Dormansland Parish Council
Interim Parish Clerk – Lisa Liggins
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Minutes of the 192nd Meeting of Dormansland Parish Council held at 7.30pm on
Wednesday 1st March 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 Guy Kaiser-Davies
Councillor Mr David Bright

1.2 Also in Attendance:

County Councillor Mr Michael Sydney, District Councillor Mrs Lesley Steeds, and
District Councillor Mrs Maureen Young, seven members of the public and the Clerk

2 Apologies for Absence

2.1 Councillor Mr Neville Harrison

3 Declarations of interest

3.1 There were no declarations of interest.

4 To receive minutes of the 191st meeting held on Wednesday 1st February 2017

4.1 It was resolved that the minutes of the 191st meeting held on 1st February 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 Councillors Mrs Steeds:

- A Planning Policy meeting will take place 9 March 2017 and the strategy will be
to go forward on the Local Plan.

- There was a recent report of antisocial behaviour in Dormansland. MP Sam
Gyimah had been contacted. Councillor Mrs Steeds is dealing with the situation
and will report to DPC once she has spoken to those concerned on both sides.
This has been reported many times to TDC.
The next Housing Meeting is Tuesday 7 March 2017. It was noted there had not been a meeting since 1 December 2016 and was reported to David Weightman, Chairman of Housing.

5.2 Report from County Councillor Mr Michael Sydney:

- A meeting was held on 7 February 2017 at County Hall. The proposal which was due to be discussed was for a referendum to allow a 15% increase however this was changed and councillors were asked to agree a 5% increase. The business plan for next year which had originally been based on a 15% increase will now have to be redrawn and presented to the Cabinet on 27 March 2017. This will give an idea of what funding will be available for schools, roads etc. however there is some uncertainty to what the future financial situation is.

- S106 monies for build outs in Dormansland High Street – Councillor Mr Sydney signed the letters off to be sent out week commencing 6 March 2017. If DPC wish to widen the consultation and were prepared to deliver these SCC would have no problem with this. DPC agreed the catchment area was wide enough.

- Local Plan – Councillor Mrs Steeds noted there has been a new proposal for a Garden Village at Haxted/Edenbridge. She was hoping to have a meeting with Planning Policy week commencing 6 March 2017 prior to the main planning meeting. Nothing has been decided on any of the villages and Councillor Mrs Steeds cannot comment until she has undergone further discussions.

- Councillor Mrs Steeds noted that the Mid-Sussex Inspector decided their Local Plan was not robust enough and because the Neighbourhood Plan did not dovetail into this the whole plan was thrown out. Mid-Sussex have had to start the process again. This was mentioned as an example of what can happen to Neighbourhood Plans if they do not carry enough weight.

**CHAIRMAN SUSPENDED THE MEETING**

6 Speaker

DPC welcomed Richard Streatfeild (Chairman of High Weald) who explained the High Weald’s proposal for a “fair and equitable distribution” of an aircraft and the impact it would have on Dormansland.

7 Public Question Time

A member of the public expressed concerns about the proposal to turn off street lighting between 12am and 5am especially along the station path. DPC noted they had not discussed this yet at council level. DPC advised there was an appeal process on SCC website and agreed they would support the public’s objection. DPC believed it was important for residents to object because the last train into Dormans was past 12am. A proposal had been made that lights may be switched off from 1am-5am which would then cover the last train home.

**DPC to discuss.**

It was suggested that Parish Councils can pay to keep lights on in certain roads. Councillor Mrs Steeds said this was being discussed at Local Committee meeting on Friday 3 March 2017 and they are not going to shut any lights off on any path, twitten or road that has access to/from a station. DPC noted that this subject was still out for consultation however Councillor Mrs Steeds would ask SCC to consider the effect to footpaths, twitten and roads from Dormans Station.

**Councillor Mrs Young to provide list of roads to Councillor Mrs Steeds.**

A member of the public asked if grass cutting in New Farthingdale could be done earlier this year and commented that the drain by the gateway to the recreation ground was still blocked. DPC confirmed cutting would be taking place soon. The Clerk to contact SCC.
Two members of the public expressed their concerns of the potential development at Frith Manor.

MEETING REOPENED

8 PLANNING

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

Planning Meeting held on Saturday 25 February 2017

TA/2017/246/TPO
Planning Application for Brackens, Hillcrest, Dormans Park RH19 2LX
1 x Oak: Reduce height by 2 metres to leave residual height of 22 metres. Reduce radial length of longest lateral branches by 1 metre to leave residual length of 5.5 metres; the remaining crown to be pruned in proportion, in order to maintain the shape of the tree. (Alastair Durkin)
Dormansland Parish Council has no objection to this planning application.

TA/2017/242
Planning Application for Lullenden Barn, Hollow Lane, East Grinstead RH19 3PT
Demolition of existing single storey side extensions. Erection of two single storey side extensions, alterations and extensions to roof. (Wayne Spencer)
Dormansland Parish Council has no objection to this planning application (also linked with TA/2017/285) provided listed building requirements are complied with.

TA/2017/285
Planning Application for Lullenden Barn, Hollow Lane, East Grinstead RH19 3PT
Demolition of existing single storey side extensions. Erection of two single storey side extensions, alterations and extensions to roof. (Listed Building Consent). (Wayne Spencer)
Dormansland Parish Council has no objection to this planning application (also linked with TA/2017/242) provided listed building requirements are complied with.

TA/2017/226
Planning Application for 11 View Terrace, The Platt, Dormansland RH7 6QX
Erection of dormer to west elevation in association with conversion of loft space to habitable accommodation. (Certificate of Lawfulness for a Proposed Use or Development) (Jessica Hampson)
Dormansland Parish Council has no objection to this planning application.

TA/2017/159
Planning Application for 2 Clayford, Dormansland RH7 6PR
Demolition of existing conservatory. Erection of single storey rear extension, single storey side infill extension and single storey front/side extension incorporating open porch.
(Adem Mehmet)
Dormansland Parish Council has no objection to this planning application subject to neighbours’ objections.

TA/2017/115
Planning Application for Woodlands, The Approach, Dormans Park RH19 3NU
Erection of detached outbuilding. (Adem Mehmet)
APPLICATION WITHDRAWN
TA/2017/97
Planning Application for Partridge Cottage, Starborough Nursery, Starborough Road, Marsh Green TN8 5RB
Erection of two storey rear extension. (Adem Mehmet)
Dormansland Parish Council has no objection to this planning application.

TA/2017/94
Planning Application for Garden Cottage, Wilderwick, Wilderwick Road, East Grinstead RH19 3NS
Demolition of existing bay window and canopy to rear elevation. Erection of single storey side and rear extensions. (Natalie Rowland)
Dormansland Parish Council has no objection to this planning application.

TA/2017/81
Planning Application for 1 The Grange, Felcourt Road, Felcourt RH19 2LA
Erection of single storey rear extension. (Jessica Hampson)
Dormansland Parish Council has no objection to this planning application.

TA/2016/2369
Planning Application for Skitts Manor Farm, Moor Lane, Marsh Green TN8 5RA
Existing motorcycle repair workshop seeking permission to open motorcycle class 1 and class 2 mot test station in corner of the existing building. (David Spring)
Dormansland Parish Council has no objection to this planning application subject to neighbours’ objections.

9 Chairman’s Comments
Fairfax Consultation Information – Councillor Mrs Young to discuss with Councillor Mrs Steeds as a District matter at a later date. Fairfax are proposing to build 101 houses on Frith Manor. No comments can be made until the company have applied for planning.

Two members of the public (residents in the area) confirmed they had not received any correspondence from Fairfax about the proposed planning.

Councillor Mrs Young suggested that local residents write to Fairfax putting forward their concerns and objections.

DPC noted they can only consider the planning once an application has been made.

DPC agreed to purchase a present for Lynn Blake.

10 Correspondence and Communication

- DPC approved to give a grant of £250 to Kent Surrey Sussex Air Ambulance.
- Having sent out an objection to planning application 2016/2373 (Newchapel Village Hall) it was listed on the TDC planning agenda as having been recommended to permit the application.
- Dormansland Parish Council Website – DPC approved expenditure of £726 (£276 maintenance fee and one-off payment of £450) for moving the current website to a more modern system. Councillor Mr Bright to liaise with UBE.
- Councillor Mrs Steeds noted LPC have purchased a television for “paperless planning”. DPC agreed they were happy with their current arrangement and will continue using hard copy paper plans.
- Councillor Mr Joseph-Tebbutt noted more members are needed for the Hub Steering Group. Other parishes have not come forward to join. Councillor Mr Joseph-Tebbutt and Jeannie Ryan will consult further after the elections in May.
- The suggestion of installation of Perspex figures in the pews of St. John’s Church to remember lives lost in the First World War was put forward to Nigel Hinton however he will not be taking up this idea. DPC agreed something more
appropriate should be considered e.g. a possible statue in the village. DPC to consider ideas for next year. Councillor Mr Fitzgerald to liaise with Nigel Hinton.

11 Neighbourhood Plan

11.1 Councillor Mr Fitzgerald reported the Neighbourhood Plan is in a situation of uncertainty. There is a need to clarify whether certain members of the committee are going to complete the work they have been assigned to do. Councillor Mr Fitzgerald will request rCOH send the report to DPC to review in unfinished form. Members asked whether Jon Dowty could complete this for us and whether DPC should apply for additional funding if it looks as though this cannot be finished by members of the Neighbourhood Plan steering group. Councillor Mr Fitzgerald to liaise with Keith Smith and Jon Dowty.

Councillor Mrs Young or Councillor Mr Fitzgerald to contact Liz Lockwood for confirmation of her commitment to completing the report. The report must be presented to DPC before the next meeting.

11.2 No payments of expenses to approve.

12 Village Environment, Highways and Infrastructure

12.1 Petition for 2 buildouts in Dormansland High Street.

Councillor Mr Sydney has signed-off letters to be sent out and David Hodge has rubber stamped these. Letters will go out from Surrey by 24 March 2017. Piers Mason has drawn up plans for the build-outs with Anita Guy and these now have to be agreed with the developers.

12.2 DPC’s petition in March 2013 asking SCC to look at ways to divert HGVs away from local village roads.

SCC are suggesting signs at Plough Road, Dormans Road and Hollow Lane. Councillor Mrs Steeds has asked SCC to include Blackberry Road. DPC noted that Surrey have agreed to supply these. The local committee agreed to put them in the required roads. Email from SCC received 3 February 2017 confirmed they will be installed in 2017/2018 financial year.

Councillor Mrs Steeds to speak with SCC and confirm what is happening on Friday 3 March 2017.

11.3 Condition of Roads and Gullies

SCC have responded and dealt with potholes and gullies. Member of the public noted one drain was still blocked by the recreation ground.

Clerk to speak to Highways at SCC.

13 Report from representatives on outside bodies

13.1 Lingfield Library

Councillor Maureen Young has received minutes of recent meeting. Councillor Mrs Young reported an incident with opening times on Saturday 25 February 2017. The library should open at 9.30am however volunteers had decided that due to limited visitors on a Saturday morning they would open the library at 10am. DPC had not been informed of this. Councillor Mrs Young has liaised with Carole Greenhalgh (Volunteer) who will confirm that the library is open at 9.30am on the dates of DPC planning meetings.
Annual General Meeting to be held on 24 April 2017. Date of next library meeting Monday 20 March 2017.

13.2 Gatwick Airport

DPC discussed during point 6 of the agenda.

13.3 Community Care

Agreements have gone through that TDC are going to purchase Jennings Hall. LPC will purchase from TDC for £5,000. Possible peppercorn rent required from DPC in the future.

Pando asking if we can contribute funding for refurbishment of his building. Clerk sent him details of “funding open day”. DPC agreed to send Pando an email confirming we cannot fund him directly but will support any grant applications he wishes to make.

14 Accounts/Finance

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

**ACCOUNTS FOR PAYMENT**

**1st March 2017**

100213 SSALC Limited (New Clerk Training) £90.00

100214 SSALC Limited (Meetings / Finance Training) £90.00

100215 Lynn Blake - February 2017 salary £962.67

100216 Lisa Liggins - February 2017 salary (plus overtime) £1,333.83

100216 Lisa Liggins - Clerks expenses £43.65

100216 Lisa Liggins - Office expenses £196.66

100217 Adam Neill - Gardening £140.00

14.2 Members noted bank reconciliation as at 26th February 2017:

**HSBC Community Account**  

26th February 2017

Balance per Bank Statement as at 26th February 2017

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>HSBC Community Account</td>
<td>10,042.69</td>
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<tr>
<td>HSBC BMM Account</td>
<td>35,036.34</td>
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</tbody>
</table>

Less Un-presented cheques as at 26th February 2017 -380.00

44,699.03

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

**CASH BOOK**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Balance</td>
<td>47,219.65</td>
</tr>
<tr>
<td>Add: Receipts</td>
<td>1.19</td>
</tr>
<tr>
<td>Less: Payments</td>
<td>(2,521.81)</td>
</tr>
</tbody>
</table>

44,699.03
15 Training and Meetings

15.1 Next Planning Meeting – Saturday 18th March 2017

15.2 Parish Assembly Meeting – To confirm date of 26 April 2017. Mr Parker (speaker) will not be able to confirm his availability for another few weeks. Alcohol – supplied by Fair Trade.

Clerk to follow up with Mr Parker in the next few weeks. DPC to consider contingency. Councillor Mrs Young to arrange refreshments and speak to Fair Trade regarding alcohol.

15.3 Councillor Mr Fitzgerald attending Employment Briefing & Awareness Training on

16 Current Consultations

16.1 Gatwick Night Flight Noise Consultations.

DPC dealt with in point 6 of the Agenda.

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

18 Date of next meeting

18.1 The next meeting of the Parish Council will be on Wednesday 5 April 2017 at 7.30pm.

Signed as a correct record: 

Dated: 5/4/2017