



1<sup>st</sup> November 2022

Tandridge District Council  
Council Offices  
Station Road East  
Oxted  
RH8 0BT

For the attention of the Planning Policy Committee

Dear Sirs

### **Conservation Area Appraisal – Lingfield**


We have been in discussion with Chris Reynolds, Heritage Officer, Surrey County Council about the possibility of engaging him to carry out an appraisal of our Conservation Area. We also held a preliminary meeting with Michael Eastham and Anna Cronin (Tandridge District Council) to talk about the scope of work and timescale.

The reason for writing is to ask for permission to carry out this work on the understanding that Lingfield Parish Council will pay for it and I would be grateful if you could put this request to the Planning Policy Committee at its next meeting.

Lingfield Parish Council approved expenditure of £7,800 at its meeting held on 27<sup>th</sup> July 2022, for the Appraisal quote from Mr Reynolds. Further monies have been set aside in the budget to cover any additional costs involved with engagements and consultations, etc. The matter was discussed further at our meeting held on 26<sup>th</sup> October and in accordance with Section 11.1 (d) of our Financial Regulations members agreed to waive our Financial Regulations to remove the need to collect alternative quotes. This decision was taken because we believe Chris Reynolds is the best person to carry out this work, having recently carried out a similar appraisal for Limpsfield Parish Council of their Conservation Area.

If the Tandridge Planning Policy Committee is in agreement to delegate the authority to undertake the Conservation Area Appraisal, we will set up a small working party to represent Lingfield Parish Council on this project.

Yours faithfully



Mrs Fay Elwood  
Clerk

Parish Clerk - Fay Elwood

Lingfield & Dormansland Community Centre, High Street, Lingfield, Surrey RH7 4AB

EMAIL: [lingfieldpc@gmail.com](mailto:lingfieldpc@gmail.com) PHONE: 01342 835557 WEB: [lingfieldparishcouncil.gov.uk](http://lingfieldparishcouncil.gov.uk)