



Dormansland Parish Council

Parish Clerk: Lisa Liggins
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Dear Councillor

You are summoned to a virtual meeting of DORMANSLAND PARISH COUNCIL on Wednesday 5 May 2021 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:

28 April 2021

Lisa Liggins, Parish Clerk

**Members of the public and press are welcome and encouraged to attend
Please note that this meeting may be recorded to assist in accurate minute taking only**

AGENDA

- 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 235th Meeting held on Wednesday 7 April 2021 (previously distributed) and sign as a true record.**
- 5 To approve minutes of the Planning Committee Meeting held on Wednesday 21 April 2021 (previously distributed)**
- 6 To receive reports from County and District Councillors**
- 7 Dormansland Memorial Hall**
 - 7.1 To receive updates on the Memorial Hall.**

THE CHAIRMAN TO SUSPEND THE MEETING

* All items marked with an asterisk have supporting documentation

8 Public Question Time

- 8.1 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

9 Chairman's Comments

10 Vacancy for Clerk & RFO

- 10.1 To note resignation of the Clerk and resolve to appoint a new Clerk & RFO for Dormansland Parish Council. To discuss the process.

11 Village Environment, Highways and Infrastructure

- 11.1 To receive any updates on highways issues.

12 Reports from representatives on outside bodies

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

13 Dormansland Diamonds/Neighbourhood Watch

- 13.1 To receive any updates from Councillor Robinson.

14 Grant Applications

- 14.1 To consider grant applications received.

15 Accounts/Finance

- 15.1 To approve cheques for payment*
15.2 To note bank reconciliation and cash books for April 2021*
15.3 To approve expenditure of £98.36 for replacement flag at Newhache green.
15.4 To note audit carried out by Mike Platten *
15.5 Annual Governance and Accountability Return 2020/2021 - To approve Section 1 Annual Governance Statement 2020/2021
15.6 Annual Governance and Accountability Return 2020/2021 - To approve Section 2 Accounting Statements 2020/2021

16 Subscriptions

- 16.1 To agree expenditure for a further year's subscription to Zoom.

17 Freedom of Information Requests

- 17.1 To acknowledge receipt of the following FOI requests received for 2021:
31 January 2021, 14 February 2021, 17 February 2021, 19 February 2021, 24 February 2021, 31 March 2021, 1 April 2021, 6 April 2021, 21 April 2021, 26 April 2021 (x2)

18 Complaint

- 18.1 To note complaint received from resident against Councillor Fitzgerald.

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

20 Meetings and Training

- 20.1 Meeting of the Planning Committee on Wednesday 26 May 2021 at 7.30pm in the Parish Room.
20.2 Meeting of the Parish Council on Wednesday 7 July 2021 at 7.30pm in the Parish Room.

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