



Windlesham Parish Council

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

Held on Tuesday 10th October 2023 at 7:30pm at the Lightwater Library, 83A Guildford Road, Lightwater

Councillors	
Harris	P
Hartshorn	P
Jennings-Evans	P
Jennings-Evans	P
Malcaus Cooper	P
Stevens	P
Turner	P

In attendance: Sarah Wakefield- Assistant Clerk
Cllr Hoad- Surrey Heath Borough Council
Cllr Macdonald- Surrey Heath Borough Council

Cllr Harris took the Chair

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

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		Action
LVC/23/20	Apologies for absence No apologies for absence were received.	
LVC/23/21	Declarations of Interest There were no declarations of interest.	
LVC/23/22	Public question time There were no public questions.	
LVC/23/23	Exclusion of the press and public.	

	There were no Exclusions to the press & public.	
LVC/23/24	<p>Committee and Sub-Committee Minutes:</p> <p>The minutes of the Lightwater Village Committee meeting held on the 4th July 2023 were approved and signed by Cllr Harris.</p>	Cllr Harris
LVC/23/25	<p>Payments for approval</p> <p>Payments to the value of £1,848.00 were approved and signed by Cllr Harris.</p>	Cllr Harris
LVC/23/26	<p>Committee finances – Income & Expenditure</p> <p>Members were presented with an income and expenditure report up until the 19th September 2023.</p> <p>Members noted the report but raised questions regarding the Greenspace contingency budget line and the burial income.</p> <p>Members requested more information regarding the £3,245 spent on Greenspace Contingency.</p> <p>Members expressed concern that the burial income is below what is expected and requested a breakdown of the last 3 years burial income by month for Lightwater Cemetery, so that comparisons can be made.</p> <p>Although it was noted in the RFO’s report that to date, 40% of the annual budget has been spent, members requested an end of forecast.</p>	<p>Assistant Clerk</p> <p>RFO</p>
LVC/23/28	<p>Christmas light switch on and timing of lamp post lights</p> <p>Members were asked to decide if they would like to extend the length of time the lamp post lights are lit, and if so, to decide by how many hours and how they would like to fund it.</p> <p>It was discussed that the lights are currently lit from 4:30pm until midnight and that they could be extended by 2 hours until 2am.</p> <p>Members resolved with 5 in favour and 2 against to extend the time the lights are lit to 2am and that the extra cost would be funded from the Lightwater Village Reserve.</p>	
LVC/23/29	<p>Noticeboard outside Lightwater Library</p> <p>Members were informed that Lightwater Library have made informal enquiries about using the WPC noticeboard which is housed on the side of the library building. They have asked if it may be utilised by the library team for library notices and members were asked to decide if they would like to allow the library to utilise the noticeboard for this purpose.</p> <p>Members unanimously resolved to allow the library to use the noticeboard for their notices.</p>	

<p>LVC/23/30</p>	<p>Remembrance Sunday</p> <p>Members were asked to decide if they would like to lay an additional wreath at the Lightwater Recreation ground on Remembrance Sunday.</p> <p>Members discussed the matter, and it was resolved with 2 in favour, 2 against and 3 abstentions to not lay an additional wreath at the Lightwater Recreation Ground.</p>	
<p>LVC/23/31</p>	<p>Lightwater Recreation Ground</p> <p>a) To discuss additional play equipment for older children</p> <p>At the July 2023 meeting the Lightwater Committee agreed to survey two age groups- 10–14-year olds and 15–18 year olds, with regards what play provisions they would like to see in the village. The Assistant Clerk put together a survey for review along with a suggestion to consider location, budget and funding options before proceeding.</p> <p>Members were asked to-</p> <ol style="list-style-type: none"> 1) Decide if they would like to consider firming up a location, budget and funding before consulting with the public. Or 2) Consult with the agreed age groups using the survey presented and decide on the method to do this. <p>During the meeting, Cllr R Jennings confirmed SHBC are in the process of investigating the installation of new Trim Trail style equipment in the Country Park, which will be suitable for teenagers.</p> <p>Based on this additional information, members unanimously resolved to defer to the item until the next committee meeting, when more information about the SHBC plans in the Country Park will be known.</p> <p>b) Pavilion Update</p> <p>Members were presented with footprint drawings put together by Cllr Harris.</p> <p>Members were asked to decide if they would like to-</p> <ol style="list-style-type: none"> a) proceed with forming a working party to review the drawings circulated by Cllr Harris <p>Members unanimously resolved to form a working party to review the footprint drawings and discuss layout ideas.</p> <ol style="list-style-type: none"> b) consult with the public and if so to decide on how they would like to do this <p>Or</p>	<p>All Committee members</p>

	<p>c) wait until the meeting with Fields in Trust has taken place before making any further decisions</p> <p>Members unanimously resolved to defer consulting with the public at this time and agreed to wait until the scheduled meeting with Fields in Trust has taken place before making any further decisions.</p> <p>It was also discussed that the Assistant Clerk would engage with companies offering timber pavilions to give an idea of indicative costings.</p> <p>d) Bin in Lightwater Recreation ground</p> <p>Members are asked to decide if they wish to re locate the bin to the location shown in the photograph and if so, to decide if they would like to go ahead with the quote received, while also considering how they would like to fund it.</p> <p>Members unanimously resolved to re locate the bin to the alternative location, proceed with the quote presented and to fund from the Lightwater Village Reserve.</p> <p>Members also asked that if at year end the Lightwater Committee were under funded on any other budget line, could the £100 cost be moved back into the Village Reserve.</p> <p>Members also unanimously resolved to remove the dog poo bin at the entrance to the field.</p>	Assistant Clerk
LVC/23/32	<p>Clerks Update</p> <p>The Assistant Clerk updated Members on the following matters:</p> <p><u>Lightwater Cemetery Hedges</u> The long stretch of hedging along the right-hand side of the cemetery is due to be cut with a flail to 8 foot high and a firm date to complete this work is yet to be confirmed.</p> <p><u>Possible funding opportunities for Lightwater Recreation ground</u> Surrey FA have contacted the Parish Council regarding the football foundations grass pitch maintenance fund- a six-year tapered grant for above and beyond maintenance. It was confirmed it will require Curly Park Rangers Football Club to apply for the funding and the information has been forwarded to them for review.</p>	
LVC/22/19	<p>Correspondence</p> <p>No correspondence.</p>	

There being no further business, the meeting closed at 20:29

03/01/2024

Windlesham Parish Council

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Detailed Income & Expenditure by Budget Heading 03/01/2024

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400 Lightwater Cemetery								
1000 Burial fees	220	10,183	24,300	14,117			41.9%	
Lightwater Cemetery :- Income	220	10,183	24,300	14,117			41.9%	0
4005 Ashes interment	0	890	1,700	810		810	52.4%	
4050 Rates	76	685	1,400	715		715	48.9%	
4060 Maintenance	0	4,230	14,000	9,770		9,770	30.2%	1,940
Lightwater Cemetery : Indirect Expenditure	76	5,805	17,100	11,295	0	11,295	33.9%	1,940
Net Income over Expenditure	144	4,378	7,200	2,822				
6000 plus Transfer from EMR	0	1,940						
Movement to/(from) Gen Reserve	144	6,318						
405 Lightwater Heritage								
4100 War Memorial	0	183	1,000	817		817	18.3%	
Lightwater Heritage : Indirect Expenditure	0	183	1,000	817	0	817	18.3%	0
Net Expenditure	0	(183)	(1,000)	(817)				
410 Lightwater Grounds Maintenance								
4160 Greenspace Contingency	0	3,245	1,000	(2,245)		(2,245)	324.5%	2,989
4165 Greenspace Contract	2,993	27,736	36,800	9,064		9,064	75.4%	
4185 Planting	0	1,941	1,977	37		37	98.2%	
4190 Christmas Trees	0	216	1,000	784		784	21.6%	
4195 Tree Maintenance/Surgery	2,242	11,543	11,020	(523)		(523)	104.7%	
4220 Playground Repairs & Renewal	52	45,415	4,000	(41,415)		(41,415)	1135.4%	40,765
4420 Finance System	0	0	0	(0)		(0)	0.0%	
Lightwater Grounds Maintenance : Indirect Expenditure	5,288	90,096	55,797	(34,299)	0	(34,299)	161.5%	43,755
Net Expenditure	(5,288)	(90,096)	(55,797)	34,299				
6000 plus Transfer from EMR	0	43,755						
Movement to/(from) Gen Reserve	(5,288)	(46,341)						
415 Lightwater Allotments								
1030 Allotment Fees	0	687	646	(41)			106.4%	
Lightwater Allotments : Income	0	687	646	(41)			106.4%	0
4060 Maintenance	0	300	1,900	1,600		1,600	15.8%	
4070 Allotment Refunds	0	4	38	34		34	10.0%	
Lightwater Allotments : Indirect Expenditure	0	304	1,938	1,634	0	1,634	15.7%	0
Net Income over Expenditure	0	383	(1,292)	(1,675)				

Continued over page

Detailed Income & Expenditure by Budget Heading 03/01/2024

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>420 Lightwater Staffing</u>								
4300 Salaries	3,703	29,689	32,637	2,948		2,948	91.0%	
4340 Local Government Pension	0	6,137	11,005	4,868		4,868	55.8%	
4345 HMRC Payroll	755	5,446	9,824	4,378		4,378	55.4%	
4350 Training	0	42	760	718		718	5.5%	
Lightwater Staffing :- Indirect Expenditure	4,458	41,314	54,226	12,912	0	12,912	76.2%	0
Net Expenditure	(4,458)	(41,314)	(54,226)	(12,912)				
<u>425 Lightwater Administration</u>								
1076 Precept	0	132,161	132,161	0			100.0%	
1800 Other Income	0	557	0	(557)			0.0%	
1900 Interest Received	0	2,782	1,656	(1,126)			168.0%	
Lightwater Administration :- Income	0	135,500	133,817	(1,683)			101.3%	0
4350 Training	0	11	0	(11)		(11)	0.0%	
4380 Elections	0	1,933	1,520	(413)		(413)	127.2%	1,933
4400 Legal/HR/Recruitment Costs	325	1,868	2,660	792		792	70.2%	
4410 Cleaner	0	0	285	285		285	0.0%	
4415 Insurance	426	1,761	1,617	(144)		(144)	108.9%	
4420 Finance System	0	492	836	344		344	58.8%	
4425 External Finance Support	0	159	1,140	981		981	13.9%	
4430 Licences & Subscription	0	1,440	2,473	1,033		1,033	58.2%	
4435 Office Expenses	46	530	760	230		230	69.8%	
4440 ICT Costs	99	2,509	1,900	(609)		(609)	132.1%	720
4445 Audit	67	(40)	798	838		838	(5.1%)	
4455 Telecoms & Security	0	481	698	217		217	68.9%	
4550 Office Building Costs	0	87	0	(87)		(87)	0.0%	
4600 Annual Meeting & Civic Costs	0	665	760	95		95	87.5%	
4950 Hall Hire	69	261	798	537		537	32.8%	
Lightwater Administration :- Indirect Expenditure	1,031	12,156	16,245	4,089	0	4,089	74.8%	2,653
Net Income over Expenditure	(1,031)	123,343	117,572	(5,771)				
6000 plus Transfer from EMR	0	2,653						
Movement to/(from) Gen Reserve	(1,031)	125,996						
<u>430 Lightwater Councillors</u>								
4500 Cllr Allowances, Training & Ex	969	8,526	11,667	3,141		3,141	73.1%	
Lightwater Councillors :- Indirect Expenditure	969	8,526	11,667	3,141	0	3,141	73.1%	0
Net Expenditure	(969)	(8,526)	(11,667)	(3,141)				

Detailed Income & Expenditure by Budget Heading 03/01/2024

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>435 Lightwater Council Buildings</u>								
4060 Maintenance	1,900	2,714	3,800	1,086		1,086	71.4%	
4525 Bagshot Chapel Building Costs	0	34	3,040	3,006		3,006	1.1%	
4550 Office Building Costs	167	2,052	2,280	228		228	90.0%	
4555 HMLD Building Costs	230	2,286	3,040	754		754	75.2%	
Lightwater Council Buildings :- Indirect Expenditure	<u>2,297</u>	<u>7,086</u>	<u>12,160</u>	<u>5,074</u>	<u>0</u>	<u>5,074</u>	<u>58.3%</u>	<u>0</u>
Net Expenditure	(2,297)	(7,086)	(12,160)	(5,074)				
<u>440 Lightwater Grants</u>								
4650 Grants	150	1,650	8,000	6,350		6,350	20.6%	
Lightwater Grants :- Indirect Expenditure	<u>150</u>	<u>1,650</u>	<u>8,000</u>	<u>6,350</u>	<u>0</u>	<u>6,350</u>	<u>20.6%</u>	<u>0</u>
Net Expenditure	(150)	(1,650)	(8,000)	(6,350)				
<u>450 Lightwater Capital Projects</u>								
4915 Festive Lights	0	15	4,725	4,710		4,710	0.3%	
Lightwater Capital Projects :- Indirect Expenditure	<u>0</u>	<u>15</u>	<u>4,725</u>	<u>4,710</u>	<u>0</u>	<u>4,710</u>	<u>0.3%</u>	<u>0</u>
Net Expenditure	0	(15)	(4,725)	(4,710)				
<u>455 Lightwater Pavilion</u>								
4055 Pavilion Utilites	0	50	300	250		250	16.5%	
4905 Pavilion Capital Project	0	0	5,000	5,000		5,000	0.0%	
Lightwater Pavilion :- Indirect Expenditure	<u>0</u>	<u>50</u>	<u>5,300</u>	<u>5,250</u>	<u>0</u>	<u>5,250</u>	<u>0.9%</u>	<u>0</u>
Net Expenditure	0	(50)	(5,300)	(5,250)				
<u>456 Windlesham field of Remembranc</u>								
1040 Field of Remembrance Income	0	402	2,824	2,422			14.2%	
Windlesham field of Remembranc :- Income	<u>0</u>	<u>402</u>	<u>2,824</u>	<u>2,422</u>			<u>14.2%</u>	<u>0</u>
Net Income	0	402	2,824	2,422				
Grand Totals:- Income	220	146,772	161,587	14,815			90.8%	
Expenditure	14,269	167,186	188,158	20,972	0	20,972	88.9%	
Net Income over Expenditure	(14,049)	(20,415)	(26,571)	(6,156)				
plus Transfer from EMR	0	48,348						
Movement to/(from) Gen Reserve	(14,049)	27,934						

Item 8- Lightwater Cemetery- Historical memorials

At the July 2023 Full Council meeting it was resolved unanimously to lay down all priority 1 memorials, obtaining structural engineers reports where requested. It was also resolved unanimously that any cost incurred due to the associated works would be funded from the Cemeteries EMR.

Finally, it was noted that it will be a matter for the village committees to decide which Memorials will be restored if living grave owners cannot be traced.

Lightwater Cemetery Specifics

- The initial inspection identified 81 priority 1 memorials.
- Following a 2nd inspection, 45 memorials have been laid down.
- There is one memorial in the cemetery which is over 6ft high, and a structural report has been obtained for this.
- Officers have attempted to contact all living grave owners, using the last address held on record.
- 15 families have made contact with the office and have or are in the process of getting their headstones repaired.

Th memorials which have been laid down are as follows-

Grave number	Name	Comments	Grave Number	Name	Comments
AA8 & AA9	Eustace		GC102	Entres	Headstone repaired
AA75	Gostage		GC101	Carroll	Cemeteries co-ordinator in contact with family
AA95	Cook		GC95	Lodge	Cemeteries co-ordinator in contact with family
FB86	Kosab	Cemeteries co-ordinator in contact with family	GC86	Spencer	Cemeteries co-ordinator in contact with family
BB44	Osman		GC87	Clapcott	
CC76	Hawkes	Memorial is over 6ft- structural report available	GC83	Fraser	
CC31	Smith		GC33	Viner	
CC13	Moore	Family have made contact	FB5	Dexter	Cemeteries co-ordinator

		and indicated they will repair			in contact with family
CC10	Kircher		FB3	Kircher	
CC16	Underwood		FB7	Couzens	Cemeteries co-ordinator in contact with family
IC111	Hizzey		FB8	Watkins	
IC112	Offeringa		FB11	Perry	
IC109	Vince		FB21	Perry	
IC101	Evans	Cemeteries co-ordinator in contact with family, but family have indicated they will leave the stone laid down	FB22	Kirkup	
IC14	Lamb		FB18	Phipps	
IC105	Baylis		FB16	Lacy	Cemeteries co-ordinator in contact with family
EA60	Dinallo	Cemeteries co-ordinator in contact with family	FB15	Parrent	Cemeteries co-ordinator in contact with family
EA52	Morrissey	Family have made contact with the office and indicated they will repair	FB37	Melton	
EA47	Clements		FB38	Nestor	
EA67	McDonagh		FB50	Minassian	Cemeteries co-ordinator in contact with family
EA75	Gostage		FB51	Young	
EA88	Whiteley		FB95b	Kasab	Headstone re fixed
EA85	Trussler				

Funding-

At the Full Council meeting in July 2023, it was agreed to spend of up to £10K from the cemeteries earmarked reserve to comply with ICCM recommendations and to complete necessary works on historical memorials at Lightwater cemetery. The laying down of the memorials in Lightwater Cemetery cost £1,575 and therefore the committee have up to £8,425 to spend on reinstating historic memorials. Please note this spend is to include the essential repair of the memorial only.

Members are asked to complete a walk around the cemetery and consider if there are any historical priority 1 memorials, they would like to fund the repair of. A list of the memorials which have been laid down and cemetery maps are attached.

Lightwater Cemetery Map



H 101135

Item 9- Tree re planting

Following a Parish wide tree survey in 2022, it has been necessary to complete essential tree maintenance on a number of trees in Lightwater and this has included the felling of number of trees. The tree surveyor suggested 4 trees to be replanted, however this is not mandatory:

Tree Species	Location	Tree Preservation order Y/N	Comments
European Lime	Lightwater Rec	N	This tree was removed from the Lightwater playground.
European Lime	Lightwater Rec	N	Located on the Lightwater bypass side of the field. It is to be noted that following an assessment after epidermic removal, a further 2 European Lime trees were removed at Lightwater Recreation Ground.
Cherry Plum	Lightwater Memorial Gardens	N	
Chinese Juniper	Riverside Avenue	Y	An application was made to SHBC to fell the tree and the SHBC tree officer did not stipulate the replanting of this tree on the decision notice.

Cost considerations-

Re planting-

The SHBC tree officer recommends planting trees which are of a 12-14cm girth. The cost of the tree is dependent on the tree species, but it can be estimated that each tree would cost between £150-£300/tree.

Labour costs- approx. £60-£100/tree

Extras- mulch, cable ties, stakes, tree guards, etc- £TBA

Maintenance

When re planting trees, their ongoing maintenance needs to be taken into account.

The SHBC Tree officer recommends the watering of each newly planted tree with 20L twice a week or 40L once a week between April and September for 2 years, with extra watering during hot spells.

As an example, a maintenance plan could cost as a minimum £24/visit/tree. Approx £1,248/year/tree.

Members are asked to decide if they would like to seek quotes to replant the trees, with a recommendation to Full Council to approve the work, with funding to come from the Tree Works EMR.

Item 10- Grant Applications

a) **To consider a grant application from 1st Lightwater Scout Group**

The Committee has received a grant application from the 1st Lightwater Scout Group requesting £3,321.95 to help fund the following-

- Fundraising and activities that service the wider community, such as the annual Bonfire Night event
- Replacing broken equipment used at section weekly meeting
- Enhancing equipment to assist in the delivery of their programmes

Members are asked to decide if they wish to award the grant for the above purposes.

b) **To consider a grant application from Lightwater Community Cinema supported by All Saints Church**

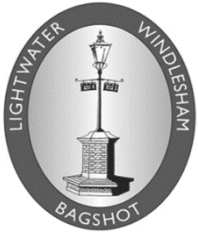
The Committee has received a grant application from the Lightwater Community Cinema requesting £1000 to help fund the purchase and installation of an AED device on the outside wall of All Saints Church Hall.

Members are asked to decide if they wish to award the grant for the above purposes.

c) **To consider a grant application from Lightwater Connected (Lightwater Fete Committee)**

The Committee has received a grant application from Lightwater Connected requesting £250 to help fund events at the Lightwater Fete.

Members are asked to decide if they wish to award the grant for the above purposes.



WINDLESHAM PARISH COUNCIL

GRANT APPLICATION FORM GRANTS OVER £1000

Please complete all details in BLOCK CAPITALS

Please Indicate which village fund you wish to apply to:

Bagshot

Lightwater

Windlesham

Name of Organisation	1st Lightwater Scout Group
Registered Charity Number (if applicable)	267802
Contact Name	Karrie Ingram
Position within the organisation	Chair of Supporters
Telephone number	██████████
Address of organisation	The Avenue, Lightwater
Postcode	GU18 5RG
Email address	supporters@lightwaterscouts.org.uk
Total cost of purpose/project	£3,321.95
Amount of grant requested	£ 3,321.95
Detail grants received (or applied for but not yet determined) from other sources:	None

<p>What are your organisation's objectives?</p>	<p>The purpose of our Scout Group is to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.</p>
<p>For what purpose / project is the grant requested, and what is the evidence-based need for the grant?</p>	<p>The grant we are requesting is to help us keep providing programmes for children aged 4 to 18 across each of our eight sections. It is divided into three elements:</p> <ol style="list-style-type: none"> 1) to help our fundraising and activities that service the wider community, such as our annual Bonfire Night event. 2) replacing broken equipment used at section weekly meetings. 3) enhancing equipment to assist in the delivery of our programmes.
<p>How will you monitor and evaluate achievement of your objectives?</p>	<p>Our Group Scout Leader regularly attends section meetings and evaluates the programmes on offer by each section leader to ensure each child takes part in a full scouting programme appropriate for their age.</p>
<p>How does the application meet the criteria for this fund?</p>	<p>We are a registered charity and none of our trustees benefit financially as we are all volunteers. We are based in Lightwater and accept Children from all of the Windlesham Parish. All children age 14-18 come to Lightwater as they do not have an Explorers section for this age group in Windlesham or Bagshot.</p>

How will you ensure that the services provided are fully accessible to the community? If there are any restrictions placed on who can use / access your service you must provide details here:	Fully accessible
Has community engagement been undertaken?	We regularly ask for feedback on our fundraising activities and ask parents for feedback on the programmes delivered within the sections. The event signage covered in the first section of the request is due to feedback received from Cllr Alf Turner for example.

Total number of users of your organisation	182 members plus 71 children on waiting list
Number of your users resident in Windlesham Parish who will directly benefit from the grant	153 members
Where expenditure is for maintenance or refurbishment of a community building or land please specify the number of years left on the lease	NA

Current bank balance	£ [REDACTED]	date 03/ 12 / 2023
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Supporting documentation to be submitted with the grant application.

- A copy of the written constitution
- Copies of the last financial year-end accounts
- A copy of your latest bank statement
- If the grant relates to property matters, a copy of the lease

Additional documentation required for grant requests over £3,000

- Tendering process

Additional documentation required for grants for tree surgery or tree maintenance

- Up to date tree survey or tree management plan

I confirm that the above organisation has read and will conform with Windlesham Parish Council's Equality and Diversity Policy.

Yes No

Statement of understanding: I have read and understood Windlesham Parish Council's Grant Awarding Policy and if our organisation's application is successful we agree to abide by the conditions:

Signed... [REDACTED]

Name... Karrie Ingram

Position in organisation... Chair of Supporters

Date... 6th December 2023

NB. If your bid is successful, you will need a bank account in the name of your organisation. If you have any queries, please contact clerk@windleshampc.gov.uk. The completed form should be returned to The Clerk to Windlesham Parish Council, Council Offices, The Avenue, Lightwater, GU18 5RG or return this form to one of your local Parish Councillors.

For official use

Date Received	
Date of Council meeting	
Council decision	Fund / Fund in part / Reject
Amount to be funded	£
Date of notification of decision	
Minute number	



WINDLESHAM PARISH COUNCIL
GRANT APPLICATION FORM GRANTS £500- £1000
 Please complete all details in BLOCK CAPITALS

Please Indicate which village fund you wish to apply to:

Bagshot Lightwater Windlesham

Name of Organisation	LIGHTWATER COMMUNITY CINEMA SUPPORTED BY ALL SAINTS CHURCH
Registered Charity Number (if applicable)	N/A.
Contact Name	JOHN GOODMAN
Position within the organisation	VOLUNTEER
Telephone number	[REDACTED]
Address of organisation	C/O ALL SAINTS PARISH OFFICE BROADWAY ROAD, LIGHTWATER SURREY, GU18 5ST.
Postcode	[REDACTED]
Email address	[REDACTED]
For what purpose/project is the grant requested? What is the evidence/need for the purpose/project?	PLEASE SEE THE ATTACHED SUBMISSION / JUSTIFICATION.
Total cost of purpose/project	£1986 INC VAT
Amount of grant requested:	£1000

Total number of users of your organisation	UP TO 200
Number of your users resident in Windlesham Parish who will directly benefit from the grant	UP TO 200.
Where expenditure is for maintenance or refurbishment of a community building or land please specify the number of years left on the lease	N/A


Supporting documentation to be submitted with the grant application:

A copy of the written constitution

I confirm that the above organisation has read and will conform with Windlesham Parish Council's Equality and Diversity Policy.

Yes No

Statement of understanding: I have read and understood Windlesham Parish Council's Grant Awarding Policy and if our organisation's application is successful we agree to abide by the conditions:

Signed...  Name... JOHN GOODMAN

Position in organisation... VOLUNTEER Date... 20/12/2023

NB. If your bid is successful, you will need a bank account in the name of your organisation. If you have any queries, please contact clerk@windleshampc.gov.uk.

The completed form should be returned to The Clerk to Windlesham Parish Council,
The Council Office, The Avenue, Lightwater, GU18 5RG or to one of the Parish Councillors.

For official use

Date Received	
Date of Council meeting	
Council decision	Fund / Fund in part / Reject
Amount to be funded	£
Date of notification of decision	
Minute number	

- St John the Baptist Church Windlesham, 1.3 miles away (6 minutes)
- Windlesham Bowls Club, 1.7 miles away (8 minutes)
- Sports Pavilion, Benner Lane, Woking, GU24 9JP, 1.5 miles away (8 minutes)

Times in brackets are estimated times for a return journey by car as given on the web site <https://www.defibfinder.uk/> that has enumerated the above AED locations as well. There are other AED's available but no others have 24/7 access. If installed this AED would be located approximately 400 yards away from Lightwater Square and would be the most accessible from there.

Current thinking suggests that the following equipment, as recommend by St John's Ambulance Service, would be more than suitable for this proposal;

A Defibtech Lifeline AED Fully Automatic Defibrillator with 5 Year Battery Pack costs £1380 together with a combination lockable external weatherproof cabinet that costs £606, both sums are inclusive of VAT. The Applicant is not VAT registered.

Further details of these two items can be seen at;

<https://www.sja.org.uk/first-aid-supplies/defibrillators-accessories-and-training-models/defibrillator-models/defibtech-Lifeline-AED-Fully-Automatic-Defibrillator-with-5-Year-Battery-Pack/>

<https://www.sja.org.uk/first-aid-supplies/defibrillators-accessories-and-training-models/defibrillator-accessories-batteries-pads-catridges-and-wall-brackets/Defibsafe-2-External-Lockable-Cabinet/>



WINDLESHAM PARISH COUNCIL
APPLICATION FORM
GRANT UNDER £500
 Please complete all details in BLOCK CAPITALS

Please Indicate which village fund you wish to apply to:

Bagshot

Lightwater

Windlesham

Name of Organisation/Group	LIGHTWATER CONNECTED (LIGHTWATER FETE COMMITTEE)
Contact Name	RICHARD STORER
Position within the organisation/group	CHAIRMAN
Telephone number	[REDACTED]
Address of organisation/group	[REDACTED]
Postcode	[REDACTED]
Email address	[REDACTED]
For what purpose/project is the grant requested? What is the evidence/need for the purpose/project?	To help fund events on the Fete to promote local performers and provide spare funds to reinvest, for event proceeds, in Lightwater. Costs of good performers are now much higher and the Fete aims to maintain its past high standards here and return free entry to all.
Total cost of purpose/project	£ £770
Amount of grant requested:	£ 250

Statement of understanding: I have read and understood Windlesham Parish Council's Grant Awarding Policy and if our application is successful, we agree to abide by the conditions:

Signed..... [REDACTED]

Name.. RICHARD STORER

Position in organisation.. Chairman Fete Committee

Date... 31 December 2023

NB. If your bid is successful you will need a nominated bank account to receive the funds. If you have any queries please contact clerk@windleshampc.gov.uk.

The completed form should be returned to The Clerk to Windlesham Parish Council,
The Council Office, The Avenue, Lightwater, GU18 5RG or to one of the Parish Councillors.

For official use

Date Received	
Date of Council meeting	
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