



Windlesham Parish Council

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

Held on Wednesday 7th May 2025 at 7:00pm at St Anne's Church Centre, Church Road, Bagshot

Councillors	
Bakar	P
Du Cann	P
Gordon	P
Hills	R
White	A
Willgoss	P
Wilson	A

In attendance: Sarah Wakefield– Assistant Clerk

Cllr Willgoss took the Chair

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

		Action
BVC/24/52	Apologies for Absence Apologies for absence were received and accepted from Cllr White & Cllr Wilson.	
BVC/24/53	Declarations of Interest There were no Declarations of Interest.	
BVC/24/54	Public question time No Public Questions.	
BVC/24/55	Exclusion of the press and public There were no exclusions to the press and public.	
BVC/24/56	Committee and Sub-Committee Minutes	

	The minutes of the Bagshot Village Committee meetings held on the 4 th February 2025 were approved and signed by Cllr Willgoss.	Cllr Willgoss
BVC/24/57	Payment lists for approval The Assistant Clerk presented a list of retrospective expenditure transactions for approval, in the sum of £14,233.68. It was resolved payments to the total sum of £14,233.68 be authorised, and the Chair signed the Expenditure Transactions Approval List.	Cllr Willgoss
BVC/24/58	Committee finances – Income & Expenditure Report Members were presented with an income and expenditure report up until the 28 th April 2025. Members noted the report.	
BVC/24/59	Bagshot Cemetery- To discuss Cemetery Improvements. <u>New memorial wall refurbishment</u> Members noted that four contractors were approached to quote for the refurbishment of the new memorial wall in Bagshot Cemetery, however only two responded with quotes. Members reviewed the quotations and unanimously resolved to proceed with the contractor who submitted Quote 2. They further agreed to request a revised quotation based on the use of ‘Long Rake Spar 20–50mm Flamingo Pebbles’ in place of standard gravel. A budget of up to £5,000 was approved for the project, to be funded from the Bagshot Cemetery EMR. <u>Plant two new Cherry Trees</u> Members were presented with two quotes for the supply, planting, maintenance and watering of two Cherry Trees to be sited in Bagshot Cemetery. Members unanimously resolved to proceed with quote 2, funding from the Bagshot Cemetery EMR. <u>Reinstate Cemetery Pathway</u> Members noted the update in the papers regarding the planned drainage works in the cemetery and stressed that they would like the work completed as soon as possible.	

	Members also requested that the new proposed pathway in the cemetery should match the footprint of the existing pathway and that it should not complete a full loop. The Assistant Clerk was tasked to seek quotes for the pathway to be brought back to a future meeting.	Assistant Clerk
BVC/24/60	School Lane Field- to discuss the maintenance of School Lane Field Pond and improvements to the pathways and drainage. <u>School Lane Field Pond</u> Members noted the update in the papers regarding School Lane Field Pond. It was also noted that the SHBC Drainage Engineer is due to visit the site to design a new outfall structure to allow easier maintenance of the pond. <u>School Lane Field Pathway</u> Members reviewed a quote for replacing the existing pathway at School Lane Field and agreed that both the proposed work and the type of path specified were suitable. Members unanimously resolved to delegate authority to the Clerk, in conjunction with the Chair and Vice Chair, to obtain two additional quotes for the pathway and appoint a contractor based on best value and/or suitability. Authority was also granted to select the path colour. Members further resolved to allocate a budget of up to £22,500 for the project, to be funded from the Bagshot CIL.	Clerk, Chair & Vice chair
BVC/24/61	Grants- to agree the Grant Policy for 2025/26. Members were presented with the draft Bagshot Grant Policy for 2025/26. Members unanimously resolved to approve to adopt the grant policy as presented.	
BVC/24/62	Clerks update <u>Bagshot Conservation Area</u> At the last committee meeting, members agreed to write to SHBC to request the review of the Conservation Area Appraisal for Bagshot. A letter has been sent, and we are awaiting a response.	
BVC/24/63	Correspondence	
BVC/24/64	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.	

	No exclusions to the press and public.	
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There being no further business, the meeting closed at 19:43