



Dormansland Parish Council

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Minutes of the 284th meeting of Dormansland Parish Council held at 6.30pm on Wednesday 1st October 2025 at Dormansland Baptist Church Hall

Present: Cllr Richard Dandy (Chair for Meeting), Cllr Hilary Taylor, Cllr David Bright,
Cllr Keith Coleman, Cllr Liz Lockwood

In Attendance:

County and District Cllr Lesley Steeds (Part)

District Cllr Nicola O'Riordan (Part)

5 members of the public in attendance.

MINUTES

The meeting was recorded in order to ensure accurate minute taking. The recording will be deleted once the minutes have been approved.

1. Cllr Liz Lockwood resigned as Chair. Accepted.
- 1.1 Cllr Richard Dandy was elected to be Chair for the 284th Meeting of Dormansland Parish Council. (Chair position will be in rotation of each Cllr in turn)
2. None
3. No declarations of interest were declared.
4. Minutes of the Full Council Meeting 3rd September 2025 were agreed as accurate and signed by the meeting Chair.

Chair suspended Meeting for Public Session.

Several members of Dormansland Tennis Club were in attendance and their Chairman spoke about the wish to make an Expression of Interest, on the Tennis Courts and Pavillion, to Tandridge District Council and request the support of Dormansland Parish Council in this action.

Chair re-opened the meeting.
5. **Reports**
 - 5.1 **Clerk's Report**
Correspondence
Four items of mail have been received in the PO Box.

- Letter from HMRC confirming DM Payroll services are our payroll agents, meaning they will get direct notification of tax code changes.
- O2 bill
- Outdoor play equipment brochure
- Letter from HSBC - Notification of interest rate reduction from 1.44% to 1.32% from 21st October.

Emails (not forwarded)

- Sales circulars for play equipment, finance software and defibrillator supplies
- Notification of interest rates reducing on our Unity Bank deposit accounts to 2.1% from 2.25% from 23rd November

Communications from residents

- An email, following on from a phone call from a Hollow Lane resident, noted last month, who was astounded that several non-primary roads in the Parish had been resurfaced and yet Hollow Lane which is a major through route had not had it's pothole repaired, not had it lines been repainted which was dangerous.
- Several comments from residents on the Neighbourhood Plan – all forwarded to NP Working Group. Confirmation of receipt sent where requested.
- A resident emailing with regards to the poor state of repair of the road in West Street
- An email asking whether DPC order the Remembrance Wreaths or somebody else?
- An email from a pothole victim, seeking compensation for the damage to their car. Haxted Road. Pointed him in the direction of Surrey CC with links to pothole reporting and how to claim.

Clerk's outgoing correspondence

- None

Other Matters

- External auditors report and certificate and draft notice of conclusion of audit for 2024-25. I have posted on website.
- We have received a debit payment card for the Unity Bank current account. (Registered but not used)

My focus for the next month will be:

- Councillor vacancy – co-option
- Reply to resident with regards to noise at Racecourse
- Budget for 2026-27 – need to organise a budget setting meeting.
- Organising annual visual asset inspection and filling salt bins
- Finalising Lingfield Allotment position

- Opening new bank account(s)
- Tidying up website and using the Facebook page.
- Operation Bridge – outline the process we go through in the event of a death in the senior ranks of the Royal Family.
- Standing Order, Financial Regulations – Review – what’s standard and what’s DPC
- Archiving old files with Surrey CC

Cllr Keith Coleman – Had attended the Surrey CC Community Board Webinar. The Community Boards are being trialed in 4 areas. Expressions of Interest for Asset Transfer need to be made to Tandridge District Council by 17th October to guarantee that the transfer will take place. Cllr Dandy enquired what are the benefits of such an expression? To ensure that Community Assets are maintained for the residents of the Parish, such as the Toilets on the recreation ground.

Cllr Liz Lockwood – Gatwick second runway approved. Dormansland Parish Council should consider making a donation to CAGNE to support a legal challenge to the decision based upon lack of consideration given to noise, environment, waste treatment and disposal. Cllr Lockwood to ascertain likely cost of legal action and size of contribution required – **Action** and add to the agenda for next month - **Action**.

A reminder of the briefing meeting with Surrey CC Highways, tomorrow 2nd October 12.00 noon, in Lingfield Community Hall.

Cllr Cheryl Roux – wished to record her thanks to Cllr Bright for his work on planting the flower boxes.

Cllr David Bright – had attended a ONH seminar on planning. Neighbourhood Plan financial support had now finished. ONH warned to expect more and larger solar farm applications. ONH offer “Settlement Facilities” and “Brown Field Site” reviews. ONH also recommend that Financial Regulations are changed to enable quick approval of specialist planning advice. Bulbs are ready for planting. Trees look as if they have survived except one. Recommends that we weed and mulch again to improve tree’s chances – **Approved**

There is due to be a working party convened to renovate the Memorial Garden, St John the Baptist Church, following vandalism, Saturday 4th October.

Cllr Hilary Taylor – Royal Oak public house is re-opening in 2-3 weeks time.

Cllr Richard Dandy – There had been severe anti-social behaviour in Newhache resulting in heavy police presence.

- 5.2 County & District Cllr Lesley Steeds** – Cllr Steeds had hosted a visit from the Surrey CC Highways Engineers to both Hollow Lane and West Street. Whilst both roads were in poor condition they were not considered to be bad enough to be prioritised ahead of other projects. Cllr Steeds confirmed that she was continuing to push for West Street and Locks Meadow to be scheduled for work

next year. Locks Meadow alone would consume the whole of her allocated fund. Please ask residents to contact their County Councillor (Cllr Steeds) with their concerns/complaints.

Cllr Steeds had received notification of a request to change a footpath route, Jesmor Farm, St Piers Lane, Dormansland, which she will forward.
Unitary reorganisation continues to be very complicated and a decision on the final structure is only due in early 2026.

District Cllr O’Riordan – Advised that, with respect to the public toilets, it would be best to record an expression of interest and decide later than wait.

6. Accounts & Finance

- 6.1 RFO reported on activity since last meeting – All receipts and payments up to and including the 30th September 2025 recorded.
- 6.2 Receipts and payments statement 30th September v Annual Budget circulated – **reviewed**
- 6.3 Budget setting meeting to be organized for mid/late November.
- 6.4 Receipts since last report

Account	Date	Detail	Value
HSBC BM	31/08/25	HSBC – August Interest	£97.68

6.5 Payments made since last Full Council Meeting – **Approved**

Account	Date	Type	Payee	Ref	Gross	Net	VAT
Unity Curr	04/09/25	DD	O2 – August	INV26/53	£10.92	£9.10	£1.82
Unity Curr	09/09/25	DD	Pension deductions and Contributions Aug 2025 (EE’s £49.42 net, ER’s £61.77) – includes back pay and new pay scale	Nest - 08	£111.19	£111.19	-
Unity Curr	23/09/25	DD	Lloyds Bank – Debit Card Fee – Monthly Fee	INV26/54	£3.00	£3.00	No VAT
Unity Curr	24/09/25	BACS	Adam Neill – Cut & Strim x 3	INV26/55/56/57	£172.50	£172.50	No VAT
Unity Curr	28/09/25	BACS	Steven Rees – Clerk’s wage September 2025 – Gross £1,101.00 + £26.00 WFH less Tax/Ni/Pension Contribution deduction £68.28	Payslip 09/25	£1,058.72	£1,058.72	-
Unity Curr	30/09/25	DD	Unity Bank – Monthly charges	INV26/58	£6.00	£6.00	No VAT

6.6 Invoices and future payments - **Approved**

Ref	Supplier	Detail	Gross	Net	VAT
Pension 09/25	NEST	Pension deductions and Contributions Sep 2025 (EE’s £44.04 net, ER’s £55.05)	£99.09	£99.09	-

6.7 Transfers between accounts since last Full Council Meeting

Date	From	To	Value
None			

6.8 Bank statements and reconciliations to 30th September 2025 to be tabled – **reviewed and signed**

Balances at 28th September 2025:

Unity Bank – Current Account £420.10

Unity Bank – Instant Access Savings Account £62,789.22

HSBC BMM Account £75,759.25

7. **Appointment of Chairperson and Councillor co-option**

- 7.1 It was considered that the Council's approach to monthly Chairs, providing each Chair resigns at the next meeting, meets with the guidance provided by Tandridge DC and the policy will continue.
- 7.2 Co-option process to be moved forward with advertising the vacancy in the Village Voice, Facebook and Website. Interested individuals to apply for an application form from the Clerk. Closing date for applications 15th January and decision at the Full Council Meeting 4th February. **Action - Clerk**

8. **Neighbourhood Plan**

Cllr Bright reported that there had been around 20 responses to the Neighbourhood Plan. The responses were being analysed and forwarded to the consultants for their comments and the plan will be amended accordingly. The section covering the War Memorial Hall will be re-written as it is not conveying the intended message. There had been challenges to proposed Green Open Space, an Asset of Community Value, and a listing on Tandridge DC's Buildings of Character list. NP working party to draft responses for Clerk. **Action – NP Working Party**

Following the suggested amendments the Plan goes to Tandridge DC for Regulation 16 work, passes on to an inspector and then to a referendum in the Parish.

Chair recorded his thanks to the working party on good progress.

9. **Tandridge DC – Asset Transfer**

Following representation from Dormansland Tennis Club (Tennis courts and pavilion) and contact with Dormansland Rockets Football Club (Colin Anderson Field and pavilion) it was agreed to support their application for transfer of assets, and record that the Council had no interest in securing these assets, should they wish to proceed. **Approved.** It was also agreed that the Council should proceed with an expression of interest on the four assets listed by Tandridge DC (Toilets, Recreation Ground, Playground Equipment and Gym Equipment), prior to the 17th October deadline. **Action - Clerk.** Cllr Roux recorded that whatever support was shown the Council should ensure that there are no latent risks involved. Cllr Lockwood agreed to ascertain the extent to legal costs that would be involved when acquiring assets. – **Action – Cllr Lockwood**

10. **Road Conditions in Dormansland**

In addition to the County Councillor meeting with Highways Engineers on Hollow Lane and West Street, a meeting had been organised between the Council and the stakeholder team of the Highways Department to better understand the workings of the department and how best to communicate problems and understand where specific roads sit in the order of priority.

Given the limited financial resource available to the County Council it was agreed that the best option was to keep regular contact with Surrey CC to pursue improvements to road conditions in the Parish.

11. **Little Farindons enforcement**

Given the passing of two years since possible illegal dumping of contaminated waste it was agreed to pursue a Freedom of Information request with Surrey County Council to ascertain the results of any material testing performed on this site. **Action - Clerk**

12. **Recreation Ground Slide**

Clerk to request an update on the repair process and to notify the Council that children are still accessing the slide. **Action - Clerk**

13. **Speed Limits in Dormansland**

CLlr Dandy referenced the Parish Survey commissioned in 2022 which recorded that 15% of respondents recorded speeding as an issue in Dormansland. At that point in time there was little appetite for a 20mph limit. Thinking had moved on and "Healthy Street for Surrey" are now in favour of 20mph in certain areas. There are also limited options for an effective speed watch patrol. Councillors were divided in their support but felt that more traffic speed detail is needed.

It was agreed to request a survey from the Surrey Highways of actual speeds through the Parish, including advice as to the best locations for the survey and for a possible 20mph area. The provisional areas for consideration were thought to be the High Street from the Church to Plough Road. Plough Road from the High Street to the Public House and Dormans Road. **Action - Clerk**

14. **Interim Internal Audit**

Interim internal audit would be useful. Clerk to organize – **Action - Clerk**

15. **Dates of next meeting**

- 15.1 Full Council Meeting – Wednesday 5th November – 6.30pm – Dormansland Baptist Church Hall
- 15.2 Planning Meeting – Wednesday 5th November – 6.00pm – Dormansland Baptist Church Hall

Meeting closed at 21.00

Signed:

(Acting Chair)

Date: