



## Notice of Meeting of the Parish Council

Members of Plaistow and Ifold Parish Council are summoned to attend the Full Council Meeting on **Tuesday 14<sup>th</sup> October 2025 at 19:30, Kelsey Hall, Ifold.** Members of the Press and Public are welcome to attend.

Dated: 9<sup>th</sup> October 2025

Yours faithfully,

J Bromley Clerk & RFO to the Council

## MEETING AGENDA

This agenda, Clerk's Report and appendices can be found on the Parish Council's website: [www.plaistowandifold-pc.gov.uk](http://www.plaistowandifold-pc.gov.uk) | Alternatively, please contact the Clerk for hard copies or remote access: [clerk@plaistowandifold-pc.gov.uk](mailto:clerk@plaistowandifold-pc.gov.uk)

- | Number | Item  |
|--------|---|
| 1.     | <b>Apologies for absence</b><br><b>Recommendation:</b> - To receive and accept apologies for absence.   |
| 2.     | <b>Disclosure of Interests</b><br><b>Recommendation:</b> - To receive 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 <a href="#">Localism Act 2011</a> Chapter 7 ss.26 – 37, in relation to matters on the agenda.   |
| 3.     | <b>Minutes</b><br><b>Recommendation:</b> - To approve the Minutes of the Parish Council meeting held on <a href="#">9<sup>th</sup> September 2025</a> and resolve to sign via Secured Signing in accordance with S.O. 12(g).  |
| 4.     | <b><u>Public Forum</u></b><br><b>Recommendation:</b> - 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 <a href="#">Standing Orders</a> 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 14 <sup>th</sup> October 2025. In accordance with <a href="#">Standing Orders</a> 3(f) and (g), Public Participation shall not exceed 10 minutes, unless directed by the Chairman; and a speaker is limited to 5 minutes. |
| 5.     | <b>To receive reports from <a href="#">County</a> and <a href="#">District Councillors</a></b><br><b>Recommendation:</b> - 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.  |

6. **Planning Matters**

**1. Land North of Little Springfield Farm**

**Recommendation:** To discuss any matters arising from the discussions held during the adjournment regarding this allocated residential housing site.

**2. Neighbourhood Plan.**

**Recommendation:** - To receive a verbal update on and discuss Councillor attendance regarding the event on 26<sup>th</sup> October.

**3. Assets of Community Value**

See Clerks report

**Recommendation:** To consider applications for this designation.

**4. Foxfields**

See Clerks report

**Recommendation:** To further discuss this matter.

7. **Financial Matters**

1) Financial Reports to 19<sup>th</sup> September 2025 to 18<sup>th</sup> October 2025

Includes income and expenditure from 19<sup>th</sup> September 2025 to 18<sup>th</sup> October 2025 and the Order for Payment for ratification for October 2025 (to be circulated separately) and [bank reconciliations](#) and [2<sup>nd</sup> quarter VAT Return to 30<sup>th</sup> September 2025.](#)

**Recommendation:** - To receive, review and note the financial reports and appoint three signatories for the order for payments and authorising bank BACs

2) Cyber Insurance

See Clerks report

**Recommendation:** to review the cyber quote and confirm acceptance.

3) Precept 26-27

**Recommendation:** to note the forthcoming precept calculation process is to begin on 5<sup>th</sup> January 26 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.

4) Grant Application

See Clerks report

**Recommendation:** To consider the application for a grant from Plaistow School- £639.

5) 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: -

- To purchase 6 x banners for the NP event at a cost of £260.45 net.
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- To settle invoices from:
  - GEH Maintenance £265.00 and
  - Henfield Fencing £1461.00 gross
 ahead of payments schedule as these were amounts approved at quote stage.

#### **Tree Works**

8. See Clerk's report

1. **Recommendation:** to consider the two quotes for works on the Sessile Oak

**Quote 1. £580**

**Quote 2. £450**

2. **Recommendation:** to consider the purchase of a tree to replace the fallen willow at Plaistow Green.

9. **Play Parks**

- Lady Hope Play area. Fence and bench repairs quote £220.

**Recommendation:** To consider whether to ahead with quote £220 for fence and bench repairs. The picnic bench, secured with concrete, will be more difficult to remove than envisaged.

10. **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. School car park capacity- A resident has commented the car park is now insufficient for the number of staff.
3. Biodiversity Working Group. Verbal update.
4. Ground maintenance contract three years to 2028/2029. Verbal update.
5. Playground maintenance contract for the season ahead. Verbal update
6. Winter snow clearance contract. Verbal update.
7. TPO Ancient Tree at Ifold Stores: An [application for a TPO designation](#) submitted.

11. **Correspondence**

See Clerk's report.

12. **Items for Church Newsletter.**

13. [Date of next meetings](#)

Recommendation: - To note the dates of forthcoming meetings:

- 5<sup>th</sup> November 25-7pm- Finance Committee -Winterton Hall
- 12<sup>th</sup> November 25-7pm- Planning Committee & 7.45 Full Council -Winterton Hall.