

**MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL  
HELD ON TUESDAY 12<sup>th</sup> MAY 2009 AT 7.30pm AT WINTERTON HALL,  
PLAISTOW**

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

**C/001/09 Election of Chairman for the forthcoming year**  
Mr Lugton was nominated to be Chairman for the forthcoming year, which he accepted. There were no other nominations.

**IT WAS RESOLVED**

**That Mr Lugton be appointed as Chairman for the forthcoming year**

**C/002/09 To receive the Chairman's Declaration of Office**  
Mr Lugton duly signed the Chairman's Declaration of Office

**C/003/09 Apologies for absence**  
There were no apologies for absence

**C/004/09 Election of Vice-Chairman for the forthcoming year**  
Mr Kirby was nominated to be Vice-Chairman for the forthcoming year, which he accepted. There were no other nominations.

**IT WAS RESOLVED**

**That Mr Kirby be appointed as Vice Chairman for the forthcoming year.**

The Chairman thanked Mr Kirby for his work as Chairman over the past years

**C/005/09 Election of Committee Members and Representatives**

**Planning Committee** Mrs Forwood, Mr Gravestock, Mrs Perrin, Mr Ribbens and Mr Wheeler

**Finance Committee** Mr Clement, Mr East, Mr Laidlaw and Mr Wheeler

**Recreation Ground/Open Spaces/Rights of Way Working Group**

Mr Gravestock, Mr Laidlaw, Mrs Perrin and Mr Ribbens

**SALC/Petworth Sub-District**

Mr Ribbens

**Winterton Hall MC**

Mr Clement

**Kelsey Hall MC**

Mr Laidlaw

**Plaistow Village Trust**

Mr Laidlaw

**Durfold Wood Residents' Association**

Mr Ribbens

**Tree Warden**

Mr Lugton

**Pond Warden**

Mr Gravestock

The Chairman and Vice-Chairman, *ex officio*, are members of all Committees

**IT WAS RESOLVED**

**That Committee membership and representation on outside bodies etc. be as listed above**

**COMMENTS AND QUESTIONS FROM THE FLOOR**

There were no comments or questions from the floor

**C/006/09 Minutes**

- (a) The Minutes of the meeting of 16<sup>th</sup> March 2009 having previously been circulated, were approved and signed by the Chairman as being a true record.
- (b) The Minutes of the Annual Meeting of the Electors of the Parish held on Tuesday 21<sup>st</sup> April 2009 were approved and signed by the Chairman as being a true record
- (c) The Minutes of the meetings of the Planning Committee of 11<sup>th</sup> March 2009, 8<sup>th</sup> April and 30<sup>th</sup> April 2009 were received and noted.

**C/007/09 Matters arising from the Minutes**

There were no matters arising from the Minutes

**C/008/09 Councillor Vacancy**  
Members noted receipt of the Clerk's Report that Councillor Ryder had resigned from the Council. The set procedure for filling the vacancy was noted by Councillors

Members asked that a letter of thanks be sent to Mrs Ryder thanking for her contribution to and work for the Parish Council

**IT WAS RESOLVED**  
**That the Report be noted**

**C/009/09 Declarations of Interest**  
No Declarations of Interest were made

**C/010/09 Chairman's Report – including Urgent Matters, as appropriate**  
Members noted the circulated Chairman's Report giving information regarding Compass Bus Service timetables, Public Sector Equality duties, the forthcoming annual Play Area inspection by RoSPA and documents/publications received

**IT WAS RESOLVED**  
**That the Report be noted**

**C/011/09 Reports of County and District Councillors**  
**District Councillor Andrews** commented on financial issues at the District Council and the current Services Review being undertaken. He also commented on Police activity in the area.

**District Councillor Hooton** reinforced Mr Andrews' comments.

**County Councillor Duncton** commented on the ongoing Service Review at the County Council, recent information received regarding Finger Post signing and the forthcoming County and European elections on 4<sup>th</sup> June. He concluded by commenting that visits could be arranged to the new Recycling Centre at Ford.

**C/012/09 Finance Matters**  
**(a) Accounts submitted for payment**  
A schedule of Accounts submitted for payment for the period 16<sup>th</sup> March 2009 to 12<sup>th</sup> May 2009 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) **Approval of accounts for the financial year 2008/2009**  
Members noted receipt of the Clerk's Report, together with (a) Budget Monitoring to 31.3.2008 (final outturn); copy Sections 1 and 2 of the Annual Return; Bank Reconciliation to 31.3.2009; Income and Expenditure Account at 31.3.2009; and Balance Sheet at 31.3.2009.

Members also noted that the Council had been randomly selected by the external auditor for a 5% spot check, which would be undertaken by considering the Council's responses to 15 pre-set questions. Members noted that the 2008/2009 accounts were required to be approved by Council by 30<sup>th</sup> June 2009.

Following brief discussion

**IT WAS RESOLVED**

- (a) **to refer the Council's responses to the 15 questions to the Finance Committee for ratification**  
(b) **to defer the approval of the 2008/2009 accounts to a meeting of full Council, to be arranged before 30<sup>th</sup> June 2009**
- (c) **Appointment of an Internal Auditor for 2008/2009**

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

**IT WAS RESOLVED**

- (a) **That Mrs Linda Maidens be appointed as internal auditor to the 2008/2009 accounts**  
(b) **that a Report be prepared for the July Council meeting outlining alternative arrangements for consideration**

- (d) **Date of next Finance Committee meeting**

Following discussion

**IT WAS RESOLVED**

**That the date of the next Committee meeting be Thursday 11<sup>th</sup> June 2009 at Winterton Hall.**

**C/013/09 The Power of Well Being**

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

**IT WAS RESOLVED**

**That the Parish Council would not seek eligibility to operate under the Power of Well Being**

**C/014/09 Situation Report on previously reported matters**

**(a) The Green at Plaistow including Play Area repairs**

Members noted receipt of the Clerk's Report. It was noted that the new sign had been installed.

Members noted that the National Trust was intending to arrange a volunteer working group for work at Todhurst on the weekend of 18<sup>th</sup>/19<sup>th</sup> July 2009 (weather permitting) to clear and tidy the area. It was noted that the event would be publicised in the Parish.

Members noted that the proposed Licence to the Parish Council in respect of the Lower Green was now being prepared

**IT WAS RESOLVED**

**To note this section of the Report**

**(b) Plaistow PreSchool Fete**

Members noted that the Plaistow PreSchool Fete had taken place on 4<sup>th</sup> May and had been very successful, both in numbers attending and in funds raised for the PreSchool.

Members expressed concerns regarding the climbing of the central oak tree by a company of Tree Surgeons and also a display of log splitting. Members considered that inadequate safety precautions had been taken with regard to a clearance area around the activity. It was noted that the permission had not been sought for this; nor had a Risk Assessment been provided to the Parish Council. It was further noted that a gazebo had become untethered and had blown into the Play Area. There, fortunately, had been no injuries.

Following discussion

**IT WAS RESOLVED**

**That a letter be sent to Plaistow PreSchool detailing the Parish Council's concerns**

- (c) **Parish Action Plan**  
Members noted that this issue was still to be progressed.

**IT WAS RESOLVED**  
**To note this section of the Report**

- (d) **Dunsfold Park**  
Members noted that this issue was ongoing

**IT WAS RESOLVED**  
**To note this section of the Report**

- C/015/09 Highway Matters**  
Members noted that all previously reported matters were on-going and that a response was awaited from WSCC.

Members noted that a serious accident had occurred the previous Sunday in Rickmans Lane, at the entrance to Crouchlands. Following discussion

**IT WAS RESOLVED**  
**That the Clerk reiterate the Council's concerns regarding the over spillage of gravel from the farm driveway into the carriageway and the pothole that had not been repaired.**

- C/016/09 Matters raised by Members for the next meeting**  
**Councillor East – Quality Council status**

- C/017/09 Date of next meeting -**  
**Tuesday 21<sup>st</sup> July 2009 at 7.30pm at Kelsey Hall, Ifold**

**Note – Finance Committee – 11<sup>th</sup> June 2009**  
**Council meeting – to be arranged (before 30.6.2009)**

There being no other business, the Chairman closed the meeting at 8.45pm

..... Signed

.....Dated