



Notice of Meeting of the Parish Council

Members of Plaistow and Ifold Parish Council are summoned to attend the Full Council Meeting on **Wednesday 12th November 2025 at 19:45, Winterton Hall, Ifold.** Members of the Press and Public are welcome to attend.

Dated: 7th November 2025

Yours faithfully,

J Bromley Clerk & RFO to the Council

MEETING AGENDA

This agenda, Clerk's Report and appendices can be found on the Parish Council's website: www.plaistowandifold-pc.gov.uk | Alternatively, please contact the Clerk for hard copies or remote access: clerk@plaistowandifold-pc.gov.uk

- | Number | Item |
|--------|--|
| 1. | Apologies for absence
Recommendation: - To receive and accept apologies for absence. |
| 2. | Disclosure of Interests
Recommendation: - To receive 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 Chapter 7 ss.26 – 37, in relation to matters on the agenda. |
| 3. | Minutes
Recommendation: - To approve the Minutes of the Parish Council meeting held on 14th October 2025 and resolve to sign via Secured Signing in accordance with S.O. 12(g). |
| 4. | <u>Public Forum</u>
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 the Parish Council's Standing Orders 3(d), (e), (h), (i) – (k). 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 12 th November 2025. In accordance with Standing Orders 3(f) and (g), Public Participation shall not exceed 10 minutes, unless directed by the Chairman; and a speaker is limited to 5 minutes. |
| 5. | To receive reports from County and District Councillors
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. **Planning Matters**

1. Neighbourhood Plan.

[See Clerk's Report](#)

- i. **Recommendation:** - To receive an update on the drop in event and discuss Councillor attendance at the event on 26th November.
- ii. **Recommendation:** - To note the quote from Locality for a review and update of the Design Guidelines to the NPPF Dec 24 regulation £1460.11 and consider also updating to remove mention of the Village Design Statement.
- iii. **Recommendation:** - To discuss and set a date for a meeting of the Working Group to consider any comments made in the Oct and Nov 25 drop in events and online consultation. Consultation end date 10th December.
- iv. **Recommendation:** - To set a date and those to attend, a review of the Historic archives for information relating to additional Non-Designated Heritage Asset properties proposed in the summer consultation and any from the Oct and Nov drop in events and online consultation. A Monday evening of 15th December is proposed.

2. Foxfields

[See Clerk's Report.](#)

Recommendation: - To discuss the potential purchase of this field from Plaistow Village Trust.

3. Assets of Community Value

[See Clerks report](#)

Recommendation: To consider any further information that can be submitted regarding evidence of proof of community use of the assets

7. **Financial Matters**

1) Financial Reports to 16th October 2025 to 17th November 2025

Includes [bank reconciliations to 31st October 2025](#) and the income and expenditure from 16th October 2025 to 17th November 2025 Order for Payment for ratification for November 2025 (to be circulated separately).

Recommendation: - To receive, review and note the financial reports and appoint three signatories for the order for payments and authorising bank BACs

2) Budget Update at 30th September 2025

Recommendation: to approve the budget update as recommended by the Finance Committee from their [meeting on 5th November 2025](#).

3) Internal Interim Audit

Recommendation: To note the date for the Interim Audit 19th January 2026.

4) Clerk's Delegated Decisions -[Scheme of Delegation](#)

Recommendation: To note and ratify the following decision(s) made by the Clerk pursuant to paras 3.1.2, 3.1.3, 3.1.5, 3.1.6 of the Scheme of Delegation: -

- To authorise and settle the invoice for the Scantech printing for the Neighbourhood Plan Event on 29th October and forthcoming event on 26th November 25. £318.00.
- To authorise an electrical inspection of the cricket pavilion which was out of date incurring a fee of £190 and certification for three years.
- To purchase compost and mulch for the orchard trees to be planted in December at a cost of £43.98.

8. **Cricket Pavilion- Replacement Fire Extinguishers**

- Quote 1. £188.90
- Quote 2. £254.40

Recommendation: To approve the Quote 1 for replacement Fire Extinguishers for the Cricket Pavilion which are several years out of date.

9. **Traffic Calming: - [See Clerks Report](#)**

Recommendation: To consider the correspondence from WSCC on the scoring of the Shillinglee TRO application for 40mph.

Recommendation: - To discuss the correspondence from a resident regarding the danger of the sharp bend at The Ride Ifold along the Plaistow/Loxwood Road.

10. **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. Cox's Pond Roadside barrier. No progress on this WSCC have acknowledged submission of safety alert but there has been no action to date.
2. School car park capacity- A resident has commented the car park is now insufficient for the number of staff, the school has been asked whether this is the case.
3. Biodiversity Working Group. Verbal update and date for Orchard trees planting and Plaistow Green dead hedge construction to be organised.
4. October Litter Pick Event and date for Spring Event suggestions Saturday 28th March or 11th April?

11. **Correspondence**

Resident correspondence dealt with under Traffic Calming.

12. **Items for Church Newsletter.**

13. **[Date of next meetings](#)**

Recommendation: - To note the dates of forthcoming meetings:

- 9th December 25-7.30pm- Planning Committee -Kelsey Hall – Small Hall
- 17th December 25-7.30pm- Full Council -Kelsey Hall – Small Hall.

