

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL HELD ON TUESDAY 27TH JANUARY 2009 AT 8PM IN THE LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

Ron Palmer – in the chair
Fran Palmer
Graham Marks
Valerie Millar
Sonia Perkins
Mary Edwards
Lisa Bangs (part of meeting)

District Cllr Brian Perkins (part of meeting)
County Cllr Ken Rimington (part of meeting)
Eight members of the public (part of meeting)

In attendance:

Fay Elwood, Clerk to the Parish Council

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Lisa Bangs apologised in advance that she will arrive late because she has a District Council meeting to attend.

1.2 Declarations of Personal or Prejudicial Interest

None.

1.3 Minutes of Previous Meeting

The minutes of the meeting held on 25th November 2008 were signed as a true and accurate record with the following amendments:-

3.3 Grant Applications – Christmas Lights allocation should read (£1000 if there is a shortfall)

Add ‘Twinning Association – It was agreed that no grant will be given this year but it will be supported favourably next year – when they come to Lingfield’.

1.4 Actions arising from meeting held on 25th November 2008

Plaque for Thatched Cottage – This has been passed to the RH7 Society for consideration.

New Noticeboard – we await delivery.

1.5 Correspondence

Members noted correspondence received between 20th November 2008 and 20th January 2009.

2 FINANCE AND ADMINISTRATION

2.1 Actions outstanding

Banking Arrangements – Ron has attempted to compare interest rates and conditions, but with the state of the banking industry at the moment it is proving a difficult task. **Members agreed** that the Chairman, in conjunction with the clerk, can select the best alternative without further recourse to the Council if the new facility meets the following criteria:-
Free banking; Online facilities; equal or better rates to the Co-Op.

Action: Clerk/Chairman

Fireproof Storage – The clerk contacted Surrey History Centre and a fire-proof safe offering three hours protection was suggested at a cost of £800. Following advice from the fire service, it was agreed that the clerk will purchase a fire-proof document safe offering 60 minutes protection at a cost of £132.

Action: Clerk

CPRE – we have not continued membership of CPRE.

2.2 Finance Report and Cheques for Payment

Members noted receipt of the financial report which included details of expenditure against budget for 2008/09. The cash held in the bank at 31st December 2008 was £49084.75. **Members approved** an overspend on the mowing budget of £247.53 but noted that the overall expenditure for Centenary Fields is still within budget.

The following cheques were agreed for payment:-

Chq No.	Details	Total	Power to spend
366	Lingfield Living	56	LGA 1972 s.111
367	L & D Comm Centre - Room Hire	14	LGA 1972 s.111
368	Countrywide Grounds - Mowing	2585.86	PHA 1875 s164
369	Countrywide Grounds - Mowing	201.51	PHA 1875 s164
370	SLCC - Membership	133	LGA 1972 s.111
371	V. Deller - Maintenance	660	LGA Act 1972 Sch 14
372	Lingfield Chamber of Commerce - Lights	300	LGA 1972 s.137
373	Lingfield Living	56	LGA 1972 s.111
374	St Catherine's Hospice - Grant	400	LGA 1972 s.137
375	Surrey Air Ambulance - Grant	400	LGA 1972 s.137
376	F. Elwood Salary and back pay	2143	LGA 1972 s.111
377	Cancelled		
378	Inland Revenue	1056.49	LGA 1972 s.111
379	Garden Furniture 4U - Benches	1218.54	
380	Surrey County Playing Fields - Subs	10	LGA 1972 s.111
381	Cancelled		
382	Cancelled		
383	L & D Comm Centre - Caretaker	129.2	LG(MP)A 1976 s19
384	BT - Phone Bill	77.76	LGA 1972 s.111
385	F. Elwood - Clerk's Salary	823.36	LGA 1972 s.111
386	Inland Revenue	218.68	LGA 1972 s.111
387	Sutton and East Surrey Water - Pond	186.6	LGA Act 1972 Sch 14
388	Sutton and East Surrey Water - Allots	59.53	LGA 1972 Sch 29
389	EDF Energy - War Memorial & Xmas Lights	136.77	War Mem Act 1923
	Total	£10,866.30	

- 2.3 Guaranteed Investment Bond**
Members approved reinvestment of £25,000 in a Guaranteed Investment Bond with the Co-Op Bank for six months.
- 2.4 Request for funds from Capel Parish Council**
Members agreed not to make a financial contribution towards the campaign against a waste incinerator at Capel. It was felt inappropriate to use parishioners' money in this way without evidence that Lingfield and Felcourt residents would be affected by the development.
- 2.5 Cost of Town Crier's outfit**
See below.
- 2.6 Clerk's Appraisal**
Members agreed the method to be used for the clerk's appraisal and were asked to return their completed questionnaires to the Chairman by 6th February.

Action: All members

- 2.7 Reception for Twinning Association**
Members agreed to hold a reception to welcome visitors from France on Friday 1st May. It was noted that Graham Marks and Fran Palmer have prior engagements on that evening but other members will endeavor to attend. In addition to PC members the following people will be invited:- Ken Rimington, Brian Perkins, Lingfield Chamber of Commerce Committee members, Peter Ainsworth. In addition, the Chairman will place an open invitation to residents in a forthcoming issue of Lingfield Living. Members agreed a maximum budget of £200. The clerk will make arrangements.

Action: Clerk

3 GRANTS, FUNDING AND COMMUNITY PROJECTS

- 3.1 Actions Outstanding**
None.
- 3.2 Progress Report**
Letters have been sent to grant applicants and in cases where the grant is not for a specific item of expenditure, cheques have been issued. The Chamber of Commerce has received £300 towards the Christmas Lights and we are waiting to hear if they have a shortfall and require the additional grant agreed at the November PC meeting. Members considered a request for £35 to pay for the hire of the Town Crier's outfit used on Lingfield Evening. **Members agreed** that the cost of this can be taken from the money allocated for Christmas Lights.
- 3.3 Surrey Air Ambulance**
Members noted a letter of thanks for the grant to Surrey Air Ambulance.

- 3.4 Grant Request**
Following a recommendation by Fran and Sonia **members agreed** not to award a grant to the Samaritans because they were requesting money to refurbish their branch in Tunbridge Wells which does not generally deal with calls from the Lingfield area.
- 3.5 Letter from Lingfield Art**
Members noted a letter from Lingfield Art expressing their disappointment about the Parish Council's decision not to award a grant this year.
- 3.6 St Catherine's Hospice**
Members noted receipt of a letter of thanks for the grant to St. Catherine's Hospice.
- 3.7 Surrey Community Action**
Members noted receipt of a letter from Surrey Community Action dated 16th January, giving details of RASP which is a SEEDA grant programme. The letter will be kept on file for future projects.

4 PARISH FACILITIES

- 4.1 Actions Outstanding**
LPR Land to provide extra allotments – The clerk has made an approach to the Managing Director at Lingfield Park but we still await a detailed response.
- 4.2 Progress Report**
See items below.
- 4.3 Talbot Road Recreation Ground**
The Chairman introduced his paper entitled 'The Recreation Ground: New Beginnings' and advised members that we are still waiting for a reply to the letter to Kevan Hodges concerning extra land adjacent to Talbot Road. He spoke about the need to employ someone to manage the facility and will come up with detailed proposals for the next PC meeting. **Action: RP**
The clerk will send a letter to Tandridge District Council's Community Services Committee asking for the proceeds from the sale of part of the recreation ground to be used to acquire land from Arena Leisure to replace the area which will be lost when the new GP surgery is built.
Action: Clerk
The Chairman also spoke about the need to employ a planning consultant and Graham Marks suggested contacting specialist groups which may be able to provide the information free of charge. Graham will provide contact details to the clerk.
Action: GM
- 4.4 Allotment Track**
Members approved expenditure of £200 to be paid to the Lingfield Wildlife Area towards the cost of resurfacing the track which leads to the allotments.

4.5 Allocation of Allotments

Members accepted the proposal from the Allotment Holders' Forum that new tenants will be offered half a plot for the first year. The vacant allotment will be offered to Mrs Bridgland and Mr Skilleter. Clerk to issue tenancy agreements.

Action: Clerk

4.6 Allotment Expenditure

Members agreed expenditure up to a maximum of £100 to purchase railway sleepers and materials for compost bins.

5 HIGHWAYS, TRAFFIC AND PARKING

5.1 Actions Outstanding

None.

5.2 Progress Report

The petition for time limited parking is now available to sign in many of the local shops.

Barbara Saunders has advised that we will receive three visits a week from parking attendants. Lisa advised that the cost of long-term parking permits is being raised by 5.6% and there is little hope of reduced price permits for Lingfield traders.

The Parish Council has pledged £2000 towards a Vehicle Activated Sign in Godstone Road but we have been advised by Ken Rimington that such a request is not high priority. The Chairman asked Ken to find out if a larger contribution from the Parish Council would improve our chances.

5.3 Lingfield Park Racecourse Land

Members noted details of a letter sent by the Chairman to Kevan Hodges at Lingfield Park Racecourse concerning the possibility of purchasing some land to compensate for the loss of recreation ground caused by the building of a new doctors surgery and to provide an overflow car park for commuters in Station Road. The letter was sent on 8th December and we still await a reply. Lisa Bangs questioned the statement that plans for a car park 'have a realistic prospect of being granted'. The Chairman explained that although a car park is considered inappropriate development in the Green Belt, if the Council decides to proceed with an application it would need to demonstrate very special circumstances. Eight residents of Station Road and the surrounding area had addressed the meeting earlier to register their opposition against such a plan.

5.4 Correspondence from Residents

Members noted an exchange of correspondence between the Chairman and residents concerned about the Parish Council's intention to pursue the idea of a car park in Station Road. The Chairman has assured residents that they will have an opportunity to register their objections if and when the Council decides to submit a planning application.

6 VILLAGE ENVIRONMENT

6.1 Actions outstanding

Community Notice Board – Colin Pearse has advised that attaching the notice board to the fence would be preferable to fixing posts into the pavement. Clerk to approach residents to obtain a contact for the management company.

Action: Clerk

Work to wall around Gun Pond and relaying slabs around memorial – the order for these works has been placed but the contractor is waiting for suitable weather before proceeding. Work is expected to start in February. English Heritage has advised that work is not required on the prison at the moment but Graham Marks has asked Martin Higgins at Surrey County Council to produce a report which details his recommendations. The clerk has attempted to contact Mr Higgins with no success.

Parish Emergency Plan – members have not provided any further suggestions for people to undertake the role of Emergency Co-Ordinator. Ron will approach John Ball.

We have taken delivery of the new benches. Vernon will be asked to install them in the Spring.

6.2 Progress Report

Flag Pole

Members agreed to accept the quote of £380 for repair and maintenance of the flag pole. The clerk to place the order.

Action: Clerk

6.3 Rural Exception Scheme

Members noted exchange of correspondence between the Chairman and Jayne Godden-Millar from Tandridge District Council concerning a possible planning application by a developer to build affordable housing under the Rural Exception Scheme. Graham Marks requested that if this happens, the homes should still be allocated to people with a strong link to Lingfield. The letter does state that any such homes would be for the people of Lingfield. The majority of members on the Parish Council are not in favour of an affordable housing scheme. Lisa Bangs made an observation that the Parish Council's policy concerning building on the Green Belt is inconsistent because of plans to pursue the car park. The Chairman explained that if a car park goes ahead, the intention is to use mesh that allows the grass to grow through it, and that there was a big difference between this and housing. Mary Edwards made the point that housing will also overstretch the infrastructure.

7 TRAINING AND MEETINGS

Nothing to report.

8 REPORTS FROM OUTSIDE BODIES

Nothing to report.

9 CURRENT CONSULTATIONS

The response to the consultation concerning the Code of Conduct for Members and employees is still outstanding but not overdue.

Action: RP

9.1 Surrey's Sustainable Community Strategy

Mary Edwards will draft a response for the clerk to send.

Action: ME

9.2 Communities in Control: Real People, Real Power: Code of Recommended practice on local authority publicity

Ron Palmer will prepare a response.

Action: RP

10 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

10.1 NCYPE – Further Education Centre

Lisa explained that the outreach group at NCYPE has contacted local organisations with a view to integrating students into the local community. They have received no response. **Members agreed** that the Parish Council will contact local groups to try to encourage them to involve students. Lisa will provide a draft for the clerk to send.

Action: LB

10.2 Recent Flooding

The recent wet weather has caused Newchapel Road to be closed because of flooding extending the whole width of the road. Residents are concerned about the lack of action by Surrey County Council. Graham and Sonia will draft a letter for the clerk to send.

Action:GM/SP

10.3 Parish Office Rent

Members noted an increase in the rent of the Parish Office from £50 per month to £60. Members are concerned at the size of the increase but note that we haven't incurred an increase for four years.

10.4 Branches overhanging allotments

Members noted an e-mail from Joy Matthews about branches of a mature oak overshadowing allotments. The clerk will obtain quotes for trimming branches.

Action: Clerk

10.5 Parish Office Opening Hours

The Parish Office opening hours will be changing with immediate effect. The Parish Office will be open to the public during the following times:
Monday to Wednesday 10am to 12 noon. Thursday 12 noon to 4pm. It is hoped this will make the Parish Office accessible to more people.

11 DATE OF NEXT MEETING

The next meeting of Lingfield Parish Council will be held on 31st March 2009.

Meeting closed 10.20pm

