PLAISTOW AND IFOLD PARISH COUNCIL

Minutes of the Full Council Meeting of Plaistow and Ifold Parish Council held on 14th October 2026 at 19:30 at Kelsey Hall, Ifold.

Attendees: Parish Councillors: Sophie Capsey (Chair); Doug Brown; Jane Price; Phil Colmer; Rick Robinson; Paul Jordan; Sarah Denyer (arrived during PC/130/26). No members of the public. WSCC Janet Duncton (left the meeting after item PC/130 /26). CDC Charles Todhunter (Left the meeting during item PC/138/26). Jane Bromley, Parish Council Clerk.

PC/126/26 **Apologies:** Apologies received and accepted from Parish Councillors Andrew Woolf, Jane Price and Nicholas Taylor. CDC Gareth Evans.

PC/127/26 **Disclosure of Interests in relation to matters on the agenda.** None.

PC/128/26. **Minutes: RESOLVED t**o approve the Minutes of the Full Parish Council meeting held on 9th September 2026 and to sign via Secured Signing in accordance with Standing Order 12(g).

PC/129/26 **Public Forum.** No speakers.

PC/130/26 **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.

Cllr Capsey asked when the Land Availability Assessment was to be published following the recent Call for Sites by Chichester. CDC Todhunter would find enquire.
Cllr Jordan asked when the Common House Lane application would be coming to CDC Planning Committee and CDC Todhunter would enquire.

PC/131/26 **Financial Matters**

a) **Financial Reports for 18th September 2026 to 17th October 2026 (Payments and Receipts Analysis)**

Includes income and payments between 18th September 2026 and 17th October 2026 (to be circulated separately) and bank reconciliation to 30th September 2026

Recommendation: - To receive and review the bank reconciliations and to review, note and Resolve to approve the payments, which includes payments made via Direct Debit; payments made by Debit Card under the Scheme of Delegation para 1.5; and forthcoming BACs payments dated 17th October 2026 and appoint signatories to approve the schedule and to authorise the BACS payments.

RESOLVED as noted and reviewed the bank reconciliations to 30th September 2026 and approved the payments schedule with Cllrs Jordan, Colmer and

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Denyer to sign the payments schedule and Cllr Jordan to authorise the BACs payments.

b) **VAT Reclaim Second Quarter to 30th September 2026)**

Recommendation: - To note the VAT reclaim for £632.64 submitted for the second quarter of the council year.

RESOLVED as noted.

c) **Finance Committee Meeting 7th October 2026**

Recommendation: To note the minutes of the Finance Committee meeting and the meeting with the Winterton Hall CIO Committee members ahead of that meeting.

RESOLVED as noted.

d) **Precept 27-28**

Recommendation: to note the forthcoming precept calculation process is to begin on 4th January 27 with a Finance Working Group meeting. Councillors are asked to consider projects for consideration in this process ahead of this date to allow time to obtain quotes etc.

RESOLVED as noted.

e) **Clerk's Delegated Decisions** -Scheme of Delegation:

Recommendation: To note the delegated decisions for the month.

- Authorisation of the Zip Wire Service at a cost of £485 net as identified via the Play Inspection carried out in August. This is taken from a budget for £4500 of which £2050 is already allocated for service inspections.

RESOLVED as approved.

PC/132/2026 **Planning:**

See Clerks Report

a) Neighbourhood Plan (NP):

Recommendation: To note any update regarding the NP process.

RESOLVED as noted that Regulation 16 may commence at the end of November2026.

b) Loxwood Parish Regulation 14 Neighbourhood Plan Consultation.

RESOLVED to send in the following comments.

- Support maintaining a clear separation between settlements of Ifold and Loxwood. The proposed inclusion of an area of Biodiversity Net Gain within the potential Development of Land at Loxwood Place (Page 37) is therefore essential. It should also be protected from development in perpetuity.
- On page 65 the Map showing the allocated land for development at Loxwood Place includes the area of BNG in allocated development area. There is a concern that this could be misinterpreted to mean that the land shown as BNG could be considered as allocated for development if the plans change after the outline planning phase. Consequently, showing clearly on

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the map that built development is not being considered for that land and that the BNG area is outside of the settlement boundary would be beneficial

- P&I PC are concur with the proposed restrictions on progression of future developments unless it can be demonstrated that the wastewater treatment capacity can be appropriately managed. This is similar to the Grampian condition which is in our draft NP plan.

PC/133/2026 **PROW connectivity**

See Clerks Report

Recommendation: To receive an update regarding connectivity for the Parish and to establish those interested in participating in a joint council meeting in November.

RESOLVED as noted the proposal to coordinate an approach for connectivity for Active Travel between the three parishes of Alfold, Loxwood and Plaistow and Ifold by producing an Active Travel Plan combined for the three parishes. The first meeting to discuss this is planned for November with a choice of dates of 18 19 23 24 25 26 or 30th Nov. Cllr Woolf and Cllr Denyer to attend this meeting.

PC/134/2026 **Giant Hogweed Co Ordinated Response**

See Clerks Report

Recommendation: To receive an update regarding the joint parishes' communication to landowners regarding Giant Hogweed infestation.

RESOLVED as noted the final letter and three such letters have been posted to Loxwood Landowners this week. Loxwood Parish Council have suggested a further letter be sent in the spring when the plant is regrowing. Cllr Denyer provided additional addresses for Ifold.

PC/135/2026 **Plaistow to Ifold (Loxwood Road) TRO 30mph**

See Clerks Report

Recommendation: To note the update regarding this TRO application.

RESOLVED as noted the acknowledgement of the application by WSCC Highways.

PC/136/2026 **Biodiversity Working Group Activities:**

See Clerks Report

Recommendation: To receive an update on Biodiversity Working Group activities.

And to agree:

- A date for the Ifold Wildlife Walk April 27

RESOLVED to book a date for the Ifold walk for April and to narrow down a little what the walk is about in terms of wildlife- flowers/birds/butterflies.

- To advertise the Pittsgate layby general clearance by volunteers.

RESOLVED to progress the Pittsgate Maintenance in parish and the Biodiversity Group would organise this.

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PC/137/2026 **Winter and Emergency Committee**:

See Clerks Report

Recommendation: Following the meeting on 22nd September to receive an update on the activities of this Committee.

And to

- Consider hosting an Emergency National Briefing Film at Winterton and Kelsey Halls.

RESOLVED to host in due course such a screening if it could be tied in with the progression of the Community Resilience Plan requirements.

PC/138/2026 **CDC Infrastructure Business Plan (IBP)**: Draft sent for comment.

See Clerks Report

Recommendation: To review the projects identified in the draft IBP and consider additions or removals.

RESOLVED to update the existing projects in terms of time span and funding required and to add the two additional projects:

- **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.

PC/139/2026 **Clerks update & items for possible inclusion on a later agenda:**

1. Winterton Hall CIO- Title Transfer- Verbal update.
   The solicitor had visited the site with the Clerk and the Chair of Winterton Hall CIO and would be generating a statement of truth from the Chair of Winterton Hall CIO to support the hall ownership by the Parish Council such that Title could then be transferred from the Council to the CIO.

2. Playground Inspections: See the Inspections for Lady Hope and Kelsey Hall carried out in September. No major repairs required but the Zip Wire service and repair was authorised by the Clerk as a budgeted item.
   Noted.

3. 80s Tea Party Feedback. Thanks to be expressed to the volunteer organisers. The event was very successful.

4. Litter Pick 17th October 2026 10am. Update. Four more volunteers required and this would be advertised via E News.

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PC/140/2026 **Correspondence:**

None requiring review.

PC/141/2026 **Newsletter Items:** E News: Litter pick

Church News: Ginat Hog weed, Hedges cutting back.

PC/142/2026 **Date of next meetings.**

- 22nd October 2026 HR Committee meeting 7.30pm **Kelsey Hall**
- 10th November 2026 Planning Committee 7.30pm **Winterton Hall**
- 11th November 2026 Full Council 7.30pm **Winterton Hall**
- 17th November 2026 Winter & Emergency 7.30pm **Winterton Hall.**
- November 2026 7.30pm Connectivity date and venue to be confirmed.

The meeting closed at 9.05pm

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