

Full Council meeting – 4th October 2023

Minutes of the meeting of Lingfield Parish Council as above, held at Lingfield & Dormansland Community Centre, 19:30.

Present: Cllrs Hearnden (Chair), Lockwood (Vice Chair), Downing, Fudge, Marks, Steeds.

Absent: Cllr Duggan.

In attendance: L Dunkley, Clerk. Cllr Montgomery (TDC). 2 members of the public.

2023/10/1: Apologies for absence

RECEIVED from Cllr Duggan.

2023/10/2: Declarations of interest/Request for dispensations None.

2023/10/3: Public Participation. None.

2023/10/4: District and County Councillors' reports

Cllr Steeds (SCC & TDC) reported various updates including: the pavement resurfacing in the High Street were due to be undertaken but the contractors did not attend when they should have – this will be rescheduled to take place by the end of the year. There are 50 EV charge points being installed by SCC but none near Lingfield. Requests for more dropped kerbs along High Street have been investigated and rejected as there are too many obstacles (laybys, pedestrian crossing etc). Replacement Speed signs are to be installed at Lingfield Common Road. SCC are aware that the Orchard Court site (for demolition) may be insecure. New access and configuration at Gunpit Car Park is being costed. Lease renewal for the Nature Reserve and Sports Association are being pursued. TDC are costing out refurbishment at Talbot Road Recreation Ground.

Cllr Montgomery (TDC) reported various updates including: the Local Plan has been rejected by the Planning Inspectorate. The Tandridge Lottery Fund is open. Contractors are being sought to reduce tree numbers at Meadowside.

2023/10/5: Council meeting minutes: 26th July 2023

RESOLVED that the [minutes](#) of the meeting of the Council as above having been previously circulated, be taken as read and approved. Cllrs Steeds/Downing. Unanimous. **NOTED** matters arising: Gatwick Airport Appeal – **Cllr Lockwood to draft a response.**

2023/10/6: Bank mandate change

RESOLVED to remove F Elwood and add L Dunkley, enabling access to banking, including the making of payments. Cllrs Lockwood/Downing. Unanimous. **Clerk to action.**

2023/10/7: Grant Request: St Catherine's Hospice

RECEIVED as above ([1](#), [2](#), [3](#)) for £500 and RESOLVED to award £500. Cllrs Fudge/Hearnden. Unanimous.

2023/10/8: Gun Pond historic costs

RECEIVED a request for payment [as above](#) from P Myall and RESOLVED to make the payment. Cllrs Downing/Lockwood. Unanimous.

2023/10/9: Schedule of payments and budget report

RESOLVED to approve [as above](#). Cllrs Downing/Lockwood. Unanimous.

2023/10/10: Internal audit

NOTED that the outgoing Clerk has signed and returned the [Letter of Engagement](#) for the internal auditor.

2023/10/11: External audit

NOTED the [report](#) from the external auditor for 2022/23.

2023/10/12: New Council IT

CONSIDERED the need and cost for [new IT hardware and software](#) for the efficient operation of the Council. **RESOLVED** to spend in the region of £760 (net) on replacement IT and associated sundries. Cllrs Hearnden/Lockwood. Unanimous. **Cllr Fudge to action.**

2023/10/13: East Surrey Transport Committee

CONSIDERED membership of [the above](#) and **RESOLVED** to defer a decision pending further information. Cllrs Fudge/Lockwood. Unanimous. **Clerk to pursue.**

2023/10/14: Parish Facilities updates

RECEIVED on:

- CCTV installation at Gun Pond. Cllr Fudge reported that CCTV at the pond is being installed and should be up and running in November.
- Repair and clean of war memorial. Thanks were given to Brian Williamson for giving his time voluntarily and doing a good quality job cleaning. **Clerk to write letter of thanks and liaise with Pond Committee regarding ongoing maintenance.**
- Cost of repairs and painting of the skate ramp. A site meeting is due to be held between the Clerk and a TDC officer to pursue. **Clerk to pursue and include Cllr Montgomery (TDC).**
- Cage use. **RESOLVED** to give permission for use of the Cage for Santa on Lingfield Day. Cllrs Downing/Hearnden. Unanimous.

2023/10/15: Training

CONSIDERED:

- Attendance at the [SALC conference](#). No one is available to attend.
- [Training courses for members](#) and **RESOLVED** to fund three attendees at a cost of up to £240. Cllrs Fudge/Downing. Unanimous.
- A date for a Visioning Exercise – **Clerk to liaise.**

2023/10/16: Lingfest 2024

CONSIDERED the [withdrawal](#) of the lead organiser and the future of the event. The Council felt that there was not enough support or time to pursue an event in 2024, but that it will be in a better position to lead on delivering a 2025 event. It was further suggested that the event could run every other year rather than annually. **Clerk to inform previous organiser.**

2023/10/17: Social Media policy breach

CONSIDERED if a breach has occurred. **DISCUSSED.** Cllr Lockwood made an apology to Cllr Steeds, which was accepted.

2023/10/18: “20 is Plenty” Campaign

CONSIDERED any further action on the above. As Surrey County Council are opposed to the roll-out it was felt that there was nothing that the Parish Council could pursue at this time.

2023/10/19: Consultation: Surrey Boundary Review

CONSIDERED a response to [the above](#). The Council chose not to issue a response.

2023/10/20: Star Fields development

RECEIVED a report on the appeal relating to planning application 2022/685 – Land at the Old Cottage, Station Road (Star Fields). The appeal by Woolbro Homes regarding TDC's non determination of a planning application for Star Fields took place in August. The Council was represented together with the STAG group. Thanks were given in particular to Cllr Lockwood for her time and effort during the process.

2023/10/21: Remembrance Sunday

RECEIVED an update. Volunteers are required for road closure assistance. **Clerk to contact various suggested contacts.**

2023/10/22: Neighbourhood Plan update

RECEIVED as above. The failure of the Tandridge Local Plan raises questions about the immediate future of the Neighbourhood Plan. **Cllr Hearnden to liaise with TDC officers to gain advice.**

2023/10/23: Notification of meeting/Suggested items for agenda: 25th October 2023

NOTED suggested items for the next Council meeting: Tree branch works; flagpole repair and maintenance; overhaul of website.

2023/10/24 Public Bodies (Admissions to Meetings) Act 1960

RESOLVED 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: Staffing. Cllrs Hearnden/Lockwood. Unanimous.

2023/10/25 Litter Warden

NOTED the retirement of the litter warden. **RESOLVED** to recruit to fill the vacancy on a like for like basis and to advertise the position by free methods. Cllrs Lockwood/Downing. Unanimous.

Meeting closed at 20:45.