

Lindfield Parish Council

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Lindfield Enterprise Park
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Lindfield
West Sussex
RH16 2LH

Parish Clerk: Mr A Funnell

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Date: 13 January 2022

To: Members of Lindfield Parish Council

You are hereby summoned to attend the meeting of **Lindfield Parish Council** to be held on **Wednesday, 19 January 2022** at **King Edward Hall, Lindfield (Newcombe Hall)** 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 11 November and 9 December 2021 (*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 current consultations and agree on whether to respond.
9. Planning and Traffic Committee (P&T).
 - i) Report by Cllr Plass on matters considered at the meetings held on: 30 November 2021 and delegated decision taken there after .
 - ii) To receive the Minutes of the meetings of the P&T Committee held on 30 November 2021, and delegated decision taken there after, and to confirm their recommendations.
10. Environment and Amenities Committee (E&A).
 - i) Report by Cllr Blunden on matters considered at the meeting held on 26 November 2021, to include any updates.
 - ii) To receive the Minutes of the meeting of the E&A Committee held on and to confirm their recommendations.
 - iii) Keep Lindfield Tidy Campaign – To consider actions for spring 2022.
 - iv) Climate Change – Update from Cllr Wood.
11. Finance and General Purposes Committee (F&GP).
 - i) Report by Cllr Henton on matters considered at the meetings held on 16 December 2021, to include:
 - ii) To receive the Minutes of the meetings of the F&GP Committee held 16 December 2021 and to confirm their recommendations.
 - iii) Budget Progress including General Reserves expenditure to 31 December 2021.
 - iv) Bank reconciliation (cash and investments) to 31 December 2021.
 - v) Summary oof receipts and payments to 31 December 2021.
 - vi) To note the list of payments.
 - vii) Toilets on the Common – Update.
 - viii) Arrangements for Annual Review of the Effectiveness of Internal Audit and Internal Controls 2021/22.
 - ix) To Note Interim Internal Audit Report received following Meeting held on Wednesday 11 November 2021

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

12. Budget 2022/23: (budget papers as presented to F&GP on 16 December 2021 - previously circulated.) to consider for approval the recommendations of the Finance and General Purposes Committee in respect of:
 - i) The Council's budget 2022/23
 - ii) The precept 2022/23
 13. 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.
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Signed

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

Andrew Funnell

Andrew Funnell
Clerk to the Council

Next meeting: 24 March 2022

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.