

MINUTES OF THE MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL HELD ON TUESDAY 14th May 2013 AT
7.30pm AT Winterton Hall, Plaistow

Present: Cllr Stuart East (SE) - Chairman, Cllr J Kirby (JK) Vice Chairman, Cllr Lugton, Cllr V Forward (VF), Cllr L Goddard and Cllr T Bacon (TB), Cllr S Baker (SB) and Cllr F Lillywhite (FL), Cllr R Perrin (RP)

1 Member of the public was present.

- | | | |
|--------------|---|---|
| C/001/1
4 | To Elect a Chairman for the forthcoming year 2013/2014 | S East |
| 2. | C/002/1
4 To receive the Chairman's Declaration of Acceptance of Office | |
| 3. | C/003/1
4 To receive and note Apologies for absence | D Ribbens |
| 4. | C/004/1
4 To Elect a Vice-Chairman for the forthcoming year 2013/14 | J Kirby |
| 5. | C/005/1
4 To note any Declarations of Interest by Members in relation to the business to be transacted | None |
| 6. | C/006/1
4 To Elect Committee Members and Representatives | |
| | Planning and Open Spaces Committee | D Ribbens; D Lugton; R Perrin, V Forward; S Baker |
| | Finance Committee | D Lugton; D Ribbens; |
| | Communications Committee | S Baker; F Lillywhite; D Ribbens |
| | Footpaths/Rights of Way Officer | R Perrin |
| | Tree Officer | D Lugton |
| | SALC/Petworth Sub-District | D Ribbens |
| | Plaistow Village Trust | S Baker |
| | Durfold Wood Residents Assoc | D Ribbens |
| | Pond Warden | B Gravestock |
| | Winterton Hall Management Committee | S Baker |
| | Representative
Kelsey Hall Management Committee | T Bacon |
| | Representative
Police Neighbourhood Panel | T Bacon |
| | Representative
Any other roles for
consideration/appointment | None |
| | COMMENTS AND QUESTIONS FROM THE FLOOR | None |
| 7. | C/007/1
4 To approve the Minutes of the Parish Council meeting held on 19.03.2013 | Minutes approved and signed by the Chairman. |
| 8. | C/008/1
4 To note any Action Points from the Minutes of 19.03.2013 | R Shepherd quote for AED outside the shop. Model 500 £900 + vat plus battery £50 cost cabinet polycarbonate £400 +vat. Unit needs to be hard wired to electricity and heated.
We need to get BEAT to agree to manage. Agenda Item for 18 June 2013 |

9. **C/009/14** **Chairman's Report, to include urgent matters as appropriate: Inc. Any further update on matters relating to Crouchlands Farm.** Noted: Exhibition Kirdford – Gas fracking Friday 17 May 4 pm to 8 pm and Saturday 18th 11am- 3pm
Farm – smell better situation improved, and Parish has been kept informed by owners. County not prepared to take responsibility as not a waste management issue. Kirdford Parish are managing the issue.
Permitted dev. rights extended to 30 May
Litigation on-going with BNP Paribas and Principal re printer await further action.
10. **C/0010/14** **To receive Reports from County and District Councillors**
Chichester District Council – Cllr Nick Thomas

West Sussex County Council – Cllr Janet Duncton Apologies received.
Cllr Duncton will attend all meetings if possible if not a written report will be sent to the clerk.
NPlan more money allotted by Government. Annual meeting next week. Two representatives needed Chichester 23rd May
Plaiستow conservation area has been approved by Cabinet.
Cllr Duncton is on the committee for rights of way so happy to receive any relevant emails.
Highways please copy any pertinent emails sent to third parties, to Cllr Duncton for reference.
11. **C/0011/14** **To note and discuss Finance Matters, to include:-**
a) To approve the schedule of Accounts submitted for payment* Payments schedule approved.

Payment Schedule

Date	Cheque No	Payee	Classification	£ Amount	£ VAT	£ Net
17/04/2013	002090	SALC	Recruitment Fee	288.00	48.00	240.00
17/04/2013	002091	WSCC	Clerks Salary and Holiday Pay	870.00	0.00	870.00
20/04/2013	002092	Winterton Hall	Hall	231.00	0.00	231.00
20/04/2013	002093	Winterton Hall	Tea Club Hall Hire	52.50	0.00	52.50
23/04/2013	002094	Blueprint	Leaflets NPlan	150.00	0.00	150.00
23/04/2013	002095	S Burrell	Stamps for NP	250.00	0.00	250.00
14/05/2013	002096	AON UK Ltd	Mailshot	1,486.16	84.12	1,402.04
14/05/2013	002097	J Hartley	Annual Insurance	50.40	0.00	50.40
May-13			Clerks Expenses	<u>3,378.06</u>	<u>132.12</u>	<u>3,245.94</u>

- b) *To discuss other urgent financial matters, as appropriate*
Receiver of Bank Statements to be Approved:
Amanda Fিন্নamore
Annual Accounts to be available for Notice duly signed by D Lugton

inspection.
Report of Finance Meeting 14 May
2013

Accounts handed to The Clerk, I & E to be
completed. Accounts to be finalised with the
guidance of Sue Kemp prior to Parish meeting
on 18 June 2013

12. C/012/14 **Neighbourhood Plan – Update** Ifold exhibition - to draw in wider community asking for comments. S Burrell is Chair of Ifold group. 246 people signed visitor's book. Very positive feedback received. Cllr J Duncton advised that a 25 page report is expected.
13. C/013/14 **Highways/Footpaths** Potholes in Shillinglee. The large hole has been dealt with however there are a few more appearing by the Church and by a cottage on the green. NB: WSCC has not dealt with them. Beef unit – there is a drainage problem a ditch is required.
14. C/014/14 **Update on the Jubilee Bench project** D Smith has assured the Parish Council that the work will be done and the two benches will be concreted on and there would be no cost, he will contact Cllr Kirby with a date. Noted: A plaque is required on the benches to commemorate the Diamond Jubilee.
15. C/015/14 **Parish website- update** G Irwin has prepared an initial environment and sent details to the councillors. Two domain names' now registered 1) Plaistowandifold.org and 2) Plaistowandifold.org.uk .Website is an up-to-date model with links and full data search. More content and pictures required. Next stage is to populate text and pictures. Early June start date. Hosting for original site will come up for renewal ending early June and will not be renewed.
16. C/016/14 **Notice Board at Shillinglee** Is in poor state of repair. Replacement has been agreed due June 2013.
17. C/017/14 **To note Matters raised by Members to be placed on the agenda for the next meeting** Wild Flower Meadow
Pond Platform repair
Dog Bins
AED

There being no further business the
Chairman closed the meeting at:
20.55pm

Signed: _____

Next PC Meeting Tuesday 18th June Kelsey
Hall

Date: _____

DRAFT