



Dormansland Parish Council

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Minutes of the 194th Meeting of Dormansland Parish Council held at 7.30pm on Wednesday 3rd May 2017 in the Club Room, Dormansland Memorial Hall

1 Roll Call

1.1 Members present:

Chairman Councillor Mrs Maureen Young
Vice Chairman Councillor Mr Harry Fitzgerald
Councillor Mr Peter Holgate
Councillor Mr Peter Joseph-Tebbutt
Councillor Mr David Bright

1.2 Also in Attendance:

District Councillor Mrs Lesley Steeds, two members of the public and the Clerk.

2 Apologies for Absence

Apologies were received and accepted from Councillor Mr Neville Harrison and Councillor Mr Guy Kaiser-Davies

3 Declarations of interest

There were no declarations of interest.

4 To receive minutes of the 193rd meeting held on Wednesday 5th April 2017

4.1 It was resolved that the minutes of the 193rd meeting held on 5th April 2017 be circulated to all members and once agreed signed as a true record.

4.2 To review matters arising from previous minutes (not covered elsewhere on the agenda).

5 To receive reports from County and District Councillors.

5.1 Report from District Councillor Mrs Maureen Young:

- Councillor Mrs Young attended a recent meeting at Tandridge District Council. It was agreed that parking charges would be increased in Oxted. The first hour would be free and the second hour charged at £1.50. There was a petition of 5,400 residents objecting to the charge. This will not immediately affect DPC however TDC will consider increasing charges at Gun Pit Road Car Park in Lingfield which may become effective from Winter 2017.

5.2 County Councillor Mr Sydney was not present at the meeting. No report was received.

CHAIRMAN SUSPENDED THE MEETING

6 Public Question Time

A member of the public expressed an interest in the current progress of the Neighbourhood Plan.

DPC explained that after delays in completing certain sections of the plan we now had the draft and were progressing forward with completion.

MEETING REOPENED

7 PLANNING

7.1 It was resolved, unanimously, to approve the following planning recommendations made under delegated powers.

Planning Applications

TA/2017/778

Planning Application for Ford House, Ford Manor Road, Dormansland RH7 6NZ

Erection of single storey infill extension to side elevation. (Adem Mehmet)

Dormansland Parish Council have no objections to this planning application.

TA/2017/745

Planning Application for High Bank, Furzefield Chase, Dormans Park RH19 2LY

Demolition of existing garage. Erection of first floor rear extension and detached garage. (Certificate of Lawfulness for a Proposed Use or Development). (Stephanie Milne)

Dormansland Parish Council have no objections to this planning application subject to neighbours.

TA/2017/679

Planning Application for Senior School, Lingfield Notre Dame School, St Piers Lane, Lingfield RH7 6PH

Erection of 2 classrooms linked to the existing adjacent building with a covered walkway. (Stephanie Milne)

Dormansland Parish Council have no objections to this planning application.

TA/2017/672

Planning Application for Cherry Tree Cottage, Lingfield Road, East Grinstead RH19 2ED

Proposed roof extension to create 2 No. bedrooms with Juliet balconies and 3 No. roof lights. Remodel existing porch. (Consultation from Mid Sussex District Council). (Natalie Rowland)

In absence of any available plans Dormansland Parish Council is unable to comment.

7.2 Members noted recent planning decisions by Tandridge District Council.

8 Chairman's Comments

The Chairman had no further comments to make as these had been previously noted at the Annual Parish Assembly held on 26 April 2017.

9 Correspondence and Communication

To note and receive various items including:

- DPC noted receipt of Grant Offer letter from Groundwork UK - 25 April 2017
- DPC noted letter received from St Catherine's Hospice – March 2017

10 Clerk's Report

The Clerk was in receipt of the Grant Offer Letter from Groundwork UK and will finalise details this week. She has liaised with Jon Dowty at rCOH who will be sending over his quotation by 5 May 2017.

The Clerk confirmed she has ordered the new bench for the top of Dormans Station Road.

11 Neighbourhood Plan

11.1 DPC agreed it was necessary to read through the draft plan as it stands and note all areas that need amending/completing. There were concerns over the lack of progress with the housing section and it was discussed how best to move forward with this.

DPC agreed to send all comments to Keith Smith in order for him to liaise with the NP Steering Group.

11.2 No payments of expenses to approve.

12 Village Environment, Highways and Infrastructure

12.1 Petition for 2 buildouts in Dormansland High Street.

The Clerk had tried to contact Anita Guy regarding transfer of the s106 monies however Anita was currently out the office.

Councillor Mrs Young/The Clerk to contact Vince Sharpe to ask if the transfer has been made.

13 Report from representatives on outside bodies

13.1 Lingfield Library

Councillor Mrs Young attend the recent Lingfield Library meeting. Income received was £5,630.72, expenditure £2,959.82 leaving a balance of £2,670.90. There were currently 40 volunteers at the library and several upcoming fundraising events were planned for the Summer.

13.2 Gatwick Airport

Councillor Mr Kaiser-Davies was not present to report on Gatwick Airport however he provided an extensive report which was included in the DPC Annual Parish Assembly correspondence.

13.3 Community Care

Councillor Mrs Young reported that Meals on Wheels were doing well and numbers were up.

13.4 Community Hub

Councillor Mr Joseph-Tebbutt reported that this is the last year Surrey will fully fund grass cutting in Dormansland village. In 2018/19 there will be a 36% reduction in funding from SCC and Parish Councils will be expected to fund their own cutting service.

DPC confirmed they wish to continue with the current arrangement and also anticipate being able to contribute to grass cutting and weed control in 2018/19. DPC would also be interested in organising an extra 1 or 2 cuts throughout the year. DPC to ask Jeannie Ryan for an idea of costs.

Clerk to respond to Jeannie Ryan.

13.5 New Website

Councillor Mr Bright stated the site map is currently under construction. Councillor Mr Bright and the Clerk attending Skype meeting with Roger Withnell on Tuesday 9 May 2017 to discuss website further.

14 Accounts/Finance

14.1 It was resolved to approve the following list of cheques for payment:

ACCOUNTS FOR PAYMENT

03-May-17

100228	HM Revenue & Customs	£1,149.60
100229	TDC (Donation to Pat Cannon's Charity)	£50.00
100230	Lynn Blake - April Salary	£972.23
100231	Upper Bridge Enterprises	£150.00
100232	Surrey County Playing Fields Association	£10.00
100233	Lisa Liggins - April 2017 salary (plus overtime)	£1,125.20
100233	Lisa Liggins - Clerks expenses	£42.30
100233	Lisa Liggins - Office expenses (including DPC Bench)	£717.74
100234	Maureen Young (APA Refreshments)	£82.85

14.2 DPC approved a pay rise for the Clerk of £0.12 per hour.

14.3 HSBC Community Account Apr-17

Balance per Bank Statement as at **Apr-17**

HSBC Community Account	£33,457.01
HSBC BMM Account	£35,038.61

Less Un-presented cheques as at April 2017 -£2,149.57

£66,346.05

The net balances reconcile to the Cash Book (receipts and payments) account for the month, as follows:-

CASH BOOK

Opening Balance	£40,972.23
Add: Receipts	£30,001.19
Less: Payments	(-£4,627.37)

£66,346.05

14.4 Members noted receipt of the latest financial position and movements of the Parish Council's cash balances including budget control.

15 Training and Meetings

15.1 Next Panning Meeting - Saturday 20 May 2017.

15.2 Clerk attending New Clerk's Follow-up Course on Friday 5 May 2017.

15.3 Councillor Mr Bright attending New Councillor training course on 22 June 2017.

16 Current Consultations

DPC confirmed Councillor Mr Kaiser-Davies responded to the current Gatwick consultation.

17 Annual Parish Assembly

17.1 DPC felt the Annual Parish Assembly was a success but numbers of residents present was somewhat disappointing.

17.2 District Councillor Mrs Steeds contacted Sam Gyimah MP regarding the lack of school places at Dormansland Primary School. The concern had been raised by a Governor of DPS at the DPC Annual Parish Assembly. Sam has written to all schools in his area and asked for a meeting but the Headteacher at Dormansland has not accepted this.

DPC agreed there was nothing they could do about this current situation and it appeared to be a common issue across Surrey. The Headteacher had previously stated the school could not justify creating another classroom to increase the annual intake.

Councillor Mrs Steeds was going to find out where children were sent if they could not get into the local village schools.

DPC discussed whether there should be a council representative on the school board however no further decision was made on this.

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

19 Date of next meeting

19.1 The next Meeting of the Parish Council will be held on Wednesday 7 June 2017 at 7.30pm.

Signed as a correct record:

Dated: