

# *Lingfield Parish Council*

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## **MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL** **HELD ON SATURDAY 29<sup>TH</sup> OCTOBER 2011 AT 9.45AM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

### **Present:**

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

Cllr Michael Sydney (SCC)  
Cllr Brian Perkins (TDC)

Four members of the public

In attendance:-

Mrs Fay Elwood, Parish Clerk

### **Report from Surrey County Councillor – Michael Sydney**

Michael will provide maps which show which roads will be gritted. He reported that St Piers Lane and Vicarage Road have been upgraded to Category 1. He requested that the Parish Council and the community inform him as soon as possible if roads are missed.

He reported that he had attended a seminar on the South East Infrastructure Plan and would be happy to provide information he collected which includes information about neighbourhood planning. He will be happy to give a presentation to the Parish Council.

Brian Perkins reported that the Lingfield Scouts have been given a new 25 year lease on the scout hut and this has enabled them to gain planning permission for an extension. He also reported that Tandridge District Council owns several small parcels of land which it is trying to dispose, of although he doesn't believe there are any in Lingfield. As Chairman of Tandridge District Council, he and Sonia are continuing their busy schedule and Chris D'Avray thanked him for raising of the profile of our village.

Lisa had nothing to report as there have been no TDC committee meetings since we last met. Much of her time in the last week has been taken up with the proposed traffic calming scheme in Godstone Road (see agenda item).

Heather Francis presented two DVDs and two photographs to the Parish Council detailing the difficulty negotiating Town Hill with wheelchairs and buggies. Graham will report the information to the Tandridge Access Forum and the clerk will forward the DVDs to Surrey County Council with a request for action.

**1 PROCEDURAL MATTERS**

**1.1 Apologies for Absence**

None.

**1.2 Declarations of Interest**

None.

**1.3 Minutes of meeting held on 24<sup>th</sup> September 2011**

An amendment was made to the minutes changing the amount of grant for Riding for the Disabled from £220 to £250. The correct amount has been sent. The minutes were signed as an accurate record with this amendment.

**1.4 Correspondence received since last meeting**

Members noted receipt of a list of correspondence received between 21<sup>st</sup> September and 24<sup>th</sup> October 2011.

**2 FINANCE AND ADMINISTRATION**

**2.1 Financial Report**

**Members approved** the Financial Report dated October 2011. Cash in the bank as at 30<sup>th</sup> September 2011 was £30,709.53. The following cheques were agreed for payment:-

Date	Cheque	Details	Amount £
03/10/2011	795	Community Care - Grant	800.00
03/10/2011	796	Riding for the Disabled	250.00
04/10/2011	dd	Orange Broadband	20.42
04/10/2011	797	EDF Energy - Electricity	35.00
20/10/2011	798	F. Elwood - Clerk's Salary	873.33
20/10/2011	799	A. Heaton - Salary	105.60
20/10/2011	800	HMRC - paye	187.67
20/10/2011	801	Surrey Pension Fund	267.46
24/10/2011	802	John Cole - Minute Binding	96.00
24/10/2011	803	F. Elwood - Mileage to conference	54.00
24/10/2011	804	Sussex Assocn of Local Councils	57.00
24/10/2011	805	Head and Southon - Roof Repairs	2,298.00
24/10/2011	806	Clark Ground Care - Mowing	48.00
24/10/2011	807	Lingfield Wildlife Area	113.58
24/10/2011	808	Surrey County Playing Fields	10.00
24/10/2011	809	R.V. Deller - Work at Gun Pond	600.00
		<b>Total</b>	<b>5,816.06</b>

## 2.2 Chairman's Report

The Chairman gave a verbal report on his activities during the past month. He is now a member of 'Link' which is an organisation looking at care for the elderly, particularly in relation to hospital admissions. He was elected to the committee of Surrey County Association of Town and Parish Councils and will be lobbying for training to be provided locally. He attended the AGM of the National Association of Local Councils on 19<sup>th</sup> October. He also attended a showing of the new pavilion and nursery at Felcourt, along with the clerk. We are expecting invitations to a formal opening. He chaired the first meeting to discuss celebrations for the Queens Diamond Jubilee and attended the Fairtrade AGM.

## 2.3 Meeting Dates

**Members agreed** the schedule of meeting dates for 2012. It was decided that councillor surgeries are not required during months where the Parish Council meets so these will only be arranged for August and December.

## 2.4 Localism Bill

Members noted a briefing from NALC on the Localism Bill dated 6<sup>th</sup> October 2011.

## 2.5 Policy for dealing with the press

**Members agreed** that the clerk should be the first point of contact for press enquiries, who may then consult members if they can provide more comprehensive information. If timescales are short, members making comments should ensure they canvass other members for agreement, and any comments from individuals should include the caveat that this is a personal view and not necessarily the view of the council as a whole.

## 2.6 Mileage rate

**Members approved** a rate of 45 pence per mile for journeys incurred on authorised parish council business.

## 2.7 Donation

**Members agreed** a donation of £50 to The College of St Barnabas in memory of Betty Rees who sadly passed away recently. Betty was Parish Clerk in Lingfield and Dormansland for over 25 years. The clerk will forward a donation via Alex Jones.

**Action: Clerk**

## 2.8 Queen's Diamond Jubilee

Members noted a report of the first meeting held to discuss celebrations in Lingfield to mark the Queen's Diamond Jubilee. Chris reported that he has received quotations of between £3000 and £7000 to install a commemorative fountain in Gun Pond. The next meeting will be held on 23<sup>rd</sup> November at 1pm and all members are welcome to attend. A decision on budget provision will be made at the next meeting.

## **2.9 Welcome Pack**

The Chairman referred to Michael Sydney's request for the Parish Council to provide a welcome pack for new residents and said that much of the information could be provided on our website for minimal cost. Michael advised that he could provide funding for a hard copy version and asked the Parish Council to investigate costs.

**Action: Clerk**

## **3 GRANTS, FUNDING AND COMMUNITY PROJECTS**

### **3.1 Grant Applications**

**Members approved** a grant of £100 for Ridge Radio and requested that the organisation raises its profile in Lingfield so that they can consider a further grant next year.

**Action: Clerk**

**Members approved** a grant application up to £1000 towards the cost of providing the Christmas Lights. The award is match funded and the exact amount is dependent upon how much is raised in the business community.

The above grants are paid using Section 137 of the Local Government Act 1972.

## **4 PARISH FACILITIES**

### **4.1 Talbot Road Recreation Ground**

John Cole reported that he held an informal meeting of interested parties to discuss possible improvements to Talbot Road Recreation Ground. He does not wish to propose appointing a working party at this stage. The Chairman and clerk are due to meet with the Managing Director of Lingfield Park Racecourse to raise the issue of acquiring land to expand the recreation ground. The changing rooms need improvement and he would be keen to forge a link with the Lingfield Victoria Sports and Social Club.

Lisa Bangs will find out the status of the application to include Talbot Road in the Fields in Trust scheme. It had been our understanding that all fields proposed by the District Council would be accepted, but a recent press release suggests that residents need to vote for a scheme and that only one per district will be chosen. If voting is required the Parish Council needs to encourage residents to vote for Talbot Road.

**Action: Lisa/Clerk**

### **4.2 Crime Prevention – Talbot Road**

Following a meeting with the Crime Prevention Officer, it has been suggested that the close boarded gate and fence should be replaced with something which allows visibility through to the recreation ground. Lisa will put the suggestion to the Community Services Director. On the officer's advice, members decided against installation of CCTV.

**Action: Lisa**

#### **4.3 Lollipop Track at Centenary Fields Allotments**

Mary and Chris inspected the track and members accepted their recommendation that it does not need resurfacing.

#### **4.4 Allotment No 20 at Centenary Fields**

The clerk has not received a response from Dave Symonds and Michael Sydney was asked to provide alternative contact details. **Members agreed** that if SCC confirms we have taken all necessary precautions, the allotment can be re-let.

**Action: Clerk**

#### **4.5 The Pollards Allotments**

The clerk reported that we have 3 vacant plots at The Pollards and a request has been received from a resident in Blindley Heath. **Members agreed** that we will not make an exception to policy and all allotments holders must live in Lingfield or Dormansland parishes.

#### **4.6 Drinking Trough and Site Safe**

**Members approved** expenditure of £420 to provide an additional drinking trough at the allotments, provided that Dormansland Parish Council meet half the cost. The cost of providing a site safe to house a lawn mower was considered too high and other options will be investigated.

**Action: Clerk**

#### **4.7 Gun Pond**

Mary reported that four people attended a meeting to discuss improvements to Gun Pond and it was agreed they will come up with a list of priorities. As it is almost certain to have financial implications she will endeavour to produce a budget before the meeting in November. No further meeting has been arranged.

**Action: ME**

## **5 TRAFFIC AND PARKING**

**The meeting was suspended for a report from Cllr Michael Sydney which is attached to these minutes.**

Lisa Bangs referred to Surrey County Council's 'Traffic Calming Scheme Good Practice Guide' and pointed out that local views must be taken into account. She challenged the fact that any weight has been given to objections raised at the public meeting and said she had found it impossible to find where it is documented. She is concerned that the decision was not referred back the Local Area Committee but was made 'behind closed doors' by Michael and one other member. She said there is a lack of transparency and people need to see what weight has been given to local objection. The fact that it is a developer-led scheme should make local views even more important. Michael said that the decision was taken by the Planning Inspector when he allowed the appeal but Lisa disagreed. Chris D'Avray added that he was disappointed that a decision was made at the end of July but not reported to us until 22<sup>nd</sup> October. Michael apologised for this but defended the decision, informing us that it was a decision based on legal advice from the County's solicitors. Brian Perkins said that Michael was in a very difficult position and

that TDC should take some responsibility for approving planning permission on a rural exception site for something which the community does not want. In Michael's view, the fact that the community has been given the opportunity for the scheme to be revised after a year is how their views have been listened to, but Chris pointed out that this is a requirement of all traffic calming schemes that are installed. Lisa said that other roads will be affected by the traffic calming scheme as people will seek to avoid it, and studies should have been carried out as to how these roads may be affected. Michael promised to provide a report of the traffic analysis.

Pam Erskine commented that they will presumably build the houses before the one year trial period is finished but how will they be able to amend a scheme if they can't find an alternative now? Michael said that any revisions to the scheme now would require a new application and the developer is likely to take the County Council to court if they force them to submit an alternative.

Further questions were raised by Lisa:-

What other scheme, if any, was considered?

Why was the objection from the Police ignored?

How did Surrey County Council agree to this scheme?

It had been reported that work on the traffic calming scheme could start as soon as November 2011 but the scheme will only go ahead if the affordable housing is to be built. We are aware of a dispute between the resident of Porters Hall and Asprey Homes concerning the ownership of a boundary wall. This situation will need to be resolved before work begins.

**The meeting was resumed.**

## **6 VILLAGE ENVIRONMENT**

### **6.1 Lingfield Shopping Evening**

Members agreed the village cage can be opened for Lingfield Shopping Evening.

### **6.2 New Development**

Members rejected the suggestion of 'Franklins Gardens' as a name for the new development on the site of the former squash club. **Members approved** the name 'The Tannery' and asked the clerk to give our reasons when responding.

### **6.3 Replacement Street Lights in the Conservation Area**

Members considered the letter asking if the Parish Council would like to pay nearly £10,000 for an upgrade to the replacement street lights planned for the High Street. Members felt strongly that Surrey County Council should be funding this and asked to be provided with an artist's impression of what the planned replacements will look like.

**Action: Clerk**

### **6.4 The Hub Project**

Members noted that the Tandridge Local Area Committee has awarded £800 to help pay for the administration of the Hub prior to the management allowance

which will be paid in April 2012. This money will only be claimed if the Hub project proceeds. The next meeting will be held on 8<sup>th</sup> November.

## **7 TRAINING AND MEETINGS**

The clerk will attend a briefing session on the digital switchover and will liaise with the volunteer bureau to recruit volunteers to give assistance to residents on how to deal with the switch off of the analogue signal in April 2012. Graham Marks asked the clerk to find out if volunteers will require CRB checks as these take some time to acquire.

**Action: Clerk**

## **8 REPORTS FROM OUTSIDE BODIES**

### **8.1 Citizens Advice Bureau**

Members noted that Central Sussex Citizens Advice Bureau has now merged with Adur and Worthing CAB. They are now 'Central and South Sussex Citizens Advice Bureau'. The Lingfield outreach is not affected

### **8.2 GACC Newsletter**

Members noted receipt of GACC Newsletter No 95.

## **9 CURRENT CONSULTATIONS**

### **9.1 Gatwick Airport Draft Master Plan**

Graham Marks will draft a response for approval at the November meeting of the Parish Council.

**Action: Graham**

## **10 MINUTES OF THE MEETING OF THE PLANNING COMMITTEE**

Members approved minutes of the meeting of the planning committee held on 11<sup>th</sup> October 2011.

## **11 MATTERS FOR REPORTING**

### **11.1 Community Pride Fund**

Lisa requested that we have an agenda item at the next meeting to come up with a wish list of items to be subject of an application to the Community Pride Fund.

**Action: Members/Clerk**

### **11.2 Tree Stumps**

Graham Marks asked the clerk to request two tree stumps are removed by SCC – outside Suitables and opposite fire station.

**Action: Clerk**

### **11.3 Map for Welcome Pack**

John Cole will investigate providing a map of Lingfield.

**Action: JC**

**12 DATE OF NEXT MEETING**

The next Parish Council meeting will be held on Saturday 26<sup>th</sup> November 2011 starting at 9.45am.

Meeting closed at 12.05pm

