



## 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 **Wednesday 14<sup>th</sup> December 2022** 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: 6<sup>th</sup> December 2022

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

### Remote Access

To join the meeting please follow this link:

<https://us02web.zoom.us/j/89522537952?pwd=RmtmTkVma21aVG05TzdNa2Y3Mkdscz09>

**Meeting ID: 895 2253 7952**

Please email the Clerk for the password [clerk@plaistowandifold-pc.gov.uk](mailto:clerk@plaistowandifold-pc.gov.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.

## MEETING AGENDA

### BUSINESS TO BE TRANSACTED

This agenda, Clerk's Report and appendices can be found on the Parish Council's website: [www.plaistowandifold-pc.gov.uk](http://www.plaistowandifold-pc.gov.uk) | Alternatively, please contact the Clerk for hard copies: [clerk@plaistowandifold-pc.gov.uk](mailto:clerk@plaistowandifold-pc.gov.uk)

Number	Item	Time
1.	<b>Apologies for absence &amp; housekeeping</b> Recommendation: - To receive and accept apologies for absence.	1 min
2.	<b>Disclosure of interests</b> <i>See Clerk's Report.</i> Recommendation: - To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Plaistow and Ifold Parish Council <a href="#">Code of Conduct</a> and the <a href="#">Localism Act 2011</a> , Chapter 7 ss.26 – 37 in relation to matters on the agenda.	2 mins

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|--|--|------------|
| 3.   | <p><b>Public Forum</b></p> <p><i>See Clerk’s Report.</i></p> <p>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 14<sup>th</sup> December 2022. Public Participation shall not exceed 10 minutes, unless directed by the Chairman. A speaker is limited to 5 minutes. Business of the meeting will start immediately following the public forum.</p> | 10<br>mins |
| 4.   | <p><b>Minutes</b></p> <p><i>Circulated separately and on the <a href="#">website</a>.</i></p> <p>Recommendation: - To approve the Minutes of the full Parish Council meetings held on 9<sup>th</sup> November 2022 and resolve to sign via Secured Signing in accordance with Standing Order 9(d).</p>   | 1 min      |
| 5.   | <p><b>To receive reports from <a href="#">County and District Councillors</a></b></p> <p>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.</p>   | 10<br>mins |
| <p><b>Co-option procedure to fill a casual vacancy</b></p> <p><i>See Clerk’s Report.</i></p> |  |            |
| 6.   | <p><b>To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy.</b></p>  | 1 min      |
| 7.   | <p><b>To adjourn the meeting to allow candidates to present to the Council (max 5 mins per candidate).</b></p>   | 5<br>mins  |
| 8.   | <p><b>Exclusion of the Press and Public</b></p> <p>Recommendation: - To consider whether to exclude the Press and Public from the meeting during the consideration of item 9 below in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it may involve the likely disclosure of exempt information. The Press and Public would reconvene at item 9 below.</p>   | 2<br>mins  |
| 9.   | <p><b>Deliberation of candidate(s)</b></p>   | 3<br>mins  |

10. **Voting by way of signed ballot and results** 3  
 Recommendation: - If elected, a new Councillor will sign their Declaration of Acceptance of Office and take their seat immediately. mins
11. **Financial Matters** 6  
*See Clerk's Report* mins
1. Payments and Receipts Analysis  
 Financial Reports for November - December 2022. Includes income and expenditure since the Council meeting on 09.11.2022  
 Recommendation: - To receive, review and note the Financial reports and appoint signatories.
  2. Finance Working Group / Finance Committee  
 Recommendation: - To receive and note the minutes of the Finance Working Group meeting dated 26.10.2022 and any verbal updates from the Finance Committee meeting (14.12.2022).
  3. Plaistow Playing Field Deed of Trust  
 Recommendation: -
    - a. To note and ratify the decision to instruct Action in Rural Sussex (AiRS) to support the amendment of the Plaistow Playing Field Trust Deed.
    - b. To appoint 3 Trustees to the Plaistow Playing Field Management Committee.
  4. Litter pick signs  
 Recommendation: - To consider and approve 12 more litter pick traffic signs.
12. **Highway Matters** 3  
 Recommendation: - mins
1. To receive and resolve to act upon any Highway matters raised by Councillors.
  2. To note the submission of the Rickman's Lane TRO application
  3. To receive any update regarding the School Safety Zone in Plaistow
  4. To consider Durfold Wood Residents' Association's request to seek a new 'Welcome to West Sussex' sign along the Dunsfold Road.
  5. To consider Durfold Wood Residents' Association's request for a TRO application to reduce the speed along the Dunsfold Road.

13.	<p><b>WSALC</b></p> <p>Recommendation: -</p> <ol style="list-style-type: none"> <li>1. To receive and note the draft minutes of the WSALC AGM held on 25<sup>th</sup> November.</li> </ol>	1 min
14.	<p><b>Playpark Working Group</b></p> <p>Recommendation: - To receive and note the draft minutes and recommendations of the Playpark Working Group dated 15.11.2022 and receive an update on the Ifold play area public consultation.</p>	2 mins
15.	<p><b>Lagoon 3</b></p> <p>Recommendation: - To receive and note an update from CDC regarding Lagoon 3.</p>	2 mins
16.	<p><b>Local Policing</b></p> <p>Recommendation: - To receive and note an update from the local policing meeting on 09.12.2022.</p>	2 mins
17.	<p><b>Correspondence</b></p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To consider any correspondence received not listed as an agenda item for discussion.</p> <ul style="list-style-type: none"> <li>- To consider writing to CDC in support of Cllr. Evans' concerns about the condition of the local social housing stock provided by Hyde Housing and the serious issues with mould.</li> </ul>	2 mins
18.	<p><b>Clerk's update &amp; items for inclusion on a future agenda</b></p> <p><i>See Clerk's Report</i></p> <p>Recommendation: - To receive general updates and resolve to add any matters arising to a future agenda in relation to:</p> <ol style="list-style-type: none"> <li>1. New Defibrillator request</li> <li>2. Cost of living support</li> <li>3. Electoral Boundary Review</li> <li>4. Flooding support</li> <li>5. E-Newsletter</li> <li>6. Asset of Community Value – Plaistow football ground</li> <li>7. Safer Bus Stops project – Phase One</li> <li>8. Ifold BT Telephone box</li> </ol>	5 mins
19.	<p><b>Meeting Dates</b></p> <p>Recommendation: - To note the dates of forthcoming meetings.</p>	1 min

- 4<sup>th</sup> January 2023, Planning & Open Spaces meeting – Kelsey Hall, 7:30pm
- 11<sup>th</sup> January 2023, Finance Committee meeting – Winterton Hall, 7:00pm
- 11<sup>th</sup> January 2023, Full Parish Council meeting – Winterton Hall, 7:30pm \*Budget and Precept setting meeting\*
- 25<sup>th</sup> January 2023, Planning & Open Spaces meeting – Kelsey Hall, 7:30pm

20. **Exclusion of Press and Public** 1 min

*See Clerk's Report*

Recommendation: - To resolve to exclude the Press and Public from the meeting during the consideration of item 21, 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.

21. **Staffing matters** 1 min