



Dear Councillor

21st September 2022

You are invited to a meeting of **LINGFIELD PARISH COUNCIL** on **WEDNESDAY 28th September 2022 at 7.30pm** to be held at Lingfield and Dormansland Community Centre.

Please note that Public Questions, Surrey County Councillor and Tandridge District Councillors' Reports will be taken at the start of the meeting.

Mrs Fay Elwood
Clerk to Lingfield Parish Council

A G E N D A

1 PROCEDURAL MATTERS

- 1.1 Apologies for absence
- 1.2 To receive declarations of interest

All members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- (i) any Disclosable Pecuniary Interests (DPIs) and/or*
- (ii) other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If in doubt, advice should be sought from the Parish Clerk prior to the meeting*
- (iii) any changes to their circumstances which should be recorded on their Register of Interests.*

- 1.3 To approve minutes of the meeting held on 27th July 2022*

2 FINANCE AND ADMINISTRATION

- 2.1 To receive Financial Report and approve payments*
- 2.2 To approve signing of the Letter of Engagement for Mike Platten to carry out our internal audit for 2022/23*
- 2.3 To consider purchase of an accounts software package from Rialtas*
- 2.4 To approve amendments to the bank mandate

3 GRANT APPLICATIONS

4 PARISH FACILITIES AND CRIME REPORT

- 4.1 To receive the minutes of the meeting of 'Friends of Lingfield Pond' held on 26th July 2022 and approve emergency expenditure*
- 4.2 To note that Lingfield Nature Reserve would like to plant more trees on the borders of the Reserve
- 4.3 To consider quotes for flagpole maintenance*
- 4.4 To receive a crime report from Surrey Police*

- 5 NEIGHBOURHOOD PLAN**
 - 5.1 To receive an update and approve any expenditure
- 6 HIGHWAYS AND ENVIRONMENT**
 - 6.1 To receive an update on the Conservation Area Appraisal*
 - 6.2 To consider request for a bench outside the sheltered housing scheme in Gunpit Road
- 7 CURRENT CONSULTATIONS**
- 8 MEETINGS AND TRAINING**
- 9 TO APPROVE DECISIONS OF THE PLANNING COMMITTEE TAKEN SINCE THE LAST MEETING**
- 10 MATTERS FOR REPORTING OR INCLUDING ON FUTURE AGENDA**
- 11 DATE OF NEXT MEETING**
26th October 2022

*Items with supporting paperwork