

# Lindfield Parish Council

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Lindfield  
West Sussex  
RH16 2LH

Parish Clerk: Mrs C Irwin

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27 January 2017

**To: Members of the Environment and Amenities Committee**

You are hereby summoned to attend a meeting of the **Environment and Amenities Committee** to be held on **Thursday, 2 February 2017** at the King Edward Hall (Jubilee Room), Lindfield, commencing at 8.00 p.m., to transact the following business:

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Welcome and emergency announcements.

## AGENDA

1. To receive and accept apologies for absence.
2. To receive declarations of interest from Members in respect of any matter on the Agenda.  
*The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting, that has not been disclosed under this item, the member must immediately disclose it.*
3. Questions/comments from members of the public. *(This will be limited to a maximum of 15 minutes. In accordance with Standing Orders 3 (e)-(g) each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes).*
4. To confirm and sign the Minutes of the meeting of the Environment and Amenities Committee held on 1 December 2016 *(previously circulated)*.
5. Chairman's Announcements.
6. Action List *(attached)*.
7. Environment and Amenities Committee Budget Progress 2016 / 17: to review payments made to 31.12.16 *(attached)*.
8. Report on current maintenance.
9. Highways Cluster Agreement: update.
10. To consider a request by West Sussex County Council for the Parish Council to make an application for funding under Operation Watershed in order to resolve a drainage issue to the rear of properties 20-48 Savill Road, and if agreed, to authorise the Clerk/Deputy Clerk to take such action as may be necessary *(background paper to follow)*
11. West Sussex County Council Highways:
  - i) Roadside post and rail fence by the Pond: update.
  - ii) Dropped kerbs: update.

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**Members of the Public and the Press have a right to attend meetings of the Council and its Committees.**

12. Update on possible joint projects with Mid Sussex District Council
  - i) Maintenance of Common post and rail fence
  - ii) Hickmans Lane playground upgrade
  - iii) Additional posts round the area of the Common along Black Hill.
13. Denmans Lane Allotments:
  - i) Meeting with plot-holders: to note the date and to consider matters to be raised
  - ii) To consider the rental fees to be charged from 1 April 2018 (*N.B. the Council is required to give a year's notice of rent increases*).
14. Denmans Lane public toilets:
  - i) To note Clerk's action authorising Healthmatic to carry out necessary repair work
15. Christmas Festival Night – to confirm the date for the 2017 event.
16. South and South East in Bloom: update from the Working Group.
17. Spring Clean (8 April):
  - i. to consider an approach from WSCC Waste Prevention Team offering for volunteers to attend with a table of information and promotional items
  - ii. to review the Spring Clean risk assessment (*attached*)
  - iii. to consider any other matters
18. Risk Management: to arrange the review of the following risk assessments for the E&A Committee.
  - Allotments
  - Public toilets
  - Street lights
  - Street furniture
19. Any other business, arising after the preparation of this Agenda, which the Chairman agrees to take as urgent. Any such matters will be for noting or referral to a future meeting only.

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Signed



Christine Irwin  
Clerk to the Council

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c.c: All other Parish Councillors  
WSCC Cllr. Mrs. C. Field  
MSDC Cllr. Mr. A. Lea  
MSDC Cllr. Mrs. A. Lea