

# *Lingfield Parish Council*

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## **MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL** **HELD ON TUESDAY 26TH NOVEMBER 2013 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

### **Present:**

Chris D'Avray – in the chair  
Valerie Millar  
Graham Marks  
John Cole  
Sonia Perkins  
Vivien Hepworth

### **In attendance:-**

Mrs Fay Elwood, Parish Clerk

7 members of the public

### **Report from District Councillor, Brian Perkins**

Brian stated that he is pleased that members of the parish council attended a recent briefing on Neighbourhood Plans as they can now make an informed decision about whether to proceed.

### **Report from District Councillor, Lesley Steeds**

Lesley asked for an update on the Felcourt to Lingfield footpath. Chris explained that we cannot take this any further because Lingfield Park Racecourse is unwilling to allow access over their land.

## **1. PROCEDURAL MATTERS**

### **1.1 Apologies for Absence**

Apologies were accepted from Lisa Bangs.

### **1.2 Declaration of Interests**

Chris D'Avray declared an interest in item 3.1 because he is Chairman of the Community Centre Management Committee. He did not take part in the discussion.

### **1.3 Minutes of meeting held on Tuesday 29th October 2013**

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

### **1.4 Matters arising from Minutes of previous meeting**

1. Refurbishment of benches

The Community Payback team has agreed to add this to their list of works to be carried out in Lingfield.

2. Felcourt Notice Board

The clerk has submitted a claim to our insurance company.

3. Bakers Lane Clinic

Despite the Parish Council attempting to lodge an interest in this property, it has now been placed on the open market for £295,000 plus VAT. Graham Marks suggested that we should approach the Secretary of State to see if the NHS can be forced to take it off the market until we have explored the opportunity of using the site for a Youth Club.

**Action: Clerk**

4. Pond Aeration

The clerk has arranged a site visit for Thursday 28th November at 3pm.

5. VAS in Newchapel Road

The clerk has contacted Surrey County Council to ask for it to be removed if it is beyond repair.

6. Grit bin for Blackberry Road/Blackberry Lane

**Members approved** expenditure of £179.11 plus VAT for purchase of a grit bin.

**Action: Clerk**

## 2 FINANCE AND ADMINISTRATION

### 2.1 Financial Report

**Members approved** the Financial Report and noted that cash in the bank as at 1<sup>st</sup> November 2013 was **£27,882.26**. The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
05/11/2013	2188	J. Gatton - Grass cutting at C.Fields	120.00
11/11/2013	2189	British Legion - poppy wreath	25.00
11/11/2013	2190	Flowers for M. Edwards	21.00
11/11/2013	2191	F. Elwood - volunteer gratuities	50.00
11/11/2013	2192	Countrywide Grounds - Cut and bail at Centenary Fields	1,972.80
11/11/2013	2193	Surrey Pension Fund	278.66
11/11/2013	2194	F. Elwood - Salary	938.19
11/11/2013	2195	R. Medhurst - Youth Worker	120.00
11/11/2013	2196	HM Revenue and Customs - PAYE	168.35
20/11/2013	2197	Clark Ground Care - Hub	2,160.00
20/11/2013	2198	Lingfield Horticultural - Planters	87.00
20/11/2013	2199	BT Business - Hub phone	28.99
20/11/2013	2200	Clark Ground Care - tree work	450.00
20/11/2013	2201	Ken White - repair of beacon	160.00
20/11/2013	2202	Sensible PC Solutions - install computer	80.00

		Total	6,659.99
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## 2.2 Chairman's Report

11th Nov

Met with other parish councillors at Dormansland Memorial Hall to consider establishing a Neighbourhood Plan. Paul Newdick from TDC gave advice.

19th Nov

Heard from Nicola Smith that Martin Cundey's had the Bakers Lane Clinic on their books on the open market.

21st Nov

Met with Simon Dawson, Mike Hales, a rep from Dormansland School Governors, Michael Sydney, Nicola (new head teacher at Oxted), Nick Skellet and Lisa Bangs at Oxted County School to discuss the consultation process for Lingfield and Dormansland school pupils "bussing to school". Lingfield governors are meeting next week to formulate a response. We should alert Lingfield residents that they must write to both Oxted School and Surrey County Council to persuade SCC to offer local children the same right of free transport to Oxted that other schools across the county offer.

24th Nov

Attended LNR National Tree Week at Jenners' Field.

## 2.3 Casual Vacancy

**Members agreed** to co-opt Vivien Hepworth to fill the casual vacancy created by the resignation of Mary Edwards. Vivien was congratulated on her appointment and signed the Declaration of Office.

## 2.4 Budget and Precept

**Members agreed** the budget for 2014/15 and set the precept at £44,000 which represents no increase on the previous year.

## 2.5 Tree maintenance

**Members agreed** expenditure of £120 to remove a tree in the boundary at the Nature Reserves (in accordance with our management agreement responsibilities).

## 2.6 Jubilee Beacon

**Members approved** expenditure of £160 to pay for materials and machine hire to repair the Jubilee Beacon. It was noted that Ken White did not charge for his labour and the clerk was asked to send a letter of thanks.

**Action: Clerk**

## 2.7 Youth Club worker

**Members approved** £780 to part fund a youth worker for 2014/15. The current youth worker will be leaving in December but they are hoping to find a replacement.

### **3 GRANTS**

**Members agreed** to pay half the cost of installing a new fire alarm system at Lingfield and Dormansland Community Centre (up to a maximum of £1680). Members are concerned that the work should be done as soon as possible.

### **4 PARISH FACILITIES**

Nothing to report.

### **5 HIGHWAYS AND TRAFFIC**

#### **5.1 Godstone Road Traffic Calming Scheme**

**Members agreed** the date for monitoring the congestion at the Godstone Road traffic calming scheme. Members will inform the clerk of their availability and suggest additional volunteers. The clerk will check with Surrey County Council concerning methodology.

**Action: Clerk**

### **6 HUB PROJECT**

**6.1 Members approved** the monthly payment to Clark Ground Care for November and December 2013.

**6.2 Members approved** payment of £3400 plus VAT for the extra urban cut which was authorised by the Hub Management Group.

### **7 VILLAGE ENVIRONMENT**

Members noted the information received from Rita Russell concerning the planting around Gun Pond. A budget of £1000 has been agreed and expenditure of £200 has already been authorised. Additional expenditure will be reported to the January meeting of the Parish Council

### **8. TRAINING AND MEETINGS**

Nothing to report.

### **9. REPORTS FROM OUTSIDE BODIES**

#### **9.1 Affordable Homes at The Bays, Godstone Road**

Members noted receipt of the 'Deed of Nomination Rights' applicable to the affordable homes being built at The Bays, in Godstone Road. This document sets out the criteria for allocation of properties.

**9.2 Gatcom**

Members noted receipt of a newsletter dated 12th November 2013.

**10. CURRENT CONSULTATIONS**

**10.1 Surrey County Council - Home to School Policy 2015 - due 20th December**

Michael is working with Simon Dawson to come up with a cost effective way to get Lingfield and Dormansland children to Oxted School. Chris will prepare a response on behalf of Lingfield Parish Council.

**Action: Chris**

**10.2 Surrey and Sussex NHS Trust - the future of East Surrey Hospital - due 28th Feb 2014**

Members will pass comments to clerk for a response to be prepared in time for approval at the January PC meeting.

**Action: Members**

**11. PLANNING COMMITTEE**

**Members approved** minutes of the planning committee meetings held on 29th October and 12th November 2013.

**12. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA**

**12.1 Lingfield to Felcourt Footpath**

Chris reported that progress on this has been brought to a halt by the response from Lingfield Park Racecourse and Mr Matthews. Scandia Hus cannot help without their co-operation.

**13. DATE OF NEXT MEETING**

The next meeting will be held on 28th January 2014.

Meeting closed at 9.05 pm