



**MINUTES** of Plaistow and Ifold Parish Council Meeting held on **Tuesday 12<sup>th</sup> February 2019**, in Kelsey Hall, Ifold.

**Present** Sara Burrell (Chair); Paul Jordan; Souheil Haddad; Alan Pearson; Phil Colmer; Paul Reynolds; David Ribbens; Nick Whitehouse; Sophie Capsey and Vivian Forwood and Catherine Nutting (Clerk)  
Cllr Peter Wilding and Cllr. Janet Duncton were in attendance and twenty-four members of the public.

**Apologies** None to note.

**C/19/022**            **Declarations of Interest**  
No pecuniary interests were declared.

**C/19/023**            **Representations from Members of the Public**  
24 members of the public were in attendance. Representations regarding Crouchlands Farm and the Neighbourhood Plan would be accepted under their agenda headings.  
A Member of the Public sought clarification regarding Oak Tree Stores. The shop is in the same ownership as Foxbridge Golf Course. The owner has offered to undertake the necessary extension works provided his planning appeal is upheld and he is permitted to build 10 houses on the golf course site. The original planning application was rejected by CDC. However, the appeal process awaits the allocation of an inspector.

**C/19/024**            **Minutes**  
The minutes of the following meetings were approved as correct records and signed by the Chair:  
Full Parish Council meeting, 15th January 2019  
Planning Meeting, 5th February 2019

**C/19/025**            **Chairman's Report**  
Cllr. Forwood's resignation was acknowledged and the Parish Council thanked her for many years of diligent service to the community. The Silent Soldier will be stored at Plaistow Church for safe-keeping and reinstated each November for Remembrance Day. A date for the Annual Parish Meeting will be set for March and details will follow shortly. CDC have an online 'Time To Talk' Housing survey. The Parish Council has submitted a consultation response based on local housing need identified through the Neighbourhood

Plan process. The Chair confirmed that she would not be standing for re-election in May.

**C/19/026**

**Reports from County and District Councillors**

Cllr. Janet Dunton set out WSCC's 2019/20 budget plans. Children's Services, Adult Social Care and Special Educational Needs will be prioritised. West Sussex Fire and Rescue Service will merge with Surrey and will receive new vehicles. The Contact Centre at Haywards Heath will be closed. WSCC will fund a care scheme that maintains the elderly in their own homes. The two solar farms in the Chichester area will receive funding; the return is anticipated to be 5%. An initial Community Hub will be set up in Worthing, which will consolidate in one place various services and the vacant buildings can be sold. The proposals will be discussed and put to the vote at a meeting of the full Council on Friday 15<sup>th</sup> February 2019. Council Tax is due to increase by 2%. Fire Break is a scheme in which disadvantaged children spend a week working with the fire service; so far, 1500 children have participated. The scheme is looking for sponsorship. Similarly, the scheme 'Safe Drive, Stay Alive' is also seeking sponsorship to enable it to continue to work with young people following the cuts. The programme highlights the dangers of drink driving or using a mobile phone at the wheel.

Cllr. Wilding advised that CDC have set their 2019/20 budget and council tax will rise by £5 per year for Band D properties; which equates to 10p more per week. CDC have received Artemis Land and Agriculture Limited's submission to the Local Plan Review. Cllr. Wilding has discussed the proposals with CDC Planning Team and confirmed that while the submission did not constitute a planning application, the planning team confirmed that the proposals outlined did not fit with CDC planning policy.

**C/19/027**

**Updates**

a) Crouchland Planning and Enforcement

Regarding the Hardnips Barn Enforcement notice, the file has been closed by CDC Enforcement Department, despite the incomplete removal of the building and the complete failure to remove the hard standing to the front of the structure. The Parish Council will pursue CDC to act, as this is Ancient Woodland with valued understorey.

Chair

On 21st January 2019 the Environment Agency (EA) notified the Parish Council that Crouchland Biogas Ltd (CBL) was put into liquidation by the administrators, FRP on 10th January and they disclaimed the EA Permits to operate. The EA had served an Anti-Pollution Notice on CBL on 8th January requiring the

removal of digestate from Lagoon 3.

Crouchland Farm has now been purchased by Artemis Land and Agriculture Limited (Artemis) save for Lagoon 3, which has reverted to Mr William Luttmann-Johnson. Lagoon 3 will revert to the ownership of the Crown if Mr Luttmann-Johnson declares bankruptcy, as explained to CDC in a planning meeting in September 2018. If ownership of lagoon 3 reverts to the Crown, the EA advise they do not have the remit nor resources to conduct remediation, but will explore ways with interested parties with an aim to ensuring that the environment is protected. Cllr Wilding advised that CDC's legal team state that CDC has no responsibility.

The Parish Council will notify the EA of the new owners and request the Anti-Pollution Notice is served on Mr Luttmann-Johnson. The Lagoon's banks are failing and there is a recognised risk of environmental disaster and much concern from the community. Representation was made by an adjoining land owner about the environmental effects on his property, blocked ditches, dying trees, ammonia and potentially to the wider area running to the River Kird. It is believed that the lagoon banks have slipped further. The landowner was asked to make further representation to the EA. It was agreed the Parish Council will keep up the pressure on the EA and Mr Luttmann-Johnson. Cllr. Wilding was asked to find out who CDC Planners are enforcing the notices against.

An adjoining land owner present at the meeting stated they and several others had made offers to buy Crouchland Farm, including lagoon 3, but these offers were rejected.

A Member of the Public asked for clarification on the corporate structure of the new owners. There seems to be a link between the new owner of Crouchland Farm, Artemis, and the previous financial backers of Crouchland Biogas, Privilege Finance. The Crouchland debt was transferred to a company called West Sussex Agri Ltd, which it is believed is linked to Privilege, or its parent company, Prestige Capital Finance. West Sussex Agri Ltd is the parent company of Artemis. The link between all the companies is a person called Craig Reeves.

Artemis has submitted representation to CDC's Local Plan Review for possible redevelopment of Crouchland Farm to provide agricultural and environmental development, with possible agricultural based workshops, butchery, farm shop, Agritech building for agricultural research, housing/ affordable housing, glamping, equestrian centre and

large country mansion. They have made an assurance that there will be no Anaerobic Digester. Cllr Wilding has discussed the proposals with CDC Planning Team and confirmed it is not a planning application and does not fit with CDC planning policy. The Agricultural buildings will have some permitted development rights, but any future new development must have consideration for the rural community, poor road access, the environment and valued landscape and the housing and economic needs of the parish. There may be some benefits to the community, but we have a responsibility for future generations. Artemis' representation to the local plan review will become a public document once processed by CDC. Cllrs have seen a copy and permission will be sought to put it onto Parish Council website.

The Parish Council has been invited to meet with the Chair of Artemis, Mr Fairbanks-Western, to discuss their plans for Crouchland Farm at the end of February and will report back to the March Parish Council meeting. The Parish Council will also seek clarification of any link between the companies.

#### b) Neighbourhood Plan (NP)

Cllr. Wilding has provided informal confirmation that the NP was unlikely to move to the Regulation 16 consultation stage until after summer 2019. Three other plans will be prioritised ahead of ours and staffing shortages continue to be cited as the primary reason for delay. The Parish Council has been advised by Locality and Aecom to write formally to the Ministry of Housing and Local Government setting out our concerns. Nevertheless, the legislation does not provide a timescale by which CDC must comply; with no regulatory framework the PC has limited options with which to compel CDC to be proactive. Cllr. Wilding suggested writing to planning's complains department. It is essential that the parish has a NP in place due to development pressures, especially large-scale proposals such as the future use of Crouchland Farm. Our NP is being cited in relation to community projects, such as the reordering of Plaistow Church interior. The Parish Council has submitted representations on behalf of the parish to the Local Plan Review. Councillors unanimously resolved to retain the dedicated NP website and pay the annual fee.

Chair

#### c) Flooding& Drainage

The ownership of the Culvert situated in The Drive, Ifold is in question; Southern Water currently dispute it belongs to them. The Parish Council has submitted the plans to Southern Water's legal team and await a response. Southern Water have historically

Cllr. Pearson

maintained and cleaned the culvert annually.

**C/19/028**

**Highway Matters**

a) Matters to be reported by members

Cllr. Capsey

The Parish Council will report the poor state of the entirety of the following roads: Dunsfold/Dungate Road and Shillinglee Road, both in Plaistow. WSCC's Highways department will be asked to contact the National Trust and Landowners regarding undertaking essential maintenance/clearance works to the ditches along Dungate Road to prevent flooding.

There will be two-way traffic signals on Rickmans Lane, Plaistow due to electrical ducting installation, which will begin on 18<sup>th</sup> February until 4<sup>th</sup> March.

The Parish Council has not had sight of a Traffic Regulation Order consultation for Plaistow and Kirdford Primary School to introduce/formalise School Keep Clear road markings and prohibit stopping between 8am and 5pm, Monday to Friday along Loxwood Road, Plaistow. The consultation is open to public responses until 28<sup>th</sup> February. The Parish Council does not anticipate any adverse impact and is supportive of the application. A link to the consultation will be added to the Parish Council website.

Clerk

b) To note progress on matters previously reported

The properties in Ifold with red reflector posts situated in contravention of the Highway Code will be identified and reported to WSCC Highways.

Cllr. Capsey

c) Plaistow Road Speed Limit

The Parish Council has received SW Transport Planning Ltd's report and an approximation of cost to implement the required and recommended signage and road furniture to support the 30mph speed reduction. The Parish Council will consider all available funding options. The parish's TRO application is subject to a consultation period. The police are anticipated to object if the Parish fails to demonstrate the planned installation of adequate signage. As part of this ambitious project is the improvement of the bus stops along Plaistow Road. A resident asked if consideration had been given to pursuing a Community Speed Watch in the area. This option has historically been tabled, but the police advised the road was too dangerous for the public to monitor. However, the Parish Council unanimously resolved to pursue this option again in light of the TRO application.

Clerk  
Cllr. Pearson

d) Road Traffic Collision on 2nd June 2018

The Clerk wrote to the driver on 4<sup>th</sup> February requesting their

Clerk

insurance information. The driver has failed to respond. The Parish Council unanimously resolved to contact the police to seek confirmation on how to move the matter forward.

e) Safer Bus Stop Initiative

The Parish Council awaits confirmation of the outcome of their Strategic Transport Investment Programme (STIP) application. The project will be taken forward as part of the TRO application for Plaistow Road, Ifold and all alternative funding options will be considered.

Cllr. Pearson  
Clerk

f) Highways safety issues:

1. Plaistow and Kirdford Primary School – The Parish Council has written to the School and proposed a round table meeting with WSCC’s Highways Authority. The Parish Council awaits a response. It is anticipated that the improvement of the bus stops within Ifold and general road safety, will increase the number of children using the school bus and alleviate road pressures in Plaistow.

Chair

2. Highways safety improvements – The Parish Council resolved to apply for a TRO to extend the 30mph limit along Rickmans Lane, Plaistow.

Cllr. Pearson  
Clerk

The Clerk will write to landowners in Plaistow and Ifold, as a matter of priority, requesting that they cut their over grown hedges, which are causing obstructions to the highway and public rights of way. Time is of the essence due to the ban on hedge cutting between 1<sup>st</sup> March and 31<sup>st</sup> August due to nesting birds and other wildlife.

Clerk

**C/19/029**

**Financial Matters**

a) Accounts for Payment

The attached Order for Payments was approved and signed.

b) Gift aid tax reclaim

The Village Trust files have been provided to the Parish Council for the gift aid tax reclaim to be progressed on the monies raised for the Crouchland Farm Planning Appeal.

Cllr. Colmer

c) Website

The Parish Council unanimously resolved to commission a new website, which will become a community resource and facilitate communication with Parishioners. A Steering Group will be established to undertake market research and a community consultation to create a design brief before going to tender. A

Clerk

resident notified the Parish Council of a local company who could be approached to assist with the specification and quote for the works.

d) To approve account software training for the Clerk

The Parish Council does not produce Accrual Accounts. Cllr. Colmer and the Clerk will use the Parish Council's accounting software to produce the end of year accounts without recourse to training

Cllr. Colmer  
Clerk

e) To discuss other urgent financial matters, as appropriate

The Parish Council's Precept has been approved. Two payments will be made in April and September.

Clerk

The Parish Council unanimously resolved to pay the price difference for the two new benches, which have increased in price since the New Homes Bonus grant application was made in July 2018.

**C/19/030**

**To approve the Village Design Statement**

This item was deferred to March's meeting. However, in the interim, the Parish Council's draft VDS has been sent to CDC's planning Department to consider when making planning application Decisions. However, they will not use it until it has been formally adopted. Nevertheless, it will always remain guidance, rather than policy. The Parish Council has responded further to CDC's approval of Daracot's application for 1.8m close boarded Fence, despite Parish Council objections.

**C/19/031**

**Community Seating Survey**

The Parish Council will create a maintenance programme for all the benches in need of replacement or repair and obtain quotes for the works. Councillors will consider how many benches to replace at the March meeting.

Clerk

**C/19/023**

**Winter / Emergency Plan – establish a Steering Group to update**

The Chair and Clerk will attend the second part of WSCC's 'What If' Resilience and Emergency training on 13<sup>th</sup> February. The Parish Council resolved to make amendments to the winter/emergency plan, to include a list of willing residents who have the skills/equipment to assist in a local emergency situation and the creation of a secure database of those in need, with their consent. The Parish Council will look at the provisions of the village halls as possible emergency centres. This matter will be progressed after March's meeting.

Clerk  
Cllr. Whitehouse

**C/19/024**

**CIL Project(s) – Ifold Telephone Box**

Enquiries will be made with BT regarding any contribution they might make towards the cost of repainting the Ifold Telephone Box, which the Parish Council purchased from them for £1. The Plaistow

Cllr. Pearson  
Clerk

Telephone Box is a listed building and is currently in use.

The cost of situating a defibrillator inside the Ifold box will be ascertained. Discussion was had regarding the use of the box going forward. A popular idea is a book exchange, although such an idea will require community volunteers to run the project. A resident offered to ascertain the details of a refurbishment company to be considered. It was agreed that a working party should be organised to clear and tidy the general area i.e. bus stop, bench and telephone box.

**C/19/025**

**Gatwick Airport noise monitoring devise and land**

The Parish Council has until March to identify a suitable position for the noise monitoring devise. Both the Kelsey Hall and Ifold Scout Hut committees have refused to situate the devise in their grounds, citing the likely hood of interference/damage from children. A resident who has previously offered their garden as a potential site will be approached.

Cllr. Haddad

**C/19/026**

**Correspondence**

The Community's donations to the four Service Charities collected during the Battle's Over memorial event have been acknowledged. The letters of thanks will be uploaded to the Parish Council website.

The Parish Council received a Freedom of Information request from a resident seeking clarification of any contact with or from the group known as the A27 Alliance. The Parish Council responded within the statutory time period confirming that there has been no formal or informal contact with this group of any kind.

The Parish Council has received notification of Plaistow Play School's Temporary Road Closure application for their annual Maypole Fete on 6<sup>th</sup> May. The Parish Council has no objections. Loxwood Road, Plaistow will be closed between 10am and 5pm from its junction with The Street at the Parish Church south eastwards to the junction adjacent to the village post office and shop at the corner of the village green. Alternative routes around the village are available.

**C/19/027**

**Items for information or inclusion on a future agenda**

The following items will be included on the March meeting agenda:  
The Spring community Litter Pick.  
Public highways.

Clerk

**C/19/028**

**Date of next meeting**

The next Full Parish Council meeting will be held on Tuesday 12<sup>th</sup> March 2019, 7:30pm, Winterton Hall, Plaistow.

Forward planning for the new Parish Council year, full Parish Council

Clerk



meetings will be held every 6 weeks with Planning Meetings scheduled in between on a Wednesday. There being no further matters to consider, the Chair formally closed the meeting at 21.55