



LINGFIELD PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC
lingfieldpc@gmail.com
01342 835557

19th October 2023

TO MEMBERS OF THE COUNCIL

Dear Members,

I hereby give you notice that the Meeting of Lingfield Parish Council will be held on **Wednesday 25th October at Lingfield and Dormansland Community Centre at 19:30**. All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely

Lee Dunkley, Parish Clerk

Press & Public are invited to attend. Meetings are open to the public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. Apologies for absence

To **RECEIVE** any apologies.

2. Declarations of interest/Request for dispensations

To **RECEIVE** any declarations of interest. To **RESOLVE** to grant dispensations where appropriate.

3. Public Participation

Members of the public are welcome to attend the meeting. Any member of the public, who so wishes, may speak at this point of the meeting on items within the remit of the Council. No previous notice need be given. The maximum time allotted for this item is 15 minutes in total unless directed otherwise by the Chair.

4. District and County Councillors' reports

To **NOTE** as above.

5. Council meeting minutes: 4th October 2023

To **RESOLVE** that the [minutes](#) of the meeting of the Council as above having been previously circulated, be taken as read and approved. To **NOTE** any matters arising.

6. Grant Request: RH7 History Group

To **RECEIVE** [as above](#) for £200 and to **RESOLVE** a course of action.

7. Schedule of payments and budget report

To **RESOLVE** to approve as above (forthcoming). Any queries to be directed to the office before the meeting.

8. Budget 2024/25

To **CONSIDER** any significant changes to the budget for the following year.

9. Flagpole repair and maintenance works

To **RECEIVE** quotations ([1](#), [2](#), and forthcoming) and to **RESOLVE** a course of action.

10. Work to dangerous branch

To **RECEIVE** information on a dangerous branch on Parish Council land and a quotation to make safe (forthcoming) and to **RESOLVE** a course of action.

11. East Surrey Transport Committee

To **CONSIDER** membership of the above ([1](#) and further information forthcoming) and to **RESOLVE** a course of action.

12. Parish Facilities updates

To **RECEIVE** on:

- CCTV installation at Gun Pond (Cllr Fudge to lead)
- Cost of repairs and painting of the [skate ramp](#).

13. Website review

To **CONSIDER** reviewing the look, content, background software, and hosting company of the Parish Council website and to **RESOLVE** a course of action (Cllr Fudge to lead).

14. Remembrance Sunday

To **RECEIVE** an update (Clerk).

15. Neighbourhood Plan update

To **RECEIVE** as above.

16. Notification of meeting/Suggested items for agenda: 29th November 2023

To **NOTE** any suggested items for the next Council meeting: Budget 2024/25.

17. Public Bodies (Admissions to Meetings) Act 1960

To **RESOLVE** that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion on the following items: Staffing.

18. Litter Warden

To **NOTE** an update on filling the vacancy.