



## LINGFIELD PARISH COUNCIL

Parish Clerk: Catherine Fitzgerald  
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### Full Council meeting – 25<sup>th</sup> June 2025

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

**Present:** Cllr C Hearnden Chair, Cllr J Fudge Vice Chair, Cllr G Marks, Cllr C Downing, Cllr L Lockwood, Cllr L Steeds

**Absent:**

**In attendance:** Catherine Fitzgerald (Clerk)

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#### 2025/06/1: Apologies for Absence

Apologies were **RECEIVED** and **ACCEPTED** from Cllr J Duggan

#### 2025/06/2: Declarations of Interest.

None

#### 2025/06/3: Public Participation.

Three members of the public.

#### 2025/06/4: District and County Councillors' reports as follows;

**Cllr L Lockwood** – Paws in Park Cancelled will be rebooked in September – Tandridge Council working with the Police on enforcing anti-social behaviour incidents within Jenner's Field. Tandridge District Council will make sure they spend their budget effectively.

**Cllr L Steeds** – Community Hubs Pilot is being trialled within Surrey – Surrey Highways have been chased regarding the repair of the hand railing from the Church to the Library – Pathway issues have been highlighted, Surrey Highways will cut back over hanging branches near a lamppost, Parish Council will contact residents to cut back over hanging foliage – Ray Lane and Godstone Road will be slurried and Lingfield High Street will be resurfaced.

#### 2025/06/5: Council Meeting Minutes 28<sup>th</sup> May 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](http://lingfieldparishcouncil.gov.uk) website. Cllr L Lockwood, raised that Vicarage Road residents will contact Surrey County Council themselves regarding parking permits after the decision by the Parish Council to take no further action.

#### 2025-06-6: Planning meeting Minutes 12<sup>th</sup> February and 11<sup>th</sup> June 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](http://lingfieldparishcouncil.gov.uk) website

#### 2025/06/7: Clerks Report

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

#### 2025/06/8: Open Consultations - GOVERNMENT REORGANISATION

**RECEIVED** consultations and **AGREED** responses: Agreed that as a Parish Council we signpost residents to the Government Survey as published by Surrey County Council and Tandridge District Council.

### 2025/06/9: Schedule of Payments

**RESOLVED** to approve, Council agreed to authorise, Clerk to action.

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
Taylor's Skip Hire	CF Allotments	240.00 pd prev agreed 28-5
Taylor's 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

### 2025/06/10 Lingfield Parish Council Policies Deferred for another month.

### 2025/06/11 Update: Neighbourhood Plan

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

### 2025/06/12 Conservation Area Appraisal

**RECEIVED** update from Clerk, Apologies received from Surrey CC, research is complete and partially written, hoping to get full draft to us in September.

### 25/06/13 Unitary Authorities

**Cllr L Steeds** – Advised there is still no decision, further updates will follow.

### 25/06/14 Community Assets

**RECEIVED** a report on Community Assets and it was **AGREED** that in order to make an informed decision the Parish Council require more indebt details on costs of each asset and aspects of their maintenance. Clerk to request further information from Tandridge District Council.

### 25/06/15 Village Environment

**RESOLVED** by the Council as follows:

- 1) **Tree Survey** – **RECEIVED** a report, **RESOLVED** that Cllr L Lockwood to seek quotes, as recommended, it was agreed to carry out the works on the cooper trees estimated fee of £775, Clerk to action.
- 2) **Car Parking Signs** – **RECEIVED** report on car park signage in the community, **RESOLVED** to ask Tandridge and Surrey to as the prices
- 3) **Fence/Gate Headlands Way** – **RECIEVED** a report, **RESOLVED** that Cllr J Fudge and Cllr L Steeds will have a look at the area for further discussions with the residents for a solution around safety concerns, feedback at next meeting.
- 4) **Memorial Bench** – **RECEIVED** report, **RESOLVED** to order and install the Memorial Bench, Clerk to action.
- 5) **Allotments** – **RECEIVED** report, **RESOLVED** that Cllr L Lockwood to seek quotes

- 6) **Christmas Lights** – **RECEIVED** report, **RESOLVED** to use Blachere-illumination in principle – to move forward with licence. Clerk to action

**2025/06/16 Grant Applications:**

**RECEIVED** and **AGREED** the following grant application:

None received

**2025/06/17 Notification of meeting/Suggested items for agenda: 30<sup>th</sup> July 2025**

**NOTED** suggested items for the next Council meeting:

Fence Headlands Way

**2025/06/18 Public Bodies (Admissions to Meetings) Act 1960**

**Received** banking update and Council Mobile Phone, **RESOLVED** Banking update, Clerk to source mobile phone.

meeting closed at 20.20