

LINDFIELD PARISH COUNCIL

Minutes of the **MEETING** of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 12 SEPTEMBER 2019** at the 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

Also present: 1 member of the public

In attendance: Mr. A. Funnell (Clerk)
Tom Clark (MSDC Head of Legal Service) left after the end of 70.1

70. TALK BY TOM CLARKE (MSDC HEAD OF LEGAL SERVICES) ON CODE OF CONDUCT AND STANDARDS.

70.1 Tom Clark provided a detailed talk to members on standards and the code of conduct. Members were then given the opportunity to ask questions. Members thanked Tom Clark for his talk.

71. APOLOGIES AND REASONS FOR ABSENCE.

71.1 Apologies were received from Cllrs Plass and Wood. The reasons for absence were accepted.

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

72.1 Cllrs Blunden and Matthews declared personal interests in item 13 on any matters relating to the Denmans Lane allotments as the both are plot holders.

73. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

73.1 There were no members of the public present.

74. CHAIRMAN'S ANNOUNCEMENTS.

74.1 The Chairman made the following announcements:

Gerard Irwin – The Chair **NOTED** the passing of the Rev Gerard Irwin. His contributions to the local community were reported. This included being the Deacon at St Pauls Catholic Church Hayward Heath, the independent member of the Mid Sussex District Council standards committee and helping at Parish Council events.

Brexit – The Chairman advised that in the event of a no deal Brexit and medicine shortages it had been recommended that residents check on vulnerable neighbours to ensure that they were ok.

What3Words – The Chairman advised that the emergency services were recommending that people download the app. It enables a location to be given in three words rather than by grid reference.

Winter Management – West Sussex County Council will be reducing the gritting service across the county. Five roads in Lindfield would no longer be included (Hickmans Lane, West Common Avenue, Sunte Avenue, Appledore Gardens, & Backwoods Lane).

75. REPORT BY COUNTY COUNCILLOR / DISTRICT COUNCILLORS

75.1 Apologies had been received from all the County and District Councillors. No reports had been received.

76. CONSULTATION DOCUMENTS

76.1 It was **NOTED** that the following consultations had been received:

MSDC Polling Places review

WSCC West Sussex Care Guide Review

WSCC Electric Vehicle Strategy 2019-2030

TfSE Draft Transport for South East Transport Strategy

It was **AGREED** that no responses would be completed.

77. PLANNING AND TRAFFIC COMMITTEE

77.1 Report by Councillor Hersey on matters considered at the meetings held on 16 July, 7 August and 27 August, (Previously circulated):

Since last Full Council the Committee has considered 28 applications, of which 8 were for trees.

16 July - No objections were raised to any application at this meeting.

7 August - Objections were raised to two applications, which were:

Tachbrook – Lewes Road - Demolition of existing bungalow and kennel buildings. Construction of a detached chalet bungalow fronting onto Lewes Road and construction of one new detached dwelling to replace kennels buildings.

It was felt this application was out of keeping with the entrance to the village and would result in the demolition of a bungalow in a row of similar properties, contrary to Policy DP 30 of the Mid Sussex District Plan. The proposal was considered detrimental to the street scene and the rear property overbearing for the site. Further, LPC is concerned about emergency access to the rear property. MSDC have refused this application

3 Dukes Road - Two storey side extension with single storey side and rear extension. (Revised plans received 18.07.2019 and 19.07.2019. Description amended 19.07.2019)

It considers that the proposal is an overdevelopment of the site and contrary to the existing street scene. With the two-storey extension being right on the boundary of the North Westerly property 2 Dukes Road, it is likely to block light to the next-door building of which 3 windows look out directly out onto the adjoining site. The proposed development was considered to be unneighbourly and overbearing. MDSC have permitted this application.

27 August - No objections were raised to any application at this meeting.

In addition to applications the Committee has considered the following on the 16 July:

Traffic Study - The Chairman advised members that there were no further updates at this time and a meeting of the Working Group would be arranged in due course.

Proposed TRO on the Lewes Road between Gravelly Lane and Lindfield High Street - The Chairman advised that WSCC has declined to progress this application and the applicant was understood to be considering the next steps. Members noted the position.

Speed Indicator Devices - Members noted that average speeds at all but three of the thirteen sites monitored were below 30mph, with the peak on West Common (Haywards Heath bound) 31.1mph. Whilst this was a good position, instances of speeds up to 81mph were recorded on the Lewes Road and West Common.

The Chairman advised that the SIDs are being deployed on the second rotation of sites and data would be used to inform the Council and WSCC Highways accordingly. Following completion of the second round, a review of future sites and potential permanent locations would be considered. Members noted the data provided by the SIDs.

Balcombe Road Closure 2020 - Members Agreed that a letter should be written by the Deputy Parish Clerk in conjunction with the Chair and Vice Chair registering the Council's concern at the significant disruption that the planned closure would cause and seeking detailed proposals re the traffic diversion routing, both to allow feedback and ensure that residents were fully informed well in advance of the works, which should be timed to minimise disruption

Construction Management Plans - Following approval by Full Council on the 11 July 2019, a letter has been sent to the appropriate councils regarding Construction Management Plans.

- 77.2 To receive the Minutes of the meetings of the Planning and Traffic Committee held on 16 July, 7 August and 27 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.

78. FINANCE AND GENERAL PURPOSES COMMITTEE

- 78.1 Report by Councillor Henton on matters considered at the meetings held on 4 July & 5 September 2019 (Minutes to follow, if available): Cllr Henton **REPORTED** on matters considered at the meeting dated 4 July. The minutes for the meeting dated 5 September 2019 were not yet available.

- 78.2 To receive the Minutes of the meetings of the Finance and General Purposes Committee held 4 July and 5 September 2019 (if available) to confirm their recommendations. **RESOLVED:** that the Minutes of the Meetings of the Finance and

General Purposes Committee dated 4 July be received and their recommendations confirmed. The minutes for the meeting dated 5 September 2019 were not yet available.

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

Cllr Henton **REPORTED** the following expenditure as at 31 August 2019:

- Finance and General Purposes Committee: £63,461.88 had been spent from the budget of £158,400.
- Administration Budget: £57,553.49 had been spent from the budget of £140,500.
- Environment and Amenities Committee: £13,412.88 from the budget of £79,400.
- Planning & Traffic Committee: no expenditure.
- General Reserves: £4,002 had been spent from the General Reserve of £50,000.
- Designated Reserves: £2,263.94 had been spent from the budget of £159,104.86.

In total £76,874.76 had been spent from the overall budget of £238,000.

- 78.4 Toilets on the Common – Update

It was **NOTED** that Committee had agreed expenditure for the proposed statutory notice.

- 78.5 Budget 2020/21

The Chairman advised that members were to consider any items they would like to be included on the budget. They were to let the Chairman or Clerk know what they are so that they could be given consideration.

- 78.6 Office Equipment

It was **NOTED** that the Committee had agreed to the procurement of a new photocopier.

- 78.7 Business Plan

It was **AGREED** to proceed with the recommendations of the report.

- 78.8 Social Media

It was **AGREED** to proceed with the recommendations of the report.

- 78.9 List of cheques & debit card payments for approval. The list of cheques drawn since the Council meeting held on 11 July 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 £300 and that the Petty Cash balance as at 12.09.19 was £218.72.

It was **RESOLVED** to approve the list of cheques and debit card payments, numbers 106419 – 106454 inclusive, totalling £29,560.29 with VAT of £2,605.83.

79. ENVIRONMENT AND AMENITIES COMMITTEE

- 79.1 Report by Councillor Blunden on matters considered at the meeting held on 1 August 2019.

Cllr Blunden **REPORTED** the following:

Allotments

- The fencing replacement has now been completed.
- The tree survey has taken place – unfortunately some trees are showing signs of ash die back disease, three of these mature trees though seem to be fighting back against the disease.
- A new lawn mower has been purchased for allotment holders to use

Climate Change

- The Clerk is in the process of producing a draft policy document for consideration by the Committee on the 3 October.
- The resolution that the Council has agreed will be published in the October edition of Lindfield Life.
- Tree Charter – The Council has agreed to sign up to the 10 principles of the national Tree Charter.

Denmans Lane Toilets

The work on the gent's cubicle is continuing. During the works it became apparent that additional works needed to be carried out. So far, the following has taken place:

- Removal of the existing damaged tiles and wooden underlay.

- Fitting of replacement wooden underlay and tiles.
- Remove of broken toilet pan.

The replacement pan is on order and we are waiting for it to be delivered and installed.

Village Orderly

Various equipment purchases have been made. Current work being carried out by the VO includes repair of bus shelters and working on the replacement village entrance gate.

MSDC applauds

Lindfield Parish Council have nominated Stephen Gray for an award.

- 79.2 To receive the minutes of the meeting held on 1 August 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.

- 79.3 Hickmans Lane Playground – To confirm E&A Committee recommendation that the Council gift a piece of play equipment to Mid Sussex District Council. It was **AGREED** to accept the report's recommendations.

80. MATTERS ARISING

- 80.1 The Chairman **NOTED** two items:

- The use of 3D speed humps to try and reduce traffic speeds.
- That a By-election had been called in Haywards Heath. The costs of the election would be approximately £10,000.

81. **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.**

- 81.1 Cllr Blunden proposed a resolution for exclusion of the public [and press], this was seconded by Cllr Upton. It was **AGREED** 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.

82. CLOCK TOWER HOUSE

- 82.1 Members **NOTED** the update.

The meeting concluded at 21:06.