

LINDFIELD PARISH COUNCIL

Minutes of the **MEETING** of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 14 JANUARY 2021** using Microsoft Teams.

The meeting commenced at 19:00.

Parish Councillors:	Mr. W. Blunden (Chair)	Mrs. M. Hersey	Mr. R. Plass
	Mrs. V. Upton (Vice-Chair)	Mr. M. Leach	Mr. J. Stevens
	Mrs. L. Grace	Mr. A. Matthews	Mr. I. Wilson
	Mr. S. Henton	Mr. R. Pickett	Mr. C. Wood

(*) Denotes absence

Also present: Cllr Andrew Lea (WSCC & MSDC) left join at item 221 and left after the conclusion of item 221

In attendance: Mr. A. Funnell (Clerk)

216. TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE

216.1 All members were present

217. DECLARATIONS OF INTEREST

217.1 There were no declarations of interest.

218. TO CONFIRM AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 12 NOVEMBER 2020.

218.1 The Chairman called for approval of the Minutes of the Council meeting held on 12 November 2020. The Minutes were **AGREED** and the Chairman would sign the Minutes as being a true record of that meeting at a later date.

219. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

219.1 No members of the public were present.

220. CHAIRMAN'S ANNOUNCEMENTS.

220.1 The Chairman noted the following:

- Litter on the Common, volunteers have been helping to collect rubbish. There have been lots of comments regarding this issue on Lindfield Gossip Facebook page. MSDC are doing their best to collect the rubbish during the ongoing pandemic. There has been an increase in rubbish left in on-street and open space litter bins.
- An application has been received for change of use for the Humphreys Bakery. The Council will consider its response to the application at its next Planning & Traffic Committee meeting.

221. REPORTS BY COUNTY COUNCILLOR / DISTRICT COUNCILLORS.

221.1 Apologies had been received from Cllrs Anthea Lea and Jonathan Ash-Edwards.

West Sussex County Council - Cllr Lea advised the following:

- Cycle routes – Cllr Lea is pushing for cycle routes between Lindfield and Scaynes Hill. Some funds had been made available for a consultancy. Another meeting regarding this issue would take place later this month.
- Budget 2021/22. There is discussion as to whether the community initiative funds, administered by the County Local Committees should be withdrawn. Cllr Lea asked the Council for their thoughts. The Chair advised that we would email our thoughts to Cllr Lea once the matter had been considered.
- Childrens Services – Some Children and Family centres would be closed so that the savings can be invested in other areas.
- Tree Strategy – A new policy is being scrutinised.
- Carbon Neutral Strategy – The County, for its activities, will aim to be carbon neutral in the 2030s. There is a push for electric charging points. This would require more power generation. This presents a problem in rural areas. Cllr Lea asked the Council for their thoughts. The Chair advised that we would email our thoughts to Cllr Lea once the matter had been considered.
- Performance & Finance – They have been considering the Risk Registers and the Budget for 2021/22. A discussion will also take place regarding the Broadbridge Heath Highways depot.

Mid Sussex District Council - Cllr Anthea Lea had provided the following written report:

Response to Covid 19 -Business grants. There continue to be various grants available that businesses can access during this period of lockdown, for those forced to be closed or those adversely affected by lockdown measures. There are both National restriction grants and additional discretionary grants. Information is available through MSDC.

A parking strategy and action plan 2020-2030 was agreed at MSDC on 9/12/2020. It provides MSDC with a high level strategic direction for the management of the councils car parks to support future sustainable economic growth across the district. The strategy will allow measures to be put in place that maximises useage for shoppers and to support the economic vitality of the villages.

In accordance with the Local Authority Regulations 2003 the tax base figures were formally agreed for 2021/22. The figure represents an increase of .83% across the district.

On Wednesday 13th Jan there is a meeting the Scrutiny Committee for Leader, Finance and Performance which will consider the Draft Corporate Plan and Budget for 2021-22.

Members queries/question to District & County representatives

Concern was raised regarding possible charging at MSDC car parks within the village. Members were concerned about the impact that this may have on the High Street traders.

222. ACTION LIST

222.1 The Action List was **NOTED**.

223. CONSULTATION DOCUMENTS

223.1 The Chairman **NOTED** the following active consultations:

Ministry of Housing, Communities & Local Government - Supporting housing delivery and public service

infrastructure. At the Planning & Traffic Committee on 5 January members noted the current national consultation in respect of Permitted Development Rights and that Cllr Grace would draft an appropriate response in conjunction with the Chair and Deputy Parish Clerk. Cllr Grace raised concerns relating to the government consultation on Permitted Development Right and the impact that it could have on conservation areas and High Streets. Cllr Grace understood that MSDC would be submitting a response and requested that consideration be given to the above concerns which could directly impact villages like Lindfield. It was **AGREED** that the Deputy Parish Clerk, in conjunction with the Chairman, Vice Chairman, and Cllr Grace, would pass on our concerns to our MSDC representatives.

The Chairman noted that after the agenda had been issues an email had been received from Mid Sussex District Council regarding the Strategic Housing and Economic Land Availability Assessment call for sites. This matter would be considered by the Planning and Traffic Committee. Cllr Hersey suggested a joint reply with Lindfield Rural Parish Council as both council share the Neighbourhood Plan.

224. PLANNING AND TRAFFIC COMMITTEE

i) Report by Planning and Traffic Committee Chairman/Vice Chairman on matters considered at the meetings held on 17 November, 8 December, and 5 January 2021. Cllr Plass reported the following:

Since my last report to Full Council on 12th November, the Planning & Traffic Committee has met on three occasions using Microsoft Teams.

Twenty five planning applications have been considered of which; fourteen were in respect of trees and two sought Lawful Development Certificates. The following applications are highlighted:-

- DM/20/3831 Lindfield Coffee Works – no objection was made however P&TC was concerned to ensure that there is no additional noise impact on neighbouring properties from the installation of the proposed retractable pergola awning. MSDC approved the application.
- DM/20/4090 & 4626 The Holt, 78 High Street – P&TC objected to the proposed extensions in the light of their significant impact on the neighbouring property and considered the plans to be inadequate in showing the full situation. Further, being concerned at the impact on the curtilage of the adjoining listed building within the conservation area. MSDC approved this application.
- DM/20/4220 Land adjacent to 41 Barncroft Drive – P&TC objected – the proposed surgery to 3 trees on the Wilderness Field. MSDC approved the application.

Lewes Road TRO – the consultant is designing up the consultation material and website but launch is likely to be delayed by the continuing Coronavirus restrictions.

Haywards Heath Town Centre Masterplan SPD – a response was submitted to MSDC, focussing in particular on likely traffic impact alongside cycling and walking routes

Tree Wardens - plans to initiate a recruitment exercise are being worked upon.

- ii) To receive the Minutes of the meetings of the Planning and Traffic Committee held on: 17 November, 8 December, and 5 January 2021, and to confirm their recommendations. **RESOLVED:** that the Minutes of the Meetings of the Planning & Traffic Committee held on 17 November, 8 December, & 5 January 2021 be received, and their recommendations confirmed.

225. ENVIRONMENT AND AMENITIES COMMITTEE.

- i) Report by Councillor Blunden on matters considered at the meeting held on 15 October (Minutes previously circulated), to include any updates. Cllr Blunden provided the following update:

Welcome to Lindfield Scheme – The Committee has been advised that the welcome to Lindfield Scheme has ceased. The Committee did not believe the scheme should be taken on and continued by the Council.

Remembrance Parade – The Committee reviewed a request from the Lindfield Branch of the Royal British Legion to take over the organisation and running of the Remembrance Parade. This request was received as a result of the Royal British Legion prohibiting its member from organising, or running, Remembrance Parades. It was noted that the Royal British Legion stated that “a parade on the public highway is not an essential element of a successful Remembrance”. The Committee agreed that Council could not take over the running and organising of the Parade. This decision was taken with regret but the Council agreed to support the Remembrance Service in anyone that it can.

Community Art Scheme – The Committee agreed to, in principle, support the proposals put forward by Mid Sussex District Council for Community Art. Funding for the proposals would be meet from s.106 agreements.

Wilderness Field – Since the meeting, our contractor has carried out work on the Brushes Lane entrance to improve access to the site. This has received positive feedback from users of the field.

War Memorial – We have received two quotes for the work this will now be put to the next committee meeting. Two further quotes have been requested from other companies but so far nothing has been received.

- ii) To receive the Minutes of the meeting of the Environment and Amenities Committee held on 26 November and to confirm their recommendations. **RESOLVED:** that the Minutes of the meeting of the Environment and Amenities Committee held on 26 November be received and their recommendations confirmed.

226. FINANCE AND GENERAL PURPOSES COMMITTEE

- i) Report by Cllr Henton on matters considered at the meetings held on 7 January 2021 (Minutes to follow, if available). Cllr Henton **REPORTED** that the minutes were not yet available for the meeting dated 7 January 2021. The following update on the meeting held on 7 January was provided:

- Grants and donations – It was agreed that Lindfield Bonfire Society should keep the grant awarded. The grant has been amended so that it would now contribute towards the society insurance costs for 2020/21.
- Toilets on the Common – It was agreed to approve expenditure relating to the s38 Commons Act application.

- ii) To receive the Minutes of the meetings of the Finance and General Purposes Committee held 5 November & 10 December 2020 to confirm their recommendations. It was **RESOLVED** that the Minutes of the meetings of the Finance and General Purposes Committee held on 5 November, & 10 December 2020 be received and their recommendations confirmed.

- iii) Statements of Account / Budget Progress and Bank Reconciliation for the period upto 31 December 2020: (if available) and the quarterly Receipts and Payments Summary (if available).

The figures for December were not yet available. The expenditure on 30 November 2020 was are follows:

Committee or reserve	Current expenditure/budget available (£)
Finance & General Purposes	94,189 / 161,500

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Environment and Amenities	18,661 / 50,200
Allotments	1,007 / 2,500
Planning & Traffic	1,500 / 4,500
Ear marked reserves	1,199.75 / 116,335.18

iv) List of cheques & debit card payments for approval.

The list of cheques drawn since the Council meeting held on 12 November 2020 meeting was tabled. **NOTED:** that the expenditure during this period under the powers granted by Section 137 of the Local Government Act 1972 was nil and that the Petty Cash balance as at 14.01.21 was £160.30.

It was **RESOLVED** to approve the list of payments totalling £43,911.80 with VAT of £4,736.45.

227. BUDGET 2021/22

227.1 The Chairman highlighted the main figures from the spreadsheets, which had been circulated. The budget proposals, resulting in a budget total of £ 226,300 had been thoroughly considered by the F&GP Committee and the recommendations were put to the Council.

Having estimated the funds in hand at 31.03.21 plus the anticipated income for the 2021/22 financial year, it had been calculated that to fully fund the budget and reserves would require a figure of £ 181,641.48 It was therefore recommended to round the precept request down to £172,000. It had been calculated that the increase in precept would result in an annual Council Tax decrease of £0.26 to a Band D property. It was **PROPOSED** by Cllr Henton, **SECONDED** by Cllr Plass and unanimously **RESOLVED**:

- A) to approve the Council's budget of £226,300 for 2021/22.
- B) that the precept to be requested from MSDC for 2021/22 should be £172,000

228. MATTERS ARISING

228.1 No matters were arising.

The meeting finished at 19:44.