



Minutes of the Plaistow and Ifold Parish Council Meeting held on Wednesday 11th March 2026 at 19:30, Winterton Hall, Plaistow.

Attendance Parish Councillors: Sophie Capsey (Acting Chair); Sarah Denyer (arrived during item PC/32/36); Jane Price; Andrew Woolf; CDC Charles Todhunter. Two members of the public. Jane Bromley, Parish Council Clerk.

PC/28/26 **Apologies for absence:** Apologies received and accepted from Parish Councillors: Paul Jordan, Nicholas Taylor; Rick Robinson, Phil Colmer and Doug Brown. CDC Gareth Evans.

PC/29/26 **Disclosure of Interests:** None.

PC/30/26 **Minutes: RESOLVED** to approve the Minutes of the Parish Council meeting held on [11th February 2026](#) and resolved to sign via Secured Signing in accordance with S.O. 12(g).

PC/31/26 **Public Forum:** A resident member of a previous Footpaths Working Group spoke concerning the Wephurst Footpaths item PC/33/26 and in summary felt the recent proposals put forward were acceptable so long as any new PROW created was of a surface that allowed all season walking and should be created up to WSCC PROW high standards.

PC/32/26 **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.

WSCC Janet Dunton- See attached report

CDC Charles Todhunter- In addition to the attached report Cllr Todhunter pointed out that CDC had held their 26-27 budget meeting last night and there would be an increase for the CDC portion of Council Tax of 3.99%. The grant pot for organisations across the district had been refilled and should be applied for. Ifold Stores had now opened and had good reviews on social media. The Post office would be coming to the stores in April 2026.

PC/33/26 **PROW Matters: [See Clerks Report](#)**

- Wephurst Footpaths: **Recommendation** to note the correspondence past and present with regard to the diversion of PROWs around Wephurst and discuss any action.

RESOLVED to respond to confirm that when approached via a formal application the Parish Council would scrutinise the detail especially of the positioning and surfacing of the proposed new PROWs.

- Rickmans Lane circular route PROW PLA/633/1: **Recommendation** to note the correspondence from the resident regarding the muddy section of the PROW PLA/633/1 note the action already taken and to discuss any further action.

RESOLVED to keep the details for potential future funding availability to do something about muddy PROW sections across the Parish.

PC/34/26

Planning Matters

1. [22/02346/OUT](#) **Foxbridge Golf Club Foxbridge Lane Plaistow RH14 OLB**

Outline application for a wellbeing and leisure development comprising up to 121 holiday units; the construction of a spa with accommodation of up to 50 bedrooms; the conversion of the former clubhouse into a restaurant and farm shop; the formation of a new vehicular access from Foxbridge Lane, new internal roads, footpaths, cycle routes and car parking areas; the construction of a concierge building and new hard and soft landscaping, including the formation of new ponds.

Recommendation: - To note the draft correspondence and **RESOLVE** to submit or amend and submit to CDC Planning:

- **APPENDIX A** Tourism Dataset
- **APPENDIX B** Transport Comments on updated information.

RESOLVED to submit the letters to CDC Planning as drafted.

Recommendation: - To delegate Parish Council representation at the CDC Planning Committee meeting on 15th April 2026 9.30am and to discuss the representation to be made.

RESOLVED to appoint Councillors Paul Jordan and Sophie Capsey to attend the Planning Committee meeting and for Chair of Planning Sophie Capsey to speak for the allotted 3 minutes.

2. **Neighbourhood Plan.**

Recommendation: - To note the Regulation 14 Neighbourhood Plan is being consulted upon until 31st March 2026 and comments will be discussed at the Working Group Meeting on 8th April 2026.

RESOLVED as noted.

Recommendation: - To discuss implications for the Neighbourhood Plan in the light of the proposals for the NPPF 2026 and the updated housing requirement from July 2026. See item P/26/17 of the [Planning and Committee minutes 4th March 2026](#)

RESOLVED as noted the proposal implications that when adopted NPPF 26 Policies would take precedence over Local Plan and Neighbourhood Plan Policies.

3. Land North of Rumbold's Lane

Recommendation: To receive any update regarding this proposal and any feedback from the National Trust regarding a route for pedestrian access to Plaistow Village facilities.

No response had yet been received from the National Trust. The developer had indicated that should the application be accepted by CDC then this matter would be discussed during S106 discussions.

PC/35/26

Financial Matters

- 1) Financial Reports to 18th February 2026 to 17th March 2026 -Includes [bank reconciliations to 28th February 2026](#) and Order for Payments for March for approval and any payments already made for ratification. (To be circulated separately).

Recommendation: - To receive, review and note the financial reports and appoint three signatories for the Order for Payments and a Councillor to authorise bank BACs

RESOLVED to approve the statements and the Cllrs signatories, Price, Denyer and Capsey for the order for payments and Cllr Woolf to authorise the BACs payments.

- 2) CCLA Account Opening

Recommendation: To note the update regarding the opening of a CCLA account and closure of the Unity Trust Account.

RESOLVED to note the application form had been sent to CCLA by recorded delivery and once the CCLA account is set up the Unity Trust account will be closed and the funds transferred to the CCLA account. To facilitate a speedy transfer of funds Cllr Colmer was asked to sign the Unity Trust Bank account closure form together with the Clerk.

- 3) 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 progress the memorial tree planting on Plaistow Green the purchase of a copper beech and planting stakes for £281.50 gross £234.58 net from Chew Valley Trees.

RESOLVED as approved.

PC/36/26

[Asset Register at March 2026 -See Clerks Report](#)

Recommendation: -To Resolve the updated asset register schedule for the 25-26 financial audit and asset insurance values for the 26-27 Council year.

RESOLVED as approved.

PC/37/26

[Insurance Renewal Questionnaire- See Clerks Report](#)

Recommendation: - To accept the renewal questionnaire as completed by the Clerk.

RESOLVED as approved with the addition of pointing out that whilst the Parish Council does not hold bonfire event it does occasionally have a beacon event.

PC/38/26

Policy Review:

Recommendation: To review and amend where appropriate the following policies:

APPENDIX C – General Privacy Policy

APPENDIX D– Biodiversity Policy

APPENDIX E– Dignity at Work/Bullying and Harassment Policy

APPENDIX F- Staff Recruitment Policy

APPENDIX G– Equal Opportunities Policy

APPENDIX H– Staff Disciplinary Policy

APPENDIX I- Grievance Policy

APPENDIX J– Staff Sickness and Absence Policy

RESOLVED as readopted.

PC/39/26.

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. Annual Parish Meeting– 29th April 2026. Those to speak on behalf of the Parish Council to be decided at the April 26 meeting.
2. Brainstorming- Update on actions. **APPENDIX K.** Quotes for a letter to facilitate the renewal of the tennis court lease would be obtained from two solicitors.

A plan of potential active travel routes between the settlements of Plaistow and Ifold would be circulated.

3. Cox's Pond Barrier Gap- Highways to report back at the end of February 2026. No report yet received from WSCC Highways.
4. Flooding along Plaistow Road- Update on action to be taken:
 - Area 1 we have raised a ditching and grip clearance job which is on the forward programme to be delivered this financial year however if this over runs it will be done early next financial year. For external ref the job number is 60207206.

- Area 2 has been attended and jetted by our contractor and has been passed to our riparian team to take this further.

Highways had carried out some jet spraying but this had not alleviated the problem. An email had been sent to Highways for urgent attention to this and the dropped level of the left hand carriageway.

PC/4026 **Correspondence**

[See Clerks report](#)

The layby near Pittsgate was pointed out as requiring attention by a resident. The land is highways owned any change to this area would require highways approval. In relation to a bin Chichester District will no longer add to their collection service for rubbish, and it would mean the Parish Council would have to fund a bin collection and Cllrs fear a bin may attract even more fly tipping.

Cllrs recognise the eye sore and they think this is because tankers are parking in the layby standing by for flood water extraction due to recent weather conditions. They think this will stop in the spring/summer.

However, they do think a dead hedge would be a good idea as a boundary to the grass area. They do not currently have sufficient wood/branches to build a dead hedge, and this would need to be quite a long one if it bordered the entire grass area. In the meantime, the Parish Council do have it on their list of jobs that require doing in the Parish.

On a positive note, the litter pick event planned for 11th April will sort out current waste although obviously not solve the long-term problem.

PC/41/26 **Items for Church Newsletter.** Resilience Plan volunteers. Litter pick event on 11th April. APM 29th April.

PC/42/26 [Date of next meetings](#)

Recommendation: - To note the dates of forthcoming meetings:

- 8th April 2026 7.30pm NP Working Group NOT A PUBLIC MEETING- Kelsey Hall.
- 14th April 2026 7.30pm Planning- Kelsey Hall
- 15th April 2026 7.30pm Full Council- Kelsey Hall
- 21st April 2026 7.30pm Finance Committee- Kelsey Hall
- 29th April 2026 7.30pm ANNUAL PARISH MEETING – Kelsey Hall

The meeting closed at 9.25pm