

Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date of issue: 9 October 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, 15 October 2020** commencing at 7.00 p.m., to transact the following business:

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 13 August 2020 *(previously circulated)*.
5. Chairman's Announcements.
6. Action List.
7. Environment and Amenities Committee Budget Progress 2020/21: to review payments made to 30.09.20 *(if available)*.
8. Budget 2021/22 – To consider draft budget for submission to F&GP & Full Council
9. Climate Change:
 - i) General update.
 - ii) Approval of expenditure – Bee boxes, bat boxes, and replacement tree.
10. Report on current maintenance (if any).
11. Denmans Lane Public Toilets:
 - i) Update.
 - ii) Approval of expenditure – Notices.
12. Denmans Lane Allotments
 - i) General Update.
 - ii) Approval of expenditure – Tree survey and allotment inspection application.
13. Village Orderly
 - i) General update.
 - ii) Approval of expenditure – equipment and supplies.
14. Lindfield Common – Update on licence request to install various items on Lindfield Common.
15. Lindfield in Bloom – Update
16. Wilderness Field - General update
17. Lindfield War Memorial – Update
18. Village Archives – To approve the purchase of a desk and chair.
19. Risk Management. To ratify attached risk assessment(s)
20. Clerk's Report.
21. 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. A. Lea (WSCC and MSDC)

Cllr. Mrs. A. Lea (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 15 October 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>