



**MINUTES OF A MEETING OF LINGFIELD PARISH COUNCIL
HELD ON TUESDAY 28th JANUARY 2020 AT 7.45PM
AT LINGFIELD AND DORMANSLAND COMMUNITY CENTRE**

Present:

Cath Hearnden - in the chair
Graham Marks
Camilla Downing
Ron Coleman
Liz Lockwood

3 members of the public (part of meeting)
County Cllr Lesley Steeds (part of meeting)

In attendance

Fay Elwood, Clerk

1 PROCEDURAL MATTERS

1.1 Apologies for Absence

Apologies were accepted from Vivien Hepworth and Andrea Watson.

1.2 Declarations of Interest

None.

1.3 Minutes of meeting held on 26th November 2019

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

1.4 Matters arising from previous minutes

We have been trying for some time to get contractors to quote for the repointing work to the war memorial. The clerk has now managed to obtain a quote from a local bricklayer (D. Oliver).

Resolved: D. Oliver will be instructed to carry out the work for a price of £170 plus materials.

Action: The clerk will contact the Heritage Officer to arrange the necessary permission and will inform the contractor about any special conditions.

No other outstanding issues were discussed and, if necessary, these will be added to the next agenda.

2 FINANCE AND ADMINISTRATION

2.1 Finance Report

Members approved the Finance Report, including cheques for payment. Cash at bank on 10th January 2020 amounted to £58,882.16. The following cheques were approved for payment:-

Date	Chq	Description	Amount £
14/12/19	DD	Stopped cheque	10.00
14/12/20109	DD	EDF Energy	23.00

14/11/19	1076	W. Gibbs (Haven Funds)	70.00
04/12/19	1077	Viking Direct	84.22
04/12/19	1078	E.A. Lockwood (NP Insurance)	212.80
04/12/19	1079	R.V. Deller - Pond etc	820.00
04/12/19	1080	N. Elwood - Lawn and Order	240.00
04/12/19	1081	R.S. Coleman	85.15
15/12/19	1082	HMRC	157.28
04/12/19	1083	F. Elwood	1,077.11
15/12/19	1084	P. Homewood	420.00
15/12/19	1085	Surrey Pension Fund	291.42
09/12/19	1086	F. Elwood Gacc Subs	10.00
16/12/19	dd	EDF Energy	23.00
17/12/19	1087	F. Elwood Stamps	30.50
02/01/20		BT Business	200.17
10/01/20	1088	F. Elwood - Salary	1,077.31
10/01/20	1089	P.Homewood - Salary	480.00
10/01/20	1090	HMRC	157.08
10/01/20	1091	Surrey Pension Fund	291.42
07/01/20	1092	SES Water	76.14
13/01/20	1093	S. Barnett - water at Pollards	105.33
13/01/20	1094	SES Water - Gun Pond	133.84
		Total	6,075.77

2.2 Chairman's Report

The Chairman has been suffering with health issues since before Christmas. Consequently, there is no Chairman's Report this month.

2.3 Union Jack Flag

Resolved: Members approved expenditure of £106.39 to purchase a new flag to replace the one damaged in recent storms.

Action: The clerk will place the order with the Hampshire Flag Company.

2.4 Pollards Allotments

Members noted receipt of £500 from Dormansland Parish Council towards the cost of grass cutting and other maintenance at The Pollards allotments in 2020/21. Plots at this site are available to both Lingfield and Dormansland residents.

2.5 Surrey Pension Fund

Members noted that following the 2019 Actuarial Valuation for Surrey Pension Fund, the employer contribution will increase from 17.8% to 18.4%.

3 GRANT APPLICATIONS

3.1 Christmas Lights

In October 2019, LPC approved an increase in the grant to Lingfield Chamber of Commerce towards the cost of erecting the Christmas lights. It was agreed that the grant would increase from £1000 to £2000 for one year only. This was considered necessary to support the reinstatement of the Christmas Day/Evening. Due to the generosity of traders and stall holders, Lingfield Chamber of Commerce will only need to request the original £1000 but have requested that the additional £1000 be ring fenced and added to their usual £1000 grant in 2020/21.

Resolved: £1000 will be paid to LCC towards the cost of Christmas 2019

and £1000 will be ring-fenced and added to their usual grant of £1000 making a total of £2000 available towards the cost of erecting the lights for Christmas 2020.

Action: Clerk will make the 2019 payment of £1000 and adjust the budget for 2020/21. The clerk will also request a breakdown of Income and Expenditure from the Chamber of Commerce.

3.2 Lingfield Sports Association

Members considered a grant application for £500 towards the cost of a defibrillator (AED) to be installed at the Lingfield Sports Association ground (LSA) in Godstone Road. Members discussed the percentage of the cost being applied for and also expressed concern that the cabinet will be unlocked. However, it is a condition of a grant from British Heart Foundation that the AED is placed in an uncoded/unlocked cabinet in an area of easy access to the general public.

Resolved: It was agreed to provide a grant of £300 towards the cost of an AED and the clerk will write a letter expressing our concern about it being in an unlocked cabinet.

Action: The clerk will raise a cheque for £300 and send with an accompanying letter.

3.3 RH7 History Group

Members considered an application from the RH7 History Group for £100 towards the cost of putting on an exhibition entitled 'Who do you think they were?'

Resolved: A grant of £100 was approved.

Action: The clerk will pay the amount awarded.

4 PARISH FACILITIES

Nothing to report.

5 COMMUNITY EVENTS

5.1 VE Day

Members discussed options for commemorating the 75th anniversary of VE Day. Events to celebrate the anniversary of the end of the war in Europe are due to take place between 8th and 10th May 2020. The May Day bank holiday has been moved from the Monday to the Friday (8th). A street party was ruled out because of the time of year and St Peter and St Paul's Church cannot commit to anything other than bell ringing due to the absence of a permanent vicar. We discussed the possibility of collaborating with Lingfield and Dormansland Community Centre and decided on a WW2 themed 'Flix in the Stix with an afternoon tea. There were suggestions the event should be free to attend and that children should receive a free ice-cream.

Resolved: LPC will provide financial support to arrange a special 'Flix in the Stix' event on Sunday 10th May 2020.

Action: The clerk will liaise with Lingfield and Dormansland Community Centre and present a budget to the February PC meeting.

6 NEIGHBOURHOOD PLAN

6.1 Expenditure

Nothing to report.

6.2 Progress Report

The Neighbourhood Plan Strategic Environmental Assessment is about to go out to consultation to statutory bodies.

7 HIGHWAYS AND ENVIRONMENT ISSUES

7.1 Updates

Lesley reported that much of her time has been taken up with the various road works around the area and trying to make sure that not too many roads are closed at the same time. She reported that there is graffiti on the skate ramp which requires urgent attention by TDC. Referring to the Children's Centre, Lesley reported that work is being undertaken to convert two rooms at the Victoria Sports and Social Club for this purpose.

7.2 Gun Pond

At an informal meeting in December, members had agreed to put a call for volunteers in Community News. Cllr Coleman had formulated a plan to drain the pond and remove the silt with the help of volunteer labour. However, removing and disposing of the silt is not as easy as he first thought. Therefore, it was agreed to postpone the work to give us time to consider various options.

Resolved:- Work on Gun Pond will be delayed until Autumn 2020 at the earliest but most likely until 2021. Gun Pond will be a regular agenda item.

Actions: Cllr Coleman will continue collecting information about the structure of the pond.

The clerk will arrange for reports and quotes from contractors and investigate the possibility of grant funding or using CIL funds/Section 106 money.

7.3 Footpath closure

Members noted the continued closure of footpath 381 across the railway track. The current closure notice is in place until January 2021.

8 TRAINING, MEETINGS AND EVENTS

8.1 CIL Workshop

The clerk and vice chairman will be attending the CIL workshop at Tandridge District Council Offices on 30th January 2019.

8.2 Network Lunch

Members noted an invitation to the TVA Network Lunch to be held at the Sacred Heart Church in Caterham on 6th February 2020 at 1pm.

8.3 TDC Chairman's Quiz Night

Members noted an invitation to the Quiz Night being held on Saturday 15th February 2020 in Wallingham Village Hall.

9 REPORTS FROM OUTSIDE BODIES

Nothing to report.

10 CURRENT CONSULTATIONS

Cllr Marks provided a copy of a letter sent from Gatwick Airport to residents who may be affected by an increase in capacity if consent is given to allow the northern runway to be brought into regular use at the same time as the main runway. The letter invites land owners to complete a Land Interest Questionnaire.

Action: The clerk will contact Gatwick Airport to find out if any parish council owned land will be affected.

11 MINUTES OF MEETINGS OF THE PLANNING COMMITTEE

Resolved: Minutes of the meetings of the planning committee held on 26th November 2019, 17th December 2019 and 7th January 2020 were approved.

12 MATTERS FOR REPORTING OR INCLUSION ON FUTURE AGENDA

12.1 Letter from Cllr Mary Lewis

Members noted the letter from SCC Cabinet Member, Cllr Mary Lewis, on the subject of safeguarding children.

12.2 Brexit

Members discussed a request to fly the Union Jack on 31st January to celebrate the UK leaving the European Union.

Resolved: It was decided not to fly the flag on this occasion because it could be viewed as a political gesture.

12.3 Skate Ramp in Jenners Field

TDC is exploring the options for the future of the skate ramp in Jenners Field before deciding whether to repair or replace the ramps. Jacqui O’Sullivan has prepared some evidence to support the need for the skate ramps and has started an on-line petition. She will be forwarding the information to TDC to help with their bid for CIL funding.

Action: The clerk will contact TDC to ask why we cannot have the repairs which we have offered to pay for.

12.4 Parking Enforcement

Cllr Lockwood requested this be an agenda item for February.

13 DATE OF NEXT MEETING

The next meeting will be held on 25th February 2020

Meeting closed at 8.50pm

