



## **Dormansland Parish Council**

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### **TWENTY FIRST ANNUAL PARISH ASSEMBLY**

#### **Minutes of the Twenty First Annual Parish Assembly of Dormansland Parish** **held on Wednesday 27 April 2021 at 7pm** **in the Parish Rooms, The Platt, Dormansland**

#### **Present:**

Councillors Mr Clive Robinson (Chairman), Mr David Bright, Ms Cheryl Roux and Mrs Alison Hutchinson.

#### **In attendance:**

County and District Councillor Lesley Steeds, District Councillor Sir Nicholas White, 23 members of the public and the Clerk to the Parish Council.

#### **1 Welcome**

The Chairman welcomed everyone to the twenty first Annual Parish Assembly, and especially to representatives of the various local groups. He also introduced the Councillors that were present and the Clerk.

The Chairman explained how the Council were doing things differently at the Parish Assembly, so there would be a report for people to take away and read at their leisure and after our speaker the Councillors would be happy to take any questions.

The Chairman then introduced the guest speaker, Jenny Green.

#### **2 Report from Chairman of Dormansland Parish Council**

May I firstly welcome & introduce Richard Cornish & Alison Hutchinson, the most recent of our councillors and Lisa Thompson our new Parish Clerk. Together with Guy Kaiser-Davies, David Bright & Cheryl Roux who make up the rest of the team alongside myself.

May I take this opportunity to thank a few individuals who have been supporting us and the community during the past year:

- Fiona French our tree warden who is ensuring the welfare of our trees and advising on planting
- Adam Neill who undertakes a number of tasks on our behalf from maintenance of our assets to grass cutting & tree planting.
- Debbie Marshall for stepping in as our locum Parish Clerk until Lisa joined us.
- All groups, voluntary & otherwise, who continue to help/support our community.

I would also like to wish the new trustees of the Dormansland War Memorial Hall every success in this challenging venture, and I look forward to its re-opening in the near future.

This has been an interesting year, as the new chairman. As we had a number of key challenges to address swiftly, for example our Clerk was leaving on 21<sup>st</sup> May 2021 having resigned in April. A parish Council cannot operate without a Parish Clerk, who is the proper officer for the Council, so this required our urgent attention.

We were fortunate that Debbie Marshall offered to stand in as our locum Parish Clerk until a permanent replacement was identified. Her offer was gratefully accepted by the council and subsequently asked Debbie to review our policies, procedures and working practices to ensure we were operating in the best way and ensuring we were best placed for the future based on her significant experience in the role.

This has led to a number of changes in our ways of working leading to a planning committee chaired by Councillor Bright and a personnel committee chaired by Councillor Kaiser-Davies. In addition, we have instigated the use of working groups to accelerate our progress at full Council meetings. Two such working groups are for the Parish Consultation and the Queens Platinum Jubilee celebrations in June. The latter has been formed with a number of the organisations in the Parish for ideas & subsequent delivery.

We are also looking at more significant initiatives such as:

- Speeding in the Parish
- Opening up the countryside to all

We need your thoughts and ideas, so please be sure to visit our stall at the carnival where we are looking to gather input across all age groups that will help inform our consultation.

Although we tried a couple of open surgeries in the hope of meeting residents in an informal setting to discuss your thoughts or concerns, they weren't a success at this time.

In addition to the above we have had several councillors step down during the year and I would like to thank Harry Fitzgerald, Susan Calamassi, Maureen Young & Chris O'Loughlin for their past contributions. This has led to multiple co-option meetings and an election during this period.

And finally, may I thank all of you in our community for your input, questions & support to the Parish Council over the past year.

### **PLANNING – Report from Councillor Bright**

We review all the planning applications that are received by Tandridge District Council. Our planning committee meetings are held every three weeks, and anyone is welcome to attend. Details are on our website. If we have any concerns about compliance with planning policy, we make comments to Tandridge and these are considered when they come to make a decision on the application. The vast majority of applications are for individual home extensions and alterations. It is the Parish Council's policy to protect the Green Belt and green belt planning policy has been effective in preventing significant new development in the parish. Details of all applications can be viewed on-line on the Tandridge District Council Planning Portal.

### **HIGHWAYS – Report from Councillor Bright**

Whilst not having any direct responsibility for highways maintenance the Parish Council keeps an overview of the activities of both Surrey County Council and Tandridge District Council in respect of highway maintenance and liaises with them as problems arise. The Parish Council pays for occasional extra grass cutting when it is necessary and in November, we arranged for a weed treatment of kerbs and pavements as Surrey has reduced their treatment to just once per year which we do not consider sufficient.

The area of grass verge by the bus stop at the Mutton Hill crossroads continues to be managed to encourage wildflowers and a recent inventory has shown that the wildflowers are winning over the grasses. There should be a good supply of nectar for pollinators this summer.

All but one of the new trees planted last year have survived. The Parish Council is arranging with our Tree Warden to have this replaced

### **GATWICK AIRPORT – Report from Councillor Kaiser-Davies**

21/22 has still been a challenging period for the airport. Last year the impact of COVID-19 significantly affected operations at Gatwick with travel corridors suspended and a widespread travel ban with low levels of passengers travelling through the airport. All air traffic and passengers had been consolidated into the North terminal and all non-essential retail was closed. Most importantly there was the continued impact on the livelihoods of the many people who work at Gatwick airport.

From the start of the year, we have steadily now seen an increase in flights, which is now starting to impact Dormansland parish around obviously the impacts of overflying, noise, pollution and night flights. This is not helped by the fact that Gatwick on Sunday 27 March reopened their South terminal for use.

The consultation by Gatwick on proposals to bring the existing Northern Runway into routine use alongside the main runway closed on 1st December 2021. As a Parish Council we objected to this proposal supporting the response by GACC and other forums. We also communicated this on our website and added the consultation link with details including GACC's short response so that people from the community could have their say on the plans.

The danger if they are successful is that in the future we will see

- over 70% more passengers using Gatwick Airport
- over 35% more flights
- 50% more CO<sub>2</sub> emissions from the airport, with Gatwick alone projected to be responsible for over 5.5% of total UK emissions by 2038
- more noise near the airport and under flight paths
- more congestion on strategic road and rail links to the airport and on local roads
- five years of intensive construction activity around the airport.

Thousands of responses were received and will be reviewed by Gatwick before they submit their formal application to the Planning Inspectorate as part of the Development Consent Order process. Gatwick will also carry out further environmental and modelling assessments and continue to engage with statutory authorities and other local interested parties. We expect their application to be submitted in late 2022 alongside a Consultation Report which explains the outcome of the consultation.

Gatwick's virtual Airspace and Noise annual public meeting took place on 2 December

The purpose of the meeting was to reflect on progress over the past year and provide a look ahead on noise management and airspace plans. This year's meeting was an opportunity to:

- Hear from Gatwick and industry about the impact that Covid-19 has had on operations, and changes to how the airspace is used.
- Hear how Gatwick and its industry and community partners work together to manage aviation noise.
- Ask questions of some of the Gatwick team and a range of stakeholders with an interest in noise management.

## **DPC have received a number of updates from GACC (Gatwick Area Conservation Campaign)**

Firstly, at the end of 2021 air traffic movements at Gatwick were still 70% less than those seen in 2019. However, as we move into the busier Easter and summer periods, and with travel restrictions continuing to be eased, it is anticipated that traffic volumes will increase significantly. The government recently made a decision to remove the dispensation on slot use at UK airports, including Gatwick. This will mean airlines need to operate more flights. You may have read airlines across Europe have been flying planes empty in order to keep their landing slots. These “ghost” flights waste resources and are a needless source of emissions. Fellow campaigners Flight Free UK have created a petition asking the Government to reform slot rules, so ghost flights no longer happen

Secondly the Noise Management Board (NMB) held 2 meetings in January. One of which was in relation to the NMB’s Workplan study to determine the impacts that would accrue from a change to the current minimum final approach joining point at night. Something that would certainly impact Dormansland & Lingfield. There is still additional work required on this due to a lack of impact data allowing anyone to fully view understand the advantages and disadvantages of any change.

Thirdly one of the most significant and impactful projects currently underway is the Airspace Modernisation programme. At this stage, GACC’s expectation is that Gatwick will publish a list of all potential arrival and departure route options in the next few weeks. Once this is shared this will be a first opportunity for DPC to review and comment upon the route options being considered.

Lastly a press release was circulated by Gatwick, that as the runway was last resurfaced in 2012, they will be giving the runway a facelift this year. The resurfacing work will take place overnight between 2100 to 0530 from mid-April to early July. This will minimise the impact to airport operations. Throughout March and April, they will be carrying out relatively minor preparation works before the actual asphalt resurfacing works begin in May. Let’s hope this will mean a reduction in flights during this time.

Gatwick Airport Community Trust celebrated its 21st anniversary and invited grant applications from local community groups and organisations. The annual grants programme closed for applications on 31 March 2022. We will of course communicate further if this programme reopens and look at ways as a Parish we may benefit.

## **TREES – Report from Fiona French, Tree Warden**

I took over this role in late 2019 as a novice and considered how I could encourage both local people and organisations to plant trees in the village. We are very fortunate that we already live in such a green area.

After a bit of time of going through various channels I met with a Tandridge District Council Tree Officer, and we agreed suitable locations for trees.

After notices in the Village Voice and Community News, I had a lovely response and 12 people have paid for a tree to be planted in memory of loved ones. DPC also paid for 5 and a tree, in memory of Lynn Blake, in the rec and last year Steve Pollock donated 6 trees of different varieties that he had grown from his garden. DPC have been very supportive in paying for planting materials and Dormansland Carnival donated £100 towards the costs of this work.

The majority of the trees are cherry trees in keeping with the village's theme. I recently took a tour around and sadly one donated tree has died but all the remainder are putting on growth and the cherry trees have flowered, even the autumn variety which is all a bit confusing. The Christmas tree is also doing well, another donation by a local villager.

However, as a result of all these lovely trees, the majority of the approved locations have been filled in. Clive Robinson has also mentioned the council's wish to plant trees in support of the Queen's Diamond Jubilee.

There is now a new Tree Officer at TDC, who so far seemed less receptive to our endeavours. I intend with the support of DPC to make a case for more locations and hopefully he will be more supportive. I personally would like to see if TDC would allocate part of the recreation ground for tree planting without interfering with the whole park for other tree donations and this will be in the mix with other locations. I am a member of the Surrey Tree Warden Network so have attended workshops and hear of what support is out there.

I will continue to update DPC and locals via the newsletters and encourage more tree planting when possible. Any queries or ideas, please direct to me, Fiona French, 07836334794

### **NEIGHBOURHOOD PLAN – Report from Councillor Robinson**

In December 2020 the Parish Council agreed there was a need to fundamentally re-examine what the benefits of a Neighbourhood Plan would be and whether or not those benefits justify the time and expense involved. It was proposed that a fresh consultation with the whole community be carried out in 2021 to establish what the priorities were going forward. This has been delayed but an initial survey to establish broad priorities will take place in 2022. With the changes in Councillors since that time it was agreed at the April 2022 meeting that the Parish Council would meet with the TDC Neighbourhood Plan Liaison Officer to gain a better understanding of the Neighbourhood Plan process.

### **SPEEDWATCH – Report from Councillor Robinson**

The Dormansland Speedwatch team held 6 sessions in 2021 resulting in 78 vehicle(s) details being noted and input to the Surrey Police system. The Fastest speeds noted and input were,

Dormans road 50mph  
Plough Road 51mph

Sadly, due to the team being only 4 – 5 persons most of whom work it is no longer possible to cover all of the sites once covered and therefore these have lapsed.

The team is always open to new members and you can gain more information at the following speedwatch website <https://communityspeedwatch.org/> and to register and join the speedwatch group at Surrey, Tandridge, Dormansland

Across Surrey, 2021 saw 18,920 vehicle(s) noted and input and from all groups on CSW online (Not all police forces use CSW) 156,942 vehicle(s) were noted and input .

### **NEIGHBOURHOOD WATCH – Report from Councillor Robinson**

We currently have 8 road co-ordinators covering 12 roads in the Village plus a separate NHW group in Dormans Park. We also have 1 prospective co-ordinator ☺. This is a very small proportion of our Parish.

Between 29<sup>th</sup> April 2021 & 13<sup>th</sup> April 2022 we have been advised of 49 crimes reported within Dormansland, 21 associated to car incidents (break ins, theft, registration plate theft etc), 26 associated to break ins to property & 2 other crimes.

With more roads participating in the scheme, we have greater chance of deterring such crimes by looking out for each other and highlighting any suspicious behaviour.

If you would like to know more about Neighbourhood Watch, whether to understand if your road has a co-ordinator so you can join the scheme or to become a road co-ordinator yourself and need to understand what it requires. Please feel free to contact either Clive Robinson @ [cliverobinson040@btinternet.com](mailto:cliverobinson040@btinternet.com) or Steve Pollock @ [steve\\_pollock@hotmail.co.uk](mailto:steve_pollock@hotmail.co.uk)

### **PLATINUM JUBILEE CELEBRATIONS**

In November 2021 a working group was set up within the Parish Council to mark the Queens Platinum Jubilee and it was decided in line with other Jubilee events the Parish Council will be lighting the beacon at 9.45pm on the 2<sup>nd</sup> May. In January 2022 the working group invited organisations from around the village to help shape, plan and deliver other events across the long weekend. The main focus was to ensure that everyone who wanted to could participate. The events will be centred around the four community assets, the Memorial Hall, Parish Rooms, Centenary rooms and the recreation ground and will focus around arts and history. The Parish Council has been delighted with the participation of other groups including the two churches, the school, DEWI, YWI, the Dormansland Diamonds, the Dormansland War Memorial Hall as well as residents. The plan includes an art exhibition of the Queen and her life, the RH7 history exhibition of Dormansland past, a cherry tree mosaic arts project that everyone will be asked to build. On Sunday the 5<sup>th</sup> there will be an open air church service at the recreation ground and all residents are asked to bring a picnic from 12 until 4pm. In the week of the jubilee there will be several planters that will be displaying, red, white, blue and silver flowers in and around the village and we would like to encourage everyone in the village to do something similar.

### **DORMANSLAND WAR MEMORIAL HALL**

The Hall was built 100 years ago on land gifted to the village by the Nichols family in honour of those who returned to the village after the First World War. Following our election by the parish in October 2021, the Trustees are working to restore it as a community hall for the benefit of the whole of the Parish - making it a Hall for All. Our mission is to ensure the Hall and the grounds around it are seen as community assets for the benefit of all members of the parish. We want the Parish to be proud of the Hall and its grounds, and for it to be central to the wider community's benefit. For those unfamiliar with Hall, we are the large whitish building on the corner of Hollow Lane, in the centre of the village. We have a large car park, and grounds which we have reclaimed from nature over the last few months. The main pride and joy of the building is the high-ceilinged hall, which is on the Hollow Lane side. There is also a kitchen, toilets, a bar, other large social rooms and a lower floor with storage and utility rooms. It is an impressive building, and we would be delighted to show anyone round who wanted to take a look.

As a celebration of the new start for the Hall, we organised a joyful Christmas fare last December, and were thrilled to see so many of you there. Since the Charity Commission confirmed our

appointment at the start of 2022, we have been working tirelessly to secure, insure, protect and restore the Hall and the grounds. We are delighted to confirm that, while it needs some TLC, our builders and engineers have confirmed that the building is safe and (now) sound. We have also been working through governance, legal and financial matters, working towards our aim of a club which is transparent, professional and debt and mortgage free. Our goal is to have restored power and other utilities to the Hall in time for the Jubilee celebrations, and to play our part in those celebrations. You will also see the grounds being worked on over the spring - having reclaimed it from being a wilderness, we are working on a suitable jubilee display, fit for the occasion. This event is a perfect chance to show how keen we are to work with all the other community and faith groups in the Parish, for the greater good.

The Trustees have been overwhelmed by the support we have received from the Parish, on every aspect of the project. So many people have given their time, money, expertise and enthusiasm to support us. We have been particularly grateful to the 7 young residents who are helping restore the Hall as part of their Duke of Edinburgh volunteering. We intend to reach out even further into the community and will shortly be sending out a public consultation around the Parish. Our aim is to establish what the Parish wants the future of the Hall to be. We already have a lot of ideas and want to hear from everyone and to get the message out: this is your Hall - from Haxted to Felstead and all points in between - as Trustees we are holding it on your behalf. We hope that everyone will take part in the consultation. If you have any questions for us, have any ideas for using the Hall, would like to hire it in the future, want to encourage us or tell us off, please feel free to do so. And please spread the word to anyone you think might be interested. Our email address is [dwmhtrustees@gmail.com](mailto:dwmhtrustees@gmail.com).

## **DORMANSLAND DIAMONDS**

The Dormansland Diamonds came into being shortly after the Covid 19 lockdown in March of 2020, as a result of the realisation that many people in the local community were trapped in their own homes without the ability to visit the chemist, shop, or indeed, meet people. So various teams were set up locally to collect prescriptions, carry out food shopping for those shielding, and also provide home cooked meals

A team was also formed to deliver food parcels from outside a local Public House, to those sheltering, but financially able to pay for their shopping. Conversely there were others in the community who were hit hard by job losses and furlough who (thanks to the very generous spirit shown by the locals) benefited from food donations to the village shop and monetary donations to purchase food, called the Food Fund. The Diamonds also set up a Resilience Fund to help those in need in the community deal with broken appliances/boilers, electrical problems etc. and anyone needing a reliable tradesman.

The Dormansland Diamonds then set up a Registered Charity #1194028 in April of 2021 which has 7 Trustees.

Worth mentioning at this juncture, the Mission Statement of the Dormansland Diamonds, known as the Objects:-

**To relieve people in the Parish of Dormansland, Surrey and nearby communities who are in need, by reason of their age, ill health, disability, financial hardship, or social circumstances in such ways as the trustees shall think fit, with particular focus on providing assistance to those affected by coronavirus (covid-19)**

Whilst the Coronavirus needs have diminished considerably over the last few months, the work of the Diamonds will continue. Indeed the focus of attention now, is helping the Ukrainian cause,

which at the current time will only increase over the coming months. In fact, the Diamonds have now formed a strategic alliance with very caring local families hosting Ukrainian evacuees, because we have past experience of who to ask, where to go, and what to do to gain further support for them.

In summary, **Dormansland Diamonds are here to help and serve the good people of Dormansland.**

Full details of how to contact the Diamonds can be found on the left-hand side page inside the back cover of the monthly Village Voice.

### **DORMANS EVENING WI**

Dormans Evening WI is part of a nation-wide organisation "The Women's Institute" with around 200,000 members nationally. It was founded in 1915, hence the antiquated name, and why they prefer to just call themselves "the WI". Over the past 107 years the organisation has gone from strength to strength, moving with the times, and continuing to attract members of 18 years upwards.

The main purpose of the WI is to advance the education of women, to promote civic responsibility, to campaign on matters which concern women and society, and to form a community of friendship and mutual support.

WI is non-religious, non-party political and has a strong Equality, Diversity and Inclusion policy.

Dormans Evening WI was founded 58 years ago, in 1964, by a group of young mothers, and some of them are still members. It has a membership of around 70. Meetings are free of charge to visitors. It is a welcoming group which crosses social divides. It meets once a month at 8 pm in the Parish Room, on the second Thursday of the month. The meeting usually involves a talk, social time, and notices about future events.

Apart from the monthly meeting, there are a number of sub-groups, such as a craft club, a walking club, a mah jong group, a rummy kub group and a film and theatre group. Outings are organised throughout the year.

Visitors are welcomed with open arms. No woman should ever feel nervous about coming along on her own as she will be well looked after and made to feel at home.

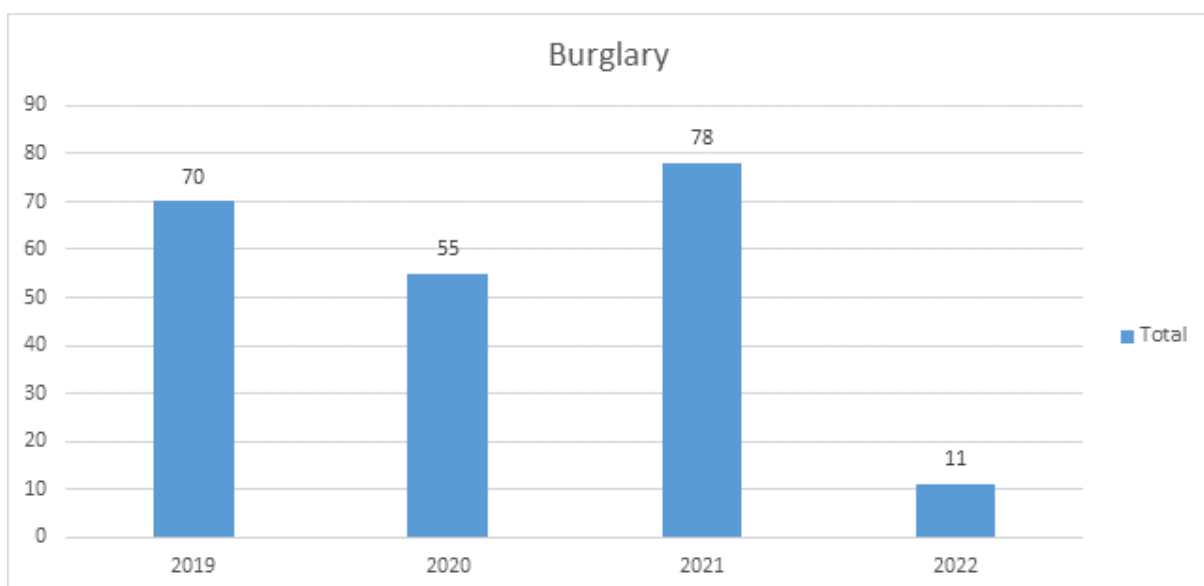
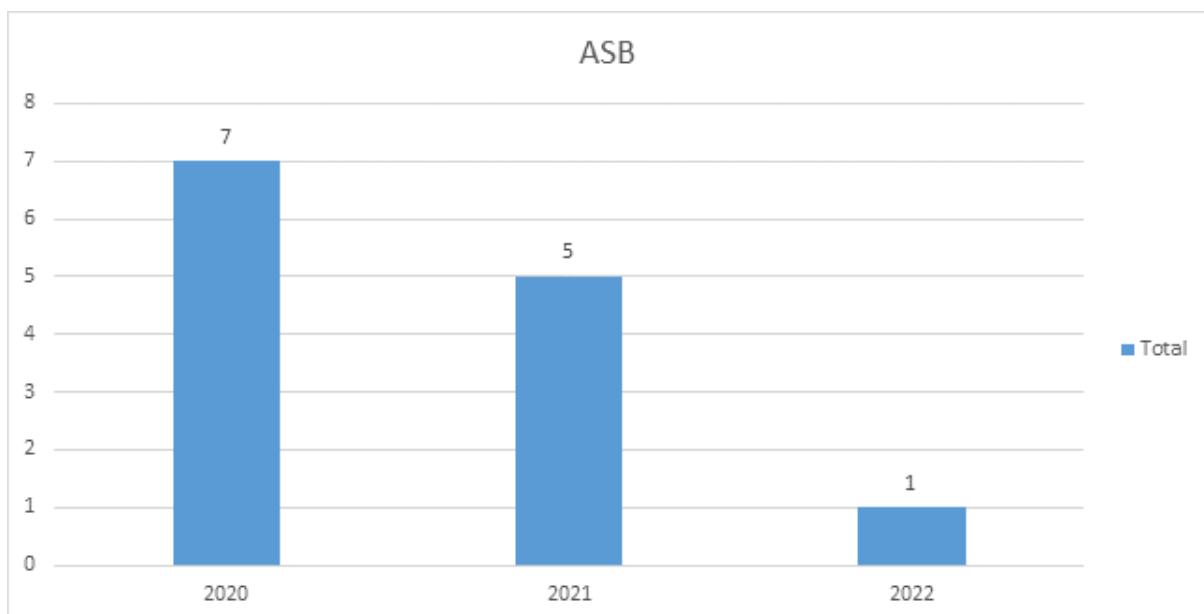
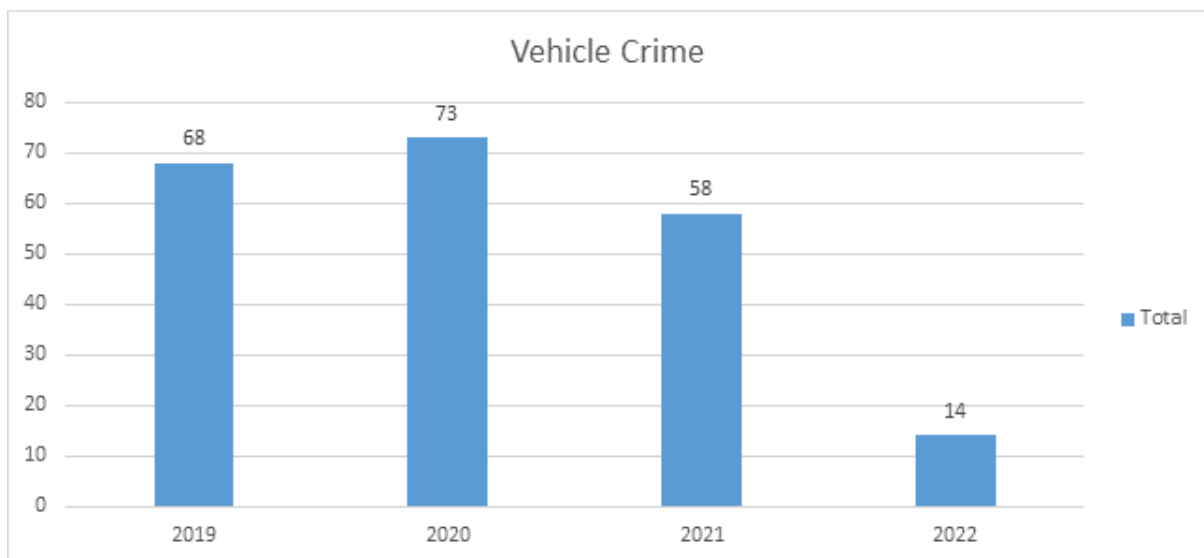
You will find Dormans Evening WI members running the tea tent at Dormansland Carnival, and they will be around at the jubilee weekend too. Contact information can be found in The Village Voice. Details of the programme for the coming year can be found on the website [www.dewi.chessck.co.uk](http://www.dewi.chessck.co.uk)

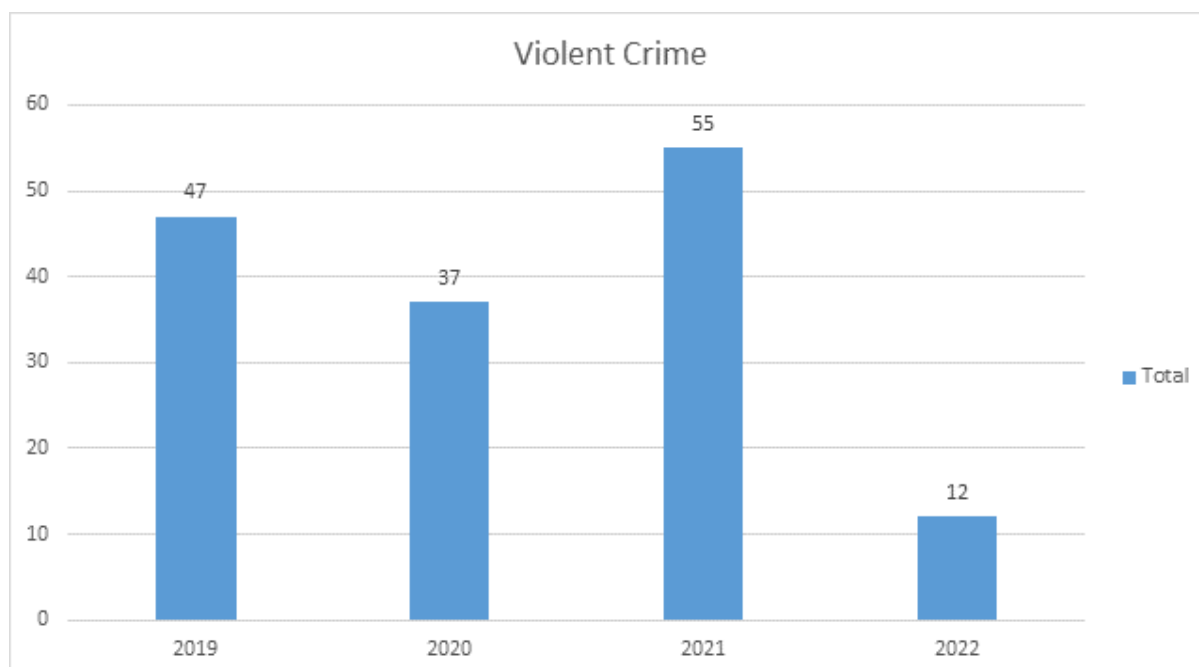
### **SURREY POLICE**

#### **Crime Figures**

Please be aware that these figures are for the combined area of Lingfield, Dormansland, Crowhurst, Felbridge and Felcourt.







Crime figures for your area can also be viewed via the Surrey Police Website [www.surrey.police.uk](http://www.surrey.police.uk)

### **The Tandridge Safer Neighbourhood Team**

*Tandridge Safer Neighbourhood Team is split into 3 areas – North, Mid and South.*

Our Borough Commander is Inspector Karen Hughes.

Dormansland is covered by the South team:

PC Lee Newman – Neighbourhood Specialist Officer  
 PC Rowan Futter – Neighbourhood Specialist Officer  
 PCSO Conrad Cheeseman  
 PCSO Rupert Kelley

*We are supported by other members of our community safety team:*

PC Sarah Adams is our Youth Intervention Officer  
 PCSO Kerrie Furlong is our dedicated Rural PCSO

Simon Evans is our Designing out Crime Officer - he is an expert in the field of Crime Prevention and can carry out Environmental Visual Audits with a view to understanding why some areas may be vulnerable to certain types of crime.

Maria Ingram is our Anti-Social Behaviour Coordinator who works with us and partners to offer strategic advice on Anti-Social Behaviour (ASB) where additional interventions are required such as closure orders.

Ian Sandwell is our licencing officer who deals with all licencing matters working closely with Tandridge District Council (TDC).

PC Pete Hawkins is our Casualty Reduction Officer who looks at how we can make the roads within our community safer.

*In addition to this, across the division we are covered by:*

Neighbourhood Patrol Teams (NPT) – who deal with fast time response 24/7

Domestic Abuse Team (DAT)

Child Abuse Team (CAT)

Criminal Investigation Department

Divisional Support Unit – our proactive unit

Neighbourhood Policing Investigation Team – who deal with prisoner handling releasing NPT to maintain resilience on the front line

### **Current Issues**

ASB - We now have a call back process which allows us to make early contact with and informant of ASB, provide reassurance and ascertain the real extent of the issue so an appropriate response plan can be put in place if necessary. Officers have recently received additional problem solving training and now COVID restrictions are lifted ASB surgeries are making a comeback and we will be holding regular 'meet the beat' sessions in targeted areas.

Catalytic Converter Theft - Op Blink is our force wide operation to tackle catalytic converter thefts. Cat thefts are a national issue. One of the main issues is a lack of reporting whilst offences were taking place – there was a clear need to raise awareness within communities of what to look for and when to report. We have had intensification weeks to raise awareness which included signs being put up in hot spot locations (predominantly public car parks) and working with local car garages. We have seen a significant increase in reporting which has led to early intervention and arrests

Distraction theft – distraction theft at cash machines appears to be on the increase, the target appears to be elderly victims.

### **Our Borough Priorities for 2022:**

- Protect those most vulnerable in our communities – this includes victims of DA, hate crime, exploitation whilst ensuring we pursue those who are perpetrating such offences.
- Reduce ASB through a robust targeted approach, working with partners increasing public confidence.
- Reduce Burglaries
- Reduce rural crime
- VAWG – Violence against Women and Girls – this is a Nationwide commitment and Surrey Police are committed to eradicating all forms of violence against women and girls

In order to have a true reflection of the needs and issues of our communities in order to tackle them people need to report issues to us. This can be done online or by calling 101. You can also follow us @TandridgeBeat and there is lots of useful information available on the Surrey Police Website [www.surrey.police.uk](http://www.surrey.police.uk)

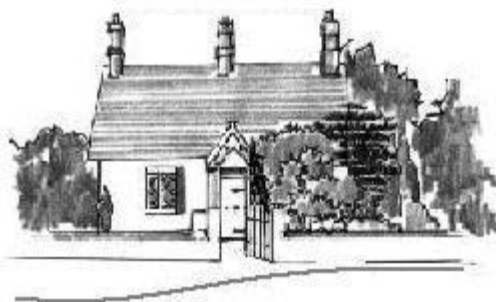
### **PRECEPT**

A precept of £55,000 was raised from Tandridge District Council for the financial year 2021/22. The precept for 2022/23 is £55,020.

### **ACCOUNTS/GRANTS**

The 2021/22 full accounts are currently being audited and not yet finalised. The Parish Council continued with its policy of making grants to local organisations and during the last year, the beneficiaries being:

St John's Church	£2000
Befriending Scheme	£850
Dormansland Diamonds (contribution towards food bank)	£12.73
Lingfield & Dormansland Community Centre	£1000
Air Ambulance Kent Surrey Sussex	£500



## Lingfield United Trust

### LUT Chairman's Report to Dormansland Parish Council meeting, April 2022

#### **Background**

The objects of the charity remain;

- The provision and maintenance of Almshouse Accommodation.
- The provision of Grants for assistance to those meeting the charity's criteria and resident within the parishes of Dormansland, Lingfield and Baldwins Hill.

I set out below the works that Lingfield United Trust has carried out in these respects over the past year.

#### **The Provision and Maintenance of Almshouse Accommodation**

We continue to maintain our 2 Almshouses known as 'HoChee Cottages' in Plough Road, Dormansland.

Our residents remain those who were in occupancy since the refurbishment of the almshouses in 2013 and in one case, prior to that date. We continue to support them in any way they require and check their wellbeing. We have put in place assistance in the garden and with pruning and heavy jobs that are required.

As it is now approaching 10 years since the refurbishment works to the Almshouses were carried out, we are in the process of appointing a firm of Building Surveyors to carry out a Quinquennial Inspection Report on the properties. There is an Almshouse Association Template for this Review and this will form the basis of our brief to the company. They are a practice acquainted with this procedure. We will of course be consulting with the Residents over this period, and we hope that the Report, when submitted, will form the basis of our future maintenance schedule for the Cottages.

#### **The Provision of Grants**

At Christmas 2021, the Trustees of Lingfield United Trust were able to distribute 137 cheques to those residents who applied and were eligible in the parishes of Baldwins Hill, Dormansland and Lingfield. The amounts distributed are £65 per single person and £80 per couple. Once again we sent application forms to those who had applied the previous year, as the distribution points used prior to the pandemic, were still not as accessible as they had been. We also advertised and encouraged applicants to ask for forms from our Clerk direct.

We continue to pay grants for assistance to vulnerable and needy residents and families in Lingfield and Dormansland and we have received 6 referrals this year. We have therefore given help with clothing, furniture and appliances to those meeting our criteria within the parishes and decided to automatically include these residents in our Christmas Distribution as well.

As reported last year, we have acted on behalf of the local Cavendish House Trust and have been successful in obtaining for them a supplementary grant from the Henry Smith Trust, to contribute towards the running costs of the residential accommodation they provide. We have therefore passed on a further and final £8000 from the Henry Smith Trust completing the agreed grant sum.

We continue to seek ways in which to give grants to community initiatives working towards the alleviation of local hardship in these difficult times and respond to suitable approaches. We would be grateful for referrals from the churches, doctors and other community venues in our parishes.

We ourselves were fortunate to benefit from a donation of £500 from Lingfield Bridge Club, on their cessation and for which we are most grateful.

### **Website**

Our website increases our transparency and accessibility in line with the Charity Commission's guidelines. It provides a list of useful links for those visiting the site and there is a map available which shows the boundary of the areas of the ancient parishes of Lingfield, Dormansland and Baldwins Hill which is the area throughout which the Charity operates.

It is now an established means by which requests for assistance come to us.

<http://www.lingfieldunitedtrust.org/>

The extensive policies that we have in place to meet the requirements of the Charity Commission and in compliance with Government guidelines, are all available on the website or from the Clerk or Chairman.

These cover **Data Protection, Complaints Procedure, Equality and Diversity, and Safeguarding.**

### **Trustees**

We have 7 Trustees who have been in place for the duration of this year and I attach a current updated list for your information. I am grateful for all their work and support on behalf of Lingfield United Trust and of course extend all our thanks to our Clerk for her conscientious and efficient work throughout.

As always the Annual Report and Financial Statement will be audited and sent to the Charity Commissioners in due course.

I have sent this report to the Lingfield Parish Council for their meeting.



Marion Wardell  
*Chairman Lingfield United Trust*

### **Registered Charity no 1150971**

**Chairman** – Mrs. Marion Wardell, 5 Wallace Square, Lavington Park, Petworth, West Sussex GU28 0FJ 01798 867661  
**Clerk to the Trustees** – Mrs. Marlene Hughes, 'Spindrift' Plaistow Street, Lingfield, Surrey RH7 6AL. 01342 835250  
**Lingfield United Trust** company no **8296570** reg address 1 HoChee Cottages, Plough Road, Dormansland RH7 6HQ

### ***Lingfield United Trust Officers***

#### ***Chairman***

Marion Wardell

5 Wallace Square  
Lavington Park  
Petworth  
West Sussex GU28 0FJ

***Clerk to the Trustees***

Marlene Hughes  
'Spindrift'  
Plaistow Street  
Lingfield  
Surrey RH7 6AL

***Trustees***

Enid Marten  
14 Beacon Hill  
Dormansland  
RH7 6RH

Susan Calamassi  
Claridge Gardens  
Dormansland  
RH7 6HZ

Sally Martin  
Flat 2, Garth Court  
20 Mount Pleasant Road  
Lingfield  
RH7 6BH.

Gill Williams  
5 College Close  
Lingfield  
Surrey  
RH7 6HG

Richard Young  
Providence Cottage  
Lingfield Common Road  
Lingfield  
RH7 6BZ

The Reverend Ian Whitley,  
The Church of St Peter and St Paul  
Old Town  
Lingfield  
Surrey  
RH7 6AH

**CONCLUSION**

The Chairman thank Jenny Green for her talk and offered the floor for questions/engagement of the various groups and Councillors. The Chairman then introduced PCSO Conrad Cheeseman.

**3 Report from County and District Councillors**

Due to the election period and adhering to the principles of purdah, no reports were received from County and District Councillors.

**4 Public Questions and Discussion**

No questions were received from the public.

**5 Close of meeting**

The meeting closed at 9.00pm.