** LINGFIELD PARISH COUNCIL**

Parish Clerk: Emma Fulham

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17th September 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 24th September 2025 at 7pm 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

Emma Fulham, 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.

1. **Declarations of interest/Request for dispensations**

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

1. **Speakers – Police – Conrad Cheeseman and Surrey Countryside – Adrian Riddle**
2. **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.

1. **District and County Councillors’ reports**

To **NOTE** as above.

1. **Council meeting minutes: 30th July 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.

1. **Planning:**
2. To **RATIFY** planning decisions all supported subject to neighbour’s representations as noted below:

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| **Application:** | 2025/983/TCA |
| **Proposal:** | Field Maple hedge/small trees.  The hedge/small trees will be cut back to the fence line to allow waste disposal vehicle access. |
| **Location:** | Magnus Deo, Plaistow Street, Lingfield, Surrey, RH7 6EN |

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| **Application:** | 2025/763 |
| **Proposal:** | Insertion of 2 No roof lights in front roof plane. Erection of rear roof dormer, elevational alterations to existing conservatory including provision of solid roof (with roof lights) and rendering of walls. (Certificate of Lawfulness for a Proposed Use or Development) |
| **Location:** | Martindale, Felcourt Road, Felcourt, East Grinstead, Surrey, RH19 2LA |

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| **Application:** | 2025/952 |
| **Proposal:** | Proposed ground floor infill extension |
| **Location:** | 60 Lincolns Mead, Lingfield, Surrey, RH7 6TA |

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| **Application:** | 2025/889 |
| **Proposal:** | Conversion and elevational alteration of existing garage into a habitable area with single storey ground floor infill extension to the rear |
| **Location:** | 2 Headland Way, Lingfield, Surrey, RH7 6BP |
| **Application:** | 2025/823 |
| **Proposal:** | Development comprising the erection of 2 no. detached houses, with associated car and cycle parking, refuse stores and new landscaping. |
| **Location:** | Land To The Rear Of Fair Orchard, Camden Road, Lingfield, Surrey, RH7 6AF |

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| **Application:** | 2025/920 |
| **Proposal:** | Lawful Development Certificate (proposed) for Replacement fascias, soffit and rainwater goods throughout. New/replacement windows throughout. Revised flashing on front bay window. New front door and updated door surround. New garage door. New side window on first floor. |
| **Location:** | 35 Rushfords, Lingfield, Surrey, RH7 6EG |

1. To **CONSIDER** planning applications.

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| **Application:** | 2025/1059/NH |
| **Proposal:** | Single storey rear Ground Floor Conservatory Extension which would extend beyond the rear wall of the original house by 7.94 metres, for which the maximum height would be 3.21 metres, and for which the height of the eaves would be 3.02 metres (Notification of a Proposed Larger Home extension). |
| **Location:** | St Davids, Felcourt Road, Lingfield, Surrey, RH7 6NF |

1. To **NOTE** appeal at land at Rowlands Farm
2. **Clerks Report**
3. **Correspondence – All circulated to Councillors prior to the meeting. To NOTE:**
4. External audit conclusion
5. Lingfield House Development
6. **Open consultations - Government Reorganisation**

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

1. **Schedule of payments**

To **RECEIVE** and **RESOLVE** to approve as above. Any queries to be directed to the office before the meeting.

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| **Name** | **Description** | **Gross Amount** |
| CEX | Parish Mobile | 147.00 prev agreed June25 |
| Fone Tech | Phone Case | 15.00 as above |
| Google | Emails | 47.41 |
| Nick Dance | Installation of memorial bench | 264.00 pd family donation |
| RV Deller | Pond Maintenance | 600.00 prev agreed |
| Optimise | Payroll service | 45.00 prev agreed |
| Cypress | Grounds Maintenance | 276.00 |
| Janet Williams | Payroll | 529.10 |
| Optimise | Payroll | 45.00 |
| Hedge Fund Tree and Gdn | Maintenance | 1250.00 |
| Emma Fulham | Locum services | 2695.00 |
| Lingfield Church | Grant | 3750.00 |
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| **Account Transfers** | **Date** | **Amount** |
| Deposit to Current | 7th August 2025 | £5000.00 |
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1. **Lingfield Parish Council website update:** (Cllr J Fudge to lead)

To **RECEIVE** anupdate as above and **RESOLVE** next steps

1. **To SUSPEND financial regulations** in relation to the Lingfield Nature Reserves: Annual Meadow Cutand **APPOINT** Churchill Farm to undertake the cutting, removal and disposal of the hay from the

Reserves which belong to Lingfield Parish Council and **APPROVE** costs.

*(Note: Two other quotes for the works were sought but because of the complex layout and access, and contaminated hay which is not fit for livestock consumption, no other contractors were willing to consider undertaking the works.)*

1. To **RESOLVE** tree works and associated costs at the Nature Reserve.
2. **Community Assets**

To **RECEIVE** anupdate as above and **RESOLVE** next steps

1. **Village Environment**

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

1. **Village speed limit –** see report**,** to consider 20mph
2. **Windowflowers –** see quotation, to consider winter displays
3. **Lingfield Day –** authorisation of use of the Cage on the 29th November – please advise Clive Jecks

1. **Grant Applications:**

To **RECEIVE** as above and **CONSIDER** any application  
**Church grounds grant £3750.00**

1. **Notification of meeting/Suggested items for agenda: 22nd October 2025**

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

1. **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: **Social Media and Staffing.**

1. **Social Media**:

To **REVIEW** and **RESOLVE** appropriate actions.

1. **Staffing:**

To **RECEIVE** report and **RESOLVE** actions and expenditure.