

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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4 September 2014

To: Members of Lindfield Parish Council

You are hereby summoned to attend the **Meeting of Lindfield Parish Council** to be held on **Thursday, 11 SEPTEMBER 2014** at the **King Edward Hall, Lindfield (Jubilee Room)** at **7.30 p.m.** to transact the following business:

Welcome and emergency announcements

A G E N D A

1. To receive and accept apologies and reasons for absence
2. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
3. 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).
4. To confirm and sign the Minutes and Confidential Minutes of the Council meeting held on 10 July 2014 and the Extraordinary Meeting of Council held on 12 August 2014 (*previously circulated*).
5. Chairman's Announcements.
6. Neighbourhood Police Panel Report.
7. Reports by County Councillor / District Councillors.
8. Action List (*attached*).
9. Consultation Documents - to note / consider any documents received.
 - Traveller Sites Allocations Document – Consultation Draft.
10. Finance and General Purposes Committee: to receive and confirm the recommendations of the Minutes of the Finance and General Purposes Committee meeting held on 17 July 2014 (*previously circulated*). Report by Cllr. Henton to include:
 - i. Parish Offices:
 - to note the completion of the sale of 6 Denmans Lane; and
 - vehicle impact damage to the entrance door of Clock Tower House: insurance claim and quotations for repair (*attached*).
 - ii. All Saints Church Bells Project: to receive and consider a recommendation to Council, that it should consider in advance, the provisional authorisation for virement of an appropriate sum from the Denmans Lane sinking fund, should it be required pursuant to any decision which may be made at a subsequent Finance and General Purposes Committee meeting, to award a more substantial grant towards the All Saints Church Bells Project.

Members of the public and the press have a right to attend meetings of the Council and its Committees.

- iii. Matters raised at the SSALC Legal and Finance Day (report by RFO *attached*).
 - iv. Statements of Account/Budget Progress and Bank Reconciliation for the periods 01.05.14 to 31.05.14, 01.06.14 to 30.06.14 and 01.07.14 to 31.07.14 (*previously circulated*) and 01.08.14 to 31.08.14 if available (*to follow*).
 - v. List of cheques for approval: cheques drawn since Council meeting of 10 July 2014 (*to follow*)
11. Environment and Amenities Committee. To receive and to confirm the recommendations of the Minutes of the meeting of the Environment and Amenities Committee held on 7 August 2014 (*previously circulated*) Report by Cllr. Blunden to include:
- i. West Sussex PFI street lighting upgrade: update
 - ii. Paving at corner of High Street and Lewes Road: to consider action to be taken following receipt of quotation from contractors.
 - iii. Winter Maintenance: update.
 - iv. Street map panels – to consider approval of additional expenditure in respect of planning application documentation.
 - v. To receive and consider a recommendation for virement of the sum of £7,500 from the budget for tree pollarding, comprising £2,500 from the in-year budget and £5,000 from the designated reserve, to be put to the refurbishment of the Hickmans lane playground.
12. Planning and Traffic Committee. To receive and to confirm the recommendations of the meetings held 1 July, 22 July and 12 August 2014 (*previously circulated*) and 1 September (*to follow*). Report by Cllr. Gomme.
13. Neighbourhood Plan update: to note and agree that in accordance with the recommendation of Mid Sussex District Council Lindfield Parish Council should be the lead Council and qualifying body for the purposes of the Neighbourhood Plan. [Note: Lindfield Rural Parish Council agreed to this at their meeting on 4th August 2014.]
14. Standing Orders: to consider draft Standing Orders for adoption (*attached*).
15. Financial Regulations: to consider draft Financial Regulations for adoption (*attached*).
16. Proposed public conveniences on the Common: to note correspondence received (*previously circulated by email*) and current update.
17. 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

Iain McLean
Deputy Clerk to the Council

c.c. WSCC Cllr. Mrs. C. Field, MSDC
Cllr. Mr. A. Lea (MSDC)
Mid Sussex Times

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