

**PLAISTOW AND IFOLD PARISH COUNCIL
CLERK'S REPORT
FOR MEETING ON MONDAY 16th MARCH 2009**

4. Declarations of Interest by Members

Members may make any Declarations (personal or prejudicial) at this point of the meeting but they must, in any event, be declared, including the nature of the interest, before commencement of discussion of the relevant agenda item.

If the interest declared is Prejudicial, Members are reminded that they must take no part in the item at all and must leave the room until the conclusion of any discussion and the decision is made. Those Members who do declare a Prejudicial interest, however, are permitted to speak on the issue at the time set aside for Comments and Questions from the Public.

5. Chairman's Report

At the time of writing, the Chairman has nothing to report.

7. Finance

(a) Accounts for payment

A schedule of accounts for payment from 13th January 2009 TO 16th March 2009, also detailing monies received, will be available at the meeting

RECOMMENDATION

Members are asked to approve payment of the accounts

(b) Budget 2009/2010

Members have been circulated with the minutes of the Finance Committee meeting held on 10th February 2009; a re-drafted final page of the refined Budget; and a re-drafted Precept requirement sheet.

RECOMMENDATION

Members are asked to approve the refined Council budget for 2009/2010.

8. Remit of the Finance Committee

The current Standing Orders in respect of the Finance Committee are as follows –

(ii) FINANCE COMMITTEE

To consist of three Members, with the Chairman and Vice-Chairman as *ex officio* Members, meeting in December and at other times as may be required, and responsible for the following -

- (a) Council Budget preparation
- (b) Council Budget Monitoring
- (c) Preparation of Annual Accounts for Council approval
- (d) Internal Audit Controls
- (e) Insurance arrangements
- (f) Financial Regulations – for approval by Council
- (g) Financial Risk Assessments

The question of extending the remit of the Committee to deal with the approval of grants and staffing issues was discussed by the Parish Council at the May 2008 Council meeting. The Resolution of Council at that time was “That the approval of grants and staffing issues be initially considered by the Finance Committee but remain the responsibility of full Council”.

The view expressed by Council at the time, whilst not reflected in the Minutes, was that, because of the size of the Parish Council, there was no desire to see any delegation of decision making to the Finance Committee; and that the Committee’s remit remain in an advisory capacity.

Members are asked to note that any changes to the remit of this or any other Council Committee would require a change to Standing Orders.

RECOMMENDATION

Members’ views are sought

9. Plaistow 2009 Maypole Fete

Members are asked to note that notification has been received from Chichester District Council of the Pre-School’s application for a Road Closure from 12noon to 6pm on Monday 4th May for their annual fete.

Permission is also being sought from the Pre-School to hold the fete on The Green. The PreSchool has been advised that to avoid the events of 2008, both they and representatives of the Parish Council should meet well in advance of the date of the fete to discuss their arrangements.

At the time of writing the Report, any alternative arrangements for the fete that may be in place are not known. It is anticipated that an update will be available for the meeting.

RECOMMENDATION
Members' views are sought

10. Ifold Estate Roads Speed Limit

This agenda item is at the request of Councillor Lugton, who will advise Members of the current situation.

11. Situation Report

(a) The Green, Plaistow including Play Area Repairs

A quotation has been received for the laying of the recovered Matta safety tiles (from the roundabout) at the two entrances into the Play Area, in the sum of £405, plus VAT.

The quotation is qualified by stating that "the only way to produce a satisfactory standard of workmanship on this project is to excavate each entrance, lay a concrete base and apply the tiles to the wet base".

RECOMMENDATION
Members' views are sought

The quotation for a new Play Area sign will be available at the meeting.

Members are asked to note that the Licence for the Lower Green has still not been received from the National Trust.

RECOMMENDATION
Members are asked to note this section of the Report

(b) New Notice Boards

The new notice boards will be delivered to the installation contractor during the week of 9th March 2009.

RECOMMENDATION
Members are asked to note this section of the Report

(c) Parish Action Plan and Village Design Statement

Members are asked to note that this matter has not been progressed.

RECOMMENDATION

Members are asked to note this section of the Report

- (d) **Information regarding Dunsfold Park**
Currently, the Clerk has no information to report.

RECOMMENDATION

Members are asked to note this section of the Report

- (e) **Parish Web Site**
The meeting of the Web Site Working Group arranged for 19th January 2009 did not take place, a further meeting has yet to be arranged.

RECOMMENDATION

Members are asked to note this section of the Report

- (f) **Annual Meeting of Electors – 21st April 2009**
Arrangements are in hand for Jane Price to act as speaker for this meeting; with the main thrust of her presentation to find volunteers for the First Responder Unit for Plaistow.

RECOMMENDATION

Members are asked to note this section of the Report

12. Highway Matters

A letter has recently been sent to WSCC Highways Department regarding grips, the trees on the Loxwood Road, the general condition of the roads and other issues raised. It is anticipated that a response will be available for the meeting.

RECOMMENDATION

Members are asked to note this section of the Report

- 13. Date of next Council meeting -
Tuesday 12th May 2009 at Winterton Hall, Plaistow**

Sue Kemp – Parish Clerk
9th March 2009