

Lindfield Parish Council

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Parish Clerk: Mr A Funnell

Date: 12 July 2024

To: Members of Lindfield Parish Council

You are hereby summoned to attend the meeting of **Lindfield Parish Council** to be held on **Thursday, 18 July 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 the Council held on 16 May & 13 June 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.
9. **Planning, Traffic and Transport Committee (PT&T).**
 - i) Report by Cllr Upton on matters considered at the meetings held on 4 June, 25 June and 16 July 2024.
 - ii) To receive the Minutes of the meetings held on 4 June, 25 June and 16 July 2024 & to confirm their recommendations.
10. **Environment and Amenities Committee (E&A).**
 - i) Report by Cllr Blunden on matters considered at the meeting held on 6 June 2024, to include any updates.
 - ii) To receive the Minutes of the meeting held on 6 June 2024, & 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 2 July, to include any updates.
 - ii) To receive the Minutes of the meetings held on 2 May & 2 July 2024 to confirm their recommendations (*if available*).
 - iii) Budget Progress including General Reserves expenditure.
 - iv) Bank reconciliation (cash and investments) – To sign the statement.
 - v) Summary of receipts and payments.
 - vi) To note the list of payments to the 18 July 2024 and authorise payments.
 - vii) Bank Mandate – To confirm authorised signatories and consider a proposed change.
 - viii) Internal Audit Arrangements for 2024/25 – To note the appointment of Mulberry and Co.
12. **Lindfield Pond** – To consider the report regarding West Sussex County Council-owned bollards.
13. **Tree Wardens** – To consider the report regarding tree wardens and tree plan.
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. **Staff Matters** – To consider the report.
17. **Denmans Lane Public Toilets** – To review quotes for 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
19 September 2024