



LINGFIELD PARISH COUNCIL

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22nd February 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 28th February 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: 24th January 2024

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 |
|--------------|--|---|-------|
| 2024/148/TPO | 1 Little Stanford Close, Lingfield, Surrey, RH7 6GL | Please refer to photo provided. T001) - Horse Chestnut - Height (m): 12, Crown Radius (m): 12, | 9 Apr |

| | | | |
|--|--|--|----------|
| | | DBH (mm): 925 - Reduce crown to previous reduction points and shape (3m) | |
| 2024/127 | 11 Tannery Gardens, Lingfield, Surrey, RH7 6GF | Conversion of garage, facade alterations, internal alterations and all associated works | 1 Apr |
| 2024/86 | Silver Birches, Blackberry Road, Felcourt, Lingfield, Surrey, RH7 6NQ | Roof extensions to form a single volume in order to create larger bedrooms and other spaces at first floor, including new front dormer, plus ground floor side extension and other alterations. | 26 Mar |
| 2024/66 | Land At Newchapel Road, Lingfield, RH7 6BJ | Change of use of land to a 2 pitch Gypsy/Traveller site comprising the stationing of a mobile home and touring caravan per pitch, and the erection of a dayroom | 18 Mar |
| 2024/64 | Jannat, 70 High Street, Lingfield, Surrey, RH7 6AA | Installation of dormer with 3 x roof lights | 16 April |
| 2023/1525 | 5 Vicarage Close, Lingfield, Surrey, RH7 6EW | Partial garage conversion to habitable accommodation and changes to fenestrations. | 15 April |
| 2024/192/TCA | 22 High Street, Lingfield, Surrey, RH7 6AA | T1) - Multistem Sycamore - Fell to ground level and eco plug stump to prevent regrowth. | 2 April |
| SCC Ref 2023-0217 TDC Ref 2024/47 | Site of Former Orchard Court Care Home, East Grinstead Road, Lingfield, Surrey, RH7 6ET | Demolition of existing buildings and outline application for the erection of part 2 and 3 storey building (with additional basement) for extra care accommodation, comprising self-contained apartments, staff and communal facilities, electric substation and associated parking. Appearance and landscaping reserved. | |

7. Schedule of payments and budget report

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

8. Interim Internal Audit report

To **RECEIVE** [as above](#).

9. Retrospective approval for grant payment

As per the recommendation in the interim internal audit report: To **RESOLVE** to retrospectively approve a grant payment of £2,000 to Lingfield Nature Reserve.

10. Office rental charge

To **NOTE** [the above](#) for the following year.

11. Provision of History Board and Age to Age leaflets

To **CONSIDER** the Council's position on the above being offered by Lingfield Park.

12. Surrey Rights of Way Improvement Plan survey

To **RESOLVE** a response per minute 2024/01/14.

13. Operation Bridge protocol

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

14. Social Media Policy revision

To **CONSIDER** a [revision](#) as above. To **RESOLVE** a course of action.

15. Allotment renewal update

To **RECEIVE** as above (Clerk to lead).

16. SLCC Practitioners Conference report

To **RECEIVE** [as above](#).

17. Update: CCTV

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

18. Update: Website and email overhaul

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

19. Meeting start times

To **CONSIDER** the most appropriate default start time for evening meetings and to **RESOLVE** a course of action.

20. Notification of meeting/Suggested items for agenda: 27th March 2024

To **NOTE** any suggested items for the next Council meeting:

21. 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: Quotations.

22. Tree Works to Large Oak

To **RECEIVE** a quotation for the above at Woodlands, Vicarage Road and to **RESOLVE** a course of action (attached).

23. Hanging baskets

To **RECEIVE** a quotation as above and to **RESOLVE** to accept one (attached).