



**MINUTES** of Plaistow and Ifold Parish Council Annual Meeting held on **Tuesday 13<sup>th</sup> September 2016**, in Winterton Hall, Plaistow.

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

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

**Apologies:** Apologies had been received from Phil Colmer and Nick Whitehouse.

## ACTION

- C/16/090**      **Declarations of Interest**  
Mr Ribbens declared a pecuniary interest in Durfold Wood Spinney. Mrs Burrell declared a pecuniary interest in planning application PS/16/02703/TPA.
- C/16/091**      **Representations from Members of the Public**  
Representations from Members of the Public regarding the Neighbourhood Plan were allowed when that item was discussed. There were no other representations.
- C/16/092**      **Co-option of a member to fill a Casual Vacancy**  
One application had been received from Mr Alan Pearson and the council voted unanimously that Mr Pearson be co-opted onto the parish council. Mr Pearson was welcomed to the council and signed his declaration of acceptance of office.
- C/16/093**      **Minutes**  
The minutes of the meeting held on the 19 July 2016 were approved as a correct record of the meeting.
- C/16/094**      **Chairman's Report**  
Following the retirement of Phil at Ifold Motors and the closure of the garage, the Chairman wished to record the parish council's thanks to Phil for his long service to the community.
- C/16/095**      **Reports from County and District Councillors**  
a) West Sussex County Councillor Janet Duncton reported that she had been working with the West Sussex Fire and Rescue Service. Many of the firefighters have been trained medically to offer on the spot attention, not as highly trained as paramedics but all capable of carrying out basic treatment. The county has twelve new firefighter trainees this year, which is the first time for 7 years.

Cllr Duncton reminded the parish council that the Chichester Local Committee meeting would take place on 27<sup>th</sup> in Midhurst. Fire and Rescue services across the country, which was something WSCC did not want to lose.

The county is still looking for foster carers and there may be a need for carers to look after unaccompanied child refugees from Syria.

Cllr Duncton reported that someone new would be starting in Highways in mid-October to replace Joel Sykes.

Cllr Duncton was asked about the new charges coming into force at county municipal waste tips and new restricted opening times. Cllr Duncton explained that the county was required to implement the changes as there was a need to save £1.2m. Other councils in the country who had implemented the charges had not experienced an increase in fly tipping, however, if there was an increase then the situation would be reviewed.

- b) Cllr Denise Knightley reminded the parish council that there would be an All Parishes meeting on 28<sup>th</sup> September, which would include a presentation on Community Land Trusts and home ownership for first time buyers. She said to let her know if the parish council would like any item to be included on future agenda.

Cllr Knightley reported on the new Tesco Bags of Help grant, that provides grant funding up to £5000 for schemes that promote community participation in the use of outdoor spaces.

## **C/16/096**

### **Neighbourhood Plan**

- a) Update: The Chairman reported that the steering group was working through an initial draft of the neighbourhood plan with Colin Smith Planning. The parish council had applied for some additional consultancy advice through DCLG and AECOM had been appointed to carry out a review of steering group's processes particularly in relation to the housing sites, which had led to a further consultation undertaken the previous week. Following that consultation, the steering group had prepared a report which was before the parish council for review. Mrs Gibson-Pierce presented the report, which is appended to these minutes.
- b) Approval of Site Allocations and Green Spaces as proposed by the NP steering group: Following recommendations in the AECOM report, recent changes in government legislation and further viability investigations, the steering group had been required to reconsider the previous agreed site allocations at Land at Little Springfield Farm and Land adjacent to Todhurst. It was now proposed that Land behind the Dairy be progressed as the allocated site in the plan, with Land opposite the Green as a reserve site. After much discussion, including hearing representations from members of the public, it was proposed by Mrs Baker, seconded by Mr Ribbens and carried by a majority vote that the parish council would accept the recommendations in the steering group's report. (There were 7 votes in favour, Mr Reynolds and Mr Dormon abstained.)

<b>C/16/097</b>	<p><b>Updates:-</b></p> <ul style="list-style-type: none"> <li>a) Crouchland planning and enforcement. The Chairman advised that the date of the Planning Inquiry had been put back to the end of April/beginning of May 2017.</li> <li>b) Assets of Community Value. It was agreed the parish council would move forward to try and register the tennis court and shop.</li> <li>c) Flooding. There was nothing to report.</li> <li>d) Cricket pitch. A quote had been received for renovating the cricket pitch to provide 6 wickets to the standard required at a cost of c. £8000; the cost to provide for 3 wickets was c. £5000. It was agreed that this was not a viable option. Mrs Baker would carry out an inventory of the equipment and offer items to by football club and neighbouring cricket clubs.</li> </ul>	<p>Clerk</p> <p>Mrs Baker</p>
<b>C/16/098</b>	<p><b>Highway Matters</b></p> <ul style="list-style-type: none"> <li>a) Matters reported by Members. There was a large pothole on the junction by the church in Plaistow, which Mrs Capsey would report. Mrs Capsey would also report the road collapsing on the bend towards Loxwood Sports Hall. Following representations from members of the public concerned about the safety of Foxbridge Lane, Mrs Capsey would contact WSCC with evidence of skid marks.</li> <li>b) To note progress on matters previously reported. There was nothing to report.</li> </ul>	<p>Mrs Capsey</p>
<b>C/16/099</b>	<p><b>Financial Matters</b></p> <ul style="list-style-type: none"> <li>a) Accounts for payment: Payments were approved. The attached Order for Payments was signed by the Chairman, one Councillor and the Clerk.</li> <li>b) There were no urgent financial matters to report.</li> </ul>	
<b>C/16/100</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>a) Crouchland Biogas had written to invite the Chairman and other councillors to meet Mr Paul Curtis, the new Operations Manager to open a dialogue. A new community telephone number had also been provided and the public were encouraged to report concerns or complaints to the number and leave a message if the line was unattended. It was agreed that the Chairman, Mr Jordan and the Clerk would meet with Mr Curtis. Cllr Denise Knightley and representatives of Kirdford Parish Council may also attend.</li> <li>b) Wellers Hedleys Solicitors had written to advise that the parish council needed to make a decision about whether to pursue Mrs Jenny Hartley to recover the costs incurred relating to a contract with BNP Parabas. It was agreed that the parish council did not wish to incur further legal costs and would instead pursue via the small claims court. The Clerk would forward details to Mrs Baker to pursue.</li> </ul>	<p>Clerk/Mrs Baker</p>
<b>C/16/101</b>	<p><b>Work to trees</b></p> <p>Andrew Gale had provided a quote to crown lift two large Oak trees on the Green, in addition to various other work requested by Mr Lugton, which included producing an inventory of all the trees on the Green, which could then be used to seek further quotes (as three quotes are required). It was agreed that Andrew Gale would be instructed to proceed with producing the inventory.</p> <p>Regarding the trees around Plaistow Pond, it was agreed that we would ask Brian Gravestock to meet the contractor on site when pond growth is due to be cut back in February, to advise the extent of the cutting back required.</p>	

**C/16/102      Planning Applications**

After full consideration of the following planning applications, the parish council decided to comment as follows:

- a) PS/16/02703/TPA Fell 1 no. Oak tree (T5) subject to PS/89/00786/TPO. Wagtails, The Close, Ifold. **No objection.**
- b) PS/16/02724/FUL Proposed stables and tack room. Oakley Grange, Plaistow Road, Kirdford. **No objection.**
- c) PS/16/02759/DOM Ground floor rear extension with a wide set of bi-fold doors and new wider bi-fold doors to replace existing French doors. The Brambles, Chalk Road, Ifold. **No objection.**

Mrs Capsey gave an update report regarding Nell Ball Farm. Court dates are awaited in respect of the enforcement cases. Regarding the Change of Use wastes to land appeal, the Planning Inspector's decision is still pending.

**C/16/103      Next Meeting**

Tuesday 18<sup>th</sup> October, 7.30pm, Full Council at Kelsey Hall

# Plaistow and Ifold Parish Council

Schedule of receipts and order for payments for September 2016

To be approved at the Parish Council meeting on 13/9/16

## RECEIPTS

<b>Payer:</b>	<b>Detail:</b>	<b>Amount:</b>
CDC	Grant for Queen's 90th	£ 250.00
CDC	Precept 2 <sup>nd</sup> instalment	£20,425.00
	<b>Total</b>	<b>£20,675.00</b>

## PAYMENTS

<b>Payee:</b>	<b>Detail:</b>	<b>Amount:</b>
West Sussex County Council	July payroll	£ 469.54
West Sussex County Council	August payroll	£ 1116.08
Sussex Land Services	Grasscutting x 2	£ 754.48
Wellers Hedleys	Legal fee re Principal/BNP Paribas	£ 480.00
	<b>Total</b>	<b>£2820.10</b>

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

<b>Payee:</b>	<b>Detail:</b>	<b>Amount:</b>
C Gibson-Pierce	Expenses and Banners re NP	£ 229.48
Colin Smith Planning	NP consultant	£ 1526.46
	<b>Total</b>	<b>£ 1755.94</b>

**Total receipts £20,675.00**

**Total expenditure £4,576.04**

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

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

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