



**MINUTES** of the Plaistow and Ifold Parish Council Meeting held on **Wednesday 11th November 2020**, via remote conference calling technology.

**Present** Cllr. Allan Pearson (Chair); Cllr. Sophie Capsey (Vice Chair); Cllr. Paul Reynolds; Cllr. Paul Jordan; Cllr. Jerusha Glavin; Cllr. Phil Colmer; Cllr. David Ribbens; Cllr. Nicholas Taylor and Catherine Nutting (Clerk).

District Cllr. Gareth Evans and County and District Councillor Janet Duncton were in attendance.

Four (4) Members of the Public were present.

**C/20/151 Apologies**  
Apologies were received and accepted from Cllr. Nick Whitehouse and Cllr. Matthew Hardman.

**C/20/152 Declaration of interests by Members in matters on the Agenda. To consider and agree any requests for Dispensation.**  
None received. Cllr. Ribbens is a Director of WSALC; therefore, he abstained from voting at item 13 of the agenda (C/20/163).

**C/20/153 To receive for confirmation Minutes of the Meeting held on 14th October 2020.** Clerk & Chair  
The minutes were unanimously approved and will be signed by the Chair via Secured Signing.

**C/20/154 Representations from Members of the Public: To receive and act upon, if considered necessary by the Council, comments made by members of the public either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Wednesday 11th November 2020.**  
None received in advance of the meeting or requested at this item on the agenda.

**C/20/155 Parish wide Community Speed Watch (CSW) initiative & update on Ifold Speed Indicator Device (SID)** Clerk | Chair | Cllr. Reynolds  
On 14th October Members resolved to invite Mr Burrell, CSW Coordinator, to discuss the logistics of establishing a Parish wide CSW group (C/20/146b, page 7). The Speed Indicator Device (SID) has been installed along Plaistow Road, Ifold and is being managed

and monitored by the CSW group. The initial data report is appended to these minutes at A. 60% of traffic are speeding (over 30mph). The data will assist the CSW group to target their action. Numberplates of speeding traffic, which enter Ifold Estate at The Drive (shop junction) are not picked up by the CSW group's equipment, therefore these offenders are not 'caught'. The SIDs effectiveness will be assessed over time. PCSO Neil Billingham will update the Parish Council regarding Police follow up action for those drivers who receive letters from the CSW initiative.

Mr Burrell confirmed that Plaistow can be incorporated into the CSW group and he will support, and train interested residents. However, more coordinators within the group are needed to share the workload.

Members resolved to undertake a recruitment drive on behalf of the CSW group, including specifically in the letter to Rickman's Lane residents regarding the proposed change in speed limit. Cllr. Pearson was appointed Lead CSW group liaison Member.

**C/20/156**

**Welcome and update from the Parish's PCSO, Neil Billingham**

PCSO Neil Billingham's report is appended to these minutes at B. Neil introduced himself and confirmed that he will be the Parish's named PCSO until Christmas 2020; thereafter, he will update the Parish Council if a new PCSO is assigned to the area.

PCSO Billingham left the meeting at 20:03.

**C/20/157**

**To receive reports from County and District Councillors.**

Cllrs. Dunton  
& Evans

District Cllr. Evans' report is appended to these minutes at C.

Cllr. Evans circulated Mr Frost, Director of Planning and Environment at CDC, responses to his additional questions regarding Lagoon 3. See appendix D.

County and District Cllr. Dunton's report is appended to these minutes at E.

Cllr. Jordan enquired about the reopening of the bridal way at Sparrwood Farm. Cllr. Dunton has updated the Clerk - the PRow team placed an emergency public safety closure on the path due to a damaged bridge. A further 6-month closure came into force on 1st July. Cllr. Dunton will make enquiries regarding the reopening timescales.

Cllr. Capsey asked if WSCC has available funding for pavement repairs and improvements. Cllr. Dunton will make enquiries and update the Clerk.

Cllr. Duncton will update WSCC Highways department regarding the Parish's out-of-date brown tourist signs.

**C/20/158**

**Neighbourhood Plan update**

Updating report from the Neighbourhood Plan Steering Group is appended to these minutes at F.

The Regulation 16 public consultation ended on 29th October. The responses will be published by CDC on its website. The Examiner, Mrs Janet Cheesley, has begun her examination. Cllr. Taylor was reassured that any response submitted to Mrs Cheesley in relation to the Reg 16 submissions would be made by resolution of the full Parish Council.

**C/20/159**

**Parish Christmas Trees**

Cllr. Capsey

The Parish Council resolved to provide Christmas Trees for the two Parish shops. Members recognised the continued sterling efforts of Plaistow and Ifold Stores in supporting the community during the pandemic.

**C/20/160**

**Anonymous posters in Ifold**

Anti-Parish Council posters have been put up in Ifold. The Parish Council resolved to ignore them and improve communications, to ensure that accurate information is readily available in the public domain. All Parish Council planning comments and objections are published by CDC on its website:

<https://publicaccess.chichester.gov.uk/online-applications/search.do?action=simple&searchType=Application>

and appended to the Parish Council's public minutes, which are available on the Parish Council's website: <https://plaistowandifold.org.uk/meetings>

**C/20/161**

**Highway Matters**

- a. Matters to be reported by Members

None to note

- b. Traffic Calming update along Rickman's Lane, Plaistow

The Parish Council is working with SW Transport Planning Ltd to set up a speed survey along Rickman's Lane. Cllr. Reynolds will write to all residents along Rickman's Lane to update them on the proposals, ascertain their views regarding speeding and road safety along Rickman's Lane and advise them that they can join the Parish's CSW group.

Clerk & Cllr.  
Reynolds

- c. Nell Ball footpath

A member of public approached Cllr. Glavin about the footpath running along the front of Nell Ball (Dunsfold Road). The path is uneven, mainly due to tree roots. The area gets dark due to vegetation overgrowth, so presents a trip hazard. The path has been reported on 'Love West Sussex'. County Cllr. Duncton will ascertain if WSCC has any funding for path improvements. Members resolved to chase WSCC Highways for action.

Clerk, C.Cllr.  
Duncton

**C/20/162**

**Financial Matters**

Clerk

- a. To approve Order for Payment

The approved Order for Payments is appended to these Minutes at G. The document will be signed via remote Secured Signing.

- b. Subscription increases

The WSALC subscription will increase by 2.5% in 2021/22.

The Financial Steering Group will schedule a forecast meeting in advance of the next full Parish Council meeting on 8th December.

**C/20/163**

**WSALC Value for Money Project**

Clerk

Please refer to the minutes of 14th October, C/20/138. The Parish Council considered the motion submitted to all Parish and Town Councils by Tony Steer, Chairman of MSALC (see appendix H). Members resolved to wait for Colin Copus' report and recommendations to be published before drawing any conclusions and resolving upon further action. The Parish Council resolved not to complete the survey circulated by WSALC at this time. WSALC's AGM is on 2nd December; the Chair and Clerk will attend.

**C/20/164**

**Clerk's Update**

- a. Wifi at Winterton Hall

The Winter & Emergency Plan Committee resolved that Broadband be installed at the Winterton Hall (W/19/005, 10.12.2019). BT will begin the installation on Friday 20th November.

Clerk & Cllr.  
Glavin

- b. VE Day 75 Commemorative Bench location

Approval is pending from the National Trust to secure the VE Day 75 commemorative bench on the village green, next to the Silent Soldier.

Clerk

The Parish Council noted the Plaistow Village Trust's (PVT) displeasure that they were not consulted regarding the commemorative tree planting on the lower green. The Parish Council will endeavour to keep the PVT appraised of future projects and values a close working relationship with the group.

c. Response to Government white paper re planning system  
The Parish Council's letter is appended to these minutes at I. Steering Group

d. NHB funding & Safer Bus Stop Project update

The funding has been received and will be ring-fenced; the Parish Council has 3 years to spend the money. Due to the disruptions caused by Covid-19, the WSCC Volunteer group will begin the bus shelter builds in April 2021.

The joint project between the Parish Council and IEL to rejuvenate The Drive, Ifold bus stop area is underway as planned (Winter 2020/2021); as this is the optimum time to undertake the tree and planting works. The bus shelter will be dismantled, and material (bricks/tiles) saved for re-use. The area is being designed by Angela Palmerton of Natural Gardens, in collaboration with Butterfly Conservation and quotes are being prepared. SSE is working with the Parish Council's tree surgeon to ensure that the electricity equipment is not damaged when the two large Ash trees, which have Ash dieback, are felled. The tree work will be undertaken in December. A call for volunteers to help the project has been circulated on social media. Clerk & FSG

e. Durfold Wood Notice Board

The Parish Council resolved to replace the notice board but requested that the costs be approved by the Financial Steering Group in advance. Clerk

a. Tree Council funding and VE Day 75 commemorative tree planting

The Tree Council funding has been approved. The commemorative tree planting took place on Wednesday, 11th - Armistice Day at 1:30pm. The children of Plaistow Preschool planted three trees - Alder, Beech and Whitebeam – on the lower green with written permission from the National Trust (NT), landowner. The Alder replaced the dead cherry, which was recently removed by the NT from the corner of Common House Lane and Loxwood Road. The Beech and Whitebeam work with existing trees to create a horseshoe effect around the Silent Soldier and VE Day bench, commissioned by the Parish Council, to create a contemplation area. Cllr. Duncton attended and supported the children to lay a poppy wreath and the Church's Lay Licensed Minister, Janice Taylor said prayers with the children. The Story was reported by the Petworth and Midhurst Observer and the West Sussex County Times.

The ground was found to be waterlogged where the Beech was

sited. The wet conditions will be detrimental to the tree. Therefore, Members resolved to replace it with an Aspen and relocate the Beech to the upper green.

**C/20/165**

**Correspondence**

a. Lagoon 1 – results of lab analysis

The following letter was received by Mrs Bushell from the Environment Agency:

*Dear Mrs Bushell,*

*Thank you for your telephone message this morning.*

*As I had previously communicated I was awaiting the results of the lab analysis of the organic matter from the bottom of Lagoon 1 which I have now received and reviewed.*

*I am content that the material is not polluting and below that required by permitting waste regulations for spreading.*

*After advice from his agronomist Mr Anthony Fairbanks Weston (Artemis) has ploughed the sediment in and sowed the area with a fast growing cover crop mix to keep the weeds down while they work with the Woodland Trust and their ecology and habitat creation specialists to determine a long term plan for the area.*

*I do understand your concerns for the area and that the actions do not have an impact on the environment. Presently we are content that the evidence that has been provided allows the changes to continue but value your input as a resident.*

*Regards,*

*Trevor Page*

*Environment Officer - Land and Water- Central*

*Solent & South Downs*

*South East*

*Line Manager – Keith Broomfield*

b. Tennis Court Cleaning Invoice

Clerk

Members resolved to pay the annual Tennis Court Cleaning invoice.

c. School Elf Trail

The Parish Council noted the school's intention to create an Elf Trail around the villages. It will not involve the Plaistow Village Green. People will put elves in their front gardens for a socially distanced fundraising event.

**C/20/166**

**Items for inclusion on a future agenda**

Winterton Hall

**C/20/167**

**Date of next meetings**

18th November 2020, 19:30 – Planning & Open Spaces Committee

There being no further business, the Chair closed the meeting at 21:09

**Appendix A – C/20/155: Parish wide Community Speed Watch (CSW) initiative & update on Ifold Speed Indicator Device (SID)**

Please see separate PDF document.

**Appendix B – C/20/156: Welcome and update from the Parish’s PCSO, Neil Billingham**

Plaistow & Ifold Parish Council Update for October 2020.

Introduction.

Following a number of requests, I thought I would give everyone an update on methods of contact for Sussex Police.

Modern policing revolves around the information that we receive from the public. Our patrol plans and activity are based around the calls we get, so if no one is telling us what is going on, we cannot target where we need to be.

The basic guide to methods of contact is:

1. The incident has happened and/or the suspects are believed to have left the area:

Report at [www.sussex.police.uk](http://www.sussex.police.uk) using the on line forms or email our contact centre on [101@sussex.pnn.police.uk](mailto:101@sussex.pnn.police.uk) giving as much information as possible about location, suspects, what happened etc.

2. The incident has happened, the suspect has left but may still be in the local area:

Call 101.

3. The incident has only just happened, suspects are believed to be nearby, or the incident is in progress with suspects at scene:

Get yourself safe and call 999.

If in doubt, call 999 and if necessary, the call handler will advise the best contact method.

All calls (and emails) have a log created (number and date) are graded from 1 to 4 at source.

Grade 4 being information that cannot be actioned or duplicate calls (e.g. further calls regarding an incident that we are already dealing with).

Grade 3 being an incident that can be dealt with in due course or “Slow Time” (e.g. neighbour disputes) and are the bulk of our work on NPT.

Grade 2 being an incident that has finished but needs attending as soon as reasonably possible (e.g. coming home and finding a break in has happened but no offenders at scene).

Grade 1 requiring an immediate response with lights and sirens (e.g. offenders still at scene on a burglary, the first call to a car crash etc.) This will be the Response and Specialist Teams.

One of my first Sergeants used to say, "if it is not reported, it did not happen!!!" so please, please report, report, report!

### Incidents of Note.

The main report of note this month relates to a suspicious vehicle parking up late at night. This followed a burglary earlier this year in the area so is ideal information for us. In this instance, there was nothing linked but the details were passed to our Roads Policing Officers to look out for it.

### PCSO Activity over the next month.

Although we are in a new national lockdown, Sussex Police will still be open and available. We may deal with more incidents over the phone than usual, but we will still be dealing with reports and issues as we normally would.

I will be out and about as much as possible but watch out for suspect growths. B Section Chichester (and a few colleagues on other sections) are doing "MOVEMBER" this year, growing dodgy 'taches' to raise awareness of men's mental health and funds for St Wilfrid's Hospice. Mine will be disappearing in December!!!!

DON'T LET THEM MAKE YOU A VICTIM OF CRIME. IF YOU SEE IT, REPORT IT!

NEIL BILLINGHAM

Police Community Support Officer

Arun and Chichester Neighbourhood Policing Team | Chichester Police Station | Kingsham Road | Chichester | West Sussex | PO19 8AD

## **Appendix C – C/20/157: To receive reports from County and District Councillors | District Cllr. Evans**

### **Covid**

As the country prepares for a second national lockdown this week, CDC are continuing to offer a wide range of support to individuals, businesses and community organisations across the district who are experiencing hardship during this extremely difficult period.

The Revenues and Benefits teams are currently administering the Government's Self Isolation Payments to people in the district who are on low incomes and have been told to self-isolate by NHS Test and Trace. This is to enable people to ensure that they follow the rules without suffering financially. They are also administering a hardship fund to give £150 to those residents who are in receipt of Council Tax Benefit, to help towards their Council Tax bills. This can also be increased as part of discretionary scheme and we are also able to help with rent payments through our Discretionary Housing Payments scheme.

CDC are supporting local community groups who have seen an increase in demand for their services as a result of coronavirus. They have increased the grants scheme by £250,000 to help local voluntary groups. Details of all these schemes, which hope will assist families who are experiencing financial pressures during this time, can be accessed through CDC's website [www.chichester.gov.uk](http://www.chichester.gov.uk)

CDC are working with West Sussex County Council to ensure that vulnerable people receive as much support as possible. They are there to deliver emergency food and other supplies to those who have no support network around them. They are a member of the county's food partnership and food hardship fund that WSCC set up using money from the Government's Emergency Assistance Grant. This means that they can refer any children or families who are experiencing problems with food supply for assistance. I would encourage anyone who needs support to contact the Community Hub. The best way to do this is online but there is also a dedicated telephone helpline available for residents who need it: 033 022 27980. We are trying to keep the resources available through the hub for those who are most vulnerable, so if people have support in place already, such as from family or friends, then they should continue to use their support.

The CEO will be delivering a Covid-19 recovery update at the next cabinet meeting (next month). CDC have paid out £37 million in Business Rate Grants to support businesses. They also gave out £237,000 in the first six months of the financial year through our Hardship Fund payments to support people with their Council Tax who have been financially affected due to the pandemic.

### **White paper**

The Planning White Paper sets out a wide range of proposals which seek to streamline the planning process. Proposals include designating land for Growth, Renewal or Protection, the promotion of design and sustainability, a reform of developer contributions and measures to ensure more land is available for development where it is needed. The proposals have implications for plan-making,

development management and the delivery of infrastructure and affordable housing, through developer contributions.

**A copy of both consultation responses can be found on the Planning Policy pages of our website: <https://www.chichester.gov.uk/governmentconsultations>**

DPIP considered the proposals and the council's responses on 15 October. The council's response was submitted to MHCLG on 21 October 2020.

### **Housing and Employment Land Availability Assessment**

Following the workshop on the Housing and Economic Land Availability Assessment (HELAA) in August, the HELAA and all appendices has been published on CDC's website. It sets out details of the potential suitability of land for development within the Chichester Plan area and will inform the emerging Chichester Local Plan. All Parishes in the ward have been informed.

A number of concerned residents have been in contact with me regarding this and I have placed my reply regarding this to residents below (appendices). These so far have come from Loxwood residents.

#### **Claypit (Loxwood)**

I continue to support the large number of residents who have raised concerns over the Claypit. A TPO has been granted across the whole of the development site. There is a final webinar on 15<sup>th</sup> December which interested parties can sign up for.

#### **Lagoon 3**

At the last Parish Council meeting I read out the follow up email I sent to Andrew Frost regarding my questions to him and the cabinet at the last full council meeting (for reference I paste this in the appendices). This was sent on the 14<sup>th</sup> October and as of last week remained unanswered. I followed up on Thursday 5<sup>th</sup> November and received a quick reply to say that he was still awaiting response on some of the issues from the EA.

#### **Surgery**

As always please contact me with any issue, feedback, problem or question and I will do my best to help: [gbevans@chichester.gov.uk](mailto:gbevans@chichester.gov.uk) / 07958 918056. Although I have not been able to resume normal Saturday surgeries yet, I am available to meet and visit residents (whilst observing social distance measures) or for online meetings or surgeries upon request. I look forward to hearing from you!

#### **Appendices**

##### Lagoon 3

I would just like to come back to some aspects of my questions which, having had a look at what you kindly sent me, I still feel need further clarification.

*With regards to Whilst the EA have previously confirmed the lagoon would be inspected quarterly, they have advised that the last inspection of the lagoon was undertaken on 30 January 2020, following which the EA provided the following assurance which was shared with interested parties; "initial finding is that the risk of loss of containment of the digestate waste in lagoon 3 has not changed". It was their judgement that there was no imminent risk and therefore no intervention at the site was required at that time, or any alteration to the multi-agency plan. - It is mentioned here that this was circulated with the interested parties, I would just like to clarify that I have checked with both the Clerk of Kirdford Parish Council and the Clerk of Plaistow and Ifold and they said to me that they did*

not receive any formal update or email from the EA with the information including in the above paragraph or to let them know of the conclusions or any other information regarding the January 30th inspection to Lagoon 3.

To that I would need to add that, even if they had had received an email saying "initial findings is that the risk of loss of containment of the digestate waste in lagoon 3 has not changed", what they did NOT have access to was the 3 page Multi Agency Report of the inspection, dated 28th February, which I was not able to forward to them as it was labelled confidential and which tells much more than that. One of the points of my question was why the Parishes affected did not have access to the findings of the inspection (and the real findings are in the report, not in the "initial findings (...) risk has not

changed" sentence, and therefore since the Parishes have not received yet that confidential report, nor an explanation to why has not been given, that part of my question remains unanswered.

*With regards to Whilst the EA have previously confirmed the lagoon would be inspected quarterly, they have advised that the last inspection of the lagoon was undertaken on 30 January 2020 (...) Officers have spoken with the EA and have been assured that another inspection is to be arranged before the end of October 2020 - If the EA had confirmed inspections would take place quarterly, why has not this happened, leaving a gap to October? As per my question to the Exec, in order to reassure the communities that I represent that things are being correctly addressed, could we have a written explanation on why the quarterly inspection plans have been abandoned for a longer gap between inspections, whether it is because of Covid or because the EA no longer thinks frequent inspections are necessary?*

*Finally on the matter of the inspection, just to note that I included in my question whether the parishes affected could also get a written explanation as to what was happening with the initial recommendation from the Atkins report that the Lagoon should be inspected daily, and if this was ever done or when did this stop happening to move to quarterly inspections (now delayed from January to October)?*

*With regards to CDC will be invited to the inspection with the EA in October and officers will advise you following the multi-agency site visit if there is any change to this situation - thank you very much for confirming the date of the next inspection. Could the Parish Councillors and District Councillors affected get access to the findings of such inspection after it has taken place?*

*With regards to Should compliance not be achieved by the prescribed date in the enforcement notice, the Council will review next steps, which I expect will include considering prosecution of the land-owner, in an attempt to compel compliance - I would like to note here that week after week I am asked by residents Who is going to take responsibility of Lagoon 3 if the owner fails to empty it. Whereas I appreciate all the information provided and the clarification that action will be taken with regards to the land owner failing to comply with the enforcement notice, the point made with "next steps (...) will include considering prosecution of the land-owner", do clearly answer the question of what is going to happen to the land owner but my feeling is that it still fails to answer WHO is going to take responsibility to empty it. As with many of my hard working colleagues, I was elected to be a voice for the communities that I represent, and for as long as we don't have a detailed answer to this question, then on behalf of the residents that I represent I will have to be asking so that I can assure the villages affected that CDC, as one of the controlling authorities, have a plan B.*

HELAA

The HELAA stands for Housing and Economic Land **availability** assessment.

It does not represent any kind of decision about where development is actually planned.

It is simply a list of potential sites that have been put forward by landowners and/or developers for consideration.

There are several more stages in the Local Plan Review before any decisions can be made about where development may be built, and some of these are:

- The HEDNA, that is, the Housing and Economic Development Needs Assessment, i.e. the compilation of evidence about how much housing and employment land the District will actually **need**, and this is a great deal less than the land which has been put forward for consideration in the HELAA
- The Sustainability appraisal, which will assess sites in terms of: whether they have or can be provided with enough infrastructure by way of access to employment, education and culture, as well as roads, drains etc.,
- AND whether the Environment Agency advice makes them positive in terms of potential flooding, maintenance of natural habitats, etc.
- The aim to maintain gaps between settlement areas and preserve wildlife corridors,
- As well as respecting sites already designated for one or another kind of conservation such as the SDNP, Chichester Harbour AONB, and various Sites of Scientific Interest, etc.

So you are aware the chief driver of the Local Plan does not come from CDC. It comes from the central Government's assessment of what share each District must take of the additional houses the country as a whole needs, to address the national shortage of housing. The inability of young families to get a house, and the rise in homelessness are two well-known symptoms of this shortage.

In this context CDC is working very hard to plan to achieve this change in the most constructive and least harmful way possible. From my part I will be working hard to ensure that the Loxwood Ward is not forced to take on an unfair share of the housing stock. As a resident who grew up here and lives here I am well aware of the volume of development Loxwood Ward has already seen and will use my position as your local councillor to resist in the strongest possible terms any unreasonable development, particularly whilst the issues of lack of infrastructure, affordable housing and sewage capacity remains both unanswered and unresolved.

#### **Appendix D – C/20/157: To receive reports from County and District Councillors | Lagoon 3**

**From:** Gareth Evans

**Sent:** 14 October 2020 20:17

**To:** Andrew Frost

**Cc:** Adrian Moss

**Subject:** Lagoon 3 - Follow up questions

Dear Andrew

Thank you very much for your email with answers to my Question to the Executive at September Full Council Meeting, 22nd September.

Many thanks for the information on your email and as well for circulating this with the rest of District Cllrs.

We are all aware of the challenging circumstances under which we are all working this year due to the Covid-19 pandemic and therefore I appreciate the work of everyone involved.

I would just like to come back to some aspects of my questions which, having had a look at what you kindly sent me, I still feel need further clarification.

With regards to *Whilst the EA have previously confirmed the lagoon would be inspected quarterly, they have advised that the last inspection of the lagoon was undertaken on 30 January 2020, following which the EA provided the following assurance which was shared with interested parties; "initial finding is that the risk of loss of containment of the digestate waste in lagoon 3 has not changed". It was their judgement that there was no imminent risk and therefore no intervention at the site was required at that time, or any alteration to the*

*multi-agency plan.* - It is mentioned here that this was circulated with the interested parties, I would just like to clarify that I have checked with both the Clerk of Kirdford Parish Council and the Clerk of Plaistow and Ifold and they said to me that they did not receive any formal update or email from the EA with the information including in the above paragraph or to let them know of the conclusions or any other information regarding the January 30th inspection to Lagoon 3.

It is of course difficult for me to comment upon precisely what might have been passed to the Parish Council by the EA in relation to this matter. Nevertheless, I do understand from Alison Stevens that the Parish Council should have received an update from the EA as we were copied into the EA's response to Gillian Keegan MP following a complaint to her raised by Plaistow and Infold Parish Council on 11 February 2020.

To that I would need to add that, even if they had had received an email saying "initial findings is that the risk of loss of containment of the digestate waste in lagoon 3 has not changed", what they did NOT have access to was the 3 page Multi Agency Report of the inspection, dated 28th February, which I was not able to forward to them as it was labelled confidential and which tells much more than that. One of the points of my question was why the Parishes affected did not have access to the findings of the inspection (and the real findings are in the report, not in the "initial findings (...) risk has not changed" sentence, and therefore since the Parishes have not received yet that confidential report, nor an explanation to why has not been given, that part of my question remains unanswered.

Unfortunately, the minutes/notes of the meetings of multi-agency partners within the Sussex Resilience Forum are not public documents and it would not be appropriate for the Council to comment on the detail of an inspection report prepared by the EA. The PC may of course wish to pursue this further with the EA at [SSDEnquiries@environment-agency.gov.uk](mailto:SSDEnquiries@environment-agency.gov.uk)

With regards to *Whilst the EA have previously confirmed the lagoon would be inspected quarterly, they have advised that the last inspection of the lagoon was undertaken on 30 January 2020 (...) Officers have spoken with the EA and have been assured that another inspection is to be arranged before the end of October 2020 - If the EA had confirmed inspections would take place quarterly, why has not this happened, leaving a gap to October? As per my question to the Exec, in order to reassure the communities that I represent that things are being correctly addressed, could we have a written explanation on why the quarterly inspection plans have been abandoned for a longer gap between inspections,*

*whether it is because of Covid or because the EA no longer thinks frequent inspections are necessary?*

I am led to believe that the EA like the Council has had to carefully consider and adjust use of its resources which have been impacted by Covid 19 with a balance made between the risk of spreading Covid 19 and continuing regulatory work. This resulted in only serious imminent risk work being undertaken. I understand that as the lagoon was viewed by the multi-agency team in January 2020 as posing a low risk to communities, the EA decided, on balance, not to bring that team together again to inspect over the summer period.

*Finally on the matter of the inspection, just to note that I included in my question whether the parishes affected could also get a written explanation as to what was happening with the initial recommendation from the Atkins report that the Lagoon should be inspected daily, and if this was ever done or when did this stop happening to move to quarterly inspections (now delayed from January to October)?*

I understand that the EA have explained in earlier correspondence their rationale for the current inspection regime. As with the related point above, I think the PC would need to pursue this query direct with the EA for any further explanation.

*With regards to CDC will be invited to the inspection with the EA in October and officers will advise you following the multi-agency site visit if there is any change to this situation - thank you very much for confirming the date of the next inspection. Could the Parish Councillors and District Councillors affected get access to the findings of such inspection after it has taken place?*

A member of staff from the Council's Environmental Protection team attended the multi-agency inspection on 22 October 2020. I understand that the initial conclusion was there remained no imminent public health risk from the site, however we await the final findings of that inspection from the EA.

*With regards to Should compliance not be achieved by the prescribed date in the enforcement notice, the Council will review next steps, which I expect will include considering prosecution of the land-owner, in an attempt to compel compliance - I would like to note here that week after week I am asked by residents Who is going to take responsibility of Lagoon 3 if the owner fails to empty it. Whereas I appreciate all the information provided and the clarification that action will be taken with regards to the land owner failing to comply with the enforcement notice, the point made with "next steps (...) will include considering prosecution of the land-owner", do clearly answer the question of what is going to happen to the land owner but my feeling is that it still fails to answer WHO is going to take responsibility to empty it. As with many of my hard working colleagues, I was elected to be a voice for the communities that I represent, and for as long as we don't have a detailed answer to this question, then on behalf of the residents that I represent I will have to be asking so that I can assure the villages affected that CDC, as one of the controlling authorities, have a plan B.*

As with all breaches of an enforcement notice, responsibility for compliance lies squarely with the landowner and I think it worth stating that the risk of prosecution (or repeated prosecution) for the offence committed as a result of non-compliance is a matter not normally taken lightly by the person concerned. The landowner has been offered advice on how he might comply with the notices and officers in the Planning Enforcement team continue to attempt to engage with him to understand his intentions. Should there be a breach of the lagoon wall, the Council and other partners will invoke the agreed Emergency Plan. However, if compliance is not achieved via prosecution (if that becomes necessary), the Council will then need to consider in conjunction with the Environment Agency, what other options are available, including the expediency, cost and risks of using other planning enforcement powers.

## **Appendix E – C/20/157: To receive reports from County and District Councillors | County Cllr. Duncton**

First of all a brief fairly up to date Covid19 report of cases in West Sussex. Between 28<sup>th</sup> October and the 3<sup>rd</sup> November 98.3 persons per 100 thousand. As you know the figures you hear about are usually how many in 100 thousand of the population in an area. Let's hope we all see a decrease.

We have a new Executive director of Adults Service. The Interim one was excellent but we knew when he came that he could only do a limited time with us. Keith Hinkley is also a member of the East Sussex County Council and like our excellent Chief Executive will divide his time between the two Councils. This has worked extremely well with Becky Shaw the Chief Executive and I am sure it will with Keith. His time will be 80% with West Sussex and 20% with East Sussex.

As you know during this coming very tough budget round where we will undoubtedly have to be cutting back some of our Services as yet not known, that said we know that Adults Services, Children's Services and of course Education and the Fire Service are ones that we need to keep on improving and this will cost us but it has to be accepted..

With regards Children's Services, you know how badly we fared in the inspection nearly 2 years ago and big improvements have been made but were not there yet. One of the criticisms was regarding some of our Children's Homes, 3 in Worthing were particularly picked out. These were closed and I am pleased to say that contracts have been let to refurbish these completely and we hope to have them back in use in Spring next year. Our commissioner is very happy with this decision. Woodlands Mead the big special needs School near Burgess Hill has also had the budget approved for a new School to be built on the site. Although this is some 23 million it has been a high priority for many years and all involved have been assured that the money is ring fenced for this project.

Unless you cycle in the Towns of West Sussex pop up cycle lanes may not have affected you but they are all being removed except the one in Shoreham at the moment. 90% of those who wrote in about them in Chichester wanted them gone. Again unfortunately the County Councillor for Midhurst has called the decision in. I think this will be against the wishes of the majority of Chichester residents but that's democracy for you.

It has been a strange year for us all but this year when it gets to Remembrance on the 11<sup>th</sup> November cannot have the usual parades etc. Wreaths will be laid but the whole process will be different.

To bring you up to current date. Yesterday I had a meeting with Rural Services network, I am the Counties representative on that body and normally it would be in London but of course under present circumstances it's on Zoom. I only mention this because we had a long discussion on rural housing issues and the dreadful amount of houses that we have been asked to provide sites for. The MP who

talked to us was pretty sure that much of both the White Papers i.e. the one about housing numbers and then the next on how Planning is dealt with will be a lot different when next we get site of them. It's difficult to say conclusively but he reckoned the Ministers involved will have taken on board the community concerns.

It gave me the opportunity to ask him about making the infrastructure up the job and taking, for instance Sewerage Treatment works out of the Victorian era and making them fit for purpose. Of course he agreed but could give any answers except a glimmer of hope that the Government is talking to water companies etc about this and I sincerely hope being tough because it's been a problem for a long time.

One more think. This Thursday the 19<sup>th</sup> the West Sussex Youth Council is holding their usual Council meeting and debate although this year of course it's virtual. However we always have lively debates

of their choosing and Daisy the Chairman will run the meeting with me sitting virtually by her side. We have 4 of the 7 West Sussex MP's signed up to join us and they always join in the debate.

For those of my Parish's within the Loxwood ward I do know that Gareth has given you the CDC report but just to say that all District, Borough and the County Council are all working together with others as well to hopefully keep this beautiful area of ours as vibrant as it was when we come out of the dreadful lockdown situation. If there are any District issues you have as well please let me know.

My apologies to those who I have not attend yet this month but there isn't a lot more I can add so please if there is any issue you need my attention on just let me know.

Keep safe all of you and hope we meet in person in the not too distant future.

Janet Duncton  
County Councillor  
Petworth division  
CDC Councillor for the Loxwood ward.

## **Appendix F – C/20/158: Neighbourhood Plan update**

### **Report to Plaistow and Ifold Parish Council Meeting 11 November 2020**

#### **Update on the Neighbourhood Plan**

**Regulation 16** The Parish Councillors will be aware that the Regulation 16 Consultation was completed on 29th October. We now await CDC publication of the all the responses, both from April and for October. CDC have advised this would be 10 -14 days from the end of the consultation. Janet Cheesley, the appointed Examiner has been sent the responses and has begun work on the Plan documents. She has already sent through a minor query, which the Steering Group have answered. She has requested that once the responses have been published by CDC that if the Parish Council has any comments to make this is sent through within 10 days.

#### **Steering Group Meeting**

The Steering Group have provisionally arranged a Zoom meeting on 17th November to consider the Regulation 16 Consultation responses and to formulate any comments required to be sent back to CDC and the Examiner. The Parish Council may need to ratify these by extra-ordinary meeting to meet the Examiners timetable.

#### **Professional Consultant**

Following receipt of grant aid and the PC resolution Colin Smith Planning Ltd have been appointed to assist the PC, should it be required, through the Examination process. Currently there is no requirement for input from the Consultant but they have been made aware of the progress of Reg 16 consultation and the appointment of the Examiner.

#### **VDS**

The updated VDS has been submitted to CDC and acknowledged. A further response is awaited from CDC.

#### **Brownfield Site Land at Little Springfield Farm Policy EE4**

Following refusal by CDC of the recent planning application, the PC will be aware, from the sale board, that Little Springfield Farm including the brownfield site has been sold, subject to contract, by the owner. The sale is to a business enterprise. Policy EE4 in the Neighbourhood Plan will still stand and it is hoped that in the future the 'Brownfield site' will gain planning consent and change its use to C3 residential. However, without a willing landowner the future is very uncertain. A 'heavy' industrial B2 use and distribution/warehouse use under B8 including a HGV operating centre may operate on this site with no planning restrictions on times of operation, sizes of vehicles, light levels

or noise levels. We can only hope the new owners will be good neighbours and respect the environment, ancient woodland, and our nocturnal wildlife. CDC planning committee have lost this Parish an opportunity to limit the damage to the surrounding residential area and countryside and residents will have to live with the consequences. It will also blight residential development of the adjacent CDC SA DPD site and makes this less likely to come forward for residential development to meet the identified housing need, with such uncertainty. It is unfortunate that Parish Councils are given so little opportunity to present a case at Planning Committee, 3 minutes is insufficient time, and that having Red Carded the application, our District Councillors did not then make any representation to the planning committee.

### **Newsletter**

The proposal to use the grant aid monies to issue a Parish wide Newsletter informing residents of the progress of the Neighbourhood Plan and to use the PC website has been considered by the NPSG and the general consensus is that this would be a good way to re-engage the community in the NP , which has taken so much time to move forward. And could have particularly useful benefits if residents could sign up to receiving an E- Parish newspaper in the future. Allowing the Parish Council to communicate better with Parishioners.

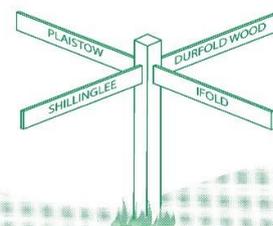
Timing of the Newsletter is hoped to meet at least the outcome of the Reg 16 responses but unlikely to include the Examiners response which may not be to the New Year.

**Sara Burrell**

**Chair Neighbourhood Plan Steering Group**

**Appendix G – C/20/162a: Financial Matters – Order for Payment**

**PLAISTOW AND IFOLD PARISH COUNCIL**



Schedule of receipts and order for payments for Oct-Nov 2020  
To be approved at the Parish Council meeting on 11.11.2020

Agenda Item: 12a

The signed original document is filed in the Accounts file, YE 31/03/21

**RECEIPTS**

<b>Payer:</b>	<b>Detail:</b>	<b>Cost Centre/Code</b>	<b>Amount:</b>
CDC	NHB Grant (Safer Bus Stop Project)		£3,924.72
		<b>Total</b>	<b>£3,924.72</b>

**PAYMENTS**

<b>Payee:</b>	<b>Detail:</b>	<b>Cost Centre/Code</b>	<b>Amount:</b>
Miss C E Nutting	Expenses – monthly subscriptions for Zoom 30.09 – 30.10   Secured Signing September   Instant Ink Oct   WFHA Oct	Subscriptions: 4120 / 102  WFHA: 4102 / 101	£50.33
Mr Geoff Burrell	Screwfix – 1x Master Excell Laminated Padlock 45mm & 1x Lion 40mm Brass Padlock both for SID Devise installation		£22.98
		<b>Total</b>	<b>£73.31</b>

**EXPENDITURE TO BE RATIFIED – paid since last Parish Council Meeting:**

<b>Payee:</b>	<b>Detail:</b>	<b>Cost Centre/Code</b>	<b>Amount:</b>
WSCC	Salary and On-Costs for October 2020	4101 / 101	£2,818.24
Sussex Land Services Ltd	Ground works for October 2020	4301/301	£404.40
English Woodlands	Alder, Whitebeam & Beech trees including planting requirements for VE Day Memorial Tree Planting on Plaistow Village Green 11.11.2020		£835.30
Bankline	Bank charges for October 2020	4140/102	£2.00

		<b>Total</b>	<b>£4,059.94</b>
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**Total receipts**                    **£3,924.72**  
**Total expenditure**           **£4,059.94**

Signed by Chair: ..... Date: .....  
Signed by Councillor: ..... Date: .....  
Signed by Clerk/RFO: ..... Date: .....

**Appendix H – C/20/163: WSALC Value for Money Project**

Dear Chairman,

As the Chairman of MSALC and as a Director of the Board of WSALC, I would like to know the level of opposition from local councils to the action WSALC are currently taking in respect of their ‘Value for Money Project’. Please could you confirm if your Council is against this action? I totally disagree with WSALC’s actions and my concerns are;

1. In November last year the SSALC Board under the Chairmanship of Councillor Terry Oliver adopted a Strategy Review Report from Councillor Oliver, the other two County Chairmen and the CEO. This Review addresses various aspects of the way SSALC operates including training, staff levels, office accommodation, legal and financial support and intended to ensure that there is a clear relationship between cost and the value of the services delivered to the towns and parishes in Sussex and Surrey.
2. Work on the review was started but suspended by agreement in March when Covid happened. Shortly after this the WSALC Board, under Councillor Oliver decided to carry out its own review. This begs the following questions;
  - a) What happened between November 2019 and April 2020 to prompt the WSALC action?
  - b) Why was it considered vital to commence a review during the Pandemic?
  - c) Why didn’t the Board approach the towns and parishes and ask if the satisfaction level with the services provided by SSALC was such that a review was immediately necessary before agreeing to spend a substantial sum of money?

I am becoming aware of the concerns of other council chairmen that the actions of WSALC Board Directors is potentially damaging to the excellent service provided by SSALC for no obvious benefit. I am submitting the following motion as an agenda item for the next WSALC AGM on 10<sup>th</sup> November. The meeting is on Zoom and two members of each Council may attend and vote:

- The Company Directors cease to progress the current value for money study.
- The Company Directors work constructively with SSALC to conclude the current strategic review which includes a value for money element.
- The company Directors establish a clear mechanism for engaging Parish Councils in West Sussex in studies that fall outside of the SSALC operational framework
- That the current Chairman and Vice Chairman of WSALC stand down.

The grounds for opposing any change to the status quo are:-

- 1) Overall satisfaction with the service, performance and price of SSALC to c140 Parish Councils in West Sussex.
- 2) The cost and value of SSALC is established, proven and irreplaceable.
- 3) That to establish WSALC with new staffing, new offices, new legal status and smaller subscriber base will not be cost effective for West Sussex Parish Councils; plus the impact on our neighbours in East Sussex and Surrey Parish Councils.
- 4) That a proposal that has its origins in internal personal disputes is not a foundation on which WSALC should incur expense, time nor disruption to the satisfactory structure and workings of SSALC to the detriment of the three constituent parts.

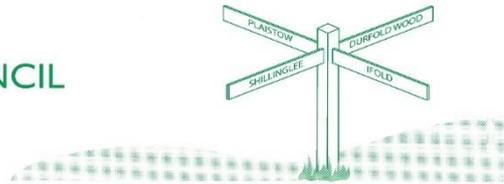
I look forward to receiving confirmation of your support for this resolution at the AGM.

Kind Regards  
Tony Steer

#### **Appendix I – C/20/164c: Clerk’s Update**

### **PLAISTOW AND IFOLD PARISH COUNCIL**

29th October 2020



Sent to:  
planningforthefuture@communities.gov.uk

Dear Sirs,

#### **Re: Planning for the Future: White Paper Consultation Response**

Plaistow and Ifold Parish Council welcomes the opportunity to respond to the White Paper, Planning for the Future.

The Parish Council appreciates that the Ministry of Housing, Communities and Local Government will receive many considered and erudite responses from local communities through their Parish and Town elected representatives. Therefore, rather than reiterating the same information, Plaistow and Ifold wish to endorse and support, in particular, the responses of Chichester District Council submitted on 21st October 2020 (<https://www.chichester.gov.uk/governmentconsultations>) and Westbourne Parish Council, Emsworth, Hampshire, PO10 9DX dated 28th October 2020.

Plaistow and Ifold Parish Council respectfully asserts that changes and improvements to the Planning system should come from working *with* the existing system, rather than undertaking a radical overhaul and completely starting again.

The Parish Council is of the view that the proposed changes will not achieve the objectives to increase housing numbers and affordability. The availability of houses is currently in the hands of the private sector, who operate to their own profit margins; the proposed changes to the planning system will do little to alter this reality.

The Parish Council is deeply concerned at the reduction in local community involvement and local responses to development needs and processes. This will have a significant impact on

Neighbourhood planning, which is given no clear role within the current proposals and is at real risk of being relegated to that of just providing advisory design codes. Local Planning Authorities (LPA) need to engage effectively with their communities over allocation of housing numbers and site identification. Local communities and their elected representative know their areas and requirements; this is either identified through the development of Neighbourhood Plans, or LPAs engage meaningfully with their Parish and Town Councils. If consultation were significantly improved there would be less objections and Appeals and expedited decision and policy making.

As a Parish Council who has prepared a detailed Neighbourhood Plan (NP) with specific policies suited to our Parish area, we do have considerable concerns that Neighbourhood Plans will no longer carry sufficient weight in the management of development and identification of acceptable

land use in the current white paper proposals. Any future changes must ensure that local communities and individuals can actively engage in the processes and their views can influence outcomes; otherwise the public credibility in the planning system will continue to be undermined.

Neighbourhood Plans must continue to be mandatory policy and not discretionary guidelines.

Yours sincerely

*Alan J Pearson*

Alan Pearson  
Chair of Plaistow and Ifold Parish Council

Clerk & RFO: Catherine Nutting  
clerk@plaistowandifold.org.uk | www.plaistowandifold.org.uk