

**MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL
HELD ON TUESDAY 18th NOVEMBER 2008 AT 7.30pm AT KELSEY HALL,
IFOLD**

Present: Councillors - Mr D. Lugton (In the Chair), Mr D. Clement, Mr S. East, Miss V. Forwood, Mr T. Laidlaw, Mrs R. Perrin, Mr D. Ribbens and Mr D. Wheeler

There were four members of the public present.

The Chairman began by passing on the thanks of John Kirby for everyone's best wishes and kind thoughts, following his recent surgery.

The Chairman introduced Steve Johnson from West Sussex County Council's Highways Department. Mr Johnson began by explaining the change in his role and the changes in the department overall since 1st April 2008; and then invited questions.

The following issues were raised:-

- (a) Lack of cleared grips
- (b) Flooding at :-
 - Charleshurst Farm, opposite the Bus Shelter
 - Kings Copse, Loxwood Road (lifting manhole)
 - Pittsgate
- (c) Potentially dangerous trees on the Loxwood Road between Foxbridge Lane and Ifoldhurst

In response to questions, Mr Johnson confirmed that the Highway maintenance year ran from April to March. An annual Highways Works Programme was drawn up, which was to be discussed at the next County Local Committee (CLC) meeting. The draft programme for 2009/2010 would be available in the first week in January, when there would be an opportunity to comment; although the cash allocation for works would not be confirmed until March. Performance measures of programmed works against achievement were up-dated at each bi-monthly CLC meeting.

Mr Johnson explained that the following year would see a shift of work towards the east of the County. That said, however, there was a surface dressing programme (tar, spray and chip) for the north of the Downs area, which would see most of the main roads in the Parish attended to.

Mr Johnson also explained about the winter maintenance arrangements, particularly winter salting.

The Chairman thanked Mr Johnson for attending the meeting.

Comments and questions from the floor

Mrs Price commented that she was a trained First Responder, currently with the Billingshurst Team. She was looking to create a local Unit and was seeking funding and volunteers to be trained. The Chairman commented that an application for funding could be made from the Parish Council's Community Reserve Fund and that Parish UpDate could be used for publicity.

Mr Shepherd commented on the issue of an application to reinstate FP644 through his property, Kings Copse, on into Hogwood. He commented that the application served no useful purpose.

Mr Ridout commented that the Village Trust had canvassed its members regarding the telephone box at Plaistow. Of the 50 households surveyed, there had been 16 replies. 8 wanted the telephone box removed, 5 wanted to see the box adopted and 3 said it should be kept as a working telephone box.

74/08 Apologies for absence

Apologies for absence were received from Mr J. Kirby (illness)

75/08 Minutes

- (a) The Minutes of the meeting of 22nd July 2008 having previously been circulated, were approved and signed by the Chairman as being a true record, following two hand-written amendments:-
 - (i) the deletion of Mr Wheeler's name from Minute 54/08 (apologies for absence), as he was present
 - (ii) to the penultimate line of Minute 59/08 to read 'energy from waste' plant ...
- (b) The Minutes of the meeting of the Planning Committee of 22nd October 2008 were received and noted.

76/08 Matters arising from the Minutes

There were no matters arising from the Minutes

77/08 Declarations of Interest

There were no Declarations of Interest made

78/08 Chairman's Report – including Urgent Matters, as appropriate

- (a) **Documents received**

Members noted receipt of (a) Southern Water's 2007-2008 Stakeholder Report and (b) information regarding the proposal by the Royal West Sussex and Worthing and Southlands NHS Trusts to merge to form one centrally managed organisation.

(b) Ashpark Brickworks

Members noted that one of the joint owners of the site would be attending the January Council meeting to discuss in an open conversation, the future of the site.

(c) Anonymous Letters

Members noted receipt of the Clerk's Report. Members acknowledged that comments were welcomed by the Parish Council but obviously if given anonymously, could not be responded to.

(d) Plaistow Post Office

The Chairman reported that following comments received about the new Post Office arrangements, he had spoken with the Post Master. The issues discussed were that the Post Office was closing earlier than advertised; and that the Post Master had said that customer visitors were down.

The Chairman reported that as from the New Year, the Post Office would be open on Monday and Tuesday mornings which, according to the Post Master, were the most popular times. Members considered that the Post Office was not promoted enough and that a display board outside Plaistow Stores would boost usage.

The Chairman said that he would pass these comments on.

(e) Coxes Pond

A Pond Clearance Working Party was arranged for Sunday 18th January 2009 at 9.30am, to deal mainly with roadside vegetation.

(f) Footpath 644 – Hogwood Lane

The Chairman reported on a letter from WSCC regarding a request to re-instate part of FP644 running through Brookdene and Kings Copse.

The County Council comments that this part of the route has not been available to walkers for many years and that an alternative route has been used instead. The County Council's view is that the alternative route should be recorded as the footpath in the Definitive Map and that it would not be in the public interest not is it reasonable to reinstate the path. Following discussion

IT WAS RESOLVED

That the Parish Council would support the view of WSCC, as the current line had been in existence for at least 30 years

79/08 Reports of County and District Councillors

County Councillor Duncton commented that (a) he had received requests to investigate the provision of pavements from Durfold Wood to Plaistow and from Kings Copse to Oak Tree Stores; (b) he commented that Oak Tree Stores had been awarded a grant of £2500 for improvements to the shop, but that this might not be taken up; (c) he was aware of the current local feeling regarding the railings at the Loxwood Canal crossing; and (d) whether a group of Parishes could employ a worker to undertake the smaller highway jobs that had previously been mentioned.

80/08 Situation Report on previously reported matters

(a) The Green at Plaistow including Play Area repairs

Members noted that the small remedial works on the play equipment had been undertaken. Mr Gravestock advised that he had also repaired the fence but that this should be carried forward, with a view to a new section being purchased.

Members noted that the new safety surfacing had been installed at the roundabout. It was considered appropriate that a quotation be obtained for the laying of the old tiles at the entrances to the Play Area, from the grounds maintenance contractor.

It was noted that a quotation for a replacement Information Sign was not currently available.

It was further noted that the Licence for the Lower Green had still not been received from the National Trust.

IT WAS RESOLVED

That quotations be obtained:-

- (i) for a new fence section**
- (ii) for laying safety tiles to create a dry surface**
- (iii) for a new information sign**

(b) New Notice Boards

Members noted receipt of the Clerk's Report. The Clerk was able to confirm that the three notice boards would be supplied by Display Developments Ltd in the sum of £1700, including delivery to the Parish, at the end of January.

IT WAS RESOLVED

To note this section of the Report

(c) Village Design Statement and Action Plan

Members noted receipt of the Clerk's Report that this item would be progressed in the New Year.

IT WAS RESOLVED

To note this section of the Report

(d) Resurfacing of the footpath from The Drive to the Loxwood Stream

Members noted that this work had now been completed.

IT WAS RESOLVED

That a letter of thanks be sent to WSCC

(e) Southern Water issues

Mr Gravestock advised that there had been a major discharge in The Ride during the recent rain. Further that a Southern Water engineer was visiting the area the following day.

IT WAS RESOLVED

To note this section of the Report

(f) Dunsfold Park

Councillor East confirmed that an appeal had been lodged in respect of the application which would lead to a Public Enquiry

IT WAS RESOLVED

To note this section of the Report

(g) Parish Web Site

Mr Wheeler commented that the Web Site Working Group had now met twice. Two email addresses had been set up for the site – one for events to be included in the Events Diary and one as a diary for reporting those events. The meetings had been able to synchronise the web site and Parish UpDate and updates were put on the site every Sunday, as appropriate.

IT WAS RESOLVED

To note this section of the Report

(h) Plaistow Telephone Box

Members noted receipt of the Clerk's Report. The Chairman thanked Mr Ridout for his useful information from the Village Trust.

IT WAS RESOLVED

To note this section of the Report

81/08 Finance Matters

(a) Accounts submitted for payment

A schedule of Accounts submitted for payment for the period 30th September 2008 to 18th November 2008 was circulated to Members and is attached to the end of the Minutes.

IT WAS RESOLVED

That the payments submitted for payment be approved

(b) Budget Monitoring to 30th September 2008

Members noted receipt of the Budget Monitoring information sheets.

IT WAS RESOLVED

To note this section of the Report

(c) Date of next Finance Committee meeting

Members noted that this meeting would be held on Thursday 8th January 2009 at 7.30pm at Winterton Hall, Plaistow.

The Chairman asked that Members contact the Clerk with any ideas for potential Capital Projects for the forthcoming year.

(d) Other financial matters

Members noted that the rent due from Plaistow Cricket Club had now been paid

82/08 Freedom of Information Act Scheme

Members noted receipt of the Clerk's Report. Following discussion

IT WAS RESOLVED

(a) That the Model Scheme of Publication be adopted by the Parish Council to become operational on 1st January 2009

(b) That the means of publishing the information be considered by the Web Site Working Group at the Group's next meeting on Monday 15th December 2008

83/08 Communities in Control – Consultation Paper

Members noted receipt of the Clerk's Report. Following discussion

IT WAS RESOLVED

That the document be discussed by Councillors Lugton and Ribbens, with the Clerk on Tuesday 2nd December 2008 for a response to be formulated and circulated to Members for approval

84/08 Highway Matters

There were no further items for discussion following the talk by Steve Johnson, earlier in the meeting.

85/08 Planning

Members noted that the two planning applications were not available for the meeting.

IT WAS RESOLVED

That Councillors Lugton and Wheeler consider the applications and pass any comments to the Clerk

Members noted receipt of the schedule of planning applications received and decisions made since 22nd October 2008.

Members noted receipt of information regarding Prejudicial and Personal Interests in the event of a Planning Application being made by a fellow Councillor

86/08 Matters raised by members from the previous meeting

Councillor East – Parish Christmas Decorations and Christmas Trees

Members considered that, as in previous years, Christmas Trees be provided for both Plaistow Stores and Oak Tree Stores; and in the event of the lights purchased for the previous owner not being available, a new set to be purchased.

IT WAS RESOLVED

That two Christmas Trees be purchased, to a maximum of £75 for each shop; and Christmas lights for Oak Tree Stores if required

Councillor Wheeler – (a) Alternative sites for PreSchool Fete

Members considered that the PreSchool should not be encouraged to move the fete from the Village but that it should be explained what might happen in the event of heavy rain, making The Green unuseable. Following discussion

IT WAS RESOLVED

That a letter be sent to Plaistow PreSchool at an early stage.

(b) Grass cuttings around trees on The Green

Councillor Lugton, as Tree Warden, undertook to monitor the situation

87/08 Dates of next meetings -

Finance Committee –

Thursday 8th January 2009 at Winterton Hall, Plaistow

Council –

Tuesday 13th January 2009 at Winterton Hall, Plaistow

There being no other business, the Chairman closed the meeting at 9.40pm