

# *Lingfield Parish Council*

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## **MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL** **HELD ON TUESDAY 29<sup>TH</sup> OCTOBER 2013 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

### **Present:**

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

### **In attendance:-**

Mrs Fay Elwood, Parish Clerk

One member of the public

### **Report from District Councillor, Lisa Bangs**

Lisa explained that she made representation on the report submitted to the Community Services Committee on the subject of Talbot Road Recreation Ground. She questioned the accuracy of the officer's report but felt her concerns were not sufficiently addressed. She will make further representations at the full council meeting later this week.

### **Public questions**

Liz Lockwood asked if a grit bin could be provided on the junction of Blackberry Road and Blackberry lane near to the vets. This area of road regularly freezes during the winter months. The clerk will ask Tandridge District Council if they can supply a bin.

**Action: Clerk**

## **1. PROCEDURAL MATTERS**

### **1.1 Apologies for Absence**

Apologies were accepted from Sonia Perkins.

### **1.2 Declaration of Interests**

Chris D'Avray declared an interest in item 2.3 because he is Chairman of the Community Centre Management Committee. He did not take part in the discussion.

### **1.3 Minutes of meeting held on Tuesday 24<sup>th</sup> September 2013**

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

### **1.5 Matters arising from Minutes of previous meeting**

### 1. Refurbishment of benches

The Community Payback team has agreed to add this to their list of works to be carried out in Lingfield.

### 2. Citizens Advice Outreach Sessions

Oxted CAB does not have the resources to run an outreach session. They have difficulty finding volunteers for the hours needed at Oxted. Chris has spoken to someone involved with Edenbridge CAB and they would be prepared to send an adviser on an ad-hoc basis.

### 3. Remembrance Day

We are still trying to locate posts and rope to cordon off an area for wreath laying. Volunteers are in place for road closures.

### 4. New computer

The new computer will be installed in the parish office on Wednesday.

### 5. RACAL PA System

No response from the church about whether they would be willing to accept responsibility for storage and maintenance.

### 6. Notice board at Felcourt

SSALC advice is to claim from our own insurers, who will then seek compensation from the uninsured drivers fund. **Members agreed** the clerk will submit an insurance claim. **Action: Clerk**

### 7. Youth provision in Lingfield

Clerk wrote to Paul Newdick to ask for this to be considered for CIL funding but they are not taking formal requests yet. Clerk and Chairman have contacted various people concerning the redundant Bakers Lane Clinic, but have not succeeded in registering an interest. We have asked Michael Sydney for assistance.

### 8. Streetlife – Local Social Network

The clerk has signed up to this and will monitor its usefulness. It may prove a good way to get information out to local people.

## 2 FINANCE AND ADMINISTRATION

### 2.1 Financial Report

**Members approved** the Financial Report and noted that cash in the bank as at was **£37,569.89**. The following cheques were approved for payment:-

Date	Cheque	Payee	Amount £
23/09/2013	2170	Bill Kear Plant Limited	3,870.00
08/10/2013	2171	Ashurstwood Parish Council	10.00

08/10/2013	2172	Lingfield & Dormans Comm Centre	180.00
08/10/2013	2173	R.V. Deller	700.00
08/10/2013	2174	BT Business	100.10
08/10/2013	2175	A.J. Belton - repairs to planter	450.00
09/10/2013	2176	R. Medhurst - Youth Worker	96.00
09/10/2013	2177	Fay Elwood - Clerk's Salary	938.39
09/10/2013	2178	HMRC - Paye	162.15
09/10/2013	2179	Surrey Pension Fund	278.66
09/10/2013	2180	F.Elwood - new computer	625.00
15/10/2013	2181	Lingfield Nature Reserves - Insurance	113.58
15/10/2013	2182	BT Business	28.99
23/10/2013	2183	EDF Energy	29.00
23/10/2013	2184	Lingfield and Dormans Comm Centre	10.50
23/10/2013	2185	Clark Ground Care	48.00
23/10/2013	2186	Clark Ground Care	2,160.00
24/10/2013	2187	Clark Ground Care	150.00
		<b>Total</b>	<b>9,950.37</b>

## 2.2 Chairman's Report

1st October

Attended Sussex Community Rail Partnership AGM at new Edenbridge Centre. Large re-build of Redhill railway station to increase East/West rail network. Huge re-build at London Bridge for London Cross-Rail

9th October

Attended 'Fracking' meeting at Community Centre. Somewhat over the top presentation, but sympathise with their general view that minerals drilling in rural communities should be opposed vigorously.

14th October

Went round village meeting business owners to consider Lingfield Night.

15th October Attended SALC AGM at East Horsley. Asked to report my thoughts about the Fracking meeting on the 9th in view of the fact that Wisborough Green are a facing drilling application. Cowden are similarly being 'fracked'.

18th October

In conjunction with Fay, Karil and Claire reluctantly took the decision not to proceed with plans for Lingfield Night.

18th October

Attended Fairtrade AGM

22nd October

Drafted article for Surrey Mirror confirming no Lingfield Night 2013.

23rd October

Attended Lingfield Surgery Patients' support group meeting. Will be happy to give a verbal update.

### **2.3 Rent Increase**

Members considered the letter from Lingfield and Dormansland Community Centre concerning an increase in rent from £60 to £100 per month. **Members agreed** that the rent should not be increased by 60% in one go. If the rent needs to increase it should do so by a reasonable amount annually. The clerk was asked to point out that an extra £480 per year could mean the difference between awarding a grant to a local organisation such as the Guides or Scouts.

**Action: Clerk**

### **2.4 Community Care Association**

Members noted receipt of a letter from the Community Care Association regarding misappropriation of funds by the former treasurer, Douglas Banbury, possibly going back as far as 2002. Most of the money has been repaid and a conditional caution has been issued. **Members agreed** that the Community Care Association can retain grants paid to them by the Parish Council during the time this was occurring. **Members further agreed** to make budget provision of £500 which the Community Care Association can apply for if they find they need it. Lisa proposed that we review our procedures for allocating grants, suggesting that organisations should be properly constituted, with different people in the roles of Chairman, Treasurer and Secretary. Any organisation applying for grant funding should also require two signatories on all cheques.

THE CHAIRMAN SUSPENDED THE MEETING TO TAKE COMMENTS FROM THE CURRENT CHAIRMAN OF THE COMMUNITY CARE ASSOCIATION, JOHN BALL

John Ball will provide the Parish Council with copies of the accounts for the Community Care Association and he suggested that the Parish Council representatives should have full voting rights at meetings of the Community Care Association, rather than being there as observers.

THE MEETING WAS RECONVENED

### **2.5 Charity Commission**

Members noted receipt of the report from the Charity Commission concerning the complaint about administration of the Guest House Trust. It is frustrating that the Charity Commission does not have much power and it was proposed that the clerk should contact Surrey County Council to ask what they have done to change their procedures as a result of the report. Graham suggested contacting members serving on the Community Services Committee of Surrey County Council concerning other charities administered by SCC. Members agreed to defer this course of action until after the November PC meeting.

### **2.6 Unpaid bills**

The clerk reported that the Greyhound FC has paid the amount outstanding and Marlpit Reunited have promised to pay this week.

#### **2.7 The allotments**

**Members approved** expenditure of £150 for rotavating vacant plots at The Pollards allotments.

### **3 GRANTS**

Nothing to report.

### **4 PARISH FACILITIES**

#### **4.1 The Pollards Allotments**

**Members approved** expenditure of £375 to remove a row of silver birch trees at The Pollards allotments. This is required to provide more light to the first row of plots. The landowner has given permission but wishes to have the logs. Members are concerned that if the trees are cut too low they will cause a trip hazard so the clerk will ask the contractor to cut them off around three feet from the ground.

#### **4.2 Grass cutting at Centenary Fields**

Members considered the invoice from Jeff Gatton for unauthorised grass cutting at the allotments. The clerk explained that Jeff has been cutting the grass this season on a voluntary basis but has now submitted a retrospective invoice for £360. **Members agreed** that he can be paid £120, which is the figure agreed earlier in the year but the clerk will write to explain our tender process.

**Action: Clerk**

### **5 HIGHWAYS AND TRAFFIC**

The village signs have been ordered and paid for but can take up to three months to be installed. Installation may be delayed by urgent work.

### **6 HUB PROJECT**

**Members approved** the monthly payment to Clark Ground Care for October 2013.

### **7 VILLAGE ENVIRONMENT**

#### **7.1 Footpath from Felcourt to Lingfield**

Chris explained that Lingfield Park Racecourse are not prepared to consider allowing a public footpath across their land unless it is part of a larger scheme to include some development. Lingfield Parish Council has taken this matter as far as it can and it was agreed that the clerk will write to Surrey County Council asking them to take responsibility and say that we may be prepared to part fund.

**Action: Clerk**

## **7.2 Gun Pond**

**Members approved** expenditure of £50 to pay for a site visit from the contractor who installed the fountains in Lindfield village pond. The clerk will co-ordinate the meeting, along with an electrical engineer.

**Action: Clerk**

## **8. TRAINING AND MEETINGS**

### **8.1 Neighbourhood Plans**

Members noted this will be held on 11<sup>th</sup> November 2013 at Dormansland Memorial Hall. This meeting has been arranged by Dormansland Parish Council and is for parish council members who would like to find out more about undertaking a Neighbourhood Plan. Chris, Graham and John will attend.

### **8.2 Annual Meeting of Surrey Community Action**

Members noted this meeting to be held on Wednesday 19<sup>th</sup> November 2013 at The Parrot Inn in Forest Green.

### **8.3 Annual Meeting of Surrey Rural Partnership**

Members noted this meeting is to be held on Monday 4<sup>th</sup> November at 9.30am.

### **8.4 Clerk's Networking Day on 8<sup>th</sup> November 2013**

The clerk will attend.

## **9. REPORTS FROM OUTSIDE BODIES**

### **9.1 GACC**

Members noted receipt of 'Gatwick bad for your health – and for your wealth'. Graham Marks said he would like us to have an air pollution monitor in the village.

### **9.2 GATCOM**

Members noted receipt of 'Major Issues on the agenda for GATCOM'.

## **10. CURRENT CONSULTATIONS**

### **10.1 London Airspace Consultation**

Members noted the response due by 21<sup>st</sup> January 2014.

### **10.2 DCLG consultation on 'Greater Flexibility for Change of Use'**

Members noted that the clerk submitted a late response to the above consultation. The response was prepared by Graham Marks and circulated to members before it was sent.

## **11. PLANNING COMMITTEE**

**Members approved** minutes of the planning committee meetings held on 24<sup>th</sup> September and 15<sup>th</sup> October 2013.

**12. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA**

**12.1 Lingfield Shopping Evening**

Members noted that there will be no Lingfield Evening this year because of the lack of volunteers.

**12.2 Youth Club**

Members noted that the paid youth worker has resigned and will leave in December.

**12.3 Department of Communities and Local Government**

Members noted receipt of letter entitled 'Our Place'.

**12.4 Superfast Broadband**

Members noted that Katie Brennan will be attending the parish council meeting in November to give a presentation on Superfast Broadband.

**12.5 VAS in Newchapel Road**

Graham requested that the redundant VAS in Newchapel Road be included on the agenda for the next meeting

**13. DATE OF NEXT MEETING**

The next meeting will be held on 26<sup>th</sup> November 2013

Meeting closed at 9.46 pm