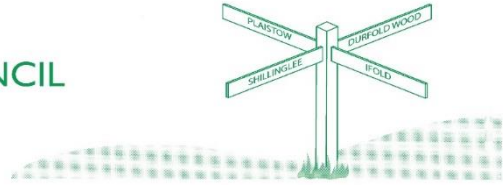


PLAISTOW AND IFOLD PARISH COUNCIL



MINUTES of a **Meeting** of the **Full** Plaistow and Ifold Parish **Council** held on **Wednesday 8th September 2021** at **19:30**, Winterton Hall, Plaistow.

Please note: - These minutes are to be read in conjunction with the [Clerk's Report](#), published on the Parish Council's [website](#) with the [agenda](#) in advance of the meeting. The Clerk's Report provides all necessary background information for the matters considered at the meeting.

Present Cllr. Paul Jordan (Chair); Cllr. Sophie Capsey (Vice Chair); Cllr. John Bushell; Cllr. Nick Whitehouse; Cllr. Jerusha Glavin; Cllr. David Ribbens; Cllr. Doug Brown; and Catherine Nutting (Clerk & RFO).

Chichester District [Cllr. Gareth Evans](#) was in attendance.

One (1) Member of the Public was present in person.

C/21/138 **Apologies for absence & housekeeping**

Apologies were received and accepted from Cllr. Phil Colmer (Chair of the Finance Committee); Cllr. Nicholas Taylor; Cllr. Angie Jeffery; Cllr. David Griffiths; Mrs Sara Burrell, Chair of the Neighbourhood Plan Steering Group (Co-opted Member, no voting rights) and Mr Jon Pearce (Co-opted Member of the Planning & Open Spaces Committee, no voting rights).

West Sussex County [Councillor Janet Duncton](#)* sent her apologies in advance of the meeting.

*[Cllr. Duncton](#) is also a Chichester District Councillor for Loxwood Ward.

C/21/139 **Disclosure of interests**

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, in relation to matters on the agenda.

Cllrs. Ribbens and Whitehouse disclosed a non-pecuniary interest in

the North Singers' grant application at C/21/143(b) below due to familial membership within the group.

C/21/140

Minutes

It was **RESOLVED** to **APPROVE** the minutes of the full Parish Council Meeting held on 14th July 2021, which will be **SIGNED** by the Chair, via Secured Signing in accordance with Standing Order 9(d), as a true record and published on the Parish Council's [website](#).

Actions:
Clerk & Chair

C/21/141

Public participation

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 September 2021. Public Participation shall not exceed 10 minutes, unless directed by the Chairman. A speaker is limited to 5 minutes.

Action:
Clerk

A member of the public asked if they could donate the money to purchase a new bench for Plaistow village green to replace the derelict bench currently situated under the Sessile Oak tree, next to the Playpark. Due to safety concerns regarding the tree and the planned re-wild area around its root system (please see C/21/143(d) below), the resident suggested that the new bench be located on the opposite side of the green. The Council thanked the resident for their generous offer.

The Council **RESOLVED** to: -

1. Make enquiries to ensure there are no rules preventing the acceptance of a monetary gift.
2. Provide the resident with information about the cost of benches.
3. Pay for the installation of the bench.
4. Pay for the cost of a dedication plaque to the donor.

C/21/142

To receive reports from County and District Councillors.

District Cllr. Evans' report is appended to these [minutes at A](#). County and District Councillor Janet Duncton provided the Council with a report in her absence, which is appended to these [minutes at B](#). Both reports were published on the Parish Council's website in advance of the meeting.

Cllr. Evans advised that Loxwood Parish Council had resolved to object to the [Loxwood Clay Pits application](#) at its meeting on 6th September and had noted Plaistow and Ifold Parish Council's robust letter of objection.

Cllr. Evans left the meeting.

C/21/143

Financial Matters

a. Order for Payments

The Order for Payment was published on the website and circulated to Members via email in advance of the meeting. It is appended to these [minutes at C](#). The Order for Payments includes income and expenditure for July - September (up to 01.09.2021) since the last full Council meeting on 14th July.

It was **RESOLVED** to: -

1. **NOTE** the expenditure listed.
2. **NOTE** NatWest's £200 'apology' for poor service and allocate it to the Annual Assembly 2021 budget.
3. **APPROVE** the expenditure as set out in the Order for Payments.

b. Financial Committee (FC) update

The Council **NOTED** the [minutes](#) of the Financial Committee meeting dated 18th August (which are published on the Parish Council's website [here](#)).

The Parish Council **UNANIMOUSLY RESOLVED** to **APPROVE** taking the full £50,000 loan, [authorised by the MHCLG](#). The motion was proposed by Cllr. Glavin and seconded by Cllr. Bushell.

The Parish Council **RESOLVED** to **APPROVE** the North Singers grant application. The motion was proposed by Cllr. Capsey and seconded by Cllr. Glavin. Cllrs. Ribbens and Whitehouse abstained from voting.

c. To sign the PWLB loan application

The Parish Council **RESOLVED** to **FORMALLY EXECUTE** the PWLB **LOAN** application **FORM**. The document was signed by the Chair and RFO during the meeting.

d. Tree surgery of Sessile Oak on Plaistow Village Green

The Parish Council **RESOLVED** to: -

Actions:
Clerk, Chair,
Cllrs. Colmer,
Ribbens &
Bushell

1. **NOTE** the quote from Andrew Gale Tree Surgery (published on the [website](#) in advance of the meeting).
2. **APPROVE** the recommended works as detailed in the quotes.
3. **APPROVE IN PRINCIPLE** the re-wilding project under the Sessile Oak tree on Plaistow Village Green, as detailed in the [Clerk's Report](#) (pages 3-5). The project to be adopted by the Platinum Jubilee Steering Group once established in due course.

e. Northern Parishes Meeting

To be read in conjunction with the Northern Parishes Meeting [minutes](#), published on the website in advance of the meeting.

The Council agreed that it was unsurprised that its sister parishes are experiencing similar problems with Chichester District Council. Cllr. Jordan reported that it was a useful meeting attended by Wisborough Green, Kirdford and Loxwood Parish Councils. Ebernoe Parish Council sent their apologies, and the group is awaiting confirmation from Northchapel Parish Council regarding joining the group. Both Ebernoe and Northchapel Parish Councils are within the South Downs National Park (SDNP) and so are afforded a greater level of protection in terms of planning decisions by virtue of the robust SDNP Local Plan. It was noted that CDC's Planning Officers deal with SDNP planning matters on rotation, to maintain an objective perspective.

It was agreed that being within the National Park afforded greater protection from speculative development proposals. It would be worth investigating if Plaistow and Ifold Parish could be embraced by the National Park, or certainly more of the Parish area if not in its entirety. However, it was recognised that this would be a long, arduous, and possibly expensive process; however, it was worth pursuing.

The Council **RESOLVED** to: -

1. **NOTE** the minutes of the [Northern Parishes Meeting](#).
2. **APPROVE IN PRINCIPLE** a £1,000 'fighting fund'. The matter to be deferred to the Finance Committee to be considered at its October meeting.
3. **APPROVE IN PRINCIPLE** to seek to adjoin the entire Parish to the SDNP. The matter to become a standing agenda item and seek to consult with the community in due course.

4. **UPDATE** the Northern Parishes accordingly.

C/21/144

Annual Assembly

Actions:
Clerk

The Council **NOTED** the minutes of the Newsletter Steering Group (NSG) which are appended to these [minutes at D](#) and the annual budget for Parish Council Community Events, including the Annual Assembly, of £2,500 and **RESOLVED** to **APPROVE** the recommendations set out in the minutes (pages 3 – 5), namely: -

Date: Saturday 16th October

Time: 12 noon – 2:30pm

Venue: Winterton Hall, Plaistow

Catering: The Nosebag Catering Company. £5 complementary vouchers to be given to guests. The minimum catering cost to the Council is £450. The £200 compensation from NatWest (see C/21/143(a) above) to offset this minimum payment.

Speakers: Andrew Gale, Arboricultural Consultant on Plaistow's Ancient Oak tree; Angela Palmerton, Specialist wildlife gardener and ecological designer on the Parish's re-wilding projects; Butterfly Conservation for a project update and how the community can get involved. Invite WSCC Highways to attend. The Parish's PCSO had already confirmed he is unable to attend.

Activities: **AGREED** as follows: -

- Official re-opening of the Lady Hope Playpark. Invite Mrs Krol, recently retired Plaistow Pre-School lead teacher of 40 years and who won teacher of the year in 2013, to cut the ribbon.
- Ask the two Pre-Schools and Primary School to contribute with projects on the Ancient Oak/Wood White butterfly/Lady Hope. The Council will re-produce the projects into sign boards to be displayed at the Playpark/at the re-wild area under the oak tree in due course.
- Offer the History Society an opportunity to contribute to the event.
- Information stands on the work and projects of the Council.
- Chair's annual report.

C/21/145

September E-Newsletter

The Council agreed that the E-Newsletter is another means of communication with the community, however there is currently relatively few 'sign-ups' (c.50 people). One of its aims is to increase 'traffic' to the website to read the full article, which is standard practice for such publications.

Members agreed that if the story is only a few paragraphs, the whole article should be included in the E-Newsletter; however, if the material is lengthy – such as the write up of the public consultation results - a synopsis should be added which signposts to the full article on the website.

The Council **NOTED** the minutes of the Newsletter Steering Group (NSG) which are appended to these minutes at D and **RESOLVED** to **APPROVE** the recommendations (page 3) and publish the E-Newsletter as a matter of priority within September.

Actions:
Clerk, Cllr.
Bushell & Cllr.
Glavin

C/21/146

Lady Hope Playpark update

The Council **NOTED** the update from Redlynch Leisure that the works will begin no later than week commencing 20th September and would be completed in advance of the Annual Assembly to allow for an official re-opening.

C/21/147

The Drive, Ifold Entrance Refurbishment project update

The project was halted by the pandemic and social restrictions in 2020; however, the Council can now begin to revive it. The Council's application to CDC's free trees scheme has been successful and it will receive 40 saplings to be used within the area in January 2022. The Parish Council's website has been updated with a specific [project page](#), which will be updated throughout.

The Council **NOTED** the Clerk's recommendations further to a meeting with Ms Palmerton, Specialist wildlife gardener who is leading the project, on 31st August and **RESOLVED** to **APPROVE** the 12 points outlined on pages 7 – 8 of the [Clerk's Report](#).

Actions:
Clerk

C/21/148

Parish Online

The Council uses Parish Online for planning, asset management and in relation to the Neighbourhood Plan. The Council **RESOLVED** to **APPROVE** the annual cost of £70 under WSALC's proposal for future licensing arrangements for towns and parishes to access the service at the most favourable rate.

C/21/149	<p>Publication scheme</p> <p>The Council RESOLVED to ADOPT the Information Commissioner’s Publication Scheme without amendments and add it to the website.</p>	Action: Clerk
C/21/150	<p>Working Groups</p> <p>The Council RESOLVED to APPROVE the Working Groups Policy and Terms of Reference document, which will be added to the website and used by all Working Groups of the Parish Council to ensure their lawful formation and operation.</p>	Action: Clerk
C/21/151	<p>Covid-19 Shielding</p> <p>The Council RESOLVED to APPROVE any Members absence from meetings due to Covid-19. Such absences will not be counted towards any consecutive 6-month period of absence, which would otherwise cause the Member to automatically cease to be a Councillor.</p>	
C/21/152	<p>Highway Matters</p> <p>1. Matters to be reported by Members.</p> <p>Dunsfold Road/Dungate Road will be resurfaced at the end of October/beginning of November. Some holes have already been temporarily filled by WSCC’s Highways.</p> <p>Cllr. Capsey would like West Sussex County Councillor Janet Duncton to find out from Highways the meaning of the peculiar white road markings (arrows) which have been noted by members of the public outside buildings such as the Sun Inn and around the Parish. The Parish Council would like to know what works are planned and will this include to pavement areas as well as the public highway.</p>	Actions: Clerk & WSC Cllr. Duncton
C/21/153	<p>Neighbourhood Plan update</p> <p>The Council NOTED the UPDATE from the Neighbourhood Plan Steering Group that they are awaiting AECOM’s review of the HRA, which it is hoped will be available at the end of September.</p>	
C/21/154	<p>Lagoon 3</p> <p>The Council NOTED the UPDATE from District Cllr. Evans that a meeting has been scheduled for 5th October at which time an update will be provided to the Parish Council.</p> <p>Cllr. Capsey asked the Chair to raise the following question at this meeting: “Does CDC know, as the LPA, if Lagoon 3s owner, Mr</p>	Action: Clerk

Luttman-Johnson, has done a regulated test of the lagoon's content?"

C/21/155

Correspondence

Action:
Clerk

The following correspondence was received from the WSCC Public Rights of Way (PRoW) team and **NOTED** by the Parish Council: -

You are probably aware of the long-term closure that has been on BW636 Plaistow due to a broken bridle-bridge.

We currently have a contractor appointed and who is waiting to undertake the bridge installation works, unfortunately we have been let down on the access to the site on the land to the west of the bridge and so we are now trying to make urgent contact with the landowners to the east of the bridge. I have attached a plan below which shows a red line that follows the track and route the contractor needs to be able to access the bridge, this runs from Shillinglee Road to the bridge.

I was wondering if you might be able to help us at all with any information on landowners and more importantly their contact details so that we can make contact and liaise to arrange the access needed and get this scheme delivered before the ground conditions and weather prevent us from doing so.

Many thanks in advance for any help you might be able to provide and please could I ask you to copy my colleague Darryl Hobden into any reply as I am going to be on leave after Wednesday this week.

Kind Regards,

Mrs Emily Delicata

Senior Rights of Way Officer

The Parish Council offered the team a suggested landowner to contact, and the PRoW team confirmed that they have written to 3 landowners. The Parish Council will seek an update regarding the situation.

C/21/156

Clerk's update

Actions:
Clerk

The All Parishes Meeting will be held on Thursday 9 September 2021 at 5.30pm via Zoom. Cllr. Jeffery has offered to attend on behalf of the Council.

C/21/157

Items for inclusion on a future agenda

Actions:
Clerk

The Council **RESOLVED** to **ADD** the following matters to the next agenda:

- Consideration of joining the SDNP

- Confirmation of the resurfacing of Dunsfold / Dungate Road

C/21/158

September & October Meeting Dates

28th September, 19:30 - Planning & Open Spaces Committee –
Kelsey Hall, Ifold (small hall)

13th October, 19:30 – Full Parish Council Meeting – Winterton Hall,
Plaistow

Actions:

Clerk

There being no further business, the Chair closed the meeting at 20:43

District Councillor September Update

Local Updates

Loxwood Claypit

Loxwood Claypits / Protreat application is for "a clay quarry and construction materials recycling facility (CMRF) for CD&E wastes including the use of an existing access from Loxwood Road, the extraction and exportation of clay and restoration using suitable recovered materials from the CMRF to nature conservation interest including woodland, waterbodies and wetland habitats"

Their application is published and live on WSCC website with the reference WSCC/030/21

Public consultation closed at the end of August and is expected to be determined at a November WSCC meeting.

Lagoon 3

I wrote to Andrew Frost and Alison Stevens requesting an update regarding where the legal team were with this now. They responded by asking to set up a meeting which is currently being agreed but likely to be in early October.

Churchfields Application, Wisborough Green

To advise the applicant has withdrawn this application due to the issue surrounding Water Capacity

Land south of Townfield, Kirdford

Now extended until the end of December to allow the developers to work with Natural England in order to put together a proposal to overcome the issue surrounding Water Capacity.

Blackhall development, Loxwood (including shop)

Currently in limbo due to issues impacting other developments in the community connected to the Hardham water integrity issues of demonstrating Water Neutrality. I have received no further updates at this time

Plaistow and Ifold Neighbourhood Plan: The examiner sent an open letter to the Parish Council and CDC in July and the Parish Council is now considering its next steps. Details are available on the CDC [neighbourhood planning](#) page.

CDC Updates

Local Plan

A full update was sent to the Parish Clerk via email following the members meeting on 29th July 2021

Local Plan Newsletter

A reminder that the residents can sign up to the Local Plan newsletter to be kept abreast of developments. This can be done via this link www.chichester.gov.uk/localplannewsletter

Free trees

Residents can apply for free trees from Chichester District Council for themselves and their communities, as part of a scheme to increase tree planting across the district. This follows a successful pilot scheme which was launch in January of this year. Residents can find more information about the scheme, along with guidance notes for anyone interested in applying for free trees, at Chichester District tree scheme. People can also contact the council's dedicated Tree Project Officer by emailing treescheme@chichester.gov.uk or calling 01243 521161.

District wide celebration of culture 2022.

A further £50,000 has been approved by Chichester District Council for the new district wide celebration of culture in 2022. Residents are being invited to suggest ideas for events that they would like to see as part of the celebration and to let the organisers know of anything planned by their groups or societies during 2022. Ideas and suggestions can be emailed to chichester22@chichester.gov.uk.

Financial hardship resulting from impact of Covid-19

Chichester District Council is making further funding available to help economically vulnerable people in the district to pay their council tax. CDC's team will do everything they can to help you by explaining all the support that is available to you. The easiest way to contact them is by email at benefits@chichester.gov.uk. You can also call 01243 534509, but please be aware that when lines are busy callers may have to wait longer than we would like. You can also visit this webpage to find out what support is available <https://www.chichester.gov.uk/helpwithfinances>

Petworth Vision

CDC has approved funding to assist Petworth Vision to manage the creation of a dedicated website and design of a logo for the Petworth Heritage Partnership to go 'live' in September. This partnership comprises the following organisations:

- St Mary's Church
- United Reformed Church
- The Leconfield Hall
- Sacred Heart Church
- The Old Railway Station
- Petworth & District Community Association
- Petworth Vision CIC
- The Petworth Society
- Petworth Business Association; and,
- the Petworth Town Band.

The aim of promoting the organisations together on one dedicated website is to help showcase Petworth's large number of heritage sites in a more efficient way in order to encourage greater community engagement and increasing visitor numbers into the town. The ongoing maintenance of the new website will be funded by donations raised during the Heritage Weekends and throughout the year.

CDC have also approved funding for Petworth Vision to set up and run computer training at the United Reform Church for residents of Petworth and the surrounding areas. It is being presented as an IT café and training will range from on-line banking and shopping, to the use of Zoom and Skype as well as IT Security. There will be two morning sessions a week running from 14 September 2021 until September 2022.

Helping residents to recycle more – new kerbside collection trials

Two new trial collection schemes, launched in July, are helping residents in the pilot areas to recycle more. The first scheme collects unwanted textiles and broken or unneeded small electrical items, while the second collects used coffee pods. While CDC are only able to trial this service with three quarters of the district, once the pilots have finished they will be looking to see if they can be rolled out and made permanent across the whole of the district. Information on how to use the new services has been sent directly to residents included in the trial area and more information can be found here: www.chichester.gov.uk/textileandelectricalrecycling. www.chichester.gov.uk/podback

To check if you are part of the trial area, please use our post code checker

www.chichester.gov.uk/article/35525/Small-electrical-textiles-or-coffee-pod-collection-dates

Trying my own postcode it would appear we are part of the trial

All Parishes meeting

Takes place on 9th September 2021 at 5.30pm and will be virtual

Full Council Meeting

Takes place on the 21st September at 2pm at East Pallant House

Surgeries

With the lifting of all restrictions on the 19th July I will be returning after the summer to my regular surgeries. More details on this will follow however I will also be happy to offer online ones for anyone who would rather or needs to socially distance. In the meantime if you would like to contact me about anything please call me on 07958918056 or email gbevans@chichester.gov.uk I am happy to come to you (socially distanced of course) or organise an online meeting/telephone call.

[Back to top](#)

C/21/142 – Appendix B – Cllr. Duncton’s report

Hello, I hope you all had as good a summer as possible and all kept safe. I can’t say the weather has been brilliant, but I am sure we made the best of it.

Just a few updates especially to those Parish’s that meet while I am away. I will be back on the 8th September.

One of our brilliant Foster Parent couples who have been taking in children for 56 years have just exceeded 600 Foster children. My goodness there are some fantastic people about. Yes, we did celebrate with them for this fine achievement.

Jon Lacey our assistant Chief Fire Officer has landed himself the job of Chief Fire Officer in Suffolk. I have worked with John since I became a County Councillor and know what a fine and dedicated Officer he is, and we all wish him the best of luck.

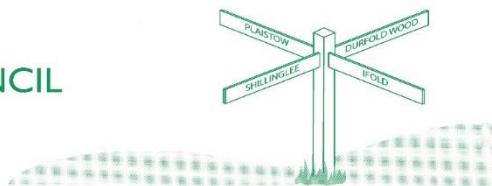
For those concerned about local Bus transport you may like to go online and fill in the questionnaire. www.yourvoice.westsussex/busbackbetter. You should find it on the website.

Another item that may be of interest to some is Solar to-gether Sussex. This may be useful to those considering using Solar Panel and the information is available on the WS website at solartogether.co.uk/westsussex. Although I haven’t checked it out myself, I believe that those interested and who are accepted get good discounts on quality Solar Panels so it’s worth taking a look. As with Syrian refugees, West Sussex is fully involved in helping the Afghan refugees and is working closely with the Districts and Boroughs as they always do to help in any way they can. At this time they don’t need direct donation and offers of assistance need to go to the resettlement teams when prompted, by them to do so.

Please feel free to contact me on janet.duncton@westsussex.gov.uk or jduncton@chichester.gov.uk

[Back to top](#)

PLAISTOW AND IFOLD PARISH COUNCIL



Newsletter Steering Group

MINUTES of Plaistow and Ifold Parish Council's Newsletter Steering Group Meeting held on 11th August 2021, 19:30, Winterton Hall, Plaistow.

Present Cllr. Paul Jordan (Chair of the PC); Cllr. John Bushell; Cllr. Nicholas Taylor; Cllr. Doug Brown and Catherine Nutting (Clerk & RFO)

1. **To receive apologies for absence**

Cllr. Jerusha Glavin.

2. **Declarations of Members' Interests.**

None received from Councillors.

3. **Results analysis of the public consultation – how to summarise / present to the public (on the website, in the Newsletter and at the Annual Assembly)**

Cllr. John Bushell took the meeting through the results of the public consultation which ran from 3rd – 21st June 2021. The data includes free text comments, which is more time-consuming to analyse. The data has been presented in a spreadsheet, which will be anonymised for GDPR purposes and made available via the website. However, the data is voluminous and 'dry'; therefore, Cllr. Bushell will draw out the key findings to be presented to the community on the website and also in the E-Newsletter.

The public consultation sought to advise how the Parish Council should allocate the Precept to best serve the priorities identified by the community. The consultation covered a wide variety of topics including public rights of way, traffic regulation orders, public toilets, and a community orchard.

The consultation received 135 responses, which is considered a good response rate. However, it was noted that the consultation did not attract a broad range of respondents with 40% being between 56-70 and 17% being over 71 years of age.

The following areas are of note:

- The consultation delivers strong evidence of community support for TRO applications. For example, 71% of respondents are supportive of the Parish Council making a TRO application to extend the 30mph down Rickman's Lane, Plaistow and 20mph along Loxwood Road past the school.
- The community would like improved road safety around the school in Plaistow.
- The community would like to see more litterbins and seating within the Parish area.
- The community are keen for more open space and wilding areas.
- The community would like a play area in Ifold.
- The community would like the Parish Council to financially contribute to the maintenance of the public footpaths (which are under WSCC's jurisdiction).
- Durfold Wood is relatively 'unknown' within the community.

The results will avoid the Council investing time and money into unpopular projects such as public gym equipment, bike racks and horse tethers outside the two local shops or considering the pavilion as a party venue. However, the results can be better understood by further analysis of factors such as respondents' age/gender/location etc. Therefore, further investigation is required to fully understand the nuances of the results.

Some areas of interest fall outside of the Council's gift, such as purchasing land or maintaining the public highway. However, the Council can use the consultation results tactically to lobby the responsible bodies such as WSCC Highways Department, or private landowners who may be willing to designate land for a community purpose. Other popular responses have already been found to be unfeasible such as extending the layby in Plaistow to provide more parking.

In relation to the community's desire for play equipment within Ifold, the Newsletter Steering Group recommends as follows:

- a. that the Finance Committee consider the implications of taking the full £50,000 loan to fund the Lady Hope Playpark in Plaistow thereby 'freeing up' £10,000 to be redirected into Ifold;
- b. that the Parish Council write an open letter to the Kelsey Hall Management Committee with the consultation results asking if they would be willing to dedicate a small area within the hall's curtilage to some play equipment, if the Parish Council is able to fund the project;
- c. that the Council approach Ifold Estates Limited to ascertain if they can contribute financially towards providing play equipment in Ifold.

The consultation results support the continuation of the Parish Council's existing Safer Bus Stop project. The project has already delivered 30mph within Ifold and plans to install a bus shelter in Plaistow and an improved bus stop area at The Drive, Ifold. The project can further research and deliver in relation to the various TRO applications within Plaistow (extending the 30mph along Rickman's Lane / implementing 20mph along Loxwood Road past the school / better child safety at dangerous road junctions etc).

The Newsletter Steering Group recommends that the consultation results are used to set annual goals to progress the Safer Bus Stop project and allocate associated annual budgets.

4. Projects to be recommended to the full Council to pursue / budget

The consultation results will allow the Council to formulate a Project Plan. However, further analysis of the data is required to focus in on the areas which are within the Council's power and legal remit to deliver. This work is ongoing and will be presented to the Council in due course.

5. Articles (informed by the consultation) to be included in the September Newsletter and at the Annual Assembly

The Newsletter Steering Group recommends that the E-Newsletter highlights the key elements of the various articles and directs the reader to the Parish Council's website to read the full article for further information/more details.

The articles for inclusion are:

Telephone box – Cllr. Taylor

Quiz – Cllr. Brown

Neighbourhood Plan – Mrs Burrell

Wifi at the Winterton Hall – Cllr. Glavin

Lady Hope Playpark – Clerk

Community Speed Watch Cllr. Brown and Mr Burrell

The Drive, Ifold bus Stop rejuvenation – Clerk

How to join the Queen's Platinum Jubilee Steering Group – Clerk

Annual Assembly (date and information) – Clerk

Ifold ultra-fast broadband – Mr Pearce

Lagoon 3 – Clerk (in conjunction with District Cllr. Evans)

Community updates regarding grant expenditure from Scouts and the two pre-schools.

Cllr. Bushell will compile an article for the newsletter with the consultation results, also shown in graphically format to include traffic and recreation. This will be circulated to the other Members.

6. Annual Assembly

The Council has budgeted £2,500 this year for Events, including the Annual Assembly.

The Newsletter Steering Group recommends as follows:

Date:

- Saturday 16th October

Time:

- to be confirmed by the full Council but ideally lunchtime to allow for catering as a 'pull' to the event.

Venue:

- Winterton Hall, Plaistow

Catering options:

- Nosebag Catering Company

A 'ticket system' for each person in attendance to get an item of food/drink up to a certain value. Anything more, individuals would have to pay for themselves.

A minimum charge of £450,

A record of stock used is kept and if the sale value is over and above the £450 the Council would be charged the difference, as well as the £450 i.e. if sale value of goods was £500 they would be charged £500. If the sale value was only £250, the Council would still be charged £450.

If sales were less than £450, but some were cash this would be offset against the £450.

The face value of the tickets handed out to people is up to the Council; (bacon rolls, hot dogs and plain burgers are priced at £4.50. Cheeseburgers, egg and bacon rolls, burger and salad are all priced at £5.00. Tea/ Coffee/bottled water and most cans are £1.50).

- DIY BBQ
- Nibbles only

Speaker options:

- Andrew Gale on the Ancient Oak
- Angela Palmerton on the Ifold bus stop project and re-wilding generally
- Butterfly Conservation – project update and how they are supporting the Ifold project and could help with the Plaistow re-wilding under the oak
- PCSO
- Highways

Event options:

- Official opening of the Lady Hope Playpark – Cllr. Brown suggested asking Mrs Krol (recently retired pre-school teacher of over 40 years and who won teacher of the year).
- Ask the two pre-schools and school to do a little project on the Ancient Oak on the Green and present their display at the event. The Council could consider re-producing the projects into sign boards to be displayed on any re-wild area under the oak tree.
- History Society – to provide an opportunity to present the cancelled VE Day 75 material (available [online only](#))
- Info stands regarding the Council’s projects and work e.g., TROs / Neighbourhood Plan / Bus Stops / Consultation Results etc

The Annual Assembly must include an annual report from the Chair and provide an open Q&A opportunity for electors to raise any matters with the Council directly.

7. Date of next meetings

TBC.

Action
Clerk

There being no further business, the meeting closed at 21:00.

[Back to top](#)