



MINUTES OF THE ANNUAL MEETING OF THE LINGFIELD PARISH COUNCIL HELD ON TUESDAY 8th MAY 2018 AT 7PM IN THE LINGFIELD & DORMANSLAND COMMUNITY CENTRE, HIGH STREET, LINGFIELD

Present: John Cole, Graham Marks, Andrea Watson, Liz Lockwood, Vivien Hepworth, Camilla Downing, Rody Kaiser-Davies

Two members of the public

In attendance: The Clerk

1. Election of Chairman

John Cole was elected as Chairman for the coming year.

2. Declaration of Office

John Cole signed the Declaration of Office of Chairman.

3. Apologies for absence

None.

4. Election of Vice-Chairman

Vivien Hepworth was elected to the position of vice chairman.

5. Appointment of Planning Committee

The following members were appointed to the planning committee:-

Liz Lockwood, Vivien Hepworth., Andrea Watson, John Cole, Graham Marks, Rody Kaiser-Davies

6. Chairman of planning committee

Members agreed to elect Liz Lockwood as Chairman of the Planning Committee.

7. Appointments and representation to outside bodies were approved as follows:

Surrey and Sussex Association of Local Councils	Rody Kaiser-Davies and Vivien Hepworth
Lingfield Wildlife Area	Graham Marks and John Cole
Gatwick Airport	Liz Lockwood and Andrea Watson
Neighbourhood Plan	Liz Lockwood, Andrea Watson, John Cole and Graham Marks
Allotment Inspections	Vivien Hepworth
Member responsible for Finance	Rody Kaiser-Davies

8. Members' Interests

No changes reported.

9. Financial matters:

9.1 The following contracts and agreements were noted:

Lingfield & Dormansland Community Centre – Parish Office - £180 per quarter

Lingfield & Dormansland Community Centre and The Jennings Hall – lease – peppercorn rent.

Centenary Fields Management Agreement - 10 year lease from 2014

Countrywide Grounds Maintenance – mowing contract (up to £3000)

Vernon Deller – maintenance of Gun Pond and village centre

The Pollards Allotments – lease peppercorn rent

9.2 The following grants, subscriptions and affiliations provided in the 2018/19 budget were agreed:

Grants:

St Peter & St Paul's Church – burial grounds and donation to lighting costs £3000

Lingfield and Dormansland Community Centre regarding use for meetings £100

Lingfield Nature Reserves - £2000 maintenance grant (**Amended figure**)

Christmas Lights - £1000 (match funded)

Meals on Wheels - £800

Community News - £800

Subscriptions and affiliations:

Surrey Association of Local Councils (SALC)

GACC/CAGNE

Surrey Community Action

Tandridge Voluntary Service Council (TVSC)

9.3 Members' Allowances

Members allowances were noted as follows:-

£25 to compensate for telephone calls, £25 to compensate for computer consumables. This amount is doubled for the chairman and chairman of planning.

9.4 Mileage Allowance

The mileage allowance for 2016/17 is 45p per mile

9.5 General Power of Competence

It was confirmed that although Lingfield Parish Council no longer meets the electoral conditions, we retain the General Power of Competence until the next election.

9.6 Allotment Rents

Members agreed to keep allotment rents at £25 per year for 2019.

10. Procedures and Policies

10.1 Standing Orders

Members adopted the Standing Orders based on the model supplied by NALC.

10.3 Financial Regulations

Members confirmed the Financial Regulations are still fit for purpose.

11. Internal Auditor

Members agreed to continue using Peter Frost as the Internal Auditor.

Meeting closed at 8.32 pm