

Lindfield Parish Council

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Parish Clerk: Mrs C Irwin

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7 March 2014

To: Members of Lindfield Parish Council

You are hereby summoned to attend the **Meeting of Lindfield Parish Council** to be held on **Thursday, 13 MARCH 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 16 January 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.
10. Planning and Traffic Committee. To receive and to confirm the recommendations of the meetings held on 14 January, 4 February and 25 February (*previously circulated.*) Report by Cllr. Gomme to include:
 - i. Neighbourhood Plan Steering Group
 - ii. No waiting order – Backwoods Lane
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 9 January 2014 (*previously circulated*) and 6 March, if available (*to follow*). Report by Cllr. Henton to include:
 - i. Lindfield Parish Directory and Year Book
 - ii. Parish Office matters
 - iii. Insurance – renewal of policy

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

- iv. Statements of Account/Budget Progress and Bank Reconciliation for the period 01.01.14 to 31.01.14 and 01.02.14 to 28.02.14 (*previously circulated*).
 - v. List of cheques for approval: cheques drawn since Council meeting of 16 January 2014 (*to follow*)
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 5 December 2013 (*previously circulated*) and 6 February 2014 (*to follow*). Report by Cllr. Blunden to include:
- i. To note decision on Allotment fees 2015/16.
 - ii. To note policy regarding children on the allotment site
 - iii. WS street lighting upgrade
13. Annual Review of the Effectiveness of the Internal Audit and Internal Control Procedures (*to follow*).
14. Proposed public conveniences on the Common: notes of meeting held with MSDC representatives on 4 February and correspondence received (*attached*)
15. Combers Trust: to consider letter from Trustees proposing the transfer to the Parish Council of the right to appoint trustees (*attached*).
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. Parish Office matters
- i) Letter from Lindfield Enterprise Park Estate Management Company (*attached*)
 - ii) Matters relating to 6 Denmans Lane

Signed

Christine Irwin
Clerk to the Council

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