

Lindfield Parish Council

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

Parish Clerk: Mr A Funnell

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16 November 2018

To: Members of Lindfield Parish Council

You are hereby summoned to attend the meeting of **Lindfield Parish Council** to be held on **Thursday, 22 November 2018** at the **King Edward Hall, Lindfield (Jubilee Room)** at **8.00 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.
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 meetings of Council held on 13 September 2018 (*previously circulated*)
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. Reports by County Councillor / District Councillors.
7. Action list (*attached*).
8. Consultation Documents - to consider any documents received
9. Planning and Traffic Committee.
 - i) Report by Planning and Traffic Committee Chairman/Vice Chairman on matters considered at the meetings held on 18 September, 9 October, and 30 October 2018.
 - ii) To receive the Minutes of the meetings of the Planning and Traffic Committee held on 18 September, 9 October, and 30 October 2018. to confirm their recommendations.
10. Environment and Amenities Committee.
 - i) Report by Councillor Blunden on matters considered at the meeting held on 4 October 2018 (Minutes previously circulated), to include any updates.
 - ii) To receive the Minutes of the meeting of the Environment and Amenities Committee held on 4 October 2018 and to confirm their recommendations.
11. Finance and General Purposes Committee.
 - i) Report by Councillor Henton on matters considered at the meetings held on 8 November 2018 (Minutes to follow, if available), to include:

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

- ii) To receive the Minutes of the meetings of the Finance and General Purposes Committee held on 6 September 2018 & 8 November 2018 (if available) to confirm their recommendations.
 - iii) Statements of Account / Budget Progress and Bank Reconciliation for the periods 01.08.18 to 30.08.18 and 01.09.18 – 30.09.18 (previously circulated) and 01.10.18 – 31.10.18 (if available) and the quarterly Receipts and Payments Summary (if available).
 - iv) List of cheques & debt card payments for approval.
 - v) Toilets on the Common – Update
 - vi) To confirm purchase of IT software
 - vii) To confirm policies
 - viii) Banking considerations
 - a. Transfer of funds
 - b. Internet banking
12. Combers Trust – To note letter and phone call regarding appointment of two Trustees.
13. Asset of Community Value – to consider a request from Lindfield Rural Parish Council to provided financial support towards registering Haywards Heath Golf Course as an asset of community value.
14. 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.
15. Exclusion of the public [and press]: to consider whether a resolution should be moved under Standing Order No. 3(d) and in accordance with the Public Bodies Admission to Meetings Act 1960 Section 1(2), 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 (staffing matters).
16. Clock Tower House Lease

Signed

Cc: Cllr. Mr. A. Lea (WSCC and MSDC)
Cllr. Mrs. A. Lea (MSDC)
Mid Sussex Times

Andrew Funnell

Andrew Funnell
Clerk to the Council