

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 25TH OCTOBER 2016 AT 8PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

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

In attendance:-

Fay Elwood - Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

None.

1.2 Declaration of Interests

None.

1.3 Minutes of meeting held on Tuesday 27th September 2016

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

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

1. List of design ideas to deter parking
This is still outstanding. **Action: JC/LL**
2. We are still waiting for the notice board to be installed.
3. There were no places left on the Planning Event on 9th November.
4. The clerk has not yet made contact with the owner of the site in Lingfield Common Road regarding a possible site for allotments.
5. A meeting has been arranged with Surrey County Council to discuss the future for grass cutting arrangements in the Lingfield division.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, which includes cheques for payment. Cash in the bank at 15th October 2016 amounted to £55,817.83.

The following cheques for payment were approved:

Date	Cheque	Payee	Amount £
05/10/16	369	St Catherines Hospice	200.00
15/10/16	370	F. Elwood	989.90
15/10/16	371	HMRC	152.96
15/10/16	372	Surrey Pension Fund	337.86
11/10/16	373	Glasdon UK	177.82
15/10/16	374	F. Elwood - reimbursement	40.00
15/10/16	375	EDF Energy - light for memorial	31.51
15/10/16	376	R. V. Deller	690.00
15/10/16	377	Liz Lockwood - NP	208.05
15/10/16	378	Lingfield Wildlife Area	129.37
15/10/16	379	R. Burberry - grass cutting	90.00
15/10/16	380	L & D Comm Centre	1,000.00
17/10/16	381	Lingfield Wildlife Area	2,000.00
18/10/16	382	John Cole - Expenses	19.71
18/10/16	383	Ashley Abbott - Logo	225.00
18/10/16	384	Fay Elwood - Timber for allots	62.78
18/10/16	385	Connick Tree Care	252.00
		Total	6,606.96

2.2 Chairman's Report

The Chairman attended Harvest Festival at Lingfield Primary school, along with Rev. Kathryn Percival. The pupils donated a large amount of food for the food bank and we sent a letter thanking them for their generosity. The working party at Centenary Fields took place on 15th October. Around a dozen allotment holders came to help build a rubbish store. We are grateful to H.E. Baldrys for providing the pallets. We have taken delivery of a new grit bin and this will be installed in Blackberry Lane. The Chairman also attended a meeting of the community library volunteers and reported that the team could do with a couple of extra volunteers. Events and Christmas readings are being planned.

2.3 Remembrance Sunday

Members noted the usual road closures for Remembrance Sunday. The High Street/Plaiestow Street will be closed between 10.30am and 11.45am.

2.4 Paperless Planning

Members noted that Tandridge District Council will not be providing paper plans to parish councils from January 2017. Although we have decent wi-fi at the community centre, members do not think the resolution of scanned plans is good enough to rely on when considering fine detail. The clerk will pass this comment to Tandridge District Council and find out how long it might take to provide a paper copy upon request for an individual plan. Some parish councils have opted to pay to continue receiving paper copies.

Action: Clerk

3 GRANT APPLICATIONS

3.1 Thank you letters

Members noted that Lingfield Wildlife Area has written to thank the parish council for the grant towards resurfacing footpaths.

3.2 East Surrey Museum

Members agreed not to award a regular maintenance grant to East Surrey Museum as the application is not for capital expenditure.

4 PARISH FACILITIES

4.1 Allotments

Members noted receipt of a report about the allotments. We have three vacant plots at Centenary Fields and 9 vacant plots at The Pollards. A meeting has been arranged for 1st November to discuss the way forward for The Pollards site because of the large number of tenants not working their plots and the unsatisfactory arrangements for grass cutting and keeping communal areas tidy. We have invited a representative from Dormansland Parish Council to the meeting as this site serves residents in both Lingfield and Dormansland.

4.2 Gun Pond

We had previously agreed a replanting programme for Gun Pond but survival of the plants would depend on a significant reduction in the duck population. Feedback from the public suggests that people would rather see the ducks than have new plants. Vernon Deller has suggested that the money would be better spent on revamping the beds on the road side of the pond as these have not been replanted for many years. The clerk will liaise with Rita Russell and Heather Francis to come up with a revised proposal.

Action: Clerk

4.3 Ancient Oak Tree

Members noted the verbal report from Quaife Woodlands that the fungus which has appeared on the inside of the ancient oak is the Beefsteak Fungus. No action is recommended and there is no immediate danger to the tree.

5 COMMUNITY EVENTS

5.1 Lingfest

Members noted receipt of minutes from a meeting of the Lingfest Working Group held on 3rd October 2016. **Members approved** the following expenditure:-

Stage/Generator/PA/Lights	£2500
Bands	£3000
Toilets	£ 700

6 HUB PROJECT

6.1 Payment for Urban Cutting

Members approved the monthly payment of £1835 plus VAT to Clark Ground Care.

7 NEIGHBOURHOOD PLAN

7.1 Progress Report

The Community Centre is booked for 26th November between 1pm and 5pm for a display about what the Neighbourhood Plan might propose. The Neighbourhood Plan steering group may also arrange a meeting to inform residents about the Local Plan Consultation. The next meeting of the steering group will be held on 7th November.

7.2 Expenditure

Nothing to report.

8 VILLAGE ENVIRONMENT AND HIGHWAYS ISSUES

8.1 Bakers Close

The Tandridge Parking Review 2016 includes restrictions for Bakers Close to deter commuter parking.

8.2 Fly Tipping and CCTV

Members noted receipt of a letter from Tandridge District Council concerning the intention to deploy CCTV to tackle the problem of fly tipping. As there are no problem areas in Lingfield, there is no further action to take.

9 TRAINING AND MEETINGS

9.1 Chamber of Commerce

The chairman and clerk will attend an informal meeting with the new Chairman of Lingfield Chamber of Commerce on Tuesday 1st November. Jane Gould will be invited to attend as she is working towards the revival of Lingfield Evening which was formerly organised by the Chamber of Commerce.

9.2 The Pollards Allotments

A meeting has been arranged for 1st November with Dormansland Parish Council, the land owner and representatives from the allotment holders to try to find a way to improve the condition of the site at The Pollards.

9.3 Tandridge District Council Local Plan

The clerk will attend a briefing session about The Local Plan consultation on Monday 7th November at 2.30pm.

9.4 Lingfest

The next meeting of the Lingfest Working Group will be held on Monday 7th November at 6pm at Lingfield and Dormansland Community Centre.

9.5 Budget Meeting

There will be an informal budget meeting on Tuesday 8th November (after the meeting of the Planning Committee). Members are invited to submit proposals ahead of this meeting. The Chairman asked members to come up with ideas to improve the village. Vivien suggested that the Parish Council should pay for a feasibility study for a pedestrian refuse in Godstone Road. The clerk will arrange a meeting with a consultant.

Action: Clerk

9.6 SALC Joint Annual Conference with SCC

Members noted receipt of notes from the joint annual conference which took place on 13th October 2016.

9.7 Sam Gyimah

Members noted an invitation from Sam Gyimah to attend a meeting at Woldingham Village Hall on Thursday 17th November at 7.30pm. The clerk was asked to request that a similar meeting is held in the south of the district.

Action: Clerk

10 REPORTS FROM OUTSIDE BODIES

None received.

11 CURRENT CONSULTATIONS

11.1 Local Plan Second Consultation – due 30th December 2016

11.2 Referendum Principles

Members agreed to object to the introduction of these measures to Parish Councils. Although the current proposals would only affect councils with a precept in excess of £500,000, members believe this would be the ‘thin edge of the wedge’ and prove an unnecessary constraint on the sector.

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 27th September and 11th October 2016.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Street sweeping

Members noted that Richard Ford has accepted voluntary redundancy and will be leaving in December 2016. From January 2017, his duties will be carried out by the mobile street sweeping team. Richard's departure has caused concern because he has made a real difference to the appearance of the village. He will be greatly missed. We will monitor the situation and may provide extra litter bins if needed. The clerk will make a budget provision.

Action: Clerk

13.2 Lingfield Library

Members noted the request from Jane Rayner to place the Memorandum of Articles for the Community Library on the Lingfield Parish Council website. The Chairman of the Community Library suggested that a summary would be more appropriate and members agreed to this suggestion.

13.3 Chamber of Commerce

Members noted that Jeanine Searle, from Hair Design, has taken over as Chairman of the Lingfield Chamber of Commerce.

14 DATE OF NEXT MEETING

The next meeting will be held on 29th November 2016.

Meeting closed at 9.15pm