

# Lindfield Parish Council

Clock Tower House  
Lindfield Enterprise Park  
Lewes Road  
Lindfield  
West Sussex RH16 2LH

Tel: 01444 484115  
e.mail: clerks@lindfieldparishcouncil.gov.uk  
Parish Clerk: Mr A Funnell

Date: 15 November 2024

**To: Members of Lindfield Parish Council**

You are hereby summoned to attend the meeting of **Lindfield Parish Council** to be held on **Thursday, 21 November 2024** 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 19 September 2024.**
4. **Questions/comments from members of the public.** *(Limited to a maximum of 15 minutes. In accordance with S.O 3 (e) – (g) each member of the public is entitled to speak once only in respect of business itemised on the agenda & 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 *(attached).*
9. **Planning, Traffic and Transport Committee (PT&T).**
  - i) Report by Cllr Upton on matters considered at the meetings held on 8-Oct-24, 29-Oct-24 and 19-Nov-24.
  - ii) To receive the Minutes of the meetings held on 8-Oct-24, 29-Oct-24 and 19-Nov-24 *(if available)* & to confirm their recommendations.
10. **Environment and Amenities Committee (E&A).**
  - i) Report by Cllr Blunden on matters considered at the meeting held on 3-Oct-24, to include any updates.
  - ii) To receive the Minutes of the meeting held on 3-Oct-24, & to confirm their recommendations *(if available).*
  - iii) Climate Change – Update from Cllr Wood.
11. **Finance and General Purposes Committee (F&GP)** *(reports attached).*
  - i) Report by Cllr Beecroft on matters considered at the meeting held on 7-Nov-24, to include any updates.
  - ii) To receive the Minutes of the meetings held on 5-Sep-24 & 7-Nov-24 to confirm their recommendations *(if available).*
  - iii) Latest Budget Progress including General Reserves expenditure.
  - iv) Latest Bank reconciliation (cash and investments) - To sign the statement.
  - v) Summary of receipts and payments.
  - vi) To note the list of payments to the 21-Nov-24 and authorise payments and internal transfers *(if required).*
  - vii) Banking Arrangements – To consider the report *(to follow).*
  - viii) Budget 2025/26 – To consider the report *(to follow).*
12. **Lindfield Pond – Post and railings.** To consider the report *(attached).*
13. **Risk Management** – To consider risk assessments *(attached).*
14. **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.
15. **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).
16. **Denmans Lane Public Toilets** – To consider the report regarding the Cleaning Contract.

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

Cc:

WSCC:  
MSDC:  
Next meeting:

Cllr. Mr. G. Wall  
Cllr. Mrs. A-M. Cooke & Cllr. Mr. C. Wood  
23 January 2025

**Members of the public and the press have a right to attend meetings of the Council and its Committees.**