



## Dormansland Parish Council

Parish Clerk: Lisa Liggins  
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Dear Councillor

You are invited to a virtual meeting of DORMANSLAND PARISH COUNCIL on Wednesday 4 November 2020 at 7.30pm via the Zoom platform (as permitted by emergency legislation which came into force on 4th April 2020 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020'). Instructions for joining the meeting will be supplied.

Signed:

29 October 2020

Lisa Liggins, Parish Clerk

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Members of the public and press are welcome and encouraged to attend

### AGENDA

**Please note this meeting will be recorded for the purpose of documenting the minutes. The recording will be deleted once the minutes are approved.**

- 1 Roll Call
- 2 Apologies for absence
- 3 To receive declarations of interest  
*All members present are required to declare, at this point in the meeting or as soon as possible thereafter:*
  - (i) any Disclosable Pecuniary Interests (DPIs) and/or
  - (ii) other interests arising under the Code of Conduct in respect of any item(s) of business being considered at the meeting. Anyone with a DPI must, unless a dispensation has been granted, withdraw from the meeting during consideration of the relevant item of business. If in doubt, advice should be sought from the Parish Clerk prior to the meeting
  - (iii) any changes to their circumstances which should be recorded on their Register of Interests.
- 4 To receive minutes of the 229<sup>th</sup> Meeting held on Wednesday 7 October 2020 (previously distributed)
  - 4.1 To agree their accuracy and, subject to any amendments, sign them as a true record.
- 5 To receive reports from County and District Councillors

**THE CHAIRMAN TO SUSPEND THE MEETING**

\* All items marked with an asterisk have supporting documentation

## **6 Public Question Time**

- 6.1 Fifteen minutes are available for the public to express a view or ask a question on relevant matters on the agenda. Maximum of 3 minutes per person. If possible, the question will be answered immediately, otherwise a written reply will be given within 10 working days.

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

## **7 Chairman's Comments**

## **8 Clerk's Report**

## **9 Vacancy for Parish Councillor**

- 9.1 To discuss timelines for co-option.

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

- 10.1 To receive any updates on highways issues.  
10.2 To consider "Campaign for 20 mph speed limits" for Dormansland High Street.  
10.3 To consider expenditure for tarmacking lower entrance of the Recreation Ground.  
10.4 To agree locations for cherry trees, Christmas tree and approve expenditure.  
10.5 To approve the purchase of bulbs and wall flowers for the village.

## **11. Office Administration**

- 11.1 To approve expenditure for external shredding of council papers (in line with Document Retention Scheme).  
11.2 To consider quotes and approval to move DPC website to a new company.

## **12 Dormansland Diamonds**

- 12.1 To receive any updates from Councillor Robinson.

## **13 Neighbourhood Watch/Crime**

- 13.1 Councillor Robinson to report on meeting with DOCO and other related crime issues.

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

- 14.1 Lingfield Library – To receive any updates.  
14.2 Gatwick Airport – To receive any updates from Councillor Mr Kaiser-Davies.

## **15 Grant Applications**

- 15.1 To approve grant applications received.  
15.2 To note Emergency Assistance grant received from TDC.  
15.3 To note current balance of grant awarded to Dormansland Diamonds.

## **16 Accounts/Finance**

- 16.1 To approve cheques for payment\*  
16.2 To note bank reconciliation and cash books for October 2020\*  
16.3 **External Audit** - To note conclusion of audit for Annual Accounts 2019/20 with no issues to report.

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

## **18 Meetings and Training**

- 18.1 Next Meeting of the Parish Council via Zoom Wednesday 2 December 2020 at 7.30pm.

**If any member of public wishes to join the meeting, please contact the Clerk for instructions.**

\* All items marked with an asterisk have supporting documentation