

# Clerk's Report

Full Parish Council meeting, 14<sup>th</sup> December 2022

## BUSINESS TO BE TRANSACTED

Number	Item
--------	------

- |    |   |
|----|---|
| 1. | <b>Apologies for absence &amp; housekeeping</b><br>Apologies have been received from Cllr. Griffiths and Cllr. Bushell. |
|----|---|

- |    |   |
|----|---|
| 2. | <b>Disclosure of interests</b><br>At the time of drafting this report, no disclosure of interests have been received from any Member. If a Member becomes aware of an interest in any agenda item, they must notify the meeting (either at the beginning of the meeting, or before the agenda item is discussed). |
|----|---|

Members have a positive duty to consider the agenda and notify the meeting if they, or their Partner, have a Disclosable Pecuniary Interest (DPI), or other interest in any matter listed. If a Member, or their Partner, has a DPI, or any other interest, they are prohibited from participating in the discussion and/or voting. However, a Member can apply in writing to the Proper Officer (Clerk) for dispensation to participate and/or vote in the matter. It is a criminal offence for any Member to withhold disclosure of a DPI without reasonable excuse and/or participate in debate and/or voting (in the absence of dispensation from the Proper Officer).

- |    |  |
|----|--|
| 3. | <b>Public Forum</b><br>At the time of drafting this report, no requests to address the meeting have been received. |
|----|--|

In accordance with Standing Order (SO) 1(d) the public are permitted to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. However, public participation shall not exceed 10 minutes, unless otherwise directed by the Chairman (SO1(e)). A speaker is limited to 5 minutes (SO1(f)). The Council is not required to respond and/or debate a matter/question raised during public participation and the Chair can direct a response to be provided (oral/written) by either a Councillor or the Clerk (SO1(g)). Only one person shall speak at a time and if more than one person wants to speak, the Chair shall direct the order (SO1(i)). A record of the public participation session shall be included in the minutes (SO1(j)).

The business of the meeting will start immediately following the public forum.

4. **Minutes**

Approval of the draft minutes of the full meeting held on 9<sup>th</sup> November 2022.

The minutes are published on the [website](#).

Circulated to Members, via email, on 01.12.2022.

Approved minutes shall be signed via Secured Signing – a secure and legally recognised digital signing software package - in accordance with Standing Order 9(d). The signed minutes will be published on the website [here](#).

5. **To receive reports from County and District Councillors**

Reports have been received in advance from both County and District [Cllr. Duncton](#) and District [Cllr. Evans](#) and have been published on the [website](#) alongside the agenda.

**Co-option procedure to fill a casual vacancy**

6. **To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy.**

The Parish Council has one casual vacancy, which has not been filled by way of a by-election. Therefore, the vacancy can be filled by Co-Option\* and remains open until it is filled.

An application has been received from Mrs. Sarah Denya, which was circulated to Members via email on 7<sup>th</sup> December. The application remains confidential.

The Parish Council is not obliged to fill the vacancy. It is against the Person Specification that a new Member is appointed (appendix C of the [Co-Option Policy](#)).

*\*Further information about casual vacancies and by-elections can be found on the Parish Council's website [here](#).*

7. **To adjourn the meeting to allow candidates to present to the Council (max 5 mins per candidate).**

In accordance with the Co-Option Policy, during the meeting candidates will be given five (5) minutes maximum to introduce themselves to Members, give information on their background and experience and explain why they wish to become a member of the Council. The process will be carried out by adjourning the meeting to allow the candidate to speak. It is not a mandatory requirement that a candidate presents to the Council – especially if their

application is full and detailed. Alternatively, Members may wish to ask the Candidate some questions.

8. **Exclusion of the Press and Public**

The National Association of Local Councils (NALC) Best Practice advise is that Members' deliberations should be held in public to ensure the business and decision making of the Parish Council is open and transparent. Nevertheless, the NALC/West Sussex Association of Local Councils (WSALC) Co-Option Policy, which the Parish Council has adopted, provides for the exclusion of the press and public (which includes the candidate themselves, if in attendance) due to the inevitable disclosure of confidential information entering the public domain.

It is therefore the Clerk's recommendation that the Council resolve to exclude the press and public and candidate(s) (if in attendance) for the duration of any deliberation of the received application(s) 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, Public and candidate(s) would reconvene at item 9 below.

Even if there are no press and/or public and/or candidate(s) present at the meeting, it is advisable to make this resolution, as it means that the Parish Council can lawfully exclude any 'late comers', who would otherwise be admitted to the meeting at this juncture.

9. **Deliberation of candidate(s)**

Subject to the Parish Council's decision above, this element of the meeting can be conducted in either public or private.

If in private, the minute will be minimal: *"Members considered the applicant(s) against the Person Specification ...."*

10. **Voting by way of signed ballot and results**

The Clerk, acting as Returning Officer, will ask two Members to propose and second each applicant before voting. This does not reflect the way those Members may vote.

Each Member will receive a ballot paper. To vote in favour of election, a Councillor must sign their name in the space provided. They leave the space empty if they do not wish to vote for a particular candidate. An 'X', or any other mark, spoils the ballot paper and that Member's vote will be discounted. Members can vote regardless of existing personal friendships, or association. The vote is confidential; the only person privy to Councillors' individual votes is the Clerk, as Returning Officer.

The Clerk collects up the ballot papers and tallies up the votes and advises of the results. If there are more than two candidates being considered, the person with the least votes falls away from the process and Councillors vote for a second time.

To be Co-Opted a candidate needs an absolute majority of votes cast (50% + 1 of the votes available at the meeting); if 'hung' the Chair gets the casting vote. If the votes are evenly split, the Chair's casting vote is not private. The voting results will be appended to the minutes of the meeting.

After the vote has been concluded the Chair declares the successful candidate duly elected and, after signing their Declaration of Acceptance of Office, they may take their seat immediately. However, until they have returned their Declaration of Interests form (up to 28 days from election) they are not permitted to vote.

## 11. **Financial Matters**

*See Clerk's Report*

### 1. Payments and Receipts Analysis

Financial Reports for October - December 2022. Includes income and expenditure since 22<sup>nd</sup> October 2022.

To note in particular: -

#### RECEIPTS

- Quarter 2 VAT refund - as a public body, funded by way of taxation to undertake activity in the public interest, not engaged in business activities for VAT purposes.
- Ms Thornton, currently instructed by the Council to draft the Parish Council's Emergency & Resilience Plan ([WEP/22/021](#), 27.09.2022) paid the Council £1,000 in error. The Parish Council repaid £1,000 on 30.11.2022 (shown in the Payment Analysis Report).

#### PAYMENTS

- In accordance with paras 3.1.6\*, 3.1.17\*\* and 3.1.34\*\*\* of the [Scheme of Delegation](#), the Clerk ordered 8 high-viz jackets and 6 road signs for the Litter Pick (12<sup>th</sup> November 2022) to ensure the activity was compliant with the Parish Council's insurance policy and Health and Safety legislation. And ordered 500 leaflets for Ifold (£59.75) regarding the proposed Ifold Play area; to ensure any future significant expenditure of public funds regarding this project is based on a well-informed mandate, ascertained by a

fair and well publicised public consultation process within Ifold specifically.

*\*3.1.6 To act as a general manager in respect of all of the Council's services, projects, and initiatives.*

*\*\*3.1.17 Manage the provision of Council services, buildings, land, and resources*

*\*\*\*3.1.34 Arrange and manage the Council's Insurance arrangements*

## 2. Finance Working Group / Finance Committee

Councillors are directed to the Parish Council's website [here](#) to review and note the [minutes of the Finance Working Group](#) meeting dated 26.10.2022.

The Quarter 2 (July – September 2022) budget comparison spreadsheet is also published on the website.

The Finance Committee meet immediately before this full Council meeting at 7pm. If there are any relevant highlights from this Committee meeting, these will be provided verbally. Otherwise, the minutes of the Finance Committee will be presented to the full Council at its next full meeting in January 2023.

Councillors will note that the budget setting process for 2023/24 has begun. The RFO is working in conjunction with the Finance Committee and Finance Working Group to prepare a draft budget for the Council to consider at its meeting on 11<sup>th</sup> January 2023. At this meeting, the Council will have to consider and agree its 2023/24 Precept as this information must be provided to CDC no later than a date (to be advised by CDC) in mid-January – usually around 15<sup>th</sup>.

## 3. Plaistow Playing Field Deed of Trust

In 1951, Mr George Hope of Common House in Plaistow gifted land in the centre of the village – now known as the Plaistow Playing Field (the part with the cricket pavilion) – to Kirdford Parish Council.

In 1951, Kirdford Parish Council included the geographical area of Plaistow and Ifold. However, since this time, a separate Plaistow and Ifold Parish Council has been formed, which assumed local government responsibility for the Plaistow and Ifold area, including Trusts made prior to its inception, but relate to Plaistow and Ifold assets e.g., the Winterton Hall, Coxes Pond and Plaistow Playing Field.

The 1951 conveyance of the land also forms the Trust Deed, which puts the land in trust for the benefit of the local population for recreation (physical and mental wellbeing). The land is well used annually by local organisations and forms a central and integral part of the Plaistow and Ifold Parish identity.

The Trust Deed specifies that the general management and administration of the trust property i.e., the land, vests with the Management Committee, which is made up of not more than 13 members aka, the Trustees. 8 local organisations are listed in Schedule II of the Trust Deed, which are permitted to allocate one of their number to sit on the Management Committee as a Trustee of the Plaistow Playing Field. Some of the organisations have since ceased e.g., the Plaistow Cricket Club and Plaistow Women's Institute; however, the Parish Council, School, Football Club, Youth Club and Church remain operational.

At some point in the past, the Parish Council has assumed the role of Sole Trustee. It files the annual return with the Charity Commission and manages the land (e.g., grass / tree maintenance). Plaistow and Ifold Parish Council are also listed as the Sole Trustee by the Charity Commission ([305404](#)). It is unclear if there has ever been a Management Committee made up of representatives from the 8 organisations listed in the Trust Deed.

Despite the Charity Commission believing that the Parish Council is the Sole Trustee, it is important that the official Trust Deed is lawfully amended to reflect this reality. Otherwise, the trust itself is at risk and ultimately the land, which needs to be legally safeguarded for future generations and the preservation of the integrity of Plaistow village.

On 9<sup>th</sup> November, the Parish Council – acting as Sole Trustee of the Plaistow Playing Field charity – met to approve the charity's annual returns for 2021 and 2022 and agreed to seek advice from Action in Rural Sussex (AiRS) to formally (and lawfully) amend the Trust Deed to accurately reflect the current reality – that Plaistow and Ifold Parish Council is the Sole Trustee of the Plaistow Playing Field charity.

As the charity has no income of its own, the charity asks the Parish Council to bear the cost of the advice and any amendment to the

Deed (s.137, Local Government Act 1972). A quote from AiRS is pending – the Clerk hopes it will be available for consideration at this juncture; otherwise, the matter will have to be deferred until the January meeting.

To complete the relatively simple paperwork / procedure to amend the Deed of Trust, there needs to be a properly constituted Extraordinary General Meeting (EGM) of the Management Committee of the Plaistow Playing Field to agree to its amendment. This EGM must be made up of Trustees appointed by the remaining 8 organisation listed in the original Deed.

In accordance with the Trust Deed, the Parish Council can appoint up to three (3) Members.

The Clerk has written to the other remaining organisations who have appointed Trustees for the purpose of attending this EGM, which will take place in 2023, under the guidance of AiRS.

#### 4. Litter pick signs

The autumn [Parish litter pick](#) took place on Saturday 12<sup>th</sup> November. It was expertly organised, on the Parish Council's behalf, by Sallie and Gordon Baker and Cllr. Rick Robinson – who has taken over the role of Lead Member. This year there was an unprecedented turn-out of volunteers – so many in fact that some people had to be 'stood down'. As part of the Council's insurance obligation for this event, it must ensure sufficient road signage around the parish – to keep both pickers and road users safe. Further to the autumn pick, the Council is being asked to approve another 12 signs to cover the longer stretches of road. Gordon Baker has offered to make the signs if the Council provides the materials: -

- 12 metres of batten
- 12 decal signs

The cost will be around £200 (6 decals were £96.86). The Clerk recommends this cost is borne by the Winter & Emergency Plan Committee budget, which has sufficient 'band width'. It has an annual budget of £1,000 and a current spend of £210. Considering the costs of the Emergency Plan and Quarter 4 Winterton Hall WIFI, the Committee will end the financial year with an underspend.

12.

## Highway Matters

Recommendation: -

1. To receive and resolve to act upon any Highway matters raised by Councillors.

None have been raised prior to the meeting.

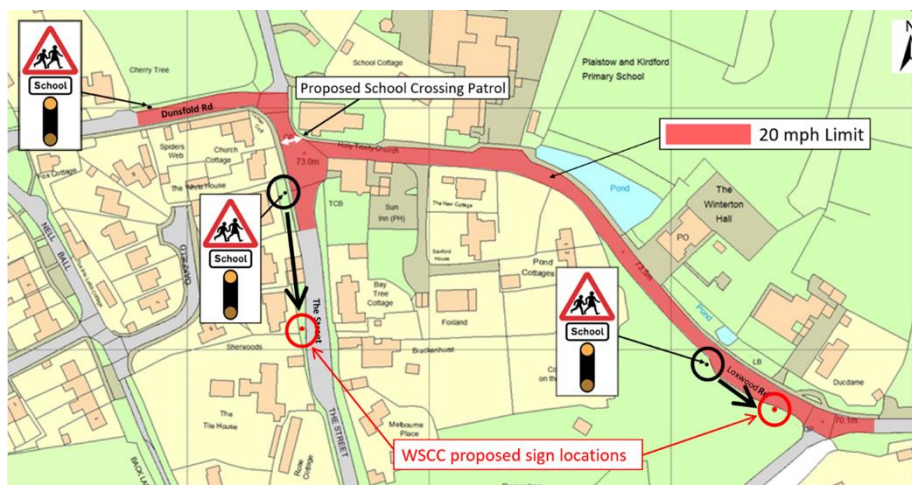
2. To note the submission of the Rickman's Lane TRO application

The TRO application has been submitted to WSCC. The application is supported by County Councillor Janet Duncton. WSCC Highways will be in touch in due course as the application is considered and progressed.

3. To receive any update regarding the School Safety Zone (SSZ) in Plaistow

WSCC is progressing the SSZ. Currently, they are undertaking a Stakeholder Consultation - the Parish Council and Police are consulted regarding the proposals at this stage. Given that it was the Parish Council who contacted WSCC to instigate the establishment of a SSZ, it has unsurprisingly responded favourably! The next stage is Public Engagement where WSCC letter drop the frontages to the scheme to give them the opportunity to comment on the proposal.

WSCC are proposing slightly different SSZ sign locations, than suggested within the SW Transport Planning Ltd design, due to visibility reasons.



The sign on The Street has been proposed further south due to extending the reach of the School Safety Zone and has very good visibility from further south on The Street.



The sign on Loxwood Road has been moved to the opposite end of the layby for a few reasons.

1. Visibility of the sign, if there are various vehicles parked in the layby which could obstruct the sign and lights mitigating its effect.
2. WSCC undertook a site visit and noted that the verge and bollards were in poor condition. This has been reported to the Local Area Highway Manager, who should be able to action their repair. However, by adding a SSZ sign post in at this location, vehicles may take more care and, hopefully, should avoid hitting the bollards with an awareness of the post.

The 3x Powered School Safety Zone Sign with accompanying flashing wig-wags on Loxwood Road, The Street and Dunsfold Road will be programmed to run 07:00-09:30 and 14:00-16:00 on school days only. These timings are a standard county wide initiative to have a consistent approach. WSCC have independently discussed this with the School, who have supported the timings.

The Parish Council will receive further updates from WSCC further to the Public Engagement part of the process.

4. To consider Durfold Wood Residents' Association's request to seek a new 'Welcome to West Sussex' sign along the Dunsfold Road.

The Parish Council has been asked by DWRA to consider raising this matter with WSCC Highways.

5. To consider Durfold Wood Residents' Association's request for a TRO application to reduce the speed along the Dunsfold Road.

In September the full Council considered a similar request from Shillinglee and resolved to include this project in the 2023/24 budget for consideration in January 2023; and to contact WSCC Highways for advice once the current TRO applications in Plaistow are completed.

The Clerk recommends the same approach is taken regarding Dunsfold Road. A public consultation will be needed in the first instance, and a speed survey. The matter will require advice from WSCC Highways, and possibly a transport consultant in terms of signage and the area's designation (it is not a village and is currently a 60mph through road). The Council is currently committed to various TRO applications within Plaistow in 2022/23. It is recommended that these TROs are achieved before the Council considers TROs along the

Dunsfold Road. This matter can be factored into the 2023/24 budget setting exercise undertaken by the Finance Committee later in the year.

13. **WSALC**

Cllr. Jane Price attended the West Sussex Association of Local Council's (WSALC) AGM on 25<sup>th</sup> November. The [draft minutes](#) have been sent to the Parish Council for consideration.

14. **Playpark Working Group**

The Parish Council is asked to receive and note the draft minutes and recommendations of the [Playpark Working Group dated 15.11.2022](#) – published alongside this meeting agenda.

A [designated webpage](#) has been set up, which provides the community with a full background of this project to date. The public consultation was launched in the winter E-Newsletter on 5<sup>th</sup> December and can be completed via the webpage. To date, there has been 33 responses – 30 in favour and 3 against. To put this into context, the Lady Hope Playpark public consultation garnered 35 responses in total. The consultation will run until 31<sup>st</sup> January 2023.

In accordance with paras 3.1.6, 3.1.17, and 3.1.34 of the [Scheme of Delegation](#), the Clerk ordered 500 leaflets (£59.75) regarding the proposed Ifold Play area to ensure any future significant expenditure of public funds regarding this project is based on a well-informed mandate, ascertained by a fair and well publicised public consultation process within Ifold specifically. This consultation process within Ifold is a requirement of both the Kelsey Hall Management Committee and Ifold Estates Ltd, upon which their consent for the project – in terms of access - will be based.

The leaflet is published on the webpage and was also included in the E-Newsletter. On 8th December, Cllr. Brown hand delivered 24 leaflets to the surrounding neighbours of the Kelsey Hall. The leaflet will be included with the RH Fourteen magazine delivered to Ifold households at the end of December.

This bespoke delivery to Ifold households will cost under £40 (however, does not include The Lane and beyond). Further to conversations with both the lady who is responsible for the RH Fourteen magazine in our parish area and the Parish Council's insurance company, this delivery service – which can be used by the Council in the future for any other publicity needs – is very

reasonably priced (Royal Mail's equivalent Door-to-Door service is £200), reliable and benefits local people.

The Parish Council has an annual Publicity and Communications budget of £300 and, to date, it has £0 expenditure against it.

15. **Lagoon 3**

Chichester District Council have updated the Parish Council regarding Lagoon 3. The Parish Council and District Cllr. Evans receive updates from the agencies and officers undertaking monitoring inspections of the Lagoon and contingency planning is in place to manage and mitigate against any potential issues – especially weather related.

16. **Local Policing**

The current Inspector for Chichester Neighbourhood Policing Team, A/Inspector Daniel BURT EA 530, would like to get to know the Parish councils and residents to help with any concerns raised, or any positive community events.

Consequently, he will hold a monthly 1-hour online teams meeting, during the working weekday, to provide updates and seek to answer questions raised on behalf of the Parish/Town Councils. The first meeting was on 09.12.2022. On this occasion, the Clerk was unable to attend, but the Clerk will attend future meeting and feed back to the Council.

Plaistow and Ifold fall under the 'Chichester Outer Neighbourhood Policing Team', which is *"a unified team to respond and progress matters requiring the police and working together on long term problems, with Parish Councils and other partner agencies."* The team of 2 Officers will work alongside the Rural Crime Team and provide further presence, knowledge, and experience in the Parish area.

The following matters were raised and discussed at the first meeting on 9<sup>th</sup> December: -

- encouragement to make contact and build partnerships going forward.
- **Encouragement to set up community speed watch groups and contact the Team for days of action for identified areas of concern.** *(Clerk's own emphasis, as this is a pertinent topic)*
- Some evening meetings will be planned. Clerks and Councillors welcome at all meetings. The next meeting will be at the end of January.

- Importance of relationships between police and Parish /community. Parishes to contact their Team and plan for upcoming events and invites to meetings. Exchanging contact information and building relationships.
- Police to devise a templated monthly/bimonthly update letter to present to their local Parishes.
- Advice provided on matters relating to speed/traffic issues to be raised to Highways agency in the district council.
- Issues with 101 reports, encouragement to provide any crime trends/patterns to the local NPT for them to review and consider actions.

17. **Correspondence**

*See Clerk's Report*

Recommendation: - To consider any correspondence received not listed as an agenda item for discussion.

- 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.

Cllr. Evans has written to the Parish Council: -

*I am writing following the tragic death of Awaab Ishak which I am sure you have heard about in the news to let you know I am asking the following question to the executive (further below).*

*A number of residents across Loxwood Ward have written to me with issues over mould and inaction from Hyde Housing. I have been struck by the fact that many residents have been told by Hyde that the mould condition is their fault rather than that of the quality of the housing stock. It has felt at times that I have been banging my head against a brick wall trying to get Hyde to take action and trying to get CDC to do something about it. This tragic death means housing associations can no longer get away with this and I hope this is a watershed moment, but I want assurances from CDC that they will be applying pressure to have a clear plan of action.*

***I wanted you to be aware in case you also wanted to follow up on this on behalf of the residents in your parish.***

Question

"I am sure like me many councillors here were horrified to hear about the tragic death of Awaab Ishak who died in December

2020 just days after his second birthday from respiratory problems caused by exposure to mould in his home. Awaab's parents had repeatedly raised concerns about the state of their home with their landlord, the local housing association Rochdale Borough Wide housing. These concerns were first raised in 2017 and others including health care professionals who also raised the alarm, but no meaningful action was taken. Michael Gove told fellow MPs in a statement to the house on 16<sup>th</sup> November 2022 that the housing associations repeated inaction was a "terrible dereliction of duty". He went onto say that worse still Rochdale Borough Wide Housing attributed the existence of the mould onto the actions of Awaab's parents which was "beyond insensitive and deeply unprofessional". The housing ombudsman has made clear that damp and mould in rented housing is not a lifestyle issue and we all have a duty to call out any behaviour rooted in ignorance or prejudice. Michael Gove stated that every tenant should be "housed in decent homes and should be treated with dignity and fairness"

Kerry Standing and Cllr. Sutton will know that I and several Cllr's have raised concerns about the condition of the Hyde houses and in particular serious issues with mould. This case reminds me of a resident in Loxwood who had issues with mould in their rented Hyde property. Yet despite health professionals attributing the respiratory problems their child suffered to mould, Hyde took no significant action and allegedly attributed the blame to the lifestyle of the parents. Thankfully this case had a happier ending and after a long battle with Hyde we were able to move this resident into a new home with a different housing provider. However, I am struck by how differently tragic things could have been.

Please could I have assurance that after this case that as a council we are seeking assurances from Hyde and other social housing providers that this can never happen in Chichester and what steps they are going to take to resolve the very serious issues with their housing stock?

I would like to add this is a very serious matter and I am not pointing the finger of blame at anyone. My only aim is that we can work together as Councillor's to ensure that every resident in Chichester who is in rented accommodation is treated with dignity and fairness. I gave Cllr Sutton and Kerry pre-

notification of this question but appreciate that this might still not have given enough time to answer this fully so would accept a written response."

\*\*\*

Councillors will recall District Cllr. Alan Sutton's unscheduled visit in July (regarding the Foxbridge consultation) and his response to Cllr. Capsey's question about the reduction of social housing stock in the Parish. Cllr. Sutton stated that the preference of both Hyde and CDC is to sell off local housing stock, rather than deal with the issues of aging properties. Reducing the social housing stock in rural areas will inevitably mean that local people/families must move away from their home area to find social housing that meets their needs.

Although the social housing stock within the parish is low, the Parish does have social housing tenants and they are concerned regarding the poor quality of their homes (damp/mould etc).

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

Recommendation: - To receive general updates and resolve to add any matters arising to a future agenda in relation to:

1. New Defibrillator request

An alternative location for a new defibrillator within the Parish is still required. Please refer to the minutes of the full meeting, dated 9<sup>th</sup> November, for further details ([C/22/139\(5\), pg 6](#)).

2. Cost of living support

Further to the full meeting on 9<sup>th</sup> November ([C/22/139\(6\), pg 7](#)) the Clerk spoke with the Church and the School. The Church is already considering the practicalities of offering additional support within the community and would welcome any financial support the Parish Council could offer. However, the detail of the 'scheme' is still in progress. Likewise, the School would like to be able to refer families in need to such a scheme and have indicated their willingness to work with the Church and Parish Council once a scheme has been put together. The Church is looking for a collaborative partnership with Kirdford Parish Council too, as many of the families have interests in both Parish areas e.g., school and home. The Clerk will update Members in due course once the Parish Council has received more detail from the Church regarding their planned scheme. At this

junction, it is unknown if the two stores within the Parish need to be involved. A decision on this can be made once a scheme has been advised.

3. Electoral Boundary Review

On 9<sup>th</sup> November, Cllr. Capsey queried if Plaistow and Ifold Parish would fall within the boundary of the South Downs National Park (SDNP) due to the forthcoming Electoral Boundary Review. Cllr. Evans confirmed that he would investigate and feed back to the Parish Council. The answer has been returned as NO - Plaistow and Ifold Parish will not be within the South Downs National Park.

4. Flooding support

County Cllr. Janet Duncton has offered to try and arrange a public meeting with Southern Water and possibly someone from OFWAT to consider the issue of flooding and sewage in this area. Councillors are asked to consider if this is necessary.

This matter has been identified as a major issue within Ifold, especially along The Ride - residents complain about foul water bubbling back up through their toilets and sinks after heavy rain, and drains discharging into gardens.

IEL have advised: -

*"Ifold also has an issue with the River Lox that affects many residents on one side of the village. There is a flood plain where the river is allowed to flood over its banks; the level and frequency has increased over a decade or so. It rises beyond the flood plain and is a threat to the next line of properties and they are rightly concerned. IEL have asked the flooding authority what can be done to maintain the river - maybe dredging or cutting back foliage - but they are not interested. No doubt it could be a big task. Coupled to this, the lock at Brewhurst has been sold out of the water authority and into private hands, and they don't maintain or manage the sluice gates under flood conditions, and it really does cause the river to back up for miles. So, with these two things combined the poor residents affected feel helpless to defend their properties."*

The Planning Committee have indicated that they would like to be a part of any meeting arranged between WSCC and Southern Water to consider and discuss the foul water storage tankering offset solutions,

which Southern Water and CDC have agreed upon for the two new development sites in Loxwood. The sewerage infrastructure cannot currently support further discharges into the mains system and as a temporary solution, with no fixed date for an end, sunken storage tanks from which the sewerage is tankered away periodically is thought to be sufficient.

5. [E-Newsletter](#)

The E-Newsletter was published on 5<sup>th</sup> December. It was emailed to all those who have signed up, [via the website](#), to receive it – 129 people across the Parish area. A reminder to sign up was added to Facebook, which generated a further 6 contacts. The Newsletter Working Group prepared all the articles and Cllr. Taylor had the unenviable job of editing the Newsletter. The next E-Newsletter will be prepared in late Spring/early Summer 2023.

6. Asset of Community Value – Plaistow football ground

The Football Club Trustees are beginning to think about the future of the Club. It is highly likely that the Trustees will seek legal advice to guide their decision making regarding trying to negotiate a future lease of the playing field. The Clerk has been in touch with the Trustees and provided some information about Assets of Community Value and the process the Parish Council would need to go through to support the Club. Depending upon the outcome of this legal advice, the Football Club have indicated that they will reach out to the Parish Council to discuss the situation further in due course. The lease expires in 3 years, which is not long if purchasing the land is being seriously considered (regardless of whether it is listed as an Asset of Community Value (ACV)). The Trustees have had the land valued and if purchase is a serious option, then this will require time and ‘person power’ to organise. If the land is successfully listed as an ACV, it only provides a 6 months stay on any sale (from the date the landowner tells CDC of their intention to sell). There is little chance of significant sums being realised in such a small timescale, if the matter has not already been considered and planned.

7. Safer Bus Stops project – Phase One

The WSCC Team responsible for the build remain delayed, as their primary vehicle is off road due to significant repairs. WSCC have not provided a temporary replacement vehicle; therefore, the Team are office based until the works are completed. The Team is hoping to be



back on the road in the New Year and Plaistow and Ifold is first on the list. Currently, revised quotes for the required oak are being ascertained. The Council's budget of £6,000 (New Homes Bonus grant funding) needs to purchase the building material for two shelters. The Parish Council's [webpage](#) provides all the information required for this project.

8. Ifold BT Telephone box ([C/22/124\(1\)\(d\) 28.09.2022, pg.5](#))

On 28<sup>th</sup> September, the Parish Council considered the speed of traffic leaving / entering Ifold Estate at The Drive / Plaistow Road junction by Ifold shop, which is impacting the safe use of the defibrillator housed in the adopted BT telephone box sited at the bus stop area. Part of Councillors' considerations was the need to relocate the telephone box e.g., rotate it so the door is not facing directly onto the junction. The Clerk has made enquiries with the company who renovated the telephone box regarding the feasibility of the rotation. This is the answer provided: -

*I'm afraid rotating the box is not really feasible. The concrete foundation goes down quite a way, and the live electrical supply comes up through the concrete. There is always the chance that a box may get damaged when it is moved, sometimes the base gets broken. I passed the box again on Saturday on the way to Haslemere. It looked good in the daylight and equally so lit up in the evening. The cleared area around it does look good. Sorry if my reply isn't what you hoped for.*

The Clerk is in the process of arranging a Site visit with WSCC Highways and County Cllr. Duncton to highlight the safety issue of the junction and consider what measures can be implemented to make the junction safer. The Council will be updated further in due course.

19. **Meeting Dates**

Recommendation: - To note the dates of forthcoming meetings.

- 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**

Due to the likely disclosure of exempt information at item 21 below, the Council must resolve to exclude the Press and Public from the meeting in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960.

21. **Staffing matters**

Members have been contacted separately and confidentially regarding this matter.