



LINGFIELD PARISH COUNCIL

Parish Clerk: Catherine Fitzgerald
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Full Council meeting – 26th March 2025

Minutes of the meeting of Lingfield Parish Council as above, held at Lingfield & Dormansland Community Centre, 19:00.

Present: Cllr Cath Hearnden, Cllr Camilla Downing, Cllr Graham Marks, Cllr Liz Lockwood, Cllr Lesley Steeds

Absent: Cllr Jason Fudge, Cllr Julie Duggan

In attendance: Catherine Fitzgerald (Clerk) Cllr Peter Killick

2025/03/1: Apologies for Absence

Apologies were **RECEIVED** and accepted from Cllr Jason Fudge and Cllr Julie Duggan

2025/03/2: Declarations of Interest.

None

2025/03/3: Public Participation.

Cllr Peter Killick advised that he would donate to the Skateboard fund as he was unable to attend the fundraiser held at Tarana on the 17th March 2025.

2025/03/4: District and County Councillors' reports as follows;

Cllr Lesley Steeds - Advised she accompanied the Clerk to look at the handrail between the Church and the Library which was reported broken to clarify who is responsible for maintenance of the handrail. Raised issue with the leak outside VSSC on the High Street with SES Water who will inspect this week, Clerk will follow up with SES Water.

Cllr Liz Lockwood - **Nothing to report**

Cllr Peter Killick - Advised the Lingfield Farmers Market will commence in April 2025.

2025/03/5: Council Meeting Minutes 26th February 2025

RESOLVED that the minutes of the meeting of the Council as above having been previously circulated, be taken as read and approved. Published on lingfieldparishcouncil.gov.uk website

2025/03/6: Clerks Report

Clerks Report was **RECEIVED** and actions **AGREED**

2025/03/7: Tandridge District Council Open Consultations

RECEIVED consultations and **AGREED** responses: None received, Clerk to amend Item to General Open Consultations moving forward.

2025/02/8: Interim Audit Report

RECEIVED recommendations from the Interim Audit, actions completed by Clerk have been **AGREED** by Full Council. Interim Audit Report published on website.

2025/03/9: Schedule of Payments

RESOLVED to approve, Council agreed to authorise Clerk to action

Audit Ref	Payee	Description	Gross amount
80	RNLI Flag	Purchase of Flag for VEDAY 80 agreed 2025/02/15.4	£23.98

81/82	Currys	Monitor and online refund agreed 2025/02/18	£79.00
83	Vision ICT	Website hosting and support May 25-Apr 26	£180.60
84	Vision ICT	New Clerk Training	£90.00
85	April Skies	Interim Audit	£200.00
	BT	Renewal of services per month	£39.94
	Travel Expenses	Clerk attending SLCC Branch meeting	£46.40
86	Post Office	Comm with Twinning Town	£2.80
	Salaries		£2,507.73

2025/03/10 Update:

Neighbourhood Plan

RECEIVED an update that this is still with Tandridge awaiting their feedback.

2025/03/11 Conservation Area Appraisal

RECEIVED an update on progress from contractor they advised they are in the write up stage of the appraisal, they will keep in contact with Council with any relevant updates.

25/03/12 Unitary Authorities

Cllr L Steeds – Proposals submitted. Surrey have opted to submit a proposal for two unitary councils. District & Borough have opted to submit a proposal for three unitary councils.

25/02/13 Lingfest 2026

RECEIVED update on progress, there have been observations about the lack of volunteers coming forward to support the planning of this event, it was **AGREED** to set a date of the 21st May 2025 for people to come forward and contact the Clerk to be part of the planning committee.

25/03/14 Village Environment

RESOLVED by the Council as follows:

- 14.1 Pond Railings** – **AGREED** quotation received for replacement of railing, Clerk to action.
- 14.2 Christmas Lights** – Awaiting further quotations
- 14.3 Tree Survey** – **AGREED** quotation received, Clerk to action.
- 14.4 Defibrillator** - **AGREED** look at funding for Defibrillator.
- 14.5 Nature Reserve** – Open Day 20th July 2025
- 14.6 CIL BIDDING ROUND** – **AGREED** to discuss with Tandridge re Skatepark.

2025/03/15 Annual Parish Assembly

RECEIVED update and **AGREED** for the **ANNUAL PARISH ASSEMBLY** on the 23rd APRIL 2025, banner to promote the event is to be purchased along with beverages and small bites.

2025/03/16 Grant Applications:

RECEIVED and **AGREED** the following two grant applications:

- **Air Ambulance** - £400
- **Bloomin' Arts LTD** - £500

2025/03/17 Notification of meeting/Suggested items for agenda: 28th May 2025

NOTED suggested items for the next Council meeting:

- Permit Parking

2025/03/18 Public Bodies (Admissions to Meetings) Act 1960

RECEIVED and **AGREED** increment of Clerk salary as per contract.

meeting closed at 8pm

DRAFT