



Windlesham Parish Council

Joanna Whitfield
Clerk to the Council
Tel: 01276 471675
Email: clerk@windleshampc.gov.uk
Website: www.windleshampc.gov.uk

The Council Offices
The Avenue
Lightwater
Surrey
GU18 5RG

MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL'S BAGSHOT VILLAGE COMMITTEE

Held on Tuesday 5th October 2021 at 7.00pm at St Annes Church Centre, 43 Church Road, Bagshot

Councillors	
Bakar	P
Du Cann	P
Gordon	P
Manley	A
White	P
Willgoss	P

In the Chair: Councillor Willgoss
In attendance: Jo Whitfield – Interim Clerk to the Council

P - present A – apologies PA – part of meeting - no information

		Action
BVC/21/29	Apologies for absence Acceptable apologies for absence were received from Cllr Manley.	
BVC/21/30	Declarations of Interest No Declarations of Interest were made.	
BVC/21/31	Public question time There were no public questions	
BVC/21/32	Exclusion of the press and public. Agreed that the following items be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960: There were no items to be discussed	
BVC/21/33	Committee and Sub-Committee Minutes: The minutes of the Bagshot Village Committee meeting held on the 7 th September 2021, were approved and signed by Cllr Willgoss.	Cllr Willgoss

BVC/21/34	To consider planning applications and planning appeals received prior to this meeting:	
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	Bagshot Applications	Type
21/0701/FFU	47 Church Road, Bagshot, Surrey, GU19 5EQ Erection of an outbuilding. Full Planning Application No Objection on condition that the building is not to be used for habitable accommodation.	<i>FPA</i>
21/0974/FFU	19 Higgs Lane, Bagshot, Surrey, GU19 5DP, Erection of a single storey side infill extension and part conversion of existing garage. No Objection	<i>FPA</i>
21/1041/FFU	61 Bagshot Green, Bagshot, Surrey, GU19 5JT Erection of a two storey side/ rear extension incorporating an attached garage following the demolition of the detached garage. No Objection	<i>FPA</i>
21/0965/FFU	Honeypot Cottage, 127 London Road, Bagshot, Surrey, GU19 5DH Single storey front and side extension. No Objection	<i>FPA</i>

BVC/21/35	To receive reports from: a) Surrey County Council There was nothing to report It was resolved that Surrey County Council reports will be reported at Full Council meetings only. b) Surrey Heath Borough Council Nothing to report	
BVC/21/36	Payments for approval a) Accounts for payment - The Clerk presented a list of expenditure transactions for approval, in the sum of £485.67 of which £198.33 was attributable to Bagshot and explained the individual items. It was resolved the payments (Annex A) in the total sum of £485.67 of which £198.33 was attributable to Bagshot be	Cllr Willgoss

	authorised and the Chairman signed the Expenditure Transactions Approval List.											
BVC/21/37	<p>Committee finances – overview</p> <p>The Interim Clerk provided the Committee with a broad overview of their finances and provided an Income and Expenditure report from the Council’s RBS finance system.</p> <p>Members were also presented with the current Bagshot reserve status, which is as follows:</p> <table style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;">Account</th> <th style="text-align: right;">Closing Balance</th> </tr> </thead> <tbody> <tr> <td>EMR School Lane Play Equipment</td> <td style="text-align: right;">£52,402.44</td> </tr> <tr> <td>EMR Bagshot Village</td> <td style="text-align: right;">£21,381.00</td> </tr> <tr> <td>EMR Bagshot CIL</td> <td style="text-align: right;">£169,811.87</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£243,595.31</td> </tr> </tbody> </table> <p>Members were asked to note the following:</p> <ul style="list-style-type: none"> • The School Lane play equipment fund is ringfenced for the replacement of play equipment when required – it is not for use for the wider field. • The Village reserve figure has taken into account the Bagshot proportion of additional recruitment budget needed (as agreed at Full Council) but has NOT taken into account the cost of the Councillors IT equipment yet. This is likely to be in the region of £3,500 which will be funded from this reserve. • The CIL reserve is free to be spent as the Committee wishes. CIL does have some restrictions – the attached information may be helpful. <p>Members noted the report.</p>	Account	Closing Balance	EMR School Lane Play Equipment	£52,402.44	EMR Bagshot Village	£21,381.00	EMR Bagshot CIL	£169,811.87	Total	£243,595.31	
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Total	£243,595.31											
BVC/21/38	<p>Project Updates</p> <p>Members were presented with a spreadsheet detailing the progression of all projects to ensure that are fully appraised of current project status.</p> <p>Noted</p>											
BVC/21/39	<p>Community Infrastructure Levy – To consider future projects</p> <p>1) Members were reminded that the Bagshot Committee has a significant CIL reserve amounting to £169,811.87 and asked to consider if there are any potential projects within the village, for which the CIL money can be put to good use.</p> <p>It was resolved that the Committee wished to review play area provision within Bagshot and that Cllr Gordon will explore options available.</p>	Cllr Gordon										

	<p>It was also resolved that the Committee would like to explore traffic calming options for Bagshot High Street. It was agreed that Cllr White will approach SCC to explore possibilities.</p> <p>2) Earlswood Park Update</p> <p>At Cllr Gordon's request Members discussed how they wished to respond to the public question posed by the Earlswood Park Management Committee, at the September meeting.</p> <p>Cllrs White and Gordon are continuing to progress this, however to date a response has not been formulated.</p>	Cllr White
BVC/21/40	<p>Budget setting 2022-23</p> <p>On the 7th September 2021 all Councillors were sent a budget setting report which was intended to outline the process and budget timetable, along with a first draft of the 22-23 budget.</p> <p>Currently Council is being asked to consider the annual budget proposals in respect of shared council costs and each Committees own individual forecast of revenue and capital receipts and payments.</p> <p>The village committee was reminded that they will need to prepare recommendations to be presented to Full Council at the November meeting to inform the overall Council budget.</p> <p>Members were asked to consider any additional financial requirements that they would like to be considered for the 2022-23 budget setting process.</p> <p>It was resolved that the Committee would feed back to the Chair of the Committee who will then represent the Committees views during budget discussions.</p>	
BVC/21/41	<p>Health and Wellbeing Initiative – Tackling Loneliness within the Community</p> <p>At the September meeting Members discussed a new health and wellbeing initiative to tackle loneliness within the community, whereby Councils across the country are installing new signage on public benches to help break down the barriers of social isolation and get people talking.</p> <p>The Committee resolved to conduct a survey to establish if residents were supportive of this initiative.</p> <p>Members were presented with the survey results and it was noted that this initiative had been well received by residents.</p> <p>It was resolved that the Interim Clerk will investigate suitable benches and locations and report back to the Committee.</p>	Interim Clerk
BVC/21/42	<p>Remembrance Day</p>	

	<p>Each year the Council sends a representative to the Remembrance Services held in each village and wreaths are provided for Councillors to lay at the war memorials.</p> <p>In recent years, Council have agreed a donation to be paid.</p> <p>It was resolved :</p> <ol style="list-style-type: none"> 1. that the Bagshot Committee will make a £50 donation towards a wreath 2. that Cllr White will lay the wreath on Sunday 14th November 2021 	Interim Clerk
BVC/21/43	<p>Clerks Update</p> <p>The Interim Clerk informed Members that the office had received a complaint about dog fouling at School Lane Field and informed the committee that the complaint had been responded to and that additional signage will be put in place.</p> <p>Members discussed the issue and requested that a social media post be put out on Facebook, outlining the law and the fines that can be incurred.</p>	Interim Clerk
BVC/21/44	<p>SALC Conference</p> <p>Members were made aware that the Surrey Association of Local Councils Conference is being held on the 12th October 2021, and that as per committee terms of reference the committee should 'authorise in advance, Members' attendances at conferences/Seminars or other meetings falling within the purview of the Committee.'</p> <p>It was agreed that Cllr Willgoss would attend this conference.</p>	
BVC/21/45	<p>Community Pride</p> <p>Cllr Willgoss submitted the following Councillor Community Pride grant application:</p> <p>Applicant: Bagshot Society Purpose: Winter planting in Bagshot Supporting: Cllr Willgoss Value: £60</p> <p>It was resolved to accept this Community Grant application and grant £60.</p> <p>Cllrs Gordon, White, Willgoss, Du Cann, and Bakar indicated that they wished to support the following Councillor Community Pride grant application to be presented at the next Committee meeting:</p> <p>Applicant: Bagshot Big Bash Purpose: Christmas Event in Bagshot Supporting: Cllr Gordon, White, Willgoss, Du Cann, Bakar and Manley</p>	

	Value: £750 (each Councillor will donate £125) It was resolved in principle to accept this Community Grant application and grant £750.00	
BVC/21/46	Correspondence There was no correspondence.	
BVC/21/47	Exclusion of the press and public. Agreed that the following items be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960: There were no items to be discussed.	

There being no further business, the meeting closed at 20:38.

Top Level for Month No 6

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
08/09/2021	2021-75	58	WINDLESHAM FIELD	WINDLESH	306.67	61.33	368.00	4435	325	105.33	Room Hire 18 May - 10 Aug 21
								4435	425	112.80	Room Hire 18 May - 10 Aug 21
								4435	525	88.54	Room Hire 18 May - 10 Aug 21
30/09/2021	GM092-035	59	GLENDALE	GLEND	129.00	25.80	154.80	4060	300	43.00	Erection of Memorial Plaques
								4060	400	43.00	Erection of Memorial Plaques
								4060	500	43.00	Erection of Memorial Plaques
TOTAL INVOICES					<u>435.67</u>	<u>87.13</u>	<u>522.80</u>			<u>435.67</u>	
VAT ANALYSISCODE S @ 20.00%					435.67	87.13	522.80				
TOTALS					<u>435.67</u>	<u>87.13</u>	<u>522.80</u>				

Bagshot PL for Month No 6

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
09/09/2021	INV202101	12	ST ANNES PCC	ANNE	50.00	0.00	50.00	4435	325	50.00	Room Hire 7-09-21
TOTAL INVOICES					50.00	0.00	50.00			50.00	
VAT ANALYSISCODE OTS @ 0.00%					50.00	0.00	50.00				
TOTALS					50.00	0.00	50.00				