



Dormansland Parish Council

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Minutes of the 214th Meeting of Dormansland Parish Council held at 7.30pm on Wednesday 6 March 2019 in The Parish Rooms, The Platt, Dormansland RH7 6RA

1 Roll Call

1.1 Members present:

Councillor Mrs Maureen Young (**Chairman**)
Councillor Mr Harry Fitzgerald (**Vice Chairman**)
Councillor Mrs Dawn Cook
Councillor Mrs Judy MacKenzie-Dunn

1.2 Also in Attendance:

County and District Councillor Lesley Steeds, 4 member of the public and the Clerk.

2 Apologies for Absence

Apologies were received and accepted from Councillor Mr Guy Kaiser-Davies, Councillor Mr David Bright. Councillor Sir Nicholas White was not in attendance.

3 Declarations of interest

As trustees of the Memorial Hall, Councillor Fitzgerald and Councillor Cook declared an interest in agenda item 13.

4 To receive minutes of the 213th meeting held on Wednesday 6 February 2019

4.1 **Members approved** the minutes of the 213th meeting held on Wednesday 6 February 2019 previously circulated to all members, be signed as a true record.

5 To receive reports from County and District Councillors

County and District Councillor Lesley Steeds reported:

- Various residents living in council houses have complained about internal damp issues/flooding problems etc. Councillor Steeds has dealt with this.
- Waste contract with Biffa is going out to 6 different providers in next couple of weeks. Should be dealt with by September. Change are being made to the size of bins due to Health and Safety rules under the new contract.
- With regards to Surrey County Council matters there have been hundreds of pot holes and road maintenance issues dealt with. Lines have been repainted in Hollow Lane and signs have been cleaned in Dormansland.
- Pushing for gullies to be cleaned on Sandhaves Hill. There are 2 gullies that Surrey believe are the responsibility of the Parish Council. Councillor Steeds will look into this.
- Waiting for signs to be put along Felcourt Road - this should happen in June.
- Confirmed the disabled parking bay has been located by the Recreation Ground.
- White lines disappearing outside Village Stores – Clerk confirmed she made an online report. Councillor Steeds to progress this with SCC.

The Chairman thanked Councillor Steeds for all her hard work.

CHAIRMAN SUSPENDED THE MEETING

6 Public Question Time

No questions were raised.

CHAIRMAN RE-OPENED THE MEETING

7 Co-option of New Parish Councillor

The Chairman proposed the co-option of Susan Calamassi 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 Susan Calamassi be elected as a new member of the Parish Council. Susan Calamassi signed the Declaration of Acceptance of Office and took her seat immediately with the Parish Council members.

8 Planning

8.1 **Members approved** minutes of the Planning Meeting held on 27 February 2019 previously circulated.

9 Chairman's Comments

- Reminded members of the election coming up on 2 May 2019. If nominations go to a vote then the Chairman will call a meeting between members to discuss the way forward.

10 Correspondence and Communication

10.1 **Members noted** various items of correspondence and communication previously circulated by the Clerk.

10.2 **Members approved** expenditure to purchase 8 copies of the Good Councillors Guide at £4 each plus postage.

11 Clerk's Report

The Clerk reported:

- The grit bins have been replenished at The Platt, West Street, Mayfield and Dormans Road.
- She has contacted TDC regarding falling tree branch over the playground in the recreation ground.
- Final reminder the open surgery is Saturday 9 March 2019.
- Has liaised with a parent of Dormansland Primary School regarding the litter pick event. Will give further details at agenda item 15.4.

12 Neighbourhood Plan

12.1 The planning policy officer is no longer working on the Limpsfield NP and hopes to review the DNP in the next couple of weeks.

13 Dormansland Memorial Hall

13.1 Councillor Cook reported that a deal is now in place which is subject to pre-planning. Mr Mills has met with Sir Nicholas White and Liz Lockwood to answer any queries they had. The Land Registry has now been completed and the Trustees hold full title of the land.

14 Elections

14.1 **Members noted** the deadline dates for nomination papers being delivered no later than 3 April 2019. The Chairman agreed to help new members complete their forms. Purdah begins 23 March 2019.

15 Village Environment, Highways and Infrastructure

15.1 Councillor Steeds to chase up blocked gullies at Sandhaves Hill. **Action: Councillor Steeds**
Councillor Steeds visited residents in Dormans Road with Highways officer. Vegetation from property urgently needing cutting back. This has been done.

- 15.2 Defibrillator Kiosk – **Members approved** the repainting of the defibrillator kiosk. Adam Neill sent the PC a quote for materials and labour. The Clerk reported that The British Coatings Federation may be able to supply undercoat and gloss paint free of charge. She has spoken with Community Heartbeat who will contact the BCF on the Clerk’s behalf. **Members approved** expenditure for carrying out these works.
Action: The Clerk
- 15.3 Outdoor Gym Equipment – A draft proposal has been sent to TDC and Piers Mason has asked that the PC do not proceed with any order until hearing back from him. The PC are also waiting for clarification regarding insurance.
- 15.4 Litter Picking Event – The Clerk has been liaising with a parent from Dormansland Primary School who has organised a litter pick event on Sunday 24 March. **Members agreed** to organise a further litter pick event around June/July but in the meantime would like to thank the organiser for her hard work and advertise the event on the PC website. Members were interested to know the areas being covered.
Action: The Clerk
- 15.5 **Members noted** email from Piers Mason regarding the reduced cuts to grass cutting. **Members agreed** to put this on next month’s agenda for discussion with all PC members being present. Members asked the Clerk to write to Adam Neil and ask whether he has public liability insurance for the work he carries out.
Action: The Clerk
- 15.6 **Members noted** the proposed reduction of speed limit on Lingfield Common/Haxted Road from 50mph to 40mph. This will be implemented in the next few months. Councillor Steeds has liaised with Highways and requested they look at ways to reduce cars speeding either by speed humps or narrowing the road by centre white lines. They have agreed that they are going to look into this again.
- 15.7 **Members approved** the request for new grit bin on New Farthingdale Green. **Action: The Clerk**
- 15.8 **Members approved** the purchase of a new flag pole and flag at Newhache green. Members agreed a 6m pole and traditional sewn union jack flag. Chairman to provide contact details when arranging for the pole to be inserted into the ground.

16 Reports from representatives on outside bodies

- 16.1 Lingfield Library – The Chairman confirmed the next library meeting was 13 March and she would give her report after this. She will also obtain an up to date report from the library for the DPC Annual Parish Assembly.
- 16.2 Gatwick Airport – No update received. The next High Weald meeting is 14 March 2019. Councillor Kaiser-Davies and Jane Vogt are unable to attend. Members confirmed no one else was available to attend and apologies should be sent.

17 Accounts/Finance

- 17.1 **Members approved** cheques for payment

| | | |
|--------|------------------------------------|---------|
| 200163 | The Surrey Pension Fund (February) | £277.65 |
| 200164 | Lisa Liggins | £988.12 |
| 200165 | Lisa Liggins - Clerk's expenses | £36.90 |
| 200166 | Lisa Liggins - Office expenses | £67.13 |
| 200167 | Foxhole Farm (Grit bins) | £126.00 |
| 200168 | Foxhole Farm (Grit bins) | £372.00 |

- 17.2 **Members noted** the bank reconciliation and cash book for February 2019

| HSBC Community Account | | | | | |
|----------------------------------|------------------------|-------------------|--|--|------------------|
| Balance per Bank Statement as at | | 26/02/2019 | | | |
| | HSBC Community Account | | | | 44,731.88 |
| | HSBC BMM Account | | | | 35,099.75 |
| | | | | | |
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| | | | | | |
| | | | | | <u>79,831.63</u> |

| The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:- | | | | | |
|---|-----------------|--|--|--|------------------|
| CASH BOOK | | | | | |
| | Opening Balance | | | | 81,918.93 |
| | Add: Receipts | | | | 5.96 |
| | Less: Payments | | | | (2,093.26) |
| | | | | | |
| | | | | | <u>79,831.63</u> |

18 Annual Parish Assembly

18.1 **Members approved** the Annual Parish Assembly will be held on Wednesday 29 May 2019 at 7.30pm and the Annual Meeting of the Council will be held on Wednesday 15 May 2019 followed by Full Parish Meeting. Dates are currently provisional and dependent on election results. Clerk to circulate to members a list of invitees. **Action: The Clerk**

19 Training and Meetings

Members noted the following meetings:

- 19.1 Next Planning Meetings Wednesday 27 March 2019 at 7.30pm in the Parish Room
- 19.2 DPC Open Surgery Saturday 9 March 2-4pm in the Parish Room.
- 19.3 **Members approved** payment of £320 for the Clerk to register on the CiLCA Programme (June 2019)

20 Information for Councillors (for noting or inclusion on future agenda)

21 Date of next Meeting

21.1 Next Meeting of the Parish Council Wednesday 3 April 2019 at 7.30pm in The Parish Room

Signed as a correct record:

Dated: