



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 26TH MARCH 2019 AT 7.45PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

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

County Councillor Lesley Steeds (part of meeting)
District Councillor Nicholas White
District Councillor Mark Ridge

1 member of the public

In attendance
Fay Elwood, Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Graham Marks and Andrea Watson.

1.2 Declarations of Interest

None.

1.3 Minutes of meeting held on 26th February 2019

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

1.4 Matters arising from previous minutes (not appearing elsewhere on agenda)

Plaque for Talbot Road has been ordered but not yet received.

War Memorial – We are waiting for advice about permission for work on a listed structure.

Twinning sign – this is with the blacksmith undergoing repairs.

Litter Warden – no responses to posters – **Members agreed** to advertise in Community News.

Letters to SCC regarding Saxbys Lane and Town Hill – Lesley suggested holding off on sending these. We await further instruction if action is required.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, including cheques for payment. Cash at bank on 10th March amounted to £46594.77. The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
12/03/2019	929	Robin Marlow - Holiday pay	225.00
12/03/2019	930	F. Elwood - salary	1,048.97
12/03/2019	931	HMRC - PAYE	161.62
12/03/2019	932	Surrey Pension Fund	285.71
		Total	1,721.3

2.2 Chairman's Report

Nothing to report that is not already an agenda item.

2.3 Risk Assessments

Members approved the Risk Assessments for 2019.

2.4 Internal Audit

The internal audit will be carried out by Peter Frost on 15th May 2019.

3 GRANT APPLICATIONS

Members noted receipt of a 'Thank you' letter from The Samaritans.

4 PARISH FACILITIES

4.1 Centenary Field Allotments

The person instructed to remove the compost heap at Centenary Fields has not carried out the work to date. **Members agreed** that the clerk can instruct Jim Warboys to carry out the work at a price of £350.

Action: Clerk

5 COMMUNITY EVENTS

5.1 'Keep Britain Tidy' Litter pick

Members noted the forthcoming litter pick to be held on Saturday 6th April starting at 10am. Equipment will be dispensed from Gunpit Road car park.

6 NEIGHBOURHOOD PLAN

The Neighbourhood Plan Steering Group has resumed meetings in anticipation of the TDC Local Plan examination in public starting in June 2019. The NP group has decided it is now time to do some preparatory work on the Strategic Environmental Assessment and the Habitats Assessment. They will be instructing a consultant to do work on the Sites Allocation. Liz reported that Aecom has been recommended to do this work and **members agreed** she can obtain some quotes.

Action: LL

7 HIGHWAYS ISSUES

7.1 Updates

Lesley Steeds reported that she will be using her members' allocation to help pay for the investigation needed to discover the cause of a water leak in Saxbys Lane.

8 TRAINING, MEETINGS AND EVENTS

8.1 Annual Parish Assembly

Members agreed that the focus of the Parish Assembly will be to meet new councilors and we will therefore not have a speaker. The clerk will arrange publicity.

Action: Clerk

8.2 Lingfield Chamber of Commerce

Members noted there will be a meeting to discuss crime prevention and Lingfield Evening on 1st April 2019 starting at 12 noon.

8.3 Town Twinning

Members noted a report from Andrea Watson about her recent trip to France to celebrate 40 years being twinned with Plaisance du Touch. Andrea and Marie (a local resident) received a warm welcome at the event and members wished to record their thanks for giving up their weekend to attend on our behalf. A full report is available on request and will be published in the next edition of Community News.

9 REPORTS FROM OUTSIDE BODIES

Nothing to report.

10 CURRENT CONSULTATIONS

Nothing to report.

11 MINUTES OF MEETINGS OF THE PLANNING COMMITTEE

Members approved minutes of the meetings of the planning committee held on 26th February and 12th March 2019.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Children's Centre

Lesley Steeds has contacted the parish council about the possibility of partnership funding to keep a Children's Centre in Lingfield. Members will discuss the matter when further information is received.

12.2 Police Matters

A representative from Surrey Police will be attending the April PC meeting.

13 DATE OF NEXT MEETING

The next meeting will be held on 30th April 2019

Meeting closed at 8.15pm