

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 26TH APRIL 2016 AT 8PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

John Cole - in the chair
Valerie Millar
Rody Kaiser-Davies
Liz Lockwood
Vivien Hepworth
Chris D'Avray
Graham Marks

One member of the public (part of meeting)
County Cllr Michael Sydney
District Cllr Brian Perkins

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 29th March 2016

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

1.4 Minutes of Annual Parish Assembly held on 18th April 2016

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

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

Village Developments

Chris D'Avray requested that this matter be left on the agenda. We have not received a reply to the letter regarding the promise of £25,000 towards parish funds.

The Pollards Lease

The owner of The Pollards wants to see if the condition of the allotments improves before signing the lease renewal.

Town Hill overgrown vegetation

John reported he has yet to contact the other land owner but will do this soon.

History Board

One more photo needed is needed. The clerk will take some more pictures of the pond before the next meeting.

Action: Clerk

Logo

John has found someone to design a logo for the parish council. He will get more details about the cost. The clerk will put this on the agenda for the next meeting.

Action: JC/Clerk

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, which includes cheques for payment. The bank statement was not available for the meeting but members were later notified that the cash in the bank at 21st April 2016 amounted to £56,942.59.

The following cheques for payment were approved:

Date	Cheque No.	Description	Amount £
29/03/2016	287	Liz Lockwood NP Expenses	443.67
30/03/2016	288	Lingfield & Dormans Meals on Wheels	1,000.00
30/03/2016	289	rCOH N. Plan	156.00
31/03/2016	290	R.V. Deller	480.00
14/04/2016	291	SSALC - Local Council Review	34.00
14/04/2016	292	Vision ICT - Website	168.00
14/04/2016	293	Surrey ALC Ltd - Subs	1,222.46
14/04/2016	294	F. Elwood - Banner	48.67
14/04/2016	295	L & D Community Centre - Rent	720.00
14/04/2016	296	F. Elwood - Salary	983.00
18/04/2016	297	F. Elwood - printing for APA	50.00
18/04/2016	298	EDF Energy - light for memorial	44.91
18/04/2016	299	James Korbel - Community Award	30.00
18/04/2016	300	Marlene Hughes - Comm Award	30.00
20/04/2016	301	F. Elwood - Food for APA	33.28
23/04/2016	302	Clark Ground Care - Hub	2,202.00
		Total	7,645.99

2.2 Chairman's Report

John reported that the beacon lighting event to celebrate the Queen's 90th birthday was a great success. He thanked Alison Peters for all she did to make the drinks reception run smoothly. He thanked everyone for their help on the evening. The Parish Assembly went very well with lots of relevant questions. Most questions were answered on the evening. The attendance was slightly lower than last year but we assume this indicates satisfaction amongst residents. John reported that the Fairtrade plaque has been attached to the wall of the Co-Op.

2.3 Risk Assessments

Members approved the Risk Assessments with a slight amendment to the Parish Office safety. Chris D'Avray asked that the clerk be mindful of potential theft of personal possessions and that these items be kept out of sight and the door be locked when the clerk is not in the office.

Action: Clerk

2.4 Notice Board

Members approved expenditure of up to £1300 to replace the notice board outside Lingfield Victoria Sports and Social Club. Chris requested that the new board is erected in a slightly different location. Brian Perkins will raise the issue at the next meeting of LVSSC.

2.5 Lingfield Silver Band

Members approved a donation of £50 to Lingfield Silver Band as a thank you for playing at the beacon lighting event.

2.6 Oak Tree

Members approved expenditure of £175 for work to reposition or remove the telegraph pole which is leaning against the oak tree.

2.7 Watering Cans

Members approved the purchase of 4 watering cans to give to businesses near to the planters if they are prepared to help with summer watering. John Cole will acquire these.

Action: JC

3 GRANT APPLICATIONS

Members noted a thank you letter from Meals on Wheels for their recent grants. Michael Sydney asked the clerk to remind Meals on Wheels that there is money available from GACT if they are in need of any new equipment.

Action: Clerk

4 PARISH FACILITIES

Members agreed to the allocation of an allotment to the pre-school subject to checking with our insurance company. They also agreed to a small storage container but not a full

size shed. The clerk will check with Zurich Insurance and reply to the pre-school.

Action: Clerk

5 HIGHWAYS ISSUES

The clerk has been in touch with Surrey County Council, following several complaints about the barbed wire fence which has been erected in the twitten which goes from The Star PH to Station Road. The footpaths officer has been in touch with the land owner but has asked us to give the land owner time to remove the barbed wire. The clerk was asked to request a progress report because members are concerned about the risk to the public. UPDATE: The barbed wire has now been removed.

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

Liz reported that they have carried out the Visioning Exercise and it was a very productive session. Now that the consultants are involved it is getting much more technical and members of the steering group are confident that the plan will be 'fit for purpose'.

When The Garth was inspected for crested newts, they found that Lingfield has a moderate population. The Nature Reserves carried out a survey and found hundreds of crested newts.

Now that we have entered a new financial year, we may be able to apply for further grants to pay for rCOH to write some of the plan. John invited other members of the parish council to attend a meeting of the steering group to see what goes on. The next meeting is scheduled for Monday 9th May.

7.2 Expenditure

None this month.

8 VILLAGE ENVIRONMENT

8.1 Superfast Broadband

Surrey Superfast Broadband team has asked us to encourage residents to report if their broadband speed does not agree with the published list of available speeds. This is only applicable to residents who have signed up for the superfast service (i.e. have fibre from the cabinet to their property). The clerk will publicise the consultation on social media.

Action: Clerk

8.2 Gatwick Community Noise Group

Members agreed to nominate Ken Harwood as the Parish rep if he is in agreement. The clerk will contact Ken Harwood.

Action: Clerk

8.3 Garth Farm

There have been further reports of unlawful burning of waste at Garth Farm. Surrey County Council has tried to stop the collection of waste and this should be going to court in June. Liz has asked residents to report bonfires and take photos if possible so that she can keep a log of events to support the complaint. Keep on agenda.

8.4 Litter Pick

The next Litter Pick will take place on 18th June starting from the car park of the Star Inn at 10am. The clerk will inform Lingfield Primary in case families would like to get involved.

Action Clerk

8.5 CIL Receipts

Deferred to May meeting. Send round to members.

Action: Clerk

8.6 War Memorial

The clerk to check out the pros and cons of applying to 'list' the war memorial. A decision was deferred awaiting more information.

9 TRAINING AND MEETINGS

9.1 Community Partnered Library

Lingfield Library is to become a Community Partnered Library. A steering group has been formed and volunteers have come forward. The launch will be held on Saturday 25th June. Members of the parish council are invited to attend.

9.2 Working with Water

Members noted the breakfast briefing to be held on Friday 24th June 2016. No members will be attending from Lingfield Parish Council.

10 REPORTS FROM OUTSIDE BODIES

10.1 Countryside Access Report

Members noted receipt of the Countryside Access Report.

10.2 GACC

Members noted receipt of the GACC Newsletter dated April 2016.

10.3 Local Transport Review

Members noted receipt of an update on the Local Transport Review. Chris asked Michael Sydney to bear in mind that the 281 service is important for people getting to employment in Crawley.

10.4 Community Newsletter

Members noted receipt of the April edition of 'Watch Out'.

10.5 Referendum Guidance

Members noted receipt of guidance notes for councillors ahead of the forthcoming EU Referendum.

11 CURRENT CONSULTATIONS

11.1 CR3 Neighbourhood Plan

Liz Lockwood will prepare a response on behalf of Lingfield Parish Council.

Action: LL

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 29th March and 12th April 2016.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Community Improvement Fund (CIF)

Chris reported that he has spoken to the Director in Charge of Education at Young Epilepsy and they are interested in setting up a Community Enterprise shop, where local people could sell their own produce. Funds would be needed for refurbishment of premises and Chris suggested that we could put this forward as a suggestion for use of CIF money. It was suggested that an application should come directly from Young Epilepsy and Chris will forward the details to the fund raising team.

Action: CD'A

13.2 Costa Coffee

Members noted a letter from Martin Cundey concerning the parking of Costa Coffee customers in the restricted time parking bays.

13.3 Railway Bridge

John Cole said that he would like the parish council to decide on its preferred solution to the railway crossing problem. The clerk will add to the next agenda.

Action: Clerk

14 DATE OF NEXT MEETING

The Annual Meeting will be held on 10th May 2016. The next full Parish Council meeting will be held on 31st May 2016

Meeting closed at 9.24pm