

# *Lingfield Parish Council*

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

### **Present:**

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

### **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**

The pot holes in Moor Lane have been repaired temporarily prior to the road resurfacing scheduled for September 2013 (Horizon Project). Vicarage Road will also be resurfaced.

As district councillors no longer have a place on the Local Committee, Michael has suggested a forum for parish councils. Lingfield PC supports this suggestion but it was suggested that the leader of the council should be made aware that parish councils are feeling disenfranchised by his decision. Michael asked that parish councils make suggestions for items which should be discussed. There will be no voting but at least we would be part of the discussion process.

Referring to the proposed footpath from Felcourt to Lingfield, Michael said that he did not understand Mr Matthews' comments about not having discussed the issue with Michael previously. Perhaps he may come round to the idea if it is explained fully.

### **Report from District Councillor for Felcourt, Lesley Steeds**

Lesley is continuing to seek funds for a speed camera. Scandis Hus has pledged £3000 which brings the total to £8000. The total cost is £28,000. Michael is disappointed that members of F.A.S.T (Felcourt Against Speeding Traffic) do not want a roundabout as he feels this would be the best solution.

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

Brian reported that expansion of the Day Centre is imminent and will allow extra facilities to be provided. He stressed the need to share ideas and co-operate. The Chairman said that the Parish Council will be happy to work with TDC in any way it can.

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

Chris asked Lisa to explain the position regarding the sight lines from The Bays in Godstone Road. When an officer from Tandridge District Council took measurements, there was concern that it wasn't as it should be. However, SCC Highways Department is happy with the result, even though it is different from what was planned. From TDC's perspective, the entrance is to the satisfaction of the highway authority. Lisa is unsure how the parish council will be involved in monitoring the traffic calming scheme. Chris asked Michael to find out how we are to be involved and what date the official monitoring period began.

Referring to Talbot Road Recreation Ground, Lisa is still not happy with how the Talbot Road situation was handled. Neither the Chairman nor the Vice Chairman of TDC has answered her questions. Lisa will make a report to the Community Services Committee in September. She is still concerned that users have had to incur a 100% increase in fees.

The Garden Waste scheme is fully subscribed and there are no plans at the moment to introduce a second round as TDC would need 3500 more subscribers to justify the cost. They are looking at ways to expand the service and are encouraging people to make an 'expression of interest' so they can gauge interest.

## **1. PROCEDURAL MATTERS**

### **1.1 Apologies for Absence**

Apologies were accepted from Mary Edwards.

### **1.2 Declaration of Interests**

None.

### **1.3 Minutes of meeting held on Tuesday 25<sup>th</sup> June 2013**

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

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

**1. War Graves** – Chris has taken a look at the grave in question and has received advice that repairs would cost in the region of £100. He recommended that the Parish Council agrees to contribute £25 and that other organisations may be prepared to make a contribution. **Members approved** a donation of £25 towards the cost of repairs.

### **2. Notice board at Felcourt**

Liability has yet to be established for the road traffic accident which caused demolition of the notice board.

### 3. Development at Occasionally Yours

£10,000 has been committed from the developers at the site of 'Occasionally Yours' to be spent in Lingfield. The clerk was asked to contact Piers Mason to request the money. It was suggested that part of it could be spent on a sandstone wall around the pond.  
**Action: Clerk**

### 4. Insurance claim for damage to Community Centre

Extra information has been supplied to Zurich and we are waiting for a decision. In the meantime, the invoice from Head and Southon has been settled by the Community Centre.

### 5. Village signs

These have now been ordered and paid for.

### 6. Repairs to parish property and litter pick

Graham Marks suggested that the repairs needed are too much to expect from volunteer labour. John suggested it may be better to come up with a programme of replacement for the benches. Decision was deferred until September.

### 7. Change of bank account

The forms have been completed. The clerk will now make an appointment to open the account.  
**Action: Clerk**

## 2 FINANCE AND ADMINISTRATION

### 2.1 Financial Report

**Members approved** the Financial Report and noted that cash in the bank as at 1<sup>st</sup> July 2013 was £23034.86. The following cheques were approved for payment:

Date	Cheque	Payee	Amount £
25/06/2013	2122	Rachel Medhurst	120.00
25/06/2013	2123	I. Gridley - Work at Pond	1,305.00
01/07/2013	2124	LWA - Grant	1,500.00
		unused	0.00
15/07/2013	2125	C. D'Avray - mileage	27.36
15/07/2013	2126	BT Business	27.66
15/07/2013	2127	Lingfield & Dormans Comm Centre	180.00
15/07/2013	2128	Sutton & East Surrey Water - Allots	54.83
15/07/2013	2129	Sutton & East Surrey Water - Pond	84.27
15/07/2013	2130	Stuart Barnett - Water at the Pollards	15.06
15/07/2013	2131	Lingfield Horticultural - Planters	95.25
15/07/2013	2132	Madgwicks - work around pond	432.00

15/07/2013	2133	D. Netherclift	7.43
22/07/2013	2134	Clark Ground Care	3,060.00
22/07/2013	2135	Clark Ground Care	48.00
22/07/2013	2136	Rachel Medhurst	96.00
22/07/2013	2137	F. Elwood	909.74
22/07/2013	2138	Surrey Pension Fund	267.46
22/07/2013	2139	HM Revenue and Customs - PAYE	164.60
25/07/2013	2140	R. Burberry - Noticeboard repair	72.00
29/07/2013	2141	EDF Energy	29.80
30/07/2013	2142	Barclays Bank - Account	100.00
30/07/2013	2143	F. Elwood - ICO Registration	35.00
30/07/2013	2144	GACC - Subs	10.00
		<b>Total</b>	<b>8,641.46</b>

## 2.2 Chairman's Report

26th June

Attended Neighbourhood planning seminar with Clerk at East Horsley

3rd July

Carried out Clerk's appraisal (see separate notes attached)

9th July

Wrote to SCC Footpaths officers with suggested route to Felcourt

9th July

Met representatives from Healthwatch Surrey and agreed to publicise them through CN to motivate the public to write to them

10th July

Contacted Jamie Andrews (NHS property officer) about Bakers Lane Clinic

11th July

Looked round the re-furnished flat at The Library prior to letting

11th July

Met Peter Banion and investigated Sgt Ritchee's grave. I believe this requires minimal restoration and could be completed by Ray from Community Centre

12th July

Met Daniel Cook from Network Rail as a result of complaints from Station Rd residents in re-positioning whistle boards. He agreed to research this

13th July

Held a site meeting with Barbara O'Mara in Felcourt (The Grange) where Nick Dunn has started work in ancient woodland between Felcourt and Dormansland. Reported this to Piers Mason with photographs and his officers will investigate.

15th July

Attended Art Show

16th July

Attended 1st Lingfield Scouts awards ceremony in Saxby's Lane

17th July

Had reply from Daniel Williams regarding Felcourt footpath. Wrote to

Richard Matthews Farms and Derek Dawson at Scandia-Hus  
17th July  
Carried out Speedwatch at Crowhurst Rd  
17th July  
Attended SALC director's meeting. Now appointed to Surrey Strategy Working Group as SALC nominee  
18th July  
Had phone call from Richard Matthews demanding no footpath on his land  
22<sup>nd</sup> July  
Agreement from Fairtrade Group to pay £140 towards the cost of a plaque acknowledging donation from Co-Op  
23rd July  
Reply from Daniel Cook saying whistle board had been relocated to previous position nearer the station  
24th July  
Assisting in chairmanship course for SALC at East Horsley  
25th July  
Being interviewed by MORI on Gatwick Vision Document

### **2.3 Community Award Scheme**

**Members approved** the details of the Community Award Scheme. There will be two categories, one specifically aimed at under 25s. Sonia Perkins and John Cole will assess applications in the first instance but the final decision will be taken by the whole council. A press release will appear in the Christmas edition of Community News.

### **2.4 Meeting Dates for 2014**

**Members approved** the schedule of meeting dates for 2014.

### **2.5 Repairs to planter**

**Members agreed** expenditure of £480 to repair the brick planter outside Boots the Chemist, subject to an alternative quote being sought. **Action: Clerk**

### **2.6 Clerk's Appraisal**

Members noted the report of the Clerk's appraisal and **approved** an increase from point 30 to point 31 on the NALC National Salary Scales.

### **2.7 Lingfield United Charities**

**Members approved** the signing of a letter removing the rights of Lingfield Parish Council to appoint a Representative Trustee to Lingfield United Charities. This was requested as a result of a change in their constitution.

### **2.8 Parish Office Closure**

Members noted that the parish office will be closed from 1<sup>st</sup> to 12<sup>th</sup> August inclusive and 15<sup>th</sup> to 20<sup>th</sup> August inclusive.

## **2.9 Repairs to Notice board**

**Members approved** expenditure of £72 for repairs to the noticeboard on the wall of the Co-Op.

## **3 GRANTS**

**Members approved** a grant of £200 to the RH7 History Group towards the cost of putting on an exhibition to commemorate the start of World War 1.

**Action: Clerk**

## **4 PARISH FACILITIES**

Nothing to report.

## **5 HIGHWAYS AND TRAFFIC**

### **5.1 Footpath from Felcourt to Lingfield**

The chairman said that he was disappointed at the response from Mr Matthews when asked about having a public footpath across his land. The next stage will be to rethink the route and have further discussions with Lingfield Park Racecourse. Chris D'Avray will contact Andrew Perkins. Mr Matthews has indicated he wouldn't mind if the footpath went in front of the nursery school and Lesley Steeds has agreed to talk to Derek Dawson.

**Action: CD**

## **6 HUB PROJECT**

**Members approved** the monthly payment to the contractor for July 2013.

## **7 VILLAGE ENVIRONMENT**

### **7.1 Litter Bin on corner of Newchapel Road and Godstone Road**

The clerk reported that TDC has refused a request for an additional litter bin but they have indicated they would pay for installation if the parish council pays for the bin. **Members agreed** that the litter bin outside Pond House could be relocated to the corner of Newchapel Road.

**Action: Clerk**

### **7.2 Planting around Gun Pond**

The work to remove old trees and shrubs around Gun Pond has been carried out. **Members approved** the overspend of £60 to cover work not detailed in the original estimate. Although the intention had been to replant the area, feedback from members of the public is that it might look better left open. This could cause a problem with vehicles driving over the grass/soil. Graham Marks suggested an 18" high sandstone wall would prevent this.

## **8. TRAINING AND MEETINGS**

### **8.1 Sutton and East Surrey Water draft five year business plan**

The Chairman will attend the presentation to be held on 10<sup>th</sup> September 2013 at Reigate Manor Hotel.

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

Members noted receipt of the July Newsletter from Sussex and Surrey Association of Local Councils.

## **10. CURRENT CONSULTATIONS**

### **10.1 Sutton and East Surrey Water – 25 year Draft Water Resources Management Plan**

Noted.

### **10.2 Tandridge Local Plan Part 2: Detailed Policies**

Graham Marks and Chris D'Avray will put together a response to the consultation which is due on 9<sup>th</sup> August. The clerk will submit the suggestion that Gunpit Road Car Park, the sorting office and petrol station should all be included within the 'village centre'. **Action: Clerk/CD/GM**

## **11. PLANNING COMMITTEE**

**Members approved** minutes of the planning committee meeting held on 25<sup>th</sup> June 2013.

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

### **12.1 2015 Elections**

The Chairman explained that at a recent meeting of the SSALC Strategic Working Group, concern was expressed that there will be a lack of candidates willing to stand in the 2015 elections. He asked members to consider ways we could encourage new people to put themselves forward for election to the parish council. Graham Marks suggested a workshop in the Autumn of 2014.

### **12.2 GACC Press Release dated 23<sup>rd</sup> July 2013**

Members noted receipt.

### **12.3 Commercial waste burning at Garth Farm**

Members noted a letter concerning commercial waste burning at Garth Farm. The clerk will forward a copy to the Environment Agency.

**Action: Clerk**

## **13. DATE OF NEXT MEETING**

The next meeting will be held on 24<sup>th</sup> September 2013.

Meeting closed at 9.34pm