

**MINUTES** of the Planning and Open Spaces Sub Committee of Plaistow and Ifold Parish Council held on **Wednesday 24th June 2020**, via remote conference call (Zoom).

**Present** Cllr. Sophie Capsey (Chair); Cllr. Jerusha Glavin; Cllr. Paul Jordan; Cllr. David Ribbens; Jon Pearce Chair of Ifold Estates Limited (IEL) Co-opted Member with no voting rights and Catherine Nutting (Clerk).

Twelve (12) Members of the Public were present.  
Cllr. Evans was in attendance.

**P/20/076**  
**Apologies** Apologies were received and accepted from Cllr. Alan Pearson (Chair of the Parish Council) and Cllr. Matthew Hardman.

**P/20/077**  
**Declaration of Disclosable Pecuniary Interests by Members in matters on the Agenda for this meeting. To consider and agree any requests for Dispensation.**  
None.

**P/20/078**  
**To receive for confirmation Minutes of the Meetings held on 3rd June 2020**  
The minutes were agreed and will be signed by the Chair via remote Secured Signing.

**P/20/079**  
**Representations from Members of the Public: To receive and act upon, if considered necessary by the Council, any verbal and/or written comments made by members of the public provided any written comments are sent via email to the Clerk no later than 4pm Wednesday 24th June 2020.**

a. A Member of the Public addressed the meeting and said that they had been contacted by 3 Mobile to advise that they will be installing a new mobile phone mast on 29th and 30th June 2020 near RH14 0TU.

The Parish Council has not been contacted by 3 Mobile.

Members resolved to investigate the matter, including contacting Loxwood Parish Council, CDC and WSCC. Cllrs Evans and Duncton will be asked to support the Parish Council's enquiries.

Clerk / Cllr.  
Capsey / Cllrs  
Evans &  
Duncton

b. Cllr. Capsey read out a written statement submitted to the Parish Council by the Planning Agent acting in relation to

**P/20/080**

**To consider new Planning Applications**

Clerk

The permitted application 20/01225/FUL | Oxencroft, Ifold Bridge Lane, Ifold, RH14 0UJ to be considered first.

- a. 20/01225/FUL | Proposed change of use of land and buildings from agricultural storage to B8 use, associated with the operation of a forestry and tree surgery business, the temporary siting of a mobile home for a period of 3 years, siting of septic tank and replacement gates. | Oxencroft, Ifold Bridge Lane, Ifold, Loxwood, RH14 0UJ

The Planning and Open Spaces Committee heard representations from Ifold Estates Limited (IEL) and four (4) Members of the Public (MOP) in relation to this application.

IEL - Covenants on the land, which are correctly notified in the title deeds, prevent the situation of a caravan as a dwelling. The current caravan on the site has no permission. The title deeds contain other covenants prohibiting the use of industrial machinery. Highway safety, particularly for vulnerable users within Ifold, is a concern. The roads are privately owned/maintained Footpaths or Bridleways. The foundation structure cannot manage frequent heavy vehicle movement. No vehicular access to Oxencroft has been agreed by IEL. Permission and road fees are mandatory. Loss of amenity for other residents is also a major concern. A 2.2m high closed boarded fence is considered too imposing for the rural scene. A 5-bar gate would be more in keeping with the area.

MOP - The amount of traffic and the size of vehicle already accessing the site is having a negative impact on residents and road users within Ifold and is more than the level stated in the application. The road structure is already being stressed by the frequency and weight of heavy vehicle movement.

Q: What is meant by a biomass plant? How will the biomass be transported? On what scale is the biomass being produced?

No answer(s) were provided to these questions.

MOP – Addressed a question to the Planning Agent acting on behalf of the Applicant regarding the Ecology Survey, dated 5th May 2020 which recommends that no trees are removed on site.

Q: Since the date of the survey have any trees been removed?

A: Some landscape works have been carried out; however, the detail

and dates of this work will need to be clarified with the Applicant. The Agent will update the Parish Council in due course.

MOP– It is not possible to confirm with the Forestry Commission if the Applicants have been awarded a significant contract, as stated. To permit unrestricted B8 use would be highly detrimental to Ifold. There are concerns regarding log processing on site in terms of noise and vehicle movements. It appears there are many people involved in business operations. Waste is being burned on site. A significant earth bund has been created on site without planning permission. Barbwire has been erected on the perimeter fence, which flanks a public bridleway. The Ifold road structure and size are not conducive to the delivery of a mobile home onto the site. Such a large delivery vehicle could cause damage to the road infrastructure and other street furniture.

Members understand that if the business operates within 5 miles of the site, they would be permitted to process material and waste on site such as burning, chipping and logging.

**Letter of Comment appended to these Minutes at B.**

- b. 20/01291/PA1A | Single storey extension to the rear (a) rear extension - 8m (b) maximum height - 4m (c) height of eaves - 2.30m | Thane, The Drive, Ifold, Loxwood, Billingshurst, West Sussex, RH14 0TB

**Letter of Comment appended to these Minutes at C.**

- c. 20/01417/TPA | Fell 1 no. Oak tree (as shown on the sketch plan) within Group, G1 subject to PS/10/00111/TPO. | Timbers, The Ride, Ifold, Loxwood, Billingshurst, West Sussex, RH14 0TH

**Deferred to next meeting. Awaiting the submission of photographs of the tree.**

- d. PS/20/00250/DOM | Double storey side extension, garden store, block up existing vehicle access and creation of a new vehicle access | 4 Nell Ball, Plaistow, RH14 0QB

**Letter of Comment appended to these Minutes at D.**

**P/20/081**

**To receive list of recent Planning decisions, Appeals and Enforcement**

List circulated to Members in advance of the meeting and published with the Agenda on the Parish Council Notice Boards and website. The list is appended to these minutes at E.

**P/20/082**

**Appeals & Enforcement Action – consideration & updates**

Clerk

- a. Land associated near The Coach House, Shillinglee Road, Plaistow GU8 4SQ.

The report received by a Member of the Public regarding a possible breach of planning controls at the address was reported to Enforcement by the Parish Council.

On 19th June Enforcement advised that the matter was previously investigated in 2017 and the use of the building as a dwellinghouse was found to be immune from enforcement action. On this basis the case has been closed (PS/20/00182/CONCOU).

However, this report refers to a new possible breach, not previously investigated. Members resolved to refer the matter back to Enforcement.

- b. Ascertain update from Planning Enforcement regarding Sparwood Farm, Shillinglee

**P/20/083**

**Clerk's Update**

Clerk

- a. Giant Hog Weed (GHW)

Members identified the responsible landowner where GHW has been reported. IEL use a specialist contractor to remove GHW from their land; the landowner will be referred to IEL for the contractor's details.

- b. Fly Tipping

The Parish Council has written to the West Sussex Police and Crime Commissioner; letter appended to these Minutes as F.

A fly-tipping incident was reported in Ifold Bride Lane. The rubbish was removed by IEL.

**P/20/084**

**Date of next meeting**

Wednesday 15th July 2020, 19:30 | Remote Conference Call

There being no further business, the Chair closed the meeting at 21:15

## **Appendix A: P/20/079b**

Plaistow and Ifold Parish Council Meeting 24th June 2020

20/01225/FUL | Oxoncroft, Ifold Bridge Lane, Ifold, RH14 0UJ - Applicant Statement

Members of the Parish Council,

Thank you for the opportunity to speak in support of the application at Oxoncroft. We note that there is some local concerns to the proposal, and we hope to provide some more detail to help reassure you all as to the nature of our planning proposal.

Premier Tree Care and Conservation are a well-respected and well-established family run business owned and operated by David Stephens. We are seeking to expand into Chichester from our current base in Surrey. The business has been awarded a significant contract by the Forestry Commission for works in the woodland across the South Downs, and this contract has acted as the catalyst to the company seeking to relocate to Ifold.

### **Proposed B8 use**

Our application is seeking the change of use of the existing buildings and yard from agricultural use to B8 storage and distribution, associated only with the forestry and tree surgery business. We wish to make it clear this will not be a traditional B8 use (industrial scale and numerous HGVs with daily movements and deliveries.)

Our site will be used to store machinery and vehicles required by the business to manage the contract for the Forestry Commission i.e. our tractor, chipper and trailer etc. The forestry management will take place in situ at the forest, with only small loads of high grade wood chip returning to Oxoncroft for sale. The woodchipping for biomass will take place in the forest as will the collection. Woodchip is a sustainable by-product of the forestry and tree surgery business. High grade logs and woodchip will be seasoned at Oxoncroft for sale primarily to the local domestic and commercial markets.

To be clear, the business does not own any HGVs or low loaders.

We have offered to Chichester Local Planning Authority, from the outset, to accept a condition which restricts the occupation of the site to that associated with the forestry and trees surgery business, in order for the proposal, and any future occupation, to be controlled.

We note there has been concerns raised to the potential number of vehicle movements along Ifold Bridge Lane and surrounding roads. We wish to reassure the local residents that the number of movements will be low, and in the main will be one vehicle and trailer leaving the site in the morning and returning again that evening. David is an experienced tractor driver, so he is always conscientious when moving through the village. We adhere to the 'dead slow' restrictions and take care to allow other vehicles to move safely past. We would like to make it clear that there are many other large vehicles that use the roads of the village including horse boxes, lorries, vans and other tractors.

Our business will not operate on the weekend from Oxoncroft, unless in exceptional circumstances. There may be local traffic movements associated with the delivery of logs and woodchip, and tree surgery work, but these will be from a pick up truck, of which there are many that already use the roads of the village. Essentially, there will not be a continuous flow of vehicles coming and going from the site.

We also noted a number of comments regarding the potential for increased damage to the roads. The volume of traffic and type of vehicles associated with the operation of PTCC is not anticipated to lead to an excessive wear and tear of the road, and it is not considered that the operation will exasperate damage, over and above the other vehicles already using the local roads. PTCC are happy to pay the annual monies to Ifold Estates for the upkeep of the roads, in fact we have already paid for 2020 as requested. Without prejudice and notwithstanding the above, to provide peace of mind to the local residents, PTCC would be willing to discuss and agree an additional amount towards the upkeep of the road, should this become necessary, and is appropriate and proportionate.

### **Temporary siting of a mobile home**

We are seeking the temporary siting of a mobile home within the yard. There is an existing mobile on the site that has been in location for in excess of 30 years. However, this mobile home is very run down and there not suitable for our young family to inhabit, therefore a new mobile home is sought to replace it.

Premier Tree Care and Conservation (PTCC) is a viable enterprise, and we are expanding. However, at present the business is limited in terms of what it can afford to do reasonably and therefore it is not financially viable for us to buy or rent a property to live in while we channel all of our efforts and resources into this new arm of the business. Furthermore, whilst the UK is currently coming out of lock down and entering a period of financial uncertainty and potentially a recession, we are keen to minimise our financial risk. Hence why we are seeking to live within a mobile home on site for a temporary period of 3 years while we establish the business in the local area, hopefully with some success!

In addition to the financial requirement for the temporary mobile home, there is a personal requirement for the family to relocate to Ifold as a whole. The hours of operation of the business will be from 8am until 6pm Monday to Friday, making it necessary for us all to live in Ifold so that we can maintain our family life. Our existing home and headquarters for PTCC is located in Staines, which is approximately two hours drive each way in a tractor. It is not reasonable for David to commute this distance daily. Not only would it have a very negative impact on his own wellbeing, but also a physical and emotional impact on his young family.

We note from the objections raised that there is a concern regarding the potential future use of the site for more intensive residential development. This is not our intention. We are keen to retain the rural character of the yard and its surrounding land holding.

## **The Development Plan**

A detailed assessment of how the proposal complies with the relevant Development Plan policies has been submitted with the planning application.

The Chichester Development Plan, the emerging Plaistow and Ifold Neighbourhood Plan and National Planning Policy Framework all support and advocate rural, economic growth and the reuse of existing buildings to facilitate this. The Local Planning Authority will determine the application in accordance with the Development Plan and it is considered that the proposal is policy compliant.

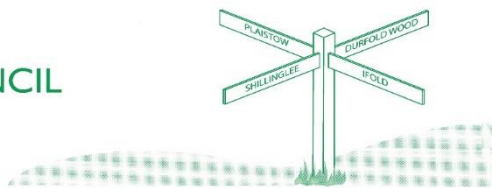
The proposal will deliver a number of social, economic and environmental benefits, including amongst others:

- Bringing back into effective use the redundant buildings, and undertaking a significant landscape management programme on the land holding, removing dead trees, replacement tree planting, (of which 50 native trees have already been planted); the removal of giant hogweed from the site; and new bird and bat boxes are also proposed. Also the safe relocation of honey bee's from the site into a more sustainable habitat.
- Introducing a new arboriculture service to the local area, and a new source of sustainable fuel (logs and woodchip);
- Job creation over the next 24 months – anticipated to be up to 5 local jobs, in addition to which the business will require the services of an accountant and book keeper.

## **Summary**

In summary, we hope that this explanation of the proposal is useful in explaining further the scale and nature of the application, and the intentions of the business, We very much want to be a part of the Ifold community, and to operate our business in a sensitive manner that does not harm the amenity of the local residents.

## PLAISTOW AND IFOLD PARISH COUNCIL



25th June 2020

Mr Derek Price  
Planning Officer  
Chichester District Council  
East Pallant House  
1 East Pallant  
Chichester  
PO19 1TY

Dear Mr Price,

**Re: 20/01225/FUL | Proposed change of use of land and buildings from agricultural storage to B8 use, associated with the operation of a forestry and tree surgery business, the temporary siting of a mobile home for a period of 3 years, siting of septic tank and replacement gates. | Oxencroft Ifold Bridge Lane Ifold Loxwood RH14 0UJ**

Plaistow and Ifold Parish Council's Planning and Open Spaces Committee considered the above application at a meeting on 24th June.

The Parish Council considered all matters pertaining to the application and OBJECTS to all aspects of the application; namely the proposed change of use of land and buildings from agricultural storage to B8 use, associated with the operation of a forestry and tree surgery business; the temporary siting of a mobile home for a period of 3 years; the siting of septic tank and replacement gates.

In particular, the site does not benefit from an appropriate public highway structure, or network. Oxencroft does not have safe and convenient access to an adopted road. All access roads to the site are through the Ifold estate; these roads are privately owned and are Public Rights of Way (PRoW) by virtue of being footpaths and/or bridleways only.

Please refer to the enclosed maps for further detail.

In addition, WSCC's iMap is a useful tool which shows the PRoW numbers and classifications: <http://www2.westsussex.gov.uk/lvmaps/imap.html> (please select PRoW under map features shown by way of a 'pin' icon).

The Parish Council is concerned for the safety of vulnerable users of these highways, such as children and other pedestrians and equestrian use. Additionally, the Parish Council understands that there are outstanding vehicular access issues between the applicant and Ifold Estates Limited, which need further clarification.



The Applicant refers to Policy EE2 of the Parish Council's draft Neighbourhood Plan (currently awaiting a re-run of Regulation 16 Public Consultation, which was interrupted in March/April 2020 by the pandemic). Policy EE2 specifically recognises the poor road network servicing the Parish and states at page 50, paragraph 7.12:

*Existing businesses should be supported and encouraged in order to advance the local economy and support inward investment. Small scale business growth will be supported, provided there is no conflict with the protection and maintenance of the rural character of the Parish. **There are no A or B roads within the Parish with the road network consisting of many C or D class roads, unclassified country lanes and private roads which are unsuitable for large volumes of heavy vehicles.***

Bold emphasis added for the purposes of this letter.

The Parish Council respectfully submits that the application does not provide sufficient information and detail regarding the numbers and types of equipment and vehicles to be stored on the site and/or access the site. The applicant's business website states an impressive fleet of machinery and heavy-duty equipment. The Parish Council respectfully requests that the Planning Officer completely satisfies themselves as to the full extent of the proposed use of the site, associated with the operation of a forestry and tree surgery business.

The Parish Council heard representations from residents and understands that there are already numerous concerns regarding the activities currently being undertaken on the site, including the volume of vehicle movement to and from the site; the size of the vehicles accessing the site and the damage this is doing to the private road structure; and noise and pollution from the site. The Parish Council notes the extraordinary number of objections already submitted to the Local Planning Authority regarding this application.

The Parish Council is concerned that there will be a loss of amenity to residents from the proposed use of the site.

Policy EE2 of the Parish Council's draft Neighbourhood Plan states at page 50:

*Proposals enabling small-scale business development through the use of redundant agricultural buildings and other facilities to encourage small enterprises will be supported, provided there is **no conflict with the other policies of the development plan and there is no significant loss of amenity to residential areas from noise, lighting and vehicle movements, in particular heavy goods vehicles which have adverse impact on the countryside.***

*Proposals to encourage the development of activities which require a rural location will be supported, provided there is no conflict with the other policies of the development plan and that **this does not result in inappropriate development of buildings, structures and uses which would impact adversely on the countryside or there is a loss of agricultural land.***

Bold emphasis added for the purposes of this letter.

The Parish Council notes that the site is outside the Ifold Settlement Boundary and is therefore concerned that approval to situate a mobile home on the land for the purposes of human habitation, even for a temporary period, will set a negative precedent. The Parish Council respectfully submits that the applicants have not provided sufficient justification to warrant the need to live on site and that there are other residential and/or site security options available.

The Parish Council does not support the loss of agricultural land in the countryside as set out in Policy EE2 of the draft Neighbourhood Plan.

In the event that the Local Planning Authority are minded to approve this application, the Parish Council respectfully requests that the Planning Officer fully satisfies themselves that the proposals do not require a travel plan and transport statement/assessment as per paragraph 111 of the NPPF. In any event, the Parish Council asks that specific conditions are included which restricts operating times in a residential area; restricts the size and weight (including loaded weight) of vehicle stored at the site and accessing the site and restricts the number of vehicle movements each day. The Parish Council asks that such conditions are correctly formulated based on accurate information regarding the structure and nature of the roads, their foundations and the maximum weight they can manage and frequency of movement.

Yours sincerely



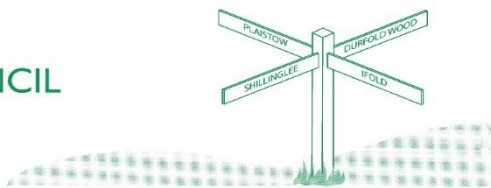
Catherine Nutting

Clerk & RFO to Plaistow and Ifold Parish Council

Clerk & RFO: Miss Catherine Nutting  
Tel: 01403 820 508. Email: [clerk@plaistowandifold.org.uk](mailto:clerk@plaistowandifold.org.uk)

## PLAISTOW AND IFOLD PARISH COUNCIL

25th June 2020



Ms Rebecca Perris  
Planning Officer  
Chichester District Council  
East Pallant House  
1 East Pallant  
Chichester  
PO19 1TY

Dear Ms Perris,

**Re: 20/01291/PA1A | Single storey extension to the rear (a) rear extension - 8m (b) maximum height - 4m (c) height of eaves - 2.30m | Thane The Drive Ifold Loxwood Billingshurst West Sussex RH14 0TB**

Plaistow and Ifold Parish Council's Planning and Open Spaces Committee considered the above application at a meeting on 24th June.

The Parish Council is concerned by the application and OBJECTS on the grounds of mass and scale of the proposed development, which is out of keeping with the prevailing character of the area. The proposed extension is larger than the existing property. This is the first prior approval for utilising the maximum ground floor permitted development rule within the private Ifold Estate.

The Parish Council is aware of the concerns from neighbouring residents in respect of loss of amenity including privacy, especially in relation to their rear gardens. The Parish Council notes the comments regarding the ground levels and the impact this will have on the height of the proposed development. The Parish Council respectfully requests that the Planning Officer investigates this matter and fully satisfies themselves that the height of the proposed development, as affected by the ground levels, does not exceed permitted development requirements. Nevertheless, the Parish Council reiterates the concerns raised by residents.

The ground levels and slope of the site also raise concerns regarding water run-off and flooding, especially to neighbouring properties. The Parish Council respectfully requests the Planning Officer to fully satisfy themselves regarding the drainage history of the property.

Yours sincerely

Catherine Nutting

Clerk & RFO: Miss Catherine Nutting  
Tel: 01403 820 508. Email: [clerk@plaistowandifold.org.uk](mailto:clerk@plaistowandifold.org.uk)

**Sent via Email:**

Dear Ms Stubbington,

**PS/20/00250/DOM | Double storey side extension, garden store, block up existing vehicle access and creation of a new vehicle access| 4 Nell Ball Plaistow RH14 0QB**

Further to a meeting of the Plaistow and Ifold Parish Council's Planning and Open Spaces Committee last night, please be advised that the Parish Council wishes to reiterate the comments it made when it originally considered the application in April. The letter is attached for ease of reference.

The Parish Council respectfully requests that if hedging is lost as part of the development it is replaced and that the hedging to the front of the property is reinstated / extended where the driveway is to be closed off.

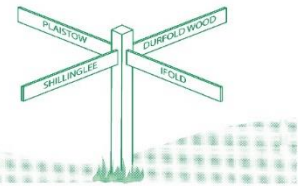
With best wishes

Catherine

**Clerk & RFO: Miss Catherine Nutting**  
**Tel: 01403 820 508. Email: [clerk@plaistowandifold.org.uk](mailto:clerk@plaistowandifold.org.uk)**

**Copy Letter -**

**PLAISTOW AND IFOLD PARISH COUNCIL**



23rd April 2020

Ms Beverley Stubbington  
Planning Officer  
Chichester District Council  
East Pallant House  
1 East Pallant  
Chichester  
PO19 1TY

Dear Ms Stubbington,

**Re: 20/00250/DOM | Double storey side extension, garden store and additional vehicle access. | 4 Nell Ball Plaistow RH14 0QB**

Further to Plaistow and Ifold Parish Council's Planning and Open Spaces Committee considering this matter at a meeting on 22nd April 2020, the Parish Council submits the following comments.

Plaistow and Ifold Parish Council raises no objection to the proposed two-story extension, or the additional access.

However, the Parish Council is concerned regarding the possible of loss of amenity to neighbouring property number 1, Cedar Terrace and respectfully requests that the Case Officer undertakes a site visit to check.

The Parish Council also requests a condition that, if hedging is removed as part of this development, additional hedging is planted to replace the loss during the next planting season.

Yours sincerely  
Catherine Nutting

**ITEM: 5. To receive list of recent Planning Decisions, Appeals and Enforcement**

**Planning Decisions:**

CDC Weekly Decision List, 23 w/c 03.06.2020

None to note.

CDC Weekly Decision List, 24 w/c 10.06.2020

None to note.

CDC Weekly Decision List, 25 w/c 17.06.2020

1. PS/20/00724/DOM | Mr & Mrs P Seager-Thomas | Waldron Chalk Road Ifold RH14 0UA | Single storey rear extension and new attached garage to front | **PERMIT**.  
<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q71BSPERGUR00>
2. PS/20/00846/DOM | Mr David Ellingford | Siskins 19 The Drive Ifold Loxwood Billingshurst West Sussex RH14 0TE | Erection of single storey front and side extensions and detached double garage following demolition of existing single garage, boundary wall and outbuilding. Erection of 1800 high close boarded boundary fence. **PERMIT**  
<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q7T5HEER0ZW00>

**Enforcement Decisions:**

1. Thane, The Drive, Ifold, Loxwood, Billingshurst, West Sussex, RH14 0TB | PS/19/00397/CONHH  
Following a site visit it is confirmed that the steps required by the above notice have now been complied with. On this basis, no further action will be taken and the Council's file on this matter has been closed.

## PLAISTOW AND IFOLD PARISH COUNCIL



17th June 2020

Katy Bourne OBE  
Sussex Police and Crime Commissioner  
Sackville House  
Brooks Close  
Lewes  
East Sussex  
BN7 2FZ

via email

Dear Mrs Bourne,

**Re: Rural Crime Initiative**

As a rural Parish Council, we wanted to write to commend the launch of the Rural Crime Initiative and new crime team whose aim is to crack down on countryside crime. We were encouraged by your accompanying launch statement that 'crimes will not be ignored and are being taken extremely seriously'.

Unfortunately, your strong statement appears, at least in relation to our Parish, to have fallen on deaf ears. Having suffered a number of fly tipping incidents in October last year, which were reported almost immediately, it is disappointing that some 8 months later no action has been taken against either the perpetrators or householder from where the rubbish appeared to originate. Whilst the originating property/householder of the rubbish was obvious to local residents, the investigation undertaken was such that no action has been taken and the culprits have managed, in the words of the Deputy Chief Constable, to "get away with it".

The knowledge that such crimes can be committed with impunity encourages further such offences.

As a Parish Council we look forward to hearing of successful prosecutions against those who commit rural crimes generally and fly tipping specifically. It is our belief that the vigorous prosecution of such offences is the only way to discourage these crimes.

Yours sincerely

Alan Pearson  
Chair of Plaistow and Ifold Parish Council