

Lingfield Parish Council

MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL HELD ON TUESDAY 27th JULY 2010 AT 8PM IN THE LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:

Ron Palmer – in the chair
Graham Marks
Fran Palmer
Valerie Millar
Sonia Perkins

Brian Perkins, District Councillor
Michael Sydney, County Councillor
1 member of the press

In attendance:

Fay Elwood, Clerk to the Parish Council

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Lisa Bangs due to illness and Mary Edwards due to holiday.

1.2 Declarations of Personal or Prejudicial Interest

None.

1.3 Minutes of meeting held on 25th May 2010

These were signed as a true and accurate record.

1.4 Minutes of the extra meeting held on 22nd June 2010

These were signed as a true and accurate record.

1.6 Correspondence

Members noted correspondence received between 25th May 2010 and 19th July 2010

2 FINANCE AND ADMINISTRATION

2.1 Progress Report and Actions outstanding

The review of Standing Orders and draft Emergency Plan are still outstanding but not yet due.

Action: Clerk

The Orange Business Broadband has been ordered but is not yet operational.

2.2 Finance Report and Cheques for Payment

Members noted receipt of the financial report which included details of expenditure against budget for 2010/11. The cash held in the bank on 1st July 2010 was £33078.09.

The following cheques were agreed for payment:

Chq No	Details	Total	Power to spend
1583	F. Elwood - Clerk's salary	£903.93	LGA 1972 Section 111
1584	A. Heaton - Salary	£211.20	LG(MP)A 1976 s19
1585	Surrey County Council - Pension	£227.97	LGA 1972 Section 111
1586	Inland Revenue - PAYE	£224.06	LGA 1972 Section 111
1587	St Peter & St Paul's Church - Burial Grounds	£3,000.00	LGA 1972 s214
1588	Citizens Advice Bureau - Grant	£300.00	LGA 1972 s142 (2A)
1589	Lingfield Wildlife Area - Grant	£1,500.00	PHA 1975 s164
1590	D. Heaton - Cleaner	£56.00	LG(MP)A 1976 s19
1591	Connick Tree Care - Wildlife Area	£152.75	PHA 1975 s164
1592	Cancelled		
1593	Zurich Insurance	£1,418.91	LGA 1972 Section 111
1594	Information Commissioner - Data Protection	£35.00	LGA 1972 Section 111
1595	GACC - Subs	£10.00	LGA 1972 Section 111
1596	F. Elwood - Clerk's salary	£825.26	LGA 1972 Section 111
1597	Cancelled		
1598	Cancelled		
1599	Cancelled		
1600	Surrey County Council - Pension	£227.97	LGA 1972 Section 111
1601	A. Heaton - Salary	£336.00	LG(MP)A 1976 s19
1602	R. Palmer - Members Allowance	£120.00	LGA 1972 Section 111
1603	HMRC - PAYE	£297.00	LGA 1972 Section 111
1604	BT - Phone Bill	£90.60	LGA 1972 Section 111
1605	F. Elwood - Stamps	£98.50	LGA 1972 Section 111
1606	Lingfield Horticultural Society - Plants	£145.30	LGA 1972 s111
1607	R. V. Deller - Work in village and at pond	£640.00	LGA 1972 Sch14
1608	D. Netherclift - allotments	£11.60	LGA 1972 Sch 29
1609	Sutton and East Surrey Water (Pond)	£142.00	LGA 1972 Sch14
1610	Sutton and East Surrey Water (Allotments)	£72.63	LGA 1972 Sch 29
1611	Countrywide Grounds Maintenance - Mowing	£201.51	PHA 1975 s164
1612	A. Heaton - Salary	£115.20	LG(MP)A 1976 s19
1613	F. Elwood - Clerk's salary	£825.26	LGA 1972 Section 111
1614	Surrey County Council - Pension	£227.97	LGA 1972 Section 111
1615	HMRC - PAYE	£211.80	LGA 1972 Section 111
	Total	£12,628.42	

2.3 Meeting Dates

Members approved the list of meeting dates for 2011 with the caveat that there may be a change of members in the second half of the year and the Sport and Recreation Committee may not continue.

2.4 TVSC

Members approved expenditure of £10 membership of Tandridge Voluntary Services Committee.

2.5 Data Protection Act

Members approved the cost of £35 for registration with the Information Commissioner as required by the Data Protection Act.

2.6 Guaranteed Investment Bond

Members decided not to reinvest in the Guaranteed Investment Bond due to cash flow projections between now and October when the second half of the precept will be received.

2.7 Attempted break-in at allotments

Members noted that there had been an attempt to break into the shed at the allotments. This has been reported to PC Paul Clifton and **members approved** the cost of a new padlock - £17.85.

3 GRANTS, FUNDING AND COMMUNITY PROJECTS

3.1 Progress Report and Actions Outstanding

Nothing to report.

3.2 Citizen's Advice Bureau

Members noted receipt of a thank you letter from the Citizens Advice Bureau.

4 PARISH FACILITIES

4.1 Action Points and Progress Report

Items covered in 4.10.

4.2 Sport and Recreation Committee

Members confirmed the minutes of the Sport and Recreation Committee Meetings held on 8th June 2010.

4.3 Talbot Road Pitch

Members were asked to approve the cost of verti-draining the pitch but the decision was deferred pending a response from Tandridge District Council (see item 4.10).

4.4 Hard Court

Members were asked to approve the cost of remarking the hard court but the decision was deferred pending a response from Tandridge District Council (see item 4.10).

4.5 Surrey Police

Members noted a reply from the Chief Constable acknowledging the Parish Council's support for a police office to be accommodated at the Community Centre.

4.6 Oak Tree

Members approved the cost of £295 to remove dead and diseased wood from the village oak.

4.7 Tree at Lingfield Wildlife Area

Members approved the cost of £160 to remove a broken limb from a tree at the allotment garden.

4.8 Additional Allotments

The clerk has been exploring the possibility of providing extra allotments in Newchapel Road. Advice from Surrey County Council is that the entrance needs to be moved and planning permission would be required to do this and provide some car parking. The use of the site for allotments does not require planning permission. A grant may be available to pay for some of the work needed to prepare the site and Dormansland Parish Council has indicated they may be interested in a joint venture. **Members agreed** the following:-

The clerk should provide members with evidence that a grant for 50% of the costs is likely to be forthcoming.

The clerk is to get a written undertaking from Dormansland Parish Council that they would be prepared to pay half the remaining cost.

Subject to the above, the clerk can submit a planning application at a cost of £85 if the cost of the project to Lingfield Parish Council is not to be more than £5000.

Action: Clerk

4.9 Architect's Fees

Tandridge District Council has advised that informal drawings for item 4.8 are adequate provided measurements are included.

4.10 Talbot Road Recreation Ground and Gunpit Road Car Park

Members noted a letter from Richard Woodward outlining the decisions of the Community Services Committee on recent requests submitted to the District Council. LPC had requested that Gunpit Road Car Park reverts to the previous arrangement, whereby parking is free all day and not restricted to three hours. This request was refused by the Community Services Committee of Tandridge District Council because they wish to retain control of parking arrangements. **Members agreed** the clerk should write to Richard Woodward to point out that since the decision was taken, the Tandridge Local Committee has approved time limited parking in the High Street which makes it necessary to provide parking for traders in Gunpit Road Car Park.

Action: Clerk

LPC also requested that Talbot Road Recreation Ground be returned to the village by either a transfer of the freehold or a long lease. This request was also refused to ensure that Tandridge District Council 'retains control of this significant community asset'.

All members were disappointed with these responses, and the Chairman issued a personal statement (attached) proposing that we take the following action:-
Desist from spending money on Talbot Road and wind up the Sport and Recreation Committee.

Request that Tandridge District Council implements the programme of improvements which the Parish Council had planned.

Hand back the day to day management of the facility.

Members agreed to the Chairman's proposed course of action if TDC did not agree to keep Talbot Road Recreation Ground in good order and make the necessary improvements to the facilities. The clerk pointed out that Adrian Heaton has a contract of employment up to the end of May 2011.

THE CHAIRMAN SUSPENDED THE MEETING TO TAKE COMMENTS FROM DISTRICT COUNCILLORS

It was suggested that members of Tandridge District Council may not have been provided with all the background information and may not have been aware of the Parish Council's reason for making the request. **Members agreed** that the clerk will draft a letter (in conjunction with the Chairman) requesting that Tandridge District Council either implements the programme of improvements or reconsiders allowing the Parish Council the minimum lease necessary to access the required grant funding.

Action: Clerk

5 TRAFFIC AND PARKING

5.1 Action Points and Progress Report

The issue of time limited parking in the High Street has been considered by the Tandridge Local Area Committee. The members did not agree to the Parish Council's request for the bays outside Lingfield Tandoori to be included in the scheme. However, they have created extra bays on the south side of the High Street.

6 VILLAGE ENVIRONMENT, HIGHWAYS, INFRASTRUCTURE AND PROPERTY

6.1 Action Points and Progress Report

Members agreed that repairs should be carried out to the Jubilee Bench. Mary Edwards has made enquiries about a replacement plaque for Doug Edwards and a plaque for Ms Pocock.

Developers have accepted the Parish Council's suggestion of 'Forge Close' for the new access road off Town Hill.

6.2 Village Planters

Members agreed not to refurbish the village planters during this financial year.

7 TRAINING AND MEETINGS

The Clerk and Valerie Millar will meet with Marcus Dode on 26th August at 11am to hear about his suggestions for improvements to rural transport.

8 REPORTS FROM OUTSIDE BODIES

Graham Marks would like to take up the invitation to visit the Sure Start Children's Centre. The clerk will ask Lisa Bangs if she would like to attend.

Action: Clerk

9 CURRENT CONSULTATIONS

Waste Management Consultation – Graham requested a paper copy.

Action: Clerk

Surrey Transport Plan – Graham has provided a response but the deadline has passed. The clerk will forward the response anyway.

Action: Clerk

10 MINUTES OF THE PLANNING COMMITTEE

Members confirmed minutes of the meetings of the Planning Committee held on 25th May 2010, 8th June 2010, 22nd June 2010 and 13th July 2010.

11 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

11.1 Oak Trees at Allotments

We have received a letter from Lingfield Wildlife Area suggested that one of the allotment holders has poisoned some oak trees. The clerk will seek advice from Tandridge District Council in the first instance.

Action: Clerk

11.2 Change of Meeting Date – SCAPTC

Members noted the change of date for the meeting of SCAPTC – 16th September at 7pm. Valerie will be recovering from an operation but is willing to attend if someone can give her a lift. The clerk to ask Dormansland PC.

Action: Clerk

11.3 Letter from young resident

Members noted receipt of a letter from a young resident concerning algae on the pond and litter on the area of land owned by EDF Energy in Vicarage Road. The clerk will reply and write to EDF.

Action: Clerk

11.4 Standards Training

Sonia Perkins advised members that she had attended the training session at Tandridge District Council and that handouts are available from the clerk.

11.5 Tandridge Access Group AGM

Sonia Perkins distributed notes from the AGM of the Tandridge Access Group.

12 DATE OF NEXT MEETING

The next meeting of the full Parish Council will be held on 28th September 2010.

Meeting Closed at 9.30pm