

LINDFIELD PARISH COUNCIL

Minutes of the **MEETING** of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 13 OCTOBER 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	Mrs. A. Matthews	Mr. I. Wilson
	Mr. S. Henton	Mr. R. Pickett	Mr. C. Wood

(*) Denotes absence

In attendance: Mr. A. Funnell (Clerk)

The sad passing of HM Queen Elizabeth was noted.

395. TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE

395.1 Apologies were received from Cllrs Leach & Plass. The reasons for absence were accepted.

396. DECLARATIONS OF INTERESTS

396.1 The following declarations of interest were recorded:

- a) Cllr Blunden declared a personal interest in item 406 as he is a member of the Lindfield Branch of the Royal British Legion.
- b) Cllr Upton declared a personal interest in item 406 as she is a member of the Lindfield Branch of the Royal British Legion.

397. TO CONFIRM AND SIGN THE MINUTES OF THE MEETINGS OF COUNCIL HELD ON 14 JULY 2022 (PREVIOUSLY CIRCULATED)

397.1 The Chairman called for approval of the Minutes of the Council meeting held on 14 July 2022. The Minutes were **AGREED** and signed by the Chairman as being a true record of that meeting.

398. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

398.1 There were no members of the public present.

399. CHAIRMAN'S ANNOUNCEMENTS

399.1 The following announcements were made:

Village Autumn Clean – The event was extremely well attended and the volunteers were thanked for their hard work.

400. REPORTS BY COUNTY / DISTRICT COUNCILLORS

400.1 West Sussex County Council

Cllr Garry Wall had given his apologies for the meeting.

400.2 Mid Sussex District Council

Food Waste Trial – Across the district 3,000 households are taking part in the trial which started in September. Feedback has been very positive.

Hickmans Lane Pavilion – Planning permission has been agreed upon for the refurbishment and external alterations.

Lindfield Pond – The work on the pond has commenced. Further work will soon be undertaken. The floating duck will be installed after this work has been completed. A query was asked regarding the water level during the brick island repair.

401. ACTIONS LIST

401.1 The action list was noted.

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

402.1 Mid Sussex District Council is currently reviewing its Gambling Act 2005 Policy (Statement of Licensing Principles - Gambling Act 2005). The consultation phase is open until the 10th of November 2022. It was **AGREED** that the Council would not respond.

403. PLANNING AND TRAFFIC COMMITTEE

403.1 Report by Cllr Plass on matters considered at the meetings held on: 19 July, 9 August, 30 August, & 11 October.

In the absence of Cllr Plass Cllr Hersey reported the following:

To summarise the last four P&TC Meetings held since Full Council on 14th July:-

- 42 applications considered, of which 5 related to trees

Objections were raised for three applications:-

- DM/22/1307 – rear of 67 Sunte Avenue, P&TC objected to the latest “unsuitable” proposal for two semi-detached houses, reaffirming responses to previous applications that the brownfield site is suitable for appropriate development, which must respect the amenities of neighbours and its situation within the Area of Townscape Character. MSDC are still considering their response to the application.
- DM/22/1056 – Milton House, Black Hill, P&TC reiterated its objections to the proposed solar panels within the Conservation Area, being visible from Little Black Hill. MSDC approved the application on 17/8/22.
- DM/22/1497 – 40 Barncroft Drive, a Lawful Development Certificate application, P&TC noted that the proposed works were far more comprehensive than the Householder Application that it had previously objected to and would still result in the loss of parking space, considering that the use of an LDC was entirely inappropriate in such circumstances. MSDC are still considering their response to the application.

Other matters:-

- Lindfield Society and Article 4 Directive – the society advised that MSDC were not willing to consider applying the directive to business premises until a full review of the Conservation Area was undertaken, no timescales were provided. This means that the restrictions to Permitted Development Rights which apply to residential premises in respect of changing colours and designs on properties within the Conservation Area, will continue not to apply to business premises.
- Lewes Road TRO – the Traffic Study Working Group is considering the next steps in progressing this matter.
- TRO Backwoods Close – P&TC agreed to support an application for yellow lines, which was supported by Cllr Garry Wall (WSCC) and most residents.
- National Development Management Policy – P&TC asked for a letter to be sent to Mims Davies, MP, expressing concerns that the proposed policy would over time further denude local involvement in changes to planning policy. The letter has been submitted.
- Tree Wardens – P&TC agreed that the inability to recruit a Tree Warden did not materially impact on their ability to comment on Tree Applications, recognising that reliance could be placed on MSDC’s qualified staff.
- Speed Indicator Devices (SIDs) and Real Time Passenger Information / Bus Signs – small working groups have been set up to investigate the provision of more SIDs and the implementation of electronic bus signage within the village.
- Treatment of Lawful Development Certificate (LDC) Planning Applications – P&TC agreed to dispense with the need for a formal review of each application or continue to provide the ‘standard’ response to MSDC. Such applications would in future be listed on the P&TC agenda and, in those exceptional circumstances where a response might be required, would be discussed, and agreed at the relevant committee meeting

403.2 To receive the Minutes of the meetings of the P&T Committee held on 19 July, 9 August, & 30 August, & 11 October, and to confirm their recommendations. **RESOLVED: that the Minutes of the meetings of the Planning & Traffic Committee held on 19 July, 9 August, and 30 August & 11 October 2022 be received, and their recommendations confirmed.**

403.3 Additional bollards on the south side of Lewes Road / High Street junction

Members consider a request to contribute towards three bollards at the site to help protect the brick kerbs and promote better sightlines for vehicles. It was **AGREED** to contribute £372 towards the three bollards.

404. ENVIRONMENT AND AMENITIES COMMITTEE.

404.1 Report by Cllr Blunden on matters considered at the meeting held on 4 August & 6 October 2022, to include any updates. Cllr Blunden advised that at the meeting dated June members considered the following:

Lindfield Pond – At the meeting on the 4th of August it was agreed by a majority decision to donate £4,500 towards improvement works to the pond. Following the meeting, it emerged that only one of the floating islands would be replaced. As a result, negotiations have taken place with our colleagues at MSDC and it has been agreed that LPC would still contribute £4,500 but some of this money would be used towards the pondside bollards.

Tree Planting on Wilderness Field – In the autumn/winter the council will be planting two trees on the Wilderness Field. A small ceremony will take place to mark the planting. In light of the passing of the Queen the plaque will mark the life of the Queen as well as the Jubilee.

Autumn Clean – The Village Autumn Clean on Saturday 8 October proved a great success. Nearly 50 people turned up to help smarten up our village. Tasks carried out by volunteers included, but were not limited to:

- weed removal around the pond bollards
- litter picking
- removing epicormic growth
- tidying up the entrance to Chaloner Road

Mid Sussex District Council were thanked for supporting the event with hi-viz jackets, litter pickers, and refuse bags and for disposing of all the waste collected by the volunteers.

Tree Surveys – Expenditure was approved for two tree surveys; Denmans Lane Allotments & Wilderness Field. Sadly we have discovered that our existing arborist has retired. We are now looking for alternative suppliers.

404.2 To receive the Minutes of the meeting of the E&A Committee held on 4 August 2022 and to confirm their recommendations. **RESOLVED:** that the Minutes of the meetings of the E&A Committee held on 4 August 2022 be received, and their recommendations confirmed.

404.3 Climate Change – Update from Cllr Wood.

Cllr Wood advised that the last meeting of the Working Group had met about two weeks ago. The website information relating to climate change will be reviewed at a meeting due to take place on October 25.

405. FINANCE AND GENERAL PURPOSES COMMITTEE.

405.1 Report by Cllr Henton on matters considered at the meeting held on 1 September 2022, to include any updates.

The various items below would cover the discussions held at the meeting.

405.2 To receive the Minutes of the meeting of the F&GP Committee held on 7 July, & 1 September 2022, & to confirm their recommendations. **RESOLVED:** that the Minutes of the meetings of the F&GP Committee held on 7 July & 1 September be received, and their recommendations confirmed.

405.3 Budget Progress including General Reserves expenditure to 30 September 2022.

The budget progress at 31 August is as follows:

F&GP	£55,055	from the budget of	£ 164,633
E&A	£22,536	from the budget of	£ 55,900
Allotments	£2,204	from the budget of	£ 2,500
P&T	£337	from the budget of	£ 5,000

£1520 has been spent from the general reserve.

405.4 Bank reconciliation (cash and investments) to 30 September 2022.

The Bank Reconciliation at 30 September 2022 is as follows:

Barclays current account	£14,914.42
Barclays premium account	£ 101,906.64
Nationwide building society	£ 93,000.03
Petty Cash	£ 89.86
Unpresented payments	£ 10.00
Receipts not on bank statements	£ 15.80.
Closing balance	£ 209,910.95

405.5 Summary of receipts and payments to 30 September 2022.

The documents would be circulated this month.

405.6 To note the list of payments to 13 October 2022.

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The list of payments drawn since the Council meeting held on 14 July 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 13.10.22 was £175.08.

It was **RESOLVED** to approve the list of payments totalling £38,375.93. with VAT of £1,326.09.

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

405.7 Toilets on the Common – Update.

Cllr Picket and the Clerk advised members that the updated plans were due imminently. Further information had been received from the Planning Inspectorate regarding changes to the approved application.

405.8 Authorised Signatories – To confirm arrangements and any changes.

Members were asked to confirm the current arrangements for authorised signatories with one proposed change. It was **AGREED** to confirm the existing arrangements and that Cllr Pickett would replace Cllr Plass as a signatory on the Nationwide account.

405.9 To ratify Co-Option policy.

It was **AGREED** to confirm the Co-Option policy.

405.10 To ratify the Civility and Respect Pledge.

Members were asked to confirm the recommendation of the Finance & General Purposes Committee that the Council. It was **AGREED** to sign the pledge.

405.11 Budget 2023/24 – to confirm arrangements.

A report detailing the proposed budget schedule had been approved by F&GP and was recommended to Full Council for approval. It was **AGREED** to approve the recommendations of the report.

406. CHAIRMAN'S FUND.

406.1 It was **AGREED** that a donation of £75 be made from the Chairman's Fund towards the cost of a wreath. The wreath grant would support the Royal British Legion Poppy Appeal 2022.

407. INTERNAL AUDITOR.

407.1 Members were asked to consider the appointment of an internal auditor for 2022/23. Members noted that our existing internal auditor will be retiring after the 2022/23 year-end closedown.

It was **AGREED** that Peter Frost be appointed the Council's Internal Auditor for 2022/23.

408. **MATTERS 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.**

408.1 Members were advised that the external auditors had issued the certificate of compliance for 2021/22. Members thanked the RFO for her work.

The meeting finished at: 20:33