

Lindfield Parish Council

6 Denmans Lane
Lindfield
West Sussex
RH16 2LB

Parish Clerk: Mrs C Irwin

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9 May 2011

To: Members of Lindfield Parish Council

You are hereby summoned to attend the **Annual Meeting of Lindfield Parish Council** to be held on **Tuesday, 17 May 2011** at the **King Edward Hall, Lindfield (Jubilee Room)** at **7.30 p.m.** to transact the following business:

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 co-opt, or to consider arrangements to co-opt at the next meeting, members to fill the vacancies left unfilled at the election by reason of insufficient nominations.
4. To receive Declarations of Acceptance of Office of newly elected and co-opted Councillors or, if not then received, to decide when they shall be received.
5. To elect Vice Chairman.
6. To receive Declaration of Acceptance of office of Vice Chairman or, if not then received, to decide when it shall be received.
7. To accept apologies for absence.
8. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
9. Register of Interests: To note the requirements of the Code of Conduct.
10. To appoint Standing and Statutory Committees:
 - Environment and Amenities Committee
 - Finance and General Purposes Committee
 - Planning and Traffic Committee
 - Complaints Committee
11. To appoint representatives to outside bodies:
 - Two representatives to the Mid 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 Village Plan Joint Advisory Committee
 - One representative to the River Ouse Stakeholders Group
12. To consider payment of any subscriptions falling to be paid annually. *(Details circulated herewith)*

13. To consider arrangements necessary to review the pay and conditions of service of existing members of staff
 14. To pass a resolution to nominate four members to act as signatories to the existing Barclays Bank Accounts.
 15. Questions/comments from members of the public. (This Item will be limited to a maximum of 15 minutes).
 16. To confirm and sign the Minutes of the Council meeting held on 24 March 2011 (*previously circulated*).
 17. Chairman's announcements.
 18. Report on Police Priorities.
 19. Reports by County Councillor / District Councillors.
 20. Action list (*attached*).
 21. Consultation Documents - to note / consider documents received.
 22. Finance and General Purposes Committee: Report by Cllr. Henton, to include:
 - i) Statements of Account/Budget Progress for the period 01.03.11. to 31.03.11 (*previously circulated*) and 01.04.11. to 30.04.11. (*to follow, if available*).
 - ii) List of cheques for approval (*attached*).
 23. Environment and Amenities Committee. To receive the Minutes of the Environment and Amenities Committee meeting of 7 April 2011 (*previously circulated*). Report by Cllr. Blunden.
 24. Planning and Traffic Committee. To receive the Minutes of the Planning and Traffic Committee meetings of 22 March and 12 April 2011 (*previously circulated*) and 4 May 2011 (*to follow*). Report by Cllr. Snowling.
 25. To consider proposals for a School Safety Zone for Oathall Community College, including Blackthorns and Lindfield Primary Schools (*attached*).
 26. To receive note for the record of a meeting with MSDC Officers to discuss future management of the Wilderness Field (*to follow*).
 27. To receive note for the record of an Officers' meeting with MSDC to discuss proposal for public toilets on the Common. (*to follow*)
 28. To consider any matters raised at the Parish Meeting held on 14 April 2011.
 29. 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.
30. 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) Matters relating to search for additional land for allotments.

Signed

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

Christine Irwin
Clerk to the Council