

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL **HELD ON TUESDAY 28TH JANUARY 2014 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
Lisa Bangs

In attendance:-

Mrs Fay Elwood, Parish Clerk

4 members of the public

County Councillor Michael Sydney (part of meeting)

District Councillor Brian Perkins (part of meeting)

Report from County Councillor Michael Sydney

The Highways Improvements (Horizon) Project has been set aside for the time being to allow resources to be diverted to deal with flooding, and the damage caused by flooding. SCC is hoping to receive financial help from Government to pay for this. More money has been spent on the Horizon project than originally intended because some schemes have been brought forward. Tandridge district (and Lingfield in particular) have received a high proportion of the expenditure. Referring to the issue of free transport to Oxted School, Michael reported that it is important the Transport policy and Admissions policy are linked. Linda Kemeny is looking into this. Chris said that whatever changes are proposed, parents should be given plenty of notice.

Chris asked Michael to give urgent attention to the problem of broken road surface at the entrance to Gunpit Road Car Park. Some remedial work has been carried out but more is necessary. Graham Marks asked if the entrance to Gunpit Road could be 'hatched' with yellow lines. Michael said he will see what can be arranged. Vicarage Road also needs urgent attention because the recent resurfacing was sub-standard. The contractors have been informed they will be required to put things right.

A Street Works Permit Scheme has been introduced which means that any organisation wishing to carry out road works will have to apply for a permit. This also applies to SCC itself. This should help to avoid works which clash causing traffic chaos .

Vivien asked Michael about ditch clearance. The majority of the ditches are the responsibility of the land owner. Michael is waiting for a report from Jason Russell about which ditches

SCC is responsible for. Graham suggested that if surface water from the roads drains into a private ditch, SCC should provide some assistance to keep it clear.

Report from District Councillor, Brian Perkins

Brian reported that Lingfield has apparently said 'no' to the suggestion of installing a lift at Lingfield Station. The Parish Council is not aware that lifts have ever been suggested to us. There was some discussion about the plans for a bridge at Lingfield but there seems to be confusion between the plans for a bridge to re-open a footpath and the bridge which is used by passengers.

Report from District Councillor, Lisa Bangs

Parking fees have been increased across the district. Lisa expressed concern that the permit fees for Gunpit Road have been increased when they should be discounted to encourage use. Fees for sports pitches have been reduced across the district to encourage people to use them. However, Talbot Road fees are still 100% more than they were under Parish Council management. It is not clear how many teams are using Talbot Road this year. Lisa is concerned about the brightness of the street lighting at The Bays, given that it was built on a Green Belt site. Lisa intends to query this with the Planning Department and suggest that any future permissions include a condition to respect the area and insist on low level lighting.

1. PROCEDURAL MATTERS

1.1 Apologies for Absence

District Councillor, Lesley Steeds, sent her apologies.

1.2 Declaration of Interests

John Cole and Graham Marks declared an interest in item 4.2 because they are on the committee of Lingfield Nature Reserves.

1.3 Minutes of meeting held on Tuesday 26th November 2013

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

1.4 Matters arising from Minutes of previous meeting

1. Felcourt Notice Board

Our insurers have agreed to the claim for the cost of replacing the notice board and they have employed a solicitor to try to recover their losses.

2. Bakers Lane Clinic

Bakers Lane Clinic has been sold for use as a pre-school subject to completion by end of January.

3. Youth Club

A new worker has been recruited for the Youth Club. The Parish Council will not be required to administer PAYE.

4. Parish Council Logo - John will provide a sketch for the clerk to pass to Sue Cox.

5. Benches - we are still waiting for the Community Payback Team to carry out this work.

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Financial Report and noted that cash in the bank as at 31st December 2013 was **£25,874.12**. The following cheques were approved for payment:-

Date	Cheque	Details	Amount
20/11/2013	2203	Clark Ground Care	4,080.00
20/11/2013	2204	SLCC	147.00
26/11/2013	2205	Clark Ground Care	2,160.00
26/11/2013	2206	R.V. Deller	630.00
04/12/2012	dd	Orange Broadband	14.23
12/12/2013	2207	Glasdon Manufacturing - grit bin	214.93
12/12/2013	2208	R. Medhurst - Youth Worker	96.00
12/12/2013	2209	F. Elwood - Salary	1,110.70
12/12/2013	2210	HM Revenue and Customs - PAYE	263.87
12/12/2013	2211	Surrey Pension Fund	278.66
12/12/2013	2212	Dormansland Parish Council	231.47
02/01/2014	2213	Sutton and East Surrey Water	140.38
02/01/2014	2214	BT Payment Services	142.49
02/01/2014	2215	Sutton and East Surrey Water	53.33
02/01/2014	2216	BT Payment Services - Hub	28.99
02/01/2014	2217	R. Charman - Pond Survey	60.00
04/01/2014	dd	Orange Broadband	14.23
08/01/2014	2218	F. Elwood - Jan salary	938.19
08/01/2014	2219	R. Medhurst - Youth Worker	120.00
08/01/2014	2220	HM Revenue and Customs - PAYE	168.35
08/01/2014	2221	Surrey Pension Fund	278.66
15/01/2014	2222	L & D Comm Centre - Rent	180.00
15/01/2014	2223	EDF Energy	29.00
15/01/2014	2224	BT Payment Services	28.99
20/01/2014	2225	Clark Ground Care	6,480.00
20/01/2014	2226	RH7 History Group - Grant	200.00
Total			18,089.47

2.2 Chairman's Report

End November 2013: Met Chloe (fundraising) and Andrea Simpkins (farm project) at Young Epilepsy who are very keen to run a stall at any potential 'farmers market' in Lingfield. They have home grown beef, eggs and other products. I promised to discuss this at Council.

13th December: Attended SCC Local Committee meeting at TDC offices. I welcomed the statement that Highways Legal Orders would be drawn up to introduce traffic measures including a timed no-waiting ban on Station Road in a bid to reduce commuter parking that currently causes major traffic congestion. I also asked if SCC chief executive (on behalf of Michael Sydney who was away) could write to Meteor to offer reduced seasonal car parking tickets to help fill the station car park (the precedent had been set by Kent County and needs a county officer to write).

10th December: Attended TDC Planning committee on behalf of residents concerns over an application at Little Berkley, Church Road. John Cole presented our case requesting TDC deny planning permission as we felt the development was out of character. This was denied and the application passed.

17th December: At planning committee, Tim North accompanied Gilbert Reed to discuss possible proposals to submit a planning application for 16+ houses at Pond Farm on redundant agricultural buildings.

1st January: Joined a wet bedraggled team working on the Lingfield Nature Reserves.

13th January: Attended SALC director's meeting at Worpleston. Agreed to help plan the exhibition stand at The South of England Show 5th-7th June in a bid to help recruit new councillors to parishes in 2015. Discussed the options of parishes applying to bid for District Council facilities in the light of a reduction in Government Grant to District Councils over 2013/14 and 2014/15 reflected as a 26% reduction in Local Council Tax Support Scheme. Also discussed the speed with which Surrey parishes were beginning to accept the need to make Neighbourhood Plans. Finally, we discussed what were the implications if the Secretary of State capped parish councils in 2014 at 1.5%.

14th January: Listened to a presentation by Sally Tagg (consultants) about proposals for a selfbuild housing development opposite The Bays on the Godstone Road, up to 20 houses.

15th January: Met Rita Russell to discuss progress on the library. Ian Jones confirmed that at a meeting with SCC officers, the Trust would be established as a charitable company limited by guarantee. Discussed the option of the parishes of Lingfield and Dormansland considering

contributing to the Librarians' pay
20th January: Met Michael Sydney. Discussed progress on the Library; school transport to Oxted; establishing a Youth facility in Lingfield. A verbal update to be given at the parish meeting.
21st January: Carried out the first sessions of monitoring congestion at the Godstone Road pinchpoints.

2.3 Precept Request

Although the precept had been agreed in November, members were asked to reconsider the amount to take account of several areas of expenditure which have come to light since the last meeting. **Members agreed** to set the precept at £50,000 for 2014/15. The extra £6000 is made up as follows:-

£1000 to cover a shortfall in the pension fund.
£5000 towards the cost of producing a Neighbourhood Plan if there is support from the community.

2.4 Planning Seminar

Members approved expenditure of £80 for two places at a Planning Seminar to be held on 27th February at Cranleigh Arts Centre.

2.5 Clerk's Networking Day

Members approved expenditure of £60 to pay for the Clerk's training to be held on 4th March 2014 at Felbridge Hotel.

2.6 New Councillor Training

Members approved expenditure of £50 for Vivien to attend new member training to be held on 13th March at Reigate Manor Hotel.

2.7 Neighbourhood Plan

Increasing numbers of residents are expressing a wish for the parish council to initiate a Neighbourhood Plan. Liz Lockwood has undertaken some research and gave a presentation on her findings. Members are a little concerned about the time and cost and whether a plan would hold weight against Government legislation. However, they **agreed to put £5000 in the budget** and make this the subject of this year's parish assembly. We will advertise our intention in the local press and Liz will prepare a presentation for the assembly. If we have community support for a plan we will approach Tandridge District Council after the assembly. We will also consider the possibility of a joint plan with Dormansland. Chris will put together a press release.

Action: CD/Clerk

2.8 Banking

Members approved a change of bank from the Co-Operative to HSBC.

2.9 Citizen of the Year award

Members agreed that the recipients of this award will receive £40 to spend in the village and a certificate. There will also be a roll of honour in the Community Centre which will be added to each year.

2.10 Surrey Pension Fund

Members noted a letter from Surrey Pension Fund concerning the results of the actuarial valuation at 31st March 2013. This means a deficit payment of £1000 in 2014/15 and £1000 in 2015/16. The clerk will add £1000 to the budget for 2014/15.

Action: Clerk

3 GRANT APPLICATIONS

There are no grant applications to consider this month.

4 PARISH FACILITIES

4.1 Village Signs

The new village signs have now been installed. We will arrange a commemorative event in May to acknowledge the Co-Op's contribution towards the cost. John will design a plaque.

Action: JC

4.2 Lingfield Nature Reserves

Members agreed to early renewal of the lease for the Lingfield Nature Reserves.

The term of the lease will be ten years.

Action: Clerk

4.3 The Pollards Allotments

Members noted the allotment account which shows that Dormansland Parish Council are in credit by £64.39.

4.4 Lollipop Track

Lingfield Nature Reserves management committee has asked us to consider resurfacing the Lollipop track which serves the allotments at Centenary Fields. We do not have enough in the budget to cover this but **members agreed** to vire £1100 from the 2013/14 'Grants' budget. LNR to be asked to get two more quotes and we will explore grant funding.

Action: Clerk

5 HIGHWAYS ISSUES

We have carried out the first monitoring session at the pinch points in Godstone Road. The next session is due to be held on 4th February. There is concern about surface water on the road and pavements, and the effect it is having on Porters Hall wall and the Thatched Cottage. There is also concern about the number of near-misses and the speed and aggression of drivers trying to get through the pinch points quickly. The clerk was asked to question what will happen to the data collected before the official monitoring period.

Action: Clerk

6 HUB PROJECT

6.1 **Members approved** the monthly payments to Clark Ground Care for January, February and March 2014.

7 VILLAGE ENVIRONMENT

7.1 Gun Pond

To enable an aeration system to be installed at Gun Pond it is necessary to remove most of the silt. At some places the silt is 16 inches deep with only 12 inches of water depth. We have received estimates and recommendations from two

companies. Both suggest that the total cost of removing silt, providing an electrical supply to the pond and installing a fountain (along with improvements to the island) would cost in excess of £20,000. Members did not feel they could add any more to the precept so **agreed** the following:

Lisa will contact TDC to see if £5000 from the S106 agreement attached to Occasionally Yours could be used for this purpose. If so, the clerk will explore grant funding for the remaining cost. **Action: LB/Clerk**

7.2 Flooding

Following the recent flooding, **members agreed** to put a request in Community News for residents to inform the Parish Council which areas are at risk. Michael Sydney had offered extra 'flooding' signs to be used where necessary but it was suggested that the money could be better spent unblocking the ditches which cause the roads to flood.

Action: Clerk

8. TRAINING AND MEETINGS

Members noted an invitation to a public meeting 'The NHS Belongs to the People' to be held on Thursday 6th February at 7pm at the York Rooms, St John the Evangelist Church in Hurst Green. Sonia Perkins will attend.

9. REPORTS FROM OUTSIDE BODIES

Members noted receipt of the following documents:-

SALC December Newsletter (previously forwarded by email)

Minutes of the Sussex Community Rail Partnership held on Tuesday 19th November 2013

Press release from GACC entitled 'Gatwick included in Short List'

'Night flying Restrictions at Heathrow, Gatwick and Stansted Stage 2 Consultation - Response from GACC'

GACC Newsletter Number 100 dated Jan 2014

'Airspace Consultation Response' dated Jan 2014

Vivien reported that she attended the meeting at Dormansland to hear about plans for Gatwick Airport. It was noted that Lingfield Parish Council did not take up the offer of a meeting but it transpired that there is very little that can be done to change the flight path over Lingfield. Members believe there is stronger feeling in Dormansland against Gatwick. However, Graham said we should push for an air quality monitor in Lingfield. The clerk will write to Ken Harwood with the request. **Action: Clerk**

10. CURRENT CONSULTATIONS

Surrey and Sussex NHS Trust - the future of East Surrey Hospital

Vivien suggested that we should all register as members so that we continue to receive updates.

11. PLANNING COMMITTEE

Members approved minutes of the planning committee meetings held on 26th November and 17th December 2013.

Chris reported that we have heard nothing more from Sally Tagg following the presentation on Self Build Affordable Housing. Graham asked if we could have a copy of the research which supported the statement that 30 people would be interested in a self build properties. **Action: Clerk**

12. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

Broken gate and fence in Headland Way to be added to the agenda for February.

13. DATE OF NEXT MEETING

The next meeting will be held on 25th February 2014.

Meeting closed at 10.27 pm