



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 LIGHTWATER VILLAGE COMMITTEE

Held on Tuesday 8th March 2022 at 7.00pm at the Community Hub, Windlesham Field of Remembrance

Councillors	
Barnett	P
Galliford	P
Halovsky-Yu	A
Harris	P
Hartshorn	P
Jennings-Evans	P
Malcaus Cooper	P

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

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

		Action
LVC/21/68	Apologies for absence Acceptable apologies for absence were received from Cllr Halovsky-Yu.	
LVC/21/69	Declarations of Interest Cllr Malcaus Cooper and Cllr Galliford declared a non-pecuniary interest in item 6 on the agenda – Planning Application 21/0814/FFU Appeal ref: APP/D3640/W/22/3291501, stating that the appellant is known to them. Cllrs Harris and Malcaus Cooper also declared a non-pecuniary interest in item 12 on the agenda – Grant applications, stating that Curley Park Rangers football club play at the Briars Centre, of which they are trustees.	
LVC/21/70	Public question time No public were present	
LVC/21/71	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:	

	LVC/21/86 - Community reception awards – To discuss nominations	
LVC/21/72	Committee and Sub-Committee Minutes: The minutes of the Lightwater Village Committee meeting held on the 8 th February 2022 were approved and signed by Cllr Harris .	Cllr Harris
LVC/21/73	Planning Applications – to consider and make appropriate representations in relation to the planning applications in Lightwater listed below:	

22/0069/FFU	11 Quarry Bank, Lightwater, Surrey, GU18 5PE Single storey side extension Full Planning Application No Objections	FPA
21/0814/FFU Appeal ref: APP/D3640/ W/22/329150 1	23 High View Road Lightwater Surrey GU18 5YF Change of use of the lawful swimming pool incidental to the dwellinghouse to a swimming pool for mixed commercial and household use. If you wish to make comments, or modify/withdraw your previous representation, you can do so by 17 th March 2022. Appeal No Comment	Appeal
22/0081/FFU	13 Grasmere Road, Lightwater, Surrey, GU18 5TG Demolish existing conservatory and single storey rear extension and erect a single storey side/rear extension with associated alterations. FPA No Objections	FPA
22/0057/FFU	23 Birchwood Drive, Lightwater, Surrey, GU18 5RX Erection of a single storey rear extension following demolition of the existing conservatory, the installation of a dormer window to the rear roof slope to facilitate a loft conversion and the installation of two windows (one to the front elevation and one to the rear elevation, both at first floor level). Full Planning Application No Objections	FPA
22/0110/FFU	180 Guildford Road, Lightwater, Surrey, GU18 5RL Erection of two storey side extension Full Planning Application No Objections	FPA
22/0072/NM A	20A Ridgeway Close Lightwater Surrey GU18 5XU Non-material amendments to 21/0760/FFU (replacement single storey rear extension) to allow for alterations to the fenestration on the rear elevation.	Non Material Amendment

	Non Material Amendment No Objections	
22/0158/GPE	93 Ambleside Road, Lightwater, Surrey, GU18 5UJ Prior approval application for the demolition of existing conservatory and erection of a single storey rear extension (3.92m in depth, with an eaves height of 2.9m and an overall height of 3.68m). General Permitted Development EXTENSIONS No Objections	GPE

LVC/21/74	To receive reports from: a) Surrey Heath Borough Council Cllr Galliford reported that the SHBC budget has now been agreed as has the increase in parking charges.	
LVC/21/75	Payments for approval a) Accounts for payment - The Clerk presented a list of retrospective expenditure transactions for approval, in the sum of £150. It was resolved the payments (Annex A) in the total sum of £150 be authorised and the Chairman signed the Expenditure Transactions Approval List.	Cllr Harris
LVC/21/76	Committee finances – Income & Expenditure Members were presented with an income and expenditure report up until the 2 nd March 2022. Members noted the report.	
LVC/21/77	Project Updates Members were presented with a spreadsheet detailing the progression of all projects to ensure that are fully appraised of current project status. All projects were noted.	
LVC/21/78	Lightwater Recreation Ground a. Provision of outdoor gym equipment At the February Committee meeting Members resolved that the Interim Clerk in conjunction with Cllr Malcaus Cooper will obtain quotes for the installation of an outdoor gym for review	

at the March meeting with the intention of the equipment being installed before the end of March 2022.

3 companies were approached and Members were presented with 3 quotes as detailed below:

Summary of Quotes

Quote A – Option 1

Equipment	Big Rig multi gym
Number of Activities incorporated in equipment	6
Surface	Rubber grass mats
Post installation inspection	Yes
Cost to supply and install (ex VAT)	£11,995

Quote A – Option 2

Equipment	Big Rig multi gym + Double Air Walker and Air Skier
Number of Activities incorporated in equipment	8
Surface	Rubber grass mats
Post installation inspection	Yes
Cost to supply and install (ex VAT)	£14,953

Quote B

Equipment	Bench Dips Station Power Smart Hand Bike Spinning Bike Lat Pull Down/Shoulder Press Single Pull Up Bar Gym Signpost
Number of Activities incorporated in equipment	7
Surface	Rubber grass mats
Post installation inspection	Yes
Cost to supply and install (ex VAT)	£14,540

Quote 3

Equipment	City Bike Street Workout Pro2
Number of Activities incorporated in equipment	3
Surface	Rubber bonded mulch
Post installation inspection	-
Cost to supply and install (ex VAT)	£14,759.81

Members were asked to note the following considerations

- The quotes provided indicate that an area of approximately 10m x 8m will be required to install the gym.
- Some of the gym equipment is over 2.5m tall and may require planning permission. Confirmation has been sought from SHBC.
- In the event full planning permission is not required, council will still need to apply for general permitted development, which could take some time.
- It is recommended that the siting of the gym be considered carefully to ensure that it will not encroach on the football pitch and allows sufficient space for gym and pitch to be in use simultaneously.
- There is no dedicated budget for this work therefore it would need to be funded from either the remainder of the grant funds (if any), the Pavilion budget or the village reserve.

Members were asked to read the quotes provided and decide if they wished to proceed with either of the providers.

It was resolved unanimously to proceed with Quote A option 1, and to fund the project from the Pavilion budget line. Members acknowledged that it would not be possible to complete this project before the financial year end, therefore agreed to transfer £13,000 to an ear marked reserve.

Interim Clerk

b. Pavilion project update

Members were reminded that at the February meeting it was resolved to instruct Wellers Law Group to carry out the following:

- Review all the information that the Parish Council currently holds for the Lightwater Recreation Ground and to advise on the proposed Fields in Trust land transfer process. In particular to clarify who the landowner will be after the transfer.
- To confirm if following the land transfer, the Parish Council will need to set up a new charity to manage the land or if the Parish Council can simply re-dedicate the land to Fields in Trust without the need for charitable status or charitable objectives.
- To investigate the historical ownership of the field, establishing the ownership timeline from its inception to date and to ensure that links with all previous associated charities have been severed. In particular the Committee would like advice on the current legal status of the field.

Members noted the response and asked for further clarification on

- **The process required for WPC to become the sole trustee of the charity**

	<ul style="list-style-type: none"> • If WPC becomes the sole trustee of the charity, is it possible to amend the charitable objectives or dispose of a portion of land? • Fields in Trust’s position on a land transfer involving woodland. 	
<p>LVC/21/79</p>	<p>To consider grant applications</p> <p>Councillors considered the following grant applications and asked the Clerk to inform all successful applicants that any grants received are not automatically approved year on year and will be considered each year based on the information provided.</p> <p><u>Curley Park Rangers</u> – Request £3,500.00 for maintenance and line painting of football pitches.</p> <p>It was agreed unanimously to give a grant of £1750.00</p> <p><u>Lightwater Darby & Jones</u> – Request £300.00 - £400.00 for Coach trip or a meal</p> <p>It was agreed unanimously to give a grant for the requested amount of £400.00</p> <p><u>Windle Valley Fundraisers</u> – Request £120.00 to contribute towards the cost of the Easter Bunny Float.</p> <p>It was resolved to grant the total amount of £120.00</p> <p>Members noted that Lightwater Resilience Plan had registered their intent to submit a Community Pride application to request funds for the Lightwater Platinum Jubilee Event.</p> <p>It was agreed that if such an application were forthcoming Members wished to consider the request at the next Full Council meeting.</p>	
<p>LVC/21/80</p>	<p>Lightwater Village Improvement Society Grant Update</p> <p>At the Lightwater Committee meeting held in February, Members resolved to grant fund £124 to the Lightwater Village Improvement Society.</p> <p>To date the group have not managed to set up a bank account to enable payment of the money, therefore it has been requested that the money is transferred to Lightwater Connected who will manage the finances on behalf of LVIS.</p> <p>Members were asked to consider if they agreed that the £124 could be paid to Lightwater Connected, who will manage the finances on behalf of LVIS</p> <p>It was resolved to pay the agreed funds to Lightwater Connected.</p>	<p>Interim Clerk</p>

<p>LVC/21/81</p>	<p>To discuss the proposed Queens Platinum Jubilee beacon lighting event</p> <p>Members were reminded that at the EGM held on the 18th January, Council resolved to hold Jubilee Beacon Lighting Events in each village.</p> <p>Having contacted the insurers and the SHBC event team, the Interim Clerk outlined all the requirements that would need to be met prior to any event going ahead.</p> <p>Members were reminded that the office is working beyond capacity at present and if these events were to go ahead, Councillors would need to volunteer to assist with the organisation of the event.</p> <p>Members were asked to set up a working party to assist with the organisation of the event and nominate a lead Councillor to take responsibility for compliance on the day.</p> <p>The Interim Clerk reiterated that it would be the responsibility of the working party to deliver this event and ensure compliance on the day. The Interim Clerk will provide advice and guidance as necessary, along with overseeing any statutory requirements.</p> <p>It was resolved that Cllrs Malcaus Coopers, Harris, Galliford, and Barnett will form a working party with Cllr Malcaus Cooper taking the lead.</p> <p><i>20:21 Cllr Jennings-Evans left the meeting</i></p>	<p>Councillors</p>
<p>LVC/21/82</p>	<p>All Saints Flower Festival</p> <p>Members were informed that All Saints' Church Lightwater planning a flower festival on Saturday 14th May and Sunday 15th May as part of the village fete celebrations.</p> <p>The theme of the event will be "upcycling".</p> <p>Members were asked to consider if:</p> <p>The Committee would like to put together a flower arrangement</p> <p>And if so</p> <p>To nominate a Councillor to take responsibility for delivering the project.</p> <p>It was resolved that Lightwater Committee will take part in the flower festival and that Cllr Galliford will arrange a suitable display, liaising with the church where necessary.</p>	<p>Cllr Galliford</p>

LVC/21/83	<p>Clerks Update</p> <p>The Clerk informed Members that officers were still trying to organise a meeting with Esso regarding the installation work currently taking place.</p>	
LVC/21/84	<p>Correspondence</p> <p>There was no correspondence.</p>	
LVC/21/84	<p>Memorials and Inscriptions</p> <p>There were no memorial applications for review.</p>	
LVC/21/85	<p>Exclusion of the press and public - To exclude members of the public, including the press, For consideration of items excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960.</p>	
LVC/21/86	<p>Community Reception Awards– To discuss nominations</p> <p>As per the decision at Full Council held on the 22nd February 2022, Members were asked to present their nominations to the Committee for discussion.</p> <p>It was agreed to give community awards to the individuals and groups outlined in the confidential papers.</p>	

There being no further business, the meeting closed at 20:45.

Lightwater PL for Month No 11

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
28/02/2022	INV-1466	14	NEIL CURTIS	NEIL	150.00	0.00	150.00	4005	400	150.00	Ashes Interment - Williams
TOTAL INVOICES					<u>150.00</u>	<u>0.00</u>	<u>150.00</u>			<u>150.00</u>	
VAT ANALYSISCODE E @ 0.00%					150.00	0.00	150.00				
TOTALS					<u>150.00</u>	<u>0.00</u>	<u>150.00</u>				

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