

LINDFIELD PARISH COUNCIL

The Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE (E&A)** held on **THURSDAY, 12 JUNE 2025** at King Edward Hall.

The meeting commenced at 8.00 p.m.

Parish Councillors:	Mr. W. Blunden (Chair)	Mr. S. Nisbett (Vice-Chair)
	Mrs. I. Burns	Mrs. V. Upton
	Mrs. L. Grace	Mr. T. Webster
	Mrs. A. Matthews	Mr D. Woolley

(*) Denotes absence

In attendance: Mr. A. Funnell (Clerk)

223 ELECTION OF A CHAIR

223.1 The Chair of Council asked for nominations for the Committee Chair. Cllr Blunden was **proposed** and **seconded**. Members **agreed** to elect Cllr Blunden as Committee Chair for 2025/26.

224 ELECTION OF A VICE CHAIR

224.1 The Committee Chair asked for nominations for the Committee Vice-Chair. Cllr Nisbett was **proposed** and **seconded**. Members **agreed** to elect Cllr Nisbett as the Committee Vice-Chair for 2025/26.

225 APOLOGIES

225.1 There were no absences.

226 DECLARATIONS OF INTEREST.

226.1 The following declarations of interest were recorded:
Cllr Blunden declared an interest in item 234.2 as he is an allotment holder.
Cllr Matthews declared an interest in item 234.2 as she is an allotment holder.
Cllr Webster declared an interest in item 234.2 as he is an allotment holder.

227 QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

227.1 There were no questions.

228 MINUTES OF THE MEETING OF THE E&A COMMITTEE HELD ON 10 APRIL 2025.

228.1 The Chairman called for approval of the Minutes of the E&A Committee held on Thursday, 10 April 2025. These were **agreed** to be a true record of that meeting. The Chair would sign the minutes at the end of the meeting.

229 TO APPOINT WORKING GROUPS

229.1 It was **agreed** that the following members be appointed to the working groups:

• Denmans Lane Allotments:	Blunden, Burns, Matthews & Webster
• Village Festival Night:	Blunden, Mathews, Upton, Wilson & Deputy Parish Clerk
• Village Archive:	Blunden & Grace
• Wilderness Field:	Blunden, Grace, Matthews, Nisbett & Upton
• Climate Change:	Burns, Grace, Nisbett, Wood & Woolley

230 CHAIR'S ANNOUNCEMENTS.

230.1 The Chair made the following announcements:
Lindfield Village Day – The event had been a great success for residents and visitors. The council would write to the event organisers and express our gratitude.

231 ACTION LIST & WORK SCHEDULE.

231.1 The action list and work schedule were **NOTED**.

232 ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2025/26.

214.1 The figures as of 28th April 2025 were:

Expenditure

£ 2,891	had been spent from the open spaces budget of £ 74,505
£ 387	had been spent from the allotments budget of £ 3,000
£ nil	had been spent from the reserves.
£ nil	had been spent from the general reserves.

LINDFIELD PARISH COUNCIL

Income

£ 46 had been received for allotment rental.

233 CLIMATE CHANGE

233.1 Expenditure

It was agreed to authorise the expenditure of £400 to purchase an additional hot bin composter.

216.2 Climate Change Awards

It was **agreed** to award a Climate Change Award to The Library of Things.

233.3 Working Group Update

The Working Group had met on the 10th June. Cllr Grace advised that the meeting had focused on updates relating to the grass verges trial. It was noted at the meeting how successful the Eastern Road Nature Reserve 30th Anniversary event had been. The council would write to Eastern Road Nature Reserve expressing our thanks for organising such a successful day.

217 ASSETS AND MAINTENANCE.

217.2 Electric Contracts

Members considered the most appropriate way to obtain, review and accept electric contract renewals. Due to daily price fluctuations, quotes expired before members could review them at the committee meeting. It was **agreed** to delegate authority to the Clerk to provide quotes to the Committee Chair, Vice Chair, and authorised signatories for review and approval.

217.3 Denmans Lane Allotments

Members were advised that correspondence had been received regarding the management of the allotments. Concerns had been raised over the condition of some plots and procedures for terminating tenancy agreements. The correspondence had been shared with the Allotments Working Group. It was **agreed** to instruct the Allotments Working Group to:

- Review current management documents and practices.
- Consider involving volunteers.
- Explore improved communication methods (e.g., a noticeboard).
- Produce a report(s) with recommendations and costings.

217.4 Wilderness Field

Members were advised that fence railings had been damaged. These would be repaired by the Village Orderly.

217.5 Festive Lighting

The festive lighting tender had been published.

217.6 Denmans Lane Public Toilets

Emergency expenditure has been agreed with the council Chair & Vice-Chair to replace the flooring in the cubicles as the existing floor tiles were coming loose.

218 RISK MANAGEMENT

218.2 It was **agreed** to approve the risk assessments for Public Toilets and Street Furniture.

219 CLERK'S REPORT

219.2 There were no items to report.

220 MATTERS ARISING

220.2 There were no matters arising.

The meeting concluded at 20:30

The date of the next meeting is 7 August 2025.

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.