

# *Lingfield Parish Council*

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**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL**  
**HELD ON TUESDAY 30<sup>TH</sup> APRIL 2013 AT 8PM**  
**AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

**Present:**

Lisa Bangs - in the chair  
Valerie Millar  
Graham Marks  
John Cole  
Sonia Perkins

**In attendance:-**

Mrs Fay Elwood, Parish Clerk

County Councillor Michael Sydney  
District Councillor Brian Perkins  
District Councillor Lesley Steeds

Two members of the public

**Report from Cllr Michael Sydney**

Nothing to report.

**Report from Cllr Lisa Bangs**

Officers at Tandridge District Council have taken the decision to cancel the informal management agreement which has existed with Lingfield Parish Council for the past ten years. Lisa is not happy with the way the decision has been taken by officers rather than being discussed at the Community Services Committee. She has raised concerns, in her capacity as District Councillor, with the Chairman of the Committee and the Chief Executive.

**Report from Cllr Lesley Steeds**

Lesley has been in negotiations with the owners of Charters Towers Retirement Village about the possibility of financial help towards community projects. She is pleased to report that they have pledged £5000 towards the cost of a speed camera, if the project becomes viable. The total cost of a camera is estimated to be £28,000 and Lesley will continue her fund raising campaign. The owners of Charters Towers have also agreed to help fund an extension at Dormansland School.

## **Report from District Councillor, Brian Perkins**

Brian said that he is pleased Tandridge District Council has decided to improve the services being provided at the Day Centre so that Lingfield has a facility similar to that provided at the Douglas Brunton Centre in Caterham.

### **1. PROCEDURAL MATTERS**

#### **1.1 Apologies for Absence**

Apologies were accepted from Mary Edwards and Chris D'Avray.

#### **1.2 Declaration of Interests**

None.

#### **1.3 Minutes of meeting held on Tuesday 26<sup>th</sup> March 2013**

These were signed as a true and accurate record of the meeting, with an amendment to item 7.3 'Land at the junction of Crowhurst Road and Lingfield Common Road'.

#### **1.4 Minutes of Annual Parish Assembly held on 15<sup>th</sup> April 2013**

Signing of the minutes was deferred and the clerk was asked to include information about grants awarded throughout the year.

**Action: Clerk**

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

##### **1. Godstone Road traffic calming scheme**

**Members agreed** that footage from a resident's CCTV camera, which shows lorries mounting the pavement, should be sent to Surrey County Council Highways Department. Pictures from the footage appeared in the local press with a comment from Surrey County Council 'we are working with the developer to overcome the problems'. It was agreed that we will ask for clarification of this comment. At the recent Annual Parish Assembly, there was unanimous support for the idea of traffic lights as a replacement for the pinch points as a traffic calming measure. **Members agreed** to forward this suggestion to Surrey County Council.

**Action: Clerk**

##### **2. Felcourt Footpath**

Awaiting information from Chris D'Avray.

**Action: CD**

##### **3. Outstanding risk assessments**

These were handed to the clerk at the meeting. Copies will be distributed to members and actions decided at the next meeting.

**Action: Clerk**

##### **4. Insurance claim for Felcourt Notice Board**

The clerk has written to the insurance companies of both drivers involved in the accident. We await a reply.

### 5. Management of Talbot Road Recreation Ground

Paul Barton, from Tandridge District Council, has written to confirm that TDC will be taking over management of the Recreation Ground. They intend to apply their standard charges of £89.40 for a senior game and £45.20 for a junior game. Members are concerned that teams will have to incur 100% increase and it was agreed the clerk will write to TDC asking them to stagger the increase, especially whilst the facilities are not up to the standard of others in the district.

**Action: Clerk**

### 6. Meeting of the Guest House Committee

The clerk has requested that a meeting of the Guest House Advisory Committee be convened in the near future. Cllr Michael Sydney advised that no further meetings will be arranged until the new trust has been finalised. Rita pointed out that a meeting will be required to finalise the accounts.

## 2 FINANCE AND ADMINISTRATION

### 2.1 Financial Report

**Members approved** the Financial Report and noted that cash in the bank as at 28<sup>th</sup> March 2013 was £20,024.73. The following cheques were approved for payment:

Date	Cheque	Description	Amount £
05/04/2013	dd	Orange Broadband	20.42
07/04/2013	2065	Lingfield and Dormansland Comm Centre - Rent	180.00
07/04/2013	2066	Surrey ALC - Subs	1,045.49
07/04/2013	2067	Vision ICT - Website hosting	168.00
07/04/2013	2068	TVSC - Membership	10.00
15/04/2013	2069	A. Heaton - Salary	48.00
15/04/2013	2070	F. Elwood - Salary	917.25
15/04/2013	2071	Surrey Pension Fund	267.46
15/04/2013	2072	HM Revenue and Customs - PAYE	117.92
21/04/2013	2073	BT Business	118.82
21/04/2013	2074	BT Business	27.66
21/04/2013	2075	Clark Ground Care	4,080.00
21/04/2013	2076	F. Elwood - Expenses	15.72
30/04/2013	2077	Connick Tree Care - Oak Tree	333.60
30/04/2013	2078	R. Burberry - Office maintenance	16.00
30/04/2013	2079	EDF Energy	22.08
30/04/2013	2080	Viking Direct	150.00
30/04/2013	2081	Lingfield and Dormansland Fairtrade	30.95
		<b>Total</b>	<b>7,569.37</b>

## 2.2 Chairman's Report

1/ 27th March Met Piers Mason (with the clerk) to look at working more closely with TDC to combat aggressive development and for the parish to work to satisfy the housing needs of our community.

2/ SALC meeting on the 18th April and I will be the rep handling training for councillors on the new board.

3/ I have now had the final rebuttal to my 2nd complaint on Godstone Road traffic calming. I have made a FOI request regarding a letter to Surrey County Council Highways Department from the contractors dated the 25/1/10 asking officers what annotation they think should be noted on drawings for 'public' consumption. I have asked for a copy of the reply since SCC have always maintained they had no input into what went on the drawings.

## 3 GRANTS

No grant applications have been received this month.

## 4 PARISH FACILITIES

### 4.1 Lingfield Guest House Trust

**Members agreed** to nominate Rita Russell to serve as a trustee on the new Lingfield Guest House Trust. The clerk will write to SCC to confirm this nomination on the basis that the nomination of additional trustees is done in an open and transparent manner. **Action: Clerk**

### 4.2 Allotments

Members noted the reports on allotments prepared by Mary Edwards. There is currently one vacant plot at The Pollards and no vacancies at Centenary Fields. The clerk will send warning letters to those who are not looking after their plots. **Action: Clerk**

### 4.3 Grass cutting at allotments

**Members agreed** expenditure of £120 for grass cutting at Centenary Fields allotments.

### 4.4 CCTV Cameras for the allotments

This item is deferred pending further information from Chris D'Avray.

## 5 HIGHWAYS AND TRAFFIC

Members noted the following footpath orders issued on 5<sup>th</sup> April 2013:-  
Footpath No 435a Creation Order 2013

Footpath No 435 Diversion Order 2013  
Footpath 434a Extinguishment Order 2013.

## **6 HUB PROJECT**

**Members approved** the following payments to Clark Ground Care:-  
£3400 for extra urban cut carried out during March  
£1600 for a one-off strimming of ditches  
£3000 for extra rural cut carried out during April  
£500 to help with fuel price increases.  
Monthly payment for April (invoice not yet received).

## **7. VILLAGE ENVIRONMENT**

Work identified during risk assessments was deferred pending further inspection. The clerk will add this to the agenda for May.

**Action: Clerk**

## **8 TRAINING AND MEETINGS**

**Members approved** expenditure for Clerk's Training as follows:-  
Tuesday 4<sup>th</sup> June – Clerk's Networking Day £50  
Thursday 12<sup>th</sup> September – Legal and Finance Day £87.50  
Friday 8<sup>th</sup> November – Clerk's Networking Day £50

Graham asked if training on 'Localism' could be arranged as a joint venture between the seven parishes comprising Lingfield Hub.

## **9 REPORTS FROM OUTSIDE BODIES**

**Members noted** the following reports from outside bodies:-  
Quarterly Newsletter from SSALC  
Reports from Lingfield Nature Reserves meeting held on 19<sup>th</sup> March 2013  
GACC Newsletter No 98  
Press Release from GACC dated 25.3.2013

## **10 CURRENT CONSULTATIONS**

**Members noted** 'Night Flying Restrictions at Heathrow, Gatwick and Stansted Stage 1 Consultation'.

## **11 PLANNING COMMITTEE**

**Members approved** minutes of the meeting of the Planning Committee held 26<sup>th</sup> March 2013.

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

### **12.1 Chairmen's Networking Event – Felbridge Hotel**

Graham may attend. The clerk to provide more information about the topics to be Covered and the cost.

### **12.2 Parish Councils and Other Local Organisations: Highways Localism**

Members noted receipt of minutes of a meeting held on Friday 19<sup>th</sup> April 2013 at Farnham Town Council offices.

### **12.3 Items for May agenda**

Footpath from Felcourt to Lingfield

Work arising from risk assessments

Consider funding for CCTV camera for Centenary Fields allotments

## **13 DATE OF NEXT MEETING**

The next meeting will be held on 28<sup>th</sup> May 2013 (to include Annual Meeting).

Meeting closed at 8.40pm