

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL **HELD ON TUESDAY 25TH JUNE 2013 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

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

In attendance:-

Mrs Fay Elwood, Parish Clerk

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

Report from Cllr Michael Sydney

The Local Area Committee meeting is to be held on Friday 28th June at the Council Offices in Oxted.

The Horizon project has been confirmed and Michael has details about when particular roads are to be resurfaced. This is a 15 year highways project which is set to address the problems. A large proportion of the overall budget is to be spent in Tandridge. Racecourse Road/ Moor Lane will be started in August or September. Blackberry Road and Blackberry Lane are also to be resurfaced.

The Godstone Road traffic calming scheme has been inspected, following the installation of the anti-skid surface. Visibility splays from the development are still being checked. The scheme has been monitored since it was installed, but the official 12 month monitoring period can now commence. Michael reported that he has requested a summary of how the imminent road works may impact on the scheme.

Referring to the Guest House Trust, Michael reported that Peter Ainsworth has agreed to chair the panel which will choose the additional trustees.

Michael has been trying to find out when the review into free transport to Oxted School will commence. He has heard unofficially that it is due to start on 3rd July but he will check with Simon Dawson, who has already carried out a detailed analysis of the cost and will be a very useful member of the group.

He is still waiting for a meeting to be arranged to discuss the problems in Drivers Mead.

Report from District Councillor Brian Perkins

Brian is due to attend a discussion on 'Health' next week.

He welcomes the SCC initiative to bring High Speed Broadband to our area.

1. PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Graham Marks and Lisa Bangs.

1.2 Declaration of Interests

Chris D'Avray has an interest in item 2.8 because he is Chairman of the Community Centre.

1.3 Minutes of meeting held on Tuesday 28th May 2013

These were signed as a true and accurate record of the meeting.

1.5 Matters arising from Minutes of previous meeting

1. Guest House Trust

Surrey County Council is soon to be advertising for additional trustees for the board of Lingfield Guest House Trust.

2. War Graves

Chris D'Avray has spoken to Johnny Van de Merwe. The War Graves Commission is not obliged to repair private graves. The Parish Council would not like to set a precedent by arranging to pay for repairs but Chris will speak to John Southgate and Jean Drew to find out if anything further can be achieved.

Action CD

3. Affordable Housing

The decision on whether to carry out a Housing Needs Survey is postponed until the new properties being build off Godstone Road have been allocated.

4. Insurance Claim for Notice Board

The liability for this accident has not yet been determined.

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Financial Report and noted that cash in the bank as at 31st May 2013 was £37,978.65. The following cheques were approved for payment:

Date	Cheque	Payee	Amount £
30/05/2013	2099	Lingfield & Dormans Comm Centre	100.00
30/05/2013	2100	Lingfield Nature Reserves	1,500.00
30/05/2013	2101	St Peter and St Pauls Church	3,000.00

13/06/2013	2102	I. Gridley - Work at Pond	1,305.00
13/06/2013	2103	F. Elwood - Mileage	34.20
13/06/2013	2104	Countrywide Grounds	144.00
13/06/2013	2105	R.V. Deller	570.00
13/06/2013	2106	C.D'Avray - Mileage	15.50
13/06/2013	2107	Sussex Assn of Local Councils	60.00
15/06/2013	2108	F. Elwood - Salary	909.74
15/06/2013	2109	A. Heaton - Salary	172.80
15/06/2013	2110	Samantha Medhurst - Youth Worker	120.00
15/06/2013	2111	Surrey Pension Fund	267.46
15/06/2013	2112	HM Revenue and Customs - PAYE	223.80
15/06/2013	2113	C.D'Avray - Member Allowance	80.00
15/06/2013	2114	L. Bangs - Member Allowance	40.00
17/06/2013	2115	BT Business	28.61
25/06/2013	2116	BT Business	107.45
25/06/2013	2117	Clark Ground Care	3,060.00
25/06/2013	2118	Clark Ground Care	48.00
25/06/2013	2119	Clark Ground Care	3,600.00
25/06/2013	2120	SSALC - Chairman's Network Day	60.00
25/06/2013	2121	Mary Edwards - Member's Allow	80.00
		Total	15,526.56

2.2 Chairman's Report

30/5/13 Attended 1st Clinical Commissioning Group meeting open to public at Reigate Town Hall. Surprised they had inherited 5 million deficit, but they felt this would not impinge on health care provision and aimed to break even in 3 years. Concern that acute provision accounted for 50% of budget but felt could work within this. National trend for unplanned care through 'front door' (A&E). Positive commitment that 95% of patients were seen within 4 hours.

3/6/13 Attended Police panel meeting at Godstone. Insp Angie Austin commented that vandalism in Vicarage Rd was a one off and that the provision of infrared cameras would not be likely to convict criminals and could be invasive into private property and to seek a meeting with crime reduction officer.

5/6/13 Met Andrew Perkins, CEO at Lingfield Park and looked at potential footpath from back of Talbot Rd rec to join Blackberry Lane avoiding Jack's Bridge. He suggested his board would be interested if we could persuade them that sighting the footpath would help remove trespassers from their land (who currently access from Camden Road).

5/6/13 Met Mona Johannsen and housing officers at Tatsfield social housing opening. Assured that cost of £150 per week was normal for a 2 bed household. Minimum wage is £7.50 per hour = £260 + per week (Times 2 income = £520). Mona happy to meet councillors with a housing officer in July to discuss social housing needs in Lingfield.

8/6/13 MC at Old Town Fete. Met Peter Ainsworth and discussed his chairmanship of selection panel for the Library Trust. He assured me applicants with a proven track record were required. I stressed a non political bias.

12/6/13 Attended chairman's networking group day at Felbridge. Importance of Facebook and Twitter to reach young people in community where 90% of people aged between 16 and 32 do not read notice boards, literature or newspaper, but do live on Facebook and Twitter. Also cabinet minister for planning discussed Neighbourhood Plans and stressed the importance of taking up the government grant of £7000 now as this would end in 2 yrs.

23/6/13 Will accept invitation to meet FAST team at Yew Lodge at 6pm.

24/6/13 Will attend Parish Council Surgery for SALC at Hoskins Garden Centre 10-12pm.

26/6/13 Will attend SALC Neighbourhood Planning seminar at East Horsley 1.30-4pm.

Have chased David Curl (SCC) to get yellow line crews to both Bus Stops in Station Rd

Have met with contractors over 2nd build out on Godstone Rd - written to Cllr Sydney.

Have an email from Daniel Williams over legal requirements for footpath to Felcourt.

Have emailed 7 (hub) parish councils inviting them to meet in Lingfield to discuss Neighbourhood Planning with TDC officers. Awaiting replies.

2.3 Standing Orders

Members approved revisions to the Standing Orders to take account of the General Power of Competence and the revised Code of Conduct.

2.4 Financial Regulations

Members approved Financial Regulations, with minor amendments.

2.5 Banking

Members approved a change of bank from The Co-Operative to Barclays. The clerk will obtain the necessary forms. **Action: Clerk**

2.6 Virements

Members approved budget virements as follows:-

£1500 from 'Youth Worker' to 'Salaries'

£3500 from 'Talbot Road' to 'Gun Pond' (£1000 agreed under 4.2)

2.7 Insurance Claim

Members approved an insurance claim for £987.60 for damage to the Community Centre caused by an escape of water.

3 GRANTS

Members considered a grant application for the RH7 History Society but asked the clerk to arrange for a grant application form to be completed before a decision is made.

Action: Clerk

4 PARISH FACILITIES

4.1 Planting around Gun Pond

Members agreed to appoint Rita Russell as lay member with responsibility for replanting around Gun Pond.

4.2 Budget for re-planting

Members approved a budget of £1000 for the refurbishment of flower beds around the pond. **Members agreed** to accept a quotation of £300 to remove existing shrubs. The clerk will arrange for the work to be done as soon as possible so that the beds can be prepared for autumn planting.

Action: Clerk

5 HIGHWAYS AND TRAFFIC

5.1 Village signs

Members approved expenditure up to £3000 for installation of new village signs at the following locations: East Grinstead Road, Newchapel Road, Godstone Road, Racecourse Road and Crowhurst Road. The clerk will contact SCC to arrange for the work to be carried out. **Members approved** the original wording 'Welcome to Historic Lingfield' and on a separate sign 'A Fairtrade Village'.

Action: Clerk

6 HUB PROJECT

6.1 Monthly Payment

Members approved the monthly payment of £2550 + VAT to the contractor for cutting grass verges in the Lingfield Division.

6.2 Payment for additional cut

Members approved a payment of £3000 + VAT for the additional rural cut in the Lingfield Division.

7. VILLAGE ENVIRONMENT

7.1 Work identified through risk assessments

John has looked at the items in Section 1 of the Clerk's report and reported that although the work could be done by volunteers, it would be time consuming. Chris said he will talk to the walking group to try to get a working party together.

Action: CD

7.2 Footpath from Felcourt to Lingfield

Chris D'Avray asked Michael Sydney if he could provide a Definitive Plan covering East Grinstead Road so that the route of the proposed footpath can be marked. **Members agreed** that the proposals will be forwarded to Lingfield Park Racecourse to ask for their co-operation.

Action: CD

7.3 Village Litter Pick

Chris D'Avray will arrange a suitable date.

Action: CD

8. TRAINING AND MEETINGS

8.1 Tandridge Local Area Committee will be meeting on 28th June 2013 at the Council Offices in Oxted.

8.2 Wealden Bus Alliance will be holding a press launch of 'The Forest Explorer' on Friday 12th July 2013 at 10am at Uckfield Railway Station.

9. REPORTS FROM OUTSIDE BODIES

9.1 Lingfield Nature Reserves

Members noted receipt of Minutes of a Meeting of the management committee held on 21st May 2013

9.2 East Grinstead Line Steering Group

Members noted receipt of Minutes of a Meeting held on 21st May 2013.

10. CURRENT CONSULTATIONS

Nothing to report.

11. PLANNING COMMITTEE

Members approved minutes of the meetings of the planning committee held on 28th May and 11th June 2013

12. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Ship Street Surgery, East Grinstead

Members noted the intention to reduce the boundary for the Ship Street Surgery in East Grinstead. Concern was expressed about the extra pressure this may put on Lingfield Surgery. The Chairman will prepare a response on behalf of LPC.

Action:CD

12.2 Neighbourhood Plans

Members noted that £7000 is to be made available from the DCLG towards the cost of producing a neighbourhood plan.

12.3 Ho Chee Cottage Vacancy

Members noted that Lingfield United Trust is advertising a vacancy at the newly refurbished No. 2 Ho Chee Cottages in Plough Road, Dormansland. Applicants should be over the age of 60, of limited means, and have some connection with Dormansland, Lingfield or Baldwins Hill. Application forms are to be submitted by 26th July.

12.4 Meridian FM Funding

Members noted a request from Meridian FM for funding in return for advertising. Members agreed the clerk should send a grant application.

Action: Clerk

12.5 Draft Water Resources Management Plan

Members noted receipt of this by email.

12.6 100th Anniversary of WW1

Members noted an email from Mike Moss on the subject of commemorating the 100th anniversary of the start of World War 1. Members asked the clerk to find out more information.

Action: Clerk

12.7 William Buckwell Almshouses

Some members attended the annual lunch and the clerk was asked to send a thank you letter for this and for providing such an excellent facility in the village.

Action: Clerk

12.8 Award for Volunteer

The clerk was asked to put this on the agenda for July.

Action: Clerk

13. DATE OF NEXT MEETING

The next meeting will be held on 30th July 2013.

Meeting closed at 9.21pm