



20th February 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 26th February 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

C Fitzgerald

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: 22nd January 2025

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. Clerks Report

2025/01/8 Budget – Published to Lingfield Parish Website week commencing 3rd Feb 2025

2025/01/10 Conversation Area Appraisal – Liaised with Contractors – awaiting further update

2025/01/11 Covid Reflection Day – St Peter and St Pauls Church doing a Service just before 12pm, 2pm-4pm

Pastoral Team will be on site all afternoon for people to share stories, there will be a Reflection Station for people to write their post Covid stories and people can light candles at Our Lady's Chapel

2025/01/14 Village Environment – Flagpole service completed, confirmed hanging basket contractor and received licence for hanging on street lamps, met with allotment holders on Pollards site and agreed tenancy for some vacant plots, made contact with the Primary School to see how we can support with community events, Parish Council grit

bins have been refilled. Skatepark – fundraiser arranged 17th March in Tarana, Lingfield 7.30pm £25 Buffet – Initial Grant application completed, liaising with Tandridge regularly re design etc.

2025/01/17 Received quotations for items below

February updates – Residents highlighted dog fouling is a concern in our community – Tandridge have advised they are working with the Professional Dog Walkers in the area to come up with solutions for this and will be ensuring appropriate signage will be in place for dog owners. Residents also highlighted concern over litter throughout the village, they have been advised we have a Litter Warden in place who does a wonderful job, contacted Tandridge due to excess recycling litter in the village on recycling pick up days.

7. Tandridge District Council Open consultations

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

8. Schedule of payments

To **RESOLVE** to approve as above. Any queries to be directed to the office before the meeting. Bank Reconciliation has been prepared for review and approval by the Chairman.

Payee	Description	Gross amount
Harrison Flagpoles	Flagpole Service	£456.00
SLCC	Allotment training	£36.00 pd pre agreed
SLCC	Agenda & Minutes training	£72.00 pd pre agreed
Fay Elwood	New Clerk Training sessions	£225.00
Silverdale	Jenning Hall Floor (ins Claim)	£1837.56 (250.00 excess)pd pre agreed
L Lockwood	Zurich Insurance for LNP	£56.00 pd (agreed Jan)
RV Deller	Lingfield Pond	£540.00
SLCC	FILCA	£114.00
SLCC	New Clerk Training series	£24.00
SLCC	New Clerk Training series	£24.00
SLCC	New Clerk Training series	£24.00
SLCC	New Clerk Training series	£24.00
Hellier & Co	Hellier & Co	£2,914.28
Clutterbucks	Refill of Six Grit Bins	£366.00
Viking	Stationary	£132.69
Salaries		£2,507.73

9. Update: Neighbourhood Plan

To **RECEIVE** update as above (Cllr Hearnden to lead).

10. Conservation Area Appraisal

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

11. Unitary Authorities

To **RECEIVE** any updates (Cllr L Steeds to lead)

12. Lingfield Rest Centre

To **RECEIVE** and **RESOLVE** use of centre in case of emergency

13. Lingfest 2026

To **RECEIVE** update and **RESOLVE** next steps

14. Lingfield Market

To **RECEIVE** and **RESOLVE** proposal of contribution/involvement, (Cllr J Fudge to lead)

15. Village Environment

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

- 15.1 Railings by pond – To **CONSIDER** Quotations received
- 15.2 Christmas Lights – To **CONSIDER** plans for installation
- 15.3 Spring clean-up – To **CONSIDER** date and expenditure
- 15.4 VE DAY 80 – To **CONSIDER** any plans for the day May 8th 2025
- 15.5 Tree Survey – To **CONSIDER** Quotations received

16. Grant Applications:

To **RECEIVE** as above and **CONSIDER** the application – NONE received

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