



LINGFIELD PARISH COUNCIL

Parish Clerk: Catherine Fitzgerald
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16th January 2025

TO MEMBERS OF THE COUNCIL

Dear Members,

I hereby give you notice that the Meeting of Lingfield Parish Council will be held on **Wednesday 22nd January at Lingfield and Dormansland Community Centre at 19:00**. All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely

Catherine Fitzgerald, Parish Clerk

Press & Public are invited to attend. Meetings are open to the public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. Apologies for absence

To **RECEIVE** any apologies.

2. Declarations of interest/Request for dispensations

To **RECEIVE** any declarations of interest. To **RESOLVE** to grant dispensations where appropriate.

3. Public Participation

Members of the public are welcome to attend the meeting. Any member of the public, who so wishes, may speak at this point of the meeting on items within the remit of the Council. No previous notice need be given. The maximum time allotted for this item is 15 minutes in total unless directed otherwise by the Chair.

4. District and County Councillors' reports

To **NOTE** as above.

5. Council meeting minutes: 27th November 2024

To **RESOLVE** that the minutes of the meeting of the Council as above having been previously circulated, be taken as read and approved. To **NOTE** any matters arising.

6. Tandridge District Council Open consultations

To **CONSIDER** any consultations as above and to **RESOLVE** responses if applicable.

7. Schedule of payments

To **RESOLVE** to approve as [above](#). Any queries to be directed to the office before the meeting.

Payee	Description	Gross amount
PPS 944	Cherry picker hire xmas lights put up	£540.00
PPS 951	Cherry picker hire xmas lights take down	£540.00
Lingfield Nature Reserves	Zurich Insurance	£362.98
Sensible PC Solutions	Call out charge	£40.00

L Dunkley	Locum Clerk services	£1,121.25
Mulberry LA services	Financial Management training (introduction)	£54.00
Vision ICT LTD	Website host	£24.00
RV DELLER	Pond work and Grass cutting plus Autumn clearance of pond	£780.00
Cypress Bay	Allotment leaf clearance and cut	£400.00
SLCC	Updated resource books	£193.96
SLCC	Membership fee	£244.00
SLCC	ICLA course	£144.00
B&Q	Purchase of water proof trousers for Litter Warden	£15.11
Postage stamps	Allotment renewals	£31.45
Nick Dance	Bench and Bins installation around the Pond	£576.00
The Sign Company	Door Sign	£36.00
Salaries		£2833.46
TOTAL		£7936.21

8. Budget 2025/26

To **RECEIVE** feedback from Council members. To **RESOLVE** to set the budget and precept for 2025/26

9. Update: Neighbourhood Plan

To **RECEIVE** as [above](#) (Cllr Hearnden to lead).

10. Conservation Area Appraisal

To **RECEIVE** as above and **RESOLVE**

11. Covid Reflection Day March 9th Sunday

To **CONSIDER** plans for the above to **DISCUSS**

12. Lingfest 2026

To **CONSIDER** the above and to **APPOINT** a working group to lead on event

13. Unitary Authorities

To **RECEIVE** as above any updates

14. Village Environment

To **RECEIVE** as above and **RESOLVE**

- Flagpole service quote received £ 456.00
- Railings by pond – To **CONSIDER**
- Hanging Baskets etc, [quotes](#) received £ 3854.00 and £3250.00
- Skatepark developments/plans – To **RECEIVE** update
- Christmas Lights – To **RECEIVE** and **RESOLVE** management 2025 onwards
- Grit Bins management (the green ones)
- Neighbourhood Litter picking events – To **CONSIDER**
- **Allotments** – availability and upkeep – To **CONSIDER** management of (drainage and gates).

15. PARISH MEETING

As above, **AGREE** date and to **CONSIDER** speakers

16. Grant Applications: St Piers School and College (£2k),

To **RECEIVE** as above and **CONSIDER** the [application](#)

17. Notification of meeting/Suggested items for agenda: 26th February 2025

To **NOTE** any suggested items for the next Council meeting.

18. Public Bodies (Admissions to Meetings) Act 1960

To **RESOLVE** that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion on the following items:

- Staff Salary Procedures and updates.