



Notice of Meeting of the Parish Council

Members of Plaistow and Ifold Parish Council are summoned to attend the Full Council Meeting on **Tuesday 15th July 2025 at 19:30, Winterton Hall, Plaistow.** Members of the Press and Public are welcome to attend.

Dated: 10th July 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 | Alternatively, please contact the Clerk for hard copies or remote access: clerk@plaistowandifold-pc.gov.uk

- | Number | Item |
|--------|---|
| 1. | Apologies for absence
Recommendation: - To receive and accept apologies for absence. |
| 2. | Disclosure of Interests
Recommendation: - 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 Localism Act 2011 Chapter 7 ss.26 – 37, in relation to matters on the agenda. |
| 3. | Minutes
Recommendation: - To approve the Minutes of the Parish Council meeting held on 17th June 2025 and resolve to sign via Secured Signing in accordance with S.O. 12(g). |
| 4. | Public Forum
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 <u>either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Tuesday 15th July 2025.</u> 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. |
| 5. | 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. |

6. **Planning Matters**

1. **Neighbourhood Plan.**

[See Clerk's report](#)

Recommendation: - To receive the Clerk's update and consider the quote for the Planning Consultant's work on the Neighbourhood Plan and supporting documents up to and including Regulation 15 (Submission Plan). (See attached)

7. **Financial Matters**

1) Financial Reports to 21st June 2025 to 18th July 2025

Includes income and expenditure from 21st June 2025 to 18th July 2025 and the Order for Payment for July 2025 (to be circulated separately) and [bank reconciliations to 30th June 2025.](#)

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

2) VAT 1st Quarter

Includes the adjustment of £28.40 recommended by the Internal Auditor.

Recommendation: to note the VAT repayment claim submission with adjustment to claim a total refund of £4804.74.

3) Grant Applications:

[See Clerks Report](#)

Recommendation: to consider the grant request for approval.

- Scouts -up to £1400
- BEAT -£1000 (total costs £1310)
- Durfold Wood Residents Association- £400
- 80s Tea Party Volunteer Group- £250

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: -

- Acceptance of a BEL Signs Play area entrance sign quote for £185 net.

8. **Policies**

Recommendation: to consider the updated Pension Discretion Policy responses to questions posed as an update to the Policy currently in place.

- [Existing Pension Discretions Policy](#)
- [Proposed Pension Discretions Policy.](#)

9. **Play Parks**

[See Clerk's Report](#)

- Ifold Play area
- Lady Hope Play area

10. **Tree Works**
[See Clerk's report](#)
Recommendation: To consider quotes for the tree works recommended from the [recent survey](#).
Recommendation: To consider whether to undertake aerial surveys for the two Oaks at the recreation ground.
Recommendation: To review the [Sessile Oak survey](#) carried out and note no actions recommended other than resurvey in three years.
11. **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. CIO: Title Transfer Winterton Hall.
 2. Cox's Pond Water Testing. [See Clerk's Report](#)
 3. Cox's Pond Roadside barrier. Signs have appeared with 23rd July works to be carried out.
 4. Over 80's Tea Party. Cllr Price to report.
12. **Correspondence**
[See Clerks Report](#)
Overgrown PROW. Next WSCC clearance is December 2025 according to PROW,
13. **Items for Church Newsletter and [E News Summer 25 publication](#).**
14. **[Date of next meetings](#)**
Recommendation: - To note the dates of forthcoming meetings:
 - Finance 29th July 7.30pm Winterton Hall
 - Planning 6th August 7.30pm Winterton Hall
 - Planning 3rd September 7.30pm Winterton Hall
 - Full Council 9th September 7.30pm Winterton Hall