



Windlesham Parish Council Powers

The powers which have been vested in Windlesham Parish Council by Acts of Parliament are summarised here. The powers are defined in detail in legislation and these details may include a requirement to obtain the consent of another body and to exercise its powers within the provision of the general law. The powers are listed alphabetically.

Power	Example
Allotments - power to provide land for allotments.	Windlesham Parish Council provides 53 allotments at Hook Mill Lane on the boundary of Lightwater and Windlesham.
Allowances for councillors – power to pay councillors allowances.	Windlesham Parish Councillors can currently claim a maximum of £1,000 p.a. each to reimburse their expenses. Councillors are not otherwise paid.
Ancillary Power (LGA s111) – power to do anything that will facilitate, be conducive to or incidental to the discharge of its powers of functions.	This power generally covers administrative expenses but also the annual Community Reception to thank volunteers.
Bands and orchestras (LGA s145) – power to maintain a band or orchestra or contribute to the maintenance of a band or orchestra in or outside of the council's area and the power to charge for admission.	-
Bicycle & motorcycle parking places – power to provide and maintain parking places for bicycles and motor cycles in the Parish; power to provide stands and racks for bicycles and motorcycles in the Parish; power to make byelaws for the use of and charging of parking places.	Cycle rack in Windlesham Village Centre.
Boating pools – power to provide a boating pool in a park managed by the council; power to charge a reasonable amount for its use.	-
Borrowing money (LGA s1) – power to borrow money with approval where necessary.	-
Burial grounds and cemeteries – power to provide and maintain open space or burial ground in or outside of the council's area; power to maintain for payment a monument or memorial on a private grave in the council's area; power to provide and maintain cemeteries in or outside the council's area; power to contribute towards the maintenance of cemeteries where the inhabitants of the council's area may be buried; power to grant rights of burial, to place and maintain tombstones or memorials on grave and to charge fees; power to make byelaws.	Windlesham Parish Council provides 3 cemeteries, one in each of the villages; the only graves that we maintain for payment are War Commission Graves; we maintain all 3 cemeteries and grant the exclusive right of burial for 50 years including the right to place and maintain memorials. We also have byelaws to govern the use of the cemeteries.
Bus Shelters – power to provide and maintain bus shelters on roads or land adjoining roads in the council's area.	We provide and maintain bus shelters at Updown Hill and Church Road in Windlesham; and on the London Road and A322 in Bagshot.
Byelaws – power to make byelaw for specific area.	Windlesham Parish Council has byelaws covering its Open Spaces and Cemeteries.
Car parks (off road) – power to provide and maintain suitable off-road car parking places in the Parish to relieve or prevent traffic congestion or to preserve local amenities; power to regulate use of car parks and charge for their use.	We provide a free to use car park at Lightwater Recreation Ground.
Car Sharing Schemes – power to establish and maintain a car sharing scheme that benefits the council's area or to assist others in doing so.	-
Charging for discretionary services – power to charge on a cost recovery basis if the council has discretion to provide a service.	The Council will charge on a cost recovery basis for some services.
Charities (s.139) – power to act as a trustee of non-ecclesiastical charity.	Windlesham Parish Council is the managing trustee of Lightwater Recreation Ground.
Cinemas (s.145) – power to provide a cinema, or contribute towards the expenses of a cinema in or outside the council's area; power to charge for admission to a cinema provided by the council.	-
Clocks – power to provide and maintain public clocks.	We provide and maintain Bagshot Clock in the High Street.

Closed Churchyards (s.215) - power to maintain any closed churchyard where the duty has been transferred from the Church of England.	We maintain Bagshot Cemetery which is a closed churchyard.
Commons and Common Pastures - power to provide land in the Council's area for common pasture if the council's expenditure can be recovered from any charges it makes for use of the land.	-
Community Gardens – power to provide and maintain open space as gardens.	We provide and maintain the Memorial Gardens in Lightwater Village Centre and Summer Hanging Baskets in all 3 villages; we maintain Windlesham Village Centre open space and we have also planted thousands of spring bulbs in open spaces.
Conference facilities (s.144) – power to provide facilities.	The Council Chamber is available for hire.
Contracts (s.111) – power to enter into contracts.	We have a number of contracts with local authorities and voluntary organisations as well as suppliers.
Crime prevention – power to spend money on crime detection and prevention measures.	We already have a number of crime prevention measures on Council property and will be extending this scheme 2014/15.
Dance Halls (s.145) – power to provide premises for dances or to contribute to the expenses of dances in or outside the council's area; power to charge for admission to dances provided by the council.	-
Ditches and Ponds – power to deal with ditches, ponds, pools and gutters by draining them or preventing them from being harmful to public health; power to carry out works for their maintenance or improvement or to pay others to do this.	We own School Lane Field Pond in Bagshot which requires regular maintenance to ensure good flow of water.
Dog Control Orders – power to make orders for dog control offences; issue fixed penalty notices for offences committed under orders.	We do not currently issue dog control orders but as this is a growing issue it is being researched by The Clerk.
Employment of Staff (s.112) – power to appoint staff.	The Council has 6 members of staff – the Clerk & Responsible Financial Officer (Karen Holland), the Assistant Clerk & Work Supervisor (Philip Cottell), the Admin Assistant to the Clerk (Lucy Martin), and 3 Groundsmen (John Fortune, Dave Stevens and Tony Jackson).
Fetes and other events (s.145) – power to provide entertainments and facilities for dancing in or outside the council's area; power to charge admission	We do not run our own Fetes but we allow the Lightwater Fete Group to run the Lightwater Fete and Lightwater Scouts to run the Bonfire on the Recreation Ground free of charge.
Gifts (s. 139) – power to accept gifts.	E.g. we have recently accepted the gift of a Lebanese Cedar Tree which we have planted in Windlesham Cemetery.
Graffiti – power to issue fixed penalty notices for graffiti offences.	-
Honorary titles (s. 249) – power to confer title of.	The Council conferred the title of Honorary Freeman of the Parish for the 1 st time in May 2014 to the Rev Bryan Pugh.
Indemnities – power to indemnify councillors and staff with insurance cover.	The Council is insured with specialist Parish Council broker Came & Co and this cover Employers' Insurance.
Investments – power to invest property in approved schemes	-
Land/Premises (s.124/26/27/39) – Power to purchase or sell land in or outside the Council's area; power to appropriate land for an authorised purpose; power to accept and maintain gifts of land.	The Council has purchased a significant amount of land over its history from land at High Curley to most recently its Depot and the Allotments and the Windlesham Cemetery extension.
Lifesaving appliances – power to provide life-saving appliances (e.g. life belts, defibrillators)	The Council does not currently provide any lifesaving equipment but would consider where there is a need.
Lighting – power to light roads and public places	The Council has recently installed Heritage Lighting in Windlesham Village Centre and has also negotiated with Surrey County Council to retain and update the heritage lighting in Lightwater and Bagshot. The Council also owns and maintains the historic Bagshot Lamp.
Litter – power to issue fixed penalty notice for litter offences.	The Council does not currently operate this scheme but the Clerk is currently researching the costs and benefits.
Litter Bins – power to provide litter bins in streets or other public space and contribute to their provision and maintenance.	We provide both litter bins and dog bins throughout the Parish.
Lotteries – power to promote lotteries	-
Markets – power to establish markets and provide a market	-

place and market building; powers to make market byelaws.	
Mortuaries and post-mortem rooms – power to provide mortuaries and post-mortem rooms; to make byelaws to manage and charge for use of.	-
Neighbourhood Planning – power to act as the lead body for the establishment of a neighbourhood development order or a neighbourhood development plan.	Council has resolved to create neighbourhood plans in each of the 3 villages (2014).
Newsletters (s.142) - power to publish information about the Council, its service and services provided by local authorities, charities and voluntary organisations.	The Council set up Facebook and Twitter accounts in 2014 to publish news on a daily basis to residents.
Non-councillors – power to appoint to council committees, sub-committees and working parties.	The Council has appointed various residents to the Windlesham Neighbourhood Planning Steering Group (which is a sub-committee of the Planning Committee).
Open Spaces – power to provide and maintain land for public recreation; power to make byelaws; power to provide and maintain land for open space in or outside the council's area; power to make byelaws.	The Council provides open spaces at Lightwater Recreation Ground, Riverside Ave, High Curley, School Lane Field, Freemantle Road, Windmill Field, and Mill Pond Road.
Parish Meetings (s.12) – power to convene.	The Council hold an annual Parish Meeting between March and May each year to present the annual report and allow residents to ask questions.
Planning applications – power to be notified of planning application affecting the council's and to comment.	The Planning Committee meet twice a month to review all planning applications made in the Parish.
Precept – power to raise a precept.	The Council raises one of the lowest precepts of any larger Council in England and the lowest in Surrey Heath providing excellent value for money.
Public buildings and village halls (s133) – power to provide building for public meetings and assemblies or contribute toward the expenses of providing such buildings.	Unusually for a Parish Council we do not own many public buildings of great use or any village halls. However, we are in the early stages of redeveloping Lightwater Pavilion into a community centre for that purpose. We also provide grants to organisation that run village halls e.g. Bagshot Pavilion, Briars Centre, St Anne's Parish Hall, Chertsey Road Hall etc.
Rights of Way Maintenance of public footpaths and bridleways – power to repair and maintain public footpath and bridleways; power to enter into any agreement to dedicate a road highway; power to enter into agreement to widen existing highway; power to provide warning notice on footpaths or bridleways.	The Council regularly maintains rights of way in the Parish although it is actually the duty of the County Council to do so.
Public Toilets – power to provide public toilet and power to make byelaws.	The Council does not currently provide any public toilets although it has plan to refurbish the toilet in Windlesham Cemetery for public use and the redeveloped Lightwater Pavilion may also consider providing public toilets at Lightwater Recreation Ground.
Recreation (s.19) – power to provide and manage recreation ground, public walks, pleasure grounds and open spaces; power to make byelaw; power to provide and contribute to a wide range of recreational facilities.	The Council owns its own Playgrounds at King Lane, Freemantle Rd, School Lane Field, Windmill Field and Lightwater Recreation Ground. We also provide additional Open Space at High Curley, Riverside Avenue, Mill Pond, and Bosman Drive. We also contribute to the running of recreational facilities at Bagshot Playing Field Association; Windlesham Field of Remembrance; Curley Park Rangers, The Briar Centre; and Valley End Cricket Club.
Right to challenge service that are provided by a principal authority – power to submit an interest in running a service provided by Surrey Heath Borough Council or Surrey County Council.	Windlesham Parish Council's challenges have been limited to refurbishing the bollards in Windlesham village centre but we shall shortly be submitting bids for grass cutting in the 3 villages.
Right to nominate and bid for assets of community value – power to nominate asset to be added to a list of assets of community value and power to bid to buy a listed asset when it comes up for sale.	This was considered by Council in 2013 but has not been progressed to date.
Roads – power to consent or not consent to local highway authority stopping maintenance of a road or stopping up/diverting a road; power to complain to local highway authority about obstruction of right of way and 'roadside waste'; power to plant and maintain tree and shrub and lay out grass verges; power to provide and maintain seat and shelters on land bordering any road.	Windlesham Parish Council will work with Surrey County Council to have rights of way cleared and with Surrey Heath Borough Council to have fly tipping removed. We also planted thousands of spring bulbs in 2013 and will plant thousands more in 2014; we will maintain trees on grass verges either our own or those belonging to other local authorities (e.g. Gason's Hill) and will provide seats e.g. most recently at Poplar Avenue and Windlesham Village Centre.
Sport and Recreational Facilities (s.19) – power to provide sport	We provide our own football pitch at Lightwater

facilities or contribute towards the expense of any voluntary organisation that provides sport facilities in the Parish.	Recreation Ground and contribute towards the provision of pitches at Windlesham Field of Remembrance, Briar Centre, Connaught Park, Valley End Cricket Club and Bagshot Playing Fields.
Swimming Pools – power to provide public baths; power to charge; power to make byelaws.	-
Traffic Signs – power to provide traffic signs on roads.	We provide temporary traffic sign for events e.g. Lightwater Remembrance Sunday.
Theatres (s.145) – power to provide a theatre or contribute toward their expenses; power to charge for admission.	-
Tourism – power to encourage tourism to the Parish or contribute towards organisations encouraging tourism.	-
Traffic calming – power to make payments to a highway authority for traffic calming schemes for the benefit of the Parish.	-
War Memorials – Power to maintain, repair and protect war memorial in the Parish.	We maintain, repair and protect 4 war memorials in Bagshot, Lightwater and Windlesham. Most recently we have completely renovated the Bagshot War Memorial and also created a War Memorial Centenary Garden in Bagshot Cemetery. We will be renovating Lightwater War Memorial in the next few months.
Water – power to make use of wells, springs or streams in the Parish and to provide facilities for obtaining water from them.	-
Websites (s.142) – power to provide a website to give information about the Council, its services and the services provided in Windlesham Parish by other local authorities, charities or voluntary organisations.	The Council has its own website www.windleshampc.gov.uk which will be completely over-hauled and redesigned in 2015.
Sweeping up Power (s.137) – power to spend a statutory amount (currently £7.20) per benefiting resident on services outside of the above powers.	The Council spends S137 powers on grants to local charities (e.g. Victim Support, Crimestoppers, Royal British Legion, Surrey Air Ambulance, Bagshot Good Companions, Windlesham Darby & Joan etc) and on providing services that do not fall within the above powers.