

MINUTES of the Plaistow and Ifold Parish Council Meeting held on **Wednesday 8th July 2020**, via remote conference calling technology.

Present Cllr. Paul Reynolds; Cllr. Phil Colmer; Cllr. James King-Wilson; Cllr. David Ribbens; Cllr. Nicholas Taylor; Cllr. Paul Jordan; Cllr. Nick Whitehouse and Catherine Nutting (Clerk).

District Cllr. Gareth Evans and County and District Councillor Janet Duncton were in attendance.

No Members of the Public were present.

C/20/102 Apologies

Apologies were received and accepted from Cllr. Alan Pearson (Chair); Cllr. Sophie Capsey (Vice Chair); Cllr. Matthew Hardman and Cllr. Jerusha Glavin.

C/20/103 Agree Meeting Chair

Members unanimously appointed Cllr. Paul Reynolds as meeting Chair.

C/20/104 Declaration of interests by Members in matters on the Agenda. To consider and agree any requests for Dispensation.

Cllr. King-Wilson has a Disclosable Pecuniary Interest (DPI) in relation to Policy EE4 of the Neighbourhood Plan (C/20/113 below). However, CDC's Planning Committee meetings are public and all documents in the public domain. The purpose of C/20/113 is to provide a meeting update; therefore, it is not necessary for Cllr. King-Wilson to request dispensation, or temporarily leave the meeting.

C/20/105 To receive for confirmation Minutes of the Parish Council Meeting held on 10th June 2020.

The minutes were unanimously approved and will be signed by the Clerk & Chair meeting Chair via Secured Signing.

C/20/106 Representations from Members of the Public: To receive and act upon, if considered necessary by the Council, comments made by members of the public either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Wednesday

None received in person.

The following email representations were made and considered by Members:

1. *"While I would not wish to deny the local Ifold residents the convenience of a nearby local shop at the corner of The Drive and Plaistow Road which I pass by regularly, what is there at the moment is a complete eyesore and muddle which understandably seems to attract little trade in its present state. I would be interested to know if any planning regulations were necessary and obtained for this development and whether the Parish Council has any control or interest over what has taken place.
With kind regards for the good work you do."
[Personal information redacted for confidentiality]*

The Parish Council understands that the proprietor intends to cover the prefabricated buildings, which are a temporary measure in of themselves, to make them more sympathetic to the local visual amenity. The shop renovations are still 'work-in-progress'. No planning regulations have been contravened.

2. *"We are residence in the Nell Ball area of Plaistow and have noticed a real decline in the care of the verges and overgrowth. Today 2 men turned up at 8.15 with a tractor type mower on a trailer. After about 10 minutes they started cutting the verges in this area, firstly leaving all the grass everywhere on the road and pavements as well as all over the cut grass. The cut was absolutely disgusting, uneven, no edges done and now it looks worse than before it was done. This took approximately 25 mins and they then sat in their truck and ate their breakfast? Brunch? Coffee Break? for the next half hour. Firstly, if we are paying for this service in our Council Tax it needs to be addressed quickly as the contractors you are employing are taking the mickey!
Secondly why do we not have the same maintenance company as the village centre, which I have to say looks very smart.
Summing up the scruffy look of this area and overgrowth onto paths and roads only encourages residents to park on verges and paths blocking walkers etc.
Can we please have some care for this part of the village*

because it is so disheartening to the residents?

Kind regards"

[Personal information redacted for confidentiality]

The referred to land is not owned and/or managed by the Parish Council. It is WSCC land and all maintenance responsibilities rest with WSCC Highways Department.

Members resolved to write a letter of complaint to WSCC Highways and ascertain if there is available funding to allow the Parish Council to take over future maintenance. Clerk

3. Plaistow and Kirdford Primary School wish to use the Village Green on Thursday 16th July for a Year Six leavers assembly. Clerk
Resolution to permit

C/20/107

To receive reports from County and District Councillors.

District Cllr. Evans' report is appended to these minutes at A.

Local pubs in the Loxwood Ward are beginning to reopen; many have adopted new and effective methods of communication and pre-ordering via their websites and mobile phone applications.

Cllr. Evans' is keeping abreast of the planning application regarding Oxencroft, The Lane, Ifold. Please refer to the Parish Council's Planning Minutes for more information.

County and District Cllr. Janet Dunton advised that WSCC are convening workshops to review and update the County Plan, which is now out-of-date due to Covid-19. WSCC has a financial shortfall in 2020/21 of £85 million. The first full Council meeting since February was held on 17th July. Councillors had an opportunity to ask questions especially in relation to Children's Services and Fire and Rescue. Council meetings will be truncated, being held between 10:00 – 13:15. An additional meeting maybe held in September.

The SDNP has a new Chair. PRow rangers are beginning to inspect County footpaths and undertake annual maintenance.

Highways: The large pothole along the Shillinglee Road will be repaired on 18th August. The road will be closed for five (5) days. Some thirty (30) potholes along the Dunsfold Road have been repaired to date and the remaining ones have been reported and will be addressed on 18th August. Covid-19 has impacted the usual maintenance schedule. C. Cllr. Dunton

Bridal paths: Cllr. Jordan asked when the Sparrwood Farm bridal way will be fixed and re-opened? Cllr. Dunton will send the Clerk C. Cllr. Dunton

an update via email.

Update: The Bridge repair remains outstanding. The matter will be progressed once the Officer returns from annual leave.

C/20/108

Highways

a. Matters to be reported by Members

The large pothole on the Shillinglee Road remains a concern to the community. The state of the Parish's roads has been reported to WSCC Cllr. Duncton as above.

b. Community Speed Watch update & Cllr. Evans' Loxwood Ward initiative

District Cllr. Evans' advised that a Traffic Task Force has been established across the Chichester District. Loxwood Ward Parishes are exploring a series of action days; a member of the Ifold Community Speed Watch group attended the meeting on behalf of Plaistow and Ifold. The meeting highlighted a disparity between the Parishes in relation to speed awareness initiatives. Loxwood and Wisborough Green have joined forces and will conduct coordinated speed awareness days. The Chair of Loxwood Parish Council has offered to support neighbouring Parishes to establish and run speed awareness days.

The Ifold Community Speed Watch group have approached the Parish Council seeking funding for a Speed Detection Device to monitor speeds along Plaistow Road.

Members unanimously agreed to defer the matter until the next meeting when Cllr. Pearson, Chair and Traffic Calming Lead is present.

c. Traffic Calming update

Members unanimously agreed to defer the matter until the next meeting when Cllr. Pearson, Chair and Traffic Calming Lead is present.

d. PRoW update

WSCC are starting to resume routine inspections and maintenance of the public Rights of Way. Darryl Hobden, our local Access Ranger, will be organising Plaistow and Ifold Parish inspections in July. Following the inspection, routine maintenance work will be prioritised for delivery by a WSCC contractor.

e. Giant Hogweed

Members agreed to write to the Landowner and add information to the Parish Council website. Letter appended to these minutes as B.

Clerk

C/20/109	<p>New Homes Bonus (Parish Allocation) Project update</p> <p>The application deadline is 31st July. Please refer to appendix C for project details, as submitted to CDC.</p>	Clerk
C/20/110	<p>Financial Matters</p> <p>a. To approve Order for Payment</p> <p>The approved Order for Payments is appended to these Minutes at D. The document will be signed via remote Secured Signing by the meeting Chair, Clerk and Cllr. Colmer.</p> <p>b. VAT Return</p> <p>The Parish Council will submit its VAT Return to HMRC.</p>	Clerk
C/20/111	<p>Update from Lady Hope Playpark Steering Group including</p> <ul style="list-style-type: none"> - Covid-19 re-opening update <p>The 2020/21 RoSPA Safety Report is appended to these minutes at E.</p> <p>Social Distancing and safety signs have been erected and the playpark is now open. Repairs have been undertaken to the broken fencing and gate closing mechanism Cllr. King-Wilson was officially thanked by the Parish Council for his continued efforts and diligence to keep the playpark safe and well maintained.</p> <p>Further fencing repairs are required. Members agreed to purchase fencing slats and Cllr. King-Wilson will undertake the work.</p> <p>Additional seating for the playpark has been discussed as part of the rejuvenation project; an additional table inside the playpark and three (3) tables and seating outside the playpark.</p> <ul style="list-style-type: none"> - Cricket Pavilion use <p>Members agreed that the Lady Hope Playpark Steering Group will look at various proposals and options for the increased use of the Pavilion and present the suite of options and their recommendations to the full Parish Council in due course.</p>	<p>Cllr. Jordan</p> <p>Cllr. King-Wilson</p> <p>LHPSG Clerk</p>
C/20/112	<p>Update from VE Day Steering Group</p> <p>Three (3) native trees will be planted on the lower green in commemoration of VE Day. Funding is available from The Tree Council. The Parish's Tree Warden is supporting the Steering Group with his expertise. The Parish Council is working with the National Trust who owns the lower green.</p>	VEDSG
C/20/113	<p>Neighbourhood Plan Steering Group update – CDC Planning Committee 08.07.2020 re Policy EE4</p> <p>Planning application PS/19/02182/FUL was refused. Please refer to Appendix F for the Parish Council's address to the Planning</p>	

Committee in support of Policy EE4 of the Neighbourhood Plan. This refusal will have a direct impact on the Neighbourhood Plan. The NPSG will reflect on CDC's decision and consider what action, or amendments to Policy EE4 are required.

C/20/114

Clerk's Update

None.

C/20/115

Correspondence

None.

C/20/116

Items for inclusion on a future agenda

Winterton Hall

C/20/117

Date of next meetings

15th July, 19:30 – Planning & Open Spaces Committee

12th August, 19:30 – Full Parish Council Meeting – Update: Vacated

There being no further business, the Chair closed the meeting at 20:28

Appendix A – C/20/107: To receive reports from County and District Councillors.

1. I continue to support the Covid-19 hubs. Fortunately, I am hearing reports that the number of volunteers outweighs those in need, but it is great we have so many volunteers encase things do change. As we emerge from lockdown, we should still encourage residents to exercise caution encase of a second spike given what we are seeing in Leicester for example. At present the Covid-19 District Councillor hotline remains open should residents report any concerns in the community to the Parish Council.

2. CDC has been working very closely with West Sussex County Council and other partners on a COVID-19 Local Outbreak Plan. The plan works hand-in-hand with the test and trace system, providing a strategy on how the spread of the virus can be reduced if infections start to increase locally. If there is a local spike in coronavirus cases, the plan will ensure a speedy response to contain the virus and prevent

it from spreading further. This could range from making sure that infected individuals self-isolate; to locking down a specific local setting; or even introducing a wider local lockdown where we will all need to follow this agreed plan

3. Overview and Scrutiny met last week to review the recovery plan. I personally raised the question about the Health section of the recovery plan making no references to overcoming the impact on Mental Health of the community as we emerge from lockdown. My feeling is that any economic recovery is dependent on the community having good mental health provision. I was assured by Monitoring Officer – Nicholas Bennett that Health included Mental Health so I will be following this with interest.

4. The recovery plan will be considered by cabinet next week on 7 July, and then full council on 21 July. The report outlines how CDC plan to help our communities and businesses to recover and get back on their feet; and how CDC plans to deal with the financial challenges they are likely to face. CDC are predicting losses of £8 million by the end of the year. In addition to this they will need around a further £2 million to balance their budget in the medium term. However, the Government announced last Thursday further financial support to Local Government, which CDC expect will reduce the in-year deficit to about £3.5m. Once CDC have received the detailed information, I will ensure this is passed on. CDC are expecting to see an increase in those needing benefits and housing assistance. CDC also know that our local businesses need a lot of support to get back up and running. Due to this, the draft recovery plan focuses on four key themes: Community and Housing Recovery, which Louise Rudziak will lead on; Economic Recovery, which Jane Hotchkiss will lead on; Organisational Recovery, which John Ward will lead on; and Resilience, Planning, Health and Environmental Protection Recovery; which Andrew Frost will lead on. If the report is approved, it's vital to work closely together to deliver the recovery plan and support our local communities and businesses as much as we possibly can

5. CDC have reported increase in littering in Parks and Beaches. CDC are working flat out to keep on top of this but ask that where possible residents take their litter home with them in Bins are full.

6. I have been asked to remind the community that as we emerge from lockdown the Covid -19 risk remains high and it is vital that we all continue to observe social distancing rules, as part of our fight against coronavirus. While Civil Enforcement Officers, Foreshore Officers and Community Wardens have all been closely monitoring this and offering advice, they do not have any powers to enforce social distancing measures. CDC have produced signage which has been displayed across the district, reminding people that they must stay safe and leave a space.

7. This weekend also saw the reopening of many pubs and restaurants across the district. CDC have written to all of them offering advice and guidance, especially as the government has eased restrictions around licensing and planning, to help them get back on their feet. They are also asking people to plan ahead because many pubs and restaurants will be working to a strict 'bookings only' policy to limit numbers; to follow social distancing guidance at all times; and to avoid large congregating outside licensed premises. Although I have yet to get into a pub as yet I have noted some excellent communication from our most local pubs The Onslow, The Sir Roger Tichbourne and The Cricketers in Wisborough Green

8. Dangerous driving & Speed and Noise issues: A Task Group has been set up to bring together Parish & Town Councils and Cllrs of villages on the A272 affected by anti-social motorcycling across the South Downs. I am part of this group to help make sure that concerns on this issue from residents in the ward that I represent, and who have been contacting me about this, are taken into account. We have had various meetings already and have secured support from our local MPs. At the Task Group meeting in June I was actioned with putting together a meeting with representatives from all the Parishes in Loxwood Ward to explore coordinated Traffic Awareness action days. The meeting (which took place on Saturday 27th July) demonstrated that the Parishes are in different places in terms of setting up speed awareness groups but it was clear that there is a desire to work together and the group are willing to support each other. Actions were circulated to the Parish representatives in attendance, but I can forward these to the Clerk if you need them. Currently Loxwood PC and Wisborough Green PC have established speed awareness groups and have resolved to work together with other PCs welcome to join them once they are at a point that they have established their own speed awareness groups. Chris Agar at Loxwood PC is happy to offer advice.

9. A reminder that the Draft Interim Policy Statement (IPS) for Housing has been published for public consultation for a period of 4 weeks until 10 July 2020. The Planning Policy Team are seeking views on the IPS and the criteria contained within with regard to its use as a decision-making tool in the determination of planning applications for new residential development. You can view it here: <https://www.chichester.gov.uk/interimpolicystatement>.

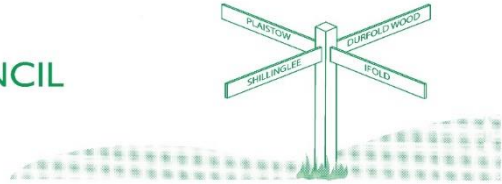
10. Loxwood Claypit application – I have been seeking advice on to the likelihood of this application being granted permission and have been told by a non council source “Loss of ancient woodland alone should be enough to stop it – that is against government policy that has been in place for a couple of decades. I doubt they could claim it wouldn't damage ancient woodland. Even if this is the case it would mean loss of woodland at a time when government policy is to expand woodland. NPPF and the forthcoming environment act also all require net biodiversity gain – I can't see how this would deliver it!”

11. Oxencroft – An update sought today was send today to the Clerk, but I can answer any questions on this should you need it.

12. Next Online Chichester Full Council Meeting is 21st July. Where to watch: <http://chichester.nucast.live>. To speak at a public meeting contact democraticservices@chichester.gov.uk – for planning committees register at www.chichester.gov.uk/speakerform

13. Online Surgeries – I continue to conduct meetings with residents via Zoom, Google Hangout, Skype, Video Call or WhatsApp. Contact me at gbevans@chichester.gov.uk / 07958 918 056

PLAISTOW AND IFOLD PARISH COUNCIL
August 2020



[Address redacted for confidentiality]

Dear Sirs,

Re: Giant Hogweed

I write regarding the Giant Hogweed, which occurs naturally on your land.

Due to the skin injuries which can arise upon contact with the poisonous sap of the plant, concerns have been raised with the Parish Council by Members of the Public who use the Public Rights of Way across your land.

Giant Hogweed is not reportable to the Environment Agency; however, it is classified as an invasive, non-native plant species as listed in Schedule 9, Part II of the Wildlife and Countryside Act 1981.

Although there is no specific legal obligation to remove or treat Giant Hogweed, it is the landowner's responsibility to control its growth to prevent the plant spreading to neighbouring land, or into the wild, outside of the ownership/control of the landowner. Inadvertently causing Giant Hogweed to spread due to the improper removal and/or disposal of the plant would be considered an offence. Consequently, the management of the plant must be undertaken with due care and attention.

The Department of Health advise that Giant Hogweed is one of the common plants well known for its general adverse effects on skin following contact. Symptoms are usually noticeable within 24 hours and may include the development of blisters and swelling, which is exacerbated by exposure to the sun. Community Protection Notices (CPN) can be issued by local Councils to require landowners to control or prevent the growth of plants like Giant Hogweed which can cause serious problems to communities.

The Environment Agency states that cutting back the plant above the ground will only temporarily stop the plant from spreading and may cause the seeds to spread further if done when the plant is in flower.

Advice on how to control and/or remove Giant Hogweed can be ascertained by contacting either the Environment Agency (03708506506) or Natural England, sponsored by DEFRA (0300 060 6000). Further information can also be found on the Government's website: <https://www.gov.uk/guidance/prevent-the-spread-of-harmful-invasive-and-non-native-plants#EA> which includes information about removal and disposal methods and the legal requirements for each.

For example, Giant Hogweed plant waste should be collected and dried out. It can then be taken to a licensed site for disposal or burnt on site under controlled conditions (with the appropriate notifications and/or permissions). West Sussex County Council can supply a list of landfill or disposal sites which accept hazardous waste (01243 777100).

Ifold Estates Ltd use the following contractor for the removal/disposal of Giant Hogweed growing on their land: John Bailey | Sussex Environmental Pest Solutions | john@sussexeps.co.uk | 01273 775941 | mobile 07791915502.

We hope you find this information useful when considering and planning your management of the Giant Hogweed on your land, particularly the plants which are growing near the Public Rights of Way.

Please do not hesitate to contact the Parish Council if you require more information or wish to discuss the situation further.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Catherine Nutting', with a stylized flourish at the end.

Catherine Nutting

See separate PDF document

Appendix D - C/20/110: Financial Matters

PLAISTOW AND IFOLD PARISH COUNCIL



Schedule of receipts and order for payments for June-July 2020
To be approved at the Parish Council meeting on 08.07.2020

Agenda Item: 8a

The signed original document is filed in the Accounts file, YE 31/03/21

RECEIPTS

Payer:	Detail:	Cost Centre/Code	Amount:
		Total	

PAYMENTS

Payee:	Detail:	Cost Centre/Code	Amount:
WSCC	Salary for June including pension contributions and on-costs		£3,301.97
Sussex Land Services	Ground works in June		£404.40
RoSPA Play Safety	Lady Hope Playpark annual safety inspection, June 2020		£90.60
Miss C E Nutting	Expenses including Zoom monthly subscription and WFHA		£32.39
		Total	£3,829.36

EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting:

Payee:	Detail:	Cost Centre/Code	Amount:
SSE	Cricket Pavilion Electrics 05.02.2020 – 15.05.2020		£23.34
Bankline	Bank charges for June 2020		£3.20
		Total	£26.54

Total receipts £
Total expenditure **£3,855.90**

Signed by Chair:..... Date:

Signed by Councillor: Date:

Signed by Clerk/RFO: Date:

Appendix E - C/20/111: Update from Lady Hope Playpark Steering Group including

See separate PDF document

Appendix F - C/20/113: Neighbourhood Plan Steering Group update – CDC Planning Committee 08.07.2020 re Policy EE4

Statement to Chichester District Council Planning Committee 8th July 2020 on behalf of Plaistow and Ifold Parish Council

By Sara Burrell, Chair Plaistow and Ifold Neighbourhood Plan Steering Group

Reference - Agenda Item 6 | Plaistow And Ifold Ward: Loxwood | PS/19/02182/FUL | Proposal Part demolition of existing outbuildings with the retention of one industrial unit (Unit B); Change of use of retained industrial unit (Unit B) from Class B2/B8 to B1(c)/B8; and, erection of 8 no. detached dwellings, play area, landscaping and associated works. | Site Little Springfield Farm, Plaistow Road, Ifold, Loxwood, RH14 0TS.

This statement concerns the Draft Neighbourhood Plan Policy EE4 which underpins the need for the change use of the application site.

This site is first and foremost a brownfield site and making effective use of brownfield land is supported through the NPPF.

However, of most concern to local residents, is the existing established use of the site; B2 general industrial and B8 storage and distribution. Neither use is compatible with a predominantly residential area set in the countryside, with limited road access through a residential settlement with no protected footpaths. Both uses could result in high levels of noise and large volumes of HGV movements and with no opportunity to impose any planning restrictions on such operation. The buildings themselves may be obsolete but this does not prevent demolition and the site used under B8.

Therefore, the Parish Council in consultation with its residents has pro-actively included a specific Policy within the draft Neighbourhood Plan, taking on board the Appeal Decision and the issues of sustainability, to enable a more appropriate, effective and viable use of this previously developed land to provide housing and appropriate levels of business use.

The Neighbourhood Plan Regulation 14 consultation received 363 comments by the general public and there were no objections to policy EE4. Of the statutory consultees, CDC was the only objector, citing the site 'is physically and visually separated and divorced from the settlement'.

The Draft Neighbourhood Plan also has had a formal Health Check by an Examiner in 2018 and no adverse comments were made about Policy EE4.

Policy EE4 has remained in the draft Plan and the Reg 16 consultation was completed on 30th April with electronic submissions. The Pandemic only interrupted access to hardcopies of the documents.

As there has been no material change in the Policy it would appear very unlikely that there would be significant new objection.

The Neighbourhood Plan has reached a stage to carry weight and has recently been used in determining an Appeal.

Objection to Policy EE4, on sustainability grounds is now difficult to justify. CDC allocated for residential development land north of Little Springfield farm 100m away . Both sites are outside the settlement boundary, remote from the centre of Ifold, and equally remote from services and facilities. The site is situated in the countryside , but a balance must be made between the harm of redevelopment and the benefit of removing an inappropriate use and redeveloping a redundant site to a viable and suitable alternative.

The Parish Council respectfully asks the Committee, in arriving at its decision, that it does not undermine the principle of the change of use of this brownfield site and therefore inhibit the progress of the Neighbourhood Plan and specifically Policy EE4.