



Notice of Meeting of the Parish Council

Members of Plaistow and Ifold Parish Council are summoned to attend the Full Council Meeting on **Wednesday 11th February 2026** at **19:30, Kelsey Hall, Ifold**. Members of the Press and Public are welcome to attend.

Dated: 5th February 2026

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 7th January 2026 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 11 th February 2026. 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. **Highways Matters:**

1. **Cox's Pond Road Barrier:**

Recommendation: To receive the update following a meeting on site with WSCC Highways Officer.

2. **Flooding along Plaistow Road**

Recommendation: To receive the draft letter [APPENDIX A](#) to WSCC Highways and resolve approval or approval after amendment and query of WSCC Dunton to whom it should be addressed within WSCC Highways.

3. **TRO 40mph for Plaistow Road/ B2133 Junction area. - [See Clerks report](#)**

Recommendation: To note the consultation currently running from Loxwood Parish Council as to a reduction of the speed limit to 40mph from 60mph according to the location map and discuss and resolve if appropriate to respond as a Parish Council.

7. **Replacement of Plaistow Green Memorial Tree.**

[See Clerks report](#)

Recommendation: To discuss with the tree warden the purchase of a copper beech for the location described on the Green at Plaistow.

8. **Planning Matters**

1. [22/02346/OUT](#) **Foxbridge Golf Club Foxbridge Lane Plaistow RH14 0LB**

Outline application for a wellbeing and leisure development comprising up to 121 holiday units; the construction of a spa with accommodation of up to 50 bedrooms; the conversion of the former clubhouse into a restaurant and farm shop; the formation of a new vehicular access from Foxbridge Lane, new internal roads, footpaths, cycle routes and car parking areas; the construction of a concierge building and new hard and soft landscaping, including the formation of new ponds.

[See Clerk's Report:](#)

Recommendation: - To note the extension of consultation to 18th March 2026 on this application for comments and that the earliest CDC Planning Committee date for this proposal to be considered is now 7th April 2026.

Recommendation: - To RESOLVE as ratified the submission of the further letters together with supporting documents of objection to CDC regarding this application submitted by the Clerk under delegated authority: -

- Letter dated 26th January 2026
- Letter dated 19th January 2026 and enclosure "No Exceptional Case for Large Scale Tourist Site"
- Letter dated 16th Jaurya2026 and enclosures "Deficiencies and Failures in the Assessment of Bats" and "Consolidated Parish Council Objections".
- Letter dated 15th January 2026
- Letter dated 19th December 2026.

Recommendation: - To note the support from Wisborough Green Parish Council and their offer to collaborate regarding the best use of the three minutes Parish Council time at the CDC Committee Meeting.

Recommendation: - To note the further correspondence received from a resident in connection with this planning application and resolve further Parish Council submissions to CDC if appropriate (email correspondence circulated separately).

2. Neighbourhood Plan.

Recommendation: - To note the Regulation 14 Neighbourhood Plan is now being consulted upon until 31st March 2026.

Recommendation: - To note the comments from the CDC NP Officer on December 2025 NPPF and its application to this Neighbourhood Plan.

3. CDC Planning Update Meeting 4th February 2026

Recommendation: - To receive an update on this meeting on 4th February 2026 from Cllr Jordan and Woolf.

4. Land North of Rumbold's Lane

Recommendation: Following pre-application discussions with the applicant for this planning proposal to discuss a potential route for village foot access from the site notwithstanding that applying the Localism Act 2011 the discussions on this subject do not predetermine any later decision of the Council with regard to this site, that the council is not committing itself to any particular outcome.

9. Financial Matters

- 1) Financial Reports to 18th January 2026 to 17th February 2026 -Includes bank reconciliations to 31st January 2026 and Order for Payments for February for approval and any payments already made for ratification. (To be circulated separately).

Recommendation: - To receive, review and note the financial reports and appoint three signatories for the Order for Payments and a Councillor to authorise bank BACs

- 2) Order for payments 1st April 2025 to 18th April 2025

Recommendation: - To note this order for payments [APPENDIX B](#) which whilst approved was not signed at the time of approval. To facilitate approval see attached [April 2025 bank reconciliations](#) and if appropriate agree three Councillor signatories in retrospect.

- 3) Precept 26/27

Recommendation: - To note that the precept request for £120,000 has been submitted to CDC and receipt acknowledged.

4) [Interim Internal Audit Report 25/26- See Clerks report.](#)

Recommendation: To note that the Interim Internal Audit took place on 21st January 2026 and approve the [report actions](#) recommended, namely:

- To sign off the April Order for payments as set out above under 8 (2).
- To review the effectiveness of internal control and to use this review to prepare the annual governance statement in the AGAR 25-26 using proper practices. To aid this review see the Clerks report and implement the recommendations therein.

Recommendation: Resolve to instigate the following further procedures:

1. Cllrs to undergo the GDPR training as set out for reading in the GDPR document **APPENDIX C** and sign and return the document as evidence to the Clerk.
2. Note the Example evidence document attached **APPENDIX D** that the Council will be required to respond positively to at AGAR3 review for 25-26 ahead of submission to the External Auditor.

Recommendation: To note the date for the Final Internal Audit on 14th April 2026.

5) [Investment Strategy 26-27- See Clerk's report.](#)

Recommendation: To amend or re-adopt the Investment Strategy Policy as appropriate. **APPENDIX E**

Recommendation: To review the recommendation from the Clerk for investment for the forthcoming Council year.

6) [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 progress the printing and posting of the Newsletter advertising Regulation 14 NP Consultation at a cost to the NP budget of £651 postage and for paper printing and envelopes £TBC and purchase of banners £329.90.
- To submit ahead of Full Council approval further Foxbridge Planning objections as listed in item 8 in conjunction and with agreement from the PC Chair and Planning Committee Chair.
- Changing the Tariff for the electricity from Octopus energy for the cricket pavilion as the tariff period is coming to an end. See clerks report for detail.

10. **Asset Policy and Asset Register in February 2026 -[See Clerks report](#)**

Recommendation:

- To review the asset, register schedule **APPENDIX F** for the 25-26 financial audit and asset insurance values for the 26-27 Council year.
- To review and amend if thought appropriate the asset register policy. **APPENDIX G.**

11. **Policy Review:**
Recommendation: To review and amend where appropriate the following policies in accordance with the [Policy review table](#):
APPENDIX H - Expenses Policy- Updates included.
APPENDIX I- Freedom of Information and Publication Scheme – Updates included.
APPENDIX J – Health & Safety Policy- No updates recommended.
APPENDIX K – Internal Controls Policy- Update included.
APPENDIX L – Legionella Policy- No updates.
APPENDIX M - Marquee Borrowing Policy - No updates recommended.
APPENDIX N – Pavilion Electrical Use Policy – No updates recommended.
APPENDIX O – Playground inspection and maintenance policy- Updated for Kelsey Hall and new inspection and maintenance provider.
Appendix P – Complaints Procedure -No updates recommended.
APPENDIX Q Volunteer Policy - No updates recommended.
12. **Risk Assessing and asset audit 26-27 (This item can be carried forward to the March Full Council meeting if there is insufficient time in this meeting).**
Recommendation:
To review and update where required the following Risk Assessments and Associated Policies updated by the Clerk where indicated (updates tracked).
APPENDIX R -Risk Management Scheme - Updates included
APPENDIX S - Cricket Pavilion Risk Assessment - Updates included
APPENDIX T -Cyber Security Policy – No updates recommended.
APPENDIX U- Plaistow Pond Policy- No updates recommended
APPENDIX V- Litter Picking Risk Assessment- No updates recommended
APPENDIX W- Asset Risk Assessment & Audit- Works recommendations See Clerks Report.
APPENDIX X- Bike Rack Risk Assessment- No updates recommended.
13. **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. Annual Parish Meeting– Speaker confirmation and date change to Wednesday 29th April 2026 7.30pm Kelsey Hall
 2. Lady Hope Play Park – Annual Inspection (due Nov 25) Report yet to be received.
 3. Brainstorming- Any actions for the March agenda.
 4. Cox’s Pond Barrier Gap- Highways to report back after meeting on 3rd February 2026.
14. **Correspondence**
[See Clerks report](#)

15. **Items for Church Newsletter.**

16. [Date of next meetings](#)

Recommendation: - To note the dates of forthcoming meetings:

- 4th March 2026 7.30pm Winterton Hall -Planning Committee.
- 10th March 2026 7.30pm Winterton Hall- Winter & Emergency Committee
- 11th March 2026 7.30pm Winterton Hall - Full Council.