

# *Lindfield Parish Council*

6 Denmans Lane  
Lindfield  
West Sussex  
RH16 2LB

Parish Clerk: Mrs C Irwin

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2 June 2010

**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, 10 June 2010** 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.

## **A G E N D A**

1. To elect a Chairman of the Environment and Amenities Committee.
2. To elect a Vice Chairman of the Environment and Amenities Committee.
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 item will be limited to a maximum of 15 minutes).
6. To confirm and sign the Minutes of the meeting of the Environment and Amenities Committee held on 8 April 2010 (*Previously circulated*).
7. To confirm the membership of working groups:
  - i) Street Lighting Working Group
  - ii) Christmas Festival Night/Christmas Lights Working Group
  - iii) Denmans Lane Allotments Working Group
8. Chairman's Announcements.
9. Report on Action / Project Progress list (*to follow*).
10. Environment and Amenities Committee Budget progress:
  - i) to review payments made to 31 March 2010 (*2009 / 10 budget progress attached*)
  - ii) to consider allocation of outstanding projects and designated reserves (*note to follow*)
11. Warding: to receive reports on Ward Inspections.
12. Maintenance:

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- i) Report on current maintenance
  - ii) Mowing of High Street verges: to consider quotations received and to agree on a contractor
  - iii) Epicormic growth – High Street and Compton Road – to consider when pruning should take place
  - iv) to consider quotation for refurbishment of Parish Council's notice board (*if received*)
  - v) to consider any issues relating to the installation of the new litter bins
13. Spring Clean:
- i) review of 2010 Spring Clean
  - ii) to consider any matters which should be added to the Risk Assessment (*attached*)
  - iii) to consider whether to hold a Spring Clean event in 2011 and to agree a date
14. Denmans Lane Allotments:
- i) to note tenancy renewals and waiting list
  - ii) to note the quotation from Peter Thurman (*attached*) and to agree timing of next tree survey
  - iii) to consider any other matters relating to the allotment site
15. Risk Management for the Environment and Amenities Committee's activities: to sign off the assessments for reporting to Council.
16. To receive notes (*if available*) of Liaison ("Wish List") Meetings and to consider any issues raised:
- i) Meeting with Mr. R. Browning (MSDC) held on 14 April (*to follow*)
  - ii) Meeting with Mr. J. Ullmer and Mr. P. Stanford (WSCC) held on 21 April; (*attached*)
  - iii) to note letter from LPS re High Street Limes and agree any action that may be required
17. Tree Wardens:
- i) to receive notes of meeting held on 12 May 2010 (*attached*) and to consider any issues raised
  - ii) to note the resignation of Ray Wicks as a Lindfield Tree Warden
18. Official Guide and Map leaflet: to consider offer from Local Authority Publishing (*attached*).
19. To consider Parish Council's role in the future ownership and management of the Wilderness Field.
20. To reconsider employing a street sweeper to supplement the existing arrangements.
21. 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.
22. On conclusion of this part of the meeting, a further period of 15 minutes will be set aside to allow members of the public to ask questions / make comments.

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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

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