

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 26TH MAY 2015 AT 8PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

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

1 member of the public

In attendance:-

Mrs Fay Elwood, Parish Clerk

1. PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Graham Marks.

1.2 Declaration of Interests

Chris informed members that he has resigned as a director from Lingfield and Dormansland Community Centre with effect from the AGM being held in June.

1.3 Minutes of meeting held on Tuesday 28th April 2015

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

1.4 Minutes of the Annual Meeting held on 19th May 2015

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

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

New Waste Bins

TDC has installed the new waste bins. These were paid for out of s106 money from the 'Occasionally Yours' development. The clerk has not yet written to the owners of Abaca and Coral Betting to ask for a donation because it is not clear who the donation should be sent to. The clerk will liaise with Piers Mason who is controlling the s106 funds.

Action: Clerk

Commemorative Plaque

This is now in the hands of Lingfield Fairtrade Group.

New Notice Board at Lingfield Station

Clerk still to investigate Graham's suggestion.

Action: Clerk

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Financial Report. The bank reconciliation could not be completed because the statement has not yet been received. The clerk will forward to members after the meeting.

The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
28/04/2015	143	L & D Comm Centre - Stationery	39.48
05/05/2015	144	Clark Ground Care - Monthly payment	2,202.00
19/05/2015	145	F. Elwood - Salary	985.21
19/05/2015	146	HMRC	123.53
19/05/2015	147	Surrey Pension Fund	417.83
19/05/2015	148	J. McNeice - sign for pond	290.00
19/05/2015	149	D.D'Avray - flowers for cllrs	18.13
19/05/2015	150	GACC - Subs	10.00
20/05/2015	151	L & D Fairtrade - wine for APA	40.94
26/05/2015	152	Clark Ground Care - Monthly payment	2,202.00
		Total	6,329.12

2.2 Business Plan

Members will attend an informal meeting on 9th June to discuss priorities for the next four years. The meeting will be held after the meeting of the Planning Committee. The meeting will not be held in public but the outcome will be reported to the June PC meeting. Members were asked to think about what they would like to do for the village.

Actions: Members

2.3 Insurance

Members agreed to renew insurance cover with Zurich Municipal for 1 year at a cost of £1453.31.

2.4 Internal Audit

Members noted the rearranged date for the internal audit - 8th June 2015.

3 GRANT APPLICATIONS

Nothing to report.

4 PARISH FACILITIES

4.1 Road Signs

Members approved expenditure up to £800 to purchase replacement road signs for Remembrance Day traffic management.

Action: Clerk

4.2 Notice Board

Members approved expenditure of £1032.79 for a new notice board on the wall of the Co-Op.

Action: Clerk

4.3 Benches

Members noted that TDC has agreed to fund two new benches for the High Street. The clerk will liaise with Piers Mason and bring suggestions to the next PC meeting.

Action: Clerk

5 HIGHWAYS ISSUES

A resident has requested the installation of double yellow lines in Vicarage Road adjacent to The Cage Cabin. John will speak to residents of the nearby cottages to get their views before we decide whether to add it to the parking review.

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 from John Cole

Meeting held Monday 18th May 2015

A good turnout of eighteen members, made up of volunteers to form the various topic groups necessary to formulate the business plan. There are four elements divided as follows.

Environment / Countryside led by Richard Young.

Community Facilities / Infrastructure led by Cath Hearnden.

Local Economy / Transport led by Ian Jones.

Land and Housing / Development led by Deanne Parry Jones

Each group consists of four to five people who will investigate and report on their various subjects.

We had a group discussion led by Liz Lockwood on the aspects to be covered,

which was divided into topics such as Lingfield's Strengths: Weaknesses: Opportunities: Threats:

It was great to see the commitment and enthusiasm from those attending, to establish the various criteria needed to produce the final report, which should take about four to five months to finalise. I am sure the Parish Council need have no concerns over the enthusiasm and expertise available to complete this part of the Neighbourhood Plan.

8 VILLAGE ENVIRONMENT

8.1 Godstone Road Pinch Points

We have received a reply from Surrey County Council about our complaint over the decision-making process applied to the retention of the pinch points. Members felt the response was not a correct representation and agreed that Chris will put together a polite response detailing the inaccuracies. He will circulate to members before it is sent to SCC. It was further agreed that the best way forward is to work on how we can get them removed. Liz said that the pinch points was the number 1 concern in the recent Neighbourhood Plan survey.

9 TRAINING AND MEETINGS

9.1 Railway Crossing

Members noted that there will be a meeting with Network Rail on 19th June at 3pm in the Plaxton Room at Lingfield and Dormansland Community Centre.

9.2 Lingfield and Dormansland Community Centre AGM

Members noted that the AGM will be held on 10th June at 8pm.

9.3 New Councillor Training

Liz and Rody will attend new councillor training on 2nd June at East Court in East Grinstead. **Members approved** the cost of £100 plus VAT.

9.4 Tandridge Health and Wellbeing Workshop

This will be held on 24th June between 10am and 1pm.

10 REPORTS FROM OUTSIDE BODIES

Members noted receipt of the May edition of the SALC Newsletter.

11 CURRENT CONSULTATIONS

11.1 Air Quality Consultation

The clerk will submit a parish council response based on the GACC response. Liz will forward the link.

Action: Clerk

11.2 TDC Settlement Survey

Members agreed that this is an important consultation. The clerk will compile a response for agreement at the next meeting. Members are requested to complete the survey and copy to the clerk so that knowledge can be shared.

Action: Members/Clerk

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 28th April and 19th May 2015.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Gun Pond

Members agreed the clerk will arrange for an assessment of the area around Gun Pond to find out if further baiting is required.

Action: Clerk

13.2 Pollards Allotments

Members agreed that Clark Ground Care should treat the patches of Japanese Knotweed which have appeared in the car park.

13.3 Scouts Fundraiser

The Lingfield Scout group have raised more than £2000 from their lock-in at the village cage. Chris suggested that we send a letter congratulating them on their achievement.

Action: Clerk

13.4 Village Cage

The clerk arranged for items stored in the cage to be moved out for the Scouts fundraising event. **It was agreed that**, apart from some stones and a stone cross, other items will be either disposed of or stored elsewhere so that the Cage can be opened to the public, on occasions, if stewards can be found. Vivien will make an informal approach to the RH7 Group.

Action: Clerk/VH

13.5 Speedwatch

Chris asked if this could be placed on the next agenda as Peter Francis is no longer able to act as co-ordinator.

Action: Clerk

13.6 Fly-posting

Liz asked if the problem of fly-posting could be added to next agenda.

Action: Clerk

14 DATE OF NEXT MEETING

The next meeting will be held on 30th June 2015.

Meeting closed at 8.57pm