

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

12 June 2013

To: Members of Lindfield Parish Council

You are hereby summoned to attend the **Meeting of Lindfield Parish Council** to be held on **Thursday, 20 JUNE 2013** 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 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 of the Annual Meeting of the Council held on 9 May 2013 (*attached*).
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. 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 6 June 2013 (*attached*) Report by Cllr. Blunden:
11. Planning and Traffic Committee. To receive and to confirm the recommendations of the Minutes of the Planning and Traffic Committee meetings held on 30 April and 21 May (*previously circulated*) and the meeting held on 11 June 2013 (*to follow*). Report by Cllr. Gomme to include:
 - i. Neighbourhood Plan Steering Committee – report by Councillor Gomme
12. Finance and General Purposes Committee: to receive and confirm the recommendations of the Minutes of the Finance and General Purposes Committee meeting held on 23 May (*attached*). Report by Cllr. Henton to include:
 - i. Parish Office Accommodation: update.

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

- ii. Lindfield Parish Directory and Year Book 2014
 - iii. Local Government Pension Scheme : to consider paper on Employer Discretions (*attached*).
 - iv. Statements of Account/Budget Progress and Bank Reconciliation for the periods 01.04.13 to 30.04.13 (*previously circulated*) and 01.05.13 to 31.05.13 (*to follow*).
 - v. List of cheques for approval: cheques drawn since Council meeting of 9 May 2013 (*to follow*)
13. To receive and approve the report on the Annual Review of the Effectiveness of the Council's Internal Audit and Internal Control Procedures (*attached*).
 14. To agree the Year End Accounts for 2012/13 and the Annual Return for the year ended 31 March 2013 (*previously circulated*).
 15. Annual Report (*to follow*).
 16. Proposed public conveniences on the Common: to consider the sketch proposals received from the surveyor.
 17. To acknowledge email from Lindfield Arts Festival Director expressing thanks to the Council for support (*attached*.)
 18. 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
 19. 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
 20. Matters relating to Parish Office.
 21. Procedural matters.
-

Signed

Christine Irwin
Clerk to the Council

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