

Lindfield Parish Council

6 Denmans Lane
Lindfield
West Sussex
RH16 2LB

Parish Clerk: Mrs C Irwin

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1 May 2009

To: Members of Lindfield Parish Council

You are hereby summoned to attend the Annual Meeting of Lindfield Parish Council to be held on Tuesday, 12 May 2009 at the King Edward Hall, Lindfield (Jubilee Room) at 7.30 p.m. to transact the following business:

A M E N D E D A G E N D A

1. Welcome and emergency announcements.
 2. To elect Chairman.
 3. To receive Declaration of Acceptance of Office of Chairman.
 4. To accept Apologies for Absence.
 5. To receive Declarations of Interest by Members in respect of any Items on the Agenda.
 6. Questions/comments from members of the public. (This Item will be limited to a maximum of 15 minutes).
 7. To elect Vice Chairman.
 8. To receive Declaration of Acceptance of Office of Vice Chairman.
 9. To appoint Standing and Statutory Committees:
 - § Environment and Amenities Committee
 - § Finance and General Purposes Committee
 - § Planning and Traffic Committee
 - § Complaints Committee
 10. 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 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
 11. To consider payment of any subscriptions falling to be paid annually. (Details circulated herewith)
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Members of the Public and the Press have a right to attend meetings of the Council and its Committees.

12. To consider arrangements necessary to review the pay and conditions of service of the Parish Clerk, the Deputy Parish Clerk and the RFO.
13. To confirm and sign the Minutes of the Council meeting held on 26 March 2009 (attached) and the Extraordinary Meeting of Council held jointly with Lindfield Rural Parish Council on 22 April 2009 (to follow)
14. Chairman's Report
15. Action List (attached)
16. To note any Consultation Documents received.
17. Reports by County Councillor/District Councillors.
18. Finance and General Purposes Committee: Report by Cllr. Davies.
 - i) Statements of Account/Budget Progress and Bank Reconciliation for the period 01.03.09 to 31.03.09 (previously circulated) and 01.04.09 to 30.04.09 (to follow) and quarterly Receipts and Payments Summary (attached).
 - ii) List of cheques for approval (to follow).
 - iii) To note Councillors Allowances and mileage rates (attached)
 - iv) Emergency Plan: Report on progress – (Cllrs. Allen and Willcox)
19. Environment and Amenities Committee.
 - i) To receive the Minutes of the Environment and Amenities Committee meeting of 7 April 2009 (to follow).
 - ii) Report by Cllr. Blunden to include:
 - Resurfacing Common Car Park (Backwoods Lane)
 - Public Toilets – cleaning/maintenance contracts
 - Bus shelter – High Street
20. Planning and Traffic Committee. To receive the Minutes of the Planning and Traffic Committee meetings of 24 March and 14 April 2009 (previously circulated. and 5 May 2009 (to follow). Report by Cllr. Snowling.
21. Denmans Lane Public Toilets: Issues relating to the refurbishment – report of “snagging” meeting.
22. Denmans Court
 - i) Issues relating to the lease of the premises (if there is any commercially sensitive content, this item may be deferred to be dealt with in confidential session.)
 - ii) Arrangements for furnishing premises as a Parish Office
23. Transfer of Assets: report by Cllr. Blunden
24. Local Action Team. Report by Cllr. Nicolle.
25. Lindfield Village Plan Joint Advisory Committee: To consider any issues raised by the Joint Advisory Committee.
26. To consider any matters raised at the Parish Meeting held on 23 April 2009.

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27. 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.

28. To consider whether a resolution should be moved under Standing Order No. 35(a) "that in view of the [special] [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".
29. Issues relating to the lease of Denmans Court (if deferred from item 22 (i)).
30. Staffing: recruitment of new Deputy Parish Clerk.

Signed

Christine Irwin
Clerk to the Council

c.c. WSCC Cllr. Mrs. M. Johnson
MSDC Cllr. Mr. A. Lea
Mid Sussex Times