

# Lingfield Parish Council

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## MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL HELD ON 26TH SEPTEMBER 2017 AT 8 PM AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

### Present:-

Vivien Hepworth - in the chair

Liz Lockwood

Rody Kaiser-Davies

County Councillor Lesley Steeds

District Councillor Brian Perkins

In attendance: Mrs Fay Elwood, Clerk

### 1. PROCEDURAL MATTERS

#### 1.1 Apologies for Absence

Apologies were accepted from John Cole, Jane Gould-Smith, Andrea Watson and Graham Marks.

#### 1.2 Declarations of Interest

None

#### 1.3 Minutes of a meeting held on 25th July 2017

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

#### 1.4 Matters arising

**Walk Leaflet** - on hold until village leaflet has been finalised

**Community Centre Clock** - Gillett and Johnston will be inspecting the clock to advise on repairs needed.

**£106 money** - despite numerous reminders, this money has still not been received.

Liz Lockwood will speak to officers at TDC to chase.

**Action: LL**

**Key person insurance** - Surrey County Council may be able to offer this through the pension scheme. The clerk is waiting for information.

**Footpaths across Lingfield Park** - Liz still hasn't done a report on this but will provide an update to go in Community News. There is no time limit on objections.

**Action: LL**

### 2. FINANCE AND ADMINISTRATION

#### 2.1 Finance Report

**Members approved** the Finance Report. Cash in the bank at 15th September 2017 amounted to £57,581.72. The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
02/08/17	647	Charles Wilson Engineers	613.08
02/08/17	648	SRD Group	570.60
02/08/17	649	Charles Wilson Engineers	576.00
02/08/17	650	John Cole	25.00
02/08/17	651	R.V. Deller	660.00
03/08/17	652	Hampshire Flag Company	288.59
04/08/17	dd	EE Broadband	31.00

07/08/17	653	British Red Cross	454.08
07/08/17	654	The Radio Company	250.20
07/08/17	655	White Light Ltd	480.00
07/08/17	656	F. Elwood	1,003.83
07/08/17	657	HMRC - Paye	147.39
07/08/17	658	Surrey Pension Fund	272.06
08/08/17	dd	EE Broadband	31.00
09/08/17	659	Clark Ground Care - Hub	2,202.00
10/09/17	661	HM Revenue and Customs	147.39
10/09/17	662	F. Elwood	1,003.83
10/09/17	663	Surrey Pension Fund	272.06
06/09/17	665	R. Burberry	90.00
06/09/17	666	Countrywide Grounds Maintenance	95.00
06/06/17	667	Countrywide Grounds Maintenance	95.00
06/09/17	668	GACC	10.00
11/09/17	669	Surrey Hills Solicitors	1,159.20
25/09/17	671	BDO LLP	360.00
25/09/17	672	Clark Ground Care	2202.00
25/09/17	673	R. Burberry	90.00
		<b>Total</b>	<b>13,129.31</b>

## 2.2 Chairman's Report

No report from the Chairman this month.

## 2.3 Meeting Dates

**Members approved** the meeting dates for 2018.

## 2.4 Red phone box

Due to lack of support from residents and the estimated costs of refurbishment, **members agreed** not to proceed with the purchase of the red phone box in Felcourt.

## 2.5 History Board

There were concerns that some of the information on the History Board could become outdated. The clerk will make some alteration and circulate again before sending to the printer. **Action: Clerk**

## 2.6 Storage for road signs

**Members approved** expenditure of £173 to purchase a storage shed for road closure signs. The clerk will order and arrange for installation. **Action: Clerk**

## 3 GRANT APPLICATIONS

### 3.1 Lingfield Scouts

**Members approved** a grant of £300 towards the cost of the ski trip. In addition, **members approved** £200 donation as a thank you for services at Lingfest.

### 3.2 St Catherine's Hospice

**Members approved** a grant of £200 towards the running costs of St Catherine's Hospice.

### 3.3 Marathon Minibus

**Members approved** a grant of £270 towards the cost of meeting DVLA requirements.

### 3.4 Lingfield Cricket Club

**Members approved** a grant of £434 towards the cost of a machine to remove water from the pitch.

## 4 PARISH FACILITIES

### 4.1 Allotments

The clerk gave a verbal report on the allotments. Centenary Fields is generally ok, with just one plot causing concern. The tenant has been asked to trim the plot to reduce the risk of weeds spreading to nearby plots. The Pollards has 13 vacant plots and the clerk has been trying to get the contractor to trim these. The plots with tenants are generally well kept.

The grass cutting contractor hasn't been as good as we hoped this year.

## 5 COMMUNITY EVENTS

### 5.1 Lingfest

Members noted the report on the Lingfest meeting. Discussion took place about whether to charge an entrance fee for next year. The decision on charging will be taken by the Lingfest Committee after the Parish Council has set its budget for 2018/19.

## 6. HUB PROJECT

### 6.1 Urban Grass Cutting

**Members approved** payment of £1835 plus VAT for the urban grass cutting

### 6.2 Rural Grass Cutting

**Members approved** payment of £4400 plus VAT for the rural grass cutting.

## 7. NEIGHBOURHOOD PLAN

**Members approved** payment of £212.80 for Public Liability Insurance. No progress reported.

## 8. VILLAGE ENVIRONMENT

### 8.1 TDC's proposals for cutting grass verges

**Members agreed** with the principle of contributing towards the cost of maintaining current service levels but would like a more equitable way of working out the contribution from each parish. It could also be possible to manage the rural cuts in way that could reduce the number of cuts and still inhibit weed growth by working with the eco system.

### 8.2 Highways Issues

**Members agreed** we do not want bollards outside the co-op as this would not solve the parking problem.

**Members agreed** they will pay for a speed survey in the High Street from Godstone Road pinch points to the junction of Town Hill/Station Road on the understanding that the cost is around £150. The clerk will ask Surrey County Council if other areas should be included.

**Action: Clerk**

## 9. TRAINING, MEETINGS AND EVENTS

### 9.1 Surrey Association of Local Councils AGM

This meeting will be held on 12th October 2017 at The Dorking Hills. Rody and Vivien will let Fay know if they are available to attend. **Action: RKD/VH**

### 9.2 Tandridge District Council Update

The clerk will attend the quarterly update on Wednesday 27th September 2017 at the Council Offices in Oxted. Liz may attend as well.

## 10. REPORTS FROM OUTSIDE BODIES

Nothing to Report

**11. CURRENT CONSULTATIONS**

**11.1 TDC - Garden Villages Consultation - due 9th October 2017**

Liz provided a document to use as a starting point for a draft response. She will produce some further information about the specific sites.

**12. MINUTES OF PLANNING COMMITTEE**

**Members approved** minutes of the planning committee meetings held on 25th July, 22nd August and 12th September 2017.

**13. MATTERS FOR REPORTING**

**13.1 Letter from June Bunn**

We have received a letter from the owner of 3 and 4 Billhurst Cottages complaining about the double yellow lines which have been installed alongside their property. Members decided to defer discussion on this matter to the next meeting.

**13.2 Footpath access**

Liz Lockwood requested that we discuss the maintenance of 'Rights of Way' at the next meeting.

**14. DATE OF NEXT MEETING**

The next meeting will be held on 31<sup>st</sup> October 2017.

Meeting closed at 9.37pm