



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON WEDNESDAY 29th MARCH 2023 AT 7.30PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

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

District Cllr Sir Nicholas White
District Cllr Katie Montgomery
4 members of the public

In attendance

Fay Elwood, Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

None.

1.2 Declarations of Interest

Cllr Marks declared an interest in item 3.1 as he is on the Lingfield Marathon Minibus committee.

Cllr Hepworth declared an interest in item 4.1 because her husband is Chairman of Lingfield and Dormansland Community Centre.

1.3 Minutes of Meeting held on 22nd February 2023

These were signed as a true and accurate record of the meeting.

1.4 Minutes of the Annual Parish Assembly held on 20th March 2023

These were signed as a true and accurate record of the meeting.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members noted receipt of the Finance Report and approved the payments listed below. Cash at bank on 10th March 2023 amounted to £55,397.20.

Resolution: Members approved the following virements highlighted in the report:
£2686.11 from 'Contingency' to 'Salaries'
£67.99 from 'Contingency' to 'Annual Parish Assembly'
£543.14 from 'Contingency' to 'Events'
£247.05 from 'Contingency' to 'Allotments'

Date	Payment type	Description	Amount
27/02/2023	BP	Lingfield Chamber of Commerce	£890.00
27/02/2023	BP	R.V. Deller	£540.00

16/03/2023	BP	Cagne	£4.00
16/03/2023	BP	Tunbridge Wells Samaritans	£250.00
16/03/2023	BP	Sussex Door to Door Distribution	£90.00
16/03/2023	BP	Postage Stamps	£14.50
16/03/2023	BP	Banners for APA	£89.75
16/03/2023	BP	Website hosting	£180.60
16/03/2023	BP	Additional banner	£47.91
Pending		Viking Direct	£91.25
Pending		Fay Elwood	£49.05
		Total	£2247.06

3 GRANT APPLICATIONS

3.1 Lingfield Marathon Minibus

The minibus committee has applied for grant funding to pay towards the maintenance of the vehicle.

Resolution: Members approved a grant of £250

3.2 Track leading to Allotments and Nature Reserves

Cllr Lockwood had asked for this item to be put on the agenda. However, we haven't received any details of cost.

Resolution: This item will be deferred.

4 PARISH FACILITIES AND CRIME REPORT

4.1 Boundary Wall at Lingfield and Dormansland Community Centre

Cllrs Hearnden and Lockwood met with Ian Jones, the Chairman of Lingfield and Dormansland Community Centre to discuss issues with the boundary wall between L&D Community Centre and the property known as 'Sunnyside'. A structural survey has identified that the wall is too high in comparison to the width. The recommendation is that the height should be reduced. The owner of 'Sunnyside' has notified the Community Centre that he wishes to excavate their side of the wall which could add to the risk of instability.

There is also a separate request from another neighbouring property to take ownership of a coal store which is on Community Centre land with the door only accessible from the private residence.

Resolution: L & D Community Centre should write to the owner of 'Sunnyside' asking them to delay their excavation until the height of the wall has been reduced (this may require Conservation Area Consent).

Resolution: The request to transfer ownership of the coal shed will not be considered for now.

Action: Cllr Hearnden will relay this information to Ian Jones

4.2 Drainage at the War Memorial

Following a meeting with the Highways Engineer where we were given the impression that Surrey County Council would pay for a drain to be installed in front of the war memorial, members have been considering whether to replace the drain at a cost to the parish council. There was concern about implications of carrying out work on 'Highways' land and we have tried to get a definitive answer about ownership of the drain. The Highways Engineer has sent a plan which he believes shows the drain is not on Highways land but this is not an official document.

Resolution: Members approved expenditure of up to £500 to cover the cost of replacing the grille and clearing the pipes so that water can drain to the flower beds below. The expectation is that the volume of water will be absorbed by the earth below but this situation will be kept under review.

Action: The clerk will instruct Vernon Deller.

4.3 Tree works at The Pollards allotments

Allotment holders at The Pollards have requested that the height of the boundary trees be reduced to improve the amount of light getting to some of the plots. The clerk has received one quote but is waiting for two more.

Resolution: This item will be deferred until further quotes are received.

5 NEIGHBOURHOOD PLAN

The Strategic Environmental Assessment has been returned with fairly positive comments. There is a meeting on 3rd April to make the necessary changes. AeCom commented favourably on the policies for containing spread in the Green Belt. Cllr Marks suggested providing an update in the forthcoming issue of Community News.

Resolution: Cllr Hearnden will add a paragraph to the Parish Council article.

6 HIGHWAYS AND ENVIRONMENT

6.1 Christmas Lights

Cllr Jecks circulated a paper detailing his concern about the future of the Christmas lights in Lingfield if no-one takes on the role of Chairman of the Chamber of Commerce following his resignation. Cllr Hearnden reported that there is a meeting scheduled for 18th May at 7pm to consider expanding the Chamber of Commerce into larger group of people. The proposal is to make it a combined group of businesses and community groups and it is hoped someone may come forward to act as Chairman.

Resolution: A decision about the parish council's role in the Christmas lights will be deferred until the outcome of this meeting is known.

7. COMMUNITY EVENTS

7.1 Street party to celebrate the Coronation of King Charles III

Members noted receipt of an update on arrangements for the Coronation party.

Resolution: Proposed expenditure detailed in the report was approved.

8. CURRENT CONSULTATIONS

8.1 Proposals to extend the Surrey Hills boundary

Members heard details of the proposals from District Cllr Sir Nicholas White.

Resolution: Members agreed the boundary should be extended.

Action: Cllr Lockwood will draft a response.

9. MEETINGS AND TRAINING

Cllr Hearnden took part in the Chair's Forum on Zoom organised by SALC.

10. PLANNING COMMITTEE

Members approved minutes from the planning committee meetings held on 22nd February and 15th March 2023.

11. MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

11.1 Litter Pick

We will take part in the 'Big Help Out' by arranging a litter pick on Monday 8th May 2023 between 10am and 12 noon. The risk assessment for the previous litter pick will apply.

Action: The clerk will arrange publicity and provide equipment on the day.

11.2 Footpath clearance

Cllr Hearnden said it would be a good idea if we could arrange a working party to clear vegetation from some footpaths.

Action: The clerk will make some enquiries about equipment and volunteers previously organised by Surrey County Council.

11.3 Dorking Health Group

Cllr Jecks suggested we arrange a public presentation about the formation of Surrey Heartlands and how this affects residents' access to healthcare.

Action: Cllr Jecks will make contact with the Primary Care Team to arrange a possible date.

12. DATE OF NEXT MEETING

26th April 2023

Meeting closed at 8.18pm