

LINDFIELD PARISH COUNCIL

Minutes of the **MEETING** of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 19 JANUARY 2022** at King Edward Hall, Lindfield.

The meeting commenced at 20:00

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

In attendance: Cllrs Andrew & Anthea Lea (left after the conclusion of item 321)
Mr. A. Funnell (Clerk)

The Chairman welcomed everyone to the meeting and wished everyone a happy new year.

316. TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE

316.1 Apologies were received from Cllrs Hersey, Pickett, & Stevens,. The reasons for absence were accepted.

317. DECLARATIONS OF INTERESTS

317.1 The following declarations of interest were recorded:

Cllr Blunden declared a personal interest in item 325 i) as he is an allotment holder.

Cllr Matthews declared a personal interest in item 325 i) as she is an allotment holder.

318. TO CONFIRM AND SIGN THE MINUTES OF THE MEETINGS OF COUNCIL HELD ON 11 NOVEMBER AND 9 DECEMBER 2021 (PREVIOUSLY CIRCULATED)

318.1 The Chairman called for approval of the Minutes of the Council meeting held on 11 November and 9 December 2021. The Minutes were **AGREED** and the Chairman would sign the Minutes as being a true record of that meeting at a later date.

319. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

319.1 There were no members of the public present.

320. CHAIRMAN'S ANNOUNCEMENTS

320.1 The following announcements were made:

Mid Sussex District Council Civic Service. The Chairman announced that he had attended the event.

Christmas Tree – The Chairman thanked the volunteers and staff who took down the tree from the butcher's roof.

Lindfield Pond – The Chairman noted his disappointment that the WSCC press release was not first communicated to the Parish Council before it had been shared with a third party. The Parish Council has dealt with a large number of queries relating to the repair work. This issue would be communicated to the relevant individuals at WSCC.

321. REPORTS BY COUNTY / DISTRICT COUNCILLORS

321.1 West Sussex County Council

Cllr Garry Wall was not in attendance.

321.2 Mid Sussex District Council

Cllr Anthea Lea reported the following:

Lindfield Pond – MSDC has produced a management plan that stakeholders had been asked to comment on by 4 February. The plan sets out responsibilities and frequency for maintenance tasks. This year MSDC will start by reducing the fish stock, investigating the silt levels, carrying out a water quality survey, and considering the floating islands (condition & positioning). It was hoped that WSCC would commence the repair to the pond wall and footpath soon.

Blue Campaign – Rewilding Great Britain. Mid Sussex will be continuing to take part in this campaign. In Lindfield areas that have areas of West Common and Blackhill have been included in the scheme. If any members have a suggestion on additional areas could these be made by 31 January.

District Plan. Working continues on the Plan but at a scrutiny meeting, held earlier, it was agreed to defer discussion on the District Plan review so that further consideration work could take place and the outcome of any change in government policy could be known.

Covid response. – MSDC continues to administer the Omicron hospitality and leisure grants which businesses can apply for.

Lindfield Repair Café. – Space is still being sought to store items for the group.

322. ACTIONS LIST

322.1 The action list was noted.

323. CONSULTATION DOCUMENTS - TO CONSIDER CURRENT CONSULTATIONS AND AGREE ON WHETHER TO RESPOND.

323.1 Members were asked whether they wished to respond to the following consultations:

- a) West Sussex County Council - West Sussex Fire & Rescue Service's (WSFRS) Community Risk Management Plan (CRMP) Public Consultation 2022 - 2026. It was **AGREED** not to respond to this consultation.
- b) Mid Sussex District Council - Updated District Plan - It was now understood that the proposed consultation had been temporarily paused.
- c) Mid Sussex District Council - Pond Management Plan. This is not a public consultation but it was noted that the Council would respond to this document.
- d) Water Resources South East - Consultation on emerging regional plan for South East England. It was **AGREED** not to respond to this consultation.

324. PLANNING AND TRAFFIC COMMITTEE

- i) Report by Cllr Plass on matters considered at the meetings held on: 30 November 2021 and delegated decision taken thereafter.

Since the last report to Council on 11th November, the Planning & Traffic Committee has held one committee meeting on the 30th November with subsequent meetings cancelled recognising Plan B Covid restrictions and planning responses subsequently made to MSDC's consultation under the Temporary Delegated Authority agreed by the Council in May 2021. Consideration has been given to 22 planning applications, of which seven were in respect of trees and two sought Lawful Development Certificate. Objections were made to three applications and some concerns were raised over a fourth.

In case of need, these cases were:-

- DM/21/2017 1 Portsmouth Wood where LPC objected to the continued retention of a 'temporary' fence whilst hedging continued to grow. MSDC permitted the application, subject to further review in 2024
- DM/21/4029 12 Denmans Close where LPC objected to a single story side extension as being an overdevelopment of the property, as well as overbearing and unneighbourly. MSDC refused this application.
- DM/21/3292 3 The Glebe where LPC objected to a combined fence and trellis >2m high, considering it to be out of keeping with the area, and overbearing to both the highway and neighbouring property. MSDC decision is outstanding.
- DM/21/4276 46 Hickmans Lane where LPC did not object to the proposed ground floor extension or loft conversion but were concerned that the proposed Velux windows on the front of the property would be very visible and not fit the street scene. MSDC decision is outstanding.
- DM/21/0161 Appledore cottage, Lewes Road, Lindfield, RH16 2LG. It was noted that appeal to the Planning Inspectorate (APP/D3830/D/21/3282010) had been allowed. LPC had objected to the application and MSDC had refused permission.

Other issues

- Lewes Road TRO – the original proposer, Mr Turner, Chair of P&TC, Deputy Parish Clerk and the Council's Consultant are working to address issues flagged by WSCC in the Council Consultant's initial report before pulling together a report for P&TC and, in turn, Full Council, to consider next steps.

LINDFIELD PARISH COUNCIL

- Scaynes Hill – Lindfield Active Travel (SHLAT) – Cllr Grace continues to attend meetings and report to P&TC. With the cross-country routes discounted due to lack of landowner's support, focus is now on the roadside route.
- Lindfield Pond Wall partial collapse. WSCC have drawn up plans to repair the damaged section and works are intended to start on Monday 7th February. Separately, MSDC have drawn up a management scheme for the pond which is yet to be reviewed.
- Black Hill Parking there continue to be significant concerns over school pick up and drop off parking and damage to the verges at this location. Discussions with the school are continuing and it seems likely that a solution will be difficult to define and potentially involve both WSCC Highways and possibly the Police, given regular concerns of children running into the road, as well as narrowing potentially blocking buses and emergency vehicles from passing the stopped vehicles.
- Electric Vehicle Charging in Lindfield. P&TC agreed to await further contact from the West Sussex ChargePoint Partnership to understand plans and their likely impact.
- The Welkin proposals from a developer for four new properties have been seen but no planning permission has been sought at this stage. The developer would like to present the plans to the Council and the Deputy Parish Clerk is preparing a paper in respect of best practice in this regard.

- ii) To receive the Minutes of the meetings of the Planning and Traffic Committee held on 30 November 2021 and delegated decision taken thereafter, and to confirm their recommendations.

RESOLVED: that the Minutes of the meetings of the Planning & Traffic Committee held on 30 November 2021 and delegated decision taken thereafter be received, and their recommendations confirmed.

325. ENVIRONMENT AND AMENITIES COMMITTEE.

- i) Report by Cllr Blunden on matters considered at the meeting held on 25 November (Minutes previously circulated), to include any updates.

Denmans Lane Allotments

Trees – An updated quote has been received regarding the trees that border the allotments. This will be considered at the February meeting.

Rats - Reports have been received regarding rats on the allotment site. Plot holders are encouraged to limit any food source for the rats. The council has deployed traps but is not at present using any Rodenticide.

Denmans Lane Public Toilets - In December repair work was undertaken after the toilets were vandalised. Advice is being sought on the tree next to the toilet block as the root system from this tree is causing pavement heave. This has resulted in access to the disabled toilet being difficult as the door is catching on the brick pavement. Unfortunately, it is not possible to raise the door any higher.

Wilderness Field - Members considered two requests for tree planting on the Wilderness Field. It was agreed that the field should remain as an open space and therefore third party requests would be politely declined. Members believed that more prominent areas in the village such as Lindfield Common were better suited to tree planting for commemorative events. Members whilst in principle supported tree planting for Climate Change reasons did not want to change the ecosystem of the field. This was supported by the advice from a local ecologist.

- ii) To receive the Minutes of the meeting of the Environment and Amenities Committee held on 25 November and to confirm their recommendations. **RESOLVED:** that the Minutes of the meetings of the Environment & Amenities Committee held on 25 November be received, and their recommendations confirmed.

- iii) Keep Lindfield Tidy Campaign – To consider actions for spring 2022.

It was proposed to renew the existing campaign for 2022. This would involve producing new videos that include local businesses promoting the village and the Keep Lindfield Tidy campaign. Consideration would also be given to involving local children to produce or colour in template posters that can be used to promote the message. Promoting the campaign would take place through social media, website, noticeboard, and Lindfield Life

It was **AGREED** that:

- a) to authorise the expenditure of up to £400 to publicise the campaign; and
- b) delegate authority to the Clerk, in conjunction with Cllrs Grace, Blunden, & Wood, to re-launch and run the campaign for 2022.

- iv) Climate Change – Update from Cllr Wood.

Cllr Wood advised members that the Climate Change Working Group had met on 18 January and had discussed the following items:

- Garden Champion proposals
- Repair Café
- Lindfield in Bloom

326. FINANCE AND GENERAL PURPOSES COMMITTEE.

i) Report by Cllr Henton on matters considered at the meetings held on 16 December 2021, to include:
Budget 2022/23 – The main purpose of the meeting had been for the Committee to scrutinise budget proposals for 2022/23. The Committee's recommendation would be considered later in this meeting.

ii) To receive the Minutes of the meetings of the Finance and General Purposes Committee held 16 December and to confirm their recommendations. It was **RESOLVED** that the Minutes of the meetings of the Finance and General Purposes Committee held on 16 December 2021 be received and their recommendations confirmed.

iii) Budget Progress including General Reserves expenditure to 31 December 2021.
The budget progress at 31 December is as follows:

F&GP	£93,125.	from the budget of	£163,900
P&T	£26,772	from the budget of	£10,000
E&A	£1,474	from the budget of	£49,400
Allotments	£3,375	from the budget of	£2,500

£6,558 has been spent from the general reserve.

iv) Bank reconciliation (cash and investments) to 31 December 2021.
The Bank Reconciliation at 31 December 2021 is as follows:

Barclays current account	£15,106.39
Barclays premium account	£133,942.58
Nationwide building society	£93,000.03
Petty Cash	£115.41
Unpresented payments	£0
Receipts not on bank statements	£3.95
Closing balance	£242,164.41

v) Quarterly Summary of Income and Expenditure (1 October – 31 December). Members **NOTED** the Quarterly Receipts and Payments Summary (1 October - 31 December 2021).

vi) To note the list of payments.

The list of payments drawn since the Council meeting held on 11 November 2021 meeting was tabled. **NOTED:** that the expenditure during this period under the powers granted by Section 137 of the Local Government Act 1972 was £500 and that the Petty Cash balance as of 19.01.22 was £114.26.

It was **RESOLVED** to approve the list of payments totalling £32,549.53 with VAT of £3,285.84.

A copy of the list of payments was signed by Cllr Blunden.

vii) Toilets on the Common – Update.

The Clerk advised members that the S38 Commons Act 2006 application had been submitted to the Planning Inspectorate. The statutory notice had been advertised on the 6th of January. Third-party comments were to be sent to the Planning Inspectorate by the 4th of February.

viii) Arrangements for Annual Review of the Effectiveness of Internal Audit Control 2021/22.
The Committee Chair

ix) To Note Interim Internal Audit Report received the following Meeting held on Wednesday 11 November 2021.

Members **NOTED** the interim report and the comment regarding staff appraisals.

327. BUDGET 2022/23

327.1 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 31.03.22 plus the anticipated income for the 2022/23 financial year, it had been calculated that to fully fund the budget and reserves would require a figure of £188,707.18.

It was therefore recommended to round the precept request up to £189,000. It had been calculated that the increase in precept would result in an annual Council Tax increase of £5.63 to a Band D property.

It was **PROPOSED** by Cllr Plass, **SECONDED** by Cllr Wood and unanimously **RESOLVED** to approve the Council's budget of £226,300 for 2022/23.

It was **PROPOSED** by Cllr Wilson, **SECONDED** by Cllr Upton and unanimously **RESOLVED** that the precept to be requested from Mid Sussex District Council for 2022/23 should be £189,000

328. 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.

328.1 There were no matters arising.

The meeting finished at 20:42