



## Dormansland Parish Council

Parish Clerk: Lisa Liggins  
Address: DPC, PO BOX 191, Edenbridge, TN8 9EA  
Tel: 01732 866149  
Email: [dormansclerk@outlook.com](mailto:dormansclerk@outlook.com)  
Website: [www.dormansland.org.uk](http://www.dormansland.org.uk)

### MINUTES OF A MEETING OF DORMANSLAND PARISH COUNCIL HELD ON WEDNESDAY 6 JANUARY 2021 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**

---

#### 1 Participating

Councillor Maureen Young (Chairman)  
Councillor Guy Kaiser-Davies  
Councillor David Bright  
Councillor Susan Calamassi  
Councillor Clive Robinson

Also participating: County and District Councillor Lesley Steeds, District Councillor Nicholas White, the Clerk, Mark Devlin of Young Epilepsy and 12 members of the public.

#### 2 Apologies for absence

Apologies of absence were received from Councillor Fitzgerald.

#### 3 Declarations of Interest

There were no declarations of interest.

#### 4 To receive minutes of the 231<sup>st</sup> Meeting held on Wednesday 2 December 2020 (previously distributed)

- 4.1 Members **approved** the minutes of the 231<sup>st</sup> meeting held on Wednesday 2 December 2020 previously circulated to all members. These were signed as a true and accurate record (after the meeting).

#### 5 Presentation by Mark Devlin, CEO of Young Epilepsy

Mr Devlin, CEO of Young Epilepsy gave an update on the future plans of Young Epilepsy. He explained they are looking to develop outline proposals for improvements to the Young Epilepsy Estate. There is a need to upgrade and develop facilities for students in the College and they wish to improve the accommodation for all staff who live on-site. There are a significant number of unoccupied and derelict buildings which could be demolished/developed improving the aesthetics of whole site. In order to achieve this, they would look at the release and sale of land in partnership with a development partner, ideally a retirement home/village provider. Young Epilepsy are developing outline proposals of what this could look like. Pre-application details have been submitted to TDC and SCC (Highways) and they hope to hear back by the end of January with a sense of their reaction and guidance before putting in a full planning application. Once Young Epilepsy receive feedback from TDC they will update the PC.

The question was raised of how many homes would be build and Mr Devlin advised this is very outline however they were looking at circa 100-120 units in an apartment format. A further question was raised about medical facilities on campus and Mr Devlin reported they were in early conversation with the primary care network. They have the facilities to share but currently not the staff and would be willing to accommodate a clinic set up.

## **6 To receive reports from County and District Councillors**

### ***Councillor Steeds reported:***

- Councillor Steeds reported that Surrey County Council's Kingston office had now closed and would be moving to the Woodhatch Centre in Reigate. All staff were currently working from home.
- Surrey now had the highest infection rates per 100,000 of Covid-19 in the country. SCC were trying to get vaccinations out very quickly and have opened centres in Oxted and Smallfield. This was a priority for SCC and they were also lobbying for teachers to be vaccinated.
- SCC have required large fields in Surrey to use as mortuaries due to Sussex and St Georges in South London being overwhelmed with the number of bodies.
- There is a portal for schools who require access to purchase/receive donations of laptops for disadvantaged children. This is not a Surrey matter but a Government initiative and the portal can be found on the SCC website.
- Ditches, trees etc. have all been dealt with.
- The question was raised that SCC appear to have been slow in opening up locations and facilities for getting the vaccine out. Councillor Steeds reported that vaccines were being rolled out on Monday 11 January from Oxted and Smallfield.
- At District Level the normal matters have arisen.
- Councillor Steeds reported that a Schedule of Works had started for the carpark and housing development behind Dormans Station. She had spoken with the Project Manager and they were looking to start as soon as the Archeology Condition 9 had been settled. Due to lockdown everything had been delayed for a bit longer however they were progressing with the Schedule of Works.
- An advert would be publicised for a new CEO at Tandridge District Council.

### ***Councillor White reported:***

- Confirmed an advert was going out for a new CEO at TDC.
- No report given.

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

## **7 Public Question Time**

- 7.1 Neighbourhood Watch: Councillor Lockwood spoke of Comnet and would liaise with Councillor Robinson about this.

A member of the public spoke on behalf of a number of residents who were thinking about how to make the most of the Memorial Hall. They were conscious that the change in circumstances around the Royal Oak and sense of community spirit demonstrated over the last year had identified residents with a range of expertise who could be involved in this project. The group wanted to make sure the Memorial Hall was developed in the best possible way and had begun correspondence with the Trustees. Their aim was to ensure the right expertise with the right initiatives gave the right outcome for redevelopment of the Memorial Hall. The question raised was whether any binding legal commitments had been entered into by Trustees.

Mr Mills, Chairman of the Trustees was present at the meeting and the Chairman invited him to respond to this question. He explained matters were confidential and that the Trustees had been in negotiations for some time and he had already given a response in his letter to the group.

A member of the public asked what the PC's response was to Mr Mills and the PC explained that the Trustees had to comply with the Deed of Trust and that the Trustees were in control of the situation. The PC would continue to write to the Trustees for an update and continue to make sure things proceed accordingly. Until the PC had sight of a planning application, they were not in a position to comment.

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

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

The Chairman thanked Dormansland Diamonds for their continued work throughout the village.

#### **9 Dormansland Memorial Hall**

##### **9.1 To receive any updates**

Issues of the Memorial Hall were raised during public questions. The Chairman of the Trustees was present and invited to answer questions during that time.

#### **10 Land to the Rear of Dormans Station (TA/2017/212)**

##### **10.1 To receive any updates of progress on the above application.**

Councillor Steeds gave an update in her report. She confirmed she had spoken to the Project Manager and a Schedule of Works was being produced. She would update further as and when received any information.

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

##### **11.1 To receive any updates on highways issues.**

There was nothing new to update this month however it was noted that a few more trees appear to have been planted in the area.

#### **12 Dormansland Diamonds**

##### **12.1 To receive any updates from Councillor Robinson.**

Councillor Robinson thanked the community for all their help especially over Christmas. The Diamonds had received gifts and financial donations for clothing/food/Christmas gifts. They continue to support some families in the village by providing food and still offer their services for prescriptions/chats/one to one walks etc. The Diamonds are also conscious of residents' mental health and the team are still busy working hard behind the scenes. The Chairman thanked Councillor Robinson and all involved.

#### **13 Neighbourhood Watch/Crime**

##### **13.1 To receive any updates from Councillor Robinson**

Councillor Robinson reported the PC had advertised the need for coordinators around the village but there were still only a handful of volunteers. It was hoped more people would come forward. The view of the Police was that a Neighbourhood Watch Scheme was a better way to cope with crime and demonstrated the community looking after each other. Residents should contact Councillor Robinson if they know of anyone or wish to become a new coordinator. Crime was incredibly low in Dormansland at the moment compared to last year and the TDC Beat were working hard to increase patrols across the whole of Tandridge which Dormansland had recently benefited from.

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

##### **14.1 Lingfield Library – The Library re-open for a short while but is now closed again.**

##### **14.2 Gatwick Airport – Councillor Kaiser-Davies reported that he and Jane Vogt attended the Gatwick Airport Airspace and Noise Management Board public meeting in December. A number of presentations were given by Tim Norwood, Chief Planning Officer including business updates and the impacts on Gatwick during the pandemic.**

Passenger numbers were down by 96% on various months and over 1500 staff had been made redundant. It was predicted it may take around 4 years to get back to pre-Covid levels and Gatwick were now looking at revenue streams. Andy Sinclair provided an airspace update indicating an 80% drop in flights with night time traffic reduced by 90%. There was currently a petition to ban nighttime flights.

**ACTION:** Clerk to put on PC website.

Jane Vogt reported on the Development Consent Order (using emergency runway all the time) and that whilst they had cut the numbers they were predicting, it was a dangerous precedent which needed to be watched carefully. Although it was only take off on the emergency runway, the takeoff would be in different directions and still use the NPRS so all flights would still come back on original arrival swathe which would affect Dormansland. Jane encouraged people to fill in and send off their forms for the Night Flight Consultation. The pandemic had proved that Crawley as a whole area may need to look at other forms of economic recovery.

## 15 Grant Applications

- 15.1 To consider grant application received from the YWI for £200 to help support local events including the Dormansland Carnival

**RESOLVED:** Under Section 137 of the LGA 1972 **Members approved** the grant application received from the YWI for £200.

- 15.2 To consider grant application received from Dormansland Primary School for £500 to provide all “Free School Meals” children with a polo shirt and school sweatshirt.

**RESOLVED:** Under Section 137 of the LGA 1972 **Members approved** the grant application for £500 received from Dormansland Primary. The Emergency Assistance Grant received from Tandridge would be used to fund this.

- 15.3 To consider grant application received from Dormansland Primary School PTA for £8,000 towards 2 banks of 32 Chromebooks (64 in total). The total cost for the Chromebooks cost is nearly £27,500. The Department of Education had given £1,500 towards the set-up of the google provision.

Grants would generally not exceed £2,000 and normally only one application for a grant would be considered from any organisation in any one financial year. However, the PC agreed these were exceptional circumstances especially during lockdown where children were having to work from home.

**RESOLVED:** Under Section 137 of the LGA 1972 **Members unanimously approved** the grant application received from the Primary School PTA of £8,000 towards Chrome books.

## 16 Accounts/Finance

- 16.1 **Members approved** cheques for payment.

200382	The Surrey Pension Fund (Employer Contribution)	£341.65
200383	Lisa Liggins (Salary)	£1,198.14
200384	Lisa Liggins (Clerk's expenses)	£22.95
200385	Lisa Liggins (Office expenses - BT phone bill/Stationery)	£105.04
200386	HM Revenue & Customs (Employer Tax)	£776.86
200387	Dormansland Primary School	£500.00
200388	Vision ICT Ltd (new website set-up)	£750.00
200389	YWI Dormansland	£200.00
200390	Dormansland Primary School PTA	£8,000.00

16.2 **Members noted** bank reconciliation and cash books for December 2020.

Balance per Bank Statement as at		26/12/2020		
	HSBC Community Account			54,194.54
	HSBC BMM Account			36,336.96
Less unrepresented cheques as at 26 December 2020				
200369				-40.00
200376				-260.00
200381				-360.00
				<u>89,871.50</u>

The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:-				
<b>CASH BOOK</b>				
	Opening Balance			95,338.49
	<i>Add: Receipts</i>			
	Interest			0.30
	<i>Less: Payments</i>			(5,467.29)
				<u>89,871.50</u>

**17. Website**

17.1 To receive any updates.

The Clerk had received a visual update of how the new website was progressing which she sent to members of the PC for their review. It was anticipated this should be up and running by the end of January 2021. The Clerk confirmed the site is work in progress that the PC can add/change. Councillors to send any changes/improvements to the Clerk.

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

To include "Trees" on the agenda for February 2021

**19 Meetings and Training**

19.1 Next Meeting of the Parish Council via Zoom Wednesday 3 February 2021 at 7.30pm.

**Meeting closed: 8.34pm**

**Signed as a correct record:**

**Dated:**