

# *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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5 September 2013

**To: Members of Lindfield Parish Council**

You are hereby summoned to attend the **Meeting of Lindfield Parish Council** to be held on **Thursday, 12 SEPTEMBER 2013** at the **King Edward Hall, Lindfield (Jubilee Room)** at **7.30 p.m.** to transact the following business:

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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 20 June 2013 (*previously circulated*).
5. Chairman's Announcements.
6. Report on Police Priorities.
7. Reports by County Councillor / District Councillors.
8. Action List (*attached*).
9. Consultation Documents - to note / consider any documents received.
10. Planning and Traffic Committee. To receive and to confirm the recommendations of the Minutes of the Planning and Traffic Committee meetings held on 2 July, 23 July, 13 August 2013 (*previously circulated*) and the meeting held on 2 September 2013 (*to follow*). Report by Cllr. Gomme to include:
  - i. Neighbourhood Plan Steering Committee
11. Finance and General Purposes Committee: to receive and confirm the recommendations of the Minutes of the Finance and General Purposes Committee meeting held on 18 July 2013 (*previously circulated*). Report by Cllr. Henton to include:
  - i. Statements of Account/Budget Progress and Bank Reconciliation for the periods 01.05.13 to 31.05.13; 01.06.13 to 30.06.13 and 01.07.13 to 31.07.13 (*previously circulated*) and 01.08.13 to 31.08.13 (*to follow, if available*).
  - ii. List of cheques for approval: cheques drawn since Council meeting of 20 June 2013 (*to follow*)

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

12. 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 1 August 2013 (*previously circulated*) Report by Cllr. Blunden to include:
  - i) Winter Maintenance Plan (*draft previously circulated by email*).
13. Proposed public conveniences on the Common: to consider the sketch proposals received from the surveyor (*attached*).
14. Review of Five Year Plan (*attached*).
15. Parish Office:
  - i) to consider Council's role as stakeholder of Lindfield Enterprise Park Limited (*recommendations attached*)
  - ii) to consider any other matters arising from the meeting of stakeholders of Lindfield Enterprise Park Limited (*notes to follow*).
16. 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
17. Exclusion of the public and press: to consider whether a resolution should be moved under Standing Order No. 1(c) to exclude the public and press from the following part of the meeting, by reason of the confidential nature of the business to be transacted or for other special reasons
18. Matters relating to Parish Office:
  - i. Meeting with 1<sup>st</sup> floor tenant (*notes attached*)
  - ii. Premises at 6 Denmans Lane: (*discussion paper to follow*).

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Signed

Christine Irwin  
Clerk to the Council

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