

LINDFIELD PARISH COUNCIL

The Minutes of the meeting of the **ENVIRONMENT AND AMENITIES COMMITTEE (E&A)** held on **THURSDAY, 2 OCTOBER 2025** at King Edward Hall.

The meeting commenced at 20:00

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)

254 APOLOGIES

254.1 Apologies had been received from Cllrs Grace & Woolley. The reasons for absence were accepted.

255 DECLARATIONS OF INTEREST.

255.1 The following declarations of interest were recorded:

Cllr Blunden declared an interest in item 264.1 as he is an allotment holder and item 264.4 as he is a member of the King Edward Hall Management Committee.

Cllr Matthews declared an interest in item 264.1 as she is an allotment holder.

Cllr Webster declared an interest in item 264.1 as he is an allotment holder.

256 QUESTIONS/COMMENTS FROM MEMBERS OF THE PUBLIC.

256.1 There were no questions.

257 MINUTES OF THE MEETING OF THE E&A COMMITTEE HELD ON 7 AUGUST 2025.

257.1 The Chairman called for approval of the Minutes of the E&A Committee held on Thursday, 7 August 2025. These were **agreed** to be a true record of that meeting. The Chair would sign the minutes at the end of the meeting.

258 CHAIR'S ANNOUNCEMENTS.

258.1 The Chair made the following announcements:

Lindfield History Projects Group – The Chair congratulated the group for organising a successful event on William Allen and 200 years of Lindfield schools. The event had been well attended.

259 ACTION LIST & WORK SCHEDULE.

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

260 ENVIRONMENT AND AMENITIES COMMITTEE BUDGET PROGRESS 2025/26.

260.1 The figures as of 30th June 2025 were:

Expenditure

£ 11,418	had been spent from the open spaces budget of £ 74,505
£ 846	had been spent from the allotments budget of £ 3,000
£ 800	had been spent from the reserves.
£ nil	had been spent from the general reserves.

Income

£ 1,243	had been received for allotment rental.
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261 BUDGET 2026/27

261.1 Members reviewed a draft committee budget for 2026/27. The proposed budget was as follows:

Committee budget

Item	Proposed 26/27
Street Lighting - Energy/Maintenance	6,000
Street Lighting – Purchase	3,000
Christmas Lights	14,000
Maintenance Gardening	1,500
Christmas Festival Night	1,500
Digital Mapping	550
Grass Cutting	2,550

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Wilderness Field	4,000
Village Orderly Equipment & Expenses	1,000
Denmans Lane Toilets Repairs	5,000
Denmans Lane Toilets Utilities	20,230
Toilets on Common Utilities	TBC
Toilets on Common Repairs	TBC
Climate Change Projects	1,500
Replacement Street Furniture	1,000
Emergency Equipment	300
Community Equipment	300
Village Archives	800
Denmans Lane Allotments	3,000
<u>Earmarked Reserves</u>	
Plan 23-27	£ 5,000
Wilderness Field (remaining s106 balance)	£ Remaining balance

261.2 It was **agreed** to:

- a) Delegate authority to the Clerk in conjunction with all members of the committee to circulate updated budgets, having received further information from third-party suppliers/contractors.
- b) Agree to submit the draft committee budget to F&GP (6th November) & Full Council (13th November).

262 SERVICE CHARGES FOR 2025/26

262.1 It was agreed to approve the following service charges for 2025/26:

Denmans Lane Allotments	1 April 2025	1 April 2026
Price per rod per annum	£ 7	£ 8
Deposit	£ 50	£ 50
Christmas Festival Night	1 April 2025	1 April 2026
Charity Stall Pitch	£ 20	£25
Commercial Stall Pitch	£ 35	£40

263 CLIMATE CHANGE

263.1 Grass Verges Trial

Members **agreed** to apply to West Sussex County Council to undertake a grass verges trial in up to four locations in the village.

263.2 Working Group Update

Members **noted** the latest update had been provided at last week's Full Council meeting. It was reported that Greener Lindfield would be meeting on the 3rd of October.

264 ASSETS AND MAINTENANCE.

264.1 Denmans Lane Allotments

It was reported that the additional hot bin composter had been installed.

264.2 Denmans Lane Public Toilets

Members were asked whether they wished to extend the existing cleaning contract by twelve months. The performance of the existing contractor was very good, and the extension was supported by the parish office. The contract extension would be on the existing terms.

It was **agreed** to recommend to Full Council that the contract be extended by twelve months.

264.3 Wilderness Field

The Chair reported that Grasstex has undertaken the field cut. It was noted that a replacement oak tree would be planted in February to replace the one that had unfortunately died.

264.4 Village Clock

Cllr Blunden did not take part in the voting on this item. Cllr Nisbett, as Vice-Chair, took this item.

Members considered the Council's position on the village clock. Various options were considered. A vote was held on which option had the most support.

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It was agreed to instruct the Parish Clerk to write to King Edward Hall Management Committee, setting out the council's position:

- The council wishes to see the clock working again.
- We would be willing to pay 50% of the repair cost (up to a maximum value of £1,000).
- Thereafter, the council will pay 50% of the maintenance costs (excluding insurance and electricity costs) for a set period.
- We would suggest an initial period of 5 years.

265 PLAN 23-27

265.1 Cllr Webster provided an update on the E&A Committee objectives. The report was **noted**. Members **noted** comments about improving the relationship between the delivery of objectives and working groups.

266 RISK MANAGEMENT

266.1 It was **agreed** to approve the risk assessments for Winter Management and Festive Lighting.

267 CLERK'S REPORT

267.2 The Clerk reported the following:

Festive Lights – Blachere had been selected for the council's three-year Festive Lighting contract.

Phone Kiosk – The Council had been advised that the kiosk could now be adopted. An application would now be submitted to BT to take over ownership of the kiosk.

Lindfield Village Christmas Festival Night – Members were asked to let the office know if they could assist on the night with our stall or with helping marshalling.

Welkin to High Street Footpath – The council had contributed towards the cost of hedge cutting on a small section of vegetation along the footpath.

268 MATTERS ARISING

268.2 There were no matters arising.

The meeting concluded at 20:57

The date of the next meeting is 27 November 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.