



Notice of Meeting of the Parish Council

To: All Members of the Parish Council

I hereby give you notice that a Full Meeting of Plaistow and Ifold Parish Council will be held on **13th October 2021** at **19:30** at the **Winterton Hall, Plaistow**. All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. **Members of the Press and Public are welcome to attend in person.**

Dated: 07.10.2021

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

Covid-19 measures

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

To join the meeting please follow this link:

<https://us02web.zoom.us/j/89112153258?pwd=SDl0dlluZWZEVHV2SDhqMUxiUzNrdz09>

Meeting ID: 891 1215 3258

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

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

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

BUSINESS TO BE TRANSACTED

The agenda, Clerk's Reports and appendices can be found on the Parish Council's website: www.plaistowandifold.org.uk

Number	Item	Time
1.	Apologies for absence & housekeeping Recommendation: - To receive apologies for absence from	1 min
2.	Disclosure of interests Recommendation: - To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests,	2 mins

as defined under the Plaistow and Ifold Parish Council [Code of Conduct](#) and the Localism Act 2011, in relation to matters on the agenda.

3. **Minutes** 1 min
Circulated separately and on the [website](#).
Recommendation: - To approve the Minutes of the full Parish Council Meeting held on 8th September 2021 and resolve to sign via Secured Signing in accordance with Standing Order 9(d).
4. **Public participation** 10 mins
Recommendation: - To receive and act upon, if considered necessary by the Council, comments made by members of the public in accordance with relevant legislation and Plaistow and Ifold Parish Council's [Policy](#). Questions, or brief representations can be made either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Wednesday 13th October 2021. Public Participation shall not exceed 10 minutes, unless directed by the Chairman. A speaker is limited to 5 minutes.
5. **To receive reports from County and District Councillors** 10 mins
Recommendation: - To give an opportunity to receive an update from Councillors at a [District and/or County](#) level on business and activities that affect Plaistow and Ifold Parish and the local area.
6. **Ifold Play equipment project** 10 mins
See Clerk's Report
Recommendations: -
 - a. To receive an update from the Kelsey Hall Management Committee's AGM
 - b. To consider and resolve to approve the recommended next steps set out in the Clerk's Report.
7. **Financial Matters** 15 mins
 - a. **Order for Payments**
Financial Report for September - October (up to 07.10.2021). Includes income and expenditure since the last Council meeting on 08.09.2021.
Recommendation: -
 - a. To review the Order for Payments
 - b. To note the receipt of the PWLB loan of £49,975 (£25 admin fee deducted at source) and second instalment of 2020/21 Precept, £46,000.

c. Resolve to authorise the expenditure listed

b. External Audit

See Clerk's Report

Recommendation: - To note the signed External Audit Report and [Notice of Conclusion of Annual Audit](#)

c. Ratification of decisions made by the Clerk

See Clerk's Report

Recommendation: - To ratify the purchase of a dedication plaque.

d. Playpark bin

See Clerk's Report

Recommendation: - To approve the purchase of a new litterbin for Lady Hope Playpark.

e. New Homes Bonus (NHB)

See Clerk's Report

Recommendation: - To note the Council's successful application and execute the contract with CDC to receive the grant funding.

8.	Lady Hope Playpark <i>See Clerk's Report</i> Recommendation: - To receive an update regarding the regeneration works at the Lady Hope Playpark.	2 mins
9.	Annual Assembly <i>See Clerk's Report</i> Recommendation: - To receive an update regarding the Annual Assembly on 16th October.	5 mins
10.	Neighbourhood Plan <i>See Clerk's Report</i> Recommendation: - To receive an update from the Neighbourhood Plan Steering Group.	3 mins
11.	E-Newsletter <i>See Clerk's Report</i> Recommendation: - To receive an update regarding the E-Newsletter.	2 mins

- | | | |
|-----|---|-----------|
| 12. | <p>The Drive, Ifold Entrance Refurbishment project update</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To receive an update regarding The Drive, Ifold entrance refurbishment project.</p> | 2
mins |
| 13. | <p>Queen's Platinum Jubilee Steering Group</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: -</p> <ul style="list-style-type: none"> a. To formally set up the Steering Group and appoint Members. b. To resolve to agree the project remit of the Steering Group. | 2
mins |
| 14. | <p>Highway Matters</p> <ul style="list-style-type: none"> a. Matters to be reported by Members.
Recommendation: - To receive and resolve to act upon any Highway matters raised by Councillors. b. Road works
Recommendation: - To receive and note an update regarding the scheduled road repairs within the Parish. c. Bridleway closure
Recommendation: - To receive and note the temporary closure notice for Public Bridleway No. 636 (part). | 5
mins |
| 15. | <p>West Sussex Association of Local Councils (WSALC) & Chichester District Association of Local Councils (CDALC)</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: -</p> <ul style="list-style-type: none"> a. To receive an update regarding the CDALC AGM. b. To note the WSALC's AGM agenda, reports, and accounts. c. To resolve to appoint the Clerk as Proxy to attend the AGM and vote on behalf of the Parish Council. | 5
mins |
| 16. | <p>Cycling events within the Parish</p> <p>Recommendation: - To receive and consider a report from Cllr. Capsey regarding cycle events and races within the Parish.</p> | 3
mins |
| 17. | <p>South Downs National Park (SDNP)</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To consider applying to fully join the SDNP.</p> | 3
mins |

- | | | |
|-----|--|-----------|
| 18. | <p>Correspondence</p> <p>Recommendation: - To receive correspondence not listed as an agenda item above.</p> | 2
mins |
| 19. | <p>Clerk's update</p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To receive general updates and resolve to act upon any matters arising.</p> <ul style="list-style-type: none"> a. Lagoon 3 update b. Public consultation results c. Northern Parishes Meeting update d. Meeting venues e. WSCC Winter Services f. Society of Local Council Clerks (SLCC) national survey | 3
mins |
| 20. | <p>Items for inclusion on a future agenda</p> <p>Recommendation: - To notify the Clerk of any matters to be added to a future agenda.</p> | 1 min |
| 21. | <p>Meeting Dates</p> <ul style="list-style-type: none"> • Planning & Open Spaces Committee, 20th October 2021, 7:30pm – Winterton Hall, Plaistow • Planning & Open Spaces Committee, 9th November 2021, 7:30pm – Kelsey Hall, Ifold • Full Parish Council, 10th November 2021, 7:30pm – Kelsey Hall, Ifold • Winter & Emergency Plan Committee, 17th November 2021, 7:30pm – Winterton Hall | 1 min |