

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL **HELD ON TUESDAY 28TH FEBRUARY 2017 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

John Cole – in the chair
Vivien Hepworth
Rody Kaiser-Davies
Liz Lockwood
Graham Marks
Jane Gould-Smith

District Cllr Lesley Steeds
District Cllr Brian Perkins
County Cllr Michael Sydney
Three members of the public

In attendance:-

Fay Elwood - Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Andrea Watson.

1.2 Declaration of Interests

None.

1.3 Minutes of meetings held on 31st January 2017

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

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

Design ideas to deter parking – no further action is planned so this item will be removed from the agenda.

Allotment Land

Still no planning decision on land adjacent to Hare and Hounds. Allotment demand is decreasing. This item will be removed from the agenda.

Telephone kiosk

Still waiting for response from TDC.

Chamber of Commerce

We haven't received the minutes from the recent meeting of the Lingfield Chamber of Commerce. Fay or Jane will attend the next meeting to be held on 20th March 2017.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, which includes cheques for payment. Cash in the bank at 15th February 2017 amounted to £50,717.80.

The following cheques were approved for payment:

Date	Cheque	Payee	Amount £
23/01/2017	520	F. Elwood for EDF Energy	47.34
02/02/2017	521	Lingfield Wildlife Area	60.00
03/02/2017	dd	Orange Broadband	29.50
14/02/2017	522	The Post Office for HMRC	152.76
14/02/2017	523	Surrey Pension Fund	337.86
14/02/2017	524	Mrs F. Elwood - Salary	990.10
14/02/2017	525	Glasdon UK	177.82
14/02/2017	526	Viking Direct	162.21
14/02/2017	527	F. Elwood for Knowhow Backup	30.00
14/02/2017	528	R. Burberry - repairs to noticeboard	25.00
14/02/2017	529	R.V. Deller	400.00
14/02/2017	530	John Cole - Expenses	128.89
22/02/2017	531	Zurich Insurance - Training	36.00
22/02/2017	532	SSALC - Training	48.00
		Total	2625.48

2.2 Chairman's Report

Nothing to report – it has been a quiet month!

2.3 Preparation for paperless planning meetings

Members approved expenditure up to £700 to purchase a television and associated equipment to enable us to view planning applications at meetings.

Action: Clerk

2.4 Acquisition of Jennings Hall

We have instructed Surrey Hills Solicitors (Ian Davison) to act on our behalf in the matter of the acquisition of the Jennings Hall and the adjustments to the lease with Lingfield and Dormansland Community Centre. Ian has made contact with Tandridge District Council and he intends to register a variation to the existing lease to Lingfield and Dormansland Community Centre, adding 15 years to the term. This makes a total of 22 years from 2017. Ian has advised that Lingfield

and Dormansland Community Centre should have legal representation in the matter of the lease and this advice has been passed on to the Community Centre Manager.

3 GRANT APPLICATIONS

No applications received this month.

4 PARISH FACILITIES

4.1 The Pollards

Members approved expenditure of £250 to pay for a skip for the working party to be held on 8th April 2017.

4.2 Gun Pond

Members approved expenditure up to £70 to purchase chest waders for use at Gun Pond.

5 COMMUNITY EVENTS

5.1 Lingfest

We were due to attend a Safety Advisory Group Meeting at Tandridge District Council on 23rd February. The meeting was cancelled because Surrey Police could not attend. We have asked for the meeting to be rearranged as a matter of urgency. We will be sending our Risk Assessments and Event Plan to TDC by the end of this week.

6 HUB PROJECT

All payments have been received from Surrey County Council for the year ending 31st March 2017. I will be returning the signed Agency Agreement this week (approved at the January meeting). The day to day admin of the contractors will be carried out by Burstow Parish Council again this year.

7 NEIGHBOURHOOD PLAN

7.1 Progress Report

Meetings have recommenced with the next one scheduled for 6th March. The steering group hope to present their report to the Parish Council at its July meeting.

7.2 Expenditure

Members agreed expenditure to cover cost of meeting rooms for regular meetings.

8 VILLAGE ENVIRONMENT AND HIGHWAYS ISSUES

8.1 **Gun Pond**

The following was agreed at a meeting between Rita Russell, Vernon Deller and the Clerk:-

- Removal of the telegraph pole leaning against the large oak tree.
- Hard cutting back of the Escalonia (not sure of spelling!) after it has finished flowering.
- Removal of the cherry tree which is leaning across the footpath near to the Co-Op.
- Removal of all shrubs and roots in the bed bordering Plaistow Street by the cage.
- Cutting back of the willow tree in the centre of the pond to increase healthy regrowth.
- Ordering of new waders to be kept in the cage.

8.2 **Hanging Baskets**

Members approved expenditure of £700 to provide 10 hanging baskets in Lingfield High Street. The cost includes regular watering throughout the Summer months. The clerk will place the order and send the contractor a copy of the licence obtained from Surrey County Council.

Action: Clerk

8.3 **Surrey County Council's Part Night Lighting Programme**

There is concern about Surrey County Council's proposal to turn off all street lights between 12 midnight and 5am because the last train gets into Lingfield at 12.15am. **Members agreed** that the clerk will request that all lights in Lingfield remain on until 1am. There has been a suggestion that Parish Councils can pay to keep the lights on but members did not feel able to make a decision about this without knowing the cost.

Action: Clerk

8.4 **Village Planters**

Michael Sydney has advised that Young Epilepsy will not be able to take over responsibility for the village planters due to Health and Safety issues. **UPDATE:** Rita Russell has offered come up with a planting scheme as a project. She will come up with a proposal for approval at the next meeting.

8.5 **The Old Cage PH**

Members noted receipt of an email from the owner of The Old Cage informing us of his intention to apply for Change of Use to turn the building into a convenience store.

8.6 **Speed Limit reduction**

An update has been requested from Surrey Highways. Their response is below:-
'Survey locations have been chosen for the speed surveys in Lingfield in connection with the Parish Council's request for a speed limit reduction to 20mph. However the surveys have not yet been carried out as the funding available for speed surveys had already been spent on other surveys in the area.'

It is proposed to carry out these surveys in the new financial year, subject to funding for speed surveys being available.'

Pam Erskine has asked the Parish Council to purchase some posters to be displayed on residents' wheelie bins stating '20 is plenty'. Michael Sydney has advised that if the Parish Council is prepared to pay for the speed survey, it can be carried out sooner.

Members agreed a total budget of £500 to pay for the traffic survey and posters.

8.7 Street cleaning

There is concern about the amount of litter in the village now that we do not have a dedicated road sweeper. **Members agreed** to give the new arrangements six months to settle down before making representation to Tandridge District Council.

9 TRAINING AND MEETINGS

9.1 Gatwick Airport

Members noted receipt of a report on the Gatwick Noise Management Board Open Day – prepared by Andrea Watson.

10 REPORTS FROM OUTSIDE BODIES

10.1 GACC

Members noted receipt of Newsletter No. 107 and a press release dated 6th February 2017.

11 CURRENT CONSULTATIONS

11.1 Tandridge District Council Open Spaces Survey – closes 31st March 2017

The clerk will prepare a response and circulate to members.

Action: Clerk

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 31st January 2017 and 14th February 2017..

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Community News

The deadline for articles for the next edition of Community News is 7th April.

13.2 Hedge cutting

The clerk will send a letter to the resident at 1 Rose Cottage asking for their hedges to be cut back.

Action: Clerk

14 DATE OF NEXT MEETING

The next meeting will be held on 28th March 2017.

Meeting closed at 9.12pm