



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON MONDAY 28th JUNE 2021 AT 7.30 PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

Cath Hearnden – in the chair
Liz Lockwood
Graham Marks
Camilla Downing
Vivien Hepworth
Clive Jecks
Jason Fudge

County Cllr Lesley Steeds)
District Cllr Mark Ridge) part of meeting
1 member of the public)

In attendance:

Fay Elwood, Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

None.

1.2 Risk Assessment

The clerk presented a risk assessment for the return of face to face meetings.

Resolution: Members approved the risk assessment.

Action: While restrictions remain, attendees will be required to wear face masks until seated and be socially distanced for the duration of the meeting. Refreshments will not be provided and tables will be cleaned before and after meetings.

1.3 Declarations of Interest

None.

1.4 Minutes of meeting held on 27th April 2021

The minutes of the meeting held on 27th April 2021 were signed as a true and accurate record.

1.5 Minutes of Annual Meeting held on 4th May 2021

The minutes of the Annual Meeting held on 4th May 2021 were signed as a true and accurate record.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members noted receipt of the Finance Report, including cheques and online payments listed below. Cash at the bank on 10th April 2021 amounted to £63,650.92

Date	Type	Payee	Amount
10/05/2021	BP	Capehaul	£3,240.00
10/05/2021	BP	Peter Frost (Audit)	£113.75
10/05/2021	BP	L & D Community Centre	£1,596.00
10/05/2021	BP	N.Elwood (Cypress Bay)	£160.00
10/05/2021	BP	P.Homewood - Salary	£431.34
15/05/2021	BP	F. Elwood - Salary	£1,109.19
15/05/2021	BP	HMRC	£159.40
10/05/2021	BP	Surrey Pension Fund	£307.05
10/05/2021	BP	SLCC	£166.00
11/05/2021	BP	Jesmor	£14,280.00
10/05/2021	BP	Cox Skips	£220.80
17/05/2021	DD	EDF Energy	£248.00
20/05/2021	BP	Cox Skips	£279.60
20/05/2021	BP	Indra Sharma	£43.98
20/05/2021	BP	Zurich Municipal	£2,447.82
09/06/2021	BP	St Peter and St Paul's Church	£3,500.00
08/06/2021	BP	Lingfield Nature Reserves	£2,000.00
09/06/2021	BP	Meals on Wheels	£800.00
15/06/2021	BP	F. Elwood - Salary	£1,109.19
15/06/2021	BP	P.Homewood - Salary	£451.88
15/06/2021	BP	HMRC	£159.40
08/06/2021	BP	Surrey Pension Fund	£307.05
08/06/2021	BP	F. Elwood - zoom Subs	£28.78
		Total	£33,159.23

Resolution: Payments listed above were approved.

2.2 Budget virement

Due to the unexpected cost of completing the Gun Pond refurbishment project it is necessary to transfer funds between budget headings.

Resolution: Members approved budget virements as follows:-
£17,598 from 'CIL Receipts' to 'Gun Pond Refurbishment'
£8,361 from 'Section 106' to 'Gun Pond Refurbishment'.

2.3 Co-Option

Applications from three candidates were considered to fill the two vacancies created by the resignations of Ron Coleman and Andrea Watson.

Resolution: Members voted to Co-Opt Clive Jecks and Jason Fudge.

Action: Cllrs Jecks and Fudge joined the meeting.

2.4 Disputed Invoice

The clerk reported that MTS has offered a 12.5% reduction in the total of the invoice as a gesture of goodwill.

Action: Cllr Fudge will call MTS to request a further reduction.

2.5 Internal Audit

Members noted receipt of the report from the Internal Auditor with no issues to report.

2.6 Meeting dates

Members were asked to approve a change of meeting dates from Tuesdays to Wednesdays to avoid a clash with other meetings.

Resolution: Members approved the revised list of meeting dates.

2.7 Community Library Committee

We have been asked to appoint a representative to replace Cllr Watson on the Community Library Committee.

Resolution: Cllr Jecks was appointed in his absence.

Action: The clerk will inform the Chairman of the Community Library.

3 GRANT APPLICATIONS

3.1 Lingfield Marathon Minibus

Members considered an application for £250 to help pay for the maintenance of Lingfield Marathon minibus.

Resolution: Members approved a grant of £250.

Action: The clerk to make payment.

4 PARISH FACILITIES AND CRIME REPORT

4.1 Theft and vandalism at The Pollards allotments

Members noted that there was theft of some items at The Pollards allotments. The majority of items were found and returned, having been dumped in a nearby field.

4.2 Planning application for Gun Pond

Cllr Fudge reported that he has been liaising with the enforcement officer at Tandridge District Council and is close to completing the retrospective planning application for engineering works at Gun Pond.

Resolution: The content of the application will be agreed by members via email

Action: Jason will circulate the application before it is submitted to TDC.

Action: The clerk will check the application fee.

4.3 Friends of Lingfield Pond

Members considered the proposal to set up a working party to look after Gun Pond.

Resolution: The group will be set up as a formal committee comprising two members of the parish council and 4 others. The clerk will attend meetings and take minutes. Meetings will be held quarterly and volunteer work parties will be arranged as necessary.

Action: The clerk will contact people who have already offered to be on the committee.

Action: The clerk will check the minimum number of councillors required for a formal committee.

Action: The clerk will check that volunteers are covered by our insurance.

4.4 Cage lighting project

Members considered a proposal submitted by Cllr Jecks (who was unable to be present during the discussion). Cllr Fudge expressed concern about the estimated prices, having had recent experience of a project going over budget. Members note the intention is to pay for the project through grant funding but felt that it would be irresponsible to proceed without a contingency budget. There was also concern about spending any money (whether or not it comes from grant funding) so soon after spending so much on the pond refurbishment.

Resolution: The project will be delayed until 2022.

Action: A budget provision for contingencies will be considered in November 2021.

Action: Fixed prices for the work to be obtained before the project is approved.

4.5 Crime Report

The following report was supplied by PCSO Conrad Cheeseman

There have been 71 calls into Police on 101 from Lingfield since 27th May. Taking out the 'doubled up' calls for the same incident reduced that number to 64 which is roughly 2 calls per day.

Of the 64 calls there was :

A theft of workman's tools in Mount pleasant Road (23/06/2021)

A theft of vehicle number plates in Grove Road (21/06/2021)

A theft from a garage in Beacon Hill , Dormansland (21/06/2021)

A shoplifting offence in Tesco's

There have been sporadic calls from the Young Epilepsy Centre in St Piers Lane complaining of trespassers causing damage and throwing things at animals on their farm. We have had very few calls of Anti- Social Behaviour in Lingfield that could affect any wider a community.

We did have an incident reported to us by BIFFER where a vehicle drove up onto the grass verge at quite a pace to get round the refuse truck , knocking over an emptied wheelie bin in the process. Unfortunately, although CCTV footage was good enough to get the vehicle index , a check revealed it to be registered to someone a long way from Lingfield. I have been up to the area where it occurred on four or five occasions to see if I could find it parked on a driveway or in the road, but to no avail.

Things seem to have quietened down in Lingfield Common Road.

Action: Cllr Lockwood will make contact with Karen Hughes on the subject of CCTV.

5 COMMUNITY EVENTS

5.1 Queen's Platinum Jubilee

Communities are being encouraged to plant trees to celebrate the Queen's Platinum Jubilee in 2022.

Action: The clerk will check how we can get involved.

5.2 Event for Covid volunteers

Although National ‘thank you’ day is scheduled to take place on 4th July, members are concerned about holding an event while social distancing rules are still in place.
Resolution: A drinks reception will be held on 10th September 2021 from 6pm to 8pm.

Action: The clerk will publicise the event inviting Covid volunteers and key workers.

Action: Cllr Marks suggested inviting the Lord Lieutenant

6 NEIGHBOURHOOD PLAN

The Neighbourhood Plan is paused awaiting the outcome of the inspector’s report in relation to the inclusion of Star Fields as a site for development. We have been asked why other parishes have been able to continue with their plan. The Chairman explained the reason we are in a different position is because we were presented with a site which was not in the original proposal. Continuing with the Neighbourhood Plan at this time would mean accepting Star Fields as a development site and there has been no public consultation on this site.

7 HIGHWAYS AND ENVIRONMENT

7.1 HGVs through Lingfield

We have received a request from the office of our MP to support her initiative on reducing the number of HGVs on our village roads.

Resolution: Members agreed to support to this initiative.

8 CURRENT CONSULTATIONS

Cllr Lockwood reported that the deadline for the second part of the Night Flights consultation has been extended to 30th September 2021.

9 PLANNING COMMITTEE

Members approved minutes of the planning committee meeting held on 27th April 2021 and all comments agreed by email whilst meetings have been suspended.

10 MATTER FOR REPORTING OR INCLUSION ON FUTURE AGENDA

10.1 Gatwick Airport

Members noted receipt of a summary of the Gatwick Airport round table meeting held on 16th June 2021

10.2 Traffic Calming

In her report at the start of the meeting, Cllr Steeds asked the parish council to consider paying £1500 towards the cost of a feasibility study for traffic calming in Felcourt in conjunction with Dormansland Parish Council.

Action: This item will be placed on the next agenda.

11 DATE OF NEXT MEETING

28th July 2021

Meeting closed at 9.14pm