



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 25th JUNE 2019 AT 7.45PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

Vivien Hepworth - in the chair
Cath Hearnden
Graham Marks
Ron Coleman

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

In attendance

Fay Elwood, Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Liz Lockwood, Andrea Watson and Camilla Downing.

1.2 Declarations of Interest

None.

1.3 Minutes of meeting held on 28th May 2019

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

1.4 Minutes of Annual Parish Assembly held on 24th May 2019

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

1.5 Matters arising from previous minutes

War memorial – we are still waiting for quotes for work to the war memorial.

Twinning sign – this has now been repaired and is ready to be reinstalled.

Asset Register – to be sent to members.

Subscriptions costs - provide list of costs to members.

Advisory parking sign outside Tattoo shop – still to order.

Policies to be added to website – these will appear on the new website.

Clearance of allotment 14 at Centenary Fields – work has been commissioned but not yet carried out.

Actions: Clerk

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, including cheques for payment. Cash at

the bank on 10th June 2019 amounted to **£70162.47**. The following cheques were approved for payment:-

Date	Cheque	Description	Amount £
29/05/19	964	The Print Room - APA Reports	90.00
30/05/19	965	F. Elwood - June Salary	1,077.11
30/05/19	966	HMRC	157.28
30/05/19	967	Surrey Pension Fund	291.42
30/05/19	968	F. Elwood - APA Food	25.45
11/06/19	969	Fairtrade Wine	42.00
11/06/19	970	R.V. Deller - Pond etc	645.00
24/06/19	971	F. Elwood- Wristbands	144.00
24/06/19	972	TDC - Election	125.00
24/06/19	973	Entertee - extra panels	36.00
24/06/19	974	L & D Comm Centre CAGNE	11.00
24/06/19	975	St Peter and St Paul - commission	42.50
24/06/19	976	R. Burberry - Allotment grass	90.00
24/06/19	977	LWA - Grant	2,000.00
24/06/19	978	Community News	800.00
24/06/19	979	Meals on Wheels	800.00
		Total	6,376.76

2.2 Chairman's Report

Quite a lot of time this month has been spent on Lingfield Park's application to the licensing committee. Following a constructive meeting with the management of the racecourse, we sent a letter to the licensing committee outlining our conclusions. This was published on our website.

The new hanging baskets are looking good but it would have been nicer to have included the whole commercial area of Lingfield. However, Skanska would only grant permission for the larger lamp posts due to weight restrictions.

I attended a lovely lunch as a guest of William Buckwell Memorial Almshouses recently. This is an annual event for residents and supporters.

I have, today, attended a training session organized by SSALC. The subject was Chairmanship, meetings and HR. It was a useful session.

The new parish council website will be launched on Friday so please take a look.

I met Lesley Steeds last night to discuss proposals for the Sure Start centre in Lingfield. This is likely to feature on our next agenda. The Lingfield centre is earmarked for closure and this is cause for concern as the work they undertake with disadvantaged families is so important. Lesley has been working with Tandridge District Council to try to keep a centre in Lingfield and is asking parish councils to make a financial contribution. Dormansland PC has already pledged £10,000 in principle. This is a very worthy cause and we shall have to give it proper consideration when details of the proposal are known.

2.3 CAGNE Meeting

Members approved expenditure of £11 to host a meeting of CAGNE at Lingfield and Dormansland Community Centre.

2.4 Member Training

Members approved expenditure of £300 for members and chairman training courses to be held on 25th June.

3 GRANT APPLICATIONS

Nothing to report.

4 PARISH FACILITIES

Graham requested that some benches are refurbished. Ron agreed to carry out a survey and submit his recommendations for the next meeting. **Action: RC**

5 COMMUNITY EVENTS

5.1 Lingfest

There is a planning day for Lingfest to be held on Sunday 30th June. Ticket sales are steady but we have ordered publicity material to boost sales.

6 NEIGHBOURHOOD PLAN

6.1 Expenditure since last meeting

Nothing to Report.

6.2 Updates

The next meeting of the Neighbourhood Plan will be held on 1st July 2019.

Groundwork has approved funding to pay for the next batch of surveys. The amount awarded is £8723.

Members agreed to instruct the clerk to accept the award. The money will be paid into the parish council bank account.

The next tranche of funding will be applied for towards the end of August but there is no guarantee money will still be available. If another grant is not available it may be necessary to use the £3000 which is ring-fenced in the PC budget. If this happens the parish council may also be required to find a further £2000 in this financial year.

7 HIGHWAYS AND ENVIRONMENT ISSUES

7.1 Updates

Nothing to report.

8 TRAINING, MEETINGS AND EVENTS

Vivien attended Chairmanship training today. Cath and Ron are attending a new councillor briefing on 2nd July.

9 REPORTS FROM OUTSIDE BODIES

9.1 Lingfield Nature Reserves

Members noted receipt of the annual accounts of the Lingfield Nature Reserves.

10 CURRENT CONSULTATIONS

None.

11 MINUTES OF MEETINGS OF THE PLANNING COMMITTEE

Members approved minutes of the meetings of the planning committee held on 28th May and 11th June 2019.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Churchyard Maintenance

We have received a request from St Peter and St Paul's Church to increase the grant to help with maintenance of the churchyard. This will be discussed at the July PC meeting. The clerk will add it to the agenda. **Action: Clerk**

12.2 Litter Warden

We have appointed a new litter warden who will start work on 8th July 2019, subject to satisfactory references.

12.3 Children's Centre

Members are sympathetic to the County and District Councillor's attempts to keep the Children's Centre open and will consider whether to make a financial contribution when more information is available.

12.4 Cllr Coleman

Ron raised a number of issues he would like the parish council to tackle. These will be added to the list of Aims and Objectives. The clerk and chairman will work through the list during the summer to formulate budgets and timetables.

Action: Clerk/Chairman

13 DATE OF NEXT MEETING

The next meeting will be held on 30th July 2019

Meeting closed at 9.25pm