

# *Lingfield Parish Council*

---

## **MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL** **HELD ON TUESDAY 29TH JULY 2014 AT 8PM** **AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

### **Present:**

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

4 members of the public

District Cllr Lesley Steeds  
District Cllr Brian Perkins  
County Cllr Michael Sydney

### **In attendance:-**

Mrs Fay Elwood, Parish Clerk

### **Report from County Councillor, Michael Sydney**

Michael informed us that despite rumours, the Horizon project is continuing as planned. Vicarage Road is due to be re-dressed next month. The speed limit signs at the junction of Ray Lane and Common Road have been replaced. Surrey County Council is working on a new programme creating opportunities for young people. The target is that by 2020 all young people will have received training or mentoring to ensure they are employable.

A member of the public asked Michael why Vicarage Road is not a one-way street. The Chairman explained that the parish council had explored this a couple of years ago but residents were not keen on the idea. Congestion is really only a problem at the start and end of the school day so Lisa suggested reminding the school to tell parents about the voluntary one-way system. Michael said he will discuss options with officers.

**Action: Michael Sydney**

The issue of cars parked on the pavement in Newchapel Road was raised. These cause an obstruction for wheelchairs and pushchairs. It was suggested that double yellow lines should be installed along Newchapel Road from the junction with Godstone Road as far as Mount Pleasant Road. The Chairman explained the process for proposing parking restrictions but didn't commit to including this area in the current round of proposals.

### **Report from District Councillor, Lisa Bangs**

Lisa asked Michael if he could get the County Council to cut the hedges in Ray Lane where they are obstructing sight lines for vehicles coming out of Lingfield Common Road. Michael replied that the owner of the land has a duty to keep the hedges trimmed. She also asked for clarification about how the report on the success of the traffic calming scheme will be handled at the Local Area Committee. Will the report be submitted 'for information' or will councillors be voting on the success of the scheme? Michael will take advice and report back to us.

**Action: Michael Sydney**

A member of the public expressed concern about a planning application for 20 houses on land adjacent to Lyndhurst in Newchapel Road, and asked for assurance that contractors will not be allowed to park in Paddock Close. Lisa will ask for this to be included in the Method Statement if the plan is approved.

**Action: Lisa Bangs**

### **Report from District Councillor, Lesley Steeds**

Lesley reported that she has received complaints from residents about the noise from the music nights at Lingfield Park Racecourse. She will be contacting the Managing Director to see if anything can be done to improve the situation. Lingfield Parish Council has not received any complaints this year and this may be due to the positioning of the stage and the wind direction.

Liz Lockwood requested that the parish council 'donates' its 3 minute slot at the forthcoming Tandridge District Council planning meeting so that a representative from Tandridge Access Group has a chance to speak. **Members agreed** and the clerk will contact TDC with this request.

**Action: Clerk**

## **1. PROCEDURAL MATTERS**

### **1.1 Apologies for Absence**

Apologies were accepted from Graham Marks.

### **1.2 Declaration of Interests**

None.

### **1.3 Minutes of meeting held on Tuesday 24th June 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)**

**Bank Account** - all money has now been transferred from the Co-Operative to HSBC and is in the current account. The clerk will investigate options for a savings account.

**Action: Clerk**

**Footpath map for Felcourt** - Chris has chased with with SCC.

**Public Meeting concerning Gatwick Airport** - There has been minimal interest in holding a public meeting about Gatwick.

**Birthday Honours** - due to the timeframe members agreed not to make any nominations this year.

**Parking bays outside Lingfield Tandoori** - due to the fact that these are not allocated parking bays, they could not be included in the time-limited scheme unless they were parallel to the footpath. This would reduce the number of spaces.

## 2 FINANCE AND ADMINISTRATION

### 2.1 Financial Report

**Members approved** the Financial Report and noted that cash in the bank as at 30th June 2014 was £40,333.56

The following cheques were approved for payment:-

| Date       | Cheque No. | Payee                              | Amount £        |
|------------|------------|------------------------------------|-----------------|
| 09/07/2014 | 1          | L & D Community Centre             | 180.00          |
| 09/07/2014 | 2          | Bill Kear - Rural Cut 1            | 3,870.00        |
| 09/07/2014 | 3          | Sutton & East Surrey Water         | 156.64          |
| 09/07/2014 | 4          | EDF Energy                         | 41.00           |
| 09/07/2014 | 5          | Sutton & East Surrey Water         | 312.39          |
| 09/07/2014 | 6          | BDO LLP - Audit                    | 360.00          |
| 09/07/2014 | 7          | C. D'Avray materials for pond sign | 15.04           |
| 09/07/2014 | 8          | S. Barnett - water for allotments  | 22.09           |
| 15/07/2014 | 9          | F. Elwood - Salary                 | 958.39          |
| 15/07/2014 | 10         | HM Revenue and Customs             | 126.44          |
| 15/07/2014 | 11         | Surrey Pension Fund                | 410.65          |
| 15/07/2014 | 12         | Countrywide Grounds                | 205.80          |
| 15/07/2014 | 13         | Royal British Legion               | 75.00           |
| 22/07/2014 | 14         | Clark Ground Care                  | 288.00          |
| 22/07/2014 | 15         | Clark Ground Care                  | 2,040.00        |
| 22/07/2014 | 16         | Clark Ground Care                  | 48.00           |
| 23/07/2014 | 17         | F. Elwood - Postage Stamps         | 115.00          |
|            |            | <b>Total</b>                       | <b>9,224.44</b> |

### 2.2 Chairman's Report

- 4th July Made up concrete buckets to erect signs in Gun Pond
- 6th July John and I attempted to fit signs at Gun Pond, 1 being fitted to memorial wall removed later that day by an enraged resident
- 6th July Resident called at my house to make a complaint.
- 7th July Phone call from Baker's Lane clinic neighbour aghast at 3 storey development

|           |  |
|-----------|--|
| 7th July  | Spoke to TDC environmental officer about rat problem at Gun Pond   |
| 7th July  | Spoke to Michael Sydney about single licence for hanging poppies on St lamps   |
| 7th July  | Spoke to resident about tables and chairs outside Red Rum Cafe   |
| 8th July  | Call from residents about invasive rats  |
| 9th July  | LDCC AGM - retire as chairman by Christmas this year   |
| 16th July | SALC board meeting   |
| 22nd July | Lingfield Nature Reserves AGM  |
| 23rd July | Rec'd letter from MF Poffley requesting information from David Hodge   |
| 23rd July | Spoke to Red Rum manager who will ensure space on pavement outside restaurant  |
| 30th July | Meeting with Tandridge Housing officers who are considering linking management of Day Centre and Community Centre. May have some impact on parish council. |

### **2.3 External Audit**

Members noted the Conclusion of Audit for 2013/14. There were no issues arising.

## **3 GRANT APPLICATIONS**

None received.

## **4 PARISH FACILITIES**

### **4.1 Tree works at the Centenary Fields allotments**

**Members agreed** expenditure up to £500 for work to reduce the height of trees at the allotments. Lingfield Nature Reserves will be providing a price from the contractor who will be cutting their side of the boundary. There will be a cost saving for using the same contractor to do both sides.

**Action: Clerk**

### **4.2 Lingfield Nature Reserves**

**Members approved** signing of a 10 year Management Agreement for Lingfield Nature Reserves. The agreement was scrutinised by Roger Taylor from Hedleys prior to it be finalised.

## 5 HIGHWAYS ISSUES

### 5.1 Traffic Calming Scheme in Godstone Road

Surrey County Council will be considering the success of the Godstone Road traffic calming scheme at a forthcoming meeting of the Local Area Committee. The chairman stated that whilst he appreciates that the speed of traffic has reduced he is concerned about the number of accidents and near misses caused by driver behaviour. Lingfield Parish Council would like to attend the meeting to make members aware of information which is not reflected in the data. Michael will check on protocol and advise the clerk. Lisa asked Michael to find out about 'Diversion' statistics and urge the Local Committee to allow the Parish Council to contribute to the decision in the spirit of 'working in partnership'. She stressed that it could reflect badly on SCC if they present the item as 'For Information' rather than 'For Decision'.

**Action: Michael Sydney**

### 5.2 Road Safety Outside Schools

Members noted receipt of Surrey County Council's policy on Road Safety Outside Schools.

### 5.3 Setting Local Speed Limits

Members noted receipt of Surrey County Council's policy on Setting Local Speed Limits.

## 6 HUB PROJECT

### 6.1 Urban Cuts

**Members approved** the monthly payment of £2328 (incl VAT) to Clark Ground Care for the Urban Cuts within the Lingfield Hub.

### 6.2 Rural Cuts

**Members approved** a payment of £3483 (incl VAT) to Bill Kear for the second Rural Cut for Lingfield Hub. This payment was reduced by 10% because the first cut was not up to the specification in the contract.

## 7 NEIGHBOURHOOD PLAN

A meeting is being arranged for 6th September 2014 at Lingfield and Dormansland Community Centre. The purpose of the meeting is to form a Steering Group. The meeting is open to the public but people known to have relevant expertise will be specifically invited to attend. **Members approved** payment of £720 to Cox and Company to set up the website. **Members delegated** to the clerk the power to pay up to

£100 per transaction for items such as banners and stationery which may be required before the next meeting of the parish council.

## **8 VILLAGE ENVIRONMENT**

### **8.1 Gun Pond**

The Chairman reported that in his view the levels of silt in the pond do not justify the cost of removal. **Members agreed** not to proceed with this project. The clerk will write to GACT to inform them the grant is no longer required. The silt levels seem to have reduced since the last inspection which indicates that the chemical treatment has had some effect.

### **8.2 Infestation of Rats**

Signs have been installed, asking the public to refrain from feeding the ducks to reduce the food supply to the rats. The next step is to set some bait boxes and **members agreed** expenditure of £120. Lisa Bangs will ask TDC for assistance as this is a public area. It was further agreed that the clerk will write to the Co-Op and the Lingfield Tandoori to ask for their co-operation.

**Action: Clerk**

### **8.3 Village Market**

**Members agreed** to arrange a trial village market to see how much support it received. The clerk will process the application with TDC.

**Action: Clerk**

### **8.4 Lingfield Library**

Mr Poffley has written to David Hodge asking for cost comparisons relating to Community Partnered Libraries (CPL). No reply has yet been received. At a recent public meeting, SCC promised to provide information but this has not been fulfilled. Lisa believes the reason we have not received this information is because they will be embarrassed that the cost of the CPL team is increasing and there is no financial argument to support CPLs. The Chairman proposed that if we have not received the minutes from the meeting, and the information requested at the meeting, by the September PC meeting then we should consider what further action can be taken. The clerk will write to David Hodge requesting the minutes and the information.

**Action: Clerk**

### **8.5 Footpath Maintenance**

The Chairman explained that he attended the Surrey Rights of Way Seminar recently and it became clear the SCC are keen to devolve responsibility for footpath maintenance to parish councils. SCC will offer training, equipment and clothing to enable volunteers to keep footpaths clear. This scheme would be arranged via the parish council. This report is for information only at this stage and we would need to know if any money is to be provided before a decision to become involved could be taken. The clerk will forward information to the clerk

at Dormansland as they did not have a representative at the meeting.

**Action: Clerk**

## **9 TRAINING AND MEETINGS**

### **9.1 Neighbourhood Plan Meeting**

This will be held on 6th September at Lingfield and Dormansland Community Centre. Time to be confirmed but probably 2pm

## **10 REPORTS FROM OUTSIDE BODIES**

### **Members noted receipt of the following documents:-**

Update from Surrey Police - Issue 24

Information about the Gatwick Residents Discount Scheme

Information from SSALC concerning promotional material for forthcoming elections

Notes from the Surrey Local Councils Forum held on 1st May 2014

## **11 CURRENT CONSULTATIONS**

### **11.1 What should be the consequences for people committing anti-social behaviour?**

Surrey Police Crime Commissioner invites the public to have their say.

### **11.2 Gatwick Airport Consultation**

The Chairman will speak to Jane Vogt, who has requested a copy of the LPC response.

## **12 PLANNING COMMITTEE**

**Members approved** minutes of the meetings of the planning committee held on 24th June and 15th July 2014.

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

### **13.1 Lingfield Shopping Evening**

The Chairman said that the people who organised this in the past do not have the time to devote to it now. It should really be organised by the Chamber of Commerce but this group has not been active for some time. It was suggested that it may be appropriate to hold an event in a different format now that the nature of the shops in the High Street has changed. If the village market is successful, we could hold a Christmas market, perhaps without road closures as this takes a lot of work and volunteers.

### **13.2 Gunpit Road Car Park**

Gunpit Road car park will be closed for re-lining on 12th August 2014.

**13.3 Racecourse Road - Temporary Closure**

Part of Racecourse Road will be closed from 10pm on 7th August until 6am on 8th August 2014.

**14 DATE OF NEXT MEETING**

The next meeting will be held on 30th September 2014.

Meeting closed at 9.09 pm