



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL  
HELD ON TUESDAY 26<sup>th</sup> JANUARY 2021 AT 7.30 PM  
VIA ZOOM**

*This meeting was held remotely, as permitted by emergency legislation introduced on 6<sup>th</sup> April 2020 in response to the ban on public gatherings to reduce the transmission of the Corona Virus – Covid-19 – which was declared a global pandemic by WHO on 11<sup>th</sup> March 2020*

**Participating:**

Vivien Hepworth – in the chair  
Andrea Watson  
Ron Coleman  
Liz Lockwood  
Graham Marks  
Camilla Downing  
Liz Lockwood

County Cllr Lesley Steeds  
District Cllr Mark Ridge  
District Cllr Sir Nicholas White  
3 members of the public

**Facilitating:**

Fay Elwood, Clerk

**1 PROCEDURAL MATTERS**

**1.1 Apologies for Absence**

None.

**1.2 Declarations of Interest**

Cllr Hepworth declared an interest in the matter of the presentation given at the start of the meeting by Mark Devlin, Managing Director at Young Epilepsy because she is a governor on the Education Governing Body. This was an update on their plans to develop part of their site in partnership with a retirement village. The plans are currently at the pre-application stage and will be considered by the parish council planning committee once formal plans are submitted to Tandridge District Council.

**1.2 Minutes of meetings**

The minutes of meetings held on 24<sup>th</sup> November 2020 and 12<sup>th</sup> January 2021 were signed as a true and accurate record.

**2 FINANCE AND ADMINISTRATION**

**2.1 Finance Report**

Members received the Finance Report, including cheques and online payments listed below. Cash at the bank on 10<sup>th</sup> January 2021 amounted to £82,572.64.

Date	Type	Description	Amount £
16/11/20	DD	EDF Energy	10.00

01/12/20	BP	R.V. Deller	740.00
15/12/20	BP	F. Elwood	1,107.59
15/12/20	BP	P. Homewood - Salary	472.42
15/12/20	BP	Surrey Pension Fund	307.05
01/12/20	BP	St. Silvans	200.00
01/12/20	BP	Lingfield Cricket Club	500.00
01/12/20	BP	Cypress Bay (N. Elwood)	355.00
01/12/20	BP	Lingfield Nature Reserves	117.20
14/12/20	DD	EDF Energy	10.00
15/12/20	BP	HMRC	161.69
16/12/20	BP	Countrywide Grounds Maintenance	408.00
16/12/20	BP	Vision ICT	21.60
16/12/20	BP	Viking Direct	253.08
16/12/20	BP	Zoom Subs	57.56
16/12/20	BP	Windsock Co.	306.00
16/12/20	BP	Marie Curie	500.00
04/01/21	dd	BT	142.74
15/01/21	dd	EDF Energy	10.00
18/01/21	BP	Surrey Pension Fund	307.05
18/01/21	BP	F. Elwood - Salary	1,107.39
18/01/21	BP	HMRC	161.89
18/01/21	BP	P. Homewood - Salary	431.34
18/01/21	BP	F. Elwood - Knowhow Cloud	40.00
18/01/21	BP	S. Barnett - Water at allotments	97.31
18/01/21	BP	SES Water - CF Allotments	76.83
18/01/21	BP	SES Water - Gun Pond	115.36
18/01/21	BP	Xmas gift for staff	15.00
18/01/21	BP	N. Elwood (Cypress Bay)	590.00
		<b>Total</b>	<b>8,622.1</b>

**Resolution:** Payments listed above were approved.

## 2.2 United Charities

Bletchingley Parish Council has partnered with United Charities to try to identify those in need of financial assistance because of the pandemic.

**Resolution:** Having received no referrals through the schools or churches, members agreed we should explore something similar in Lingfield.

**Action:** The clerk will make contact with Lingfield United Charities and St Silvans to ask if they are aware of any hardship cases in Lingfield.

## 3 GRANT APPLICATIONS

### 3.1 Lingfield Cricket Club

Robert Mitchell provided further information about the finances of Lingfield Cricket Club in relation to their recent purchase of a new tractor.

**Resolution:** Members approved a second grant of £500.

**Action:** The clerk will inform the Cricket Club and pay the grant direct to their bank account.

### 3.2 Covid Funds

Geoff Ledden is appealing for funds to provide nurses working at East Surrey Hospital with items to make their current working conditions a little easier. He plans to provide hand and face creams, lip balm and soft drinks.

**Resolution:** Members approved payment of £500 from the Covid Relief grant received from Tandridge District Council.

**Action:** The clerk will make payment.

## 4 PARISH FACILITIES

### 4.1 Gun Pond

Members noted that the work on Gun Pond has been delayed until mid March due to the national lockdown. When the pond is emptied and inspected it is likely that some repairs may be needed. Cllr Coleman has been in touch with Alistair Durkin at Tandridge District Council to ask about removing tree roots if they are found to be invading the pond. The advice received is that roots should not be cut as this would have a detrimental effect on the tree. Cllr Coleman also advised he is waiting for a quote for a new duck house.

**Resolution:** Members approved expenditure up to £5,000 to cover the cost of any repairs found to be necessary.

### 4.2 Lighting at the Cage and Oak

Cllr Coleman has received a request from Clive Jecks to bring forward a proposal to install some lighting inside the Cage and to illuminate the old oak tree. The clerk advised that we would need to obtain permission from the relevant authority because the cage is a scheduled monument.

**Resolution:** The clerk will seek permission in the first instance

**Action:** The clerk to apply for permission from the relevant organisation (Historic England or English Heritage).

**Action:** Cllr Watson will set up a working party to progress this (to include Cllr Coleman). It was suggested to consult the RH7 Society.

### 4.3 Work at The Pollards

The owner of the land which accommodates The Pollards allotments has requested some remedial work to the car park and entrance.

**Resolution:** Members approved £590 for work already carried out to repair a section of fence at the entrance to the site. Further approval was agreed for work totalling £375 to repair a further section of fencing and take down a damaged tree.

**Action:** The clerk will instruct the contractor.

### 4.4 Crime Report

PCSO Cheeseman provided a written report for the period since our last meeting in November. The individuals causing problem by putting stones and spikes on Godstone Road have ceased their activities as a result of being stopped and searched every time they were seen in the area. There has also been no repeat of the catapulting and the police are currently dealing with one of those offenders. The others are being monitored but they are not coming to the notice of the police at the moment. In relation to Covid compliance, the PCSOs have been visiting local stores to make sure they are following guidelines and have been offering advice when required.

## 5 COMMUNITY EVENTS

### 5.1 Lingfest

Tandridge District Council is not issuing permission for events on its land until later in the year and it is likely any events which are permitted to take place during the

Summer months will need to be Covid secure which means following social distancing. It was therefore decided at the EGM on 12<sup>th</sup> January to cancel Lingfest for 2021. The Lingfest Committee have been informed.

## 6 NEIGHBOURHOOD PLAN

### 6.1 Progress and Expenditure

No progress to report on the Neighbourhood Plan but Cllr Hearnden is planning to convene a meeting of the Steering Group.

**Resolution:** Members approved a payment of £89 to Cllr Lockwood to pay for the Public Liability Insurance.

## 7 HIGHWAYS AND ENVIRONMENT

### 7.1 Hanging Baskets

The clerk has received a quote from Amethyst Horticulture to provide and maintain hanging baskets and other floral displays for the village centre. The plan is to provide 8 hanging baskets for the High Street, 4 barrier baskets for the entrance to Old School Place and four floral cubes (one for the High Street outside Coughlans, one outside the Dry Cleaners in East Grinstead Road and two for Godstone Road).

**Resolution:** Members approved expenditure of £2671.40

**Action:** The clerk will obtain the licence from SCC, place the order and get a quote for the additional work watering the existing planters in the village.

### 7.2 '20's Plenty' Campaign

Pam Erskine gave a report on the current situation with the 20's Plenty campaign and informed members that 70% of UK residents support 20mph in residential areas.

The first Surrey wide meeting of the campaign is due to be held next week. County Councillor Lesley Steeds said she is happy to support this if required.

### 7.3 Sign for Gunpit Road Car Park

Cllr Coleman requested that more signs be erected directing visitors to park in Gunpit Road car park where parking is free for the first three hours. The existing sign is also too small.

**Resolution:** Members agreed that the current signage is not sufficient and is easily missed.

**Action:** Cllr Coleman will provide a list of proposed locations for the new signs and the clerk will contact TDC with our request.

### 7.4 Street Sweeping

Following a recent RTA Cllr Watson requested a sweep of a section of Station Road from The Station to Racecourse Road and reported that other parts of Station Road are also in need of sweeping. She had tried unsuccessfully to report this on-line, noting that TDC states it is done every eight weeks. Mark Ridge is the District Councillor on the Community Services Committee and he has offered to take this matter back to TDC.

**Action:** The clerk will liaise with Cllr Ridge to find out the frequency of street sweeping in Lingfield.

## 8 CURRENT CONSULTATIONS

### 8.1 Gatwick Airport – Night Flights

Responses to questions 6 to 12 are due by 3<sup>rd</sup> March and the remainder by 31<sup>st</sup> May.  
**Action:** Cllr Lockwood will circulate the list of questions and collate our response.

**9 PLANNING APPLICATIONS**

Members approved minutes of the meeting of the planning committee held on 12<sup>th</sup> January 2021.

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

**10.1 SSALC Newsletter**

Members noted the contents of the recent newsletter from SSALC informing us that SSALC will be undergoing some organisational changes. We will still have access to the same services and some of the personnel will remain the same, but the Surrey board will no longer be in partnership with the East and West Sussex boards.

**10.2 Visioning Exercise**

Cllr Hearnden had been hoping to arrange this event when it can be done face to face but as this is looking unlikely in the foreseeable future she will set about making arrangements for a Zoom event.

**11 DATE OF NEXT MEETING**

The next meeting will be held via Zoom on 23<sup>rd</sup> February 2021.

Meeting closed at 9.13pm