

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL HELD ON TUESDAY 30th SEPTEMBER 2008 AT 8PM IN THE LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

Ron Palmer – in the chair
Fran Palmer
Graham Marks
Valerie Millar
Lisa Bangs
Sonia Perkins
Mary Edwards

District Cllr Brian Perkins (part of meeting)
County Cllr Ken Rimington (part of meeting)
1 member of the public

In attendance:

Fay Elwood (Parish Clerk)

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

None.

1.2 Declarations of Personal or Prejudicial Interest

None.

1.3 Minutes of Previous Meeting

The minutes of the meeting held on 29th July 2008 were signed as a true and accurate record.

1.4 Actions arising from meeting held on 29th July 2008

Review of banking arrangements – the clerk has now supplied details of current banking arrangements which will allow the chairman to proceed with his review.

Action: RP

Footpath Map – the clerk has approached Surrey County Council to try to obtain a map suitable for display in the centre of the village. They do not have the resources to produce anything other than a ‘definitive map’ which is very much a working document and not suitable for display. **Members agreed** that the clerk should not pursue this idea any further.

1.5 Correspondence

Members noted correspondence received between 28th July and 22nd September 2008.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report and Cheques for Payment

Members noted receipt of the financial report which included details of expenditure and budget for 2008/09. The cash held in the bank at 1st September 2008 was £44456.00. The following cheques were agreed for payment:-

Chq No.	Details	Total	Power to spend
330	Lingfield and Dormansland Comm Centre	£150.00	LGA 1972 s.111
331	D. Reeves - Internal Audit	£318.00	LGA 1972 s.111
332	R.V. Deller - Gun Pond	£530.00	LGA Act 1972 Sch 14
333	EDF Energy - Electricity at War Memorial	£57.95	War Mem Act 1923
334	J.E. Jones - Allotment Sign	£20.00	LGA 1972 Sch 29
335	P. Jones - Clearance of Talbot Rd pavilion	£90.00	LG(MP)A 1976 s19
336	F. Elwood - Clerk's Salary	£736.59	LGA 1972 s.111
337	Inland Revenue - PAYE	£29.99	LGA 1972 s.111
338	Gillett & Johnston - Clock Service	£160.98	PCA 1957 s2
339	Connick Tree Care - Oak Tree	£252.63	PHA 1875 s164
340	Countrywide Grounds Maintenance	£201.51	PHA 1875 s164
341	F. Elwood - Clerk's Salary	£796.59	LGA 1972 s.111
342	Cancelled		
343	Cox Skips - Skip Hire for allotments	£104.58	LGA 1972 Sch 29
344	Inland Revenue - PAYE	£120.02	LGA 1972 s.111
345	BT - Phone Bill	£101.76	LGA 1972 s.111
346	F. Elwood - Postage Stamps	£63.00	LGA 1972 s.111
	Total	£3,733.60	

2.2 Fire-Proof Storage

Following advice from the internal auditor that we should store leases and deeds off-site, the clerk has discovered that banks no longer offer this service and solicitors usually make a hefty charge. An alternative solution would be to acquire some form of fire-proof storage. **Members agreed** the clerk should carry out further research before a decision is made. Any cabinets purchased should offer at least 12 hours protection from fire.

Action: Clerk

2.3 Precept

Members noted receipt of the second half of the precept - £15,500.

2.4 Code of Conduct

Members noted receipt of a letter from Tandridge District Council dated 29th July 2008 entitled 'Assessment of Complaints of Alleged Breaches of Code of Conduct'.

2.5 Remembrance Sunday

Members agreed to apply for a road closure for 9th November for Remembrance Day. The clerk will arrange for advance notices and

transportation of road closure and diversion notices. Members will recruit volunteers for marshalling duties and provide this information to the Clerk.

Action: Clerk/Members

2.6 Informal Budget Meeting

Members agreed to attend an informal budget planning meeting on 28th October at 8pm (following the meeting of the Planning Committee). Responsible Councillors should prepare proposals and these should be given to the clerk by 14th October.

Action: Members

2.7 Sustainable Communities Act

A letter has been received from Peter Ainsworth offering to arrange a meeting with the coordinator of the Local Works campaign. Members agreed the clerk should arrange a meeting.

Action: Clerk

3 GRANTS, FUNDING AND COMMUNITY PROJECTS

3.1 Actions Outstanding

We are still waiting for documentation from the Cricket Club. The clerk will remind them again.

Action: Clerk

3.2 Progress Report

The newly designed grant form has been sent to all usual grant applicants and the new deadline of 30th September has been publicised. Ten applications have been received. **Members agreed** that the deadline should be flexible as this is the first year the deadline has been changed. Fran and Sonia will consider the applications received and put their recommendations to the Council at its meeting to be held on 25th November.

Action: SP/FP

4 PARISH FACILITIES

4.1 Actions Outstanding

Talbot Road Recreation Ground – there are still decisions to be made about the future management and use of this facility but we need to await the resubmission of the planning application for the new GP surgery.

4.2 Progress Report

Talbot Road - The Chairman explained his idea that Talbot Road could become a dedicated sports facility with more general recreation be catered for at Jenners Field. He asked members whether they would be in favour of consulting parishioners but it was agreed it would be appropriate to carry out a consultation after a decision has been made on the GP Surgery.

Allotments – Mary Edwards reported that regular meetings and inspections of the allotment gardens have resulted in a definite improvement in the condition of individual allotments. A recent visit identified only one allotment not being worked to the required standard. The recent working party to tidy communal

areas was a great success. There is still a large waiting list for allotments but the Parish Council is not considering increasing the number of allotments at this time.

Lingfield Wildlife Area – Graham Marks reported from the recent meeting that there are problems maintaining pathways.

4.3 BT Kiosk at Felcourt

The Parish Council has been offered the opportunity to take over responsibility for the red telephone box at Felcourt. This kiosk no longer houses a telephone. The kiosk would only be retained for historic reasons. The Adopt-a-Kiosk scheme allows local authorities to purchase a box for the cost of £1 but also means we would be responsible for future maintenance. **Members agreed** not to accept this offer because of the future maintenance cost. The clerk will contact the RH7 History Group to see if they are interested.

Action: Clerk

5 HIGHWAYS, TRAFFIC AND PARKING

5.3 Actions Outstanding

Vehicle Activated Sign in Godstone Road – The chairman has contacted the Casualty Reduction Officer to obtain police support for our request.

5.4 Progress Report

The chairman introduced his report which had been circulated to members in advance of the meeting. Concern was expressed about the lack of progress on the issue of parking in Lingfield. The Chairman suggested a public meeting with interested parties. Lisa Bangs reported that she had met with the Director of Community Services at Tandridge District Council. The Council's strategy does not address the problem that there simply is not enough parking provision in Tandridge. Lisa reported that she has repeated our request that the cost of permits be reduced to encourage traders to purchase them. The Director had undertaken to review the current pricing arrangements. A third parking attendant has been employed and it is hoped this will increase the amount of enforcement in the village. It was suggested the next stage could be to accumulate evidence of parking infringements which could be taken to the Community Services Committee. It was agreed the clerk will arrange a meeting with the Chamber of Commerce to decide how best to proceed.

Action: Clerk

The subject of commuter parking will be pursued with Lingfield Park Racecourse at a forthcoming meeting on 15th October, together with other outstanding issues including the acquisition of land adjacent to Talbot Road.

5.5 Traffic Order

Members noted the Temporary Prohibition of Traffic Order for Vicarage Road which will be in force from 6th October for a period of one month. However, it is anticipated work will take one day to complete starting on 6th October between 2100 hrs and 0600 hrs.

6 VILLAGE ENVIRONMENT

6.3 Actions outstanding

Noticeboard at St Christophers – clerk is trying to ascertain ownership of the frontage outside Barclays Bank to seek permission for installation of a community notice board.

Planting around village -Graham has consulted Lingfield Horticultural Society about planting schemes by the public toilets in Godstone Road. Their advice is that is better left now that the grass is growing better. Lisa will speak to Contracts Manager at Tandridge District Council to ask them not to leave recycling boxes on the verge.

Action: LB

The Horticultural Society further advised that there are no plants suitable for the twitten because the overhanging trees make it too dark. The clerk will contact SCC to ask them to prune overhanging trees.

Action: Clerk

We are still awaiting an inspection of the village cage. Clerk will chase English Heritage. Graham also suggested contacting the Heritage Building Officer at Surrey County Council.

Action: Clerk

Lisa still needs to provide the information gained from a survey of Station Road residents

Action: LB

War Memorial - Quotes have been received for relaying the flagstones around the war memorial. **Members agreed** to accept the price of £120 plus VAT. The clerk to write to contractor to ensure drainage of rainwater is taken into consideration.

Action: Clerk

Gun Pond Wall - Quotes have been received for repointing the wall around Gun Pond. Due to the wide variation, members agreed to consult a surveyor for independent advice. Clerk to arrange. **Action: Clerk**

Benches – Members agreed to make provision for a programme of replacement for damaged benches with the worst affected to be replaced immediately. See also 6.7 below.

6.4 Progress Report

Graham Marks expressed concern that we have not received an invitation to respond to the consultation on Passenger Transport. The clerk will investigate.

Action: Clerk

Graham raised the question about an area of land at the junction with Crowhurst Road and Lingfield Common Road and raised the possibility of providing extra plants for the area. Graham will find out who owns this piece of land.

Action: GM

6.5 Affordable Housing

The Chairman put forward the following proposal:-

‘The Parish Council resolves to give no further consideration to a possible Affordable Housing Scheme for Lingfield during the lifetime of this Council; it is further resolved that no individual Councillor shall be given responsibility for this matter nor be allowed to represent the Council in discussions with

third parties. The Council will in future discuss and resolve any further action on this question collectively and determine any necessary representation as may be appropriate at the time’.

The Chairman then invited other members to give their views on the subject. The point was made that as well as being a social issue, there were also implications for planning and development, especially the use of Green Belt land. Concerns were expressed about the pressure on our infrastructure if any more development is allowed. Lisa Bangs suggested that we should at least carry out a Housing Needs Survey to let parishioners have their say. The Chairman felt that it would be a waste of resources if the Parish Council has no intention of initiating an affordable housing scheme.

The vote was recorded at the request of Cllr Bangs.

In favour of passing the above resolution: Ron Palmer, Fran Palmer, Mary Edwards and Sonia Perkins.

Against passing the above resolution: Lisa Bangs and Graham Marks
Valerie Millar abstained.

The resolution was passed, four votes to two.

6.6 Noticeboard

Members approved the cost of £385 for a new noticeboard on the wall of the Co-Op. **Action: Clerk**

6.7 Benches

Members agreed to replace one bench at Gun Pond at a cost of no more than £500. Clerk to order. **Action: Clerk**

6.8 Letter from Godstone Parish Council

We have received a copy of a letter sent to Surrey County Council from Godstone Parish Council concerning the condition of footpaths and kerbs. We do have some concerns in our Parish and it was agreed to raise this issue as an agenda item at the forthcoming East Surrey Parishes Liaison Group. The clerk will reply to Godstone Parish Council. **Action: Clerk**

7 TRAINING AND MEETINGS

7.3 Surrey Rural Housing Conference – 14th November 2008

No members will attend.

7.4 Regional Conference – 12th November 2008

The clerk will reserve places for three delegates. Mary, Sonia and the clerk will attend. **Action: Clerk**

7.5 Clerk’s Networking Day

The clerk will not attend this event.

7.6 Surrey Community Action – Annual Review Meeting – Wednesday 22nd October 2008

Graham Marks has taken the information and will reserve a place if he is able to go. **Action: GM**

- 7.7 Tandridge Community Fund Launch – Monday 20th October 2008**
Ron Palmer and Fran Palmer will attend.

8 REPORTS FROM OUTSIDE BODIES

- 8.3 SCAPTC**
Members noted receipt of the minutes of the 60th Annual General Meeting of SCAPTC held on 12th July 2008
- 8.4 Gatwick Airport Conservation Committee**
Members noted receipt of GACC Newsletter No. 88.

9 CURRENT CONSULTATIONS

- 9.1 Gypsy and Traveller Sites – Interim Arrangements for Considering Planning Applications**
Mary will consider whether a response is necessary. **Action: ME**
- 9.2 Changes to Governance Arrangements – Surrey County Council**
The clerk was asked to write to the Democratic Services Department to complain about the lack of time to respond.
Action: Clerk
- 9.3 Gypsy and Traveller Accommodation Needs – Partial Review of the South East Plan**
Mary will consider whether a response is required. **Action: ME**
- 9.4 SureStart Children’s Centre**
We have been asked for our views on locations for the Play Bus. The clerk will respond to suggest Talbot Road Recreation Ground, Lingfield Primary School Car Park and the Vicarage Road entrance to Jenners Field (adjacent to the Vicarage)
Action: Clerk
- 9.5 The Making and Enforcement of Byelaws**
Ron Palmer will decide whether a response is required.
Action: RP

10 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

- 10.1 Lingfield Christmas Shopping Evening**
Members noted the date – 5th December 2008
- 10.2 Youth Bus**
Members noted that Youth Bus will not be operational until 2009.
- 10.3 Surrey County Council**

Members noted receipt of information about funding in Tandridge.

10.4 Street Lighting

Members noted receipt of information about provision of street lighting.

10.5 Promotion of Bus Services in Tandridge

Members noted receipt of information received from John Phillips at Tandridge District Council.

10.6 The clerk was asked to locate a copy of Tandridge Community Strategy 2006-2011.

Action: Clerk

11 DATE OF NEXT MEETING

The next meeting of Lingfield Parish Council will be held on 25th November 2008.

Meeting closed 10.35pm