

PLAISTOW & IFOLD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Winterton Hall, Plaistow on Wednesday, 14th August, 2013 commencing at 7.30 p.m.

Present: Cllr. Mr. Stuart East (Chairman)
Cllr. Mr. John Kirby (Vice-Chairman)
Cllr. Mr. David Ribbens
Cllr. Mr. David Lugton
Cllr. Mrs. Sally Baker
Cllr. Mrs. Francoise Lillywhite
Cllr. Mrs. Ronnie Perrin

In Attendance: Cllr. Mr. Nick Thomas, District Councillor
3 Members of the Public

1. **PUBLIC QUESTIONS** – to receive and note questions, comments or representations made by members of the public.

It was asked if the industrial development at Crouchlands Farm had been given permission by West Sussex County Council. They were advised that Chichester District Council had dealt with these applications. It was believed there were a number of outstanding planning consents that had expired and Mr. Reg Hawks, Enforcement Officer, C.D.C., was looking into these. Permission had been granted for mobile homes for agricultural workers, but now occupied by workers on the industrial plant. It was asked if the Parish Council would be notified of the permissions requested and the decisions made. All these were in the public domain and the Parish Council was a statutory consultee and hence was consulted on all applications within the Parish. The resident stated that the Technical Director had said that waste was only 15% of what went into the bio-digester and was coming down from London. W.S.C.C., was the waste authority, but this site appears to fall between the two authorities. When there was the problem of the smell (that had now been cured to a degree) this had been taken up by C.D.C., Environmental Health, but it was passed to and fro between C.D.C., and W.S.C.C. However, Environmental Health had not received many complaints.

Regarding the land north of Ifold Copse it was asked if there was an identifiable route to further appeal as the current appeal had been lost. The course of action if they want to take this matter further was to go to the High Court, but it would only consider the process, not the planning case, to see if it was dealt with properly. Even if it had not been dealt with properly this would not change the decision, it would go back to the Planning Inspector again and was a very expensive operation.

2. **APOLOGIES FOR ABSENCE**. Apologies for absence had been received from Cllr. Ms. Vivien Forwood, Cllr. Ms. Tanya Bacon and Cllr. Mrs. Janet Duncton, County Councillor.
3. **MINUTES OF THE LAST MEETING** – to resolve that the minutes of the meetings of the Council held on 18th June, 2013 be signed as a correct record. Cllr. Mr. Ribbens Proposed; Seconded Cllr. Mr. Lugton and **UNANIMOUSLY AGREED** that:-

The minutes of the Parish Council Meeting held on the 18th June, 2013 were a correct record of the proceedings thereat. The minutes were then duly signed by the Chairman.

4. **TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE 18th JUNE, 2013.** It was asked if the Cricket Square had been mown. It was confirmed that this had been undertaken. It was wondered why there had been a change of company doing this work. The Chairman advised that the previous company had gone bust and another company had been formed with several members of staff the same. This work would need to go out to tender this year.

5. **TO NOTE ANY DECLARATIONS OF INTEREST BY MEMBERS IN RELATION TO THE BUSINESS TO BE TRANSACTED.** There were no disclosures of interest from Members.

6. **CO-OPTION OF NEW MEMBERS.** Two residents had come forward for consideration for co-option. Mr. Nick Whitehouse who was an active community member and businessman and Mrs. Sophie Capsy had sent her apologies as her husband was bailing on the farm.

Vote in favour of co-opting Mr. Nick Whitehouse. This was **UNANIMOUSLY AGREED.**

Vote in favour of co-opting Mrs. Sophie Capsy. This was **UNANIMOUSLY AGREED.**

These two new Members would need to sign a Declaration of Acceptance of Office and complete a Register of Interests within 28 days of this meeting.

7. **CHAIRMAN'S REPORT, TO INCLUDE URGENT MATTERS AS APPROPRIATE.** The Chairman pointed out that all matters he wanted to raise were included on the agenda.

8. **TO RECEIVE REPORTS FROM COUNTY AND DISTRICT COUNCILLORS:-**

- 8.1 **CHICHESTER DISTRICT COUNCIL.** Cllr. Mr. Thomas reported that the new Community Centre at Midhurst was now complete. There would be a public opening in about May or June, 2014. The building held the Registrar's office, Library as well as leisure facilities and a community centre. He thought this would be a tremendous asset. Westgate Management would bring in up-to-date marketing ideas, so it would be an enhanced project for the whole of the Northern part of the District.

The South Downs National Park building's new roof was well over budget. He was not sure when the building would open. This would have a Tourist Bureau, but would not be open at weekends.

Cllr. Mr. Thomas would be interested in the views of people in Plaistow about the Loxwood Medieval Joust which had been a professionally run show. The Chairman stated that the traffic management had been very good. Cllr. Mr. Thomas stated that there may be more than one such event a year.

8.2 **WEST SUSSEX COUNTY COUNCIL.** Cllr. Mrs. Duncton had presented her apologies.

9. **TO NOTE AND DISCUSS FINANCE MATTERS :-**

9.1 **To approve the schedule of Accounts submitted for payment :-**

Cllr. Mr. Lugton presented the following accounts for payment since the last Parish Council meeting :-

<u>Date</u>	<u>ChqNo</u>	<u>To Whom Paid</u>	<u>Supply</u>	<u>Net £</u>	<u>VAT £</u>	<u>Total £</u>
July, 2013	002106	G. Collier	Tree Work	220.00	44.00	264.00
July, 2013	002107	Sussex Land Services	Grass Cutting	270.00	54.00	324.00
Aug. 2013	002107	Sussex Land Services	Grass Cutting	247.75	49.55	297.30
Aug. 2013	002108	West Sussex County Council	Mrs. J. Hartley's extra hours	525.00	0.00	525.00
Aug. 2013	002109	Sussex Land Services	Grass Cutting	247.75	49.55	297.30
				£1,510.50	£197.10	£1,707.60

These accounts were **UNANIMOUSLY AGREED.**

9.2 **To note any other urgent financial matters :-**

- (a) Linda Breck was doing the bookkeeping (she used to be the Internal Auditor). To enable the new Clerk to settle in Linda Breck would continue to undertake this work for some time. Cllr. Mr. Lugton would write the cheques and whilst doing this Cllr. Mr. East and Cllr. Mr. Kirby would sign the cheques. Cllr. Mr. Lugton would get together with Linda Breck in September to do the six-monthly figures. **AGREED.**
- (b) The Parish Council had not yet received an invoice in respect of the salary for Amanda Finnamore and W.S.C.C., had only set her up on its system at the beginning of August. This was duly **NOTED.**
- (c) A grant application had been received from Winterton Hall to carry out loft insulation and improve energy efficiency. They were looking for £500.00. This was in addition to the grant the Council make. In principle the Council was in agreement with giving this grant, but this should be an agenda item for the next meeting. It was noted the proposed works would be carried out between now and the next Council meeting.
- (d) Felling of trees – The Tree Officer at C.D.C., had put a condition on the permission to fell that replacement trees should be planted in the next planting season which would be October/November and plant either White Beam or Field Maple. They should be planted in the space between where the previous trees were. If there was a protracted dry period the replacement trees would need to be watered once a week. A resident volunteered to do this. It was **UNANIMOUSLY AGREED :-**

To plant White Beams.

10. **JUBILEE BENCH PROJECT** – Cllr. Mrs. Baker reported that the benches had now been installed. Discussion ensued on giving Rob an ex-gratia payment for installing them. Cllr. Mr. Ribbens Proposed the sum of £100.00 should be given but Cllr. Mr. Lugton felt £150.00 would be more appropriate. Vote for giving an ex-gratia payment of £150.00 to Rob **UNANIMOUSLY AGREED**. Cllr. Mrs. Baker should give his name and address to Cllr. Mr. Lugton.
11. **NEIGHBOURHOOD PLAN**. A meeting of the wider group (Plaistow and Ifold) had been held on the 4th July, 2013. No great decisions were made. It was felt to be a good idea if everybody had training and for this to be carried out by an independent external qualified person. All the documents were now together and posted on the website. Cllr. Mrs. Francoise Lillywhite reported that she had spoken to the Glasshouse Charity which had been given a remit by Government to help communities with Neighbourhood Plans; originally they had had funding to help communities but there was none left at the moment. They asked what was wanted and had asked them to give a price for a one-day training event for about twenty people and also give an hourly rate so it could be worked out at what stage help was needed as there was no wish to waste money. Mrs. Marshall suggested that they contact Locality as they had funding available to assist Parishes produce Neighbourhood Plans; grants of £7,000 per Parish were available.

The Chairman pointed out that there was a budget, but there was a need to spend wisely. The proposal was to have a training day for those involved in Planning, members of the Steering Groups, all Parish Councillors and probably a few other people that were playing a role within the process.

Cllr. Mr. Ribbens was concerned that there was a need to get realism from both Plaistow and Ifold that the small amount of development this Parish were being asked to do should be planned for the Parish and not in Plaistow, Ifold, Durfold Wood or Shillinglee. No part of the Parish could be NIMBYish. It was felt that the early meetings in Plaistow may have led to certain expectations that were logistically impractical to meet. The process went through was slightly flawed and there was a need to revisit that. Certain aspects had led to aspirations that cannot be fulfilled. Mr. Richard Wyatt stated that the Plaistow Village Trust had started going ahead and that the conclusion of the people in the area of Durfold Wood, Shillinglee and Plaistow was in favour of more housing being built in Plaistow, not the entire Parish. Mr. Richard Wyatt did not understand why someone had agreed to increase the size of the Conservation Area. This had been done by the C.D.C. Conservation Officer.

Cllr. Mrs. Francoise Lillywhite pointed out that the Neighbourhood Plan was not just about planning. She understood that some of the early presentations had suggested that the plan would not include Ifold. The Neighbourhood Plan would be prepared and include the whole Parish and presented to C.D.C., by the Parish Council. There was a need to move forward positively and need to work together on how we want to see our Parish moving forward.

12. **SALT BINS**. Cllr. Mr. Kirby stated that at the moment there were two salt bins in Plaistow and one in Ifold. Ifold estate was not the Council's remit, but talking about the main roads. There were three other salt bins that had been delivered by mistake and will site them at entrance to Nell Ball, by Chapel and Durfold Wood entrance and use the salt from the hippo bag on the green to fill them up. Mrs. Fiona Baker of W.S.CC., had advised that they would no longer be re-filling salt bins during the winter and therefore there was a need to identify a local farmer to store hippo bags.

13. **TRAFFIC MONITORING AT CROUCHLANDS.** The Chairman had attended a meeting with Kirdford Parish Council regarding the traffic problems experienced in Kirdford, Wisborough Green and Loxwood. Kirdford had asked if this Council would be prepared to contribute towards formal monitoring at Crouchlands Farm to log traffic in and out of the farm. His view, in principle, if going to progress this going to need hard facts. Cllr. Mr. Lugton had spoken with Mrs. Fiona Baker of W.S.C.C., and he had informed her that Foxbridge Lane was breaking up; she sent a team out and it was so bad that they repaired it. Foxbridge Lane had started breaking up again. Mrs. Baker was trying to arrange a site meeting with Cllr. Janet Duncton and she had said that W.S.C.C., could monitor the traffic there. If it was shown that the lorries going to and from Crouchland Farm caused the problems the farm could be told that they have got to pay for the repair of the road on a regular basis, but hard evidence was required to prove that. The structure of Foxbridge Lane was not suitable for heavy lorries. The problem was that if they put a weight restriction on this road then all the lorries would come through Plaistow which would be a worse scenario because of the narrow corner near the School .

The response to Kirdford should be that the Parish Council does want to participate, but needed some idea of the costs involved. The problem needed to be controlled at source, but W.S.C.C., was talking about doing their own monitoring as well.

14. **POND PLATFORM – MAINTENANCE.** Cllr. Mrs. Baker had obtained quotations, but these varied from a basic repair to a re-build of the whole structure :-

Mill Pond quoted for everything to be replaced except the piles in the sum of £1,640.00 plus £425.00 to replace the handrails.

David Porchlands had quoted £800.00.

Shamley Green had quoted £9,173.00.

Rob had quoted to replace everything except the piles in the sum of £853.50.

Cllr. Mr. Kirby declared an interest as Rob was his next door neighbour.

Cllr. Mr. Lugton reminded Members that the Council had a policy of supporting local businesses provided they could do the work to an acceptable standard. Discussion ensued as to whether these contractors held Public Liability Insurance and the limit of such cover. It was **AGREED** to find out what Mr. Rob's Public Liability indemnity was. As Cllr. Mr. Lugton was an ex-insurance person he should be advised of the figure in order to provide the Council with his view of this. It was felt that if he had £5 million cover that would be more than adequate, but £2 million would be more of a concern. Mill Pond should also be asked the same question as they had constructed this originally.

It was not known how quickly either of these companies could do the work, therefore this should be ascertained. As the structure was currently dangerous it was **AGREED** that Cllr. Baker and Cllr. Lugton be given the authority to, if necessary, spend up to £2,065.00 to repair the platform.

The public were duly excluded from attendance during the next two items due to the confidential nature of the business to be transacted.

15. **APPOINTMENT OF NEW CLERK.** Staff matters were exempt information.

16. **BNP/PRINCIPAL.** Contractual/legal matter.

17. **DATE OF NEXT MEETING :-**

- (a) Full Parish Council Meeting – Tuesday, 24th September, 2013 – Kelsey Hall.
- (b) Planning Committee Meeting – 28th August, 2013 – Winterton Hall.
- (c) Finance Committee Meeting – 9th September, 2013 – Kelsey Hall.

Items for next Agenda :-

- (a) Highway – overhanging hedges and potholes.
- (b) Pond tidy up.
- (c) Todhurst.
- (d) Cricket Club – this was impractical to sort out without a Clerk – wait until the new Clerk was on board.

There being no further business the meeting closed at 9.35 p.m.