

# *Lingfield Parish Council*

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## MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL

HELD ON TUESDAY 25TH JULY 2017 AT 8PM

AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

### **Present:**

John Cole – in the chair  
Vivien Hepworth  
Andrea Watson  
Rody Kaiser-Davies  
Liz Lockwood  
Graham Marks

### **In attendance:**

Fay Elwood - Clerk

Lesley Steeds, Surrey County Councillor (part of meeting)

## **1 PROCEDURAL MATTERS**

### **1.1. Apologies for absence**

Apologies were accepted from Jane Gould-Smith.

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

None.

### **1.3. Minutes of meeting held on Tuesday 27th June 2017**

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

### **1.4. Matters arising from previous minutes (not listed on the agenda)**

**Walk leaflet and History Board** – waiting until the clerk has more time.

**Community Centre Clock** – Now Lingfest is over, John will attend to this.

**Unused plots at the allotments** – waiting for contractor to strim unused plots.

**Section 106 money from TDC** – waiting for receipt of the balance.

**Key person insurance** – this is not available from Zurich. The clerk will investigate if this is available from other providers.

## **2 FINANCE AND ADMINISTRATION**

### **2.1. Finance Report**

**Members approved** the Finance Report, which includes cheques for

payment. Cash in the bank at 15<sup>th</sup> July 2017 amounted to £25,987.81.

The following cheques were approved for payment:

<b>Date</b>	<b>Chq</b>	<b>Description</b>	<b>Amount £</b>
26/06/17	608	Clark Ground Care - Hub	2,202.00
27/06/17	609	PPL Licence	61.99
28/06/17	610	Lingfield Chamber of Commerce Replacement cheque from previous year (£1000)	0.00
29/06/17	611	Higos Insurance - Lingfest	990.80
04/07/17	612	Countrywide Grounds	95.00
04/07/17	613	F. Elwood - Wristbands	216.00
04/07/17	614	F. Elwood - buckets	51.00
04/07/17	615	F. Elwood - lunches for working day	20.00
04/07/17	dd	EE Broadband	31.00
04/07/17	616	Lingfield and Dormans Com Centre	21.00
04/07/17	617	F. Elwood - Salary	1,003.83
04/07/17	618	Surrey Pension Fund	272.06
04/07/17	619	HMRC - Paye	147.39
05/07/17	620	F. Elwood - T shirts	327.60
10/07/17	621	F. Elwood - stage banner	278.34
10/07/17	622	Countrywide Grounds	205.80
12/07/17	632	Jeremy Clarke	325.00
10/07/17	624	F. Elwood - Banner	38.59
10/07/17	625	EDF Energy	46.69
10/07/17	626	S. Barnett - Water at Pollards	62.19
12/07/17	627	S. Boorer - Lingfest	83.86
11/07/17	628	Clark Ground Care - Hub	2,202.00
11/07/17	629	SES Water	53.83
11/07/17	630	SES Water	125.76
11/07/17	631	Surrey Hills Solicitors	82.80

13/07/17	633	Jeremy Clarke	128.00
18/07/17	634	F. Elwood - Bands	1,025.00
18/07/17	635	Tom Wilkes - Lingfest	68.00
18/07/17	636	F. Elwood - Lingfest Expend	36.48
18/07/17	637	SRD Group	1,988.57
18/07/17	638	Bauer Security	1,555.20
19/07/17	639	Higos Insurance - Lingfest	208.00
24/07/17	640	Eden River Press	759.00
24/07/17	641	Hire a Loo	1,164.00
24/07/17	642	Countrywide Grounds	205.80
24/07/17	643	C. Thomas - Lingfest	148.70
24/07/17	644	Bill Kear - Hub Rural	5,280.00
24/07/17	645	John Cole - Lingfest	142.27
		<b>Total</b>	<b>21,653.55</b>

## **2.2. Chairman's Report**

Most work during the past few weeks has been on Lingfest. John has been in correspondence with Lesley Steeds about various highways issues. John asked members if they are happy with issues in the village. Members said they are concerned about the litter situation since Richard has left. Liz said she has noticed that Godstone Road is particularly bad. A litter pick could be arranged. Graham is concerned about pavement clearing. Liz informed members that the developers at Pond Farm have agreed to pay £50,000 to improve footpaths. John asked members to identify pavements which need improving so that we can write to Surrey County Council to ask that some of the money be spent on this. Rita Russell is doing a tremendous amount of work around the village. It was suggested that we should acknowledge her efforts in Community News.

## **3 GRANT APPLICATIONS**

Members noted Thank You letters from Meals on Wheels, Community News and The Church of St Peter and St Paul

## **4 PARISH FACILITIES**

Vivien inspected the allotments and the clerk will be writing to those people not keeping their plots to the required standard. The communal grass cutting was adequate on the day we visited. Andrea reported that the grass cutting has been

much better but we still need to deal with unoccupied plots. The next working party will be held on 28th October. We will publicise this to encourage new allotment tenants.

## 5 COMMUNITY EVENTS

### 5.1 Lingfest

**Members agreed** that the first ever Lingfest held on 15<sup>th</sup> July was a great success. Feedback from people in the village has been 100% positive. It was agreed that we will do a similar event in 2018 if the Lingfest team are willing to help again.

**Action: Clerk**

## 6 HUB PROJECT

### 6.1 Urban grass cutting

**Members approved** the monthly payment of £1835 + VAT for the urban grass cutting.

### 6.2 Rural grass cutting

**Members approved** expenditure of £4400 + VAT for the rural grass cutting.

## 7 NEIGHBOURHOOD PLAN

### 7.1 Progress Report

Nothing to report.

### 7.2 Expenditure since last meeting

Nothing to Report.

## 8 VILLAGE ENVIRONMENT AND HIGHWAYS ISSUES

### 8.1 Footpath across railway track

The closure of footpath 381 has been extended until 8th January 2018. Lesley Steeds is to have a meeting with Network Rail to raise residents' concerns about the lack of progress.

### 8.2 Footpaths across Lingfield Park

Liz will be putting together a summary of her meeting with Surrey County Council, including her recommendation on how to proceed. **Action: LL**

## 9 TRAINING, MEETINGS AND EVENTS

### 9.1 TDC Workshop

We have been offered two places at a workshop on the Local Plan : Garden Villages consultation to be held on 9th August 2017 at 7pm. The clerk and Andrea Watson will attend.

**10                    REPORTS FROM OUTSIDE BODIES**

**10.1            Surrey ‘Watchout’ magazine**

Members noted receipt of the June edition of Surrey ‘Watchout’.

**10.2            SSALC Newsletter**

Members noted receipt of the SSALC Newsletter dated July 2017.

**11                    CURRENT CONSULTATIONS**

**11.1            Tandridge District Council Local Plan: Garden Village Consultation**

Members noted that responses are due by 9th October 2017. Liz reported that the Campaign for Protection of Rural England does not agree Tandridge is a sustainable location for a garden village. Members will compile a response before the September parish council meeting.

**11.2            Infrastructure Needs**

Members will send their comments to the clerk who will compile a response

**12                    PLANNING COMMITTEE**

**Members approved** minutes of the meetings of the Planning Committee held on 27th June and 11<sup>th</sup> July 2017.

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

**13.1            Lingfield and Dormansland Community Centre**

The Ladies toilets are currently being refurbished. The cost is being covered by a combination of grant funding and Community Centre funds.

**14                    DATE OF NEXT MEETING**

26th September 2017.

Meeting closed 9.30pm