



Dormansland Parish Council

P.O.Box 335, Lingfield, RH7 9BP

Tel: 07395 323456

Email: parishclerk@dormansland.org.uk

Website: www.dormansland.org.uk

Notice is hereby given that the 292nd Full Council Meeting of Dormansland Parish Council will be held 18.30 on Wednesday 1st July 2026 in the Dormansland War Memorial Community Hall, Plough Road, Dormansland to transact the under mentioned business, which Councillors are summoned to attend.

Signed: Dormansland Parish Clerk

25th June 2026

**The meeting will be recorded for the purpose of accurate minute taking
The recording are being saved currently due to the receipt of a formal request. The recordings
will be deleted once the subject matter of the formal request has been exhausted.**

AGENDA

- 1. To accept the written resignation of the current Chairperson and elect a Chairperson to conduct the 292nd Meeting of Dormansland Parish Council on 1st July 2026.**
The incoming Chairperson to sign a Declaration of Acceptance of Office in the presence of another Council Member (Councillor) or the Proper Officer (Parish Clerk).
- 2. To receive and accept apologies for absence**
Please inform the Clerk's office if you are unable to attend.
- 3. 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' Office prior to the meeting
 - (iii) any changes to their circumstances which should be recorded on their Register of Interests
- 4. Approval of Minutes**
 - 4.1 Minutes of the Full Council Meeting – 3rd June 2026 to be agreed as accurate and signed by the meeting Chairperson.
 - 4.2 Minutes of Annual Meeting – 6th May 2026 to be agreed as accurate and signed by the meeting Chairperson

Chair to suspend the meeting

Open Forum

Thirty 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, questions will be answered immediately, otherwise a written reply will be given within 10 working days.

Members of the public are only permitted to speak during the Open Forum, unless called upon by the Chairperson to speak and must restrict their contribution to items on the agenda.

Chair to re-open meeting

5. To receive reports

- 5.1 Report from the Clerk
- 5.2 Reports from Local Councillors
- 5.3 Reports from District, County and East Surrey Councillors

6. Accounts & Finance

- 6.1 RFO to report on activity since last meeting
- 6.2 Receipts and payments statement YTD v Annual Budget – review
- 6.3 Receipts since last report

Account	Date	Detail	Value
HSBC BMM	30/06/26	HSBC – June Interest	TBC
Unity Savings	30/06/26	Unity – June Qtr Interest	TBC

6.4 Payments made since last report – To be approved

Account	Date	Type	Payee	Ref	Gross	Net	VAT
Unity Curr	04/06/26	DD	O2 – May/June	INV27/32	£12.72	£10.60	£2.12
Unity Curr	10/06/26	BACS	HMRC PAYE/NIC payment on May 2026 payroll – Ers NIC £107.10, Ees NIC £6.64, Ees PAYE £31.60	PAYE May 2026	£145.34	£145.34	-
Unity Curr	16/06/26	BACS	rCOH Ltd (O’Neill Homer) – Amend Basic Conditions Statement on Neighbourhood Plan	INV27/26	£798.00	£665.00	£133.00
Unity Curr	16/06/26	BACS	Cllr David Bright – Reimbursement of de-fib pads and torch from Community Heartbeat	INV27/28	£157.86	£131.55	£26.31
Unity Curr	16/06/26	BACS	Dormansland Baptist Church – Donation in recognition of refreshment support for Litter Pick	Donation	£25.00	£25.00	-
Unity Curr	16/06/26	BACS	Adam Neill – Grass cut Wilderwick & Shepherds Grove	INV27/27&29	£130.78	£130.78	-

Account	Date	Type	Payee	Ref	Gross	Net	
Unity Curr	23/06/26	CARD DD	Lloyds Bank – Month Fee for Card	INV27/20	£3.00	£3.00	-
Unity Curr	23/06/26	CARD DD	Zoom monthly fee	INV27/21	£16.79	£13.99	£2.80
Unity Curr	24/06/26	BACS	Adam Neill – Regular village strip cut	INV27/34	£367.50	£367.50	-
Unity Curr	24/06/26	BACS	Steven Rees – Clerk’s wage June 2026 – Gross £1,131.00 + £26.00 WFH less Tax/NI/Pension Contribution deduction £83.48	Wage May 26	£1,073.52	£1,073.52	-
Unity Curr	30/06/26	BACS	SALC – CiLCA admin fee	INV27/32	£30.00	£25.00	£5.00
Unity Curr	30/06/26	DD	Unity Bank – Monthly Account Fee	INV27/25	£7.00	£7.00	-

6.5 Invoices and future payments to be approved

Ref	Supplier	Detail	Gross	Net	VAT
HMRC – June 2026	HMRC	PAYE/NIC payment on June 2026 payroll – Ers NIC £107.10, Ees NIC £6.64, Ees PAYE £31.40 – payable c08/06/26	£145.34	£145.34	-
Pension 06/26	NEST	Pension deductions and Contributions June 2026 (EE’s £45.24 net, ER’s £56.55) – payable c10/06/25	£101.79	£101.79	-

6.6 Transfers between accounts since last report

Date	From	To	Value
15/06/26	Unity Saving	Unity Current	£1,000.00
23/06/26	Unity Saving	Unity Current	£1,500.00

6.7 Bank statements and reconciliations to 30th June 2026 to be tabled – reviewed and signed

Balances at 30th June 2026:

Unity Bank – Current Account £404.75

Unity Bank – Instant Access Savings Account £TBC when June Qtr interest added
(Current interest rate 1.95%)

HSBC BMM Account £TBC when June interest added
(Current interest rate 1.28%)

7. Councillor Co-option

7.1 To hear from resident who has applied for vacant Councillor role

7.2 Co-option vote and result

7.3 If successful new Councillor signs Acceptance of Office Declaration

8. Grant Application

To review and approve the following grant applications

Lingfield Marathon Minibus £500

St Piers School & College £588

Lingfield Junior Parkrun - £600

YWI Dormansland £150

St Catherine’s Hospice £1,000

- 9. Meals on Wheels Donation**
To review and approve payment of the annual budgeted donation to Lingfield and Dormansland Meals on Wheels of £800.00
- 10. Neighbourhood Plan**
To receive an update on the Neighbourhood Plan from Cllr Bright.
- 11. Playground refurbishment on Recreation Ground**
To hear the latest update on the refurbishment of the playground.
- 12. Farindons proposed development Committee**
Agree terms of reference of the new Committee set up to consider and deal with the residential development proposal for Farindons.
- 13. Action Log**
Review, amend and approve action log.

[Meeting to close to the public](#)

- 14. Staff Matter**
- 15. Dates of next meeting**
 - 15.1 Full Council Meeting – Wednesday 2nd September 2026 – 6.30pm – Dormansland War Memorial Community Hall
 - 15.2 Planning Meeting – Wednesday 2nd September 2026 - 6.00pm – Dormansland War Memorial Community Hall