

## LINDFIELD PARISH COUNCIL

The Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE (E&A)** held on **THURSDAY 11 APRIL 2024** at King Edward Hall.

The meeting commenced at 8.00 p.m.

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

(\*) Denotes absence

**In attendance:** Mr. A. Funnell (Clerk)

**A minute's silence was held at the start of the meeting to mark the passing of former Councillor Margaret Hersey.**

### **98 APOLOGIES FOR ABSENCE.**

98.1 Apologies had been received from Cllrs Matthews and Wilson. The reasons for absence were accepted.

### **99 DECLARATIONS OF INTEREST.**

99.1 The following declarations of interest were recorded:  
Cllr Blunden declared an interest in item 11, as he is an allotment holder.

### **100 QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.**

100.1 There were no questions.

### **101 MINUTES OF THE MEETING OF THE E&A COMMITTEE HELD ON 2 FEBRUARY 2024.**

101.1 The Chairman called for approval of the Minutes of the E&A Committee held on Thursday 2 February 2024. These were **AGREED** as being a true record of that meeting. The Chairman would sign the minutes at the end of the meeting.

### **102 CHAIRMAN'S ANNOUNCEMENTS.**

102.1 The following announcements were made:  
a) Members were encouraged to assist with the upcoming Spring Clean.

### **103 ACTION LIST.**

103.1 The action list was **NOTED**.

### **104 ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2023/24.**

104.1 The figures as at 29<sup>th</sup> February 2024 were:

#### Expenditure

£ 44,792	had been spent from the open spaces budget of	£54,975.
£ 2,787	had been spent from the allotments budget of	£2,500.
£ 5,850	had been spent from the reserves.	
£ 3,430	had been spent from the general reserves.	

#### Income

£ 1,135 had been received for allotment rental.

### **105 CLIMATE CHANGE**

105.1 Report by Cllr Wood – Cllr Wood provided members with the following update:

- The Climate Change Working Group met on the 8<sup>th</sup> of April.
- Cllr Grace attended a Community Carbon Calculator training session on the 20<sup>th</sup> of February. A further training session will be held on the 23<sup>rd</sup> of April.
- Cllr Grace has attended a briefing on the Local Nature Recovery Strategy hosted by East and West Sussex County Councils.

## LINDFIELD PARISH COUNCIL

- Cllr Grace attended an Eco Forum at MSVA on the 27<sup>th</sup> of February.
- Cllrs Grace, Wood & Woolley had attended a local authority networking meeting.
- Greener Lindfield had been invited to a residents association AGM to promote the Weald to Waves initiative. The Facebook page now has 140 members. A seed and plant swap event will be taking place this coming Saturday.
- MSALC – The council has asked that Weald to Waves and Local Nature Recovery Networks be included on the next agenda.
- Dog Waste – Cllr Woolley would be researching types of bags and how the waste is disposed of at the waste centres.

Members agreed that:

- a) A representative attends the Lindfield Repair Café to engage with members of the public regarding the Council's Climate Change work.
- b) The Council responds to the Local Nature Recovery Strategy survey and promotes the survey to other groups.

105.2 To approve expenditure – Members were asked to approve the expenditure of £250 to purchase a swift nesting box. It was **AGREED** to authorise the expenditure of up to £250 (including use of the debit card) to purchase a swift nesting box.

### 106 REPORT ON CURRENT MAINTENANCE.

106.1 It was noted a public litter bin has been reattached to its fixing point. Several streetlight faults had been repaired. There was an ongoing issue with a light on West View. Due to the wet ground conditions, our contractors cannot access the column using the vehicle and cherrypicker. Once the ground conditions have improved the light would be attended to.

### 107 DENMANS LANE PUBLIC TOILETS

107.1 General Update.- There were no points to note.

107.2 To approve expenditure. – No expenditure for approval.

### 108 DENMANS LANE ALLOTMENTS

108.1 General Update - MOT was delivered earlier this week to the allotment site and the Village Orderly has repaired the footpath around the outside of the allotments.

Tenancy agreements are being circulated. Within the documentation, plot holders are being reminded

- to be considerate when parking; and
- how plot inspections are undertaken and improvement notices are issued.

An allotment management plan will also be uploaded onto our website along with a link to sign up for an allotment newsletter.

### 109 WILDERNESS FIELD

109.1 General Update – There were no updates.

109.2 Approval of Expenditure – Members were made aware of difficulties in obtaining like-for-like quotations for the cutting and removal scheme.

It was **AGREED** to authorise the expenditure of £3,000 for the annual cutting and removal scheme. Countrymans Ltd were appointed to carry out the required works.

### 110 LINDFIELD IN BLOOM

110.1 No report was provided. The group had requested some financial support. They have been advised that if they wished to obtain funding then they should apply for a grant via the F&GP committee.

### 111 VILLAGE ARCHIVES

111.1 Members were advised that three applications for the voluntary roles had been received. All three candidates were keen to work together as a collective. All three candidates were members of the Lindfield History Projects Group and were keen to work together.

## LINDFIELD PARISH COUNCIL

It was **AGREED**:

- a) To appoint the following volunteers to help maintain the Council's Village Archives; Janet Bishop, Malcolm Grace, and Jeff Potter
- b) The Clerk be authorised to incur expenditure of up to £200, including use of the debit card, to purchase any materials required for the archive (stationery etc).

### 112 RISK MANAGEMENT

112.1 Members considered the risk assessment for Village Clean Events. It was **AGREED** to approve the risk assessment.

### 113 CLERK'S REPORT

113.1 Members were provided with the following update:

- Festive Lighting – The purchase order for the 2024 display has been submitted.
- Plan 23-27 objectives – The allocation of members to objectives would be reconsidered once the Committee membership had been confirmed at the Annual Meeting on the 16<sup>th</sup> of May.

### 114 MATTERS ARISING

114.1 There were no matters arising.

The meeting concluded at 20:28.

The date of the next meeting is 6 June 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.