Parish Council/NP Group, in its walkabout in 2014, identified this site, which is part of a larger parcel of land. Because we are allocated only 10 dwellings, again only part of this site has been considered and put forward for consultation with the Parish residents. A site plan is attached. This site is within easy walking distance of village services and facilities, detailed above. The site is located in the centre of the village but outside the conservation area. Development would have a greater impact on the village than PL1204 Land North of Todhurst because of its central location. If selected through the Parish Neighbourhood Plan process development would require very careful and sensitive design.

We understand the need for CDC to allocate sites and the Parish Council is committed to allocating a site to take our housing allocation of 10 units within the plan period 2014 -2029. We have asked that the site is allocated through our Neighbourhood Plan in consultation with our residents. The number of units allocated to this Parish is very small in relation to the annual total for the District. Our neighbouring Parishes, Kirdford, Loxwood and Wisborough Green have completed their allocations through their own neighbourhood plans and allocated more units than required. Therefore, there appears to be no imperative to force a site on this Parish, which may not have local resident support and therefore may not come forward in the Plan period. We have also been informed by the owners of the 3 sites in Ifold and Plaistow, currently out for residents' consultation, that they are not prepared to put their sites forward for development unless it is the preferred site through our Neighbourhood Plan process.

For these reasons we would ask that the DPD document is amended to reflect the current site allocation process in this Parish and to remove IF1504 Land North of Little Springfield Farm as the preferred site. We ask that CDC supports the Parish Council in our Neighbourhood Plan process to bring forward a site to meet our allocation.

We will advise CDC Officers of the outcome of the consultation and which site or sites have been identified and therefore which site or sites the Parish will allocate in the Draft Neighbourhood Plan.

Yours sincerely

Beverley Weddell
Clerk to Plaistow and Ifold Parish Council

cc. Mr N Thomas District Councillor, Mrs D Knightley District Councillor, Ms. V Dobson CDC Neighbourhood Plan Officer, Mrs C Pierce Plaistow and Ifold NP Co-ordinator, Mr C Broughton Survey Manager

Plaistow and Ifold Parish Council

Schedule of receipts and order for payments for February 2016

To be approved at the Parish Council meeting on 23/2/16

RECEIPTS

Payer:	Detail:	Amount:
Plaistow Village Trust	Donation	£15,000.00
Alfold Parish Council	Donation	£500.00
	Total	£15,500.00

PAYMENTS

Payee:	Detail:	Amount:
Blue Dot Display Ltd	NP Display Posters	£ 158.40
Birketts LLP	Professional charges	£6654.12
West Sussex County Council	January payroll	£ 523.69
Newbridge	Christmas tree	£ 60.00
B Weddell	Expenses (webhosting and display boards)	£ 96.31
Greenbarnes Ltd	Plaistow Notice Boards	£ 2346.53
Viking	Stationery	£ 81.72
Christine Gibson-Pierce	Expenses re NP	£ 48.49
	Total	£9969.26

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

Payee:	Detail:	Amount:
Chris Broughton Assoc	Printing costs NP Survey	£ 590.00
SCF Supplied	Velcro for NP Consultation Events	£ 22.74
Chris Broughton Assoc	Postage re NP Survey	£ 423.28
Birketts LLP	Professional charges (on account)	£ 19,680.00
	Total	£ 20,716.02

Total receipts £15,500.00

Total expenditure £30,685.28

Signed by Chairman: Date:

Signed by Councillor: Date:

Signed by Clerk/RFO: Date: