

Dormansland Parish Council

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Minutes of the 294th meeting of Dormansland Parish Council held 18.30pm Wednesday 7th October 2026 at Dormansland Baptist Church Hall

Present: Cllr Richard Dandy (Chair for Meeting), Cllr Dominic Price, Cllr Cheryl Roux, Cllr Hilary Taylor, Cllr David Bright, Cllr Keith Coleman

In Attendance:
District Cllr Sir Nicholas White

4 members of the public in attendance.

MINUTES

The meeting was recorded to ensure accurate minute taking.
The recording are currently being saved due to a formal request to do so and will be deleted once the subject matter of that request has been exhausted.

1. Cllr Keith Coleman had submitted his written resignation as Chair.

1.1 Cllr Richard Dandy was nominated and elected to be Chair for the 294th Meeting of Dormansland Parish Council and signed a Declaration of Acceptance of Office.

2. **To receive apologies for absence –** The Clerk, District and County Cllr Lesley Steeds and East Surrey Cllr Nick Greenfield.

3. **Declarations of interest.**
Cllr Richard Dandy declared a non-pecuniary interest in item 13

4. **Approval of Minutes**
Minutes of the Full Council Meeting 2nd September 2026 were agreed as accurate and signed by the meeting Chair.

Chair suspended Meeting for Public Session.

Chair re-opened the meeting.

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5. Reports

5.1 Clerk's Report

Correspondence

Four items of mail have been received in the PO Box (collected by Cllr Taylor).

- O2 bill
- Royal Mail invoice for annual PO Box renewal - £347.00 +VAT (last year £309.50 - +12%)
- An application for the vacant Councillor role
- Clerk & Councils Direct – September Issue

Emails (not forwarded)

- Email from Tandridge DC indicating that they had amended their records to remove address of former clerk.
- Email from British Coatings Federation confirming the provision of free red paint for the 2 telephone kiosks. The Clerk suggests the Council sends a letter of thanks to the Dulux Decorator Centre – Crawley to thank them for their support -**Approved**
- Email from Surrey CC Pensions Department chasing for contributions for Clerk's pension. Clerk has advised them that pension provision is via Nest commencing in May 2025 and Surrey CC have updated their records.

Communications from residents

- Email from resident asking for litter bin in Recreation Ground to be moved away from the "Happy to Chat" bench due to the smell. I have contacted Catherine Dainkeh at Tandridge DC to see if this can be done.
- Thank you email from Hannah Welton (St Piers) for grant money received.

Clerk's outgoing correspondence

- Email to Stephen Coley Tandridge DC concerning Newhache Car Park – response circulated

Other Matters

- 2026 External Audit – clean report.
- Clerk attended (online) the SALC Clerk's forum on 29th September – key out-takes were:
    - 9 new Parishes in Surrey after LGR

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- There will be a Combined Foundation Strategic Authority over West and East Surrey which will look after such things as Policing – this does not prevent a mayoral position later on
- NALC have a new model Employment Policy – changes will need to be incorporated in Standing Orders, Financial Regulations and Employment Contracts
- Councils should have an annual action plan – what they plan to achieve in the forthcoming year
- Time to start thinking about the 2027-28 budget

- Village Voice content due by c15th October – Cllr Dandy to draft

My focus for the next month will be:

- Researching and opening new bank account
- CIL expenditure return to Tandridge DC
- Internal Audit preparation – Friday 20th November – remote.
- Little Farindons enforcement progress
- Replacement noticeboard on recreation ground
- Tidying up website and Facebook page in line with Website MOT suggestions

5.2 Local Councillors:

Cllr David Bright – Feed back from planning, received a proposal for potential large application. External planning advice required should this materialize into a full blown planning application. Planning Committee asks for the FCM to agree, to be on next agenda for discussion and decision.
Booked for SALC course 21 Oct. Free ONH 22 Oct – link can be viewed post event.

Cllr Hilary Taylor – Post office box approved on a going basis. Date for Budget Planning meetings need to be set at Nov FCM, all Cllrs to bring their diaries. Cllr Price to swap Chair position November/January

Cllr Cheryl Roux - Nothing

Cllr Keith Coleman - Telephone box in Dormans Park complete. Reported a number of pot holes in NF. Incident in Recreation ground between workers, arranged to clear the mess outside toilets left by the incident. Tandridge arranged for the area to be cleansed.

Cllr Richard Dandy – Playground is fantastic

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Cllr Dominic Price – Nothing to report. Compliments on playground

5.3 **District Cllr Sir Nicholas White -** Tandridge officers under pressure. All parties on district members working together to ensure a good open session whereby under the new UA it will be run by Lib Dem not Conservatives. Lib Dem are all good Cllrs, they are fully supportive of what Catherine Sayer has been doing. Planning – as of end Oct no DC will be allowed to bring any application for refusal to the planning committee for decision over the officers' decision. The officers given more power than expected. LP going ahead - 22 Oct there is a PP meeting which will finalise and put the final plan together the HELAA sites which will go forward. Reg 19 will go forward/6 weeks/ Dec full app submitted to govt. Then wait for the inspector's review. If approved the ESUA will have to take this as a live planning application. Mole Valley are not producing a LP.

Wrote to Tim Oliver who is Conservative head of SCC asked about kitchen for primary school. He attended 5 years ago. DP School is one of 2 Primary Schools that does not have a kitchen. He agreed to get it done. Nothing has happened. His secretary said no money was available. Sir Nicholas wrote to Claire Courtinho to ask for her help and she agreed to take up with UA, she met the new Lib Dem leader of ES and asked for this to be put at the top of his financial needs list. They agreed.

Cllr Coleman suggested DPC could contribute to the cost of the kitchen. Cllr Bright reminded Cllr Coleman that this was not allowed due to regulations and this had been discussed many years back.

East Surrey Cllr Nick Greenfield - Report by email – not forwarded see addendum post minutes.

District Cllr Lesley Steeds - Report by email

6. Accounts & Finance

6.1 RFO reported on activity since last meeting – All receipts and payments up to and including the 30th September 2026 have been recorded.

6.2 Receipts and payments statement 30th September 2026 v Annual Budget circulated – **reviewed**

6.3 Receipts since last report

Account	Date	Detail	Value
Unity IA Saving a/c	30/09/26	Unity – Quarterly Interest	£501.26

6.4 Payments made since last report – **Approved**

Account	Date	Type	Payee	Ref	Gross	Net	VAT
Unity Curr	04/09/26	DD	O2 – Aug/Sep	INV27/52	£12.72	£10.60	£2.12
Unity Curr	09/09/26	DD	NEST - Pension deductions and Contributions Aug 2026 (EE's £45.24 net, ER's £56.55)	PEN Aug 2026	£101.79	£101.79	-
Unity Curr	10/09/26	BACS	HMRC - PAYE/NIC payment on Aug 2026 payroll – Ers NIC £107.10, Ees NIC £6.64, Ees PAYE £31.60	PAYE Aug 2026	£145.34	£145.34	-
Unity Curr	14/09/26	BACS	Lingstead Construction Ltd – Re-siting bench on Mill Lane	INV27/53	£910.80	£759.00	£151.80
Unity Curr	14/09/26	BACS	PKF Littlejohn – External Audit fee 2025/26	INV27/54	£378.00	£315.00	£63.00
Unity Curr	23/09/26	CARD DD	Lloyds Bank – Month Fee for Card	INV27/55	£3.00	£3.00	-
Unity Curr	23/09/26	CARD DD	Zoom monthly fee **(to be cxld)**	INV27/56	£16.79	£13.99	£2.80
Unity Curr	23/09/26	BACS	Adam Neill – Materials for telephone kiosk repaint (£96.75) & Grass strim cut Shepherds Grove and Wilderwick (£130.78)	INV27/57-60	£227.53	£227.53	-
Unity Curr	23/09/26	BACS	Tandridge District Council – Contribution towards playground upgrade and refurbishment	INV27/61	£22,480.00	£22,480.00	-
Unity Curr	28/09/26	BACS	Steven Rees – Clerk's wage Sep 2026 – Gross £1,168.00 +£186.00 backpay + £26.00 WFH less Tax/NI/Pension Contribution deduction £154.87	Wage Sep 26	£1,225.33	£1,225.33	-
Unity Curr	30/09/26	DD	Unity Bank – Monthly Account Fee	INV27/51	£7.00	£7.00	-

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6.5 Invoices and future payments - **Approved**

Ref	Supplier	Detail	Gross	Net	VAT
HMRC – Sep 2026	HMRC	PAYE/NIC payment on Sep 2026 payroll – Ers NIC £140.58, Ees NIC £24.50, Ees PAYE £76.20 – payable c09/10/26	£241.28	£241.28	-
Pension 09/26	NEST	Pension deductions and Contributions Sep 2026 (EE's £54.17 net, ER's £67.71) – payable c01/10/26	£121.88	£121.88	-

6.6 Transfers between accounts since last Report

Date	From	To	Value
13/09/26	Unity Saving	Unity Current	£1,500.00
23/09/26	Unity Saving	Unity Current	£23,000.00
28/09/26	Unity Saving	Unity Current	£1,500.00

6.7 Everything up to date and posted to 30th September 2026
Bank reconciliations for 30th September 2026 submitted for checking and approval.
Bank Balances at 30th September 2026

Unity Bank – Current Account £927.27
Unity Bank – Instant Access Savings Account £126,981.97
(Current interest rate 1.95%)

30th September 2026 YTD receipts and payments report circulated

The second half of the precept (£29,000) was paid on 2nd October – current bank balances are Current Account £627.27 and Savings Account £155.481.97 after paying for playground contribution.

7. External Audit Report – Formal review and approval

The PKF Littlejohn External Audit Report on the Council year to 31st March 2026 was formally **reviewed and approved**.
The Council extends gratitude to the RFO/Clerk, Steven Rees for the excellent work done on getting a clean report.

8. Clerk Remuneration

To formally approve the increase in the Clerk's hourly payrate (in line with national scale agreement) from £18.85 to £19.47 and backdate to 1st April 2026. **– Approved**

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9. Neighbourhood Plan - Update

Cllr Bright updated the Council on progress on the Dormansland Neighbourhood Plan. Reg 16 consultation finished. TDC is waiting for committee date and a time scale will follow. Then inspector looks at it and if approved it goes to a public referendum. Further assistance may be required from ONH due to the technical aspect.

10. Playground refurbishment - update

Cllr Taylor updated the Council on progress on the playground refurbishment and official opening. Opened 29 September 2026. Well done to Sian and Catherine from Tandridge for their tenacity. Official opening ceremony 14 October 2026 at 12.30. Cllr Taylor will be giving a speech. At 2.30 DC Steeds cutting the ribbon with children. St Piers school attending, then Dormansland school. There will be gift bags and drinks.

11. Sub-lease of toilet storage facility – no security of tenure. Clarification of DPC tenancy as sub-tenant and full details in relation to this. Right of renewal to be added to Heads of Terms. % of insurance and other liabilities DPC – sub tenant will be liable for. How will the public toilets be dealt with in relation to costs.

12. Action Log

Review, amend and approve action log – see Clerk's report.

13. Newhache carpark – no further action.

14. Dates of next meeting

14.1 Full Council Meeting – Wednesday 4th November 2026 – 6.30pm – Dormansland Baptist Church Hall

14.2 Planning Meeting – Wednesday 4th November – 6.00pm – Dormansland Baptist Church Hall

Meeting closed at 20.40

Signed: (Acting Chair) Date

Addendum – Cllr Nick Greenfield Report

East Surrey Council – An Update **7 October 2026**

Work continues on the "nuts and bolts" preparations for the Council to take over responsibility for existing services on 1 April 2027. Some of the recent developments are:

1. The Council's new Strategy and its vision for the future have been agreed and published.
2. The implementation plan is in its final phase and decisions are being made as to how services will be split between East and West Surrey. In some cases, they will remain hosted by one council whilst used by both, at least until new provisions can be made. The plan is constantly monitored. Some delay to the plan will be caused by a SEND Ofsted inspection, but this is being carefully managed.

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3. It has been agreed that Woodhatch Place in Reigate shall be the Council's main office. This is a short-term arrangement which provides a practical and cost-effective base while longer-term property plans are developed.
4. Councillors backed proposals for East Surrey and West Surrey to work together on strategic county-wide issues through a proposed Foundational Strategic Authority.
5. It was agreed that local identity and civic traditions would be protected by the creation of Charter Trustees in Elmbridge and Epsom & Ewell from 1 April 2027, and in Reigate & Banstead if a proposed parish council is not established. These bodies help preserve historic traditions, ceremonial events and local heritage during the transition to the new council structure.
6. Legal agreements are being considered which set out how assets, contracts, responsibilities and financial obligations transfer from Surrey County Council and the district and borough councils to East.

I was concerned that Angela Rayner told Parliament on 7 May that decisions on Local Government Reform had been withdrawn in 4 areas and put on pause in 16 more whilst a review is carried out.

It is not clear what information the Government has which caused them to do this whilst East Surrey goes ahead. If there are potential problems, we deserve to be told what they are so that we can plan ahead.

I raised a Motion at our full Council meeting on 24 September asking that the Leader of the Council do write to the Minister to seek more information. Unfortunately, the Motion was defeated with 17 for, 38 against and 3 abstentions. I have therefore written my own letter to the Minister and let you know what, if any, response I receive.
Cllr. Nick Greenfield

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