



LINGFIELD PARISH COUNCIL

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18th January 2024

TO MEMBERS OF THE COUNCIL

Dear Members,

I hereby give you notice that the Meeting of Lingfield Parish Council will be held on **Wednesday 24th January 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: 29th November 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. Planning Application live consultations

To **RECEIVE** planning applications consultations and to **RESOLVE** responses:

App number	Address	Description	Due
2023/1508	18 East Grinstead Road, Lingfield, Surrey, RH7 6EP	Change of Use of commercial unit (Class E) to residential (Class C3) in association with Drivers, 18 East Grinstead Road	16 Feb 2024

2023/289/Cond1	22 Godstone Road, Lingfield, Surrey, RH7 6BW	Details pursuant to the discharge of condition 4 (Hard and Soft Landscaping) of planning permission ref: 2023/289 dated 25 July 2023 (Demolition of existing external stores and canopy. Erection of single storey rear extension, two storey side extension, and rear dormer in association with loft conversion to facilitate 2no. additional self-contained flats (C3).).	28 Feb 2024
2024/46/TPO	1 Glebe Close, Lingfield, Surrey, RH7 6AX	T1) - Holly - Reduce by appx 2m to leave at 5m appx.	11 Mar 2024

7. Insurance costs at Nature Reserve

To **CONSIDER** a [request](#) to fund 50% of the above as per previous years and to **RESOLVE** a course of action.

8. Schedule of payments and budget report

To **RESOLVE** to approve as above ([1](#), [2](#), [3](#)). Any queries to be directed to the office before the meeting.

9. Skate park replacement costs

To **RECEIVE** a [request](#) from Tandridge District Council for a financial contribution as above. To **CONSIDER**. To **RESOLVE** a course of action if appropriate.

10. Christmas Lights

To **CONSIDER** [funding and management issues](#). To **RESOLVE** a course of action if appropriate.

11. Budget 2024/25

To **RECEIVE** input from the working group and to **CONSIDER** options ([1](#), [2](#)). To **RESOLVE** to set the budget and precept for 2024/25.

12. General Risk Assessment 2023/24

To **RESOLVE** to adopt [as above](#).

13. Litter warden purchases

To **CONSIDER** purchasing a new barrow as the current one is not fit for purpose and unrepairable ([1](#), [2](#), [3](#), [4](#)). To **CONSIDER** purchase of a [waterproof coat](#) for the litter warden. To **RESOLVE** a course of action.

14. Surrey Rights of Way Improvement Plan survey

To **APPOINT** a working group to review and recommend a response to the [survey](#) as above. Recommendation to be brought to the February Council meeting for resolution.

15. Infrastructure improvement list

To **CONSIDER** the need for the above and to **APPOINT** a working group to compile if applicable (Cllr Lockwood to lead).

16. Update: CCTV

To **RECEIVE** on CCTV installation at Gun Pond (Cllr Fudge to lead).

17. Update: Website and email overhaul

To **RECEIVE** as above (Cllr Fudge to lead).

18. Notification of meeting/Suggested items for agenda: 28th February 2024

To **NOTE** any suggested items for the next Council meeting: Surrey Rights of Way Improvement Plan survey resolution; Social Media Policy update.

19. 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: None.