

# *Lingfield Parish Council*

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## **MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL** **HELD ON TUESDAY 24TH JUNE 2014 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

### **Present:**

Chris D'Avray – in the chair  
Valerie Millar  
Sonia Perkins  
Vivien Hepworth

5 members of the public (part of the meeting)

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

### **In attendance:-**

Mrs Fay Elwood, Parish Clerk

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

Brian reported that he has been approached about parking problems in the village, particularly in Talbot Road and the High Street. There are two spaces outside Lingfield Garage which should be reserved for their use but these are now used for general parking. This means the garage are parking customers' cars in the High Street and Talbot Road. Michael Sydney reiterated that he will only put forward suggestions for parking restrictions if the parish council is in agreement. It was suggested that the parking spaces outside Lingfield Tandoori could be included in the time-limited parking arrangement. The clerk believes this area was rejected on technical grounds but will check with SCC to see if this can be revisited.

**Action: Clerk**

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

Lesley thanked the Chairman for showing her and Maureen Young the route of the footpath in Felcourt. Steve Mitchell will be sending Lesley a map via Dormansland Parish Clerk.

### **Report from County Councillor, Michael Sydney**

Not much to report at the moment. The Horizon project has resumed and Vicarage Road will be resurfaced.

## **1. PROCEDURAL MATTERS**

### **1.1 Apologies for Absence**

Apologies were accepted from John Cole, Lisa Bangs and Graham Marks.

## 1.2 Declaration of Interests

None.

## 1.3 Minutes of meeting held on Tuesday 27th May 2014

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

## 1.4 Minutes of Annual Meeting held on Tuesday 27th May 2014

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

## 1.5 Matters arising from previous minutes

**Farmers Market** We are waiting for agreement from the resident of Old School House because their vehicle access will be affected. If they are not in agreement we may need to revisit the idea of using the Victoria Club car park.

### **Bank Account**

The new bank account is now open. Funds will be transferred once a cheque book has been received.

### **Poppy Campaign**

**Members agreed** to purchase 30 poppies which TDC will attach to the oak tree near Gun Pond and also to acquire 50 poppies for sale at the Community Centre.

**Action: Clerk**

## 2 FINANCE AND ADMINISTRATION

### 2.1 Financial Report

**Members approved** the Financial Report and noted that cash in the bank as at 31st May 2014 was £35157.35.

The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
28/05/2014	2280	St Peter and St Paul's Church - grant	3,000.00
28/05/2014	2281	Lingfield and Dormans CC - Roof repairs	1,500.00
28/05/2014	2282	Lingfield and Dormans CC - Meetings	100.00
28/05/2014	2283	Lingfield Youth Club - grant	750.00
28/05/2014	2284	Lingfield Wildlife Area - grant	1,132.00
28/05/2014	2285	Clark Ground Care - Hub project	2,040.00
29/05/2014	2286	Zurich Insurance	1,690.92
10/06/2014	2287	Anchor Trust - Orchard Court - grant	500.00
10/06/2014	2288	Countrywide Grounds mowing LNR	205.80
10/06/2014	2289	Lingfield Horticultural Society - planters	129.50
10/06/2014	2290	R.V. Deller	660.00
10/06/2014	2291	Clark Ground Care - allotments	48.00
10/06/2014	2292	GACC Subs	10.00
10/06/2014	2293	F. Elwood - Salary	958.39
10/06/2014	2294	HMRC - Paye	126.44

10/06/2014	2295	Surrey Pension Fund	410.65
10/06/2014	2296	ICO - Data Protection registration	35.00
10/06/2014	2297	P. Frost - Internal Audit	119.24
12/06/2014	2298	Horne Parish Council - hub project	250.00
17/06/2014	2299	LVSSC - room hire	70.00
24/06/2014	2300	Clark Ground Care	48.00
24/06/2014	2301	BT	125.56
24/06/2014	2302	Clark Ground Care	2040.00
		<b>Total</b>	<b>15,949.5</b>

## 2.2 Chairman's Report

- 30th May      Chaired Heathfield tribunal for SALC (dispute between asst clerk & clerk)
- 6th June      Attended Ardingly South of England show for SALC to attract new parish councillors
- 7th June      Compered parish Old Town Fair
- 9th June      Attended Police community meeting at LDCC (5 officers & 30 public)
- 10th June     Met "trustees" to formulate plan for SCC's libraries meeting on the 16th
- 13th June     Met Lesley Steeds and Maureen Young to look at Felcourt footpaths.  
 Feel it important to produce simple leaflet marking local footpaths and access into Lingfield village. Share costs with Dormansland p.c? The clerk will add this to the agenda for July.  
**Action: Clerk**
- 16th June     SCC's CPL meeting at Victoria Club  
 Hopefully officers and Hodge will seriously consider Lingfield's views that library does not need to be CPL. Hope to get minutes of this meeting.
- 17th June     Attended 1st day of "green belt appeal" at TDC council chamber. Action brought by Village Developments against TDC's core strategy. Hearing deferred until October due to vast amount of witness testimony.
- 19th June     Attended TDC planning committee in discussions over 2014/389 (Lyndhurst).

Application deferred until next TDC planning mtg in order to get clear SCC Highways statements. Meanwhile have written to planning an housing officers in an attempt to co-ordinate discussions with Village Developments to re-site entrance via Godstone Rd.

23rd June Met with the owner of 70-72 High Street to discuss defacing of the plaque. Neither the owner, nor his contractor was responsible for this.

24th June Attended the Rights of Way Seminar. SCC is trying to devolve responsibility to parish councils.

### **2.3 Internal Audit**

Members noted the report from the Internal Auditor. There are no issues to report and the Annual Return has been submitted.

### **2.4 Lingfield Wildlife Area**

**Members approved** the wording for the new management agreement for Lingfield Wildlife Area, subject to the following amendments:-  
Public Liability Insurance should be specifically mentioned and the management committee should provide a budget in October each year to inform the decision on the financial contribution from the parish council. The clerk should check that the 'Schedule' should be included as part of the new agreement.

**Action: Clerk**

## **3 GRANT APPLICATIONS**

Following Graham's suggestion at the last meeting, Sonia contacted Victim Support to suggest they write an article for Community News. They were very enthusiastic about this suggestion so we can expect to see something in the next issue.

## **4 PARISH FACILITIES**

The clerk accompanied Vivien on her first inspection of the allotments. Most tenants on both sites are working their plots well. The clerk has sent letters to those who don't appear to be working their plots.

## **5 HIGHWAYS ISSUES**

### **5.1 Highways Issues**

The clerk has asked Surrey County Council to attend to the broken signs at the pinch points as a matter of urgency.

### **5.2 Footpath modification**

Members noted modifications to footpaths 434a and 435. Chris asked the clerk to provide a map to show where these footpaths are located.

**Action: Clerk**

## **6 HUB PROJECT**

**6.1 Members approved** the monthly payment of £1700 plus VAT to Clark Ground Care to pay for the urban grass cutting.

**6.2 Members approved** the payment of £250 to Horne Parish Council for verge repairs.

## **7 NEIGHBOURHOOD PLAN**

Lingfield parish is now designated as a Neighbourhood Plan area. A grant of £5180 has been awarded but the full £7000 is available if needed. The clerk will check to see if members of the steering group can be added to the Parish Council's public liability insurance.

**Action: Clerk**

Lingfield Park Racecourse, as the biggest land owner, has asked to be heavily involved in the Neighbourhood Plan process. We will need to use a planning consultant to mediate between the steering group and land owners. A public meeting to set up a steering group will be held on 23rd July at Lingfield and Dormansland Community Centre starting at 7.30pm.

## **8 VILLAGE ENVIRONMENT**

### **7.1 Gun Pond**

The clerk provided a progress report and asked members to consider whether they want to apply for more funding towards the cost of removing the silt. The Chairman will investigate the silt levels when he installs the signs in the pond. The decision on whether to proceed with the work will be taken at the parish council meeting in July.

**Action: Chairman**

## **9 TRAINING AND MEETINGS**

### **9.1 Local Area Committee**

The Local Area Committee of Surrey County Council is meeting on Friday 27th June 2014 at 10.15am at the offices of Tandridge District Council. The Chairman will try to attend.

### **9.2 Lingfield and Dormansland Community Centre**

The AGM of Lingfield and Dormansland Community Centre will be held on 9th July 2014 starting at 8pm.

## **10 REPORTS FROM OUTSIDE BODIES**

**Members agreed** they are opposed an additional runway at Gatwick and the clerk will write to The Gatwick Co-ordination Group to state our position.

**Action: Clerk**

GACC has suggested that we may like to hold a public meeting in the Autumn and they have offered to supply a speaker. The clerk will contact other parishes in the Lingfield Division to see if there is any interest in holding a joint meeting.

**Action: Clerk**

## **11 CURRENT CONSULTATIONS**

Gatwick Airspace Change - Local Area Consultation - 12 weeks from 23rd May 2014. This can be viewed at [www.gatwickairport.com/gatwickairspaceconsultation](http://www.gatwickairport.com/gatwickairspaceconsultation).

## **12 PLANNING COMMITTEE**

**Members approved** minutes of the meetings of the planning committee held on 27th May and 10th June 2014.

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

13.1 Members noted a thank you letter from Trevor Crowhurst concerning the Community Award he received at the Annual Parish Assembly.

13.2 Members noted a thank you letter for the grant to Victim Support.

13.3 Members noted a letter from the Department for Communities and Local Government asking for nominations for the Birthday Honours List. Members will forward suggestions to the clerk for discussion. **Action: Members**

13.4 Members noted receipt of the information from Network Rail concerning plans for a new crossing at Lingfield Railway Station.

13.5 Despite the report in the County Border News, members are extremely disappointed that the commemorative plaque has been removed from 70-72 High Street. The clerk has checked with Tandridge District Council but there is no protection for the plaque, despite the fact that it is in a Conservation Area.

## **14 DATE OF NEXT MEETING**

The next meeting will be held on 29th July 2014.

Meeting closed at 9.22 pm