

Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date of issue: 5 June 2020

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, 11 June 2020** commencing at 7.05 p.m., to transact the following business:

Welcome and emergency announcements.

VIRTUAL MEETING AGENDA

1. To elect a Chairman for the Environment and Amenities Committee.
2. To elect a Vice Chairman for the Environment and Amenities Committee
3. To receive and accept apologies for absence.
4. 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.
5. 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).*
6. To confirm and sign the Minutes of the meeting of the Environment and Amenities Committee held on 6 February 2020 *(previously circulated)*.
7. Appointment of working groups
8. Chairman's Announcements.
9. Action List.
10. Environment and Amenities Committee Budget Progress 2020/21: to review payments made to 31.05.20 *(if available)*.
11. Climate Change – Update.
12. Report on current maintenance (if any).
13. Denmans Lane Public Toilets – Update on suspension of use, due to Covid 19, and steps to be consider before re-opening.
14. Denmans Lane Allotments
 - i) General update on management of site.
 - ii) To consider potential evictions on the grounds of unpaid rents and plot condition.
 - iii) Purchase of materials for upkeep of site and sheds.
15. Village Orderly
 - i) Update on work undertaken.
 - ii) To consider purchase of hedge cutter
16. Lindfield in Bloom – Update from Cllr Stevens
17. Wilderness Field:
 - i) General update.
 - ii) To consider expenditure relating to site management (tree survey, grass cutting, bollards).
 - iii) To consider proposal to seek public feedback on the use and management of the site.
18. Hickmans Lane Playground – Update on new piece of equipment.
19. Christmas Festival Night 2020 – To confirm date and organisational arrangements.
20. Covid-19 – To note current impact on services.
21. Risk Management. To ratify any risk assessments awaiting approval.
22. Clerk's Report.

Members of the Public and the Press have a right to attend meetings of the Council and its Committees.

23. 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. Mrs. A. Lea (MSDC)
Cllr. Mr. A. Lea (WSCC and MSDC) Cllr. Mr. J. Ash-Edwards (MSDC)

This meeting is being held under the provisions made on the 4 April 2020, when the government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow local authorities to conduct meetings remotely.

This meeting will be conducted using Microsoft Teams.

If you would like to receive an invite to the meeting please email: clerks@lindfieldparishcouncil.gov.uk

Please email no later than 3pm on Thursday 11th June 2020. Once your email request has been received, we will then email you an invitation to join the meeting. You do not need to have registered for Microsoft Teams to attend the meeting.

For more information regarding Microsoft Teams please see the following links:

<https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software>

<https://support.microsoft.com/en-us/office/join-a-meeting-without-a-teams-account-c6efc38f-4e03-4e79-b28f-e65a4c039508>

<https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/download-app>