

Lindfield Parish Council

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

Parish Clerk: Mrs C Irwin

Tel: 01444 484115
e.mail: clerks@lindfieldparishcouncil.gov.uk

11 September 2015

To: Members of Lindfield Parish Council

You are hereby summoned to attend the **Meeting of Lindfield Parish Council** to be held on **Thursday, 17 September 2015** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 p.m.** to transact the following business:

Welcome and emergency announcements

AGENDA

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.
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.
3. To confirm and sign the Minutes of the Meeting of Council held on 16 July 2015 (*previously circulated*) and the Minutes of the Extraordinary Meeting of the Council held on 10 September 2015 (*attached*).
4. Questions/comments from members of the public. (This will be limited to a maximum of 15 minutes. In accordance with Standing Order 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).
5. Chairman's announcements.
6. Police / Neighbourhood Police Panel Report.
7. Reports by County Councillor / District Councillors.
8. Action list (*attached*).
9. Consultation Documents - to note / consider any documents received (*list attached*).
10. To receive the Minutes of the meeting of the Finance and General Purposes Committee held on 9 July 2015 (*previously circulated*) and 10 September (*to follow*) and to confirm their recommendations. Report by Councillor Henton.
 - i) Procedure for document receipt, circulation, response, handling and filing: to confirm recommendation of the F&GP Committee to adopt the draft procedure (*previously circulated*).
 - ii) Proposed public conveniences on the Common – to receive notes of the meeting of members of the Working Group with MSDC representatives held on 15 July 2015, to note further advice from the Planning Officer and to consider the next action to be taken. (*previously circulated*).
 - iii) Update on Parish Office matters.

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 periods 01.06.15 to 30.06.15 and 01.07.15 to 31.07.15 (*previously circulated*) and 01.08.15 to 31.08.15 (*to follow, if available*).
 - v) List of cheques for approval (*to follow*).
- 11. To receive the Minutes of the meetings of the Environment and Amenities Committee held on 30 July 2015 (*previously circulated*) and to confirm their recommendations. Report by Councillor Blunden.
 - 12. To receive the Minutes of the meetings of the Planning and Traffic Committee held on 21 July, 11 August and 1 September 2015 (*previously circulated*) and to confirm their recommendations. Report by Councillor Gomme to include:
 - i) MSDC – Community Infrastructure Levy – Preliminary Draft Charging Schedule: to consider the response recommended by the Planning and Traffic Committee in respect of this consultation.
 - ii) Neighbourhood Plan update
 - 13. Remembrance Sunday: to confirm donation for the Parish Council poppy wreath from the Chairman's Fund.
 - 14. Next Meeting – 12 November 2015: to note the attendance of Tom Clark, Solicitor to Mid Sussex District Council, to discuss Standards and the Code of Conduct.
 - 15. 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

Cc: WSCC Cllr. Mrs. C. Field
MSDC Cllr. Mr. A. Lea
MSDC Cllr. Mrs. A. Lea
Mid Sussex Times