



LINDFIELD RURAL PARISH COUNCIL BUSINESS PLAN 2023/27

About us

Lindfield Rural Parish Council is responsible for a number of front-line services, our core areas of responsibility can be found in the appendix. The day to day operations to implement these functions are not included in this Business Plan however they carry equal importance to our specific aims as detailed in this document.

The work of the parish council is funded by the precept via the council tax. A precept is an allocation of council tax money from Mid Sussex District Council based on the population within the parish.

There are other revenues generated through some direct charges for services we provide. We own and manage many assets such as the Walstead Burial Ground, allotments in Scaynes Hill and Gravelye Lane, the Scaynes Hill Common, bus shelters, benches, street lighting, footpath signs etc.

We have nine councillors whose role it is to listen and represent the residents of the Parish, we also have a parish Clerk, and a responsible finance officer who keep the business of the parish running on a day-to-day basis from the parish office located at the Walstead Burial Ground.

Without our valuable staff and the efforts of our councillors, the work of the parish council would not be achievable. It is our future intention to network with other community groups to increase our effectiveness.

We recognise that the parish is a historic and popular location in which to live and subsequently one of our major challenges is how to protect our rural landscape whilst simultaneously recognising that this has to be balanced with the need for additional housing.

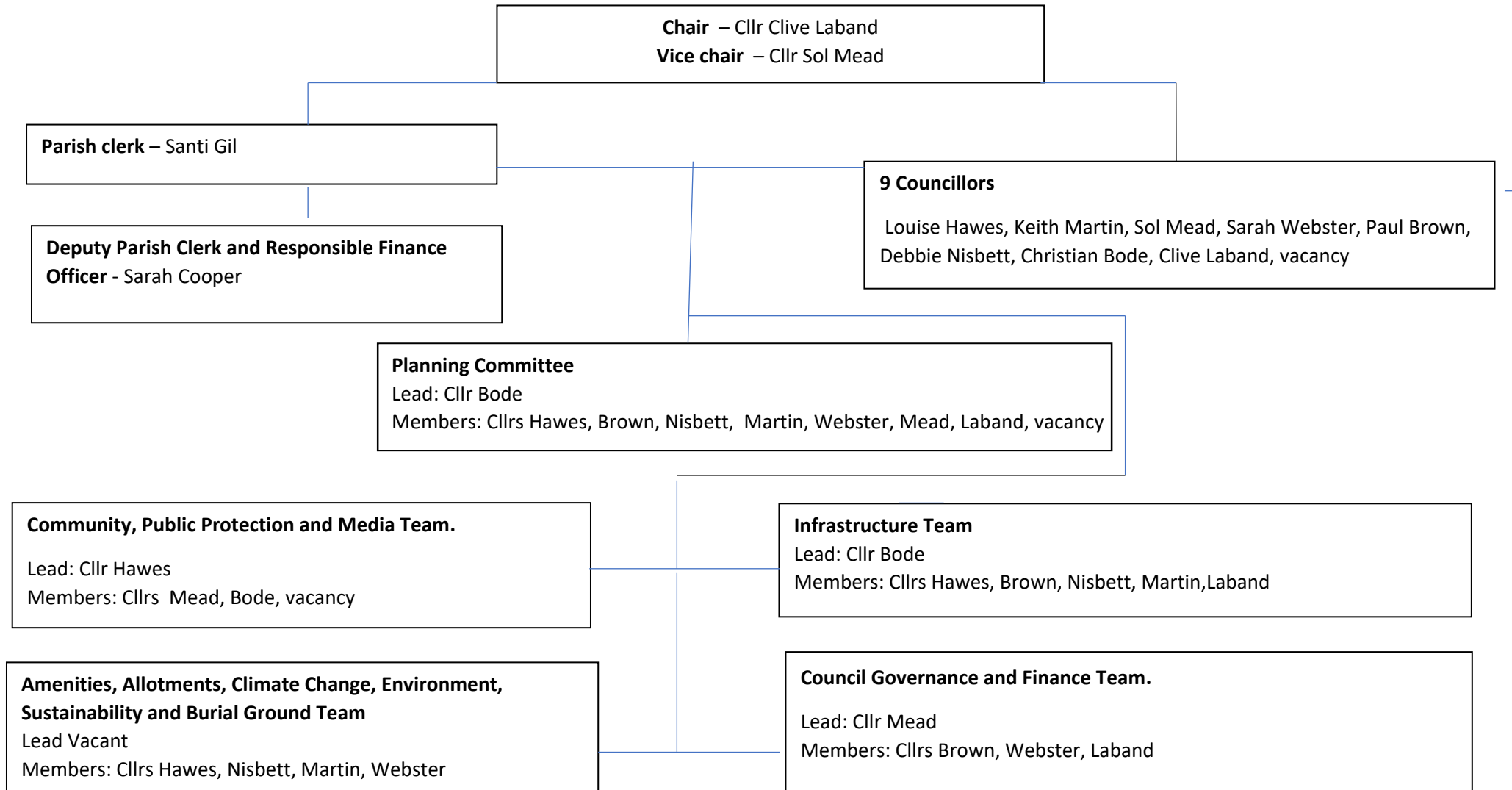
In addition, we also recognise that we have an absolute responsibility to ensure that we provide all of our services in the most efficient and effective way that deliver value for money.

We recognise the challenge of modernising a parish council that is fit for the 2020s that is relevant to, and valued by, every one of our residents and visitors.

These aims and business objectives have been set to drive our new initiatives through innovation and working in partnership with a network of strong community groups.

Our vision is to ensure that our parish remains a pleasant and attractive place to live and work that reflects the needs and views of our residents.

Our structure chart



Our Business Plan 23/27

Objective	Lead	Funding Y/N	Year 1	Year 2	Year 3	Year 4
	Planning Committee.					
1. To ensure that the Council has an agreed joint neighbourhood plan with LPC that is current and relevant to the parish area.			Consult with LPC to identify the areas where the plan needs updating and estimate the resources.	Following sufficient consultation submit the revised joint plan to the council	Ensure that the plan is used when providing LRPC comments to planning applications	Ensure that the plan is used when providing LRPC comments to planning applications
2. To ensure that all planning applications that are sent to LRPC by MSDC are reviewed in a timely fashion.			Ensure that all planning applications in the LRPC area are reviewed and commented upon within the target date 95% Target	Ensure that all planning applications in the LRPC area are reviewed and commented upon within the target date 95% Target	Ensure that all planning applications in the LRPC area are reviewed and commented upon within the target date 95% Target	Ensure that all planning applications in the LRPC area are reviewed and commented upon within the target date 95% Target
3 To review all policies in that the committee is responsible for.			As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide

Objective	Lead	Funding Y/N	Year 1	Year 2	Year 3	Year 4
	Infrastructure Team					
4.The Team will consider infrastructure issues on an ongoing basis which are likely to impact on LRPC residents This will include highways/transport, water supply, sewage, education, health, telecommunications (including internet connectivity and broadband access)			The Team will consider infrastructure issues and will report back to the Council for consideration and policy decisions.	The Team will consider infrastructure issues and will report back to the Council for consideration and policy decisions.	The Team will consider infrastructure issues and will report back to the Council for consideration and policy decisions.	The Team will consider infrastructure issues and will report back to the Council for consideration and policy decisions.

Objective	Lead	Funding Y/N	Year 1	Year 2	Year 3	Year 4
	Community, Public Protection and Media Team.					
5.To review and improve where necessary engagement with the community and local press on areas of council business.			Explore alternative methods of communicating with all sections of the community. Research the needs of the community and encourage feedback and participation, contribute by having a presence at local events.	Improve accessibility of parish councillors through engagement with the community. Increase the accessibility of face-to-face appointments with councillors and parish staff	Review our branding and maximise our use of social media.	Identify and become more active and supportive of local initiatives and projects Seek grant funding to provide money for new projects to assist local wellbeing organisations to provide services to residents.
6. To review all policies in that the Team is responsible for.			As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide

Objective	Lead	Funding Y/N	Year 1	Year 2	Year 3	Year 4
	Amenities and Burial Ground Team.					
7. To establish where improvements can be made on the use assets, including the provision of new assets and services where possible			At the annual parish meeting, engage with residents to increase awareness of what assets and services are valued and what new assets/services are wanted.	At the annual parish meeting, engage with residents to increase awareness of what assets and services are valued and what new assets/services are wanted.	At the annual parish meeting, engage with residents to increase awareness of what assets and services are valued and what new assets/services are wanted.	At the annual parish meeting, engage with residents to increase awareness of what assets and services are valued and what new assets/services are wanted.
8. Progress the agreed to strategy to have an extension to the Walstead Burial Ground			Create a community group to extend the Walstead Burial Ground.	Have strategy to identify a suitable location and adequate funds	Identify a suitable location and adequate funds	
9. Progress the agreed to strategy to have an ashes scattering ground.			Progress the initiative to provide a suitable memorial ground where ashes can be scattered.	Identify suitable partners and create a plan		

Objective	Lead	Funding Y/N	Year 1	Year 2	Year 3	Year 4
10. To review all policies in that the Team is responsible for.			As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide
	Climate Change, Environment and Sustainability Team.					
11.. To ensure LRPC is kept environmentally safe and promote a greener, cleaner community.			Ensuring as far as possible that contracted work is given to environmentally friendly businesses without the compromising value for money and council standing orders	Ensuring as far as possible that contracted work is given to environmentally friendly businesses without the compromising value for money and council standing orders	Ensuring as far as possible that contracted work is given to environmentally friendly businesses without the compromising value for money and council standing orders	Ensuring as far as possible that contracted work is given to environmentally friendly businesses without the compromising value for money and council standing orders
12.. Collaborate with other local groups and public services to further Climate Change, Environment and Sustainability initiatives			Identify other groups and public services and make recommendations regarding which to join and why.	Identify other groups and public services and make recommendations regarding which to join and why	Identify other groups and public services and make recommendation s regarding which to join and why	Identify other groups and public services and make recommendations regarding which to join and why

Objective	Lead	Funding Y/N	Year 1	Year 2	Year 3	Year 4
13.. To review all policies in that the Team is responsible for.			As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide
	Council Governance and Finance Team.					
14. To propose a budget that provides the financial resources to implement the business plan and to deliver the services			Propose a budget that is realistic and affordable Receive and check finance reports to ensure budget compliance	Propose a budget that is realistic and affordable Receive and check finance reports to ensure budget compliance	Propose a budget that is realistic and affordable Receive and check finance reports to ensure budget compliance	Propose a budget that is realistic and affordable Receive and check finance reports to ensure budget compliance
15. To ensure that the councillors have adequate skills and resources			Monitor that all training needs assessments are carried out and implemented	Monitor that all training needs assessments are carried out and implemented	Monitor that all training needs assessments are carried out and implemented	Monitor that all training needs assessments are carried out and implemented
16. To review all policies in that the Team is responsible for.			As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide	As detailed in the Overseeing guide

Council responsibilities

Area of responsibility	Lindfield Rural Parish Council	Mid Sussex District Council	West Sussex County Council
Parks & Recreation	Owens and operates allotments in Scaynes Hill and Gravelly Lane and owns Scaynes Hill Common. Anchor Pond/Common Involvement in the provision of playground equipment		
Burial Ground	Owens and operates the Walstead Burial Ground		
Street Scene	Owens bus shelters, benches and street bins, and the manages some street lighting		Operates highways, including on-street parking provision, repairs and maintenance. Manages most street lighting.
Planning and Development	Influences via neighbourhood plan and comments on each planning application via the Planning Committee.	Determines planning applications within the district of Mid Sussex excluding those in the National Park.	
Public communication	Provides a parish council office for the community which is the first port of call for local services.		

Our local amenities



St Augustine's Church in Scaynes Hill



River Ouse in East Mascalls



Scaynes Hill Common



Walstead Burial Ground



Anchor Pond in Scaynes Hill



[This Photo](#) by Unknown Author is licensed

Lindfield Rural Parish Council Office