



**Windlesham Parish Council**

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**MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL'S CIVIC AMENITIES AND RECREATION COMMITTEE**

**Held on Tuesday 1<sup>st</sup> October 2019 at 7.45pm in the Council Chamber**

<b>Bagshot Cllrs</b>		<b>Lightwater Cllrs</b>		<b>Windlesham Cllrs</b>	
White	A	Hartshorn	P	Hansen-Hjul	P
Trentham	A	Jennings-Evans	A		
Manley	A	Halovsky-Yu	A		
Kay	PA	Galliford	PA		

**In the Chair:** Cllr Hartshorn

**In attendance:** Sarah Walker – Clerk to the Council  
 Cllr Willgoss – as substitute for Cllr Trentham

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

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**CAR/19/15      Apologies for absence**

Apologies were received and accepted for Cllrs Trentham, White, Jennings-Evans, Halovsky-Yu and Manley.

**CAR/19/16      Declarations of interest**

No declarations of interest were made.

**CAR/19/17      Public question time**

No public present.

**CAR/19/18      Exclusion of the press and public**

There were no items to be dealt with after exclusion of the press and public.

**CAR/19/19      To agree donations for Remembrance wreaths**

Each year the Council makes donations for the poppy wreaths provided for Remembrance Sunday.

**It was resolved to donate £50 per wreath.**

*7.54pm – Cllrs Kay and Galliford entered the chamber*

**CAR/19/20 Road Signage for Alsford Close, Lightwater**

At the CAR meeting held on 2nd July, following a motion from Cllr Halovsky-Yu, it was agreed that the Council would pay to install directional road signs in Alsford Close, Lightwater and up to £1,000 + VAT was agreed.

The Clerk reported that she had conducted a site visit with the SHBC officer to ascertain how many signs would be required and in which locations. It was decided that 5 signs would be needed and locations agreed. Quotes from the supplier were both in excess of the £1,000+ VAT previously agreed.

Quote 1 - £1,530+ VAT

Quote 2 - £1,213.15 + VAT

The funding for these signs will come from the Lightwater Village reserve, which currently has a balance of £24,600.

**Members resolved to approve quote 1 - £1,530 +VAT.**

**CAR/19/21 Notice of a motion from Cllr Willgoss – to consider protection of the Green Lane wildflower area in Bagshot**

Cllr Willgoss presented the following motion;

A small grass area in Green Lane, Bagshot has been intentionally left unmown to allow wildflower growth, which includes rare orchids and was supported by Surrey Wildlife trusts' 'Greenspace project' in the past. This is the remnants of old meadow land which has now almost disappeared locally and is important in preserving wildlife diversity. Due to pressure from some residents, Accent the housing association responsible for this area have begun mowing over the wild flower meadow which will lead to its demise. In response to the potential loss of a valuable and historic 'community asset' I ask the council to set up a working group to achieve its protection.

**The Committee resolved that this would form part of the work of a task group (to be set up at next Full Council). It was agreed that the Clerk would research how the land could potentially be protected.**

**CAR/19/22 Tree Works**

The Clerk had circulated papers regarding a number of issues with trees that had been raised in recent months. The Clerk had visited all the sites in question with an arborist who had provided quotes. Some work would be essential, as the trees in question were either dead, diseased, dying or dangerous. Some works were considered prudent, but not necessarily required under the tree policy currently followed by Council. Each job had been quoted for individually and the majority were below £500 for which the Clerk has authority to spend, however as the cumulative total was £2,304 + VAT, the Committee had been asked to review and approve each job.

One job involved the removal of a dead tree in Windlesham cemetery. Two prices had been given – one for partial removal and one for full removal. The Clerk advised if the Committee opted for the full removal, as the quote was in excess of £3,000, 2 further quotes would be sought.

The Committee discussed each piece of work and **resolved to recommend to Full Council to approve all works listed at a total cost of £2,304 + VAT.**

**The Committee resolved to recommend to Full Council that the full tree removal should take place at Windlesham cemetery and the Clerk was given delegated authority to accept the best value quote, once 2 comparative quotes had been obtained.**

**CAR/19/23**

#### **Lightwater Playground**

At the April CAR meeting the refurbishment of Lightwater playground was discussed. Since then further research has been conducted. Having obtained 3 indicative quotes, it has been established that to refurbish the playground and provide a replacement multi-play unit, will cost between £26K-£32K.

Members were reminded that this year's playground budget has already been spent on Kings Lane playground, therefore there is currently no budget for this project. However, if Members wished to proceed with the project, it could consider partially financing it from the Lightwater village reserve (approx. £23K is available). Due to the projected value of the project, it would need to be advertised as formal tender.

**The Committee resolved that the opportunity should go out to tender, with a view to having a chosen design to move forward with in the next financial year.**

**CAR/19/24**

#### **Correspondence**

The Clerk circulated correspondence that had been received from a resident in relation to writing a formal complaint to SCC regarding their management of green spaces in Windlesham.

**It was agreed that the Clerk would write to SCC and pass on feedback to the resident that she had received from SHBC in relation to the County grass cutting contract.**

There being no further business the meeting closed at 21:02



