

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL **HELD ON TUESDAY 28TH OCTOBER 2014 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

Chris D'Avray – in the chair
Sonia Perkins
Vivien Hepworth
Lisa Bangs
John Cole

District Cllr for Lingfield, Brian Perkins

4 members of the public

In attendance:-

Mrs Fay Elwood, Parish Clerk

Report from District Councillor Brian Perkins

Brian reported that TDC will be sending a representative to lay a Remembrance Day wreath in Ypres. This is the first time a TDC rep has laid a wreath outside of Tandridge. There is a meeting arranged by Gatwick Airport Conservation Campaign on 22nd November at the Apple Tree Centre, Ifield Avenue, Crawley. There is a workshop to discuss the Strategic Housing Market Assessment on 24th November at the Council Offices in Oxted.

Public Questions

Gilbert Reed announced that he will be holding a public exhibition at Pond Farm on 15th November 2014 from 12 noon to 6pm. The purpose of the exhibition is to inform members of the public of his intention to apply for planning permission for 9 or 10 luxury homes on the site of Pond Farm.

1. PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Graham Marks. Apologies were noted from Michael Sydney and Lesley Steeds.

1.2 Declaration of Interests

Chris D'Avray declared an interest in item 4.1 as he is Chairman of the Community Centre Management Committee.

1.3 Minutes of meeting held on Tuesday 30th September 2014

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

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

Tourist Map - Dormansland Parish Council is keen to join us in a joint project. The clerk is meeting with a graphic designer and has requested a quote for the wayfinder board to display the map in the village. The clerk is also meeting with a representative from 'Hidden Britain' to see if they can assist with production of a map.

Footpath Map

Copies of the Definitive Map have been received and are available to view in the Parish Office

Grant from GACT

LPC has been allocated a grant of £1250 towards the Gun Pond improvements. Members decided not to proceed with this, so the Chairman suggested asking GACT if we can use the money for our tourist map. Lisa Bangs suggested that the Tourist Map could be paid for out of the S106 money from TDC so members agreed that the clerk can submit a request to GACT for the improvements we have carried out. **Action: Clerk**

Remembrance Sunday

Vivien has sorted out a PA System. The clerk has arranged to collect poles and tape from Lingfield Park and has organised volunteers for road closures. John will make sure the flag is raised. Chris will pass names of two extra volunteers to the clerk. **Action: CD**

Training for Footpath Maintenance

Chris reported that there are around 10 potential volunteers and we are waiting for a date to be arranged for a training session at Lingfield and Dormansland Community Centre.

Petition to remove Pinch Points

Members are reminded that this subject will be discussed at the Local Area Committee on 12th December 2014. Lisa said she is concerned that Michael has still not answered her question about whether the report is being submitted 'for decision' by elected members or if it is 'for information only'. Chris will attempt to find the answer to this question. Sonia asked if we could make sure that those signatures on the physical petition are included (in addition to the online responses). **Action: CD**

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Financial Report and noted that cash in the bank as at 21st October 2014 was £51,675.64.

The following cheques were approved for payment:-

Date	Chq No	Payee	Amount £
30/09/2014	44	R.Deller - Gun Pond & village env	775.00
03/10/2014	dd	Orange Broadband	28.50
06/10/2014	45	St. Catherine's Hospice - grant	200.00
06/10/2014	46	Air Ambulance Grant	250.00
06/10/2014	47	Lingfield Scouts	1,000.00
06/10/2014	48	Countrywide Grounds Maintenance	2,032.80
09/10/2014	49	Community News Grant	800.00
09/10/2014	50	Bill Kear - Rural Hub Cut	3,870.00
13/10/2014	51	EDF Energy	24.07
13/10/2014	52	L & D Community Centre	180.00
13/10/2014	53	Clark Ground Care	288.00
13/10/2014	54	Clark Ground Care	288.00
13/10/2014	55	Clark Ground Care	48.00
13/10/2014	56	Lingfield & Dormans Comm Centre	11.80
13/10/2014	57	HM Revenue and Customs	126.44
13/10/2014	58	F. Elwood - Salary	958.39
13/10/2014	59	Surrey Pension Fund	410.65
27/10/2014	60	Countrywide Grounds Maintenance	205.80
27/10/2014	61	Dormansland PC - Hub Admin	102.84
		Total	11,600.29

2.2 Chairman's Report

15th October Attended Surrey ALC AGM - focus on Flood Forum

21st October Attended SSALC meeting - focus on GAL proposals for 2nd runway

21st October Attended 'Community Care' association AGM

Throughout October have worked with TDC officers to finalise draft Service Level Agreement on the Day Centre to take this forward from the 1st January as part of LDCC. The Community Centre is waiting for the Service Level Agreement to be approved at the meeting of the Housing Committee.

There were over 900 signatures on the petition to stop the closure of Barclays Bank

2.3 Budget Meeting

Members noted that an informal meeting to discuss the budget will be held on 11th November 2014 after the planning meeting.

2.4 Deposit Account

Members agreed to the setting up of a deposit account with HSBC.

Action: Clerk

3 GRANT APPLICATIONS

Members noted receipt of 'Thank You' letters from St Catherine's Hospice, Lingfield Scouts and Kent, Surrey and Sussex Air Ambulance.

4 PARISH FACILITIES

4.1 Lingfield and Dormansland Community Centre

Members noted receipt of a Building Report dated October 2014.

4.2 The Pollards Allotments

Members approved a quote of £250 for clearing vegetation at the Pollards allotment car park. **It was also agreed** that the clerk will write to the land owners to find out if the lease will be renewed when the current lease runs out at the end of 2015.

Action: Clerk

4.3 Centenary Fields Allotments

Members approved expenditure of £180 for tree works at Centenary Fields allotments.

4.4 Village Market

The launch has been postponed until March 2015 to ensure we have enough stall holders. The storage shed and gazebos will be ordered well in advance. Karil is attempting to recruit a volunteer to set up a database of stall holders. John Cole has agreed to join the working party and the next meeting is scheduled for 5th November. An article will be put in the next issue of Community News.

4.5 Gun Pond

Members considered a quote for £290 for a new sign to deter people from feeding the ducks/rats. **It was agreed** that the existing sign will do for now. We have been made aware that members of the public are turning on the water supply. John Cole will investigate a removable tap or a locking cover.

Action: JC

4.6 Flag Pole

Members approved expenditure of £210 plus VAT for maintenance of the flag pole. The clerk will arrange for the work to be carried out.

Action: Clerk

5 HIGHWAYS ISSUES

Nothing to report.

6 HUB PROJECT

6.1 Urban Cuts

Members approved the October monthly payment of £1700 to Clark Ground Care for the Urban Cuts within the Lingfield Hub.

6.2 Management Group

Members noted receipt of the Notes from a Meeting of the Hub Management Group held on 1st October 2014.

7 NEIGHBOURHOOD PLAN

Liz Lockwood gave a verbal report on progress with the Neighbourhood Plan and handed out copies of the questionnaire which will be distributed to every household. There will be further grant provision next year but all expenditure from the current grant funding must be spent by December. Liz will inform the clerk how much is required from the LPC in the 2015/16 budget.

8 VILLAGE ENVIRONMENT

8.1 Parking in Jenny Lane

Residents from Jenny Lane were present at the meeting and explained the problems they are having with parking. SCC has informed them that it is an adopted road and therefore a public highway.

8.2 Track leading to Nature Reserves

The builders working on redevelopment of the Vicarage have encroached onto the track to the Nature Reserves by erecting a fence 2 or 3 feet beyond their boundary. The clerk has phoned the Estates Department at the Diocese of Southwark. John spoke to someone on site and was informed that they have revised plans and will be moving the fence. The clerk will send a letter to the Diocese to ask for reassurance that the revised plans include movement of the fence to its original location. John Cole will look at the plans submitted for redevelopment of the Vicarage to see if they include measurements of the site.

Action: JC/Clerk

8.3 Flood Forum

The Chairman suggested that we may like to consider setting up a Flood Forum to keep an eye on ditches to make sure they are kept clear and will not cause roads to flood. John will ask the 'Snow Angels' if they would be prepared to take this on. There was some concern that this is another example of Surrey County Council passing on its responsibilities to parishes. Chris said he will speak to those who may be vulnerable to flooding and Lisa will speak to Paul Barton to see if we can obtain some sand bags.

Action: LB/CD

9 TRAINING AND MEETINGS

9.1 TVSC Network Lunch

This is taking place on Thursday 20th November 2014 at The York Rooms in Hurst Green commencing at 12 noon. Sonia will attend.

9.2 Surrey Rural Housing Seminar

This is taking place on Thursday 27th November 2014 at Hambleton Village Hall at 10.30 am - John and Chris will attend.

10 REPORTS FROM OUTSIDE BODIES

None.

11 CURRENT CONSULTATIONS

None.

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the planning committee held on 30th September and 14th October 2014.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Train Services

Members noted receipt of a document detailing the revisions to train services from Monday 5th January 2015.

13.2 SALC Conference

Members noted receipt of the Notes from a SALC Conference held on 16th October 2014.

13.3 Talbot Road Parking

Members noted receipt of a complaint from a resident in Talbot Road about the inconsiderate parking by people using the restaurants in the High Street. It was agreed that we will request a sign directing people to Gunpit Road Car Park but

any request for residents' parking should be made by the residents to Surrey County Council. The clerk will reply. **Action: Clerk**

13.4 Scouts Fundraising

Lingfield Scout Group would like to arrange a sponsored sleep over in The Cage by an adult member of their group. Members have no objection and await notification of a date.

13.5 The Guest House Advisory Committee

The clerk will write to Michael Sydney to ask him to arrange a meeting of the Guest House Advisory Committee. Ian Jones is meeting Suzie Kemp on 5th November and he is hoping to get approval for the setting up of the new trust.

Action: Clerk

14 DATE OF NEXT MEETING

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

Meeting closed at 9.11 pm