

## LINDFIELD PARISH COUNCIL

Minutes of the meeting of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 11 JULY 2019** at the King Edward Hall, Lindfield.

The meeting commenced at 20.00 p.m.

**Present:** (\*) **denotes absence**

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

**Also present:** 4 members of the public

**In attendance:** Mr. A. Funnell (Clerk)  
Cllr Jonathan Ash-Edwards (MSDC)  
Cllr Anthea Lea (MSDC)  
Cllr Andrew Lea (WSCC & MSDC)

**46. APOLOGIES AND REASONS FOR ABSENCE.**

46.1 Apologies have been received from Councillors Pickett and Upton. The reasons were accepted.

**47. DECLARATIONS OF INTEREST BY MEMBERS IN RESPECT OF ANY ITEMS ON THE AGENDA.**

47.1 There were no declarations of interest.

**48. TO CONFIRM AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 16 MAY 2019**

48.1 The Chairman called for approval of the Minutes of the Council meeting held on 16 May 2019. These were **AGREED** and the Chairman **SIGNED** the Minutes as being a true record of that meeting.

In accordance with Standing Order 10(a) (vi) the Chair proposed and it was **AGREED** that agenda item 13 be moved higher up the agenda as there were members of the public present specifically to hear this discussion.

**49. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.**

49.1 A member of the public supported the resolution about climate change  
The comments were **NOTED** by the Chair.

**50. CHAIRMAN'S ANNOUNCEMENT**

50.1 The Chair made the following announcement(s)

- London Brighton Bike Ride  
The chair **NOTED** that the event had been well marshalled and also there no was sign of rubbish after the event had finished.
- Lindfield Village Day  
After a report by the Chair on the event Members **AGREED** that the council would write to the organising committee thanking them form organising the event and clearing the Common of any rubbish.

Cllr Blunden and Plass both declared personal interests in relation to Lindfield Day and Lindfield Village Run as they are members of the King Edward Hall committee whom organise the events.

**51. REPORTS BY COUNTY COUNCILLOR / DISTRICT COUNCILLORS.**

51.1 West Sussex County Council

Cllr Andrew Lea read out a statement which has been attached to these minutes as appendix 1

51.2 Mid Sussex District Council

Cllr Jonathan Ash-Edwards provided an update on the reopening of Haywards Heath College in September 2020 and on the queries relating to the pond which were raised at the Annual Parish Meeting in May.

**52. ACTION LIST.**

52.1 The action list was **NOTED**.

**53. CONSULTATION DOCUMENTS - TO NOTE / CONSIDER DOCUMENTS RECEIVED.**

53.1 There were no consultation documents.

**54. PLANNING AND TRAFFIC COMMITTEE**

54.1 Report by Councillor Plass on matters considered at the meetings held on 23 May, 5 June and 25 June, (Previously circulated)

Since my last report to Full Council on 16th May, the Planning & Traffic Committee has met three times and considered 24 applications of which 7 were in respect of trees and 2 were seeking Lawful Development Certificates.

The P&TC raised objections in respect of two applications; at 3 Dukes Road, where it considered that the proposals represented an overdevelopment of the site and at 8 By Sunte, where the proposed finish was considered out of character with the wider street scene.

At the 23rd May 2019 meeting, the following developments were noted:

DM/19/0679 – Willow Tree, 21 High Street. MSDC refused the application for replacement windows reasoning that their design would detract from the character and appearance of the house. LPC had raised no objections to the application.

Land clearance and site entrance at Clock House, 171 High Street – following site clearance and opening up of an entrance to the highway, the Deputy Parish Clerk was asked by Committee to write to MSDC expressing its concerns and that any future Planning Permission sought should seek to safeguard the brick built railway embankment within the site and highlighted the dangerous location of the site access.

At the 5th June 2019 meeting, the following developments were noted:

DM/18/5119 – Garage Block Adjacent to 1-3 Pelham Road. Proposed Outline Application for a pair of semi-detached 3 bedroom dwellings and associated replacement parking. MSDC refused this application primarily as being too cramped and providing inadequate parking, as well as its likely impact on a TPO protected Oak. LPC had raised no objection but raised questions about the parking arrangements.

DM/19/0404 High Trees, 41 Hickmans Lane. Partial demolition and extensions to the front side and rear. MSDC had given permission. LPC had objected citing overdevelopment and considered the proposals to be overbearing, unneighbourly and detrimental to the existing street scene.

DM/19/1412 80 Meadow Lane. Side double storey extension and wrap around single storey extension. MSDC had given permission. LPC had strongly objected to the application as an overdevelopment, which will dominate neighbouring property, depriving it of light.

No significant developments were noted at the 25th June 2019 meeting.

In addition to planning applications, the following issues are ongoing:

Traffic study - WSCC have provided a draft discussion response and a meeting is to be arranged to finalise this. A new Working Group has been formed to consider next steps; this comprises Cllrs Plass, Hersey, Upton, Blunden and Wilson.

Lewes Road TRO – A formal response from WSCC has been sighted which declines to progress matters, citing difficulties with enforcement. Mr Turner, the applicant, is considering his next actions accordingly.

SIDs – the two mobile SIDS continue to be deployed across the pre-agreed locations within the parish and are now on their second circuit of these locations. The data sets are published on the Council's website and shared with WSCC Highways. In most locations the majority of traffic (~90%) is travelling at less than 35 mph although there are some notable outliers in terms of top speeds. Lewes Road and West Common stand out as locations evidencing the highest speeds and this will be considered as part of the Traffic Study deliberations.

Meeting with Blackthorns Community Association – Following discussion at P&TC, recognising the initial lack of enthusiasm from stakeholders, the Deputy Parish Clerk has written to BCA advising that the Council proposes to take no further action at this time but leaving the door open to BCA to re-approach LPC should they require, after opening dialogue with key stakeholders.

Construction Management Plans – Following Council's agreement that the Deputy Parish Clerk will write to the relevant authorities, a draft wording is being proposed on tonight's agenda.

Neighbourhood Plan – pending a response from LRPC, it is not currently intended to accelerate the review of the NP in the light of potential HHGC development

- 54.2 To receive the Minutes of the meetings of the Planning and Traffic Committee held on 23 May, 5 June and 25 June and to confirm their recommendations. **RESOLVED:** that the Minutes of the Meetings of the Planning & Traffic Committee detailed be received and their recommendations confirmed.

54.3 Construction Management Plans

It was **AGREED** to send the proposed letter.

**55. FINANCE AND GENERAL PURPOSES COMMITTEE:**

- 55.1 Report by Councillor Henton on matters considered at the meetings held on 30 May & 4 July 2019 (Minutes to follow, if available): Cllr Henton **REPORTED** on matters considered at the meeting dated 30<sup>th</sup> May. The minutes for the meeting dated 4<sup>th</sup> July 2019 were not yet available.

- 55.2 To receive the Minutes of the meetings of the Finance and General Purposes Committee held 30 June and 4 July 2019 (if available) to confirm their recommendations. **RESOLVED:** that the Minutes of the Meetings of the Finance and General Purposes Committee dated 30<sup>th</sup> June be received and their recommendations confirmed. The minutes for the meeting dated 4<sup>th</sup> July 2019 were not yet available.

- 55.3 Statements of Account / Budget Progress and Bank Reconciliation for the periods: 1-30 April, & 1-31 May and the quarterly Receipts and Payments Summary (up until 31 May). Cllr Henton signed the bank reconciliation for the month ending May 2019.

Cllr Henton **REPORTED** the following expenditure as at 31<sup>st</sup> May 2019:

- Finance and General Purposes Committee: £32,989.06 had been spent from the budget of £158,400.
- Administration Budget: £29,125.67 had been spent from the budget of £140,500.
- Environment and Amenities Committee: £8,387.58 from the budget of £79,400.
- Planning & Traffic Committee: no expenditure.
- Designated Reserves: £667.86 had been spent from the budget of £159,104.86.

In total £41,367.64 had been spent from the overall budget of £238,000.

- 55.4 Toilets on the Common: Cllr Plass provided members with an update.

- 55.5 List of cheques & debt card payments for approval. The list of cheques drawn since the Council meeting held on 16 May 2019 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 at 11.07.19 was £243.85.

It was **RESOLVED** to approve the list of cheques and debit card payments, numbers 106387 – 106418 inclusive, totalling £24,766.16.

**56. ENVIRONMENT AND AMENITIES COMMITTEE**

- 56.1 Report by Cllr Blunden on matters considered at the meeting held on 13 June 2019

Cllr Blunden **REPORTED** the following:

Allotments:

- The digital mapping of the allotment plots is very near to being finished.
- The inspection of the trees has taken place and we are now waiting to receive a formal report.
- We are unable to obtain spare parts for one of the lawn mowers. Given its age the Clerk, in conjunction with the Chair will seek to obtain a replacement.
- It was agreed to purchase battery powered trimmer and blower as they are more environmentally friendly and quieter.

Christmas Festival Night

- The Committee declined Lindfield Arts Festival's application for a lantern parade. We suggested that they have a static display at the event and or look to attend an event in the village that already includes a parade.
- The MSDC licencing officer has held a meeting with the Deputy Clerk regarding alcohol consumption at the event. A report will be going to members to consider at the next committee meeting.

- 56.2 To receive the minutes of the meeting held on 13 June 2019 (*previously circulated*) and to confirm their recommendations. **RESOLVED:** that the Minutes of the Meetings of the Environment and Amenities Committee detailed be received and their recommendations confirmed.

**57. GENERAL POWER OF COMPETENCE - THE PARISH COUNCIL RESOLVES FROM 11 JULY 2019, UNTIL THE NEXT RELEVANT ANNUAL MEETING OF THE COUNCIL, THAT HAVING MET THE CONDITIONS OF ELIGIBILITY AS DEFINED IN THE LOCALISM ACT 2011 AND SI 965 THE PARISH COUNCILS (GENERAL POWER OF COMPETENCE)(PRESCRIBED CONDITIONS) ORDER 2012, TO ADOPT THE GENERAL POWER OF COMPETENCE.**

- 57.1 It was **AGREED** to pass the following resolution:

Lindfield Parish Council resolves from 11 July 2019, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

**58. PARISH MEETING – TO CONSIDER THE RESOLUTION PASSED BY THE ELECTORATE.**

- 58.1 It was **AGREED** to pass the following resolution:

Lindfield Parish Council acknowledges that climate change is a serious issue. Lindfield Parish Council has already taken steps to mitigate against climate change and will continue to do so. The council will seek to keep up to date with advice from its regional and national associations regarding climate change and the role that local authorities can play. The council will consider this at its first Environment and Amenities meeting where it will be discussed fully. The council, where possible, will consider climate change alongside other factors when decision making. The council will seek to help residents, through educational means, to reduce their carbon footprint.

**59. CHAIRMAN'S CHAIN OF OFFICE.**

- 59.1 It was **AGREED** to replace the Chair's chain of office and to accept the quote received.

**60. 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.**

- 60.1 There were no matters arising.

**61. EXCLUSION OF THE PUBLIC [AND PRESS]: TO CONSIDER WHETHER A RESOLUTION SHOULD BE MOVED UNDER STANDING ORDER NO. 3(D) TO EXCLUDE THE PUBLIC AND PRESS FROM THE FOLLOWING PART OF THE MEETING, BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED OR FOR OTHER SPECIAL REASONS.**

- 61.1 It was **AGREED** to exclude the public and press.

The public part of the meeting concluded at 20:59 PM

**62. CLOCK TOWER HOUSE – LEASE**

- 62.1 The latest position was **NOTED**.

**63. STAFFING MATTERS**

- 63.1 Members **NOTED** the update.

The meeting concluded at 21.10 PM.