

# *Lingfield Parish Council*

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**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL**  
**HELD ON TUESDAY 28<sup>TH</sup> MARCH 2017 AT 8PM**  
**AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

**Present:**

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

District Cllr Lesley Steeds (part of meeting)  
District Cllr Maureen Young (part of meeting)  
County Cllr Michael Sydney

**In attendance:-**

Fay Elwood - Clerk

## **1 PROCEDURAL MATTERS**

### **1.1 Apologies for Absence**

Apologies were accepted from Graham Marks.

### **1.2 Declaration of Interests**

Vivien Hepworth declared an interest in items 2.6, 2.7 and 2.8 as her husband negotiated the terms for the acquisition of the Jennings Hall.

### **1.3 Minutes of meeting held on 28<sup>th</sup> February 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)**

Telephone kiosk in Felcourt Road  
Still waiting for response from TDC.

Chamber of Commerce meeting

Jane Gould-Smith attended a meeting of the Lingfield Chamber of Commerce on 20<sup>th</sup> March 2017 at The Greyhound PH. She said it was an informal meeting which was useful for networking. The Chairman of the C of C (Jeanine Searle) had been planning a procession for school children at the residents' race day at Lingfield Park. However, she would prefer to do this at Lingfest. Members felt

that a procession would be difficult, since we have made very specific plans in order to get permission from TDC to use Jenners Field. It was suggested that Lingfield Chamber of Commerce may like to sponsor a Fancy Dress competition for children, which could take place within the arena. This idea will be considered by the organising committee on Tuesday 3<sup>rd</sup> April. Members praised Jeanine's effort to 'turn the High Street purple' for Young Epilepsy's awareness day campaign.

## 2 FINANCE AND ADMINISTRATION

### 2.1 Finance Report

**Members approved** the Finance Report, which includes cheques for payment. Cash in the bank at 15th March 2017 amounted to £59,924.62.

The following cheques were approved for payment:

Date	Cheque	Payee	Amount £
06/03/2017	533	Jeremy Clarke	286.65
06/03/2017	534	HMRC	152.96
06/03/2017	535	F. Elwood - Salary	989.90
09/03/2017	dd	Orange Broadband	31.00
06/03/2017	536	Surrey Pension Fund	337.86
14/03/2017	537	F. Elwood - Expenses	810.66
30/03/2017	dd	BT Business	133.76
20/03/2017	538	Lingfield and Dormans Comm Centre	15.75
20/03/2017	539	Surrey Hills Solicitors	558.00
20/03/2017	540	Surrey Hills Solicitors	622.20
20/03/2017	541	James Korbel - Replacement Cheque	30.00
		<b>Total</b>	<b>3968.74</b>

### 2.2 Chairman's Report

The Chairman referred to the recent anti social behavior and reported that things seem to have calmed down following the publicity. There is no reason to connect the anti social behavior with the recent burglaries from garages and outbuildings.

### 2.3 Annual Parish Assembly

**Members approved** the arrangements for the Annual Parish Assembly to be held on Monday 10<sup>th</sup> April 2017 starting at 7pm. The leader of Tandridge District Council will be attending.

### 2.4 Risk Assessments

**Members approved** the risk assessments for 2017.

## **2.5 Parish Council Email**

Due to the fact that .fsnet emails are being closed down, it is necessary to change our email address. **Members approved** 'lingfieldpc@gmail.com' for the new address. The clerk will make the necessary arrangements. **Action: Clerk**

## **2.6 Payment for Jennings Hall**

**Members approved** expenditure of £5000 to purchase Jennings Hall. The clerk will arrange a bank transfer. **Action: Clerk**

## **2.7 Freehold Transfer of Jennings Hall**

**Members approved** the details of the Freehold Transfer of the Jennings Hall from Tandridge District Council to Lingfield Parish Council. **Members agreed** that the clerk (in consultation with the Chairman) has delegated authority to approve minor amendments.

## **2.8 Variation of the Lease – Lingfield and Dormansland Community Centre**

**Members approved** the variation of the lease with Lingfield and Dormansland Community Centre. This is to include the Jennings Hall on the same terms as the Community Centre building. The variation also extends the term of the lease to 22 years. The Community Centre management team is responsible for registering the lease but they have asked us to arrange for Surrey Hills Solicitors to do this on their behalf. The cost for this is £200 plus Land Registry fees and this will be reimbursed by the Community Centre.

## **2.9 Training**

**Members approved** expenditure of £65 for the clerk to attend the Technical Networking Day on 2<sup>nd</sup> November at the Crown Plaza hotel in East Grinstead.

# **3 GRANT APPLICATIONS**

## **3.1 Kent, Surrey and Sussex Air Ambulance**

**Members approved** a grant of £250 for the Kent, Surrey and Sussex Air Ambulance.

## **3.2 East Surrey Domestic Abuse Service**

**Members approved** a grant of £250 for the East Surrey Domestic Abuse Service. They had requested £500 but members were reluctant to commit so much of our limited budget at the beginning of the financial year. The clerk will advise ESDAS that they can apply again towards the end of the financial year.

**Action: Clerk**

Both grants will be paid from the 2017/18 budget.

# **4 PARISH FACILITIES**

Nothing to report.

# **5 COMMUNITY EVENTS**

### **5.1 Lingfest**

Members noted that Tandridge District Council has given permission for Lingfest to go ahead on Jenners Field, following our attendance at the Safety Advisory Group meeting.

## **6 HUB PROJECT**

The first urban cut is underway.

## **7 NEIGHBOURHOOD PLAN**

### **7.1 Progress Report**

There is a meeting of the Neighbourhood Plan Steering Group on Monday 3<sup>rd</sup> April. They are still preparing to submit a plan to the Parish Council for approval in July.

### **7.2 Expenditure**

Nothing to report.

## **8 VILLAGE ENVIRONMENT AND HIGHWAYS ISSUES**

### **8.1 Lingfield Library**

Lingfield Community Partnered Library has requested a sign directing people to the Library (outside the Community Centre). Surrey County Council will not provide this because there is no vehicular access via this route. The clerk will email details to Michael Sydney to see if he can help. **Members approved** expenditure up to £100 towards the cost of a sign.

**Action: Clerk**

### **8.2 Village Planters**

**Members approved** expenditure up to £500 to re-stock the village planters. The clerk will inform Rita Russell who is overseeing the project. John Cole will ask the shops to help with watering.

**Action: Clerk/Chairman**

### **8.3 20's Plenty Campaign**

Pam Erskine has acquired the wheelie bin stickers and sent letters to houses in the High Street informing residents that the stickers are available from the Parish Office. So far, we haven't received any requests for the stickers but we will advertise on Facebook and Nextdoor.

**Action: Clerk**

### **8.4 Parking Restrictions**

We have received a request for further parking restrictions in Ash Close and Bakers Lane. The clerk will request a map from David Curl. John Cole and Andrea Watson will inspect the areas on a week day and formulate a proposal for parking restrictions.

**Action: Clerk/JC/AW**

Liz Lockwood told members about a scheme she has seen operation in other areas, whereby the school children (accompanied by a teacher) issue 'fake parking tickets' to people parking inconsiderately (e.g. blocking driveways). Andrea Watson will contact the Head of Lingfield Primary School to talk about the possibility of introducing this as a way to 'educate' parents.

**Action: AW**

#### **8.5 Part Night Lighting programme**

Members noted receipt of the list of street lights to be turned off between 12 midnight and 5am. The lights in the twitten between Station Road and Church Road will remain on until 1am. We will monitor the situation before considering whether to pay to have additional lights left on for longer.

#### **8.5 Walks Leaflets**

Members could not visualise the walk maps from the information provided. The clerk will ask for samples and send the walk maps to members. Decision was deferred.

**Action: Clerk**

### **9 TRAINING AND MEETINGS**

#### **9.1 Church Service**

John Cole passed on an invitation to all parish councillors to attend a church service at St Peter and St Paul's Church on 25<sup>th</sup> June 2017 at 9.30am. Members noted it in their diaries and look forward to receiving more information.

#### **9.2 TVSC Network Lunch**

This will be held on Thursday 20<sup>th</sup> April 2017 at Oxted Community Hall 12 noon – 2pm. Members will response directly if they wish to attend.

### **10 REPORTS FROM OUTSIDE BODIES**

#### **10.1 Surrey and Sussex Association of Local Councils**

Members noted receipt of the March Newsletter.

#### **10.2 Tandridge District Council**

Members noted receipt of a document entitled 'Creating a vibrant future for the District'

### **11 CURRENT CONSULTATIONS**

The clerk has submitted a response to the Open Spaces survey. Andrea will liaise with CAGNE and GACC to formulate a response for the clerk to send in relation to the 'Night Flights Consultation'.

**Action: AW**

### **12 PLANNING COMMITTEE**

**Members approved** minutes of the meetings of the Planning Committee held on 28<sup>th</sup> February and 14<sup>th</sup> March 2017.

**13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA**

Vivien Hepworth requested that the Pedestrian Refuge for Godstone Road be placed on the agenda for the May meeting. She will be absent for the April meeting.

**Action: Clerk**

**14 DATE OF NEXT MEETING**

The next meeting will be held on 25<sup>th</sup> April 2017. Vivien gave apologies in advance.

Meeting closed at 9.12pm