



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL HELD ON
TUESDAY 25TH SEPTEMBER 2018 AT 8PM AT
LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

John Cole - in the chair
Vivien Hepworth
Rody Kaiser-Davies
Liz Lockwood
Camilla Downing

District Cllr Mark Ridge
District Cllr Nicholas White
One member of the public

1 PROCEDURAL MATTERS

1.1 Apologies for absence

Members accepted apologies from Andrea Watson and Graham Marks.

1.2 Declarations of Interest

None.

1.3 Minutes of meeting held on Tuesday 31st July 2018

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

1.4 Matters arising from previous minutes

Twinning sign

The wooden post holding the Twinning Sign has rotted. The plaque is being kept safe whilst the clerk obtains quotes to get it reinstated.

Action: Clerk

Work around Gun Pond – this item is deferred pending a meeting with Vernon Deller to identify the work needed.

Action: Clerk

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Finance Report, including cheques for payment. Cash at bank at 15th September 2018 was £68,786.06. The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
25/07/18	836	TVA	20.00
26/07/18	837	SRD Group	4,450.68
26/07/18	838	Charles Wilson	2,027.52
30/07/18	839	Windsock Company Limited	294.00
02/08/18	840	St Peter and St Paul's Church	50.00
02/08/18	841	Lingfield Scouts	75.00
07/08/18	842	Macphersons	840.00
07/08/18	843	R. V. Deller	555.00
08/08/18	844	F. Elwood - Defib Case	567.60
09/08/18	845	F. Elwood - Salary	1,048.97
09/08/18	846	HMRC - PAYE	161.62
09/08/18	847	Surrey Pension Fund	285.71
15/08/18	849	PKF Littlejohn - Auditor	480.00
15/08/18	850	Countrywide Grounds	61.80
15/08/18	dd	EDF Energy	5.00
05/09/18	853	F. Elwood	41.20
17/09/18	854	HM Revenue and Customs	161.62
17/09/18	855	F. Elwood	1,048.97
17/09/18	856	Surrey Pension Fund	285.71
17/09/18	857	N. Elwood - allotments	160.00
17/09/18	858	Lingfield Wildlife Area	117.20
		Total	12,737.6

2.2 Chairman's Report

As result of the recent Local Plan consultation a resident has raised concerns that the Parish Council is aligning itself with the proposals for Lingfield Gardens. The Chairman noted that this was not the case rather that the Parish Council is aware of residents' opposition to Star Fields and also that the Neighbourhood Plan team has identified sites that it considers are more suitable for development than the Star Fields, one of which is Lingfield Gardens. Detailed information with regard to the Lingfield Gardens site was readily available for the public meetings in the summer and as such was published. Had information with regards to any of the other sites been available that information would also have been published. The Parish Council is not aligning itself to any site, at this stage, and the impartiality of the Parish Council is of paramount importance.

Attendance at the public meetings confirmed the ill feeling in the village about Star Fields being included as a site for development in the Local Plan. The chairman has written to the Chief Executive at Tandridge District Council requesting a meeting to discuss TDC's lack of communication with the parish council.

Tesco has confirmed that they are still committed to opening a store in Lingfield.

The Guest House Trust is starting some renovations on the library building.

2.3 External Audit

Members noted completion of the audit with no issues to report.

2.4 Litter Warden

Members approved the appointment of Robin Marlow as litter warden for 10 hours a week and approved his Contract of Employment.

2.5 Rental costs

Members approved an increase to £133 per month for rental of the Parish Office and use of meeting rooms. Members were concerned about the percentage increase but accepted that the rent has not been increased for some time (since 2009). They suggested a small annual increase going forward to avoid such a large increase in future.

2.6 Website

Members approved the upgrading of our website at a cost of £825 + VAT.

2.7 Flagpole

Members approved expenditure of £780 +VAT for an overhaul of the flag pole.

3 GRANT APPLICATIONS

3.1 St Catherine's Hospice

Members approved a grant application of £200 to St Catherine's Hospice to help towards the running costs.

3.2 Walking for Health

Members approved a grant application of £305 to the 'Walking for Health' group to help towards the cost of training new walk leaders.

4 PARISH FACILITIES

4.1 Lingfield War Memorial

Members noted that Lingfield War Memorial is now a Grade II listed building - List Entry Number: 1457964.

4.2 Centenary Fields Allotments

The large compost heap needs to be removed from the site. We are waiting for a quote so this item was deferred to next month.

5 COMMUNITY EVENTS

5.1 Lingfest

Members agreed to underwrite Lingfest 2019 on the same basis as 2018. The clerk will submit the relevant application forms.

Action: Clerk

5.2 Remembrance Sunday

The clerk will apply for the same road closures as in previous years for the morning service. 2018 is the 100 year anniversary of the end of WWI and Lingfield Parish Council has agreed to light our beacon at 7pm on 11th November. We had planned to arrange a small service with the Lingfield Silver Band in attendance. However, we have discovered this clashes with a Festival of Remembrance being held at the church at 7pm. Vivien will speak to Revd Percival to see if there is any way the two events could be combined.

Action: VH

6 NEIGHBOURHOOD PLAN

6.1 Progress Report

There is a comprehensive report about the progress of the Neighbourhood Plan on their web site. Liz will provide a summary of the report for Community News.

Action LL

6.2 Expenditure

Members approved expenditure of £212.80 to pay for Public Liability insurance.

7 VILLAGE ENVIRONMENT AND HIGHWAYS ISSUES

7.1 Railway Bridge

Network Rail is considering improvements to disabled access at Lingfield Railway Station. The clerk will download the documentation to make sure we make a strong case for including a lift in the proposed design.

Action: Clerk

7.2 On-street Parking Enforcement

Members noted the response submitted by the clerk. Liz advised that TDC will be going out to tender for a new contractor to carry out parking enforcement.

7.3 Street Lighting in Bakers Lane

We have received a request from a resident asking the parish council to fund an extra street light in Bakers Lane. In the current climate, where parish councils are being asked to fund shortfalls for other principal authority services, it was agreed that we are not in a position to fund extra street lights. The clerk will send a letter of explanation to the resident.

Action: Clerk

7.4 Grass Verge Cutting

In response to the letter from Piers Mason at Tandridge District Council, members are not prepared to agree a level of contribution until a fair method of calculating each parish's charge is established. **Members agreed** that a cost per household would be fairer than basing the charge on the level of precept. The clerk will inform TDC.

Action: Clerk

8 TRAINING, MEETINGS AND EVENTS

8.1 Clerk's Networking Day

Members approved expenditure of £80 for the clerk to attend a Networking event at The Felbridge Hotel on 6th November 2018.

8.2 Safe Drive Stay Alive event

Members will not be attending this event. Several members have seen the presentation at other events.

8.3 East Grinstead Civic Service

The clerk was asked to write to the Mayor to thank him for the invitation but no-one will be attending from Lingfield Parish Council on this occasion.

Action: Clerk

9 REPORTS FROM OUTSIDE BODIES

9.1 TDC Local Committee and Surrey County Council Cabinet

Members noted receipt of an update dated 'Summer 2018'.

9.2 Surrey Association of Local Councils

Members noted receipt of a newsletter dated 'July/August 2018'.

9.3 Lingfield Nature Reserves

Members noted receipt of minutes from a meeting of the Lingfield Nature Reserves committee held on 17th July 2018.

10 CURRENT CONSULTATIONS

10.1 Local Plan Regulation 19 Consultation

The chairman thanked Liz Lockwood for her work on the response to the Local Plan Regulation 19 consultation which was submitted on 10th September.

11 MINUTES OF MEETINGS OF THE PLANNING COMMITTEE

Members approved minutes of the meetings of the planning committee held on 21st August and 11th September 2018.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Lingfield Park Racecourse

After a brief period of improvement, the state of the field opposite the racecourse has deteriorated again. Liz will use social media to bring this to the attention of Lingfield Park management.

13 DATE OF NEXT MEETING

The next meeting will be held on 30th October 2018

Meeting closed at 8.46pm