



## Dormansland Parish Council

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### MINUTES OF A MEETING OF DORMANSLAND PARISH COUNCIL HELD ON WEDNESDAY 8 JULY 2020 AT 7.30pm VIA ZOOM CONFERENCE PLATFORM

This meeting was held remotely, as permitted by emergency legislation introduced on 6th April 2020 in response to the ban on public gatherings to reduce the transmission of the Corona Virus – Covid-19 – which was declared a global pandemic by WHO on 11th March

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#### 1 Participating

Councillor Maureen Young (Chairman)  
Councillor Harry Fitzgerald (Vice Chairman)  
Councillor Guy Kaiser-Davies  
Councillor David Bright  
Councillor Susan Calamassi

Also participating: County and District Councillor Lesley Steeds, District Councillor Nicholas White, 6 members of the public and the Clerk.

#### 2 Apologies for absence

Councillor Dawn Cook

#### 3 To receive declarations of interest

No declarations received.

#### 4 To receive minutes of the 226<sup>th</sup> Meeting held on Wednesday 3 June 2020 (previously distributed)

4.1 Members **approved** the minutes of the 226<sup>th</sup> meeting held on Wednesday 3 June 2020 previously circulated to all members. These were signed as a true and accurate record.

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

##### **County and District Councillor Steeds reported:**

- A Pod was being installed for a disabled resident in the village. Tandridge District Council agreed to lay greencrete to enable closer vehicle access to the house. Surrey County Council have put a disabled bay in.
- Hedges have been cut back in Dormans Road and the Highways Officer arranged for this to be done very quickly.
- A request has been made for a landowner near West Street to cut back overgrown hedges and clear the ditches. It was agreed that the contractor would complete this work after the nesting

\* All items marked with an asterisk have supporting documentation

season around September/October. The Clerk reported she had spoken with the landowner and it was agreed the contractor would cut the verges and grass areas in next couple of weeks and only hedges would remain for nesting.

- The new drainage system around Jeddere Cottages has been finished by Surrey. Foliage has been cleared from the drain on the opposite side of the road near the bend it was blocked. Water flow will be monitored on this section.
- Work on the speed table should start after gas works are completed in July/August 2020.
- TDC are looking at governance and strategic planning going forward to the next year. A white paper is coming out in autumn from Government at looking to make Surrey County Council and other counties a unitary authority and that district borough councils would no longer exist. Future updates will be given on this.
- The Imberhorne Lane waste site can only be used for cars from our division and no vans or trucks are allowed entry.

***Councillor White reported:***

- It was good to see the drainage on the corner of West Street has now been completed and working.
- Written to Surrey Highways with regards Watery Lane and Starborough Road. The road has been resurfaced either end but not the stretch from St Piers to Starborough House. Surrey have responded to say they will come back within 28 days.
- Councillor White reported he was asked by Councillor Fitzgerald to convene a meeting held between the PC and the Dormansland Diamonds on 2 July 2020. This meeting was facilitated by Paul Smith of TDC. Those present were the Chairman and Vice Chairman of the PC, Mrs Vogt, Alison Neate, Clive Robinson of Dormansland Diamonds, Lesley Steeds and Councillor White. Councillor White believed the PC had not been listening to the community over the past few years including failure to sign off of the Dormansland Neighbourhood Plan which the community accepted in an open consultation in 2016 to the lack of leadership, guidance or support to residents who experienced difficulties due to the covid-19 pandemic. The only exception to that was Councillor Fitzgerald who did help. The Dormansland Diamonds came together to offer support and provide help including selling or giving and delivering food from The Plough farm shop, collecting medicines from chemists, arranging support to those who had emergency boiler issues or water leaks, setting up the sewing group, consoling and helping people who were in trouble because of losing their job being made furloughed or self-isolating. In all the Dormansland Diamonds have 140 volunteers. At the meeting it was agreed that the Chairman did not have any personal problems with individuals from the Dormansland Diamonds and said how thankful she was for what they had done. At this meeting it was proposed that Clive Robinson should be co-opted onto the PC forthwith which Councillor Fitzgerald agreed to in principle but the Chairman was hesitant over a member of the PC joining the Dormansland Diamonds board of management. Councillor White believe Clive Robinson's election should be completed within the next 10 days. It was agreed that the pandemic is not going to go away in the next few months so the Dormansland Diamonds will remain for as long as there is a need to help and they can support people where the local authority and PC cannot.

The Chairman wished to comment on Councilor White's report and believed there were many facts that were incorrect. She referred him to a statement made by the PC setting out what they had done for the village of which Councillor White would be fully aware. The Chairman did not wish to discuss this matter further.

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## **THE CHAIRMAN TO SUSPEND THE MEETING**

### **6 Public Question Time**

- 6.1 A resident asked what is the resolve with regards to Clive Robinson being co-opted onto the PC. The Chairman explained that an application had been received and the usual procedures would be followed including a meeting with the PC which would be arranged as soon as possible.

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

### **7 Chairman's Comments**

The Chairman reported she and Councillor Fitzgerald attended a meeting on 2 July held between the Dormansland Diamonds, District Councillors, Chairman of the Neighbourhood Plan Steering Group. A proposal was put forward that a member of the Dormansland Diamonds would apply for the position of parish councillor and a member of the PC would join the Dormansland Diamonds. An application had now been received. A meeting would be arranged for the applicant to meet with members of the PC. The PC had made enquiries for notices to be put on a couple of benches to encourage residents to chat. The idea was a recommendation made by the Dormansland Diamonds and the PC thought this was a good idea. The PC have responded to the Dormansland Diamonds' request for food and the Chairman has ordered this for delivery this week. The Chairman reiterated that the PC appreciate everything the Dormansland Diamonds are doing for residents of the village.

### **8 Clerk's Report**

- The Clerk reported she received an email from Alison Neate and Sy Tilley from the Dormansland Diamonds re "Happy to Chat" bench signs. The idea behind this was to tackle loneliness among residents and encourage them to sit and chat. The Clerk has looked at a couple of options for materials and the cost is approximately £40 per sign. She is looking to have 2, one in Recreation Ground and one on Newhache Green. The Clerk had designed a proof of the signs and **members agreed** for the Clerk to arrange to have these made and ordered. **Action: The Clerk**
- At the request of Councillor White the Clerk contacted Surrey Police regarding speeding along Haxted Road and Moor Lane. She was asked to email them, which she has done, with details and they would direct this to the relevant department.
- The Clerk had spoken with the landowner regarding the ditches and hedges in West Street. As previously mentioned the hedges would be left until September/October because of nesting however the owner would arrange for a contractor to cut the verges and ditches in the next couple of weeks.
- Contacted TDC re broken up pathway in the Recreation Ground and work should be carried out in the next couple of weeks.
- Just before lockdown the Clerk had been liaising with the Dormans Park Road Trust (DPRT) and the Community Heartbeat Trust (CHT) to try and arrange a meeting to discuss installing a defibrillator in Dormans Park. She has followed this up and getting some dates together to arrange a virtual meeting so that products and location can be discussed. **Action: The Clerk**
- Contacted Surrey County Council about extra grass cuts throughout 2020/21 but still waiting to hear back.

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

#### **9.1 To receive any updates on blocked drains/gullies and other highways issues**

Councillors Steeds covered this in her report.

#### **9.2 Coronation Oak in the Recreation Ground – To re-approve remembrance plaque**

The Clerk was contacted by a resident who explained that in 2014 it was agreed by the PC to put a plaque on the Oak tree in the recreation ground that had been planted by the children of Dormansland School in 1953 to commemorate the Queen's Coronation. It appears this never happened so the Clerk

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was asked to raise this request again. **Members agreed** to reapprove this proposal. **Action: The Clerk**

**9.3 Request for bricks (donated by residents) in recreation playground to be cleaned**

A resident asked whether the bricks in the playground could be cleaned. **Members agreed** the Clerk should contact Adam Neill and ask him to clean these once he has returned from his holiday. **Action: The Clerk**

**9.4 To note email from SCC re setting up community highways volunteering groups**

Surrey County Council sent an email to note that they recognise there are some services which are important to local communities, and that they no longer have the resources to carry out.

In order to respond to the needs of the community, and an increasing appetite from local communities to carry out some of these activities themselves, Surrey are introducing a new initiative. This initiative enables community groups (through a town/parish council or residents association) to take on responsibility for the delivery of certain maintenance activities in their area.

**Members noted** this email and asked the Clerk to make enquiries and find out what is involved. **Members agreed** to put this on the next meeting's agenda. **Action: The Clerk**

**10 Defibrillator**

10.1 **Members** noted the defibrillator was deployed on 9 June 2020. Pads have been replaced and the Clerk holds a spare set. This is checked weekly by Councillor Bright.

**11 Memorial Hall**

11.1 **To receive any updates from the Trustees**

The Clerk read out a report from the Trustees.

***Update from Trustees for DPC meeting 8/7/2020***

*Due to the coronavirus pandemic and the subsequent lockdown, the requested alterations to the plans from our meeting with the developers, and their subsequent submission to Tandridge for approval has been delayed.*

*Lawrence Mills is arranging a meeting with the developer and the architect to review the current situation. Once this has been done a full Trustees meeting will be held to discuss the outcome of this meeting.*

*Hopefully if all goes well, we will soon be in a position where a full planning application can be made to TDC.*

A question was raised on timelines but the Clerk had no further information other than that the Trustees were picking up from where they left off before lockdown.

A resident asked whether the promise that the PC would see full plans before they went to TDC was still the case. The Chairman confirmed that was agreed and still the case.

**12 Reports from representatives on outside bodies**

12.1 **Lingfield Library**

The Chairman was due to attend a meeting on 8 July 2020 at the library in the garden. Due to bad weather she didn't attend but spoke on the telephone. A proposal put was put forward for 2 signatures on cheques and the Chairman voted in proxy for a second signature to be put on cheques. A full report for the rest of meeting will be received in due course from the library.

12.2 **Gatwick Airport**

Councillor Kaiser-Davies noted that all updates were written in the APA for people to review on the PC's website.

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### 13 Grant Applications

13.1 To approve any grant applications received  
No applications received this month.

13.2 To note current balance of grant awarded to Dormansland Diamonds

**Members noted** the current balance of the grant awarded to the Dormansland Diamonds.

Current spend - £466.20 (AMEND)

Balance of grant - £533.80

### 14 Accounts/Finance

14.1 **Members approved** cheques for payment.

200329	HM Revenue & Customs	£627.11
200330	Lisa Liggins - Salary	£1,174.31
200331	Lisa Liggins - Office Expenses	£52.67
200332	Lisa Liggins - Clerk's Expenses	£47.70
200333	Lisa Liggins - Food for DD Food Bank	£30.00
200334	The Surrey Pension Fund	£332.63
200335	Adam Neill	£25.00

14.2 **Members noted** the bank reconciliation and cash book for June 2020.

<b>HSBC Community Account</b>			
Balance per Bank Statement as at	<b>26/06/2020</b>		
	HSBC Community Account		50,263.47
	HSBC BMM Account		36,335.13
Less unrepresented cheques as at 26 June 2020			
200321			-120.00
200327			-50.40
200328			-50.40
			<u>86,377.80</u>
The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:-			
<b>CASH BOOK</b>			
Opening Balance			88,685.54
Add: Receipts			1.07
Less: Payments			(2,308.81)
			<u>86,377.80</u>

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

**16 Meetings**

16.1 Next Meeting of the Parish Council Wednesday 2 September 2020 at 7.30pm. Venue TBC.

**Meeting ended: 8:02pm**

**Signed as a correct record:**

**Dated:**

DRAFT

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