

# Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date: 7 July 2023

## To: Members of Lindfield Parish Council

You are hereby summoned to attend the meeting of **Lindfield Parish Council** to be held on **Thursday, 13 July 2023** at **King Edward Hall, Lindfield** at **8 p.m.** to transact the following business:

Welcome and emergency announcements

### AGENDA

1. **To receive and accept apologies and reasons for absence.**
2. **To receive Declarations of Interest by Members in respect of any Items on the Agenda.** *The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of the meeting, that has not been disclosed under this item, the member must immediately disclose it.*
3. **To confirm and sign the Minutes of the meetings of Council held on 17-May-23 & 15-Jun-23.**
4. **Questions/comments from members of the public.** *(This will be limited to a maximum of 15 minutes. In accordance with Standing Order 3 (e) – (g) each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes).*
5. **Chairman's announcements.**
6. **Reports by County Councillor / District Councillors.**
7. **Action list** (*attached*).
8. **Consultation documents** – To consider current consultations & agree on whether to respond.
9. **Planning and Traffic Committee (P&T).**
  - i) Report by Cllr Upton on matters considered at the meetings held on 23-May-23, 6-Jun-23, & 27-Jun-23.
  - ii) To receive the Minutes of the meetings of the P&T held on (*if available*), & to confirm their recommendations.
  - iii) To confirm updated terms of reference for the Committee.
10. **Environment and Amenities Committee (E&A).**
  - i) Report by Cllr Blunden on matters considered at the meeting held on 08-Jun-23, to include any updates.
  - ii) To receive the Minutes of the meeting of the E&A held on 08-Jun-23, & to confirm their recommendations (*if available*).
  - iii) Climate Change – Update from Cllr Wood.
11. **Finance and General Purposes Committee (F&GP).**
  - i) Report by Cllr Pickett on matters considered at the meeting held on 30-May-23 & 6-Jul-23, to include any updates.
  - ii) To receive the Minutes of the meeting of the F&GP held on 30-May-23 & 6-Jul-23, & to confirm their recommendations (*if available*).
  - iii) Budget Progress including General Reserves expenditure to 30-Jun-23.
  - iv) Bank reconciliation (cash and investments) to 30-Jun-23 – To sign statement.
  - v) Summary of receipts and payments to 30-Jun-23.
  - vi) To note the list of payments to the 13-Jul-23 and authorise payments.
  - vii) Toilets on the Common – To approve submitting a fund application
  - viii) Bank Mandate – To ratify Cllr Beecroft as an authorised signatory.
  - ix) Review of bank arrangements – To review & consider additional savings product.
12. **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.
13. **Exclusion of the public [and press]: to consider whether a resolution should be moved under Standing Order No. 3(d) and in accordance with the Public Bodies Admission to Meetings Act 1960 Section 1(2), 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 (staffing matters).**
14. **Clock Tower House Lease** - To consider the report

Signed  
*Andrew Funnell*  
Andrew Funnell, Clerk to the Council

Cc: WSCC: Cllr. Mr. G. Wall  
MSDC: Cllr. Mrs. A-M. Cooke & Cllr. Mr. C. Wood  
Next meeting: 14 September 2023