



Dormansland Parish Council

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Notice is hereby given that a meeting of Dormansland Parish Council will be held at 7pm on Wednesday 6th April 2022 in the Parish Rooms, The Platt, Dormansland to transact the under mentioned business, which Councillors are summoned to attend.

Signed: 

Lisa Thompson, Parish Clerk

31st March 2022

Open Forum

The first ten minutes of the meeting are available for members of the public and press to raise any issues with the Council. If there are no members of the public present at 7pm the meeting will commence.

AGENDA

1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Please inform the Clerk if you are unable to attend.

2. DECLARATION OF INTEREST

To receive any disclosure by members of pecuniary and non-pecuniary interests in matters on the agenda, not previously disclosed.

3. Short update from Mark Devlin, CEO Young Epilepsy and Alex Hales, Audley Group on draft plans for St Piers Estate following public consultation.

4. MINUTES

4.1 To approve the minutes (previously distributed) of the meeting:

- a) 242nd Full Council meeting, held on 2nd March 2022
- b) Planning Committee, 23rd March 2022.

4.2 To receive the minutes (previously distributed) of the meeting:

- a) Planning Committee 2nd March 2022

5. TO RECEIVE REPORTS FROM COUNCILLORS

6. TO RECEIVE REPORT FROM THE CLERK*

7. TO RECEIVE REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

8. TO RECEIVE REPORTS FROM COUNTY & DISTRICT COUNCILLORS

9. FINANCE AND ADMINISTRATION

- 9.1 To receive financial report and approve payments.*
- 9.2 To appoint a Councillor to undertake account reconciliation checks
- 9.3 To consider quotation for weed killing.
- 9.4 To receive second internal audit report*
- 9.5 To approve salary increase for the Clerk from 1st April 2021 issued by NALC**
- 9.6 To approve the cost to replace the glass pane in the BT telephone box in Dormans Park.
- 9.7 To approve the cost for extra grass cutting to be carried out.

10. DORMANSLAND MEMORIAL HALL

- 10.1 To discuss Preservation Notice.**
- 10.2 To discuss and approve the passing of information to the new Trustees.

11. VILLAGE CONSULTATION

- 11.1 To discuss and agree the proposals from the Village Consultation Working Group to the approach for a village consultation.
- 11.2 To approve printing costs of £180 (plus VAT) for the two documents for the consultation.
- 11.3 To consider and approve donation for the voucher for a cup of tea scheme.

12. ANNUAL PARISH ASSEMBLY

- 12.1 To approve the cost of two banners.
- 12.2 To approve the budget for refreshments.
- 12.3 To discuss and approve the new proposed format.
- 12.4 To discuss the Report contents and agree the deadline to submit reports to the Clerk.

13. NALC

- 13.1 To discuss and consider request from NALC on issues that are specific to a small council as per letter dated 11 March 2022**

14. GRANTS

- 14.1 To consider £300 donation to St Catherine's Hospice.**
- 14.2 To consider grant application by Welcome Lunch.**
- 14.3 To consider grant application by YWI Dormansland.**

15. PLATINUM JUBILEE CELEBRATIONS

- 15.1 To consider and discuss proposals and recommendations from the Jubilee Celebrations Working Group.
- 15.2 To consider request to clean bricks with family names on them in recreation ground for the Jubilee.
- 15.3 To consider and approve any costs/expenditure for the Platinum Jubilee Celebrations.

15.4 To discuss the planting of the 7 trees for the Platinum Jubilee.

15.5 To appoint extra councillor(s) onto the Working Group to replace Mr O'Loughlin who resigned.

16. NEIGHBOURHOOD PLAN

16.1 To discuss and agree meeting with TDC Neighbourhood Plan Liaison Officer.

17. POLICIES AND PROCEDURES

17.1 To discuss and approve the amendment of section 4. in the Financial Regulations *

18. GOVERNANCE

18.1 To approve the advertisement of 1 casual vacancy and the timeline. *

19. RESIGNATION

19.1 To note the resignation of Cllr Christopher O'Loughlin on 2nd March 2022.

20. INFORMATION FOR COUNCILLORS (for noting or inclusion on future agenda)

21. DATE OF NEXT MEETINGS

21.1 Annual Parish Assembly on Wednesday, 27 April at 7pm in The Parish Rooms.

21.2 Full Council on Wednesday, 4th May 2022 at 7pm in The Parish Rooms.

*Items with supporting paperwork

** Previously circulated