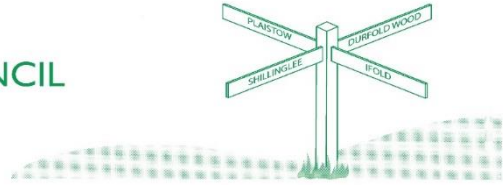


PLAISTOW AND IFOLD PARISH COUNCIL



MINUTES of a Meeting of the Full Plaistow and Ifold Parish Council held on **Wednesday 13th July 2022** at **19:30**, Kelsey Hall, Ifold.

Please note: - These minutes are to be read in conjunction with the [Clerk's Report](#), which was 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. Phil Colmer (Chair of the Finance Committee); Cllr. David Griffiths; Cllr. Doug Brown; Cllr. Jerusha Glavin; and Catherine Nutting (Clerk & RFO).

District Councillor [Gareth Evans](#) and County and District Councillor [Janet Duncton](#) were in attendance.

Nineteen (19) members of the public were present in person and three (3) members of the public were present via Zoom.

Two (2) representatives from [DLBP Ltd](#) were present, including Matthew Johnson, Director of Planning in relation to C/22/096 below and one (1) representative from Artemis Land & Agriculture Ltd, Mr. David Bick.

C/22/094 **Apologies for absence & housekeeping**
Apologies were received and accepted from Cllr. John Bushell; Cllr. Nicholas Taylor and Cllr. Nick Whitehouse.

C/22/095 **Disclosure of interests**
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.

None disclosed.

Public Forum

See Clerk's Report.

Matthew Johnson, Director of Planning from [DLBP Ltd](#) gave a presentation regarding Artemis Land and Agriculture Ltd ('Artemis') plans for a 'Rickman's Green Village' ('RGV') at the Crouchlands Farm site off Rickman's Lane, Plaistow.

Due to the public significance of this matter, the Chairman permitted the Public Forum to extend until 20:30.

DLBP Ltd have asked that corrections be made to the minutes, these are added in red below for ease of reference.

The meeting heard as follows: -

On 12th July 2022, a public exhibition was held at the Crouchlands Farm site regarding the RGV proposals. A further event is planned in the coming weeks. The proposals are available online - until 22nd July - as part of the public consultation process: <https://dlbp.uk/rickmans-green-village>

Mr Johnson acknowledged that during the [public meeting](#) held in 2019 regarding the Whole Farm Plan, the community was told that there were no plans for residential development*. However, since this time the housing needs within the Chichester District area – as delivered as part of Chichester District Council's (CDC) Local Plan Review – are being frustrated by constraints identified in the southern part of the District. CDC are currently testing various growth scenarios within the Northern part of the County, including within the Parish of Plaistow and Ifold, to consider to what extent any shortfall in housing delivery may be reduced by further development in this area. Mr Johnson referred to CDC's [letter](#) to the Parish Council dated January 2022, which sets out the situation and their growth testing. It is within this context that Artemis have put forward land at Crouchlands Farm to be considered by CDC and are in consultation with CDC in relation to their Local Plan Review process. The land has been included in CDC's Housing and Economic Land Availability Assessment ([HELAA](#)) 2021 document.

This is incorrect because in 2019 (minute 36 – 39 of 2019 recording on the Parish Council's [website](#)) the community was told that

Artemis had submitted representations which included plans for residential development.

****Please note****

As detailed on [CDC's website](#), the purpose of the HELAA "is to identify a future supply of land which is suitable, available and achievable for housing and economic development". The "HELAA is a technical study and not a policy document" and land included within the HELAA process "does not indicate that it will be allocated in the Chichester Local Plan Review or imply that the council will grant planning permission for any specific development proposal in the future." The purpose of the HELAA assessment "is to identify and assess sites that **may have potential** to accommodate future housing and economic development...." (own emphasis added).

Mr Johnson stated that the proposed RGV will amount to 8% of the Crouchlands Farm site. The commercial elements of the 'Whole Farm Plan' will be at the heart of the proposed new village. A planning application for these commercial plans has been submitted to CDC; the application is being validated prior to publication.

The plans for the RGV would be between 2025 – 2030. It was acknowledged that more work is required, for example regarding drainage and biodiversity. The plans are at public consultation stage only.

Mr Johnson explained that the proposed school stemmed from consultation between Artemis and West Sussex County Council's Education Department (WSCC). Artemis advised that it could provide land to build a new school building. On 12th July, Artemis contact the Heads of both Plaistow and Kirdford and Loxwood Primary schools.

In addition to a new school, Artemis are proposing a new bus service for RGV – 7 days per week with a 30-minute frequency. This proposal is being investigated with WSCC.

Mr Johnson stated that RGV would improve access to the countryside and is served by Public Rights of Way. Artemis have provided permissive paths for some circular walks on the site.

The meeting was told that some of the proposed housing would be

affordable, as per the current Government criteria for developers. The housing stock would include some smaller units e.g., 1 and 2 bed properties. The design would emulate the traditional forms and features of the area e.g., brick and clay tiles with chimneys; however, it would also amalgamate more contemporary material e.g., zinc roofs and modern construction techniques e.g., modular building off site. The proposed housing stock would use energy efficient methods, including water neutrality and net zero carbon emissions.

A Q&A session followed the presentation in the following order:

- Parish Councillors
- District/County Councillors
- Members of the public.

Qu: What constitutes an affordable house?

A: Developers are bound by the requirements of central Government and CDC regarding the definition of affordable. Affordable rent is considered 80% of market rent. The affordable housing stock would be managed by a social housing landlord.

Qu: What thought has been given to the additional traffic the proposed development would generate? RGV could introduce over 1,200 cars onto the local road network.

A: This aspect is being investigated. There is no definitive answer. It has been noted that residents have concerns regarding highway capacity and safety.

Qu: How can the plans increase biodiversity?

A: The current land use is agricultural and therefore has low existing biodiversity value as it is managed grazing. The plans will include how the area can be “re-wild”, including planting and soil restoration.

In our answer we explicitly said that we are exploring every avenue with our ecology specialists to achieve biodiversity net gain, for example extensive planting of trees, hedges, and soil restoration, amongst other possibilities.

Qu: Who identified the Crouchlands Farm site for inclusion in the HELAA document? Artemis or CDC?

A: In 2020, Artemis put forward 125 houses to be considered. The capacity assessment has come from CDC.

Qu: Who is promoting the site? Artemis or CDC?

A: CDC have not promoted the site; it is coming from Artemis, who have engaged with CDC. Artemis have appointed planning consultants to promote the plans.

Qu: The Whole Farm Plan is not definitive, as it does not show permitted development deriving from its existing use. However, it is unclear how the agricultural element of the Farm can be retained?

A: The next public event will show the whole farm area and what area will be grazed.

Qu: Diversification is alongside the existing use, not a replacement of the 500-acre holding.

A: The intention is for farming activity to remain. Livestock has already been returned to the farm. It is the intention to sustain the farm.

Qu: To clarify, where did the promotion of the land within the HELAA document come from?

A: It came from Artemis.

Our answer spoke about how Artemis submitted a representation to the [District] Council, and then Chichester District Council conducted a capacity assessment which was then included in the Council's HELAA as their assessment.

Qu: Regarding the school, can this be supported by WSCC?

A: The school was not promoted by Artemis, this came from WSCC.

Qu: Regarding water neutrality, how will this be achieved with 600 new houses?

A: This is a challenge and technical work is underway, including looking at grey water harvesting, supply coming from another area and in consultation with Southern Water regarding their own solution. The existing water use on the farm is high. Grey water can be substituted for use on the farm to reduce the farm's water abstraction requirements.

Qu: Did letters regarding the drop-in public consultation go to all villages?

A: yes, letters were sent to everyone within a 1.5-mile radius of Crouchlands Farm.

Qu: District Councillor Evans has been contacted by concerned residents in Loxwood and Wisborough Green who were told at the drop-in exhibition on 12th July that development at Crouchlands Farm would reduce the need to develop in their own village area. This was couched as an incentive to support the application for development and would appear that communities are being pitted against each other.

A: I don't recognise that. No one in the team would say that. Please ask the complainants to put this in writing so it can be addressed.

Qu: How will you get rid of wastewater as Loxwood water treatment is full and the area is prone to flooding?

A: We are aware of surface water flooding. However, the area is in flood zone 1 – low risk; it is from pockets of surface water which cause issues. The blue stars on the design plans indicate balance ponds, which will act as drainage basins to prevent the local water courses from becoming overwhelmed. Regarding sewage, all options will be considered including other treatment plants.

Qu: A primary school has been proposed, but what will happen when all these children need secondary education? The local secondary schools are at capacity.

A: This is part of the ongoing conversation with WSCC Education Department. The development will also produce Community Infrastructure Levy (CIL) for additional infrastructure such as education and libraries.

Qu: The farmer's cottages are missing on the plan diagrams. Are you demolishing the cottages? Will there be a continuation of the farm?

A: The farmer's cottages are where the proposed entrance to the site will be, as other land is owned by National Trust. The farm will be, and the farm manager will have accommodation.

Our answer did not mention The National Trust - this was instead a comment made by a member of the public gallery.

Qu: What was CDC's indication of support for the proposed residential development during the pre-application advice?

A: There has been pre-application discussions with CDC regarding the Whole Farm Plan. CDC has not provided written feedback on the residential proposals. They have not indicated one way or another.
Follow up: A request for Artemis to share its pre-application advice

with the community in the interest of transparency and trust.

Qu: This is a small rural community, what will the impact be on the size of the local population if the plans are successful?

A: It could be an additional 1000 people; a 100% increase in the population size, depending on the housing mix within the development.

Observation: The lead aspect appears to be the Whole Farm Plan. DLBP Ltd credentials for rural farm projects in sensitive rural areas appears to be limited. Large scale development in urban areas appears to be the primary focus of DLBP Ltd.

Mr Johnson advised that his credentials included planning policy and identifying housing need.

Qu: The proposed development is to be built over several years, what will be the impact upon the neighbours?

A: A Development Management Plan will seek to alleviate the impact on the neighbours and surrounding area.

Observation: The noise and light pollution will have a detrimental impact upon wildlife, the area's dark sky and local ecology. No one will want to go glamping near a housing estate.

Observation: The proposals will damage Grade II listed buildings and local biodiversity. Artemis needs to be extremely open and transparent, otherwise it will lose the community's trust.

Qu: Traffic, including construction vehicles will have to drive through Loxwood, Plaistow and Kirdford. The roads are small. How will damage be prevented?

A: CDC will expect us to show how big vehicles can get to the site. If damage is caused to the highway by the development, the roads will be repaired. A bond is paid to the Council and any repairs must be met by the developer.

At the conclusion of the Public Forum, most of the public left the meeting. Two (2) MOP remained via Zoom only for the remainder of the meeting.

C/22/097	<p>Minutes</p> <p>It was RESOLVED to APPROVE the minutes of the full Parish Council Meeting held on 8th June 2022, which will be SIGNED by the Chair of the meeting via Secured Signing, in accordance with Standing Order 9(d), as a true record and published on the Parish Council's website.</p>	<p>Actions: Clerk & Chair</p>
C/22/098	<p>To receive reports from County and District Councillors</p> <p>District Cllr. Evans' report is appended to these minutes at A. County and District Councillor Janet Dunton's report is appended at B. Both reports were published on the Parish Council's website in advance of the meeting.</p> <p>Cllr. Dunton advised that a consultation is planned for the autumn regarding road safety. She has recently visited Lodge Hill, which is a facility for children including those with additional education and other needs. Free activities will be offered by WCC over the summer period for children who receive free school meals.</p> <p style="text-align: center;">Co-option procedure to fill a casual vacancy <i>See Clerk's Report.</i></p>	
C/22/099	<p>To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy.</p> <p>One application was received from Mrs Jane Price.</p>	
C/22/100	<p>Exclusion of the Press and Public</p> <p>The Council RESOLVED NOT to EXCLUDE the Press and Public from the meeting during the consideration of Mrs Price's application.</p>	
C/22/101	<p>Deliberation of candidate(s)</p> <p>Members AGREED that Mrs Price was a valued member of the Queen's Platinum Jubilee Working Group, and she would be able to represent Durfold Wood on the Parish Council.</p>	
C/22/102	<p>Voting by way of show of hands and results</p> <p>The Co-option of Mrs Price was proposed by Cllr. Glavin and seconded by Cllr. Capsey. The Council UNANIMOUSLY VOTED TO CO-OPT Mrs Price.</p>	<p>Action: Clerk</p>
C/22/103	<p>Financial Matters</p> <p><i>For all items listed below, please refer to the details contained within the Clerk's Report.</i></p> <p>1. Order for Payments</p> <p>The Council REVIEWED the Order for Payments for June-</p>	<p>Actions: Clerk</p>

July, which includes income and expenditure since the Council meeting on 08.06.2022 ([appended at C](#)) and **RESOLVED** to **APPROVE** the **EXPENDITURE** listed. The signed Order will be published on the Council's website [here](#).

2. Tree works in Plaistow

- a. To note the additional quote for the Pond works and resolve to appoint a contractor.

The Council **RESOLVED** to **APPOINT CONTRACTOR A**. Contractor A provides good value for money; has a breadth of expertise; is responsive to the Council's queries and the Council has experience of the workmanship. The instruction was proposed by Cllr. Capsey and seconded by Cllr. Glavin. The matter was unanimously agreed.

- b. To note the quote for the Tree Condition Report for Plaistow Village Green and resolve to instruct.

The Council **NOTED** Mr. Gale's quote to update his previous Tree Condition Report for Plaistow Village Green and **RESOLVED** to **INSTRUCT ANDREW GALE**.

C/22/104

Decisions made by delegated power since 8th June 2022 for ratification

See Clerk's report

The Council **NOTED** the use of the Scheme of Delegation to continue the Council's annual subscription to Parish Online and **RATIFIED** the Clerk's decision made in accordance with their delegated powers.

C/22/105

Planning matters

See Clerk's report

Actions:
Clerk

- a. The Council **NOTED** the **MINUTES** of the **PLANNING MEETING** dated **29th JUNE** and the Parish Council's response to the Environmental Impact Assessment Screening Opinion regarding the proposed redevelopment of the former Foxbridge Golf Course. These documents can be found on the Parish Council's website [here](#).
- b. To Council **RESOLVED** to **APPROVE** the formation of a **PLANNING WORKING GROUP** to support the Planning

Committee in relation to large-scale and complex planning applications.

- c. The Council **RESOLVED** to **APPROVE** the **LETTER** in response to CDC's Northern Parishes growth scenarios.
- d. The Council **NOTED** that the planning application for the Crouchlands Farm 'Whole Farm Plan' has been lodged with CDC and is currently being validated.
- e. The Council **NOTED** the development of a specific Crouchlands Farm webpage to keep the community informed, which can be found here: <https://www.plaistowandifold-pc.gov.uk/crouchlands-farm-0>
- f. The Council **NOTED** that a public consultation event took place at Crouchlands Farm on 12th July 2022 regarding the proposed Rickman's Green Village.

C/22/106

August meeting

See Clerk's report

The Council **RESOLVED** to **VACATE** the full Parish Council meeting on 10th August.

Action:

Clerk

C/22/107

Lagoon 3 update

See Clerk's report

The Council **RECEIVED** and **NOTED** the minutes of the most recent multi-agency meeting regarding Lagoon 3, which followed a site visit to Crouchlands Farm in March. These minutes are [appended at D](#).

The Council **NOTED** the following statement within the body of the email which provided the multi-agency meeting minutes (dated 17th June) from Alison Steven, Divisional Manager, Environment and Health Protection at Chichester District Council: - *"Please also note that WSCC have advised that the closure of the footpath was extend and WSCC have no plans to re-open the PROW while the risk remains unchanged."*

The Council **RECEIVED** and **NOTED** the **UPDATE** regarding the joint

meeting between CDC, Kirdford and Plaistow and Ifold Parish Councils held on 7th July 2022, which is [appended at E](#).

C/22/108

Highway Matters

- a. Highway matters raised by Councillors.

The Council **NOTED** the number of carriage repairs being undertaken within the Parish and **AGREED** to extend its thanks to Mr Hodd and his team at WSCC Highways Department.

Actions:
Clerk

C/22/109

Correspondence

See Clerk's Report

The Council **NOTED** the Gatwick Airport Northern Runway Project: Summer 2022 Consultation which has been launched and runs until 27th July.

A Councillor at Ebernoe Parish Council has offered to provide Members with further information. The Council extended its thanks, however the next opportunity to meeting is in September. Therefore, the Council invite a summary for consideration via email.

Actions:
Clerk

C/22/110

Clerk's update & items for inclusion on a future agenda

See Clerk's Report for all items below.

Actions:
Clerk

1. Councillor vacancy

The Council **NOTED** that **ONE** vacancy remains open.

2. Update regarding the Winterton Hall legal investigations

The Council **AGREED** that the WHMC should put an advert for a Caretaker on local Social Media sites and the PC's website. The Parish Council will support the WHMC to do this.

3. New PCSO appointment

The Council **NOTED** that the Parish's PCSO, Neil Billingham, is moving to a new role as a Civilian Investigator with Coastal CID in July. No information is currently available regarding his replacement. An update will be issued by Sussex Police in due course.

4. SID data from Community Speed Watch Team

The latest data summary is published on the Parish Council's website [here](#). The Council will add the CSW Team's request for further help to promote and recruit more CSW operators

to the September meeting agenda.

5. Chichester District Association of Local Councils (CDALC) AGM minutes (Draft)

The Council **NOTED** the draft AGM minutes, which can be found [here](#).

6. Queen's Platinum Jubilee fundraising update

The Council NOTED the following update: -

The Platinum Jubilee budget was £5,000 (£3,000 from the Parish Council and £2,000 from a local resident). The overall expenditure (both in 2021/22 and the current financial year) came to a total of £4,646.15. This includes the Beacon; low birds-mouth fence around the Tree Through Time; plaques for both the Beacon and Tree Through Time; band, large marquee; first aid and all the other sundry items required to hold the event. Since the expenditure did not exceed the budget, all the fundraising (£645.85) shall be sent to the Disasters Emergency Committee (DEC). The combined takings from the bar, Corgi game and collection buckets was £434 and the cakes and teas inside the Winterton Hall made £211.85. This is a fantastic result. An article will be published in the Parish News, Facebook and on the Parish Council's website.

C/22/111

Meeting Dates

- 20th July, Planning & Open Spaces Committee Meeting, 7:30pm – Winterton Hall, Plaistow
- 9th August, Planning & Open Spaces Committee Meeting, 7:30pm – Winterton Hall, Plaistow
- 10th August, Finance Committee Meeting, 7:30pm – Winterton Hall, Plaistow
- 31st August, Planning & Open Spaces Committee Meeting, 7:30pm – Winterton Hall, Plaistow

Actions:

Clerk

There being no further business, the Chair closed the meeting at 21:20

C/22/098 – Appendix A – Cllr. Evans' report

District Councillor Address (July)

Local Updates

Rickman's Green at Crouchlands Farm, Rickman's Lane, Plaistow, RH140LE – Letters have been circulated to residents that a proposal for a new village (600 homes and a school) will go in imminently. There will be a drop in exhibition on 12th July for residents to attend and the applicant will also attend the Parish Councils public meeting on 13th July to discuss their plans. Once the application goes live residents will be able to comment with their views.

Foxbridge Golf Club Development – I attended a presentation for this last month and since then I have received a large amount of correspondence from residents who are concerned about this application. From I have seen so far, I share these concerns but will have to wait until the actual application goes live before taking a view. However as with the Crouchlands Farm development I will be listening to the views of the public.

Lagoon 3 – The next meeting is scheduled to take place on Thursday 7th July at 2.00pm. This will basically give an update on progress regarding the legal action CDC were planning to take. I do also want to ask what the chances of approving the 600 home development will be whilst Lagoon 3 remains in place

Townfield Development – The most recent update I got was that the applicant tabled a water budget report for the proposed schemes which, whilst CDC need to check thoroughly, appears to be based on sound methodology along with proposals for offsetting on two residential schemes outside of the district. CDC consider that, in principle, the solution proposed would be acceptable. The applicant acknowledged that the proposal still needed further working up and we have been promised a revised version within a couple of weeks. It has also been confirmed that even if the officer were minded to approve it would still need to go to planning committee.

Land West Of Guildford Road Loxwood West Sussex (20/01977/FUL) – I have written to the case officer upon hearing that the S106 had not been progressed some six weeks after approval. I was told that:

- Legal services have drafted the agreement and it awaits comments from the case officer and applicant.
- Jo (the case officer) is preparing the technical information to be attached to the agreement

Andrew Farquhar has told me that the second S106 which is water neutrality has been held in abeyance and CDC legal services cannot progress this until they have a technical note and instructions from CDC planning department. The planning department have told him that they are stretched and prioritising planning appeals.

I have raised this with Fjola Stevens and asked for estimated timescales which she says she is unable to provide. I will be raising this with my Group Leader as I do not think this hold up is good enough.

Hyde Housing – I have been supporting one resident in Loxwood who has had big issues with Hyde and has living conditions which are detrimental to her health and that of her young family. Having been refused to be placed on the housing list to bid for one of the Stonewater properties

I stepped in, and CDC are now helping this resident. However, the issues with Hyde remain unacceptable in my opinion.

Chichester District Updates

Census – The first results of the census have now been published and can be found via this link www.ons.gov.uk/releases/initialfindingsfromthe2021censusinenglandandwales

£150 energy bills rebate as of 13 June 2022 - Payments for eligible residents who pay by direct debit commenced on 11 April 2022. So far, over £4.3 million has been paid out to 28,860 residents. This equates to 80% of all payments being made as of 13 June 2022. CDC are writing to residents who do not pay their Council Tax by direct debit so that they can ask for their bank details so that they can make the payment. Officers continue to work extremely hard to ensure eligible residents receive their payments as quickly as possible.

Residents who pay their Council Tax by direct debit will receive their £150 Energy Payment quicker. Due to this, CDC encourages local residents to pay for their council tax by direct debit.

It's quick and easy to do following this link:

<https://www.chichester.gov.uk/energybillsrebate2022>

Please be advised that the Discretionary Scheme has been operating since 1 May 2022. To date, a total of 249 discretionary payments have been made. Until recently, take up has been low, but this is picking up. You can find out the full details here:

<https://www.chichester.gov.uk/energybillsrebate2022>

Hyde Housing Complaints - Residents wanting to make a complaint about a Hyde property should, in the first instance, must complain direct to Hyde at this site:

<https://www.hyde-housing.co.uk/complaints/>

If this route does not resolve the issue, then residents can raise this with their District Councillor who will attempt to resolve the issue via the other routes available to them

New agreement with South Downs National Park Authority - Further to the approval given by Cabinet in January 2022, a new agreement with the South Downs National Park Authority (SDNPA) under section 101 of the Local Government Act 1972 has been completed. This will enable the council to continue to provide a development management service to the SDNPA for up to two years initially, until 30 September 2024.

Local Plan Review - Officers are working hard to finalise the Local Plan Review. There are a number of key strands of strategic work that CDC are seeking to complete in the coming months, to enable further progression and then submission for examination.

Firstly, CDC are working closely with National Highways and West Sussex County Council to establish the effect of the revised Development Strategy, agreed by Members earlier this year, on the A27 and local road network. The issues surrounding the A27 are complex, but CDC's consultants have made significant progress on advancing the modelled impact, which CDC will discuss with the Highway Authorities over the next month.

Given the constraints of the A27 on development in the south of the district, the council will be under significant pressure at examination to demonstrate that it has looked at the potential for further development in the north-east as carefully as possible. There is an ongoing piece of work

commissioned by CDC, Horsham and Crawley, to look at ways of overcoming the water neutrality issues in this area. Once complete, it will inform what development can be achieved in the north-east of the plan area.

While these are the two most significant strategic level strands of work, there is also a lot of activity on other matters necessary to submit a successful local plan.

Full Council Meeting – The next full council meeting takes place on 19th July at 2.00pm

District Councillor Surgeries:

These are my final two surgeries of the summer and I will publish my next round shortly.

Saturday 23rd July, The Half Moon Northchapel (12-2pm),
19th August Kirdford (venue TBC).

I am also available for home visits or one to one meetings at alternative dates/venues upon request.

Get in touch! gbevans@chichester.gov.uk / 07958 918056.

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C/22/098 – Appendix B – Cllr. Duncton’s report

An extension of the contract we have with the YMCA for ‘Blended Counselling’ has been granted for an extra 2 years bringing this Service up to October 2023.

We are looking to renew the contract which gives Carers short breaks. So important especially if you are a full time Carer with hardly any time for yourself.

Orchard House, one of our Children’s homes in Cuckfield, is being re-modelled and this is a much needed facility for those with learning difficulties etc.

The Department for Education has provided finance for those on free School meals to have this facility through easter, summer and Christmas holidays for 2022. Let’s hope it will continue.

The street sweeping contract is going to be let and over the past few years because we recycle most of the Street Sweepings it has saved the County 2.6 million pounds so it’s a good Service and will be continued.

In the last week of June we had the most informative day on how things work from the Highways depots. We saw the new virtual patching machine in action and the process took some 7 minutes from start to finish with a surface produced that was fit to drive on as soon as they had finished the job. To me one of my big bug bears, and I know others feel the same, is the fact that the 40mm rule on depth of potholes is somewhat overcome by this new machinery and if a pothole does not meet the regulation depth but is next to one that does they will do that one at the same time. Joy to hear as I've always thought it a nonsense that the one next door couldn't be done because it wasn't deep enough. It also does a superior job to the old methods.

To reassure you that I do use my members site to report all defects on the highways that either I see for myself or the Parish's report to me.

I think all the Councillors there were also impressed that with every Service provided through our Highways departments the majority now take great care with environmental issues not only the way work is carried out but the equipment purchased to carry out that work even with contracts like say Tree Surgeons that we use to do work for County's.

As yet I haven't managed to get to all 6 of the Schools in my division, but I have made a start with 2 and appointments to visit the other 4 before they break up for the Summer holidays. Before even visiting them I know that all 6 of the Schools are pretty good Schools and some have more people from other villages trying to get their children in to them than they have from their own villages.

I hope everyone had a good Jubilee. Most places did I know and I got to several of my division Parish's but I am sure you will appreciate I couldn't get to all. What a busy time it was and of course now the Fete season is in full swing. All good community events.

For the benefit of Loxwood in these notes. You all know the outcome of the Loxwood Clay Pit application and I have been questioned regarding the issuing of the refusal notices. This is all in hand and I have been speaking with the Officer who is dealing with this application. He will let me know once the notices have been dispatched. I am afraid there are issues that I am not at liberty to talk about at the moment, but believe me please when I say that the Officer is working as well as he can to get this issue dealt with.

Again for Loxwood. I have also been in correspondence with local residents and the Planning Office at Chichester District Council regarding the S106 agreement being sent out. Again it isn't straight forward mainly due to the water neutrality issue but both the District Solicitor and the Planning Officer are in no doubt that we need this settled so that we can get a Shop at Nursery Green site.

At Chichester it is the 10th Anniversary of the Novium Museum and there have been some amazing exhibitions that have brought in 10's of thousands of people to see exhibitions like the Tim Peak 'Extraordinary Journey', exhibition and just recently the 'Brick Wonders' which is Lego. Now there is an exhibition of the art of Chichester, 60 years of creativity especially with Chichester Festival Theatre, Pallant House Gallery and the Cathedral.

Not a lot of progress to report on the Chichester Local Plan. Still of course held up by the Water Neutrality position although work continues and the last week was workshops on the Gypsy and Traveller part of the Plan. I don't have anything much to report on that situation but when there is news I will pass it on. The other issue with the local Plan is of course housing numbers. 2 or 3 appeals recently that we lost have quoted housing numbers one saying that Chichester's housing land supply was sound and the other 2 saying we were short of the targets. It's all a bit messy at the moment to say the least but I will report when I have more information.

That's most of the items at the moment, but hopefully I will attend the Parish meetings and be able to update if there is something to report and of course take questions.

If I don't have the answers I will get written answers and send to the Clerks.

Look forward to seeing you.

Janet Duncton

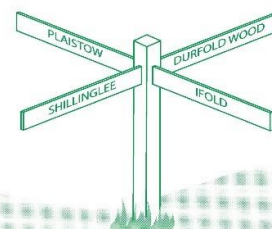
County Councillor Petworth division

Chichester District Councillor Loxwood ward

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C/22/103 – Appendix C – Order for Payment

PLAISTOW AND IFOLD PARISH COUNCIL



Schedule of receipts and order for payments for June-July 2022
To be approved at the Parish Council meeting on 13.07.2022

Agenda Item: 10(1)

The signed original document is filed in the Accounts file, YE 31/03/23

RECEIPTS

Date:	Payer:	Detail:	Cost Centre/Code	Amount:
				£
			Total	£

LOAN REPAYMENTS

Invoice Date	Payee	Regular payment	Detail	Cost Centre/Code	Amount (gross)
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		5.6 Financial Regs			Specify when VAT cannot be recovered
				Total	£0.00

ACCRUAL PAYMENTS (YE 31.03.2022)

Invoice Date	Payee	Regular payment 5.6 Financial Regs	Detail	Cost Centre/Code	Amount (gross) Specify when VAT cannot be recovered
					£
				Total	£

GRANT REPAYMENTS

Invoice Date	Payee	Regular payment 5.6 Financial Regs	Detail	Cost Centre/Code	Amount (gross) Specify when VAT cannot be recovered
					£
				Total	£

PAYMENTS

Invoice Date	Payee	Regular payment 5.6 Financial Regs	Detail	Cost Centre/Code	Amount (gross) Specify when VAT cannot be recovered
25.05.2022	WSSC		Staff salary and oncosts including pension contributions, NI and PAYE	4101	£3,115.10
06.07.2022	Miss C E Nutting		Clerk's expenses – 5 reams of printer paper 2x box files for Deeds Secured Signing for June Zoom 30.06 – 30.07.2022 WFHA July & August 2022	4135 4117 4102	£154.51
				Total	£3269.61

EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting pursuant to 5.5 [Financial Regulation](#):

Invoice Date	Payee	Regular payment 5.6 Financial Regs	Detail To comply with s.7(3) The Openness of Local Government Bodies Regulations 2014	Cost Centre/Code	Amount (gross) Specify when VAT cannot be recovered

15.04.2022	Bankline (NatWest)	Monthly bank charges for online BACS payments paid via direct debit one month in arrears.	Monthly bank charges for March 2022	4140	£12.00
11.05.2022	4memories t/as myprintstation		4x 6ftx3ft vinyl banners for Jubilee	4106	£155.70
08.06.2022	Wellers Hedleys		Professional charges re legal advice for W.Hall	4201	£960.00
09.06.2022	Goddard Engineering Ltd		To fabricate and supply Platinum Jubilee Beacon	4106	£576.00
09.06.2022	Caroline Cox		Final instalment (50%) for the Jubilee band Orange	4106	£300.00 VAT not recoverable
13.06.2022	Cllr. Doug Brown		Platinum Jubilee expenses – 4x leaflet & brochure holders A4 size	4106	£29.00
24.06.2022	Sussex Rural Community Council		Parish Council training for village halls, playing fields including acting as sole trustee. Training for Clerk, Cllrs. Colmer & Jordan.	4103 4124	£240.00
25.06.2022	Geosphere Ltd		Parish Online subscription for 2022/23	4120	£36.00
25.06.2022	Sussex Land Services	Continuing contract for ground maintenance and grass cutting.	Grounds contract for April 2022.	4301	£409.20
01.07.2022	BT	Continuing contract for WIFI at Winterton Hall, Plaistow.	Winterton Hall WIFI charges for July 2022	4123	£35.94
06.07.2022	Mulberry & Co		RBS accounting software training for Clerk – recommended by Internal Auditor	4103	£236.16

15.07.2022	Bankline (NatWest)	Monthly bank charges for online BACS payments paid via direct debit one month in arrears.	Monthly bank charges for June 2022	4140	£4.00
				Total	£2,994.00

Total receipts	£0.00
Total Loan repayment	£0.00
Total Accrual expenditure	£0.00
Total Grant payments	£0.00
Total Payments	£6,263.61

Signed by Chair: Date:

Signed by Chair of Finance Committee (bank signatory): Date:

Signed by Councillor: Date:
(Not a bank signatory)

Signed by Councillor: Date:
(Not a bank signatory)

Signed by Clerk/RFO: Date:
(bank signatory)

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C/22/107 – Appendix D – Lagoon 3, Multi-Agency Meeting Mins [redacted for publication]

Crouchland Farm Lagoon 3 Multi-agency Incident Plan Review Meeting
By MS Teams

4 June 2022

Present:

CDC: REDACTED

Environment Agency: REDACTED

Item	Notes	Action
1.	<p>Welcome, introductions and nomination of Chair EA chairing (continuation from previous meeting)</p>	
3.	<p>Introductions</p>	
4.	<p>Aim and objectives of meeting Aim:</p> <ul style="list-style-type: none"> • To work to ensure the safety of the local community and environment from risks posed by lagoon 3 at Crouchland Farm. <p>Objectives:</p> <ul style="list-style-type: none"> • Update understanding of the risks <p>Scope:</p> <ul style="list-style-type: none"> • This meeting is intended to agree a multiagency approach to ensuring that lagoon 3 does not pose an unmanaged risk to the local community and environment. 	
5.	<p>Actions from previous meeting None</p>	
6.	<p>Verbal report on inspection of 02 March 2022</p> <ul style="list-style-type: none"> • No significant visible change on encroachment of slips into the banks. • Gas bubbles under the liner cap are shallower and more spread out. There was no evidence of loss of gas to the atmosphere (including where the re-welding had taken place after the sample had previously been taken by the operator). • At the NW part of the lagoon there was some evidence of shedding of surface water from the top of the liner cap. There was no evidence that this was causing significant erosion of the bank. 	
7.	<p>Likelihood of loss of containment and impacts The Group's assessment of the likelihood of loss of containment liquid material has not changed due to the latest assessment above in that it is not imminent. The likelihood of release of gas remains very low. The potential impact from loss of containment of gas remains low.</p>	
8.	<p>Incident Plan periodic review From the inspection of the lagoon and consequent meeting to discuss the findings, it has been decided that the overall risk has not changed. Whilst the risk of loss of containment is low, the Group appreciates the desire by members of the public to have timely information on risk. The Group agreed to share these minutes with the parish council. As there has been no change over a significant period of time, the Group therefore agreed to continue to conduct site visits twice annually. The Incident Plan requires review. Should the rights of way reopen, this will be a trigger a review of the incident plan. This is because one of the risk controls in the plan is to close nearby rights of way.</p>	<p>EA WSCC</p>

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Crouchlands, Lagoon 3

7 July 2022, 14.00pm

Zoom

1. Introductions

Present at the meeting: -

CDC - Andrew Frost; Cllr. Janet Duncton; Cllr. Gareth Evans; Cllr. Adrian Moss; Fjola Stevens; Alison Stevens; Susan Taylor

Kirdford PC – Cllr. David Irwin; Lynne Brooks,

Plaistow and Ifold PC – Cllr. Paul Jordan; Catherine Nutting

Apologies were received from Cllr. Ileana Lintel

2. Emergency Planning update (Alison Stevens)

The minutes from the most recent multi agency meeting on 4th June have been circulated. This meeting followed a site visit in March 2022. The conclusion was that there is no significant difference from previous inspections. There is no difference to the risks that Lagoon 3 poses. Some minor changes to land were noted, but these were as expected.

Mr Irwin asked about the recent testing of the Lagoon's contents by the landowner. Alison Stevens stated that CDC understands that the results of that testing have been shared with the Environment Agency (EA). However, the Landowner conducted the testing, and it is unknown how the testing was undertaken and if it was compliant with sample testing standards / methodology. CDC understands that the EA will not put much weight on the results and not enabled the Landowner to rely upon the results when applying to spread the contents to land. Likewise, CDC will not give the results any credence.

3. Planning Issues update (Fjola Stevens)

The matter remains with CDC's specialist lawyers and CDC are liaising regularly. CDC should receive their final legal advice towards the end of July. They are unable to share details to avoid prejudicing their legal case / breaching rules of confidentiality. A meeting with the Parish Councils will be organised at the end of July / beginning of August to provide further update.

4. Questions from PC's

Cllr. Gareth Evans asked if Lagoon 3 would have an impact upon the various planning applications for the rest of the Crouchlands Farm site, especially the plans for the 'Rickman's Green Village'.

Andrew Frost answered that it was too early to take a view. The planning applications would require the full consideration of Officers in the normal way, and it would be inappropriate to provide an ill-advised "knee-jerk response" at this time.

Cllr. Adrian Moss said that when the application(s) do arrive, he hopes to see a special environmental review, as residents are concerned regarding the proximity of Lagoon 3 to the rest of the Crouchlands Farm site.

Fjola Stevens confirmed that an Environmental Scoping Report had already been received.

5. Date of next meeting

To be confirmed.

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