

# *Lindfield Parish Council*

6 Denmans Lane  
Lindfield  
West Sussex  
RH16 2LB

Parish Clerk: Mrs C Irwin

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2 May 2012

**To: Members of Lindfield Parish Council**

You are hereby summoned to attend the **Annual Meeting of Lindfield Parish Council** to be held on **Thursday, 10 May 2012** at the **King Edward Hall, Lindfield (Jubilee Room)** at **7.30 p.m.** to transact the following business:

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## **A G E N D A**

1. To elect a Chairman.
2. To receive Declaration of Acceptance of Office of Chairman or, if not then received, to decide when it shall be received.
3. To receive Declaration of Acceptance of Office of newly co-opted Councillor Roger Pickett.
4. To elect Vice Chairman.
5. To receive Declaration of Acceptance of office of Vice Chairman or, if not then received, to decide when it shall be received.
6. To accept apologies for absence.
7. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
8. To appoint Standing and Statutory Committees:
  - Environment and Amenities Committee
  - Finance and General Purposes Committee
  - Planning and Traffic Committee
  - Complaints Committee
9. To appoint representatives to outside bodies:
  - Two representatives to the Mid Sussex Association of Local Councils/Sussex Association of Local Councils
  - One representative to liaise with the Police - Police Neighbourhood Panel.
  - One representative to the Scrase Valley LNR Steering Committee.
  - One representative to the Mid-Sussex Older People's Council
  - Two non-voting representatives to the Central Mid Sussex County Local Committee
  - One representative to the Lindfield and Scaynes Hill Village Plan Joint Advisory Committee
  - One representative to the River Ouse Stakeholders Group
  - Four representatives on the Lindfield Neighbourhood Plan Joint Working Party
10. To consider payment of any subscriptions falling to be paid annually. (*Details circulated herewith*)
11. To consider arrangements necessary to review the pay and conditions of service of existing members of staff
12. Questions/comments from members of the public. (This Item will be limited to a maximum of 15 minutes).
13. To confirm and sign the Minutes of the Council meeting held on 22 March 2012 (*previously circulated*).

14. Chairman's announcements.
15. Report on Police Priorities.
16. Reports by County Councillor / District Councillors.
17. Action list (*attached*).
18. Consultation Documents - to note / consider documents received.
19. Planning and Traffic Committee. To receive the Minutes of the Planning and Traffic Committee meetings of 20 March and 10 April 2012 (*previously circulated*) and 1 May 2012 (*to follow, if available*). Report by Cllr. Snowling, to include:
  - i) Lindfield Neighbourhood Plan Joint Working Party to receive a report and to consider a recommendation to incur expenditure (jointly with Lindfield Rural Parish Council) for the preparation and distribution of a questionnaire.
20. Finance and General Purposes Committee: Report by Cllr. Henton, to include:
  - i) Statements of Account/Budget Progress for the period 01.03.12. to 31.03.12 (*previously circulated*) and 01.04.12. to 30.04.12 (*to follow, if available*).
  - ii) List of cheques for approval (*to follow*).
21. Environment and Amenities Committee. To receive the Minutes of the Environment and Amenities Committee meeting of 12 April 2012 (*previously circulated*). Report by Cllr. Blunden to include:
  - i) Upgrade of Parish Street Lighting Equipment. To note and confirm the decision of the E&A Committee regarding the replacement of the lanterns of the Spring Lane, Francis Road and Pondcroft Road lights with traditional Iffley lanterns from DW Windsor.
  - ii) Barriers in Hickmans Lane. To note and confirm the decision of the E&A Committee to leave the barriers unpainted.
22. To consider any matters raised at the Parish Meeting held on 17 April 2012.
23. 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.

On conclusion of this part of the meeting a further period of 15 minutes will be set aside to allow members of the public to ask questions/make comments.
24. To consider whether a resolution should be moved under Standing Order No. 35(a) "that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw".
  - i) Staffing matters.

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Signed

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

Christine Irwin  
Clerk to the Council