

Lindfield Parish Council

Clock Tower House
Lindfield Enterprise Park
Lewes Road
Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mrs C Irwin

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26 May 2016

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 June 2016** at the King Edward Hall (Jubilee Room), Lindfield, commencing at 8.00 p.m., to transact the following business:

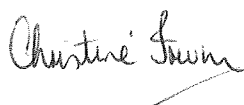
Welcome and emergency announcements.

AGENDA

1. To elect a Chairman for the Environment and Amenities Committee.
2. To elect a Vice Chairman for 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.
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.
5. 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).*
6. To confirm and sign the Minutes of the meeting of the Environment and Amenities Committee held on 7 April 2016 *(previously circulated)*.
7. To appoint 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. Action List *(attached)*.
10. Environment and Amenities Committee Budget Progress 2016/17: to review payments made to 30.04.16 *(attached)*
11. To review the reserves allocated to the E&A Committee *(attached)*.

12. Report on current maintenance, to include:
 - i) To note maintenance work carried out by Haywards Heath Town Council.
13. Street lights:
 - i) West Sussex Street lights upgrade – update
 - ii) West View and rear of King Edward Hall: to consider quotation for replacing standard lanterns with heritage style to conform with Lewes Road.
 - iii) To consider also replacing the lantern on the column in the car park opposite Flowercraft, on the advice of Streetlights.
14. Pond islands: to note completion.
15. Christmas Festival Night: to agree a date for 2016 event.
16. Liaison meeting with MSDC Officer Mr. David Terry (13.04.16): to note Action List (*attached*).
17. Review of Spring Clean 2015 and to consider the date for the 2017 Spring Clean.
18. Denmans Lane Allotments:
 - i) to note completion of repair to fencing and painting of the shed.
 - ii) to note arrangements for inspection of the trees.
19. Risk Management:
 - i) to allocate responsibilities for reviewing Risk Assessments.
20. Winter Management Plan: to note request from WSCC to review stock of salt and to consider any other matters which need to be taken into account for review of the Winter Management Plan.
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.

Signed



Christine Irwin
Clerk to the Council

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