



Minutes of the Plaistow & Ifold's Full Parish Council Meeting held on 10th June 2026 from 7.30pm at Kelsey Hall, Ifold.

Attendance Parish Councillors: Sophie Capsey (Acting Chair); Doug Brown; Jane Price; Rick Robinson; and Paul Jordan. No members of the public. WSCC Janet Duncton (left the meeting after item PC/83/26). Jane Bromley, Parish Council Clerk.

PC/79/26 **Apologies for absence:** Parish Councillor Andrew Woolf, Sarah Denyer, Nicholas Taylor and Phil Colmer. CDC Gareth Evans.

PC/80/26 **Disclosure of Interests in relation to matters on the agenda.** None.

PC/81/26 **Minutes. RESOLVED** to approve the [Minutes of the full Parish Council meeting held on 12th May 2026](#) and Resolved for the Chair to sign via Secured Signing in accordance with Standing Order 12(g).

PC/82/26 **Public Forum.** No speakers

PC/83/26 **To receive reports from [County](#) and [District Councillors](#).**

WSCC Janet Duncton also reported that the trip to Ranville on D Day had been moving and that she had met with the Charity London Taxi Veterans who bring the veterans over to France for the memorial each year.

WSCC Janet Duncton serves 11 parishes in her region a 45 mile trip on polling day!

CDC Charles Todhunter reported that the consultation on the governments proposals for the Unitary Authority ended on 15th June. The elections for the Unitary Council will take place in May 2017 with a shadow authority to be formed in the meantime.

Cllr Price queried whether a weekly collection of food waste was needed and why not fortnightly. CDC Todhunter felt that some had a lot more waste than others particularly perhaps if living without a garden and that in hot weather food waste hanging around for two weeks might become a problem. Ultimately the waste ended up in Horsham whether gas and fertiliser were produced in an anaerobic digester.

PC/84/26 **Financial Matters**

1. Financial Reports for 18th May – 17th June 2026 (Payments and Receipts Analysis)

Includes income and payments between 18th May and 17th June 2026 (to be circulated separately) and [bank reconciliation to 31st May 2026](#).

Recommendation: - To receive, review and note the payments, which includes: payments made via Direct Debit; payments made by Debit Card under the [Scheme of Delegation para 1.5](#); and forthcoming BACS payments dated 17th June 2026 and appoint signatories to approve the schedule and to authorise the BACS payments.

The bank reconciliation was noted and the order for Payments **RESOLVED** as approved. Cllrs Price, Robinson and Jordan signed the order and Cllr Jordan would authorise the approved BACS payments.

2. Clerk's Delegated Decisions -[Scheme of Delegation](#):

Recommendation: To note the delegated decisions for the month.

- Approval and payment of the insurance premium for 26-27 as circulated in advance to Councillor via email £2,071.13.
- Purchase of wildlife tablecloth x 2 £17.85, bird boxes £59.96 CJ Wildlife, Bat box £41.20 Nestbox co., pencils Amazon £13.29 and ink stampers £8.90 Baker Ross - for school fete biodiversity table. Total gross £141.22 (within remaining budget for biodiversity working group £250).

RESOLVED as approved.

PC/85/26

Planning:

a) Neighbourhood Plan:

Recommendation: To note that the following together with supporting documents have been submitted to Chichester District Council to progress to Examination and now published on the website.

- Submission Draft Plaistow and Ifold Neighbourhood Plan 2023-2039
- Submission Basic Conditions Statement including the Equalities Statement.
- Statement of Consultation.

RESOLVED as noted.

b) [SDNPA Local Plan Regulation 19 Consultation to 23rd June 2026](#)

Recommendation: To review the consultation and approve a response if appropriate.

RESOLVED that no Parish Council response was required.

c) [Hampshire Water Project Appeal](#)

[See Clerks report](#)

Recommendation: To review the details of this project and to consider whether to support SOSCA in their objection to proposals.

RESOLVED to write to Chichester District Council to request a wider consultation.

PC/86/26 **Tree Policy and Summary of Tree Works:**
See Clerks Report.

Recommendation: To review the existing tree management Policy and the suggested minor change and readopt the Policy or suggest further changes.

RESOLVED to approve the minor amendment and to readopt the Policy as amended.

Recommendation: To review the summary of tree works carried out and to note the further work scheduled for the autumn and the requirement for future surveys as recommended.

RESOLVED as reviewed and noted.

PC/87/26 **Lady Hope Play Park.**
See Clerks Report

Recommendation: To discuss a budget and the replacement of the picnic bench in the Plaistow Play Area.

RESOLVED to approve the purchase from Glasdon of a recycled materials picnic bench, as pictured first in the Clerks report, with the proviso of establishing that the recycled bench would be expected to have a greater longevity with less maintenance than a wooden bench to justify the higher purchase cost

PC/88/26 **Biodiversity Working Group**
See Clerks Report

Recommendation: To note the notes of the [working group meeting on 26th May 2026](#) and the proposed forthcoming projects:

1. Autumn planting of the layby between Ifold and Plaistow.
2. Autumn planting of the Ifold Conservation Area.
3. The school fete table together with activities planned
4. Autumn adult bat walk

The projects were noted and supported.

PC/89/26 **Clerks update & items for inclusion on a later agenda:**

1. CIO Transfer of Title- Discuss the lack of response to requests for an update from the legal advisor in this regard.

The Clerk advised the Parish Council that the current legal adviser had ceased responding to communications and, as confirmed to the Clerk by Action in Rural Sussex, had in fact lost his licence to undertake legal property work. An initial report outlining the requirements for progressing the Title Transfer application had been received from this adviser and the associated fee paid. The Clerk therefore sought authority to appoint an alternative solicitor to conclude the Title Transfer matter.

RESOLVED as approved, proposed by Cllr Jordan, and all in favour.

2. [CDALC Meeting 19th May 7pm](#) Boxgrove Village Hall- [See Clerks report](#)

RESOLVED as noted.

3. PROW- Connectivity meeting with WSCC Highways. Update

The Clerk reported that an email had been sent to the WSCC Public Rights of Way Team Leader, enclosing evidence from CDC's Infrastructure Delivery Plan demonstrating allocated budgeting for PROW improvements within the Parish to enhance connectivity between Plaistow and Ifold. A response to the Parish Council's request for a meeting is awaited.

4. Coxs Pond Barrier Gap. Update.

The Clerk advised a quote for the stopping up of the barrier gap had been requested and was awaited.

5. Odd job works to be undertaken Summer/autumn 2025 3 x benches sanding and preserving. Dismantling of current picnic table. Possibly preserve painting of remaining benches. Quote being obtained.

RESOLVED A quote for the works required had been circulated and the picnic bench removal at a cost of £280 was approved.

RESOLVED A quote for the rejuvenation and preservation for three benches (Nell Ball, Cricket pavilion and Zip wire benches) was approved at a total cost of £810

PC/90/26

Correspondence

[See Clerk's report.](#)

The Kirdford football club had requested to be able to use Plaistow Recreation Ground over the summer for training. The Parish Council considered this was acceptable in principle but for the football club to liaise with the Cricket Team volunteers to make sure it did not interfere with their plans.

PC/91/26

Newsletter items.

Save the date 80s Tea Party subject to agreement of the organisers. Picnic Table replacement, Ifold Conservation area improvements, Cllr Vacancies.

Date of next meetings.

- Planning Committee, 13th July 2026, 7.30pm Kelsey Hall, Ifold.
- Full Parish Council, 14th July 2026, 7:30pm, Kelsey Hall, Ifold.
- Finance Committee MONDAY 20th July 2026, 7.30pm, Kelsey Hall, Ifold.

The meeting closed at 8.40pm

DRAFT