



Notice of Meeting of the Parish Council

Members of Plaistow and Ifold Parish Council are summoned to attend the Full Council Meeting on **Wednesday 13th November 2024** at 19:30, Kelsey Hall, Ifold Large Hall. Members of the Press and Public are welcome to attend.

Dated: 8th November 2024

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 <i>See Clerk's Report.</i> 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. | Minutes Recommendation: - To approve the Minutes of the Parish Council meeting held on 9th October 2024 and resolve to sign via Secured Signing in accordance with Standing Order 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 Wednesday 13th November 2024.</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. **Neighbourhood Plan**
[See Clerk's Report](#)
1. **Recommendation:** - To note the entry in the CDC Local Examination document IDP regarding the upgrades of PROWs between Plaistow and Ifold to Bridleways.
2. **Recommendation:** - To discuss the draft chapters circulated by the Consultant and discuss and arrange if required a separate Neighbourhood Plan meeting
7. **WSALC AGM & Conference 4th November 2024**
[See Clerk's Report](#)
Recommendations: - To note the update from the WSALC conference on various matters.
8. **Financial Matters**
[See Clerk's Report](#)
1. Financial Reports for October - November 2024
Includes income and expenditure between 16th October – 15th November 2024 (to be circulated separately) and [bank reconciliations to 31st October 2024](#).
Recommendation: - To receive, review and note the financial reports and appoint signatories for the **order for payments** and authorising bank BACs payments.
 2. Budget review to 30th September 2024
Recommendation: - To note the [updated budget and reserves](#) against income and expenditure document as a result of the review carried out by the Finance Committee at their meeting on [29th November 2024](#).
 3. Interim Audit
Recommendation: - To note the date for the Interim Audit on 23rd January 2025 with April Skies via Zoom.
 4. Precept 25-26
Recommendation: - To note the arrangements for the setting of the precept for 25-26.
Recommendation: To discuss the listed projects for inclusion in the draft precept by the Finance Committee at their meeting on 14th January 2025.
 5. Cyber Insurance premium Renewal £308 (£318 24-25)
Recommendation: To review and resolve upon the **cyber insurance quote**.
 6. Internal Controls Policy
Recommendation: To note the infringement of the Internal Controls Policy and to consider amending the Policy in line with current Parish Council practice.

9. **Planning:**
[See Clerk's Report](#)
Recommendation: to note any update.
1. Crouchlands Appeal Hearing,
 2. Local Plan Examination.
10. **Play areas**
[See Clerk's Report](#)
Recommendation: To note and discuss.
1. Proposed Ifold Playpark: Update.
Recommendation: To review and resolve upon the Vita Play quote for repair and expansion to surface.
 2. Ladyhope Playground: Quote re surfacing and zip wire repairs £462 gross.
11. **Winter Resilience:**
[See Clerk's Report](#)
Recommendation: To note the update.
12. **Ratify Clerk's Decision(s) since last meeting – [Scheme of Delegation](#)**
Recommendations: - 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: -
1. The purchase of bulbs for the Ifold Community Garden Biodiversity working Group project at £27.29 gross.
 2. Sending on behalf of the Parish Council, a letter to A Frost in conjunction with the Chair, thanking them for their representation against the Crouchlands appeal as previously circulated, consider publishing the letter on the website.
 3. Cancelling the subscription for the plaistowandifold.org domain name at £7.99 annually as this had been redirected to the current website now for some time. Query embedded links in the current website however.
 4. Purchase of Blue Green Algae signs at £36.04 gross and items for thank you bench opening ceremony totalling £2 gross cups, £5.99 gross Ribbon.
13. **Winterton Hall**
[See Clerk's Report](#)
Recommendation: - To receive the three quotes for registration of Title to the Trustees of the CIO of Winterton Hall and the Resolve to proceed with one solicitor.
1. Registration of Title quotes.
- Recommendation:** - To note any update with regard to the renovation of Winterton Hall.
2. Renovations.
- Recommendation:** - To review the Gale Tree Report and the recommendations for works and Resolve any action to be taken:
3. **Tree Survey.**
 - (a) General Good practice: Greengage T1. Prune around phone cables.

(b) Within 12 months Greengage T2: Remove deadwood.

14. **Clerk's update & items for inclusion on a future agenda**

[See Clerk's Report](#)

Recommendation: - To receive general updates and resolve to add any matters arising to a future agenda in relation to: -

1. Winter Newsletter
2. Autumn litter pick 9th November and Thank you bench "opening"
3. Securing Plaistow Green from trespassers.
4. Tennis Courts:
5. Cyber Training:
6. Biodiversity Working Group:
7. WSCC Volunteers group: Safer Bus Stops project. Thank you letter and donation.
Consider further projects for the volunteers.

15. **Correspondence**

[See Clerk's Report](#)

16. **Items for Church Newsletter.**

17. **[Date of next meetings](#)**

Recommendation: - To note the dates of forthcoming meetings:

- Planning & Open Spaces Committee, 19th Nov 2024, Kelsey Hall, Ifold - 7:30pm
- Full Council 11th December Winterton hall- 7.30pm
- Finance Working Group Budget Setting 17th December Winterton Hall- 7.30pm