



Dear Councillor

25<sup>th</sup> May 2023

You are invited to a meeting of **LINGFIELD PARISH COUNCIL** on **WEDNESDAY 31<sup>st</sup> May 2023 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 26<sup>th</sup> April 2023\*

1.4 To approve minutes of the Annual Meeting held on 15<sup>th</sup> May 2023\*

### **2 FINANCE AND ADMINISTRATION**

2.1 To receive Financial Report and approve payments\*

2.2 To receive report from the Internal Auditor\*

2.3 To approve accounts for year ending 31<sup>st</sup> March 2023\*

2.4 To approve Annual Governance Statement 2022/23 – Section 1 of the Annual Return\*

2.5 To approve Accounting Statements for 2022/23 – Section 2 of the Annual Return\*

2.6 To discuss email accounts for members

2.7 To consider amendment to Standing Orders to increase the amount of time for public participation at meetings

2.8 To consider a proposal for a new Social Media policy\*

2.9 To consider upgrading to Google Analytics 4 on our web site\*

2.10 To note Cllr Steeds' resignation from the planning committee

2.11 To note cancellation of the meeting of the planning committee scheduled for 14<sup>th</sup> June 2023

- 2.12 To note updated valuations for reinstatement costs for Lingfield and Dormansland Community Centre and the Jennings Hall and decide whether to use the insurance company valuation (Premium cost of £2607.16) or the surveyor's valuation (Premium cost of £2369.67)\*

### **3 GRANT APPLICATIONS**

- 3.1 To consider a grant application for £549 from Blooming Arts\*  
3.2 To approve 3<sup>rd</sup> annual payment of £500 to TVA for Befriending  
3.3 To consider an additional grant to Lingfield Wildlife Area to repair the track leading to the allotment site – amount TBA  
3.4 To consider a grant of £300 to Kent Surrey and Sussex Air Ambulance\*

### **4 PARISH FACILITIES**

- 4.1 To consider quote (£427.61+VAT) for electrical work at the parish office\*  
4.2 To consider service and repair to the flag pole at a cost of £985 plus parts\*  
4.3 To consider whether to carry out tree works at The Pollards allotments  
4.4 To reconsider cleaning the war memorial (quote £2060)\*  
4.5 To receive a verbal report from Cllr Fudge on the meeting of Gun Pond Working Group held on 25<sup>th</sup> May 2023  
4.6 To consider work needed to remove weeds from Gun Pond  
4.7 To consider the provision of CCTV for Gun Pond

### **5 NEIGHBOURHOOD PLAN**

- 5.1 To receive an update and approve expenditure of £538.16  
5.2 To agree that all consultation responses will be made available to members of the parish council

### **6 HIGHWAYS AND ENVIRONMENT**

### **7 CURRENT CONSULTATIONS**

- 7.1 NALC – Infrastructure Levy – due 9<sup>th</sup> June 2023\*  
7.2 Surrey County Council Local List for application validation – responses due by 17<sup>th</sup> July 2023\*

### **8 MEETINGS AND TRAINING**

- 8.1 To approve expenditure of £80 for Cllr Steeds to attend New Councillor training at East Court  
8.2 To agree a date for a Visioning Exercise – 6<sup>th</sup> September ?  
8.3 To note AGM of Lingfield and Dormansland Community Centre – 28<sup>th</sup> June (rescheduled date)  
8.4 To note workshop on Tandridge Corporate Plan to be held on 8<sup>th</sup> June 2023 10am – 12 noon  
8.5 To note invitation to 'Bloomin' Arts' event on 9<sup>th</sup> June 2023 6pm-8pm\*

### **9 TO APPROVE DECISIONS OF THE PLANNING COMMITTEE TAKEN SINCE THE LAST MEETING**

- 9.1 To note that LPC has been granted Rule 6 status and to approve statement for planning appeal on The Old Cottage (Star Fields)

**11 MATTERS FOR REPORTING OR INCLUDING ON FUTURE AGENDA**

11.1 To receive a report on the meeting at the GP surgery held on Monday  
22<sup>nd</sup> May 2023\*

**12 DATE OF NEXT MEETING**

21<sup>st</sup> June 2023

\*Items with supporting paperwork for members