



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
 Held on Tuesday 24th February 2026, at 7.15pm held at St Anne's Church Centre, 43
 Church Road, Bagshot

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
Bakar	A	Harris	PA	Hardless	P
Du Cann	-	Hartshorn	A	Lewis	P
Gordon	A	R Jennings-Evans	P	Marr	A
Wilson	P	Malcaus Cooper	PA	Richardson	A
Willgoss	P	Turner	P	Wheeler	PA
White	P	Stevens	P		
		D Jennings-Evans	A		

In attendance: Jo Whitfield –Clerk to the Council
 Mr Murphy – Resident
 Mr Burlinson – Resident
 Mr & Mrs Jarnett – Residents
 1 x Windlesham Residents

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

Cllr White was in the Chair

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		Action
C/25/181	Apologies for absence Apologies for absence were received from Cllrs Richardson, Bakar, Gordon, Hartshorn, D Jennings-Evans and Marr.	
C/25/182	Declarations of interest Cllr Malcaus Cooper declared a non-pecuniary interest in agenda item 22, stating that, as a director of the Surrey Association of Local Councils (SALC), she works alongside the auditor under consideration.	
C/25/183	Public Questions <i>19:17 Cllr Wheeler, Harris and Malcaus Cooper joined the meeting</i> Mr Murphy read out a statement noting that Windlesham Parish Council supports and complies with its duties under the Equality Act 2010 to make reasonable adjustments to enable people with disabilities to attend and participate in meetings. This includes an anticipatory duty to consider such adjustments in advance, as recently applied in relation to a hearing	

	<p>disability. The importance of inclusive public engagement in the democratic process was emphasised, while recognising that, in some cases, advance notification of specific needs may be helpful.</p> <p>Q1. Mr Burlinson asked whether item 24 on the agenda could be moved to the open part of the meeting and requested confirmation as to whether the Council was considering challenging the CGR result.</p> <p>The Clerk responded that the item referred to legal advice and was therefore considered in the confidential part of the meeting as it was covered by legal privilege. She also noted that at this point the Council had not discussed challenging the CGR result.</p> <p>Q2. Mr Murphy addressed the governance item on the agenda, asking that, during the ongoing CGR process, the Council continue to operate cooperatively and in the best interests of the community until May 2027. He referred to a question he raised at the January meeting regarding the public record of events surrounding the March 2024 CGR request, stating that he remained dissatisfied with the response given and believed a considered and agreed response was needed to address a perceived chilling effect and to support moving forward. He also commented on the WPC consultation, noting that it referred only to assets despite the consultation including services, and that a response rate of under 1% was unhelpful. He expressed concern about an apparent disparity between arrangements for unparished urban areas and parished rural areas, where additional responsibilities and costs may fall on a minority population. He asked whether the Council would raise this issue with the relevant authorities while acknowledging that alternative views exist.</p> <p>The Clerk responded to confirm that a response addressing Mr Murphy's concerns had been provided. The Council will review at the next Full Council Meeting.</p> <p>Q3. Mr Jarnett asked the Council about the process for the sale of the Hook Mill Lane depot, noting that he had previously expressed an interest.</p> <p>The Clerk informed Mr Jarnett that a land agent would be appointed and the agent would deal with all enquiries. He will be notified once an agent has been appointed.</p>	
<p>C/25/184</p>	<p>Exclusion of the press and public.</p> <p>To agree items to be dealt with after the public, including the press, had been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960:</p> <p>C/25/202 Appointment of Internal Auditor C/25/203 Chairman's Community Reception C/25/204 Community Governance Review C/25/205 Confidential Reports</p> <p>Members agreed that the above items should be discussed in the confidential part of the meeting.</p>	

C/25/185	<p>Full Council Minutes.</p> <p>It was unanimously resolved to approve the minutes of the Full Council meetings held on the 20th January 2026. The minutes were then signed by Cllr White.</p>	Cllr White
C/25/186	<p>Committee and Sub-Committee Minutes</p> <ul style="list-style-type: none"> • The minutes of the Planning Committee meetings held on the 14th & 28th January 2026 and 11th February 2026 were approved and signed by Cllr Stevens. <p>Members also noted the open minutes of the recent village committee and sub-committee meetings approving the recommendation therein:</p> <ul style="list-style-type: none"> • Bagshot Committee – 3rd February 2026 • Windlesham Committee – 19th January 2026, including the following recommendations: <ul style="list-style-type: none"> ○ Members unanimously agreed to put forward a recommendation to Full Council to remove the Chair and Vice-Chair of Council from the membership of The Windlesham Neighbourhood Plan Working Group, in order to encourage a stronger sense of local ownership, reflecting that the work is village-based rather than parish-wide. <p>Members resolved to add this to the March Full Council agenda.</p> <p>Cllr Turner commented that the Chair and Vice-Chair had originally been included on the working party, as recorded in a Council document. He stated that they had initially attended meetings; however, being mindful that the Windlesham Committee should lead, had subsequently stepped back until required. He objected to public comments made by Cllr Wilson that their involvement had been disruptive and frustrated the process, stating that other Windlesham councillors could attest that this was not the case.</p> <ul style="list-style-type: none"> ○ Members unanimously agreed to recommend to Full Council that the £13,656.79 currently held in CIL be reserved for Windlesham traffic and infrastructure projects only. <p>The Clerk explained that these monies are ringfenced for CIL, for each village committee to spend on infrastructure projects within their village. There was no need to ringfence the money; however, Members noted that Windlesham wished to commit these monies to future traffic and infrastructure projects.</p>	Cllr Stevens

C/25/187	<p>To review and approve the Council Risk Assessment</p> <p>Councillors were presented with an updated risk assessment highlighting the key risks and asked to either approve the document or identify any amendments or improvements.</p> <p>Members resolved unanimously to note the nature of the risks outlined, and adopt the risk assessment with the following amendment:</p> <p>Risk 11 – Further control measures added: Add a clause to the grant award terms stating that any incorrect payments must be repaid.</p> <p>New Risk 16 - Council to review bank signatories on an annual basis and amend as required to ensure continued access to all accounts</p> <p>New Risk 2 – Business Continuity - Insufficient resourcing and over-commitment of staff capacity leading to workload pressures, reduced staff retention, and degradation in service delivery (missed deadlines, reduced responsiveness, reputational impacts)</p> <p>Mitigation: Full Council to undertake a quarterly review of the Council work programme and workstreams to assess capacity and resourcing. Where pressures are identified, Council will either allocate additional resources or formally reprioritise or defer work to ensure delivery of statutory duties and protect staff wellbeing and service standards.</p> <p>Cllr Wheeler proposed, Cllr Malcaus Cooper seconded, and it was unanimously resolved to amend the risk appetite statement ‘Operational Risk Category’ to acknowledge that not all operational risk is uniform and that they will accept more disruption where impact is low and mitigations exist, but has a low appetite for disruption to critical/statutory or high-sensitivity services (e.g., burial services)</p>	
C/25/188	<p>Fixed Asset Register & Inventory</p> <p>Members were presented with the fixed asset register and asked to review.</p> <p>The balance of assets held is £559,353.91</p> <p>It was resolved to approve the Fixed Asset Register as presented.</p>	
C/25/189	<p>To review the effectiveness of internal controls and audit</p> <p>Members were informed that the Clerk has reviewed the Council's current internal audit arrangements against the following areas of internal audit activity, as set out in Governance and Accountability.</p> <ul style="list-style-type: none"> • the scope of internal audit; • independence; • competence; • relationships with the clerk and the authority; and • audit planning and reporting 	

	<p>The results of this review were presented to the Council. The Clerk is satisfied that this review confirms that proper internal audit arrangements are in place.</p> <p>Members were asked to read the information provided and note the outcome of the annual review of the effectiveness of internal audit, confirming that the Council is satisfied with the effectiveness of the Council's internal audit arrangements.</p> <p>Additionally, Members were asked to consider the appointment of the internal auditor, including contractual terms, in the confidential session.</p> <p>Members approved the report and resolved to consider the appointment of the internal auditor, including contractual terms, in the confidential session</p>	
C/25/190	<p>To consider potential transfer of assets from Surrey Heath Borough Council – Consultation findings, LGR/CGR Implications and Next Steps</p> <p>Members were presented with the asset transfer consultation findings and asked to review the scenarios and recommendations therein.</p> <p>Part A</p> <p>It is recommended that Council:</p> <ol style="list-style-type: none"> 1. Notes the consultation results, including both the strong support expressed by respondents and the limitations arising from response rate and demographic profile, and notes that the consultation was undertaken on the basis of the three-village parish structure. 2. Notes the recent outcome of the Community Governance Review recommending that Windlesham village be removed from the existing parish and form a new Council, materially altering the financial, geographic and governance assumptions underpinning the consultation. 3. Agrees that, in light of the CGR recommendation, decisions on asset adoption should be based on the scenario analysis set out in Part B of this report, rather than on the original parish-wide assumptions. 4. Resolves that the Parish Council should only commit in principle to adoption of the proposed asset package at this stage, subject to the Part B recommendations, which recommend: <ul style="list-style-type: none"> ○ re-baselining all financial modelling on a Bagshot and Lightwater-only parish. ○ explicit assessment of affordability and sustainability for the remaining communities; and ○ consideration of timing and risk in the context of Surrey LGR, devolution and the establishment of the unitary authority. 	

	<p>With Windlesham village likely being removed from the parish, it is recommended that the Council:</p> <ol style="list-style-type: none"> 1. Continues discussions with Surrey Heath Borough Council (SHBC), exploring opportunities in relation to the proposed asset transfer, while the financial and operational impacts on Bagshot and Lightwater alone are fully quantified. 2. Reconsiders the scale and timing of adoption in light of the reduced tax base and the establishment of the unitary shadow authority. 3. Only proceeds if Council is satisfied that the remaining parish can sustainably fund and manage the assets without exposing residents to disproportionate financial or service risk. <p>It was resolved unanimously to continue discussions for the whole parish (including the Windlesham Neighbourhood Plan area).</p>	
C/25/191	<p>Review and prioritisation of current workstreams</p> <p>Members received a consolidated list of current workstreams and were asked to give direction on priorities, recognising limited officer capacity and the governance constraints arising from Community Governance Review (CGR) and Local Government Reorganisation (LGR) considerations.</p> <p>Key points noted:</p> <ul style="list-style-type: none"> • Day-to-day, statutory and compliance duties account for approximately 70% of total staff time. • Assuming burial services and day-to-day cemetery operations continue within the Cemetery Co-ordinator's existing hours, and excluding financial tasks, there are approximately 20 operational hours per week available (shared across the Clerk, Assistant Clerk and Operations capacity) to progress remaining workstreams across committees/top-level tasks, including any additional CGR/LGR-related activity. <p>Members</p> <ol style="list-style-type: none"> 1. Noted the work programme (including that items highlighted in grey are business-as-usual/statutory). 2. Noted the items identified by the Clerk as Priority 1 (must progress now). 3. Reviewed the remaining items <p>Cllr Turner proposed, Cllr Wheeler seconded, and it was resolved that the Community Reception will be cancelled and the Community Awards will be awarded at the upcoming Annual Parish Meeting.</p> <p>Additionally, in the context of the potential disaggregation of the Parish Council arising from the Community Governance Review, it was resolved that consideration of Priority 2 and Priority 3 tasks be deferred until the March Full Council meeting.</p>	<p>The Clerk</p> <p>The Clerk</p>

	<p>It was further resolved to delegate authority to the Clerk to write to Surrey Heath Borough Council to advise that the Council does not currently have the capacity or resources required to undertake the disaggregation process and that Surrey Heath Borough Council will be required to provide the necessary resourcing to support the disaggregation.</p> <p>Finally, Members resolved, in principle, that the Community Governance Review Earmarked Reserve will be used to fund additional resources should these be required.</p>	<p>The Clerk</p> <p>RFO</p>																		
<p>C/25/192</p>	<p>Community Governance Review - To consider a response to the third public consultation</p> <p>Members discussed SHBC's resolution to proceed to the third phase of consultation.</p> <p>Concerns were raised that Sundew Close, The Folly and Blackstroud Lane West, which fall within the Lightwater curtilage, were proposed to remain with the West End electoral area. Members also questioned why SHBC had not followed sector guidance issued by the National Association of Local Councils recognised as good practice when considering representation ratios. Bagshot and Lightwater councillors highlighted concerns regarding the resulting disparity in councillor numbers, which would leave them with a significantly higher caseload.</p> <p>Cllr Harris proposed, and Cllr Malcaus Cooper seconded, that authority be delegated to the Clerk to write to SHBC to raise the above concerns regarding electoral divisions and ask why the National Association of Councils sector guidance had not been followed and to request reconsideration of the number of councillors allocated to the Bagshot and Lightwater wards. It was emphasised that there was no intention to change the outcome of the CGR, but rather to seek fair and balanced representation.</p> <p>A recorded vote was requested. The motion was carried with 7 votes in favour, 1 against and 3 abstentions.</p> <table data-bbox="327 1668 893 2011"> <tr> <td>Cllr Wilson</td> <td>Against</td> </tr> <tr> <td>Cllr Willgoss</td> <td>In Favour</td> </tr> <tr> <td>Cllr White</td> <td>In Favour</td> </tr> <tr> <td>Cllr Harris</td> <td>In Favour</td> </tr> <tr> <td>Cllr R Jennings-Evans</td> <td>In Favour</td> </tr> <tr> <td>Cllr Malcaus Cooper</td> <td>In Favour</td> </tr> <tr> <td>Cllr Turner</td> <td>In Favour</td> </tr> <tr> <td>Cllr Stevens</td> <td>In Favour</td> </tr> <tr> <td>Cllr Hardless</td> <td>Abstention</td> </tr> </table>	Cllr Wilson	Against	Cllr Willgoss	In Favour	Cllr White	In Favour	Cllr Harris	In Favour	Cllr R Jennings-Evans	In Favour	Cllr Malcaus Cooper	In Favour	Cllr Turner	In Favour	Cllr Stevens	In Favour	Cllr Hardless	Abstention	<p>The Clerk</p>
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	<p>documentation. She therefore requested delegated authority to obtain the necessary legal advice, with the associated costs to be met from the Community Governance Review Earmarked Reserve.</p> <p>Cllr Harris proposed, Cllr Willgoss seconded, and it was resolved with 8 in favour, 2 against, and 1 abstention to delegate authority to the Clerk to seek the required legal advice, with the associated costs to be met from the Community Governance Review Earmarked Reserve.</p>	The Clerk
C/25/195a	<p>To consider bank requirements for changes to mandates – Santander Bank</p> <p>Council noted that Santander Bank requires a specific Council resolution to amend the account signatories, including:</p> <ul style="list-style-type: none"> • the dates the relevant Councillors/Clerk left the Council; • the names of all signatories to be named on the account; and • the number of signatories required to operate the account <p>It was resolved unanimously to update the Santander Bank mandate as follows:</p> <p>Remove the following former signatories (left Council on the dates shown):</p> <ul style="list-style-type: none"> ○ Keith Hand – Ex Councillor – left the Council in May 2015 ○ Karen Holland – Ex Clerk to the Council – left the Council in April 2015 ○ Surinder Gandham – Ex Councillor – left the Council in May 2019 <p>Appoint the following as authorised signatories on the account:</p> <ul style="list-style-type: none"> ○ Joanna Whitfield (Clerk) ○ Jane Challiss (Responsible Financial Officer) ○ Cllr Valerie White (Chairman) ○ Cllr Rebecca Jennings-Evans (Councillor) ○ Cllr Katia Malcaus Cooper (Councillor). <p>Confirm that two signatories should be required to operate this account:</p> <p>Council noted that Cllr White remains an active signatory on the account and resolved that Cllr White remain as a signatory.</p> <p>It was also resolved unanimously to delegate authority to the Clerk and Responsible Financial Officer to submit the approved resolution and completed mandate documentation to Santander and progress the signatory changes.</p>	
C/25/195b	<p>To consider bank requirements for changes to mandates Skipton Building Society</p>	

	<p>Council noted that Skipton Building Society requires a specific Council resolution to amend the account signatories, including:</p> <ul style="list-style-type: none"> • the dates the relevant Councillors/Clerk left the Council; • the names of all signatories to be named on the account (max 4); and • the number of signatories required to operate the account <p>It was resolved unanimously to update the Skipton Building Society mandate as follows:</p> <p>Remove the following former signatories (left Council on the dates shown):</p> <ul style="list-style-type: none"> ○ Keith Hand Ex Councillor left the Council in May 2015 ○ Karen Holland Ex Clerk who left the Council in April 2015 ○ John Winterton Ex Councillor who left the Council in May 2015 <p>Appoint the following as authorised signatories on the account:</p> <ul style="list-style-type: none"> ○ Joanna Whitfield (Clerk) ○ Jane Challiss (Responsible Financial Officer) ○ Cllr Valerie White (Chairman) ○ Cllr Rebecca Jennings-Evans (Councillor) <p>Confirm that two signatories should be required to operate this account:</p> <p>Council noted that Cllr White remains an active signatory on the account and resolved that Cllr White remain as a signatory.</p> <p>It was also resolved to delegate authority to the Clerk and Responsible Financial Officer to submit the approved resolution and completed mandate documentation to Skipton Building Society and progress the signatory changes.</p>	
C/25/196	<p>To review the Surrey Pension Fund Actuarial Valuation</p> <p>Council noted that the Surrey County Council Pension Fund has completed its triennial actuarial valuation and has issued the Council's Employer Results Schedule.</p> <p>Council noted that, for employers in the Town and Parish Council Pool, the proposed minimum employer contribution (primary rate) for the period 1 April 2026 to 31 March 2029 is 16.6% of pensionable pay, with no secondary contribution rate applying under the pooled arrangement. This represents a reduction from the current rate of 17.7%.</p> <p>Based on the Council's 2026/27 salary budget, Members noted the reduction is estimated to result in an annual saving of approximately £1,834, subject to possible variation following the 2026/27 NJC pay settlement and any incremental progression.</p>	The Clerk

	<p>Council noted the contribution rate will apply for three years, subject to formal certification in the Fund's Rates and Adjustments Certificate.</p> <p>Members resolved to:</p> <ol style="list-style-type: none"> 1. Confirm receipt and understanding of the Employer Results Schedule. 2. Accept the employer contribution rate of 16.6% with effect from 1 April 2026, and delegated authority to the Clerk to acknowledge via the 2025 Valuation Employer Engagement Portal by 2 March 2026. 	
C/25/197	<p>Members' Allowances 2026-27</p> <p>Members considered the report presented and noted the previous resolution (Minute Ref: C/23/183) adopting the principle of paying up to 30% of Surrey Heath Borough Council's (SHBC) basic allowance.</p> <p>Council noted that SHBC resolved at its meeting on 18 February 2026 not to increase its Members' Allowances; therefore, there is no change to the Parish Council's allowance levels for 2026/27.</p> <p>It was resolved that:</p> <ol style="list-style-type: none"> 1. Members' Allowances for 2026/27 will remain at £1,750 per annum per Councillor (being the full 30% amount, subject to any future indexation arrangements). 2. The Chair's Allowance will remain at £1,750 for 2026/27. 3. Whilst the Council has set the allowance policy for all Members, each individual Member may elect to receive the full allowance, a partial allowance, or not to receive the allowance. 4. To note that Council previously resolved to pay the co-opted Councillors a subsistence/expense payment. However, after seeking clarification from the internal auditor, the interpretation of the regulations has been confirmed, and any subsistence or expenses may only be reimbursed upon completion of an expense claim form. Claim forms are available from the office. 	
C/25/198	<p>To review Cemetery fees and charges</p> <p>Council received and noted the following committee decisions on cemetery charges for 2026/27:</p> <ul style="list-style-type: none"> • Bagshot Committee (3 February 2026): resolved no fee increase for 2026/27. • Lightwater Committee (10 February 2026): resolved to increase all fees annually in line with CPI. • Windlesham Committee (19 January 2026): resolved no fee increase for 2026/27. 	
C/25/199	<p>Clerks update</p> <p>The Clerk informed Members that the matter raised at the January Full Council meeting concerning the RBS bank account has now been resolved.</p> <p>Members asked that their thanks be formally recorded to the staff and Cllr White for their work in resolving this issue.</p>	

C/25/200	<p>Correspondence</p> <p>None</p>	
C/25/201	<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>C/25/202 Appointment of Internal Auditor C/25/203 Chairman's Community Reception C/25/204 Community Governance Review C/25/205 Confidential Reports</p> <p><i>21:05 meeting adjourned for a comfort break 21:08 meeting reconvened</i></p>	
C/25/202	<p>Appointment of Internal Auditor – Consideration of Quotation</p> <p>Members were informed that the Council had completed the annual review of the effectiveness of internal audit arrangements and the relevant practitioners' guidance.</p> <p>Council noted that, as part of the review and to demonstrate value for money, competence and independence, quotations were sought from internal auditors on the SAAA register. Of the four auditors covering Surrey, one quotation was received, two firms declined to quote, and one did not respond.</p> <p>It was noted that the quotation received was from the Council's current internal auditor and that the annual review concluded the Council's internal audit arrangements remain effective, independent and proportionate.</p> <p>Given that the report contained commercially sensitive information (fees), it was resolved to consider the quotation in a confidential session and to exclude the press and public for this item (Public Bodies (Admission to Meetings) Act 1960, s.1).</p> <p>It was unanimously resolved to reappoint the current Internal Auditor for a one-year term for the 2026/27 financial year, noting the potential for future changes to governance arrangements due to the outcome of the Community Governance Review.</p>	
C/25/203	<p>Chairman's Community Reception – discuss award nominations.</p> <p>Members noted their earlier decision to move the awards ceremony to the Annual Parish Meeting and considered the award nominations. It was subsequently resolved to make awards to the recipients as set out in the confidential report.</p>	
C/25/204	<p>To consider legal advice on the procedural fairness of the Community Governance Review process.</p> <p>Members received a report updating them on actions taken under delegated authority (as agreed by Full Council in October 2025) to obtain independent</p>	

	<p>legal advice on the Community Governance Review (CGR) consultation process.</p> <p>Council noted the legal advice received. Members considered the information provided, alongside the decision made by Surrey Heath Borough Council at its meeting held on 18 February 2026.</p> <p><i>21:45 It was resolved to suspend Standing Orders with 10 in favour and 1 against.</i></p> <p>The item was moved to a vote, and it was resolved with 2 in favour, 7 against and 1 abstention not to obtain further legal advice on the matter.</p> <p>Members then voted on an amendment to Option B, requesting that Council put out a public statement as outlined in the confidential report, proposed by Cllr Malcaus Cooper, seconded by Cllr Harris.</p> <p>A recorded vote was taken, and the amendment was defeated with 4 in favour, 6 against and 1 abstention.</p> <table data-bbox="327 891 885 1310"> <tr><td>Cllr Wilson</td><td>Against</td></tr> <tr><td>Cllr Willgoss</td><td>In Favour</td></tr> <tr><td>Cllr White</td><td>In Favour</td></tr> <tr><td>Cllr Harris</td><td>In Favour</td></tr> <tr><td>Cllr R Jennings-Evans</td><td>Abstain</td></tr> <tr><td>Cllr Malcaus Cooper</td><td>In Favour</td></tr> <tr><td>Cllr Turner</td><td>Against</td></tr> <tr><td>Cllr Stevens</td><td>Against</td></tr> <tr><td>Cllr Hardless</td><td>Against</td></tr> <tr><td>Cllr Lewis</td><td>Against</td></tr> <tr><td>Cllr Wheeler</td><td>Against</td></tr> </table>	Cllr Wilson	Against	Cllr Willgoss	In Favour	Cllr White	In Favour	Cllr Harris	In Favour	Cllr R Jennings-Evans	Abstain	Cllr Malcaus Cooper	In Favour	Cllr Turner	Against	Cllr Stevens	Against	Cllr Hardless	Against	Cllr Lewis	Against	Cllr Wheeler	Against	
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C/25/205	<p>To note the confidential report for the Full Council Meeting held on the 20th January 2026 and approve recommendations therein</p> <p>It was resolved to approve the report and any recommendations therein.</p>																							
	<p>There being no further business, the meeting closed at 21:55</p>																							

Windlesham PL for Month No 10

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
26/01/2026	EMAIL	W217	DARBY AND JONE	DARBY	1,000.00	0.00	1,000.00	4650	540	1,000.00	DARBY & JOAN CLUB GRANT
26/01/2026	EMAIL	W218	OVER 60S LUNCH CLUB	OVER60	500.00	0.00	500.00	4650	540	500.00	Over 60s Luncheon Club Grant
TOTAL INVOICES					<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>			<u>1,500.00</u>	
VAT ANALYSIS CODE					OTS @ 0.00%	1,500.00	0.00	1,500.00			
TOTALS					<u>1,500.00</u>	<u>0.00</u>	<u>1,500.00</u>				

Top Level for Month No 10

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
08/01/2026	INV-1826	898	MULBERRY CO	MULBE	30.00	6.00	36.00	4350	220	30.00	Staff Training Course
23/01/2026	INV 0006269	900	VILLAGE LIFE	VILLAGELIF	59.00	11.80	70.80	4640	225	59.00	Magazine Advert
26/01/2026	EXP JUL25-DEC25	899			151.60	0.00	151.60	4435	225	151.60	JUL25-DEC25 Office Expense
18/01/2026	INV-7762	901	CLOUDY GROUP LTD	CLOGRP	360.00	72.00	432.00	4430	225	360.00	GovAsst IT Subscription
TOTAL INVOICES					<u>600.60</u>	<u>89.80</u>	<u>690.40</u>			<u>600.60</u>	
VAT ANALYSIS CODE OTS @ 0.00%					151.60	0.00	151.60				
VAT ANALYSIS CODE S @ 20.00%					449.00	89.80	538.80				
TOTALS					<u>600.60</u>	<u>89.80</u>	<u>690.40</u>				

Windlesham 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
31/01/2026	1577	W219	LIGHT ANGELS	LIGHTA	6,336.10	1,267.22	7,603.32	4915	550	4,141.20	Lights Xmas 2025
								4190	510	2,194.90	Tree Xmas 2025
TOTAL INVOICES					<u>6,336.10</u>	<u>1,267.22</u>	<u>7,603.32</u>			<u>6,336.10</u>	
VAT ANALYSIS CODE S @ 20.00%					6,336.10	1,267.22	7,603.32				
TOTALS					<u>6,336.10</u>	<u>1,267.22</u>	<u>7,603.32</u>				

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
31/01/2026	1575	L82	LIGHT ANGELS	LIGHTA	6,913.80	1,382.76	8,296.56	4915	450	4,738.90	Lights Xmas25
								4190	410	2,174.90	Tree Xmas25
TOTAL INVOICES					<u>6,913.80</u>	<u>1,382.76</u>	<u>8,296.56</u>			<u>6,913.80</u>	
			VAT ANALYSIS CODE	S @ 20.00%	6,913.80	1,382.76	8,296.56				
TOTALS					<u>6,913.80</u>	<u>1,382.76</u>	<u>8,296.56</u>				

Bagshot 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
27/01/2026	INV 4226	B140	NP TREE MANAGEMENT	NPTREE	705.00	141.00	846.00	4060	300	705.00	Cherry Trees Cemetery
								337		-705.00	Cherry Trees Cemetery
								6000	300	705.00	Cherry Trees Cemetery
31/01/2026	1576	B141	LIGHT ANGELS	LIGHTA	6,090.90	1,218.18	7,309.08	4915	350	3,896.00	Lights Xmas25
								4190	310	2,194.90	Tree Xmas25
31/01/2026	3107	B142	GREENLANDS	GREE	160.00	32.00	192.00	4220	310	160.00	Runway treads replacement
TOTAL INVOICES					<u>6,955.90</u>	<u>1,391.18</u>	<u>8,347.08</u>			<u>6,955.90</u>	
VAT ANALYSIS CODE S @ 20.00%					6,955.90	1,391.18	8,347.08				
TOTALS					<u>6,955.90</u>	<u>1,391.18</u>	<u>8,347.08</u>				

Top Level 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
03/02/2026	INVOICE 11	902	ALL SAINTS CHURCH	ALLS	30.00	0.00	30.00	4950	225	30.00	Hall Hire Planning Comm
31/01/2026	INV 2625	903	ZENTECH IT	FRE01	293.28	58.65	351.93	4440	225	293.28	Monthly IT Support
02/02/2026	EXPENSES	905	██████████	██████████	145.80	0.00	145.80	4350	220	145.80	SLCC Conference expenses
02/02/2026	202603	904	ST ANNES PCC	ANNE	66.00	0.00	66.00	4950	225	66.00	Hall Hire FC 20Jan26
03/02/2026	2042302	906	SURREY HEATH	SHBC01	8,925.21	1,785.04	10,710.25	4165	310	3,775.15	Monthly Greenspace Contract
								4165	410	2,897.20	Monthly Greenspace Contract
								4165	510	2,107.06	Monthly Greenspace Contract
								4220	310	72.90	Playground Inspection
								4220	410	72.90	Playground Inspection
07/02/2026	QL208774-1	908	SLCC ENTERPRISES LTD	SLCC	140.00	28.00	168.00	4350	220	140.00	ILCA Training Shannon
07/02/2026	EXPENSES	909	██████████	██████████	72.87	0.00	72.87	4435	225	72.87	██████████
01/02/2026	1578	907	LIGHT ANGELS	LIGHTA	3,303.00	660.60	3,963.60	4940	450	2,178.00	VE DAY Flags
								4940	550	1,125.00	VE DAY Flags
26/01/2026	4951	910	BRANSON STREET FURN	BRANSO	495.00	99.00	594.00	4400	225	495.00	Memorial Bench
TOTAL INVOICES					<u>13,471.16</u>	<u>2,631.29</u>	<u>16,102.45</u>			<u>13,471.16</u>	
VAT ANALYSIS CODE OTS @ 0.00%					218.67	0.00	218.67				
VAT ANALYSIS CODE S @ 20.00%					13,156.49	2,631.29	15,787.78				
VAT ANALYSIS CODE Z @ 0.00%					96.00	0.00	96.00				
TOTALS					<u>13,471.16</u>	<u>2,631.29</u>	<u>16,102.45</u>				