



Notice of Meeting of the Parish Council

To: All Members of the Parish Council

I hereby give you notice that a Full Meeting of Plaistow and Ifold Parish Council will be held on **Wednesday 8th June 2022** at **19:30** at the **Winterton Hall, Plaistow**. All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. **Members of the Press and Public are welcome to attend in person.**

Dated: 31 May 2022

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

Covid-19 security measures

Public and Press are encouraged to join this meeting remotely via Zoom:

To join the meeting please follow this link:

<https://us02web.zoom.us/j/81480559497?pwd=YmFLMmhWRVROWG9Woe9haFdlA2FoQT09>

Meeting ID: 814 8055 9497

Please email the Clerk for the password clerk@plaistowandifold.org.uk

The Zoom link is also available on the Parish Council's website: <https://plaistowandifold.org.uk/>

The Zoom meeting may be paused if the Council resolves to exclude the Press and Public from the meeting in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it may involve the likely disclosure of exempt information.

MEETING AGENDA

BUSINESS TO BE TRANSACTED

This agenda, Clerk's Reports and appendices can be found on the Parish Council's website: www.plaistowandifold.org.uk | Alternatively, please contact the Clerk for hard copies: 01403 871 652 | Plaistow and Ifold Parish Council, Winterton Hall, Plaistow, RH14 0PX

Number	Item	Time
1.	Apologies for absence & housekeeping Recommendation: - To receive and accept apologies for absence.	1 min
2.	Disclosure of interests <i>See Clerk's Report.</i>	2 mins

Recommendation: - To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Plaistow and Ifold Parish Council [Code of Conduct](#) and the [Localism Act 2011](#), Chapter 7 ss.26 – 37 in relation to matters on the agenda.

3. **Minutes** 1 min
Circulated separately and on the [website](#).
Recommendation: - To approve the Minutes of the Annual Parish Council Meeting held on 18th May 2022 and resolve to sign via Secured Signing in accordance with Standing Order 9(d).
4. **Public participation** 10 mins
Recommendation: - To receive and act upon, if considered necessary by the Council, comments made by members of the public in accordance with relevant legislation and Plaistow and Ifold Parish Council's Policy. Questions, or brief representations can be made either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Wednesday 8th June 2022. Public Participation shall not exceed 10 minutes, unless directed by the Chairman. A speaker is limited to 5 minutes.
5. **To receive reports from [County and District Councillors](#)** 10 mins
Recommendation: - To give an opportunity to receive an update from Councillors at a District and/or County level on business and activities that affect Plaistow and Ifold Parish and the local area.
6. **Financial Matters** 10 mins
- 1. Order for Payments** mins
 See Clerk's Report
 Financial Report for May. Includes income and expenditure since the Council meeting on 18.05.2022.
 Recommendation: -
 a. To review the Order for Payments for May
 b. Resolve to authorise the expenditure listed
- 2. Annual Governance and Accounting Statement 2021/22**
 See Clerk's Report
 Recommendation: -
 a. To agree the Annual Governance Statement 2021/22. (Section 1 of the Annual Governance and Accountability Return (AGAR))

- b. To agree that the Annual Governance Statement 2021/22 be signed by the Chairman and Clerk.
- c. To agree the Accounting Statement 2021/22 (Section 2 of the AGAR).
- d. To agree that the Accounting Statements 2021/22 be signed by the Chairman.
- e. To note additional information to be submitted to the external auditor in support of the AGAR.
- f. To adopt the dates for the period of exercise of public rights from 13th June 2022 to 22nd July 2022 inclusive.
- g. To note that the following information will be published on the Parish Council's website no later than 13th June:
 - S1&2-AGAR.
 - Signed declaration that accounts are unaudited and liable to change.
 - A statement explaining how public rights can be exercised
 - The notice period ((f) above)
 - Contact details of the External Auditor.

7.	<p>Winterton Hall Charitable Trust</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: -</p> <ul style="list-style-type: none"> a. To note the legal advice obtained from Wellers Hedleys concerning the Parish Council becoming sole trustee. b. To receive a report from the Chair and Treasurer of the Winterton Hall Management Committee. c. To consider resolving, in principle, to become the sole trustee of the Winterton Hall charitable trust. 	20 mins
8.	<p>The Queen's Platinum Jubilee celebrations</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To receive and note an update regarding the Beacon event on 2nd June and Community Picnic on 5th June.</p>	5 mins
9.	<p>CDALC AGM</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To note any feedback from the AGM on 06.06.2022</p>	1 min
10.	<p>Highway Matters</p> <p>Recommendation: -</p>	10 mins

- a. To receive and resolve to act upon any Highway matters raised by Councillors.
- b. To note the Temporary Road Closure along Loxwood Road, Plaistow on 25th June 2022, between 11.30am-4pm for Plaistow and Kirdford Primary School Summer Fair.
- c. TRO Applications
 - To note the Plaistow village speed survey results and consider and approve the proposed draft Traffic Safety Scheme within Plaistow village as recommended by SW Transport Ltd, traffic consultant instructed by the Parish Council in relation to the pending TRO applications.

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| 11. | <p>Sessile oak Decay Evaluation & Aerial Inspection Report</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To note the Report and its recommendations.</p> | 2
mins |
| 12. | <p>Correspondence</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To consider any correspondence received not listed as an agenda item for discussion.</p> | 2
mins |
| 13. | <p>Clerk's update & items for inclusion on a future agenda</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To receive general updates and resolve to add any matters arising to a future agenda in relation to:</p> <ol style="list-style-type: none"> 1. Councillor vacancies 2. Beacon storage and insurance 3. Neighbourhood Plan withdrawal confirmation 4. Pension Discretion Policy 5. Tree works on Plaistow village green - 20th June | 2
mins |
| 14. | <p>Meeting Dates</p> <p>Recommendation: - To note the dates of forthcoming meetings.</p> <ul style="list-style-type: none"> • 29th June, Planning & Open Spaces Committee Meeting, 7:30pm – Winterton Hall, Plaistow • 13th July, Full Parish Council Meeting, 7:30pm – Kelsey Hall, Ifold • Quarter 1 Finance Committee meeting to be scheduled in July. | 1 min |