

Lingfield Parish Council

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

Present:

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

Ten members of the public (some for part of meeting)
District Cllr Lesley Steeds

In attendance:-

Fay Elwood - Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were noted from Michael Sydney.

1.2 Declaration of Interests

Vivien declared an interest in item 2.3 because her husband is the Chairman of the Community Centre Management Team.

1.3 Minutes of meeting held on Tuesday 31st May 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. Town Hill overgrown vegetation
This has now been dealt with.
2. Design for letter heading
John received some initial designs but these were not what we were looking for. He will contact the designer again to give a detailed brief.
Action: JC
3. List of design ideas to deter parking
This is still outstanding.
Action:

JC/LL

4. Oak Tree

The inspection was carried out today and we will receive the report in due course.

5. Railway Crossing

No progress has yet been made on this item.

1.5 Co-Option

Members considered three possible candidates: Gary Spring, Jane Gould-Smith and Andrea Watson. We were fortunate to have three very strong candidates who would all make good councillors. **Members agreed** to co-opt Andrea Watson onto the parish council. Gary and Jane were invited to help out on specific projects as lay members. Andrea signed the declaration of acceptance of office and joined the meeting.

1.6 Parish Council Meetings

Members noted that the meeting scheduled for 28th June was cancelled because we could not reach a quorum.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, which includes cheques for payment. Cash in the bank at 15th July 2016 amounted to £43,479.12

The following cheques for payment were approved:

Date	Cheque	Description	Amount (£)
26-05-16	315	Clark Ground Care - Hub	2,202.00
26-05-16	316	GACC	10.00
26-05-16	317	Connick Tree Care	210.00
01-06-16	318	Liz Lockwood	78.00
01-06-16	319	St Peter and St Paul's Church	3,000.00
01-06-16	320	L & D Community Centre	100.00
01-06-16	321	Lingfield Wildlife Area	1,500.00
04-06-16	dd	Orange Broadband	28.50
08-06-16	322	F. Elwood Clerk's Salary	990.10
08-06-16	323	HM Revenue and Customs	152.76
08-06-16	324	Surrey Pension Fund	337.86
13-06-16	325	Information Commissioner	35.00
13-06-16	326	R.V. Deller	580.00
16-06-16	327	Complete Garden Care	81.00
14-06-16	328	Vision ICT - Domain fee	66.00
14-06-16	329	Cox Skips	262.80
14-06-16	330	Greenbarnes Limited	1,536.76
15-06-16	331	Bill Kear	5,280.00
20-06-16	337	Clark Ground Care - Hub	2,202.00
20-06-16	333	Countrywide Grounds Maintenance	205.80
21-06-16	334	Jeremy Clarke	36.50

30-06-16	dd	BT Business	142.37
29-06-16	335	Cox Skips	24.00
29-06-16	336	John Cole - Expenses	45.45
30-06-16	338	Sutton and East Surrey Water	70.04
30-06-16	339	Sutton and East Surrey Water	214.37
05-07-16	dd	Orange Broadband	28.50
15-07-16	340	F. Elwood - Clerk's Salary	990.10
15-07-16	341	Surrey Pension Fund	337.86
15-07-16	342	HM Revenue and Customs	152.76
15-07-16	343	Stuart Barnett	129.81
15-07-16	344	Countrywide Grounds Maintenance	205.80
15-07-16	345	TVSC	10.00
15-07-16	346	R. Burberry - grass cutting	90.00
15-07-16	347	Clark Ground Care - Hub	2,202.00
		Total	23,538.14

2.2 Chairman's Report

The chairman reported that he attended The Pollards allotments working party on Saturday 11th June. 15 allotment holders turned up and the site was tidied. Signs have been put up in Plaistow Street to make motorists aware that ducks may be crossing the road and this seems to be slowing the traffic.

The planning application for alterations to The Cage Public House has been approved but Liz will follow up what has been altered inside the building.

Action: LL

The chairman noted that Graham Marks has identified 18 broken pavements. He will give a list to the clerk for forwarding to Michael Sydney.

Action: GM/Clerk

The clerk and chairman attended the regular update meeting at Tandridge District Council. The topic for the evening was Community Assistance.

Finally, the chairman attended the annual Almshouses lunch and the launch of the Community Partnered Library.

2.3 The Jennings Hall

Members noted an email from the chairman of the management committee of Lingfield and Dormansland Community Centre. The Community Centre recently took over the management of the Day Centre, now known as the Jennings Hall. The proposal is to transfer ownership of the Jennings Hall to the Parish Council so that the services provided there can be protected. The Jennings Hall would continue to be managed by the Community Centre. **Members agreed** to this suggestion in principle, subject to further information about details of the transfer.

2.4 Centenary Fields Allotments

Members approved expenditure of £360 to spread the pile of compost which has accumulated at Centenary Fields allotments.

Action: Clerk

2.5 History Board

Members approved the draft of the History Board but suggested replacing two photographs which Andrea will supply. **Action: AW**

2.6 Summer Event 2017

Members approved the suggestion of a Summer event in 2017 along the lines of a mini festival. The clerk will set up a small team to help organise the event, and provide further details at the September meeting. **Action: Clerk**

3 GRANT APPLICATIONS

We had received an application for a grant from Lingfield Wildlife Area for £1000 towards the cost of resurfacing the paths which lead from Saxbys Lane to Vicarage Road. The LWA committee have carried out improvements to these paths in the past but are not actually responsible for them. **It was agreed** that the clerk will write to Surrey County Council to ask if they can carry out repairs as it is a 'Safer Route to School'.

Action: Clerk

4 PARISH FACILITIES

4.1 Allotments

The clerk accompanied Vivien Hepworth on an inspection visit to both allotment sites. Most plots at Centenary Fields are being well maintained and the new grass cutting arrangements are working well. There is one full and one half plot which are vacant. The communal areas are good apart from the large pile of compost which is referred to in 2.4.

At The Pollards site, 16 out of 34 plots are in need of attention. There are 9 vacant plots. The car park and some communal areas also need strimming. The land owner is still reluctant to sign the lease because of the condition of some of the plots. We will struggle to let the vacant plots without the security of a lease. **Members agreed** that the clerk can arrange for the strimming of vacant plots and the tidying of the car park, but if the owner still refuses to sign the lease we may have to reconsider the future of The Pollards.

Action: Clerk

4.2 War Memorial

The clerk circulated information about the pros and cons of applying for a war memorial to be 'listed'. **Members agreed** not to apply for listing as there appears to be no advantage to doing so. In fact, it can make it more difficult to carry out repairs in future.

5 HIGHWAYS ISSUES

5.1 Footpath 381

Members noted a time extension of the diversion of Footpath 381 which crosses the railway line. This is now closed until January 2017 but is likely to remain closed until an alternative crossing is agreed. Andrea pointed out that Network

Rail will require planning permission for a bridge, even though they are usually exempt.

5.2 Tandridge Local Area Committee

Three requests were put forward to the Tandridge Local Area Committee. The pedestrian refuge in Godstone Road was refused because there are no funds to carry out a feasibility study/design. Members suggested that we ask our County Councillor, Michael Sydney, for assistance from his allowance.

Action: Clerk

A change to the road markings on the village side of the pinch points was refused.

Reduction of the speed limit through the village (to 20 mph) is being considered. A traffic survey will be carried out in the Autumn (once children have returned to school). A reduction from 30mph to 20mph will only be possible if the average speed recorded is 24mph.

6 HUB PROJECT

6.1 Payment for Urban Cutting

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

6.2 Future of Rural Grass Cutting

Members noted receipt of a letter from Burstow Parish Council concerning the future of the rural grass cutting contract. **Members agreed** that their preferred option is to hand back responsibility to Surrey County Council as there now appears to be no advantage to managing this service at parish level.

7 NEIGHBOURHOOD PLAN

7.1 Progress Report

There is no progress to report as the last scheduled meeting was cancelled.

7.2 Expenditure

Nothing to report

8 VILLAGE ENVIRONMENT

8.1 Gun Pond

Heather Francis has contacted the parish council because she is concerned about the condition of the pond, particularly the lack of plants and the need to top up the pond with tap water. Whether or not to use tap water depends on whether the pond is 'ornamental' or 'wildlife'. It was generally agreed that it is not primarily a wildlife pond so we will continue to top up the pond with tap water but only when absolutely necessary. We will explore the possibility of collecting rain water for

the pond (possibly involving the Co-Op). The Parish Council would like to increase the planting in the pond. Rita and Heather agreed to investigate suitable plants and prices.
Action: JC

8.2 Community Improvements Fund

Members approved the grant application prepared by the clerk.

8.3 Carbon Smart

Members agreed not to pursue a feasibility study at the moment.

8.4 Empty Shops

Members noted some suggestions put forward by Clive Jecks and agreed to pursue the possibility of a pop-up shop to make use of empty retail units in the village.

STOP PRESS: Clive Jecks has now let his empty property so the chairman will find out if other landlords might be agreeable to this suggestion.

Action: JC

9 TRAINING AND MEETINGS

9.1 Leader of Tandridge District Council

Members agreed to invite the new leader of TDC to meet the parish council. It was suggested that we could combine with Dormansland and arrange for a Tuesday following a planning meeting.

Action: Clerk

9.2 Planning Update

Members noted there will be a planning update to be held on 9th November 2016 in Dorking. None of our members will attend this event.

9.3 Chairman's Networking Day

The forthcoming Chairman's Networking Day was noted. John will not be attending on this occasion.

9.4 SSALC Training Events

Members noted the list of SSALC Training events. The clerk will book a place for Andrea on the next convenient New Councillor Training day.

Action: Clerk

10 REPORTS FROM OUTSIDE BODIES

10.1 Bus Services

Members noted the outcome from the recent review of bus services. The large number of responses from Lingfield and Dormansland residents has resulted in a service being preserved.

10.2 Communications from GACC

Members noted receipt of the GACC Newsletter dated July 2016.

10.3 3SC Bid

Members noted an update on the 3 Southern Counties bid dated 4th July 2016.

11 CURRENT CONSULTATIONS

None to report.

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 31st May and 28th June 2016.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Community Art Garden

Members noted receipt of a letter dated 14th July 2016 concerning the Community Art Garden project being promoted by Tandridge Trust. Members will contact the clerk if they have any ideas of a space which would be suitable for this project. **Action: Members**

13.2 Planning Applications

Members noted the letter from Piers Mason explaining that Tandridge District Council will no longer provide free copies of plans after 1st January 2017. They will be improving their website to make it easier to find and download plans. If there are any applications where we feel a paper copy is essential, we can request this for a fee.

14 DATE OF NEXT MEETING

The next meeting will be held on 27th September 2016.

Meeting closed at 10.12pm