

Lindfield Parish Council

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Parish Clerk: Mrs C Irwin

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2 June 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, 8 June 2017** 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 for 2017/18.
2. To elect a Vice Chairman for the Environment and Amenities Committee for 2017/18.
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 6 April 2017 *(previously circulated)*.
7. To appoint Working Groups and to agree / confirm their membership:
 - i) Christmas Festival Night/Christmas Lights Working Group
 - ii) Denmans Lane Allotments Working Group
 - iii) Wilderness Field Working Group
 - iv) Responsibility for Village Archive Collection
8. Chairman's Announcements.
9. Action List *(attached)*.
10. Environment and Amenities Committee Budget Progress 2017/18: to review payments made to 30.04.16 *(attached)*
11. To review the unspent balances and the reserves allocated to the E&A Committee *(to follow)*.
12. Report on current maintenance, to include:
 - i) Replacement by WSCC of roadside posts by the Pond and painting by Haywards Heath Town Council - update.

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

- ii) To confirm instructions to Haywards Heath Town Council to paint the older black iron bollards
 - iii) To note comments from a resident about bird dirt on the seats at the north end of the Pond and a suggestion that the seats should be relocated.
 - iv) Replacement planter for Denmans Lane - update.
13. Christmas lights: to note and consider quotation for 2017 (*attached*).
14. Review of Spring Clean 2017 and to consider the date for the 2018 Spring Clean.
15. Denmans Lane Allotments:
- i) Trees overhanging 21 Denmans Lane: to consider recommendations following site visit by Councillors Allen and Blunden.
 - ii) Gravel drive: to consider a report from Councillor Allen (*attached*).
 - iii) Purchase of a mower
16. To consider whether to remove a small conifer tree next to the finger post at the Sunte Avenue/Portsmouth Lane crossroads as requested by a resident to improve visibility.
17. Report on the King Edward Hall's application for Channel 4's Village of the Year TV programme (Councillor Blunden).
18. Risk Management:
- i) to allocate responsibilities for reviewing Risk Assessments.
19. Winter Management Plan: consider any matters which need to be taken into account for the annual review of the Winter Management Plan.
20. Wilderness Field: to note the action agreed at the Annual Meeting of Council: that a letter should be sent to Tom Clark to ascertain the terms to be set out in a transfer document.
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
Cllr. Mr. A. Lea (WSCC and MSDC)
Cllr. Mrs. A. Lea (MSDC)