



Clerk's Report to the Plaistow and Ifold Full Council Meeting 14th October 2026

7. Planning-

a) Neighbourhood Plan

CDC Senior Planning Officer Valerie Dobson was asked for an update on the progress of the NP towards Reg 16.

Email Rec'd 9th Oct 2026

Things are moving forward, the NP documents are with Andrew for acceptance under delegated authority and the Examiner's contract has also now been returned and that too is with him for signature.

That leaves the outstanding SEA determination letter which I have drafted and am waiting for final comments and agreement for sign off from the Environment team before that too can be agreed under delegated authority.

Apologies as I know it all seems to sound so procedure heavy, but we are getting there.

Once we have the SEA letter then we can talk about dates for publication, number of copies of the documents etc and location(s) within the Parish as a deposit location.

I am hoping we can be published by the end of next month. I hope that helps?

Best wishes,

Valerie Dobson

Principal Planning Policy Officer

Planning Policy

Chichester District Council

8. Connectivity

The small section repair details were submitted to WSCC Highways officer Emily Delicata with a request for timings. In her email of 15th September 2026, she confirmed a timescale could not be given.

In addition, via Loxwood Parish Council a Cllr from Alfold Parish Council is very interested in connectivity between the parish facilities and would like to meet to discuss this. See attached email correspondence trail. In turn I have contacted WSCC Highways regarding this issue and they have referred me to activetravel@westsussex.gov.uk. Surrey CC Kevin Deanus has also contacted Surrey Highways who have confirmed they are looking into his request.

I have contacted Active Travel West Sussex for information as to how anything might be achieved and WSCC Janet Duncton has supported the request. The following has been received from them together with an example of what a community can produce from Steyning and Bramber.

Email 1st Oct 26 activetravel@Westsussex.gov.uk

"Dear Jane

Thank you for your email regarding active travel routes. Our team primarily looks at more urban routes linked to identified priorities, LCWIP's or active travel to school, funded through Active Travel England (ATE), developer contributions or other funding streams. We work also closely with the BSIP team and highways colleagues to identify how we can support a communities identified needs.

Most of our funding comes with caveats including baseline data needs and evidence of potential user uplift, meeting minimum cost benefit ratios and being LTN1/20 compliant which can be more challenging to achieve in a rural environment.

I would recommend the community (and surrounding villages) consider creating your own version of a walking and cycling plan, a version of which we consider to be best practice was developed by

Steyning and Bramber Parishes Action Group, which I have attached for your reference and can be found here: https://drive.google.com/file/d/1uri8-dcKRYPA_XH_hb9Fbp2dnFVLPQBo/view

The information could identify:

- Where there is an identified route, potential link route, or barrier to use.
- Who could use the route, does it or could it create a link to work or leisure, school or community facilities,
- Support levels, how was a route or need identified, is there support from users, landowners or stakeholders (and I have noted support from Cllr Janet Duncton for active travel improvements within the area)
- Any known information about routes, has anything been requested or investigated previously and any outcomes.
- Landownership or accessibility – are routes public rights of way, permissive paths or no path at all currently.

This document could then support a wider overview of the area requests and help identify priority routes which could then be taken forward as a phased approach based on availability of the best delivery and funding routes, links to other local works or local developments.

If you have any questions, do let me know.

Kind regards

Pene Mather

Project Support Officer – School Streets, Active Travel
& Local Transport Improvements Programme

Highways, Transport and Planning
West Sussex County Council

On the assumption that Plaistow and Ifold are interested to join this joint approach connectivity and Active Travel being a Policy of the Draft NP, the intention is to hold a meeting of the three Councils. This will be in November and those interested in attending to let the Clerk know.

[Example of broad strategy](#)

[Example of public consultation](#)

9. Giant Hogweed

Please see the attached [final Letter to be sent to landowners](#) regarding known infestations approved by Loxwood PC.

If Cllrs could know addresses or else deliver letters to landowners, please can you let me know.

I have pointed out to WACT their recent field purchase and the infestation which although flailed was not treated this year and Margaret Darvill from WACT is looking into it. She is also to let me know the landowner details known to WACT that infest their land.

10. Plaistow and Ifold TRO 30mph (Plaistow to Ifold)

The following acknowledgement received from WSCC Highways:

Our ref: Traffic Regulation Order application – Loxwood Road – Plaistow - 637004

Thank you for your Traffic Regulation Order (TRO) application for Plaistow Road, Loxwood. Please quote ref number 637004 in any future correspondence.

Your application has now found its way to me (Oliver King) as the Area Traffic Engineer for the Chichester District.

Please note that the TRO process is a democratic process. This means that any proposal may be implemented in full, in part or declined by the Assistant Director due to objections or representations at the formal consultation stage. Please be aware that funding a proposal does not guarantee that it will be implemented any sooner, if at all. Successful applications will be included on a programme, where further feasibility and design work may take place. A proposal will then be subject to a three-week statutory advertisement or 'formal public consultation'. In addition to a notice being placed in the local paper, site notices may also be erected at the location of the proposal. Once the formal consultation period is over, a final decision on the TRO may be required by the County Council's Assistant Director, Highways Transport and Planning. If the TRO is approved, arrangements are made for the necessary signs and road markings to be provided. A final notice will also be advertised in a local paper stating when the TRO will come into effect. In total, it may take approximately 6-12 months for a TRO application to proceed to implementation.

I have now carried out an Initial Assessment, and before I progress to a Detailed Assessment I will be requesting GPS Speed Data. This will enable us to carry out a Speed Data Assessment and determine whether the average vehicle speeds are in alignment with the West Sussex County Council Speed Limit Policy.

Once received, I will be in touch with the outcome of the Speed Data Assessment accordingly.

Kind regards,

Olly King, Traffic Engineer

Western Area (Arun & Chichester)
Highways, Transport and Planning

11. Biodiversity Activities:

The bat walk went very well and it was enjoyed by the attending residents. A spring wildlife walk (April) could be provided by the same person this time from Ifold. The cost of this would be £185 and 25/30 people could be accommodated.

I have not heard from WSCC Community Volunteers Group regarding the Pittsgate layby but it maybe the Biodiversity Group with other volunteers can just do some maintenance clearing of the site to improve it this year and I will advertise some dates to see if we get any volunteers if the PC think this is acceptable. WSCC have approved the planting licence should it be needed.

The Biodiversity Group met on 9th October at the Ifold Conservation Area and mulched the area for planting which will take place once the ground is wetter. Further mulching is need and will take place this week.

12. Winter and Emergency Committee:

The Committee meeting went very well and joining the Committee were the Chair of Loxwood PC as well as a resident from Plaistow. The meeting covered the generation of a Community Resilience Plan (CRP). The resident attending has been very helpful following the meeting producing a draft

letter for circulation to residents to generate volunteers. The Committee are to meet again on 17th November 2026 at Winterton Hall and additionally the Chair of Winterton Hall has confirmed attendance. I am attempting to also include key other individuals from the parish also from Loxwood.

Cllr Price and the Clerk attended a showing of the National Emergency Briefing at Cranleigh Arts Centre which highlighted the severe Emergency the World has with regard to emissions. Primarily stressing the need to move away from fossil fuels urgently. The film stressed the need to plan for natural emergencies such as wild fires.

13. CDC Infrastructure Business Plan (IBP)

Plaistow and Ifold entries in the Plan are:

Project	Detail	Time frame	Delivery	Funding	Funding Source	Project Lead	Funding Source
Installation of play equipment, Ifold.	Play equipment required in Ifold identified via Neighbourhood Plan process and public consultation Dec 22 and January 23.	2023 - 2025	Short term	£20,000	PC precept and in talks with Ifold Residents Association.	Parish Council	CIL
 Already requested removal as complete.							
Install a public toilet at the Cricket Pavilion on Plaistow Village Green.	Many clubs and residents use the village green/play area and would benefit from a public toilet.	2023 - 2026	Short term		Parish Council	Plaistow & Ifold Parish Council	CIL
Restoring the parish's tennis court.	The parish tennis court requires fully resurfacing and maintenance. (Project is currently on hold due to lease for land coming to an end)	2023 - 2024	Short term	£4,000	Parish council precept and CIL	Plaistow & Ifold Parish Council	CIL & other
Social Infrastructure Community facilities Winterton Hall Renovations and upgrade.	To enlarge the main hall facility and provide a more modern venue.	2023 - 2029	Short term	TBC	CIL Parish Council	Winterton Hall CIO and Parish Council	CIL

Are there any other projects that should be added?

Ideas:

Social Infrastructure: To upgrade PROWs to facilitate connectivity between Plaistow and Ifold and Ifold and Loxwood: Estimated Cost £500k to £1000K. Source. Active Travel Fund and Parish Council CIL.

Social Infrastructure: To provide an open space/recreation ground for Ifold residents. Estimated Cost. £TBC. Source Developer contributions.

15. Correspondence.

None for consideration.