

**MINUTES OF A MEETING OF PLAISTOW AND IFOLD PARISH COUNCIL  
HELD ON TUESDAY 21<sup>st</sup> JULY 2009 AT 7.30pm AT KELSEY HALL, IFOLD**

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

**COMMENTS AND QUESTIONS FROM THE FLOOR**

There were no comments or questions from the floor

- C/027/09 Apologies for absence**  
Apologies for absence were received from Mr S. East (business) and Mrs R. Perrin (illness)
- C/028/09 Minutes**  
The Minutes of the Parish Council meeting of 23<sup>rd</sup> June 2009 having previously been circulated, were approved and signed by the Chairman as being a true record.
- C/029/09 Matters arising from the Minutes**  
There were no matters arising from the Minutes
- C/030/09 Declarations of Interest**  
No Declarations of Interest were made
- C/031/09 Chairman's Report – including Urgent Matters, as appropriate**
- (a) Wey and Arun Canal Trust**  
Members noted that work would commence in July on the installation of a culvert under the canal near Southlands Lock. The work would be completed by next summer.
  - (b)** The Chairman read a letter of thanks from John and Vickie Kirby for the presentation evening arranged by the Council to mark John's retirement as Chairman
- C/032/09 Parish Councillor Vacancy**  
Members noted that one application had been received, from Mrs Lorraine Goddard. Unfortunately, Mrs Goddard was not able to present at the meeting. Following brief discussion

**IT WAS RESOLVED**

**That the filling of the vacancy be deferred to the September meeting**

**C/033/09 Reports of County and District Councillors**

**County Councillor Chris Duncton** reported that the new Council session had begun in full following the election; and that he had been appointed as Deputy to the Cabinet Member for Highways. He further commented that the biggest challenge facing the Council was to save 5% of the Council's total Budget over the next two years but continue to maintain services. He concluded by commenting that the new recycling plant at Ford was now officially open and fully operational; and would be open to visitors from mid-September.

The Chairman congratulated Councillor Duncton on his appointment; and the Council expressed their thanks to WSCC for the recent highway works undertaken in the area.

**District Councillor John Andrews** commented on financial issues and the recent review of staffing levels at the District Council. He commented that Sam Howes, Rob Benny, Mike Kelly and Gary Robertson were all leaving; together with the Director of Finance. He commented that this represented a saving of £300,000, which was 10% of the current target of savings to be found on the Budget. He concluded by commenting that he had been appointed to the CDC Governance Group.

**C/034/09 SITUATION REPORT**

Members noted receipt of the Clerk's Report -

**(a) Parish Action Plan and Village Design Statement**

Members noted that this issue had not been progressed

**(b) Information regarding Dunsfold Park**

Members noted that there was no current information available.

**(c) Entrance Gates to the Play Area**

Members noted that the Parish Council's grounds maintenance contractor had promised that the laying of the safety tiles (from the roundabout) at the entrance gates to the Play Area would be undertaken by the end of July.

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

**C/035/09 Finance Matters**

**(a) Accounts submitted for payment**

A schedule of Accounts submitted for payment for the period 23<sup>rd</sup> June 2009 to 21st July 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) Budget Monitoring – 1.4.2009 to 30.6.2009**

Members noted receipt of the Budget Monitoring Information sheets and supporting notes; together with a Bank Reconciliation for the first quarter of the financial year.

**IT WAS RESOLVED**

**To note the Budget Monitoring information**

**(c) Community Reserve Fund Grant Application by the Ifold and Plaistow Afternoon Tea Groups**

Members noted receipt of the Clerk's Report. Members noted that the Groups wished to provide a joint excursion for their members to Worthing and were seeking a grant for the cost of the coach. Members noted that the cost of a 57, 53 or 47 seat coach for a minimum hire of 8 hours was £345. Following discussion

**IT WAS RESOLVED**

**(a) That a grant from the Community Reserve Fund in the sum of £345 be approved, and**

**(b) That the order be placed by the Parish Council on behalf of the Groups, so as to avoid undue pressure on the Groups' financial circumstances**

**C/36/09 Review of Insurance arrangements**

Members noted receipt of the Clerk's Report giving details of the received quotation. It was noted that the new premium would be £1258.09 (pro rata for the current year). Following discussion

**IT WAS RESOLVED**

**That the quotation be accepted**

**C/37/09 Ashpark Brickworks**  
Members noted receipt of the Clerk's Report. Members noted the District Council position that the site must be retained as an industrial site and residential development would not be allowed. Following discussion

**IT WAS RESOLVED**

**That a meeting be arranged between the Parish Council (Chairman, Vice-Chairman and the Clerk in attendance) and officers of Chichester District Council**

**C/38/09 Councillor and Staff Training**  
Members noted receipt of the Clerk's Report.

It was noted that five Councillors (Councillors Forwood, Gravestock, Kirby, Perrin and Wheeler) would be attending the Training Evening at Wisborough Green on 12<sup>th</sup> October 2009.

Further, that arrangements were being made for the Chairman to attend a Chairman's course; and that the Clerk would be attending the Clerk's Training Day in Pulborough on 28<sup>th</sup> September 2009.

**IT WAS RESOLVED**

**To note this section of the Report**

**C/039/09 Re-accreditation of Quality Status**  
Members noted receipt of the Clerk's Report, detailing the process of re-accreditation and the impact of Quality Status on all Parish and Town Councils. Members noted the financial costs so far incurred and noted that the revenue from Newsletter advertising would be offset against the given costs. Members considered that a Newsletter and Web Site would have been in place, even if the original Quality Status application had not been made. Following discussion

**IT WAS RESOLVED**

**That the Parish Council would continue to re-accreditation in May 2010**

**C/040/09 Annual RoSPA Inspection Report on the Play Area**  
Members noted receipt of the Clerk's Report and the copy of the body of the RoSPA Report. It was noted that Councillor Gravestock had already undertaken some of the works, for which the Chairman expressed the thanks of the Council. Following discussion

**IT WAS RESOLVED**

- (a) That a new swing seat be purchased
- (b) That a representative from Wicksteeds be invited to inspect the retaining pole of the swing set
- (c) That a quotation be obtained for a replacement section of fence
- (d) That Councillor Gravestock and the Clerk liaise in respect of other identified works

**C/041/09 National Trust Matters**

- (a) **Licence for the Lower Green**  
Members noted receipt of the Licence now received from the National Trust. Following discussion

**IT WAS RESOLVED**

**That the Licence be signed by the Chairman of the Council**

- (b) **Todhurst**  
Members noted that the hay making weekend of 18<sup>th</sup>/19<sup>th</sup> July had been postponed by the Trust. Councillor Kirby commented that this was because of the finding of a noxious weed that needed to be destroyed before cutting could take place.

**IT WAS RESOLVED**

**To note this section of the Report**

**C/042/09 Highway Matters**

Members noted that all previous matters had been raised and a response was awaited. It was noted that a copy of the original letter would now be passed to County Councillor Duncton.

Members noted the Clerk's Report regarding the concerns of a resident who was experiencing difficulties in crossing the road at The Church/The Sun to get to the School. This was noted. County Councillor Duncton commented that he would chase the issue of 'children' warning signs along the Dunsfold Road (approved by the County Local Committee last year).

**IT WAS RESOLVED**

**To note this section of the Report**

**C/043/09 Matters raised by Members for the next meeting  
Councillor Ribbens – The South Downs National Park**

**C/044/09**    **Date of next meeting -  
Tuesday 29<sup>th</sup> September 2009 at 7.30pm at Winterton Hall,  
Plaistow**

There being no other business, the Chairman closed the meeting at 9.20pm

..... Signed

.....Dated