



## **Minutes of the Plaistow and Ifold Parish Council Full Council Meeting held on Wednesday 7<sup>th</sup> January 2026 at 19:30, Winterton Hall, Plaistow.**

**Attendance:** **Parish Councillors:** Paul Jordan (Chair); Andrew Woolf; Rick Robinson; Doug Brown; Jane Price; Phil Colmer; Nicholas Taylor; Sophie Capsey.  
4 Members of the public.  
Edward Ress, Representative from Domusea re Land North of Rumbolds Lane  
Jane Bromley Parish Council Clerk.

PC/1/26 **Apologies for absence:** WSCC Janet Duncton. CDC Gareth Evans and Charles Todhunter.  
Non- attendance Parish Councillor Sarah Denyer.

PC/2/26 **Disclosure of Interests:** None.

PC/3/26 **Minutes: RESOLVED** as approved the Minutes of the Parish Council meeting held on [17th December 2025](#) and resolve to sign via Secured Signing in accordance with S.O. 12(g).

PC/4/26 **Public Forum.**  
Edward Rees from Domusea spoke concerning a proposal for development for the Land on the north Side of Rumbolds Lane (adjacent to Plaistow Recreation Ground). He had previously sent around a proposal Feasibility Study a Constraints and Opportunities Assessment and Proposed site Roof Plans document as well as an aerial view of the proposed layout. These were to be uploaded to the Domusea website which is domusea.com.  
Mr Rees invited questions from the Council:

The Parish Council directed questions applying the Localism Act 2011 that the discussions did not predetermine the Council's later decision, that the council is not committing itself to any particular outcome and the questions or comments made at this stage, cannot be taken as evidence that the Council supports or opposes a future application. The applicant (Mr Rees) understood that nothing said should be interpreted as an indication of the Council's eventual stance.

Would the 40% affordable housing per the CDC Planning Policy for sites over 10 units be included?

Mr Rees advised that 12 Affordable Housing providers had been contacted and all had declined to become involved with the site as providers prefer larger blocks of affordable housing which is more economical to provide. Domusea would consult with CDC

regarding this problem and perhaps offer a different type of tenure. The worst-case scenario and the last resort would be to commute a sum of funding to provide the affordable housing elsewhere in the District.

*The Parish Council would have a strong preference for a pathway to be laid for pedestrians to reach the village amenities (school/shop etc).*

Mr Rees understood this and had proposed this to the Local Planning Authority, Chichester District Council (CDC) in initial discussions regarding the proposal and CDC had been against this. However, it is something he will investigate further. It is complicated as it would rely on how much of the boundary adjacent to the Common House Lane was Highways and not under the control of the National Trust.

*Regarding the public areas in the proposal were these for those living on site or truly public for the whole Parish and if the latter could they be community parking rather than green areas which may not be used to any great extent?*

Mr Rees discussed the issue of parking in the village centre and explained the public areas were for the whole Parish and that the site fulfilled its parking requirement from WSCC and any more may not be possible to be planning compliant. He recognised the site used to be used for event parking for the village and would investigate this possibility for the community areas.

Mr Rees was thanked for his attendance and he left the meeting.

PC/5/26

#### **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.

See attached reports.

[WSCC Report.](#)

[District Councillor Report](#)

PC/6/26

#### **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. All matters reserved except for means of access.

**See Clerk's Report:**

**Recommendation:** - To consider making a statement at the Planning Committee at CDC Offices when the above application is considered at 9.15am on 11th February 2026.

**RESOLVED** Councillor Sophie Capsey (Planning Chair) would read a statement and the Chair Paul Jordan would accompany her. The attendance of Councillor Denyer would also be suggested to speak in her capacity as a local holiday venue business.

**2. Neighbourhood Plan.**

**Recommendation:** - To receive the Design Guidelines and Codes updated to include reference to NPPF Dec 24, the adopted Local Plan 2021-2039 Policies and updates in the emerging Neighbourhood Plan 2023-2039 and adopt for publication as recommended by the NP Working Group meeting on 17<sup>th</sup> December 2025. To be circulated separately.

**RESOLVED** to adopt the updated Design Guidelines for Regulation 14.

**Recommendation:** - To receive the Regulation 14 Neighbourhood Plan 2023-2039 as recommended by the NP Working Group with minor updates arising from the comments received from the Autumn 25 informal consultation and approval for Regulation 14 Consultation 2<sup>nd</sup> February 2026 to 31<sup>st</sup> March 2026 an eight-week period.

**RESOLVED** to adopt the Regulation 14 Plan for consultation between 2<sup>nd</sup> February 2026 to 31<sup>st</sup> March 2026.

**3. Foxfields**

**Recommendation:** - To receive any update on the situation regarding the potential purchase of this field.

No update at this time.

**4. CDC Planning Update**

**See Clerks report.**

**Recommendation:** - To agree a representative for one of the sessions listed in the Clerk's report.

**RESOLVED** Councillors Jordan and Woolf would be put forward for this training on 4<sup>th</sup> February 2026 at 10am at Pallant House.

PC/7/26

#### **Financial Matters**

- 1) Financial Reports to 20<sup>th</sup> December 2025 to 17<sup>th</sup> January 2026 -Includes bank reconciliations to 31<sup>st</sup> December 2025 and the income and Expenditure from 20<sup>th</sup> December 2025 to 17<sup>th</sup> January 2026 which includes Order for Payments for January 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

**RESOLVED** as approved and Cllrs Robinson, Taylor and Jordan would sign the documents, and Cllr Woolf would authorise the BACS

- 2) Budget Forecast 25/26 at 30<sup>th</sup> November 2025

**Recommendation:** - To note the updated budget forecast at 30<sup>th</sup> November 2025 as approved by the Finance committee at their meeting on 7<sup>th</sup> January 2025 preceding this meeting, as recommended to the Finance Committee by the Finance Working Group following their meeting on 5<sup>th</sup> January 2026. To be circulated separately.

**RESOLVED** as noted the updated budget as approved by the Finance Committee at its meeting on 7<sup>th</sup> January 2026.

- 3) Precept 26/27

**Recommendation:** - To receive and approve or amend the Recommendation from the Finance Working Group and Finance Committee for the 2026/2027 Precept with regard to the Council Tax calculations table. To be circulated separately.

**RESOLVED** as approved the recommendation from the Finance Committee from their meeting on 7<sup>th</sup> January 2026 for a precept amount of £120,000 for 26/27. This represents no increase in precept from 25/26 although Council Tax Charges would increase by pence due to a small reduction in the Tax base from

25/26 to 26/27 at this stage. The approved precept calculations can be seen at **APPENDIX A** to these minutes.

A brainstorming meeting would be arranged ahead of the next Full Council meeting on 11<sup>th</sup> February 2026 to discuss projects for the year.

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: -

None.

PC/8/26

**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. Annual Parish Meeting 13<sup>th</sup> May 2026 – Ideas for speakers/presentations verbal update.

The preferred speaker could not attend on 13<sup>th</sup> May 2026 and therefore an alternative date that the presenter could make was to be investigated.

3. Hard copy Newsletter Winter 2026– verbal update.

The main feature of the Newsletter was to be the Regulation 14 consultation, also to be included the precept for 26/7, Cllr vacancies, Biodiversity work and advertise the Annual Parish Meeting and litter pick. The Newsletter would then be posted out the first week in February to all in the Parish using the Arun District Council printing and logistics capacity.

4. Summer 2026 event. To be discussed further to bring the four communities together.

A tug of war was discussed but it was considered this should piggyback on another event as attendance may be a problem. The matter would be discussed at a future date.

PC/9/26      **Correspondence**

None.

PC/10/26      **Items for Church Newsletter.** Foxbridge, Precept Regulation 14, Durfold Wood new defibrillator.

PC/11/26      **[Date of next meetings](#)**

Recommendation: - To note the dates of forthcoming meetings:

- 13<sup>th</sup> January 2026 7.30pm Winterton Hall -Planning Committee.
- 10<sup>th</sup> February 2026 7.30pm Kelsey Hall- Small Hall -Planning Committee
- 11<sup>th</sup> February 2026 7.30pm Kelsey Hall- Large Hall- Full Council. (arrive 7pm for brainstorming for projects).

**The meeting closed at 8.45pm**

## APPENDIX A Precept 26/7 calculations

PLAISTOW & IFOLD PARISH COUNCIL		UNCHANGED PRECEPT	
DRAFT ESTIMATED PRECEPT / BUDGET 2026/2027			
Ref	EXPENDITURE	QTR 3 2025 FORECAST 2025/2026	DRAFT BUDGET INDICATOR 2026/2027
	<b>STAFF</b>		
4101	Clerk's Salary and Oncosts (Pension etc)	54,500.00	58,000.00
4102	Clerk's Expenses	650.00	650.00
4103	Clerk's Training	250.00	250.00
4108	Payroll Administration	120.00	120.00
		<b>55,520.00</b>	<b>59,020.00</b>
	<b>GENERAL ADMINISTRATION</b>		
4110	Insurances	2,600.00	2,730.00
4115	Audit Fees	844.80	887.04
4116	Data Protection Registration	134.40	141.12
4117	Telephone & Internet	300.00	315.00
4120	Subscriptions	1,565.30	1,643.57
4124	Councillor Training/Conferences	750.00	750.00
4125	Publicity and Communications inc Postage	94.60	99.33
4129	Councillors Expenses	100.00	100.00
4130	Chairman's Allowance	200.00	200.00
4135	Stationery and Printing	394.90	414.65
4137	Hall Hire - Kelsey, Winterton & Plaistow Youth Club	466.40	489.72
4140	Bank Charges	100.00	100.00
4141	Accounts Software etc.	310.00	325.50
4142	Web Site Maintenance & Updates	400.00	500.00
4107	Legionella Requirements	100.00	100.00
4146	Other Expenses (Inc. Elections UNCONTESTED)	500.00	500.00
		<b>8,860.40</b>	<b>9,295.92</b>
	<b>GRANT S AND DONATIONS</b>		
4201	Winterton Hall	0.00	0.00
4202	Kelsey Hall	0.00	0.00
4207	Billingshurst Community Bus	0.00	0.00
4203	Plaistow Pre School	2,639.00	0.00
4210	Youth Club	0.00	0.00
4212	4 Sight	130.00	0.00
4215	Scouts & Plaistow Guide Unit	1,400.00	0.00
4206	Durford Wood Residents Association	400.00	0.00
4211	The North Singers	0.00	0.00
4216	IFRA	0.00	0.00
???	Air Ambulance	500.00	0.00
4128	Loxwood Sports Association	1,000.00	0.00
4401	Friends of Chichester Hospitals	0.00	0.00
4405	First Responders (Defibs)	1,000.00	0.00
	Grant Expenditure Contingency	431.00	8,000.00
		<b>7,500.00</b>	<b>8,000.00</b>
	<b>OTHER PAYMENTS</b>		
4319	Winterton Hall Legal Assessment	0.00	4,500.00
4311	Parish Council Events (inc. Annual Assembly)	1,000.00	1,000.00
		<b>1,000.00</b>	<b>5,500.00</b>
	<b>C/FWD</b>	<b>72,880.40</b>	<b>81,815.92</b>
	<b>B/FWD</b>	<b>72,880.40</b>	<b>81,815.92</b>
	<b>VILLAGE MAINTENANCE</b>		
4301	Grass Cutting	3,308.00	3,769.00
4302	Litter Bin Emptying and Litter Pick	100.00	100.00
4303	Tennis Court Maintenance and Cleaning	0.00	660.00
4304	Churchyard Maintenance	1,500.00	1,500.00
4217	Community Post Office Service	1,000.00	1,000.00
4306	Winterton Hall - Repairs & Maintenance	0.00	6,000.00
4307	Playground Repairs & Maintenance (inc Ifold Playpark)	4,800.00	4,500.00
4308	Tree Surgery	7,500.00	3,000.00
?	Plaistow Pond Restoration in Jetty and Fencing / Maintenance	1,500.00	300.00
4309	Notice Boards, Finger Posts, Signage and Bike Rack	4,000.00	1,000.00
4310	Pavillion Cost & Maintenance	2,500.00	500.00
4312	Bench Replacement and Maintenance	500.00	550.00
4123	Winter & Emergency Plan Committee	750.00	750.00
		<b>27,458.00</b>	<b>23,629.00</b>
	<b>PROJECTS</b>		
4107	Ifold Playpark	22,845.00	0.00
4314	Bus Stop Refurbishment / Maintenance	0.00	0.00
4700	Ifold Village Entrance Landscaping / Biodiversity	150.00	250.00
4701	Public Works Loan Repayments and Interest	152.00	30.00
?	Re-Siting of Beacon	0.00	0.00
		<b>23,147.00</b>	<b>280.00</b>
4316	Crouchlands Development Planning Consultancy	0.00	0.00
4317	Foxbridge Development Planning Consultancy	0.00	5,000.00
4318	Planning, Development and Consultancy	2,000.00	2,000.00
		<b>2,000.00</b>	<b>7,000.00</b>
4800	Neighbourhood Planning Administration	8,800.00	1,000.00
	<b>TOTAL COMMITTED EXPENDITURE</b>	<b>134,285.40</b>	<b>113,724.92</b>
Ref	INCOME	QTR 3 2025 FORECAST 2025/2026	DRAFT BUDGET INDICATOR 2026/2027
1076	<b>PRECEPT</b>	<b>120,000.00</b>	<b>120,000.00</b>
1000	Insurance Claims	0.00	0.00
1078	Grants (Ifold Play Area and Orchard Trees)	9,980.00	0.00
1079	Neighbourhood Plan Grant	0.00	0.00
1080	CIL Payments	0.00	0.00
1081	New Home Bonus	0.00	0.00
1093	Interest Received	1,500.00	0.00
	<b>TOTAL INCOME</b>	<b>131,480.00</b>	<b>120,000.00</b>
	<b>NET UNDER / (OVERSPEND)</b>	<b>(2,805.40)</b>	<b>6,275.08</b>