



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL  
HELD ON TUESDAY 26<sup>TH</sup> JUNE 2018 AT 8PM  
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

**Those present:**

Vivien Hepworth – in the chair  
Graham Marks  
Camilla Downing  
Rody Kaiser-Davies  
Liz Lockwood

Tandridge District Councillor, Sir Nicholas White  
1 member of the public

In attendance: Fay Elwood (Clerk)

**1 PROCEDURAL MATTERS**

**1.1 Apologies for absence**

Apologies were accepted from John Cole and Andrea Watson.

**1.2 Declarations of Interest**

None.

**1.3 Minutes of meeting held on Tuesday 22<sup>nd</sup> May 2018**

These were signed as a true and accurate record.

**1.4 Matters arising from previous minutes**

Speaker at Annual Parish Assembly – Ian Jones has agreed to give a talk about the Guest House Trust.

Hanging Baskets – We have missed the deadlines for this year. We will consider the matter again in 2019.

**2 FINANCE AND ADMINISTRATION**

**2.1 Financial Report**

**Members approved** the Financial Report, including cheques for payment. Cash in the bank as at 15<sup>th</sup> June 2018 amounted to £55,446.04.

Cheques for payment:

<b>Date</b>	<b>Cheque</b>	<b>Details</b>	<b>Amount £</b>
21/05/18	791	Zurich Insurance	2,234.71
22/05/18	792	Tandridge District Council	27,856.44
11/06/18	795	F. Elwood - Banners	99.60
11/06/18	796	R.V. Deller	610.00
11/06/18	797	F. Elwood - Salary	1,048.97

11/06/18	798	HMRC - PAYE	161.62
11/06/18	799	Surrey Pension Fund	285.71
14/06/18	800	F. Elwood - Lingfest	47.00
14/06/18	802	Lawn and Order	160.00
15/06/18	dd	EDF Energy	5.00
20/06/18	803	Countrywide Grounds	61.80
20/06/18	804	F. Elwood - ICO Renewal	40.00
26/06/18	805	Higos Insurance Services	990.80
26/06/18	806	F. Elwood – Lingfest Expenses	1225.38
		<b>Total</b>	<b>32,610.85</b>

## 2.2 Chairman's Report

No report received.

## 2.3 Community Infrastructure Levy (CIL)

Members noted a CIL liability on the developer relating to planning application number 2017/2011 Waldron House, Godstone Road. The amount due to the parish council is £107.04.

## 2.4 Vacancy for Litter Warden

**Members agreed** to advertise for a litter warden to work 10 hours a week. The advertisement will be placed on social media and the notice boards in the first instance. If no applications are received, we will consider advertising in the local press.

**Action: Clerk**

## 3 GRANT APPLICATIONS

### 3.1 St Peter and St Paul's Church

Members noted receipt of a letter of thanks from St Peter and St Paul's Church for £3000 grant towards the cost of maintaining the churchyard.

## 4 PARISH FACILITIES

### 4.1 Lingfield Nature Reserves to use allotment water supply

**Members agreed** that Lingfield Nature Reserves can take a supply of water from the allotments. Lingfield Wildlife Area will pay the cost of works but LPC will not make a charge for water used.

### 4.2 Tree Works

**Members approved** expenditure of £350 to pay for tree works in the boundary of Lingfield Nature Reserves. The clerk will accept the quote from Connick Tree Care.

**Action: Clerk**

## 5 COMMUNITY EVENTS

### 5.1 Lingfest

The clerk provided a verbal report on the progress with Lingfest. Ticket sales are going well but we are having a final promotional effort to try to sell more. As things stand, it is likely that £8,000 of the £10,000 parish council budget for the event will be used. The committee will attempt to improve this situation if possible.

## 6 NEIGHBOURHOOD PLAN

### 6.1 Progress Report

Liz reported that the Neighbourhood Plan steering group is back up and running. They are meeting with Sarah Thompson at Tandridge District Council to talk about how best to provide homes for local people. There had been concern that the Local Plan may impose a figure for this. Vivien said that people are getting concerned about the amount of time it is taking to formulate the Neighbourhood Plan and she suggested that we should write to the Chairman to ask for a timetable for the remaining tasks. Liz agreed to prepare a statement for the forthcoming issue of Community News. Deadline for copy is first week in July.

### 6.2 Expenditure

Nothing to report.

## 7 VILLAGE ENVIRONMENT AND HIGHWAYS ISSUES

### 7.1 To receive an update on Highways Issues

The resurfacing of Newchapel Road and Lingfield Common Road was delayed but work started on 25<sup>th</sup> June. Nothing to report on other highways issues. Overgrown vegetation is affecting the footpath between The Star Inn and Lingfield Station. The clerk will send a letter to the resident, asking them to cut back their hedge. The speed monitoring in the High Street has now started

**Action: Clerk**

### 7.2 To note footpath closure notice

Members noted a time extension to the closure of footpath 381. This will now be closed until January 2019. Liz reported that Lingfield is on the priority list for improving disabled access at railway stations.

### 7.3 To note temporary road closures in Lingfield Common Road

Members noted receipt of details of forthcoming road closures in Lingfield Common Road.

### 7.4 Grass Cutting

In response to a request from Tandridge District Council, **Members agreed** in principle to making a financial contribution towards the cost of cutting of grass verges from 2019. The final decision will depend on the formula used to work out contributions and the amount of money involved.

### 7.5 Oak Processionary Moth

Members noted receipt of a letter from Alistair Durkin, informing us that a school in South Godstone has experienced problems with the Oak Processionary Moth. We will keep a close eye on the village oak and take action if it becomes necessary.

### 7.6 Bay Trees

The clerk was asked to send a letter to Affinity Sutton, complaining about the litter problem at Bay Trees. Copy to be sent to the Footpaths Officer at SCC.

**Action: Clerk**

## 8 TRAINING, MEETINGS AND EVENTS

- 8.1 Tandridge Local Area Committee to be held on Friday 13<sup>th</sup> July**  
Liz Lockwood will try to attend this meeting. Everyone else will be involved with the set up for Lingfest. The clerk will request minutes and copies of handouts.  
**Action: Clerk**

## **9 REPORTS FROM OUTSIDE BODIES**

- 9.1 Surrey ALC**  
Members noted receipt of the Bi Monthly Newsletter dated May/June 2018.

- 9.2 Tandridge District Council Local Plan**  
Members noted receipt of a letter informing us that the Local Plan has been published and is out for consultation until the end of August. The plan includes building a garden village in South Godstone and also building on land adjacent to the twitten between The Star Inn and Lingfield Station. Liz Lockwood will produce a draft response on behalf of the parish council. This will be discussed on 10<sup>th</sup> July and considered for approval on 31<sup>st</sup> July. It is likely that the NP group will arrange a public meeting.

**Action: LL**

## **10 CURRENT CONSULTATIONS**

- 10.1 Cleaner and Healthier Travel in Surrey – due 26<sup>th</sup> August 2018**  
Members noted this consultation and will respond if they wish.

- 10.2 Listing of Lingfield War Memorial – due 4<sup>th</sup> July 2018**  
Members noted that an application has been submitted by Historic England concerning the 'listing' of Lingfield War Memorial. **Members agreed** that no response is required to the consultation as any protection offered by the listing process would be a positive thing.

- 11 TO APPROVE MINUTES OF THE MEETINGS OF THE PLANNING COMMITTEE\***  
**Members** approved minutes of the planning committee held on 22<sup>nd</sup> May 2018 and 12<sup>th</sup> June 2018.

- 12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA**  
Members noted that there will be a road closure on 28<sup>th</sup> July 2018 for a procession to Lingfield Park Racecourse.

- 13 DATE OF NEXT MEETING**  
The next meeting will be held on 31<sup>st</sup> July 2018

Meeting closed 9.07pm