

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 29TH SEPTEMBER 2015 AT 8PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

John Cole - in the chair
Valerie Millar
Chris D'Avray
Liz Lockwood
Graham Marks
Vivien Hepworth
Rody Kaiser-Davies

2 members of the public
County Cllr Michael Sydney
District Cllrs Maureen Young and Lesley Steeds

In attendance:-

Mrs Fay Elwood, Parish Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were noted from Brian Perkins.

1.2 Declaration of Interests

None.

1.3 Minutes of meeting held on Tuesday 28th July 2015

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

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

History Boards

The clerk met with Jeremy and Rita and it was agreed which photos should be included:-

1. Cage and oak tree
2. Pond
3. Church
4. Old Town
5. Guest House/Library
6. Community Centre

7. Thatched Cottage
8. Railway Station

The 'Information' section will include the following (no photos):-

1. Lingfield Nature Reserves
2. Age to Age Walk
3. Lingfield Park Racecourse
4. Public Houses (as 'PH') not specifically named

The first draft of map is expected before 12th October.

Notice board at Station

Clerk has sent a written request to the Station Manager.

New benches

These have now been ordered.

Timetables at bus stops

Graham Marks provided a list of locations which do not have a timetable. The clerk will pass the information on to the bus company.

Action: Clerk

2 FINANCE AND ADMINISTRATION

2.1 Financial Report

Members approved the Financial Report and noted that the cash at the bank as at 21st September 2015 was £55,881.73.

The following cheques were approved for payment:-

Date	Cheque	Payee	Amount £
28/07/2015	186	Clark Ground Care	48.00
28/07/2015	187	Clark Ground Care	2,202.00
04/08/2015	dd	Orange Broadband	28.50
10/08/2015	188	R. V. Deller	660.00
10/08/2015	189	F. Elwood - Salary	985.21
10/08/2015	190	Surrey Pension Fund	417.83
10/08/2015	191	HM Revenue & Customs	123.53
26/08/2015	193	Clark Ground Care	30.00
26/08/2015	194	Clark Ground Care	48.00
26/08/2015	195	Clark Ground Care	2,202.00
26/08/2015	196	Countrywide Grounds Maintenance	205.80
26/08/2015	197	Lingfield & Dormans Comm Centre	10.00
26/08/2015	198	Greenbarnes Limited	1,239.35
01/09/2015	199	Hearnden Associates	1,404.00
01/09/2015	200	Clark Ground Care	96.00
02/09/2015	201	BCW Office Products - signs	937.32
03/09/2015	202	John Cole - Fertilizer etc	21.98
02/09/2015	203	Lingfield Wildlife Area	112.51
03/09/2015	204	BDO LLP	480.00
04/09/2015	dd	Orange Broadband	28.50

16/09/2015	205	HM Revenue & Customs	123.53
16/09/2015	206	F. Elwood - Salary	985.21
16/09/2015	207	Surrey Pension Fund	417.83
21/09/2015	208	Burstow Parish Council	375.00
21/09/2015	209	Bill Kear Plant and Agricultural	3,966.00
01/10/2015	dd	BT Business	111.85
28/09/2015	211	Clark Ground Care	48.00
28/09/2015	212	Clark Ground Care	2,202.00
		TOTAL	19,509.95

2.2 Chairman's Report

The Chairman gave a verbal report about his activities since the last meeting. He attended a meeting of Dormansland Parish Council and was interested to learn that most of their concerns are the same as ours. He suggested there could be advantages to working with neighbouring parishes on some issues. He spoke to Sally Tagg to request the results of the feedback from the recent public meeting about affordable housing in Godstone Road. He was advised that English Rural Housing has the information and the clerk was asked to write to them to request they share it with us.

Action: Clerk

John was contacted by a resident in Gunpit Road concerning a disagreement over the siting of a picnic bench outside No. 10. However, it was agreed this is a matter for Tandridge District Council Housing Department to resolve.

John and Chris are attending the Chairman's Networking Day on 30th September.

2.3 Librarian's Leaving Party

Members approved expenditure of £50 towards the cost of a retirement function for our librarians. Sue Sharp has been with us for 23 years and Jane Rayner for 11 years. Sue and Jane were forced to retire because of the changes to staffing imposed by Surrey County Council. The cheque will be made payable to Rita Russell who has already incurred the expenditure.

2.4 Meeting dates 2016

Members approved the list of meeting dates for 2016.

2.5 Remembrance Day

Members agreed that the road closures for Remembrance Sunday will be the same as in previous years, but the time will be increased by 15 minutes to make it easier to move people from the road to the pavements before the roads are reopened. The new road signs have been delivered and will be stored in the Parish Office. **It was agreed** that they will be available to be used by other community groups.

3 GRANT APPLICATIONS

Members approved a grant application for £1000 towards the cost of the second phase of the project to extend the Scout Hut. It was suggested that we should match the Dormansland Parish Council award of £1500. However, members were concerned that this may affect our ability to support other local groups. Therefore **it was agreed** they would consider a further grant at the end of the financial year if there is money left in the budget. The clerk was also asked to suggest the Scouts may like to apply to the Gatwick Airport Community Trust.

Action: Clerk

4 PARISH FACILITIES

4.1 The Pollards Allotments

Members approved expenditure of £615 for a replacement gate and an additional gate at The Pollards allotments. They also **approved** expenditure of £110 for a general tidy. This work is being done at the request of the land owner and is a condition of extending the lease. The clerk will seek agreement from Dormansland Parish Council before proceeding.

Action: Clerk

4.2 The Pollards Lease

Members approved the wording of the Lease renewal and noted that this will be signed once the work referred to in 4.1 has been completed. The land owner has also stipulated that weeds must be kept under control on vacant plots. The clerk will get an estimate for this work.

Action: Clerk

5 HIGHWAYS ISSUES

5.1 Vicarage Road

The Chairman has been approached about supporting a request for a one-way traffic system in Vicarage Road. The clerk has contacted the Head Teacher at Lingfield Primary who has indicated they would support this proposal. Liz Lockwood suggested that it could be a 'part-time' one way system to alleviate the problem when parents are dropping off and picking up children from the school. The clerk will write to residents of Vicarage Road, College Close and Glebe Close as well as the Police and Fire Service to get their views.

Action: Clerk

5.2 Parking

Parking continues to be an issue in Talbot Road, both in the day from people who work in the High Street and in the evening by people visiting the local restaurants. In addition, people are continually abusing the double yellow lines and disabled parking bay. Parking wardens do carry out checks in the village but their time is limited. Liz Lockwood suggested we could ask Tandridge District Council to pass a byelaw to allow volunteers to issue penalty notices. Liz will investigate.

Action: LL

5.3 Pinch Points

Members are disappointed that their complaint about the decision making process resulted in a 20 page report which did not accept responsibility for the fact that the minutes of meetings of the Local Area Committee did not accurately reflect the content of the meeting. However, they agreed there is nothing to be gained by taking the matter any further. Chris asked Michael Sydney if he would enter into dialogue with neighbours of the scheme to try to come up with a solution to the problems caused by the pinch points. He said he would be happy to do this and also pointed out if the planning application for houses on Godstone Road is submitted it result in a rethink of the design for this section of road.

5.4 Highways and maintenance work

The clerk has summarised Highways work required in the village and she will forward to Michael Sydney so that he can chase progress on our behalf.

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 Rural Cutting

Members approved payment of £3966 (including VAT) for rural grass cut number 3.

6.3 Invitation to Tender

Members approved expenditure of £375 for the cost of advertising.

7 NEIGHBOURHOOD PLAN

7.1 Update from John Cole

John attended the meeting on Monday. Members of the Steering Group are busy gathering information and there is a push from some members to start documenting the evidence. However, they need to be sure that information is available to back up any decisions/recommendations. The amount of work is tremendous and they need to guard against losing impetus. The draft Housing Needs Survey has been produced and Liz distributed copies to members. Progress on the Neighbourhood Plan is just about on target. A grant application will be submitted shortly for further work.

7.2 Expenditure

Members approved expenditure of £201.40 for the cost of renewing public liability insurance.

7.3 Data Analysis

Members approved expenditure of £1404 to Hearnden Associates to cover the cost of employing a student for two months.

8 VILLAGE ENVIRONMENT

8.1 Planters

Lingfield Horticultural Society has requested permission to change the type of plants to reduce the amount of summer watering. **Members agreed** to their request.

8.2 Village Maintenance

The clerk will combine this list with 5.4.

8.3 Air Quality Monitoring

Members noted the response from Tandridge District Council about air quality monitoring. However, there is still concern that aircraft are dumping fuel before landing. It was suggested that we ask TDC about the possibility of hiring a mobile air quality monitor to carry out spot checks. Liz will check with Environmental Health Department.

Action: LL

8.4 The Old Cage

Members noted that the application to have this building added to the register of Assets of Community Value has been refused. On a separate issue, the Historic Buildings inspector has issued a stop notice on building works because work already carried out does not comply with recent planning permission. It is believed that the Co-Op have changed their mind about moving into the building.

9 TRAINING AND MEETINGS

9.1 Clerk's Networking Day

Members approved expenditure of £60 for the clerk to attend the Networking event on 3rd November 2015.

9.2 SALC AGM

Vivien and Rody will be attending the SALC AGM on 15th October 2015.

9.3 TVSC AGM

TVSC AGM and Network Lunch will take place on 1st October 2015.

9.4 Stakeholder Open Day at Bough Beech

John, Chris and Liz will attend this event and will reply direct to the invitation.

Action: JC/CDA/LL

10 REPORTS FROM OUTSIDE BODIES

10.1 GATCOM

Members noted receipt of the Chairman's Annual Review from GATCOM.

10.2 SSALC

Members noted receipt of the September Newsletter.

11 CURRENT CONSULTATIONS

Members noted that comments are invited on the proposed modifications to the Kent Minerals and Waste Local Plan 2013-30. Comments are due by 12th October 2015.

12 PLANNING COMMITTEE

Members approved minutes of the meetings of the Planning Committee held on 28th July, 18th August and 8th September 2015.

13 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

13.1 Fireworks

Lingfield Park Racecourse will be holding a Fireworks event on 7th November 2015.

13.2 Extension of Hub project

Michael Sydney has asked parishes to consider making budget provision for maintaining hedges and ditches with a view to this work being included in the remit of the Lingfield Hub.

13.3 Grit Bin

SCC is removing a broken grit bin in Gunpit Road and Michael Sydney has agreed to fund a new one.

14 DATE OF NEXT MEETING

The next meeting will be held on 27th October 2015.

Meeting closed at 10.05pm