



Windlesham Parish Council

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**MINUTES OF A MEETING OF AN EXTRAORDINARY MEETING OF WINDLESHAM
PARISH COUNCIL'S LIGHTWATER VILLAGE COMMITTEE
Held on Tuesday 21st February 2023 at 6:00pm at St Anne's Church Centre, Bagshot**

Councillors	
Barnett	-
Galliford	P
Turner	P
Harris	P
Hartshorn	PA
Jennings-Evans	P
Malcaus Cooper	P

In attendance: Sarah Wakefield- Assistant Clerk
Joanna Whitfield – Clerk to the Council

Cllr Harris in the Chair

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

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		Action
LVC/22/56	Apologies for absence No apologies received.	
LVC/22/57	Declarations of Interest No declarations of interest.	
LVC/22/58	Public question time An e-mail was received from a member of the public regarding the Lightwater Playground. It was confirmed the e-mail had been circulated to members of the committee and that the Clerk had already responded to the resident via e-mail.	
LVC/22/59	Exclusion of the press and public.	

	<p>There were no Exclusions to the press & public.</p>	
<p>LVC/22/60</p>	<p>Lightwater Playground Tender- to review 3 playground designs and confirm arrangements for public consultation</p> <p>Members were informed that 3 playground designs had been received through the tender process and all 3 submissions were scored as per the defined scoring criteria. Members were informed that Cllrs Malcaus Cooper, Harris and Turner had scored the 3 designs and that all 3 designs had been put through to the next stage to be considered for consultation.</p> <p>Therefore, members were asked to decide if they would like to take all 3 submitted playground designs to public consultation.</p> <p><i>Cllr Hartshorn arrived at 18:05</i></p> <p>After some discussion, members unanimously resolved to put all 3 submitted playground designs through to a public consultation (Cllr Hartshorn was unable to vote as she arrived after the agenda item had started).</p> <p>Cllr Malcaus Cooper asked for it to be recorded that she had concerns regarding the safety of in ground trampolines in playgrounds. Therefore, members requested that the Assistant Clerk contacts other councils who have installed in-ground trampolines to enquire regarding their safety record.</p> <p>Members were also asked to decide if they would like to host both a face to face and online consultation-</p> <p>Members resolved unanimously to host face to face and online consultations with the public.</p> <p>It was resolved to use QR codes generated through Survey Monkey to facilitate an online consultation and for details of the consultation to be placed on the Parish website and Facebook.</p> <p>It was agreed to host a face-to-face consultation at the Fayre in the Square on the 18th March and Cllrs Galliford, Harris, Malcaus Cooper and Turner said they would be able to attend this event.</p> <p>It was also agreed to place semi-permanent displays, not attended by Councillors, in the library and in the Lightwater Connected office. It was also resolved to place A3 posters in the local notice boards.</p> <p>It was resolved to give delegated authority to the Clerk to purchase foamex backing boards or similar and professionally printed A3 posters, and it was unanimously agreed to fund this spend from the Pavilion Budget.</p> <p>Members agreed the online consultation should start ASAP with an end date subject to the start of the pre-election period and when the next committee meeting could be held.</p>	<p>Assistant Clerk</p>

	<p>It was also discussed that the date of the next Lightwater meeting would need to change to the 21st March or earlier so the results of the consultation could be discussed before the pre-election period.</p>	
<p>LVC/22/61</p>	<p>Lightwater Recreation Ground</p> <p>a) Review Terms of Use for Lightwater Recreation Ground</p> <p>Members were presented with draft Terms of Use for the Recreation Ground and asked to decide-</p> <ul style="list-style-type: none"> • If they wish to adopt the draft Terms of Use in document E OR • If they wish to amend the draft Terms of Use in document E <p>Members agreed to amend the draft Terms of Use presented to include the addition of the following-</p> <ul style="list-style-type: none"> • no glass or glass bottles on the recreation ground for members of the public • no dogs in the play area • no commercial use without a permit including 1 to 1 training • lost child policy • additional conditions for fireworks • marshalling arrangements <p>Members agreed that the Assistant Clerk would make the agreed amendments and share the document with the committee prior to the meeting, so further amendments could be made if required. It was resolved the amended Terms of Use would come back to the next meeting for review.</p> <p>b) Review draft Permit scheme for Lightwater Recreation ground</p> <p>Members were presented with a draft permit scheme for Lightwater Recreation Ground and are asked to decide-</p> <ul style="list-style-type: none"> • if they wish to adopt the draft Greenspace Permit and one-off usage fee structure OR • If they wish to amend the draft Greenspace Permit and one-off usage fee structure <p>Members resolved to move this item to the next committee meeting, to be discussed once the Terms of Use had been amended.</p> <p>c) Change of date request for approved event</p> <p>The Lightwater Village School PTA have requested to use the recreation ground on Saturday 1st July for their mini music event.</p> <p>Members resolved to approve the date change as requested.</p>	<p>Assistant Clerk</p>

LVC/22/62	<p>Discuss options for Lightwater Cemetery hedge maintenance</p> <p>Members were informed the cemetery hedge which runs along some of the pavement of The Avenue was protruding onto the pavement and that WPC had received correspondence from SCC with regards giving more clearance to the path. Members discussed the following options-</p> <p>1)removal of conifer hedge and Conifer plants within mixed hedge/vegetation. This would involve cutting to ground level, then stump grinding the majority of stump under ground level to leave a soil finish.</p> <p>2) cut back/down to requested height. This will leave the hedge looking brown/dead and unlikely to regrow leaving it looking brown/dead indefinitely. The finish on this may not be aesthetically pleasing but would be cheaper than removing it.</p> <p>3) allow the less encroaching parts of hedge to remain uncut whilst continuing to cut the larger/ more protruding areas until the lesser parts are grown enough to match the existing protruding areas. This would give the best finish from both a horticultural and aesthetic point of view, however this would not give more clearance to the path.</p> <p>Members discussed the options and agreed, for now, to continue with option 3 but also asked the Assistant Clerk to investigate costs of re planting the hedge so this option can be discussed in more detail at another meeting. Members also requested that SCC were contacted to let them know what action the Council was taking regarding the hedge.</p>	Assistant Clerk
LVC/22/63	<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> <p>No exclusions to the press and public.</p>	

There being no further business, the meeting closed at 19:01