

Lindfield Parish Council

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Parish Clerk: Mrs C Irwin

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29 May 2013

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, 6 June 2013** at the King Edward Hall (Library), Lindfield, commencing at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements.

AGENDA

1. To elect a Chairman.
2. To elect a Vice Chairman.
3. To receive and accept apologies for absence.
4. To receive declarations of interest from Members in respect of any matter on the Agenda.
5. Questions/comments from members of the public. *(This will be limited to a maximum of 15 minutes. In accordance with Standing Order 1 (f) 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).*
6. To confirm and sign the Minutes of the meeting the Environment and Amenities Committee held on 4 April 2013 *(previously circulated)*.
7. To appoint Sub Committees and Working Groups and to agree their membership:
 - i) Christmas Festival Night/Christmas Lights Working Group
 - ii) Denmans Lane Allotments Working Group
 - iii) Responsibility for Village Archive Collection
8. Chairman's Announcements.
9. Report on Action List *(attached)*.
10. Environment and Amenities Committee Budget:
 - i) budget progress 2012/13: to review payments made to 31.03.13 *(previously circulated)*
 - ii) to agree amounts to be carried forward as outstanding projects or to be transferred into designated reserves *(spreadsheet attached)*
 - iii) budget progress 2013/14: to review payments made to 30.04.13 *(to follow)*.

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

11. Report on current maintenance.
12. Haywards Heath Cluster – update on devolved highway works.
13. WSCC Capital Replacement Programme for Street Lights: to consider the strategy for discussions with SSE Contracting.
14. Risk Management.
15. High Street bollards: update by Cllr. Pickett.
16. Allotments, to include:
 - i) Request from plot holder for joint tenancy
17. To consider response to an approach to MSDC regarding a mobile food unit (*emailed correspondence attached*).
18. Christmas Lights: to consider additional lights in the trees and on the Pond.
19. To note and consider a proposal by Haywards Heath Town Council to establish a ban on street drinking and to consider whether Lindfield should be included in the ban.
20. 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.

Signed

Christine Irwin
Clerk to the Council

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