



Notice of Extraordinary Meeting of the Parish Council

To: All Members of the Parish Council

I hereby give you notice that an Extraordinary Meeting of the Full Council of Plaistow and Ifold will be held on **Tuesday 8th August 2023 at 19:30, Winterton Hall, Plaistow**. All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. Members of the Press and Public are welcome to attend in person.

Dated: 2nd August 2023

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

Remote Access

To join the meeting please follow this link:

<https://us02web.zoom.us/j/89572974974?pwd=ZHpmUVdXZkowNDBaa3lnOFg1UDV2Zz09>

Meeting ID: ID: 895 7297 4974

Please email the Clerk for the password clerk@plaistowandifold-pc.gov.uk

The Zoom meeting may be paused if the Council resolves to exclude the Press and Public from the meeting in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it may involve the likely disclosure of exempt information.

MEETING AGENDA

BUSINESS TO BE TRANSACTED

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: clerk@plaistowandifold-pc.gov.uk

Number	Item	Time
1.	Apologies for absence & housekeeping* Recommendation: - To receive and accept apologies for absence.	1 min

**In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting could be recorded as an aide memoire for the Clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record. Members of the public should be aware that being present at a meeting of the Council, or one of its committees*

or sub-committees, will be deemed as the person having given consent to being recorded (photograph, film, or audio recording) at the meeting, by any person present. Persons who record the parish Council's meetings are reminded that the "Public Forum" period may not be part of the formal meeting and that they should take legal advice themselves as to their rights to make any recording during that period.

2. **Disclosure of Interests** 1 min
See Clerk's Report.
Recommendation: - To deal with 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. **Public Forum** 10 mins
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 Tuesday 8th August 2023. 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.

4. **Neighbourhood Plan** 1 hour
Recommendation: -
 1. To consider if the Parish Council wishes to develop a Neighbourhood Plan. This would be a new Neighbourhood Development Plan process, not a 'revival' of the old neighbourhood planning process, which ceased in February 2022.
 2. Subject to the decision of the Parish Council at point 1 above, to consider if the Neighbourhood Plan should allocate housing.
 3. Subject to the decision of the Parish Council at point 1 above, to consider if the Neighbourhood Plan should include a Design Code.
 4. Subject to the decision of the Parish Council at point 1 above, to consider the quote of Colin Smith Planning Ltd and resolve to instruct Colin Smith Planning Ltd to carry out the majority of the work, as opposed to providing guidance, advice and review of the work carried out by the Parish Council via a Steering Group.
 5. Subject to the decision of the Parish Council at points 1, 2 and 3 above, to resolve to apply for the maximum grant funding available.

Recommendation: - To note the dates of forthcoming meetings:

- Planning & Open Spaces Committee, 29th August 2023, Winterton Hall, Plaistow
- Planning & Open Spaces Committee, 12th September 2023, Kelsey Hall, Ifold – 7pm
- Winter & Emergency Plan Committee, 12th September 2023, Kelsey Hall, Ifold – 7:45pm
- Full Parish Council, 13th September 2023, Kelsey Hall, Ifold – 7:45pm