

# Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date of issue: 7 August 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, 13 August 2020** commencing at 7.00 p.m., to transact the following business:

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Welcome and emergency announcements.

## VIRTUAL MEETING 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 11 June 2020 *(previously circulated)*.
5. Chairman's Announcements.
6. Action List.
7. Environment and Amenities Committee Budget Progress 2020/21: to review payments made to 31.07.20 *(if available)*.
8. Climate Change:
  - i) Working group update.
  - ii) General update.
  - iii) To approve expenditure for the following:
    - Bird & Bee Boxes.
    - Article in Lindfield Life.
9. Report on current maintenance (if any).
10. Denmans Lane Public Toilets – Update and to note required remedial work.
11. Denmans Lane Allotments
  - i) General Update.
  - ii) Expenditure – wood stain & fruit trees.
12. Tree Policy - To consider approving policy.
13. Village Orderly – General update
14. Lindfield in Bloom – Update from Cllr Stevens / correspondence from group.
15. Wilderness Field
  - i) General update.
  - ii) Quotes for grass cutting and gate.
16. Lindfield War Memorial – Update
17. Lindfield Common - to consider report suggesting help for litter pickers and to consider comments regarding litter bins.
18. Festive Lighting - to approve quotation for 2020/21 display.
19. Christmas Festival Night 2020
20. Risk Management. To ratify any risk assessments awaiting approval.
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

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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](mailto:clerks@lindfieldparishcouncil.gov.uk)

Please email no later than 3pm on Thursday 13<sup>th</sup> August 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>