



LINGFIELD
Parish Council

Annual Report 2024



TWENTY FOURTH ANNUAL PARISH ASSEMBLY

Monday 29th April 2024 6:30pm

JENNINGS HALL, OLD SCHOOL PLACE, LINGFIELD

AGENDA

1. Introduction and Welcome by the Chair of the Parish Council –
Cllr Cath Hearnden
2. Report from the Chair of the Parish Council –
Cllr Cath Hearnden
3. A presentation on Lingfield Day and other community events in the area –
Rev Ian Whitley
4. Reports from any other community groups
5. Public Questions and Discussion

Cath Hearnden
Chair of Lingfield Parish Council

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Chairman's Report

Since the last Annual Parish Assembly many of you will have attended our fabulous street party to celebrate the King's Coronation. We were blessed with lovely weather and a good time was had by all.

We have also welcomed our new parish Clerk, Lee Dunkley. Lee brings a lot of experience to the role and we are pleased to be working with him. We have also welcomed our new litter warden, Jan, who many of you will have seen in the village sporting her new hi viz gear!

You will be aware that we have tried to keep down council tax rises in recent years, however this year we have raised the parish precept (the amount collected in council tax for the parish council) to ensure that we can continue to work for you as a community and ensure we hold the required reserves. We have made the increase this year to try to keep future increases linked closer to inflation.

Last year, the Star Fields appeal was rejected by the inspector and we acknowledge the work of all the groups and individuals involved in representing our community. The Neighbourhood Plan is under review following the Star Fields judgement and the rejection of the Tandridge Local plan by the Local Plan Inspector. The conservation area appraisal has also come to a temporary standstill as the consultant working with us, who also had considerable input to the Star Fields appeal, has been asked to cover other work for Mole Valley. We hope to resume this as soon as possible.

Over the winter, the War Memorial was cleaned and thank you to Bryan Williamson for doing this FOC. In recent months we have had moss removed from the Cage. The pond is looking lovely with our new family of ducks. We wish to ensure the continued safety of wildlife and want to crack down on

local crime with the installation of CCTV around the pond and we thank the volunteers who are arranging this.

Plans are underway for Lingfest 2025. We know that many people look forward to this and we hope it will be a great community event.

We are pleased that we have been able to award our regular grants and some additional grants to several regular well deserving causes and charities this year such as Lingfield Marathon, Lingfield Running Club, Lingfield Meals on Wheels, Community News, Tandridge Voluntary Action, Bloomin Arts, Kent & Surrey Air Ambulance, St Catherine's Hospice and Lingfield Nature Reserve.

Please don't forget the local elections on 2 May 2024. If you wish to vote you MUST show photographic identification. You can use any photo ID issued by a government department, even if it is out of date, as long as it bears your correct name and still looks like you! If you do not have anything or it doesn't look like you, you can apply for a voter authority certificate <https://www.electoralcommission.org.uk/voting-and-elections/voter-id/applying-a-voter-authority-certificate>

Finally, please remember that you are welcome to attend parish council meetings and meetings of the planning committee and the Lingfield Pond committee. Meeting dates are on the notice boards and agendas are published on notice boards and the web site the week prior to the meeting. Planning and parish council meetings now start at 7pm.

Cath Hearnden, Chair, Lingfield Parish Council

Your councillors are:-

Cath Hearnden – Chairman

Liz Lockwood – Vice Chairman, Chairman of Planning

Camilla Downing

Julie Duggan

Jason Fudge

Graham Marks

Lesley Steeds

Clerk: Lee Dunkley

lingfieldpc@gmail.com

Lingfield Parish Council Planning Committee Report

Whilst a parish council is not technically a Statutory Consultee for planning applications in the same way the Highways Authority and Environment Agency is, Tandridge District Council asks for comments from the parish council for every application that it determines. The parish planning committee can often offer insights to the application that are not immediately apparent to the planning officer determining the application: the insights come from our local knowledge of the site and sometimes comes from members of the public speaking at the meeting, telling us of their concerns. These insights can make a difference to the outcome of an application. The plans can be amended to reflect advice from the committees' comments which makes the approval more acceptable to neighbours or the character and appearance of the Conservation Area.

The planning committee have commented on 57 planning applications in the last year, and just two additional dwellings have been granted, in a conversion and extension of a shop unit. Ten applications for works to trees protected by Tree Preservation Orders or protected in the Conservation Area have been considered, and the parish are always supportive of remedial or maintenance work on these trees and try to resist their removal without replacement.

Most of the applications considered were for extensions or alterations to dwellings. The potential impact on neighbours and their properties is something the planning committee tries to identify and raises this in their comments.

Surrey County Council have had two planning applications in the parish which they determine independently of Tandridge District Council. One was for a replacement fire station building. The parish objected to the design of the roof which would create an overshadowing shading impact on the neighbours, but it was approved unchanged. The other application was for the replacement buildings for Orchard Court, which the parish council identified several reasons to object.

The bulk and height of the design on the edge of the village and Conservation Area, the layout and potential overlooking of nearby properties and gardens from the top floors and the lack of parking provision, all of these failed to meet National and Tandridge planning policies. The principle of the affordable extra care housing to replace the care home was supported. This has not yet been determined.

Liz Lockwood, Chair, LPC Planning Committee



Lingfield Community Library

Lingfield Community Library was launched on 25 June 2016 and is now run by about 40 volunteers with support from the Surrey County Library Service.

Lingfield Library offers a traditional range of services, including:

- Loan of books and other materials e.g. DVDs
- A children's library
- Reference material
- Reservations for individual readers and book clubs
- Access to computers
- Rhymetime for toddlers and Story Time for 4-7 year olds
- Summer Reading Challenge

Since the launch, we have continued to offer these services and introduced new activities. We have been heartened by the interest in and support shown to the Community Library by local residents.

The Library also houses the Hayward History Centre.

Management of the Library

Following the successful establishment of the Library, we examined the role of the Steering Committee and decided that it should be

responsible for strategic oversight. We have established a Library Operations Group, which deals with the day to day running of the Library, including the book stock, volunteer affairs, publicity and events. These remits complement each other and are operating successfully.

IT

In August 2021, Surrey Libraries introduced a new Library Management System, Symphony, and joined a consortium of libraries using the same software. This gives library users access to a much wider range of stock from any libraries who are part of the consortium with the capacity to return items to these libraries as well. Following additional training, volunteers now have access to a wider range of functions so that, inter alia, we can join new members as well as deal with payments and fines.

Volunteers

The number of volunteers has remained constant. We have a small turnover and have recruited new volunteers over the past twelve months.

Website and Social Media

The Library has revamped its website and raised its profile on local social media to publicise its activities.

Children's Events

The Summer Reading Challenge ran during summer holidays and attracted participants from local schools. The library ran a short story competition for primary school users during the Autumn Term. We have also facilitated regular visits from local nurseries in addition to Rhymetime and Storytime every week.

Adult Events

We have reintroduced 'Author of the Month', which highlights the work of one author or literature from a particular country, for example. This has proved popular with readers who appreciate the introduction to a wide range of authors.

The Ashdown Hub has held a monthly session, The Art of Relaxation, in collaboration with the Guest House and the Library. This has proved popular.

Christmas

As usual, we decorated the Library at Christmas and Father Christmas visited the Library in December with gifts for children from local pre-schools and junior members of the Library.

Fundraising

The possibility of a reduction in funding from Surrey CC last year alerted us to the need to become more financially sustainable. We have undertaken various activities which have improved our resilience, including:

- A lunch, kindly hosted by a trustee and his wife.
- A quiz night at the Community Centre
- A book donation and sales scheme where we add books to our stock or sell them
- Friends of Lingfield Library – for local people who wish to make a small regular donation to support our activities.

Proposals for 2023/24

We hope to continue to offer our existing facilities and to introduce some new activities, to include:

- Improvements to the website and increased use of social media to promote our activities.
- Visits from local schools and nursery schools
- Monthly exhibitions and features on chosen authors
- A programme of events for to ensure the Library's financial viability.

The Guest House Trustees

Surrey County Council rented space for the Library from the Trustees for 7 years in 2017. One of the Trustees is a member of the Steering Committee which facilitates cooperation. The Library has participated in the Open Garden events organised by the Trustees, which have introduced our services to a wider audience. I am grateful to the

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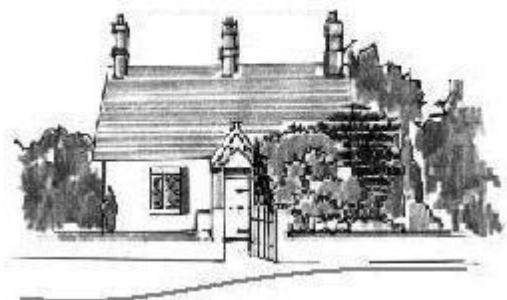
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Trustees for their support and assistance in maintaining the fabric of the Guest House.

Acknowledgements

I am grateful to the members of the Lingfield Library Steering Committee, the Library Operations Group and all our volunteers for their assistance and support over the past year. These have been demanding times and everyone has shown amazing fortitude and commitment throughout. I am also grateful to our colleagues at Surrey Library Service for their advice and support, notably the CPL team, managers and staff at Redhill, Merstham and Oxted Libraries. Lingfield Community Library is grateful to Lingfield and Dormansland Parish Councils for their financial and other support.

Selina Springbett, Chair, Lingfield Community Library



Lingfield United Trust

Background

The objects of the charity remain:

- The provision and maintenance of Almshouse Accommodation.
- The provision of Grants for assistance to those meeting the charity's criteria and resident within the parishes of Dormansland, Lingfield and Baldwins Hill.

I set out below the works that Lingfield United Trust has carried out in these respects over the past year.

The Provision and Maintenance of Almshouse Accommodation

We continue to maintain our 2 Almshouses known as 'HoChee Cottages' in Plough Road, Dormansland. Our residents remain those who were in occupancy since the

refurbishment of the almshouses in 2013 and in one case, prior to that date. We continue to support them in any way they require and check their wellbeing. However, as always we are reliant on their next of kin to report any significant issues we would not otherwise be aware of. We have put in place assistance in the garden and this assists with pruning and heavy jobs that are required. Maintenance works that the buildings require are dealt with immediately and we have recently replaced a boiler in one property and carried out minor odd jobs as necessary throughout. We also installed a new garden shed and planted a commemorative tree remembering our Clerk Marlene Hughes and a rose bush chosen by Maureen Abbott to remember her late husband Joe.

The Provision of Grants

At Christmas 2023, the Trustees of Lingfield United Trust were able to distribute 121 payments. This year we increased our distribution payments to £100 per couple and £80 per single recipient. We gave a total of £10,560 as Christmas Grants. Once again we sent application forms to those who had applied the previous year, as the distribution points used prior to the pandemic, are still not as accessible as they have been previously. We also advertised locally for applicants. We continue to pay grants for assistance to vulnerable and needy residents and families in Lingfield and Dormansland parishes and we have received referrals and supported financially at least 8 families and additionally organizations such as the Dormansland War Memorial Hall, and the Lingfield Youth Hub. Grants have also been made to Lingfield Primary School and Dormansland Primary School to assist pupils on the Pupil Premium Register. We continue to be successful in attracting additional funding from the Henry Smith Charity and this year we made an application for further assistance towards the Warm Hubs initiative which six local premises remain involved with. We were again successful in attracting £4000 for this year and the same sum for next year. This has been distributed to each organization on a pro rata

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basis in accordance with the amount of time they were open for shelter and refuge and apportioned as a result of a questionnaire completed by the organizations involved.

Trustees and Clerk

We currently have 7 Trustees who have been in place for the duration of this year and I attach a current updated list for your information. I am grateful for all their work and support on behalf of Lingfield United Trust. Enid Marten has announced she will be standing down as a Trustee at our AGM in June 2024. Enid has seen the Charity through many changes and has always been a valued and respected member of the Charity team. She is held in very high regard by those involved with LUT and it is with tremendous appreciation for her loyal and strong support over 35 years to Lingfield United Trust, and formerly Lingfield United Charities, that I know I speak for everyone in thanking her for her contributions and I know that she will be missed a great deal. I will also be standing down at the AGM after 16 years with LUT. I have seen the Charity evolve from LUC to LUT and the refurbishment works to HoChee Cottages has been a highlight of my time as Chair and Trustee. I resign knowing that LUT is in safe hands with those who remain and those potential new Trustees who have expressed interest in joining them. I am working towards handing over and processing the administration that involves. As yet, it is undecided who will take over as Chair. I am helped in this handover process by our new Clerk, Anna Baker, who joined us in the summer of 2023. We are very lucky to have her and she has picked up the reigns from myself with alacrity, after I stood in as Clerk after the sad and untimely death of Marlene Hughes in March 2022. Our heartfelt thanks Anna and our appreciation of the marvellous job you are doing. After an article about LUT that Anna wrote and which was published in the local magazines, Community News and Dormansland Voice, we have had expressions of interest from several local people to become Trustees, so we will be evaluating those and hope to fill our vacancies promptly.

As always the Annual Report and Financial Statement will be audited and sent to the Charity Commissioners in due course. I have sent this report to the Dormansland Parish Council for their meeting.

Marion Wardell, Chairman, Lingfield United Trust

**MINUTES OF THE TWENTY THIRD ANNUAL
PARISH ASSEMBLY HELD ON
20TH MARCH 2023 AT LINGFIELD AND
DORMANSLAND COMMUNITY CENTRE
STARTING AT 7PM**

Present:

Speaker:-

Anthony Fulford-Smith, Governor, Queen Victoria Hospital

County Councillor:-

Lesley Steeds (also District Councillor for Dormansland and Felcourt)

District Councillors:-

Sir Nicholas White

Katie Montgomery (part of meeting)

Parish Councillors:-

Cath Hearnden (Chairman)

Vivien Hepworth (Vice Chairman)

Liz Lockwood (Chairman of Planning)

Jason Fudge

Clive Jecks

Camilla Downing

Graham Marks

Members of the public:-

Charlotte Swann, John Elwood, Tony Head, Anne Hardwick, Ian Quaife, Alin Ticehurst, Ian Jones, Bob Russell, Rita Russell, Rev Ian Whitley, Judy Mendell, Laine Jose,

In attendance: Fay Elwood, Parish Clerk

1. Welcome from Chairman

The Chairman welcomed everyone and referred people to the Annual Report for details of our activities during the past year (attached).

2. Report from County and District Councillors

Cllr Lesley Steeds reported that Surrey County Council has kept the increase in its portion of the Council Tax low this year but explained that County Councils have to use a large proportion of their budgets on Adult and Child

Social Care. She has continued to report pot holes but asked people to report on-line wherever possible.

Ian Quaife said that the work being undertaken to repair West Park Road is not good. The holes are being filled with loose chippings. Lesley said she will take a look and report to officers if the work is not up to standard. Her understanding is that West Park Road is being resurfaced rather than surface dressed.

Ian Quaife also asked about ownership of the road leading to St Peter and St Paul's Church. The road appears to be unadopted. Lesley said she will try to find out.

Cllr Sir Nicholas White congratulated the parish council on the Annual Report and then went on to report that Lingfield and Dormansland Meals on Wheels have managed to secure funding from Tandridge District Council to continue with this excellent service. Sir Nicholas also referred to road surfaces saying it is a pity Surrey County Council does not repair road edges.

Cllr Katie Montgomery reported that the Lingfield Youth Hub is now up and running and open to children of secondary school age. They need more volunteers to help run the service.

She also reported that the District Boundary Review consultation is now closed and it is likely some ward boundaries will change to even out the number of residents being represented by district councillors.

There is a multi agency Community Drop in event at Oxted Library on 22nd March from 10.30 to 12 noon. She hopes this will become a regular event.

3. Presentation from Anthony Fulford-Smith

Anthony started his presentation by explaining the role of governors at the Queen Victoria Hospital (QVH). He is an ex GP from East Grinstead and has been a governor for 6 years. The role is to represent the patients and to hold the NHS Trust publically

accountable. He urged people to become a member of the Trust and thereby become eligible to become a governor in the future.

The NHS is managed by integrated care boards (ICBs) and these were set up in July 2022 and have just published their strategies. From April 2023 they will be able to commission services.

He explained the specialist services on offer at QVH and the fact that they are always rated 'good' or 'outstanding' being near to the top of the list of hospitals in the country. Part of the reason for this is that patients are mainly surgical and the hospital does not suffer from the pressures of an A and E department.

QVH has been awarded a new contract to provide diagnostic services in the area and patients from Lingfield will be able to have MRIs, CT Scans and Cardiac Testing at the hospital.

Ian Quaife said that he had previously been told that he could not be seen at the QVH because he lives across a county border.

Anthony explained that this was most likely because the department he needed did not have a contract to treat patients outside Sussex. The patients receiving treatment at QVH come from all over the country.

Liz Lockwood raised the issue of the lack of priority parking for patients on site. Staff parking is provided close to the buildings whereas patient parking is further away. Some patients find the walk from the car park too far.

Alin Ticehurst suggested the main car park could be made into a multi-storey to give more spaces. Anthony said he will take this suggestion back to the board of governors.

Ian Quaife suggested that the QVH could improve its branding by using the fact that it was the birthplace of plastic surgery. Anthony agreed they could do a better job of raising their profile.

The chairman thanked Anthony for his presentation and everyone agreed that treatment received at the QVH is superb.

4. Conservation Area Appraisal (CAA)

Liz Lockwood explained why we have commissioned this appraisal. Conservation Areas should be assessed from time to time and this has not been done in Lingfield since the 1990s. She went on to say that she is proud Lingfield Parish Council has commissioned this but the key ingredient is residents' input. We have chosen Chris Reynolds to undertake this work. Chris is the Heritage Officer at Surrey County Council and has access to all the necessary historic documents.

Lingfield has a lot of history to protect, including a Grade I listed domestic property which is unique in the country.

Chris's initial thought is that the boundaries may not change although there has been a request to include Lingfield Railway Station.

The CAA will take note of the work done for the Neighbourhood Plan, especially the Character Appraisal.

When the document is complete it will be presented to Tandridge District Council for adoption as a Statutory Planning Document.

Alin Ticehurst asked how the CAA might influence the planning application for Star Fields. Liz replied that the application for 99 properties has not yet been determined but if the plan is approved they would need to be sure that the new homes are not detrimental to the historic character of the area.

Ann Hardwick asked if boundaries of the CAA can be changed. Liz replied that boundaries can be changed if there is supporting evidence,

Ian Quaife suggested that objecting to planning applications on properties near to Star Fields might help set a precedent.

5. Other Questions

Alin Ticehurst asked if anything can be done about the anti social behaviour in the village. He is aware someone was actually hit by a catapult recently. The Chairman said the Police are aware of the problem but urged people to report every incident as it helps them build a picture.

Ian Quaife asked if the PCSOs can patrol the areas where problems are known to occur?

The Chairman thanked people for coming and invited those present to stay on for refreshments.

Meeting closed at 8pm