



## Dormansland Parish Council

Parish Clerk – Lisa Liggins  
Lemorne, 87 Lingfield Road, Edenbridge,  
Kent TN8 5DY  
Tel – 01732 866149  
Email – [dormansclerk@outlook.com](mailto:dormansclerk@outlook.com)  
Website – [www.dormansland.org.uk](http://www.dormansland.org.uk)

### Minutes of the 203<sup>rd</sup> Meeting of Dormansland Parish Council held at 7.30pm on Wednesday 7 March 2018 in The Parish Rooms, The Platt, Dormansland RH7 6RA

---

#### 1 Roll Call

##### 1.1 Members present:

Councillor Mr Harry Fitzgerald  
Councillor Mr Peter Holgate  
Councillor Mr Neville Harrison  
Councillor Mr David Bright

##### 1.2 Also in Attendance:

County Councillor Mrs Lesley Steeds, 2 members of the public and the Clerk.

#### 2 Apologies for Absence

Apologies were received and accepted from Councillor Mrs Maureen Young and Councillor Mr Guy Kaiser-Davies

#### 3 Declarations of interest

There were no declarations of interest.

#### 4 To receive minutes of the 202<sup>nd</sup> meeting held on Wednesday 7 February 2018

4.1 It was resolved that the minutes of the 202<sup>nd</sup> meeting held on 7 February 2018 previously circulated to all members, be signed as a true record. The minutes were signed by the Vice Chairman.

#### 5 To receive reports from County and District Councillors

##### Report from County Councillor Mrs Steeds

County Councillor Mrs Steeds reported everything that needed to be addressed in Dormansland has been done other than the speed table. All hedging has been cleared at the top of Station Road and the hedging and trees have been cut back at the bottom of West Street. Any potholes should be registered online or call SCC so these can be logged onto their system for Godstone to repair. SCC have reported they are going to borrow £5m to try and repair some of the roads across the county.

If there are any roads in Dormansland that DPC wish to be resurfaced they must inform Councillor Mrs Steeds. **Clerk to report to Councillors Mrs Steeds a list of problems with drains/roads and any other issues in Dormansland. Councillor Mrs Steeds has a meeting with Highways and will flag these up with them.**

Councillors Mrs Steeds asked that if there is anything else DPC wish to be chased up to let the Clerk know who can prepare a list to send to Councillor Mrs Steeds. It was reported that SCC members allocation has been reduced from £6,000 to £5,000.

There is only 1 jetting machine throughout Surrey which is only available for a couple of days every 4-5 months and members suggested perhaps DPC could provide a working party to clean signs around the village.

For rubbish collections that were missed due to bad weather, extra collections were being provided at Lingfield. Members felt there should have been a collection in Dormansland.

A resident from Smallfield contacted Councillor Mrs Steeds commenting on an article in the Daily Mail about the increase of crimes reported since street lights had been turned off. Councillor Mrs Steeds stated the lights will not be put back on.

### **CHAIRMAN SUSPENDED THE MEETING**

#### **6 Public Question Time**

Residents asked if street cleaning could take place along the Platt as it is often covered in silt after heaving rain. **Clerk to contact TDC**

Residents asked if what was happening with the Memorial Hall and Councillor Mr Fitzgerald reported that Mr Mills was currently liaising with the Charity Commission and Enterprise Inn but that there was no forward motion at the moment. Gas and electric has been cut off to stop further billing. Bowls can still be held in the hall if required.

### **THE MEETING TO BE RE-OPENED**

#### **7 Planning**

7.1 Members approved the Minutes of the Planning Meeting held on Wednesday 21 February 2018.

#### **8 Chairman's Comments**

The Vice Chairman reported TDC are carrying out a feasibility study with a view to building houses in the garages at Hollow Lane and New Farthingdale.

Councillor Mrs Steeds reported she has received an email from Housing asking her and Councillor Mrs Young to meet and look at the site. Councillor Mrs Young is currently away so arrangements will be made upon her return.

#### **9 Correspondence and Communication**

Members noted receipt of correspondence which has been previously circulated to all members including:

27 February 2018 – invitation to GDPR Presentation at Centenary Hall, Smallfield on 8 March 2018

6 March 2018 - Email from Satswana re their DPO/GDPR Services for parish councils

#### **10 Clerk's Report**

The Clerk reported the following:

- Renewed Data Protection Registration with the ICO for DPC
- Contacted Satswana for a quote on using their company as our DPO.
- Contacted David Parker re APA but has had no response. **Clerk to contact other option**
- Chased Councillor Mrs Young to contact Rob Blake re memorial for Lynn.
- Spoke to Jon Dowty who said he would have the revised plan to the Clerk by the end of last month. **Clerk to contact Nicola Walters at TDC to update her**
- Clerk reported DPC have new external auditors, PKF Littlejon
- Resident emailed Clerk to report a member of public was taking large buckets of salt from the salt boxes for personal use. Members agreed if this becomes a problem the bins will have to be locked. **Clerk to put a note in the Village Voice**
- **Clerk to email members re GDPR note**

#### **11 Neighbourhood Plan**

11.1 Councillor Mr Holgate updated members on the current position and reported he has been liaising with Jon Dowty. We are still waiting for the draft plan and hope to have this by the end of the month.

11.2 There were no payments for approval

## 12 Village Environment, Highways and Infrastructure

- 12.1 To receive update on village signs  
Councillor Mr Harrison, Councillor Mr Bright and the Clerk visited several areas in Dormansland and chose sites for the new signs (Sandhawes Hill, Hollow Lane, Blackberry Lane, near Lingfield Railway Bridge, Marsh Green). Councillor Mr Harrison and the Clerk to meet with Philippa Gates on 19 April 2018.
- 12.2 To discuss improving the turning circle at the far end of Farthingdale Green  
Members discussed issue with the green. The green is being destroyed by HGVs. It was believed this would cost at least £20,000 for the project. Members agreed DPC could contribute or fully fund this however a feasibility study would need to be carried out by Surrey first.
- 12.3 To discuss roads and drainage  
Members previously discussed issues in clause 5 which will be listed and sent to Councillor Mrs Steeds. Councillor Mr Harrison cleared gullies in Newhache.
- 12.4 To consider response to TDC re Beacon Hill  
Members to revise response and send to Chairman for approval.
- 12.5 Snow clearance (Snow Angels)  
Station Footpath box needs to be replenished. The Clerk arranged for a new key to be cut which she received from TDC. All keys are now with Councillor Mr Fitzgerald.
- 12.6 To clarify Biffa/Amey contract  
It was reported that the Biffa contract will be extended for a further year and put out to tender. Members agreed it was not necessary to send any response to TDC.

## 13 Reports from representatives on outside bodies

- 13.1 Lingfield Library  
Councillor Mrs Steeds reported Lingfield Library would like her to become a trustee. It is nearing the point where the Trustees will take over the guesthouse and the library will be running by a community department library system. The building is owned by the Charitable Trust, the Trustees are SCC and the intention is that the Trustees will replace SCC. It was reported a Memorandum of Understanding has been signed.
- 13.2 Gatwick Airport  
No report received this month.
- 13.3 DPC website  
Councillor Mr Bright and the Clerk had a Skype meeting with Roger Withnell and there is some final tidying up and creation of the front web page. Members questioned what were the rules re GDPR and websites.

## 14 Accounts/Finance

- 14.1 Members approved all cheques for payment for February 2018:

ACCOUNTS FOR PAYMENT				
01-Mar-18				
200050	Lisa Liggins (Just Giving St Catherine's Hospice - Roz Blake VLM)			£200.00
200051	Maureen Young			£20.00
200052	Lisa Liggins - (Salary)			£1,045.63
200053	Lisa Liggins - Clerks Expenses			£36.45
200054	Lisa Liggins - Office Expenses			£57.01
200056	Information Commissioner			£35.00
200057	SLCC Enterprises Ltd			£51.00
200057	Adam Neill (Noticeboard)			£81.00

14.2 Members approved the bank reconciliation and cash book as at 26 February 2018

			£	£
<b>HSBC Community Account</b>	<b>Feb-18</b>			
Balance per Bank Statement as at	<b>Feb-18</b>			
	HSBC Community Account			23,552.63
	HSBC BMM Account			35,052.85
Less unpresented cheques as at 26/02/2018				-531.00
				<u>58,074.48</u>
The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:-				
<b>CASH BOOK</b>				
Opening Balance				60,797.26
Add: Receipts				2.08
Less: Payments				(2,724.86)
				<u>58,074.48</u>

**15 Training and Meetings**

- 15.1 Next Planning Meeting Wednesday 21 March 2018 at 7.30pm in The Parish Rooms
- 15.2 Clerk attending SLCC Regional Training Seminar Wednesday 21 March 2018 at East Sussex National Resort, Uckfield
- 15.3 General Data Protection Presentation Thursday 8 March 2018 at 5pm in The Century Room, Smallfield

**16 Information for Councillors** (for noting or inclusion on future agenda)

**17 Date of next meeting**

- 17.1 The next Meeting of the Parish Council Wednesday 4 April 2018

Signed as a correct record:

<b>Dated:</b>	
---------------	--