Present:
Vivien Hepworth - in the chair
Cath Hearnden
Graham Marks
Camilla Downing
Ron Coleman
Andrea Watson

County Cllr Lesley Steeds (part of meeting)
District Cllr Mark Ridge (part of meeting)
4 members 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.

1.2 Declarations of Interest
None.

1.3 Minutes of meeting held on 30th July 2019
These were signed as a true and accurate record of the meeting.

1.4 Matters arising from previous minutes
War memorial – The clerk contacted the contractor suggested by Graham but they are not interested in doing the work. The clerk will contact Alex Nash for a quote.

Action: Clerk

Twinning sign – this has been collected by Vernon Deller and we are trying to source a telegraph pole so it can be reinstated in Vicarage Road.

Action: Clerk

Grant for Library Noticeboard – the clerk will contact Lingfield Library to find out how much is required from Lingfield Parish Council.

Action: Clerk

2 FINANCE AND ADMINISTRATION

2.1 Finance Report
Members approved the Finance Report, including cheques for payment. Cash at the bank on 10th September 2019 amounted to £45,491.71. The following cheques were approved for payment:-

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<th>Cheque</th>
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2.2 Chairman’s Report

Following the extra ordinary meeting held on 10th September, the clerk contacted Sandra Silvester about the decision to withdraw from the Headland Way fence dispute. Vivien was disappointed not to be able to make this call personally but she was travelling abroad on 11th September. On a positive note, Tandridge Lane Action Group agreed to our amendment and Vivien was able to sign the Statement of Common Ground relating to the Local Plan before departing for her holiday.

2.3 Remembrance Day

Members approved an application for a road closure for Remembrance Sunday. The clerk will recruit volunteers to act as marshals.

Action: Clerk

2.4 Fairtrade

Following a presentation by Paula Pirie, members agreed the following to renew our commitment to Fairtrade:-

This council believes that:
- Fairtrade and the wider Fair Trade movement has a significant contribution to make towards ending exploitation in global supply chains and achieving the Sustainable Development Goals.
• The Fairtrade principles of paying a ‘premium’ that is wholly managed by farmers and workers themselves, and of minimum prices to protect producers from market volatility, are crucial to systemic change.
• Public bodies should support ethical procurement policies, using their purchasing power to support Fairtrade and ensure their supply chains, at home and abroad, are free of exploitation, including modern slavery.

This council resolves to:
• Renew its commitment/commit to achieve ‘Fairtrade Community’ status.
• Actively promote Fairtrade locally, through support for local groups and businesses, in the media including social media, and events, including during Fairtrade Fortnight.
• To ensure that products with the Fairtrade mark are chosen wherever possible.

2.5 Aims and Objectives
Members noted the updates to the Aims and Objectives document. Members agreed to ask Surrey County Council to carry out some footpath clearing in Vicarage Road and Station Road. The clerk will email Lesley Steeds with exact locations.

Action: Clerk
On the subject of a permanent location for the Silent Soldier, the clerk will request permission from Surrey County Council to install it on the corner of Gunpit Road. If permission is refused, it will be attached to the wall of the Community Centre.

Action: Clerk

2.6 Conclusion of Audit
Members noted Conclusion of the External Audit, with no issues to report.

3 GRANT APPLICATIONS

3.1 Safe Drive, Stay Alive campaign
Members approved a donation of £200 to the ‘Safe Drive, Stay Alive’ campaign, which educates young drivers about the consequences of dangerous driving.

4 PARISH FACILITIES
Nothing to report.

5 COMMUNITY EVENTS

5.1 Lingfest Expenditure 2019
Members noted the updated Income and Expenditure for Lingfest 2019. The net cost to the Parish Council is £5125.44 if all outstanding sponsorship is received.

5.2 Funding for Lingfest 2020
Members were asked to decide whether to provide funding for Lingfest in 2020. The Lingfest committee is meeting on 3rd October to decide whether it has the manpower to hold the event in 2020 because several committee members are not available to help next year. The decision is complicated by the possible need to provide funding to help the Children’s Centre next year. There were differences of opinion but eventually members agreed to defer the decision until 29th October. If the Lingfest
committee decides to go ahead they need to provide detailed assurances about how the vacant roles will be filled.

6 NEIGHBOURHOOD PLAN

6.1 Expenditure
Members noted that £2250 has been paid to AECOM for the Heritage and Character Assessment, as agreed at our meeting in July.

6.2 Progress Report
Cath reported that AECOM are progressing well with site options and the NP Steering Group should be in a position to give a presentation to the community in November.

7 HIGHWAYS AND ENVIRONMENT ISSUES

7.1 Updates
Lesley Steeds provided an update on Highways Issues. The installation of double yellow lines from Tesco Express to Vicarage Road and at the end of Mount Pleasant Road are both on the parking review for consideration in 2020. TDC is still in consultation with SCC on the subject of parking enforcement. She referred to the recent concerns about speeding in Newchapel Road and said that speed surveys would only be carried out if the parish council is prepared to pay for them. Because the results are unlikely to support a speed reduction members agreed not to pay for speed surveys in this location.

7.2 Childrens Centre
We are still waiting for details of a proposal to keep a Children’s Centre open in Lingfield. Lesley Steeds has asked us for an agreement in principle to provide £10,000 funding for 2020. The final decision will depend on the contents of a business plan. LPC will need to make a budget provision for approval at the November PC meeting and it is hoped that more details will be available for consideration in October.

7.3 Benches
Members considered a quotation for the cost of replacing benches around Gun Pond. Although the price was felt to be competitive the clerk was asked to obtain at least one other quote before a decision is taken.  

Action: Clerk

7.4 Gun Pond
Ron has arranged for contractors to quote for refurbishment work at Gun Pond. One quotation has been received so far and the cost is in the region of £23,000. Cath and Andrea will research what grant funding might be available.

Action:CH/AW

7.5 Hanging Baskets
Members approved expenditure of £2184.62 for Amethyst Horticulture to supply and maintain hanging baskets, barrier baskets and planters for Summer 2020. The price includes 8 hanging baskets, 6 barrier baskets and two single cubes to replace the planters outside Coughlans and Sote. The clerk will submit a licence application to Surrey County Council.

Action: Clerk
8 TRAINING, MEETINGS AND EVENTS

8.1 ‘A Buzz in the Meadow’
Andrea will be representing the parish council at this charity event to be held on 28th September 2019. The event has been arranged by the Chairman of Tandridge District Council who is supporting Lingfield Nature Reserves as one of his charities this year.

8.2 Cagne Forum
Members noted that the next Cagne Forum will be held on 30th October at Worth Parish Council.

8.3 Tandridge Voluntary Action
Members noted that the AGM and Network Lunch will be held on 26th September 2019 at 12 noon at Oxted Community Hall.

9 REPORTS FROM OUTSIDE BODIES

9.1 Coast to Capital
Members noted receipt of an announcement from Coast to Capital dated 10th September 2019.

9.2 Operation ‘Bridge’
Members noted receipt of guidance received from SALC.

10 CURRENT CONSULTATIONS

10.1 Matters relating to the Issues and Questions raised by the Inspector of the TDC Local Plan
The chairman said that she was disappointed we ran out of time to submit a parish council response to the Matters, Issues and Questions raised by the inspector. Liz managed to submit her own response before the deadline and we are hoping she will be able to use her time slots at the Enquiry to make the inspector aware of LPC’s position.

11 MINUTES OF MEETINGS OF THE PLANNING COMMITTEE
Members approved minutes of the meetings of the planning committee held on 30th July and 20th August 2019.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Christmas Lights
Members considered an email received from Martin Cundey requesting an additional donation towards the cost of installing the Christmas lights. Members would like to know the total cost of erecting and taking down the lights before making a decision. The clerk will contact the Chamber of Commerce.

Action: Clerk

12.2 Councillor email addresses
The clerk provided information about why councilors should be using separate email addresses for council business. Members agreed to start using the new email
addresses as soon as possible and the clerk will send all emails to these addresses from 8th October.  

**Action:** Members/Clerk

12.3 **Gatwick Airport**

Members noted that we have until the end of September to respond to the Gatwick Airport Master Plan Scoping Report. As Liz is our representative on CAGNE, the clerk will ask her to provide a response if she thinks one is required.

**Action:** Clerk/Liz

13 **DATE OF NEXT MEETING**

The next meeting will be held on 29th October 2019

Meeting closed at 10.08 pm