

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 29TH MARCH 2016 AT 8PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

John Cole - in the chair
Valerie Millar
Rody Kaiser-Davies
Liz Lockwood
Vivien Hepworth

2 members of the public
County Cllr Michael Sydney
District Cllr Lesley Steeds (part of meeting)

In attendance:-

Fay Elwood - Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Members accepted apologies from Chris D'Avray and Graham Marks.

1.2 Declaration of Interests

Vivien Hepworth declared an interest in Item 8 because the proposed diversion is directly outside her property.

1.3 Minutes of meeting held on Tuesday 23rd February 2016

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

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

Village Developments

We have still not received a reply to our letter concerning the £25,000 which Village Developments promised to the village.

Benches

The clerk has contacted Tandridge District Council to find out when the two new benches will be installed. The person responsible for ordering the benches has now left but they are trying to track down the order. The clerk will enquire again.

Action: Clerk

Lease for The Pollards

The clerk has contacted the land owners who say they want to monitor the condition of the allotments before committing to another three years.

The Old Cage

The owner of the Old Cage has advised that he will be submitted a planning application for works which have been carried out without permission. He then hopes to resume negotiations with retail operators.

Plaque for Colin Attwood gate

John has discovered that this needs to be attached to the wooden post and he is waiting for Roger Silvester to assist.

Queen's Birthday

Members agreed to increase the budget for the Queen's 90th birthday celebration to cover half the cost of providing commemorative coins for the children at Lingfield Primary School. The total budget is now £1000.

Donation for Local Plan representation

Members had previously approved £1000 towards the cost of the Joint Local Plan Representation. However, because of the number of parishes deciding to support the initiative, the amount was reduced to £500 which has now been paid.

Dog fouling notices

Steve Hyder is sending us some alternative dog fouling notices for Jenners Field.

Verge on Town Hill

Upon inspection, John discovered that the overgrown vegetation belongs to two different properties. He has spoken to one of them and will visit the other in the next few days.

Action: JC

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, which includes cheques for payment, and noted that the cash in the bank at 21st March 2016 amounted to £40,392.08

The following cheques for payment were approved:

Date	Cheque	Payee	Amount £
22/02/2016	272	F. Elwood - Postage	54.00
29/02/2016	273	St Peter and St Pauls Church - grant	100.00
07/03/2016	274	Lingfield Chamber of Commerce - Christmas lights	1000.00
07/03/2016	DD	Orange Broadband	28.50
15/03/2016	275	Sayer Moore LLP - Local Plan	500.00

15/03/2016	276	RH7 History Group - Grant	100.00
15/03/2016	277	L & D Community Centre - Grant	972.00
22/03/2016	278	F. Elwood - Salary	985.21
22/03/2016	279	Surrey Pension Fund	417.83
22/03/2016	280	HMRC - PAYE	123.53
22/03/2016	281	Heartplus Ltd - Defibrillator	2,520.00
22/03/2016	282	rCOH Neighbourhood Plan	2,904.00
22/03/2016	283	Surrey Playing Fields Association	10.00
22/03/2016	284	Burstow Parish Council - Hub	700.00
22/03/2016	285	Clark Ground Care - Hub	2,202.00
30/03/2016	DD	BT Business	126.23
24/03/2016	286	Meals on Wheels	800.00
		Total	12,743.30

2.2 Budget Virements

Members approved the following budget virements to address minor overspends in the budget:-

From 'Election Expenses' to 'Public Relations' £25

From 'Election Expenses' to 'Affiliations' £72

From 'Election Expenses' to 'Parish Property' £121

From Election Expenses' to 'Allotments' £528

From Election Expenses to 'Highways' £782

2.3 Chairman's Report

The Chairman thanked Chris and Margaret for arranging the wonderful food and coffee to say thank you to the Co-Op for funding the 'Fairtrade' part of the village signs.

The Library is pressing ahead with the arrangements to become a Community Partnered Library. There is a meeting on 13th April for potential volunteers. Surrey County Council has offered unlimited training and the library will continue to be staffed while volunteers establish themselves. Ian Jones is trying to make progress with the Charities Commission in relation to the Guest House Trust, and has requested a letter from the MP as the Charities will only talk to existing trustees (i.e Surrey County Council).

The chairman attended an update meeting at TDC, along with the clerk, at which the changes to neighbourhood policing were explained.

John reported that the telegraph pole near to the oak tree has moved in the storm.

The clerk will report to BT.

Action: Clerk

Vivien asked about some posts which have appeared in the twitten between The Star and Lingfield Station. John will make enquiries.

Action: JC

Planting of grass verges will be left till autumn.

2.4 Grit Bin

Members noted that we are not able to make an insurance claim for the damaged grit bin in Blackberry Road. **Members agreed** it will be replaced in the autumn.

2.5 Risk Assessments

Members deferred approval of the risk assessments to the April meeting.

2.6 Annual Parish Assembly

Members agreed that the refreshments will be served after the meeting. Liz Lockwood has another meeting to attend on that evening so will only be able to attend for the first half hour.

2.7 Queen's birthday

John Cole will take responsibility for filling and lighting the beacon and asking the Fire Service to be in attendance. He will also sort out access. Invitations will be sent to the mailing list used for the parish assembly but everyone is welcome. **Members agreed** to fund half the cost of providing Lingfield Primary School children with commemorative coins if the LPSA is prepared to fund the other half. It is estimated this will cost £450 to £500 and is in addition to the budget set aside for the event.

Action: Clerk

2.8 UK Power Networks

We have been approached for information about residents who may be vulnerable in the event of a power cut. UK Power Networks intend to keep a register of vulnerable people so that they can give priority to these properties. We will let them know where the sheltered and retirement housing is but also put a request in Community News for people to come forward if they are aware of vulnerable residents.

Action: Clerk

3 GRANT APPLICATIONS

3.1 Members approved a donation of £1000 towards the cost of a replacement dishwasher for the Lingfield and Dormansland Meals on Wheels service. This is in addition to the annual grant of £800 agreed at the Annual Meeting. Michael Sydney has funds available for the new financial year. The clerk will pass on this information.

Action: Clerk

4 PARISH FACILITIES

4.1 History Boards

After looking at two potential photographs of the pond, members agreed to wait until the oak tree is in leaf to take a 'summer' picture.

Action: Clerk

John mentioned that our logo could be improved and it was agreed to ask Andrea Watson if she has time to design something.

Action: Clerk

4.2 Lingfield Library

Members noted receipt of a letter from Jane Rayner, former librarian and local resident, asking us to challenge Surrey County Council about their plans to remove paid staff from Lingfield Library in Summer 2016. **Members agreed** not to proceed with her request. The clerk was asked to advise Jane that we have noted the contents but feel there is nothing to be achieved by making this request.

Action: Clerk

5 HIGHWAYS ISSUES

5.1 Pedestrian Refuge in Godstone Road

Members agreed to make a request to the Local Area Committee that they conduct a review of Godstone Road with a view to installing a pedestrian refuge. The relocation of the Post Office has increased the number of people using the shops in this area. A copy to be sent to Michael Sydney.

Action: Clerk

6 HUB PROJECT

6.1 Payment for Urban Cutting

Members approved the monthly payment of £1835 plus VAT to Clark Ground Care.

6.2 Payment for Admin Services

Members approved payment of £700 to Burstow Parish Council for the cost of providing administration from April 2015 to March 2016.

7 NEIGHBOURHOOD PLAN

7.1 Progress Report

rCOH is carrying out the Visioning Exercise on 4th April. The Housing Needs Survey report has not yet been published - it just needs some minor amendments. The results show that the need for housing in Lingfield is quite small and within what residents would be happy to accept.

7.2 Expenditure

Members approved payment of £2904 (including VAT) to rCOH for the cost of the Visioning Exercise.

Members approved payment of £443.67 to Liz Lockwood for expenses incurred on the Neighbourhood Plan.

8 VILLAGE ENVIRONMENT

A meeting has been arranged on 22nd April at Lingfield and Dormansland Community Centre to discuss the railway crossing. Members object to the proposed diversion because we want to retain the current diversion until a sensible solution is found. The clerk will respond to the consultation.

Action: Clerk

9 TRAINING AND MEETINGS

4th April 2016 - Visioning Exercise for Neighbourhood Plan

13th April 10am - Meeting for potential library volunteers (Vivien will attend)

22nd April 2016 3.30pm - Meeting to discuss Railway crossing

10 REPORTS FROM OUTSIDE BODIES

10.1 Community Safety News

Members noted receipt of the March edition of 'Watchout'.

10.2 Surrey Police

Members noted receipt of an 'Update from Surrey Police Chief Constable - Issue 43' and details of Local Policing Changes coming into effect in April 2016.

10.3 Road Closure

Members noted details of a road closure on 24th April 2016.

10.4 Surrey and Sussex Association of Local Councils

Members noted receipt of the SSALC March Newsletter.

11 CURRENT CONSULTATIONS

11.1 Bus Service

Members noted receipt of a copy of a petition to Surrey County Council concerning the proposed changes to the 281 service.

11.2 National Highways and Transport Network Survey

Liz Lockwood will take a copy to Graham Marks for him to complete.

11.3 Civil Aviation Authority - Proposed changes to the UKs Airspace Structure

Liz will read the documents and recommend a response (if one is required).

11.4 Gypsy and Traveller Accommodation Needs

Members approved Liz Lockwood's response which has now been submitted.

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 23rd February and 8th March 2016.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Lingfield Park Racecourse

Members are concerned about the rubbish left after the recent Good Friday race meeting and the fact that it was not dealt with for several days after the event. The clerk will write to Andrew Perkins to request that the affected areas are cleaned the morning after a race meeting.

Action: Clerk

13.2 The Garth

Liz requested that the problem of incineration of rubbish at The Garth be placed on the next agenda.

14 DATE OF NEXT MEETING

The next meeting will be held on 26th March 2016. The Annual Parish Assembly will be held on 18th April 2016 starting at 7pm.

Meeting closed at 9.20pm