

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL **HELD ON TUESDAY 25TH SEPTEMBER 2012 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

Chris D'Avray – in the chair
Graham Marks
Valerie Millar
Lisa Bangs
John Cole
Sonia Perkins
Mary Edwards

County Councillor Michael Sydney
District Councillor Brian Perkins
Two members of the press

Fourteen members of the public (some only for part of meeting)

In attendance:-

Mrs Fay Elwood, Parish Clerk

Issues raised by members of the public

Footpath from Camden Road to High Street

Members of the Parish Council relocated to the Orpen Lounge to hear the concerns from residents of Camden Road. The Chairman explained to those present that Surrey County Council has carried out a site survey on Town Hill concluding that the only option to make it wide enough for wheelchairs and pushchairs is to purchase land from the owner of Meredith House. John Van Der Merwe pointed out that the footway is also dangerous for pedestrians due to the width and camber, and the nature of the vehicles using Town Hill. There are 15 children and 4 disabled residents living in Camden Road. The Chairman asked the County Councillor if Surrey County Council would make an approach to the owner of Meredith House but he suggested that it may be better received from the community. The Parish Council will investigate. **Action: Chairman**

Parking in Station Road

The Chairman introduced residents of Station Road to Michael Sydney and asked him to put residents' requests to the County Council. When asked about the likelihood of the county council agreeing to requests Michael said that 'provided the Parish Council's suggestion is legal we can have it'. Michael also said that the likely timescale for implementation would be 4-5 months. Michael agreed to provide some clear maps for us to highlight the recommendations. The Parish Council has already submitted the suggestions agreed at the

July Parish Council meeting but these will need to be revised in the light of new information from residents. A meeting will be held for residents concerned about parking in Station Road on Saturday 20th October at 10am at Lingfield and Dormansland Community Centre.

Report from County Cllr Michael Sydney

Michael reported that he has a list for Highways Projects which he will send to district councillors for them to prioritise. It is a two year rolling programme. He requested information from parish councillors to produce a wish list.

Action: Members

A meeting has been arranged to discuss free travel to Oxted School on 4th October at 2pm at Lingfield and Dormansland Community Centre. This is not a public meeting. Representations from Lingfield and Dormansland Parish Councils, the primary schools and the County Council will attend. The official line from Surrey County Council is that places at the school and free school travel do not sit together. Michael stated that he is completely supportive of parents' campaign to retain free school travel to Oxted.

Report from District Councillor Brian Perkins

Brian reported that a meeting has been set up with the Housing Director at Tandridge District Council to discuss the impact of housing policy on Lingfield village. This meeting will be held on 9th October at 6pm.

Report from District Councillor Lisa Bangs

Lisa informed members that the new recycling bins have now been delivered and residents can request a smaller bin if they have limited space.

1. PROCEDURAL MATTERS

1.1 Apologies for Absence

None.

1.2 Declaration of Interests

None.

1.3 Minutes of meeting held on Tuesday 24th July 2012

These were signed as a true and accurate record of the meeting after amendment agreed by members.

1.4 Correspondence

Correspondence received between 24th July and 24th September was noted.

1.5 Outstanding Actions

The following actions are still outstanding:

Village Signs, Stationery design, completion of village spring clean.

Action: CD/JC

Negotiations on the footpath from Felcourt to Lingfield are on hold until a new CEO is appointed at Lingfield Park Racecourse.

List of jobs suitable for Community Gang. This is ongoing and members should pass suggestions to the clerk.

Action: Members

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Financial Report and noted that cash in the bank as at 31st August 2012 amounted to £19,178.11. The following cheques were approved for payment:

Date	Chq	Description	Amount
24/07/2012	1961	John Cole - Colour Copying	14.00
24/07/2012	1962	Surrey County Playing Fields	10.00
26/07/2012	1963	Lingfield Skatepark Venture	1,000.00
30/07/2012	1964	BT Business	29.83
06/08/2012	1965	R.V Deller	570.00
06/08/2012	dd	Broadband	20.42
06/08/2012	1966	Clark Ground Care	90.00
06/08/2012	1967	1st Lingfield Scouts - grant	250.00
07/08/2012	1968	Lingfield Wildlife Area - Insurance	113.58
21/08/2012	1969	Ben Martin - fencing	250.00
21/08/2012	1970	BDO LLP - Audit Fee	480.00
21/08/2012	1971	SALC - Clerk's Training	162.00
21/08/2012	1972	Clark Ground Care - Hub	2,940.00
21/08/2012	1973	F. Elwood - Clerk's Salary	886.22
21/08/2012	1974	A. Heaton - Salary	86.40
21/08/2012	1975	Hm Revenue and Customs	167.76
21/08/2012	1976	Surrey Pension Fund	267.46
21/08/2012	1977	BT Payment Services	29.43
23/08/2012	1978	F. Elwood - postage stamps	110.00
11/09/2012	1979	F. Elwood- Mileage	31.50
11/09/2012	1980	Countrywide Grounds Maintenance	205.80
18/09/2012	1981	Sussex Association of Local Councils	60.00
18/09/2012	1982	BT Payment Services	27.55
18/09/2012	1983	F. Elwood - Clerk's Salary	886.02
18/09/2012	1984	Hm Revenue and Customs	157.16
18/09/2012	1985	A. Heaton - Salary	43.20
18/09/2012	1986	Surrey Pension Fund	267.46
		Total	9,155.79

2.2 Chairman's Report

25th July Meeting of SCAPTC at West Horsley

28th August met with Richard Young at Talbot Road in preparation to invite him to join a new working group.

6th September met local police & Ins. Angie Austin to look at expanding police office at LDCC.

7th September met Sam Gyimah, Adam Halpin, Chief Inspector Matt Bristow, Peter Holgate, Michael Sydney & Brian Perkins to discuss potential traveller problems within Lingfield area. Decision: to firm up on enforcement where possible.

17th September chaired Hub Meeting at Smallfield. Agreed in principal to continue grass cutting contract into second year

18th September met Fay with Richard Young to clarify process of establishing new Talbot Rd Working Group (item 4.1)

18th September attended SCAPTC meeting in Capel. We discussed AGM to be held at Dorking Halls on the 27th Sept and arrangements for hustings for police commissioner candidates.

2.3 Guest House Advisory Committee

Members agreed that Lisa Bangs will replace John Cole on the Guest House Advisory Committee. John will remain as an independent representative on the Guest House Enabling Committee.

2.4 Community Right To Challenge

Members agreed not to issue a Community Right to Challenge in respect of the trust connected with the Guest House (Library). After careful consideration they have concluded that any challenge should come from the Guest House Enabling Committee but requested that the Parish Council is kept informed. The clerk will write to Helyn Clack to inform her of this decision.

Action: Clerk

2.5 Members' Code of Conduct

Members agreed to adopt the Tandridge District Council Code of Conduct and noted the requirement for their interests to be displayed on the Parish Council's website. Members must provide the clerk with their completed forms as soon as possible to allow them to be forwarded to the District Council within 28 days.

Action: Members/Clerk

2.6 Remembrance Sunday

Members agreed that the clerk will apply for a road closure on the same basis and previous years, using volunteers to man the closure points. The clerk will make sure enough volunteers are available.

Action: Clerk

2.7 External Auditor

Members noted that BDO LLP have been appointed as external auditor for 2012/13.

2.8 Emergency Expenditure

Members noted that the clerk incurred emergency expenditure of £250 to secure the allotments in Newchapel Road following tree felling by Surrey County Council. The clerk will pursue a refund from Surrey County Council.

Action: Clerk

2.9 Section 137 of the Local Government Act 1972

Members noted that grants to Lingfield Skatepark Venture and Lingfield Scouts were paid using Section 137 of the Local Government Act 1972.

2.10 Conclusion of Audit

Members noted conclusion of audit for year ending 31st March 2012. The clerk will implement the recommendations therein.

Action: Clerk

2.11 Meeting Dates for 2013

Members approved meeting dates for 2013.

3 GRANTS

3.1 Lingfield Community Care

Sonia suggested that more information should be sought before considering this grant application, in line with the Parish Council policy applied to other applications. The clerk will send an application form and a request for accounts but **members approved a grant of £800** subject to satisfactory assessment of their financial situation.

Action: Clerk/SP

4 PARISH FACILITIES

4.1 Talbot Road Recreation Ground

Members noted a report of a meeting with Richard Young and agreed the following:-

A working party is to be formed to compile a planning application and costing for a replacement dual purpose pavilion at Talbot Road Recreation Ground.

Membership of the working party is as follows:-
Richard Young (Project Manager)
Chris D'Avray (Parish Councillor) – Deputy: John Cole
Nicole Cole (Talbot Road resident)
Paul Hearnden (User Groups representative)
Adrian Heaton (Sports and Rec Asst)
Fay Elwood (Clerk)
Brian Perkins (Tandridge District Council)

The first meeting has been arranged for Tuesday 16th October at 6.30pm at Lingfield and Dormansland Community Centre. Graham Marks requested that all members are invited to attend to observe if they so wish. This was agreed.

This is a working party will no delegated powers and decisions will be referred to the Council. It was noted that £1000 expenditure has already been approved for the submission of a planning application. This is required to cover professional fees and the application fees.

5 TRAFFIC AND PARKING

5.1 HGVs through Lingfield

A reply has been received from Hobbs Partnership following a letter expressing concern about the number of large vehicles which are travelling through the village rather than staying on the A22 to Hobbs Industrial Estate. Mr Jaques, Hobbs Partnership, said that many years ago they paid to have a sign placed at the junction of Ray Lane with the A22. It was not clear from the letter whether the sign was ever installed. The clerk will investigate.

Action: Clerk

5.2 Letter from resident

Members noted a letter from Mr Kent, a resident of Station Road, concerning parking in Station Road and the changes to the Station Car Park. The issue of parking restrictions will be dealt with at a meeting on 20th October, when the chairman will invite all residents to give their views on the best way to alleviate the problems of inconsiderate parking. On the subject of car park extension the clerk will write to Network Rail to say that we would have welcomed notification that the work was to go ahead and to ask if there is any way they can reduce the parking fee.

Action: Clerk

5.3 Proposed Traffic Calming Scheme for Godstone Road

The Chairman reported that the boundary dispute has now been resolved and Surrey County Council has entered into a Section 278 agreement which allows work to start on this scheme. He read out a statement apologising if he had raised expectations that the implementation of this scheme could be thwarted. He reminded those present that they should remain vigilant and report any incidents

because the scheme is being monitored for the first year. However, Surrey County Council does not have an alternative plan if the scheme fails. Lisa said she was disappointed that the County Council were determined to make the scheme fit and said that if they had continued with their objection in the first instance then they would not be in the position where they had opened the door to High Court action.

6 HUB PROJECT

6.1 Payments to Contractor

Members approved the monthly payments to contractor for August and September 2012.

6.2 Meeting of Parishes

Members noted receipt of minutes of a meeting of parishes within the Hub held on 17th September 2012.

6.3 Offer from Surrey County Council

Members agreed that the Hub can explore the possibility of taking on further responsibilities on behalf of Lingfield Parish Council.

7 VILLAGE ENVIRONMENT

7.1 Oak Trees

Members agreed expenditure of £278 to remove dead and diseased wood from the two oak trees near to Gun Pond. Graham suggested that other trees around the pond should be inspected and work carried out at the same time. The clerk will ask Connick Tree Care to inspect these before carrying out work on the oaks.

Action: Clerk

7.2 Gun Pond

Members agreed expenditure of up to £600 to remove some of the irises from the pond. Some of this money is to cover the cost of skip hire. The clerk will instruct Vernon Deller to carry out the work.

Action: Clerk

Mary suggested that silt removal should be considered and large lily pads added to help oxygenation. Ian Bennett will provide details of costs and prices for aeration systems.

It was noted that some of the shrubs around the pond are too large and need replacing. The Parish Council will consider a replacement programme at the budget meeting in November.

8 TRAINING AND MEETINGS

8.1 SCAPTC AGM

Chris D'Avray will attend the SCAPTC AGM to be held on 27th September in Dorking.

8.2 Clerk's Networking Day

Members approved expenditure of £50 for the clerk to attend training on Friday 9th November 2012.

8.3 AGM of TVSC

Members noted the AGM of TVSC to be held on 27th September 2012. Sonia will attend.

8.4 Meeting to discuss free travel to Oxted School

A meeting will be held on 4th October at 2pm at Lingfield and Dormansland Community Centre. Lisa Bangs will attend on behalf of Lingfield Parish Council. This is not a public meeting.

8.5 Code of Conduct Training

The clerk will attend Code of Conduct training at Tandridge District Council on 26th September.

9 REPORTS FROM OUTSIDE BODIES

9.1 Lingfield Nature Reserves

Members noted receipt of minutes of a meeting of Lingfield Nature Reserves held on 11th July 2012.

10 CURRENT CONSULTATIONS

10.1 Personal Independence Payment and Eligibility for a Blue Badge.

Graham Marks is preparing a response on behalf of the Parish Council.

10.2 Gatwick Airport P-RNAV Departure SID Consultation

Members were asked to look at this consultation online and pass comments to the clerk if they wish to make a response. Lisa reported that Tom Denton would welcome the opportunity to address a public meeting in Lingfield. Lisa will ask Ken Harwood to contact Fay to make arrangements for 3rd week in October.

Action: LB

11 MINUTES OF PLANNING COMMITTEE MEETINGS

Members approved the minutes of meetings of the Planning Committee held on 24th July, 21st August and 11th September 2012.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Surrey Community Action AGM

Members noted that the AGM and Annual Review will be held on 9th October 2012 at Betchworth Village Hall. Further details are available from the clerk.

13 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on Tuesday 30th October 2012.

Meeting closed at 9.30pm