



## Dormansland Parish Council

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**Members of Dormansland Parish Council are summoned to the 25<sup>th</sup> Annual Meeting of the Parish Council to be held at 18.30 on Wednesday 6<sup>th</sup> May 2026 in Dormansland Baptist Church Hall, High Street, Dormansland RH7 6PU.**

**To be immediately followed (approx. 19.45) by a Full Council Meeting abbreviated to essential matters only.**

Steven Rees – Parish Clerk

30<sup>th</sup> April 2026

### AGENDA

1	To elect the Chair of the Council and to receive the Chair's Declaration of Acceptance of Office
2	To elect the Vice Chair of the Council and to receive the Vice Chair's Declaration of Acceptance of Office
3	To receive apologies for absence
4	To receive any declarations of interest from Members – Members are invited to declare disclosable pecuniary interests and other interests they may have in items on the agenda as required by Dormansland Parish Council Code of Conduct for Members and the Localism Act 2011
5	To appointment of internal auditor – propose to re-appoint Mulberry Local Authority Services Limited
6	To review Committee structures and appoint Councillors to Committees, working parties and responsibilities <ul style="list-style-type: none"><li>• 9.1 Planning Committee</li><li>• 9.2 Personnel Committee</li><li>• 9.3 Neighbourhood Plan Working Group</li></ul>
7	To appoint Councillors to serve as representatives of the Parish Council on the following outside bodies: <ul style="list-style-type: none"><li>• 10.1 Surrey Association of Local Councils</li><li>• 10.2 GACC/Gatwick Airport issues</li></ul>
8	To review and determine bank mandates for all Bank accounts held.

9	To review the Council insurance policy and discuss/decide on alterations
10	<p>To resolve the following documents/policies have been read and agreed by all council members:</p> <ul style="list-style-type: none"> <li>• 15.1 Risk Assessment</li> <li>• 15.2 Code of Conduct</li> <li>• 15.3 Complaints Procedure</li> <li>• 15.4 IT and Email Policy</li> <li>• 15.5 Document Retention and Disposal Policy</li> <li>• 15.6 Information and Data Protection Policy</li> <li>• 15.7 Grants and Donations Policy</li> <li>• 15.8 GDPR Website and Privacy Notice</li> <li>• 15.9 Co-option Policy</li> <li>• 15.10 Memorial Asset Policy</li> <li>• 15.11 Transparency Policy – Publication Scheme</li> <li>• 15.12 Health &amp; Safety Policy</li> <li>• 15.13 Equality and Diversity Policy</li> <li>• 15.14 Standing Orders</li> <li>• 15.15 Financial Regulations</li> </ul>
11	Consideration of Chair’s and Members’ Allowances for ensuing year
12	To confirm that Members give their consent to receive summonses and all correspondence electronically