



LINGFIELD PARISH COUNCIL

Parish Clerk: Catherine Fitzgerald
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19th June 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 25th June 2025 at Lingfield and Dormansland Community Centre**. 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: 28th May 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. Planning meeting minutes: 12th February and 11th June 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.

7. Clerks Report

2025/5/9 AGAR was submitted and Notification was published on website. 25/05/14.3 Contractor engaged to repair Colins Gate. 25/5/14.5 Skip hire arranged for both allotment sites. 25/01/14 Hanging Baskets and flowers now placed around the village. 2023/11/15 Update on new Parish Council website design completed, next update September 2025.

Signposted a resident previously from the Ukraine to websites/contacts that can support him with his new business venture. Attended opening of Jenners Playground, continue to receive positive feedback from residents. Residents raised Twittens/Pathways are overgrown directed to Tandridge District Council. Dog waste reported to be a continued issue within the village, liaising with Tandridge District Council for support with this issue.

8. Open consultations - Government Reorganisation

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

9. Schedule of payments

To **RECEIVE** and **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.

Name	Description	Gross Amount
Mulberry	Conference Day	54.00
Cypress Bay	Allotment Maintenance	192.00
Optimise Accountants	Payroll Service	45.00
West Sussex Websites	New Website Host	160.00
RV Deller	Pond Maintenance	700.00
LD Community Centre	Office Rental 25-26	1805.25 pd prev agreed 28-5
SLCC	Training	36.00 pd prev agreed 11.24
SLCC	Training	36.00 pd prev agreed 11.24
SLCC Enterprises	CILCA enrolment	450.00 pd prev agreed 11.24
Zurich	Insurance	2326.75 pd prev agreed 28-5
Taylors Skip Hire	CF Allotments	240.00 pd prev agreed 28-5
Taylors Skip Hire	Poll Allotments	240.00 pd prev agreed 28-5
Land Registry	Land Deeds	50.00 pd prev agreed 28-5
Salaries		3165.06

10. Lingfield Parish Council Policies

To **RECIEVE** reviewed policies and **APPROVE** adopting the updated policies.

11. Update: Neighbourhood Plan

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

12. Conservation Area Appraisal

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

13. Unitary Authorities

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

14. Community Assets

To **RECEIVE** an update as above and **RESOLVE** next steps

15. Village Environment

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

- 1) **Tree Survey** – To **RECEIVE** a report and **RESOLVE** next steps
- 2) **Car Parking Signs** – To **RECEIVE** a report and **RESOLVE** next steps
- 3) **Fence/Gate Headlands Way** – To **RECEIVE** a report and **RESOLVE** next steps
- 4) **Memorial Bench** – To **RECEIVE** a report and **RESOLVE** next steps
- 5) **Allotments – Reducing overhanging trees CF**
- 6) **Christmas Lights** - To **RECEIVE** an update and **RESOLVE** next steps

16. Grant Applications:

To **RECEIVE** as above and **CONSIDER** the application

NONE received

17. Notification of meeting/Suggested items for agenda: 30th July 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: Parish Council Mobile Phone – Bank update.