

Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date of issue: 1 October 2021

Members of the Environment and Amenities Committee you are hereby summoned to attend a meeting of the **Environment and Amenities Committee** to be held on **Thursday, 7 October 2021** at King Edward Hall (Jubilee Room), Lindfield, commencing at 8.00 p.m., to transact the following business:

Welcome and emergency announcements.

AGENDA

1. To receive and accept apologies for absence.
2. To receive declarations of interest from Members in respect of any matter 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. Questions/comments from members of the public. *(This will be limited to a maximum of 15 minutes. In accordance with Standing Orders 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).*
4. To confirm and sign the Minutes of the meeting of the Environment and Amenities Committee held on 8 April 2021 *(previously circulated)*.
5. Chairman's Announcements.
6. Action List.
7. Environment and Amenities Committee Budget Progress 2020/21: to review payments made to 31.08.21.
8. Budget 2022/23 – to note arrangements and consider draft ideas.
9. Climate Change:
 - i) Report by Cllr Wood
 - ii) To consider email from Haywards Heath Town Council
 - iii) To confirm amended Climate Action Plan
 - iv) Climate Change Award
 - v) To approve expenditure
10. Report on current maintenance (if any).
11. Denmans Lane Public Toilets – Update.
12. Denmans Lane Allotments:
 - i) General update.
 - ii) Authorisation for the Clerk, in conjunction with the Allotments Working Group to review documentation relating to allotment applications (including offer and acceptance), & inspections (including terminations).
 - iii) Tree work – to authorise expenditure.
13. Village Orderly – Update.
14. Lindfield in Bloom – Update.
15. Wilderness Field
 - i) General update
 - ii) To authorise expenditure on measures to protect field from vehicle trespass.
16. Winter Management – To note the correspondence from West Sussex County Council.
17. Heritage Trail – Update.
18. Christmas Festival Night 2021 – Update *(if required)*.
19. Spring Clean 2022 – To consider arrangements.
20. Risk Management. To consider any risk assessments.
21. Clerk's Report.

22. Matter 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.

Signed *Andrew Funnell*

Andrew Funnell
Clerk to the Council

c.c: All other Parish Councillors

Cllr. Mr. G. Wall (WSCC)
Cllr. Mr. A. Lea (MSDC)
Cllr. Mrs. A. Lea (MSDC)
Cllr. Mr. J. Ash-Edwards (MSDC)

Covid-19 meeting attendance advice:

- do not attend the meeting following a positive test / if required to isolate.
- a reminder that the government recommends twice-weekly Rapid Lateral Flow testing is undertaken if you do not have symptoms.
- face coverings to be worn upon entering the building until seated, whenever seats are vacated and until outside the building.
- WC blocks are limited to one user at a time (with face coverings being worn).
- we recommend that Smart Phone users check in to the KEH using the QR codes displayed and that attendees will be required to provide contact details which will be retained for three weeks for NHS Track and Trace purposes.