

LINDFIELD PARISH COUNCIL

Minutes of the **MEETING** of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 14 JULY 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: Mr. A. Funnell (Clerk)

381. TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE

381.1 Apologies were received from Cllrs Plass, & Upton. The reasons for absence were accepted.

382. DECLARATIONS OF INTERESTS

382.1 The following declarations of interest were recorded:

- a) Cllr Blunden declared a personal interest in item 390 as he is an allotment holder.
- b) Cllr Matthews declared a personal interest in item 390 as she is an allotment holder.

383. TO CONFIRM AND SIGN THE MINUTES OF THE MEETINGS OF COUNCIL HELD ON 9 JUNE 2022 (PREVIOUSLY CIRCULATED)

383.1 The Chairman called for approval of the Minutes of the Council meeting held on 9 June 2022. The Minutes were **AGREED** and signed by the Chairman as being a true record of that meeting.

384. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

384.1 There were no members of the public present.

385. CHAIRMAN'S ANNOUNCEMENTS

385.1 The following announcements were made:

- Cllr Plass – The Chairman, supported by all members, wished Cllr Plass a speedy recovery.
- Amber Warning - Extreme Heat – The Chairman asked members to keep a check on neighbours and those most vulnerable to extreme heat during the forecasted heat wave. An amber warning for extreme heat had been issued by the Met Office for Sunday through to Tuesday.

386. REPORTS BY COUNTY / DISTRICT COUNCILLORS

386.1 West Sussex County Council

Cllr Garry Wall had given his apologies for the meeting.

386.2 Mid Sussex District Council

Cllr Anthea Lea had given her apologies for the meeting but had sent the following report:

1) Mid Sussex district council adopted the site allocation development plan document at Full council on 29th June.

This plan includes 22 housing sites, 7 employment sites, a science and technology park to the west of Burgess Hill and additional policies to support delivery of the allocations and promote sustainable development.

2) In the next few weeks communications will go out to various areas across the district concerning the food waste trial that is scheduled to start mid September. It is a 1-2-3 system where there will be a weekly collection of food waste, a fortnightly collection of recycling waste and a three-weekly collection of residual black bin waste. This trial will inform plans as to how and what is possible across the whole district in the coming years. A variety of house types and areas will be trialled. This trial is conducted in liaison with WSCC who are the disposing authority.

3) The majority of the work to install 4 electric car charging points in the Denmans Lane car park has been done. There is an expectation that these will go live in the next fortnight.

4) Ahead of the pond management scheme being fully implemented there are plans that look to replace the floating island, repair the tree island, install a floating duck house and look at what planting is needed. There are also plans

looking at replacing the pond side bollards. This will hopefully be done ahead of the destocking of surplus fish at an appropriate time of year.

387. ACTIONS LIST

387.1 The action list was noted.

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

388.1 There were no consultations to consider.

389. PLANNING AND TRAFFIC COMMITTEE

i) Report by Cllr Plass on matters considered at the meetings held on: 17 May, 7 June & 28 June 2022.
As Cllr Plass was not in attendance Cllr Hersey reported the following:

To summarise the last three P&TC Meetings:-

- 33 applications considered, of which 4 related to trees
- For DM/22/1376 – Boarsland, 72 High Street. P&TC had no objection to the application but were concerned as to the accuracy of plans and adherence to them, for this retrospective application for a detached garage/studio annexe
- Objections to
 - o DM/22/1190 – 12 Denmans Close. P&TC reconfirmed its previous objections to the extensive single storey side extension given its likely impact on nearby property
 - o DM/22/1496 – 40 Bamcroft Drive. P&TC to the loss of parking caused by this proposed garage extension and potential impact on a nearby tree
 - o DM/22/1893 and 1890 – two sites at The Welkin. P&TC objected to both proposals, citing the loss of green space and open views which typify this Area of Townscape Character. Recognising also fundamental changes whereby the new properties would not have green space behind and in front and also expressing concerns about parking availability and location.

Otherwise:-

- The Wilderness – P&TC agreed to support a proposed TRO to extend yellow lines within this road
- Scaynes Hill to Lindfield Active Travel Group Cllr Grace has continued to attend and report on the groups progress in seeking to improve sustainable transport between the villages.
- Black Hill parking – P&TC agreed to support an application for double yellow lines to try and address the current difficulties and the school has drafted an application to WSCC, seeking the support of Cllr Garry Wall, WSCC Lindfield and High Weald.
- Lewes Road TRO – the second consultation has been completed, with two further responses one in favour and one concerned about diverted vehicles. No responses were received from hauliers or their associations. The Council's Consultant is drafting an updated report for discussion.
- Neighbourhood Plan - following a recent presentation by MSDC, it is not a legal or policy requirement to update the Neighbourhood Plan, noting that updated District Plan's would gradually supersede individual elements. Committee agreed that Full Council should be appraised of the position and that the DPC should contact Lindfield Rural Parish Council, as joint owners of the NP, in considering any future updating.

ii) To receive the Minutes of the meetings of the P&T Committee held on 17 May, 7 June & 28 June 2022, and to confirm their recommendations. **RESOLVED:** that the Minutes of the meetings of the Planning & Traffic Committee held on 17 May, 7 June and 28 June 2022 be received, and their recommendations confirmed.

390. ENVIRONMENT AND AMENITIES COMMITTEE.

i) Report by Cllr Blunden on matters considered at the meeting held on 9 June 2022, to include any updates.
Cllr Blunden advised that at the meeting dated 9th June members considered the following:

- Wilderness Field – A quote for the 2022 grass cutting was agreed. The first cut has now taken place. In addition, the Wilderness Field working group will be considering whether a bench should be installed on the site.
- Allotments – Members were advised that:
 - Tree work had been undertaken on the path between Denmans Lane and Pondcroft Road.
 - A damaged tree limb had been removed from a tree towards the Blackhill side of the allotments.

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- A swarm of bees near the entrance gate was removed by a local beekeeper
- Platinum Jubilee - Members noted the success of the events that had been organised in the village by various groups including the Parish Council. It was agreed that in the Autumn the Parish Council will plant two trees on the Wilderness Field to mark the occasion.
- Heritage Trail – Members were advised that the Clerk had produced an electronic template for the Lindfield Society Heritage Trail window sticker.
- Cllr Stevens had updated members on matters relating to Lindfield in Bloom. Cllr Blunden asked Cllr Stevens to provide a further update. Cllr Stevens advised that a Lindfield in Bloom meeting had taken place on 12th July where a suggestion had been made that Cllr Grace and Cllr Wood could take over the management of the group. Both Cllrs Grace and Wood stated that they believe there had been some confusion as they had not offered to do this and neither of them was able to do so. It was thought that discussions around sustainable gardening had been misinterpreted as interest in taking on the Chairperson role at Lindfield in Bloom.

ii) To receive the Minutes of the meeting of the E&A Committee held on 7 April and 9 June 2022 to confirm their recommendations. **RESOLVED:** that the Minutes of the meetings of the E&A Committee held on 7 April 2022 be received, and their recommendations confirmed. The minutes of the meeting dated 9 June were not yet available.

iii) Climate Change – Update from Cllr Wood.

Cllr Wood advised that the last meeting of the Working Group had taken place on 5 July where the following was discussed:

- Attending a meeting of the proposed local council's network.
- The Volatile Organic Compounds monitoring device data map.
- Climate Change Award Scheme.

391. FINANCE AND GENERAL PURPOSES COMMITTEE.

i) Budget Progress including General Reserves expenditure to 30 June 2022.

The budget progress at 30 June is as follows:

F&GP	£ 34,501	from the budget of	£ 164,633
E&A	£ 10,180	from the budget of	£ 55,900
Allotments	£ 1,824	from the budget of	£ 2,500
P&T	£ 1	from the budget of	£ 5,000

£20 has been spent from the general reserve.

ii) Bank reconciliation (cash and investments) to 30 June 2022.

The Bank Reconciliation at 30 June 2022 is as follows:

Barclays current account	£ 14,606.43
Barclays premium account	£ 138,273.55
Nationwide building society	£ 93,000.03
Petty Cash	£ 105.46
Unpresented payments	£ 0
Receipts not on bank statements	£ 11.47
Closing balance	£ 245,996.94

iii) Summary of receipts and payments to 30 June 2022.

The First Quarter Year Summary of Income and Expenditure was circulated to all members on 12th July.

iv) To note the list of payments to the 14 July 2022.

The list of payments drawn since the Council meeting held on 14 May 2022 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 of 14.07.22 was £105.46.

It was **RESOLVED** to approve the list of payments totalling £32,878.71 with VAT of £2,709.56.

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

v) Toilets on the Common – Update.

Cllr Pickett and the Clerk advised members of the following:

- F&GP had approved a quote from our architects to; a) prepare and submit a revised planning application that would include a changing places toilet cubicle, and b) prepare and submit a buildings regulation application to MSDC.
- Discussions had been initiated with the Planning Inspectorate regarding the inclusion of the changing places cubicle and whether this would necessitate a separate S38 Commons Act application.

A query was raised by a member relating to the size of the baby changing cubicle. Cllr Pickett advised this would be addressed once the revised internal plans were available.

392. LOCAL ELECTION 2023.

392.1 The Chair advised that local elections will be taking place next year. To best fulfil its function the Parish Council needs to ensure that the next council has a full complement of twelve elected members. If less than eight members are elected then the council will not be able to exercise the general power of competence. If less than five members are elected, then the District Council will step in and appoint MSDC Cllrs to the parish.

Members were keen that to ensure residents are aware that elections will take place in May 2023 and the opportunity this brings to stand as a parish councillor. It was proposed that this be achieved by producing physical and electronic notices and also holding talks/drop-in events for those interested in standing as a candidate at the parish elections.

It was **AGREED** to approve the expenditure of up to £1,000 to promote the local elections.

393. COMMUNICATIONS TRAINING.

393.1 The Chairman advised that the Clerks had requested additional training regarding the use of social media. This would be particularly useful and important in the lead-up to the elections. The Clerk was currently obtaining quotes for the training. It was **AGREED** to delegate to the Clerk, in conjunction with the Chairman and Chairman of F&GP, to review and approve a quote for social media training.

394. 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.

393.1 Cllr Grace advised members that she had earlier attended a meeting of the SHLAT group. The group would be submitting a Community Highways Scheme application to West Sussex County Council Highways. The group had requested, to show community backing, that a supporting statement be included from both Lindfield Rural and Lindfield Parish Councils. Further discussion relating to this matter would take place at the next Planning & Traffic Committee meeting.

The meeting finished at 20:44