MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 29TH JANUARY 2019 AT 7.45PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE

Present:
John Cole - in the chair
Rody Kaiser-Davies
Liz Lockwood
Camilla Downing

County Councillor Lesley Steeds (part of meeting)
District Councillor Nicholas White

In attendance
Fay Elwood, Clerk

1  PROCEDURAL MATTERS

1.1 Apologies for Absence
Apologies were accepted from Graham Marks, Andrea Watson and Vivien Hepworth.

1.2 Declarations of Interest
None.

1.3 Minutes of meeting held on 27th November 2018
These were signed as a true and accurate record of the meeting.

1.4 Matters arising from previous minutes
All matters arising are listed as agenda items.

2  FINANCE AND ADMINISTRATION

2.1 Finance Report
Members approved the Finance Report, including cheques for payment. Cash at bank on 10th January amounted to £51931.62. The following cheques were approved for payment:

<table>
<thead>
<tr>
<th>Date</th>
<th>Cheque</th>
<th>Description</th>
<th>Amount £</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/12/18</td>
<td>894</td>
<td>R.V. Deller</td>
<td>630.00</td>
</tr>
<tr>
<td>04/12/18</td>
<td>895</td>
<td>John Cole - Chairman's Allowance</td>
<td>250.00</td>
</tr>
<tr>
<td>04/12/18</td>
<td>896</td>
<td>Glason UK - Scoops</td>
<td>36.48</td>
</tr>
<tr>
<td>10/12/18</td>
<td>898</td>
<td>N. Elwood - allotments</td>
<td>80.00</td>
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<tr>
<td>15/12/18</td>
<td>899</td>
<td>R.Marlow</td>
<td>368.20</td>
</tr>
<tr>
<td>15/12/18</td>
<td>900</td>
<td>F.Elwood - Salary</td>
<td>1,048.97</td>
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<tr>
<td>15/12/18</td>
<td>901</td>
<td>Surrey Pension Fund</td>
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<tr>
<td>15/12/18</td>
<td>902</td>
<td>HMRC - PAYE</td>
<td>64.24</td>
</tr>
<tr>
<td>12/12/18</td>
<td>903</td>
<td>F. Elwood - xmas gifts</td>
<td>19.98</td>
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<tr>
<td>17/12/18</td>
<td>dd</td>
<td>EDF Energy</td>
<td>32.00</td>
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<tr>
<td>18/12/18</td>
<td>905</td>
<td>Countrywide Grounds</td>
<td>936.00</td>
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<tr>
<td>02/01/19</td>
<td>dd</td>
<td>BT</td>
<td>173.92</td>
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<tr>
<td>03/01/19</td>
<td>906</td>
<td>SES Water - Gun Pond</td>
<td>272.30</td>
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</table>
2.2 Chairman’s Report
Apart from what has already been reported by Lesley Steeds, it has been a quiet couple of months. An Ash tree has been removed at the bottom of Headland Way. There is concern about whether the person removing the tree had authority to do so and also about the state of the fence. Loose horses on the nature reserves have been causing problems. Rody has raised the issue of the fence along the Station footpath. John will talk to the land owner.

Action: JC

2.3 Budget Amendment
Members approved a budget amendment making a provision of £250 for the Chairman’s Allowance.

2.4 Chairman’s Allowance
Members noted that the Chairman spent his allowance for 2018/19 paying for a meal for the Lingfest committee at the Christmas Lights event.

2.5 Representation on committees
John asked members to consider taking his place on outside bodies. It was agreed that allocation to committees will be taken care of at the Annual Meeting.

2.6 Donation in memory of Kevin Black
Members approved donation of £25 to The Fountain Centre in memory of Kevin Black, who was the editor of County Border News for many years and was always in attendance at Lingfield events. He will be sorely missed.

2.7 Overspend on mowing budget at Nature Reserves
Members approved an overspend of £500 on the mowing budget for the Nature Reserves. The committee is looking for alternative contractors to carry out the work and will be more specific in their requirements for the coming year.

2.8 Twinning Event
No-one has yet come forward to represent Lingfield at the 40th Anniversary of Town Twinning to be held in Plaisance du Touch. The clerk will contact the organiser to inform them we may not be represented.

Action: Clerk

2.9 Annual Salary Award
Members noted that NALC has announced the annual salary award for 2019 and also introduced a new pay scale. The clerk will move from scale 32 to scale 26. The clerk will receive a salary increase of £290.50 per annum from 1st April 2019.

The clerk also suggested that the Litter Picker post should be given a pay scale so that he benefits from the annual salary review. The clerk will make a recommendation to the February meeting.

Action: Clerk
2.10 Litter Picker
Members agreed that Robin Marlow has completed his probation period to the satisfaction of the council.

3 GRANT APPLICATION
Members approved a grant of £100 for The Samaritans to help with the cost of providing the service.

4 PARISH FACILITIES
4.1 War Memorial
Members considered recommendations from the Heritage Conservation Team and approved the following recommendations:-

- The advice from the Heritage Conservation Team is that all cleaning is abrasive and the least aggressive approach would be steam cleaning. However, they agree that this may highlight areas where repairs have previously been carried out. They would only recommend cleaning if it is not possible to read the names on the memorial or if it is necessary to carry out a repair.

  Recommendation: Do not clean

Replacement of war memorials should only be considered if doing so would improve the annual act of Remembrance.

  Recommendation: Do not replace

Their suggestions for the Lingfield memorial are as follows:-
- Repointing the base with lime mortar
- Waxing of the plaques
- Application of Smartwater (to prevent theft)
- Removal of the wire to hold wreaths (as this damages the pointing)

  Recommendation: Repoint, Wax, apply Smartwater, remove wire

5 COMMUNITY EVENTS
5.1 Lingfest
Members noted receipt of the minutes of a meeting of the Lingfest committee and approved the decisions taken.

6 NEIGHBOURHOOD PLAN
Nothing to report.

7 HIGHWAYS ISSUES
7.1 Updates on Highways Issues
Lesley supplied updates on Highways Issues and agreed to talk to David Curl about the possibility of extending the double yellow lines outside Tesco Express. There is still a problem with water collecting outside 3 Saxbys Lane. The clerk will contact South East Water to find out if they intend to investigate further.

  Action: Clerk

7.2 Grass Cutting in 2019
Tandridge District Council has advised they will not be taking over verge grass cutting in 2019. This means we will now receive the reduced service proposed by Surrey County Council.
7.3 Double yellow lines
See 7.1.

7.4 Footpath 381
Members noted a further extension to the diversion of footpath 381 across the railway line. This diversion is in force until July 2019.

7.5 Hanging Baskets
Members approved expenditure of £1865 for a contract to supply and maintain hanging baskets in 2019. The clerk will contact the contractor to make arrangements and apply for a licence to use street lights.
Action: Clerk

8 TRAINING, MEETINGS AND EVENTS

8.1 Gatwick Airport
Liz will attend one of the ‘Discover Gatwick’ events and she will respond direct to the invitation.

8.2 TVSC Network Lunch
Members noted an invitation to a TVSC Network Lunch to be held on 7th February at Oxted United Reform Church starting at 12 noon.

9 REPORTS FROM OUTSIDE BODIES
Members noted receipt of Newsletter No 23 from East Surrey Rural Transport Association.

10 CURRENT CONSULTATIONS
Nothing to report.

11 MINUTES OF MEETINGS OF THE PLANNING COMMITTEE
Members approved minutes of the meetings of the planning committee held on 27th November 2018, 18th December 2018 and 8th January 2019.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Crime in Lingfield
Members expressed concern about the content of Lesley Steeds’ report and the clerk was asked to request regular reports on crime from the police.
Action: Clerk

12.2 Village Spring Clean
Members approved the clerk's suggestion to sign up to the Daily Mail's big clean campaign.
Action: Clerk

12.3 Missing plaque in Talbot Road
Members approved expenditure for a non metal sign to replace the one which has gone missing.
Action: Clerk

13 DATE OF NEXT MEETING
The next meeting will be held on 26th February 2019

Meeting closed at 8.27pm