

LINDFIELD PARISH COUNCIL

Minutes of the **MEETING** of **LINDFIELD PARISH COUNCIL** held on **THURSDAY, 19 SEPTEMBER 2024** at King Edward Hall, Lindfield.

The meeting commenced at 20:00

Parish Councillors:	Mrs. A. Beecroft	Mrs. A. Matthews *	Mr. I. Wilson
	Mr. W. Blunden (Chair)	Mr. S. Nisbett	Mr. T. Webster
	Mrs. I. Burns	Mr. R. Pickett *	Mr. C. Wood
	Mrs. L. Grace	Mrs. V. Upton (Vice-Chair) *	Mr. D. Woolley

(*) Denotes absence

In attendance: Mr. A. Funnell (Parish Clerk)
Cllr Wall (WSCC)
Cllr Wood (MSDC)

159. TO RECEIVE AND ACCEPT APOLOGIES AND REASONS FOR ABSENCE

159.1 Apologies were received from Cllrs Matthews, Pickett and Upton. The reasons for absence were accepted. Cllr Blunden said his thoughts and best wishes were with Cllr Upton at this challenging time.

160. DECLARATIONS OF INTERESTS

160.1 There were no declarations.

161. TO CONFIRM AND SIGN THE MINUTES OF THE MEETINGS OF THE COUNCIL HELD ON 18 JULY 2024.

161.1 The Chair called for approval of the Minutes of the Council meeting held on 18 July 2024. It was **agreed** that the minutes would be signed by the Chair as being a true record of that meeting.

162. QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

162.1 There were no members of the public present.

163. CHAIR'S ANNOUNCEMENTS

163.1 The Chair reported the following:

- Autumn Clean – The Chair reminded members that the event takes place on 5th October and encouraged members to participate.
- Community Engagement popup stands – Two PCSOs, Cllrs Beecroft, Blunden, Grace and the Parish Clerk attended a popup community engagement stand on the 16th of September. The event was a useful opportunity for the Police and Council to engage with residents.
- Remembrance Service Wreath – The council will purchase a remembrance service wreath (£75 Chairs fund).
- Haywards Heath Town Day – The Chair attended and it was a very successful event. HHTC members were at the event engaging with members of the public and LPC should seek to do the same at Christmas Festival Night.

164. REPORTS BY COUNTY COUNCILLOR / DISTRICT COUNCILLORS.

164.1 County Council

Cllr Wall reported/noted the following:

- Pond – Maintenance of posts and railings. Cllr Wall was still putting forward the Parish Council's argument that WSCC should reconsider its position.
- Proposed changes to bus franchising guidance – A national consultation was underway.
- Highways Winter Management – A meeting will take place in October providing attendees with an update on how WSCC Highways manage the network during the winter months.
- Adult Social Care – Notification had been received that a review was in progress. Funding for social care was a challenge.
- Electrical safety grants of up to £5,000 were available to local charities/groups.
- Active Travel Plan – Lindfield to Scaynes Hill is specifically mentioned in the report with a feasibility study to be undertaken.
- Line painting – Several requests have been made for repainting lines.
- Road signs – Several requests have been made to remove vegetation obscuring road signs.

Members asked several questions including:

- School Crossing Patrol – WSCC were still trying to recruit for the position.

164.2 District Council

Cllr Wood reported the following:

- Eastern Road Nature Reserve. Cllr Wood advised that the volunteers had been in contact with Glendale over site improvements. This included a potential wildflower meadow.

- Playgrounds meeting. Cllr Wood and Cooke had held a meeting with parents regarding the children's playground on Lindfield Common. Issues discussed included the suitability of existing equipment (including the need for accessible equipment) and setting up a community group to help improve the playground.
- Cllr Wood had been appointed as an MSDC representative to the Sussex Police and Crime Panel.
- Cllrs Cooke & Wood had been visiting the local care homes. The two local MPs both have care as part of their portfolios.

Members asked several questions including the possibility of car parking charges being introduced in larger villages.

165. ACTION LIST

165.1 The action list was **noted**.

166. CONSULTATION DOCUMENTS

166.1 There were no consultation documents for review.

167. PLANNING, TRAFFIC AND TRANSPORT COMMITTEE

167.1 Report by Cllr Upton on matters considered at the meetings held on 6 August, 27 August and 17 September 2024.

Members had received the following report by email before the meeting:

Planning Applications received and objections submitted

Since the last report to Full Council, PTTC has met on three occasions (6th and 27th August, 17th September) and considered 22 planning applications. Objections were raised in respect of one proposal:

- **DM/24/1860 / Land at Appledore Gardens** – Construction of sustainable 3 bed detached house

Planning Appeals and notable decisions made by Mid Sussex District Council

Appeals are denoted by the prefix AP and planning decisions by the prefix DM

- **AP/24/0044 (DM/24/0446)** – Land Off Scamps Hill, Scaynes Hill Road The erection of up to 90 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and vehicular access point. The applicant has appealed on the basis MSDC's failure to give notice of its decision within the appropriate period for permission or approval. LPC had restated its objections to this proposal following the 27th August PTTC.
- **DM/24/1256 - 38 Blackthorns** – MSDC refused permission for the proposed detached double garage to the front of the dwelling, to which LPC had objected.

Scheme of Delegation

The following actions were undertaken under the Scheme of Delegation:

- **Survey Response Transport for the South East** PTTC noted the response submitted under the Scheme of delegation to meet the required timescales.

Other Matters

The following matters were also considered by PTTC:

- **Consultations:**
 - a) **National Policy Planning Framework** (Closes 24/9/24)
 - b) **MSDC Statement of Licensing Policy 2025** (Closes 29/9/24)
 - c) **MSDC Pavement Licence Policy** (Closes 29/9/24)
 - d) **MSDC Taxi Licensing Policy** (Closes 29/9/24)

PTTC agreed that no responses were required for these consultations.

167.2 To receive the Minutes of the meetings held on 6 August, 27 August and 17 September 2024 & to confirm their recommendations. It was **resolved** that the Minutes of these meetings of the PT&T Committee be received, and their recommendations confirmed.

168. ENVIRONMENT AND AMENITIES COMMITTEE

168.1 Report by Cllr Blunden on matters considered at the meeting held on 1 August 2024, to include any updates. Cllr Blunden reported the following:

- Streetlights – Members were advised that the LED lighting tray upgrades were taking place on 14 Iffley lighting columns.
- Wilderness Field – Due to the very wet weather the first field cut had been delayed but had now take place.
- Plan 23-27 – Members had agreed on which objectives they would be assigned.
- Denmans Lane toilets – Members were advised there was a fault with the electronic flush mechanism in the accessible cubicle.
- Fairtrade Lindfield – It was agreed that an article be placed in our latest newsletter acknowledging that Lindfield has achieved Fairtrade Community status.

LINDFIELD PARISH COUNCIL

- Lithium Batteries – The committee agreed to back a private member's bill that aims to improve the safe disposal of lithium batteries used in e-bikes and e-scooters.

168.2 To receive the Minutes of the meeting held on 1 August 2024, & to confirm their recommendations. It was resolved that the Minutes of this meeting of the E&A Committee be received, and their recommendations confirmed.

168.3 Climate Change – Update from Cllr Wood

Cllr Wood advised that there had not been a Working Group meeting since the last Full Council meeting. Cllr Grace provided members with an update on Greener Lindfield

169. FINANCE AND GENERAL PURPOSES COMMITTEE

169.1 Report by Cllr Beecroft on matters considered at the meeting held on 5 September, to include any updates. It was reported that the following had taken place at the meeting:

169.2 To receive the Minutes of the meetings held on 2 July & 5 September 2024 to confirm their recommendations. Cllr Beecroft advised that the minutes of the meeting dated 2 July were not yet available and asked members to receive the minutes of the meeting dated 4 January and to confirm their recommendations. It was **RESOLVED**: that the Minutes of the 2 July 2024 meeting of the F&GP Committee be received, and their recommendations confirmed.

169.3 Budget Progress including General Reserves expenditure.

Committee / Activity / Reserve	Expenditure	Budget
F&GP	£ 53,525	£ 192,380
E&A	£ 12,336	£ 64,425
Allotments	£ 557	£ 2,500
PT&T	Nil	£ 2,900
General Reserve	Nil	
Total	£ 66,418	£ 262,215

Earmarked Reserve	Expenditure	Closing Balance
Toilets on the Common	£ 929.17	£ 76,262.50
Wilderness Field S106 Maintenance	£ 1,380.20	£ 11,465.38
Council Elections	Nil	£ 1,350
Plan 23-27	Nil	£ 5,000
Planning Reserve	Nil	£ 4,000
SID Replacement	Nil	£ 2,000
Total	£ 2,309.37	£ 100,077.88

Income to 31 July 2024:

Description	£
Precept	£ 128,500
Interest	£ 1,207
Rental	£ 3,232
Service Charge	£ (60)
Telephone Refund	£ (360)
Licence Fees	£ 0
Christmas Festival Night	£ 0
Allotments	£ 1,197
Total	£ 133,716

169.4 Bank reconciliation (cash and investments) – To sign the statement.

Bank Reconciliation at 31 July 2024	£
Barclays current account	£ 15,000.00
Barclays premium account	£ 77,521.33
Nationwide building society	£ 85,000.00
Unity Trust current account	£ 446.20
Unity Trust savings account	£ 58,598.59
Petty Cash	£ 116.62
Unpresented payments	Nil
Receipts not on bank statements	£ 158.83

Closing balance	£ 236,841.57
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It was **agreed** to sign the bank reconciliation statement.

169.5 Summary of receipts and payments. The list of receipts and payments was **noted**.

169.6 To note the list of payments to the 19 September 2024 and authorise payments including internal transfers.

The list of payments drawn since the last Full Council meeting on 18 July 2024 has been tabled. Full Council was asked to note the payments, totalling £ 41,931.96 including £ 3,228.79 of VAT and that there were no payments under S137 of the Local Government Act 1972. The Petty Cash balance at the meeting date stands at £ 104.62.

It was **resolved** to approve the list of payments totalling £ 41,931.96, including £ 3,228.79 of VAT. A copy of the list of payments would be signed by Cllr Blunden.

It was **agreed** that the list of direct payments for July and August be signed by Cllrs Beecroft and Blunden.

It was **agreed** to approve the following regarding internal transfers:

- a) £33,250 in total to be transferred to the Unity Trust savings account.
- b) £7,250 to be transferred to the Nationwide Building Society savings account.
- c) The RFO in conjunction with the Chair of F&GP to implement the above transfer of funds, upon receipt of written confirmation from Barclays Bank that the final precept payment (of £128,500) has been paid into the Business Premium account.

169.7 Policy Documents

It was **agreed** to approve the following documents that had been reviewed by the policies working group and scrutinised by F&GP:

- a) Financial Regulations 2024
- b) Pensions Discretions Policy

169.8 Budget 2025/26

Cllr Beecroft talked members through the purposes of the report. It was **agreed** to:

- a) Endorse the guidelines set out within the report and
- b) Use these principles in preparing the 2025/26 Budget.

Cllr Grace encouraged all members to consider their Plan 23-27 allocations as these objectives help inform the budget-setting process.

170. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2023/24

170.1 Members **noted** the External Audit Report and Certificate 2023/24.

171. LINDFIELD POND POST & RAILINGS

171.1 Members **noted** the response received from Cllr Joy Dennis. Members did not accept the response received. It was **agreed** that the council would continue to lobby on this matter. The council would notify the local schools of the current situation. An article had been placed in the October edition of Lindfield Life explaining the background. The article requested that feedback be sent by email to the council. Once the feedback had been received this would be considered at a future meeting.

172. MATTERS ARISING

172.1 Cllr Wood provided members with an update on Lindfield and Blackthorns Primary Academies.

173. 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).

173.1 Cllr Beecroft **proposed** and Cllr Webster **seconded**. It was **agreed** to exclude the press and public due to the confidential nature of the items to be considered.

174. ASSET OWNERSHIP QUERY

174.1 It was agreed to accept the recommendations of the report.

The meeting finished at: 21:03.

The next meeting of the Council is 21 November 2024.

DISCLAIMER - The attached minutes are DRAFT minutes. Whilst every effort has been made to ensure the accuracy of the information, statements and decisions recorded in them, their status will remain that of a draft until they are confirmed as a correct record at the subsequent meeting.