



## Dormansland Parish Council

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### Minutes of the 206<sup>th</sup> Meeting of Dormansland Parish Council held at 7.30pm on Wednesday 6 June 2018 in The Parish Rooms, The Platt, Dormansland RH7 6RA

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#### 1 Roll Call

##### 1.1 Members present:

Councillor Mrs Maureen Young  
Councillor Mr Guy Kaiser-Davies  
Councillor Mr David Bright

##### 1.2 Also in Attendance:

County Councillor Mrs Lesley Steeds, District Councillor Mr White, 7 members of the public and the Clerk.

#### 2 Apologies for Absence

Apologies were received and accepted from Councillor Mr Harry Fitzgerald and Councillor Mr Neville Harrison

#### 3 Declarations of interest

There were no declarations of interest.

#### 4 To receive minutes of the 205<sup>th</sup> meeting held on Wednesday 2 May 2018

##### 4.1 It was resolved that the minutes of the 205<sup>th</sup> meeting held on 2 May 2018 previously circulated to all members, be signed as a true record. The minutes were not present and would be signed the following day by the Chairman.

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

Councillor Mr White reported that as a new councillor he has been put onto the Local Tandridge Committee, the Planning Committee and CIO. He had recently attended the Local Plan submission meeting which will be officially publicised on 21 June 2018. There are currently no sites in Dormansland being put on for development. There is one site in Lingfield (between The Star and the Station) for 60 houses. It has been strongly suggested that the South Godstone Garden Village will be developed with up to 4,000 going ahead but by 2033 only 1,400 being fully completed.

County Councillor Mrs Steeds and Mr White enquired about Farringdons and West Street but have received no more information regarding these sites.

County Councillor Mrs Steeds reported on the Frith Manor and Charters Village applications noting that because these were within 7 km of the Ashdown Forest there is a lot more work and further investigation to be done which has led to further extensions until all that work has been completed.

County Councillor Mrs Steeds reported that SCC had £15m coming out of reserves for highways but as far as Dormansland was concerned the speed table at the Memorial Hall was not going to be done in the very near future. Any projects funded by CIL monies had to be £100,000 or more. The speed table project does not come under the criteria for CIL so Councillor Mrs Steeds will have to push SCC to see

where they can obtain further funding from, especially now the project has increased from £25,000 to £60,000.

SCC will be painting double yellow lines around the second build out in the High Street. David Curl has given the plans to Councillors Mrs Steeds however she is not sure of the timescales on when that will happen.

### ***CHAIRMAN SUSPENDED THE MEETING***

## **6 Public Question Time**

A member of the public asked what a speed table was. Councillor Mrs Young explained this was a raised piece of road in order to slow traffic down.

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

## **7 Co-option of New Parish Councillor**

- 7.1 Councillor Mrs Young proposed the co-option of Dawn Cook who had put herself forward to be considered as a new Parish Councillor for Dormansland Parish Council. There being no other nominations, the Council unanimously agreed that Mrs Dawn Cook be elected as a new member of the Parish Council. Mrs Cook signed the Acceptance of Office of Member and took her seat immediately with the Parish Council members.

## **8 Planning**

- 8.1 Members approved the Minutes of the Planning Meeting held on Wednesday 16 May 2018.

## **9 Chairman's Comments**

No report.

## **10 Correspondence and Communication**

- 10.1 Members noted receipt of correspondence which has been previously circulated to all members.

- Letter dated 14 May 2018 from Seafarers UK re awareness of Merchant Navy Day - Members noted we do not have the facility to fly a flag for Merchant Navy Day
- Letter received 30 May 2018 from Piers Mason re grass cutting – DPC are prepared to pay a certain amount of money towards grass cutting however the funds would have to come from our precept, not from CIL. TDC have not confirmed a scale for the parishes yet.

## **11 Clerk's Report**

Clerk reported the following:

- She has chased UBE regarding new Parish Council email addresses.
- Chased Louise Round re. Beacon Hill and still awaits a response.
- Spoken with Rob Blake who is happy for DPC to proceed with a memorial bench for Lynn. Members agreed the recreation ground was the best position. **Action: Clerk**
- Clerk confirmed the internal audit has been carried out and approved by Peter James. She is now in the process of completing the Annual Return for 2017/18.

## **12 Neighbourhood Plan**

- 12.1 Councillor Mrs Young noted she had received a document from Liz Lockwood and thanked her for this. The Parish Council are waiting on the draft Neighbourhood Plan which they should be receiving in time for the next parish meeting in July. Liz Lockwood thought that DPC were going to decide whether to do a separate consultation on the car park options which is why she submitted her report. Councillor Mrs Young believed DPC were waiting for the draft plan to be sent from the Steering Group and once received would then make a decision. Liz Lockwood said the Steering Group needed to know what to put in the car park section and understood DPC were going to decide what to support or otherwise. Councillor Mr Bright said DPC had decided there was an option for doing another consultation but that

had never been finalised. Neil Homer of Neill Homer suggested that because the car park was a contentious issue Liz was to write a report about the 2 options, one of which was currently in the DNP and the one that has been granted planning permission subject to conditions. This meant the PC could be sure that they have full knowledge of what the car park options could do and then if PC wanted they could put this to the residents. Councillor Mrs Young said the PC were still waiting on the draft plan and needed to revisit the minutes from that meeting.

Members agreed to meet and discuss this further.

- 12.2 To approve payment of any expenses incurred since last meeting  
No payments to be approved.

### **13 Village Environment, Highways and Infrastructure**

- 13.1 To receive updates on yellow lines along Station Road  
Councillor Mrs Young reported a proposal has been put forward by Surrey Parking Manager and it will be brought to the Parish when residents in Station Road have been consulted. This is to try and resolve the parking problems in Station Road.

- 13.2 To receive any updates on village signs  
Councillor Mr Bright reported that Phillipa Gates at SCC is currently working on pricing for the project.

### **14. Dormansland Memorial Hall**

- 14.1 Councillor Mrs Young explained that DPC have duty of care and will oversee what happens to the Memorial Hall. She reported that all Trustees' details were on the Charity Commission website. She confirmed that Councillor Mr Fitzgerald had not resigned as a Trustee.

Chairman of Trustees Lawrence Mills put an article in the Village Voice this month updating residents of his plans. Councillor Mrs Cook confirmed that Mr Mills has said if anyone would like to contact him as Chair of the Trustees he would be very happy to answer any questions or queries they may have. Trustees would like to make public their contact details on the noticeboards around the village. Councillor Mrs Young noted she had received an email from Peter Holgate raising various questions regarding the Memorial Hall and she confirmed she had forwarded this to Mr Mills for his comments as he was in a better position to answer those questions. Councillor Mrs Young had enquired about the safety of artefacts and historical items in the Memorial Hall and spoke to Councillor Mr Fitzgerald who had assured her these had been taken care of and kept safe. There is nothing left in the hall of any value.

### **15 Reports from representatives on outside bodies**

- 15.1 Lingfield Library  
Councillor Mrs Young is waiting for a new date for the next committee meeting. On 16 June there will be an event to celebrate the transfer from Surrey CC to the Lingfield Guest House Trustee Ltd.

- 15.2 Gatwick Airport  
Councillor Mr Bright recently attended a meeting at the High Weald. MP Tom Tugendhat was also present and was pushing for an earlier review of the airspace across the South of England. The Noise Management Board appear to have not been seen as very effective in first 2 years. There was a suggestion that the High Weald Group may resign from the NMB however after further discussions they agreed to stay until at least January 2019 when they would review the situation.

- 15.3 DPC website  
Further work has been done on the new website with a view to moving to new platform shortly. Councillor Mr Bright suggested a Skype meeting with UBE and the Clerk to finalise things before crossing over. He is awaiting a response from Roger.

## 16 General Data Protection Regulations

### 16.1 To receive update on GDPR

Clerk noted this is very much an ongoing process. The Relevant forms have been sent to Satswana and she is awaiting their response.

## 17 Accounts/Finance

### 17.1 Members approved cheques for payment for May 2018

200074	Maureen Young (Chairman's Allowance	£200.00
200075	Harry Fitzgerald (Member's Allowance)	£50.00
200076	David Bright (Member's Allowance)	£50.00
200077	Lisa Liggins - Office Expenses	£101.32
200078	Lisa Liggins	£1,151.16
200079	Lisa Liggins - Clerk's Expenses	£37.80
200080	Tandridge Voluntary Action	£20.00
200081	Adam Neill	£80.00

### 17.2 Members approved the Bank Reconciliation and Cash Book. Money in the bank as at 26 May 2018 amounted to £77,707.28

		£	£
<b>HSBC Community Account</b>			
Balance per Bank Statement as at	<b>26/05/2018</b>		
	HSBC Community Account		42,658.45
	HSBC BMM Account		35,058.83
Less unpresented cheques as at 26/05/2018			
	200067		-10.00
			<u>77,707.28</u>

The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:-			
<b>CASH BOOK</b>			
Opening Balance			81,281.17
Add: Receipts			2.02
Less: Payments			(3,575.91)
			<u>77,707.28</u>

### 17.3 Members approved Section 1 Annual Governance Statement 2017/2018 of the Annual Governance and Accountability Return 2017/2018.

### 17.4 Members approved Section 2 Accounting Statements 2017/2018 of the Annual Governance and Accountability Return 2017/2018.

## **18 Training and Meetings**

### **18.1 To discuss webcasting of parish meetings**

Councillor Mrs Young reported the following regarding webcasting.

Webcasting may mitigate against good and open debate which can be detrimental to the overall decision making and the interests of the whole community. Councillors can feel under greater pressure in debate. Some will not speak for fear of reprisal or shyness and others will perhaps feel that they need to speak more. District and County Councils have tended to introduce it as they can afford it and have a breadth of business, particularly around planning, that justifies the resource and the attendant cost. Small Parish Councils such as Dormansland do not feel this is justifiable and we are not aware of any other parishes currently doing this. It could easily lead to reducing those willing to stand for office. There are those genuinely who would not wish to appear on screen. The legislation does require elected members to be actually present at Meetings so webcasting could not be used as an alternative for attending meetings. To be a user you must have computer and internet availability and it is probably the older generations who may not have access to this. There is limited engagement between the presenter and the viewer. This means that webcasting is not an appropriate method of interactivity oriented communication.

Enquiries were made from SSALC and other organisations. Members resolved they would not be webcasting DPC meetings.

### **18.2 To consider changing meetings from Wednesday to Monday evenings**

Councillor Mrs Young suggested changing the day of Parish Council meetings. Members present agreed this should be put on the agenda for next month however it was looking likely meetings would remain on a Wednesday.

### **18.3 Next Planning Meeting TBC (due Wednesday 20 June 2018 at 7.30pm) in The Parish Rooms. Possible change to 19 or 21 June 2018.**

**Action: Clerk to email members and arrange new date.**

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

### **20 Date of next meeting**

#### **20.1 The next Meeting of the Parish Council Wednesday 4 July 2018**

**Signed as a correct record:**

**Dated:**