

# 2024-2025



Windlesham  
Parish Council

Windlesham Lightwater Bagshot

# Annual Report

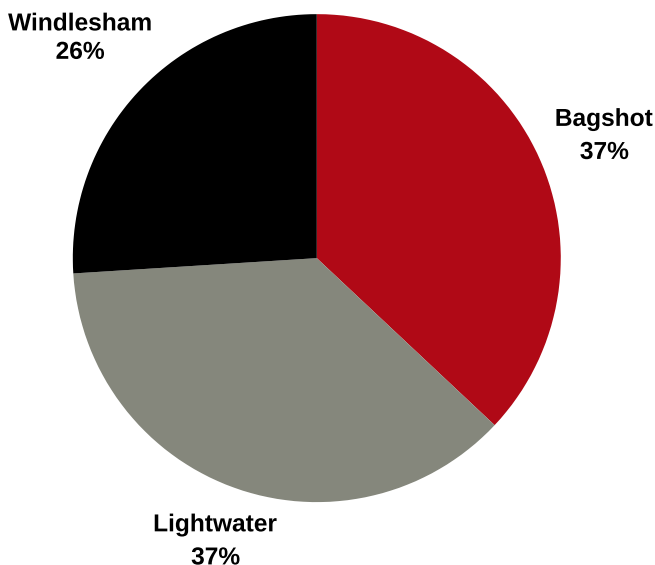
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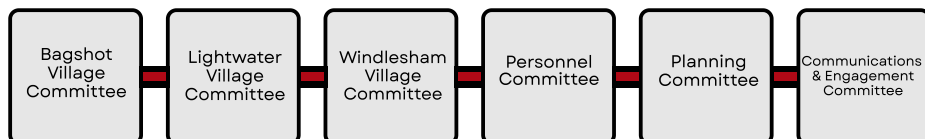
# About WPC

Windlesham Parish Council, one of the oldest parish councils in England, serves three villages: Bagshot, Lightwater, and Windlesham. Established in 1894 with the passing of the Local Government Act, the council was created to transfer parish administration from the Church to a local governing body. At the time, Lightwater was largely heathland, and Bagshot residents travelled to the only church in the parish, St John the Baptist, which is why the parish is named after Windlesham.

Following a Boundary Commission review, the Parish Council underwent an internal reorganisation in 2021, ensuring that each village has oversight of a proportion of the precept (council tax) it generates. The financial distribution for 2024-2025 is determined based on the income generated by each village, with the allocation illustrated in the updated pie chart below.



During 2024-2025 the main areas of the Council's work have been covered by the Full Council and six committees:



Full Council meets at the end of every month except for August and December, while the Committees meet once a quarter with the exception of the Planning Committee that meets twice a month to review and comment on applications. All meetings are open to the public and we encourage residents to attend.

# Your Parish Councillors

18 councillors represent the three villages in the Parish with elections taking place every four years.

## Bagshot Village Committee



Cllr White



Cllr Willgoss



Cllr Bakar



Cllr Gordon



Cllr Du Cann



Cllr Wilson

## Windlesham Village Committee



Cllr Lewis



Cllr Marr



Cllr Hardless



Cllr Richardson



Cllr Wheeler

## Lightwater Village Committee



Cllr Turner



Cllr Malcaus Cooper



Cllr R Jennings-Evans



Cllr Hartshorn



Cllr Harris



Cllr Stevens



Cllr D Jennings-Evans

# Governance



WINDLESHAM PARISH COUNCIL

## FINANCE AND STRATEGIC PLAN UPDATE APRIL 2025

Our Vision for Windlesham Parish

In 2022/2023, Council adopted a strategic plan covering the municipal years 2022 to 2027. This plan sets out the Parish Council's vision, purpose, values, and objectives, along with its key priorities. It aims to provide residents with a clear understanding of the Council's role, its goals, and how it works to influence other bodies - such as the Borough and County Councils - to better serve the local community.

As a live document, the Strategic Plan guides the annual budget process, helps shape upcoming activities, and enables the Council to track progress against its priorities.

Having an agreed strategy provides a consistent and coordinated framework for decision-making. It helps the Parish Council to act proactively rather than reactively and is based on Councillors' understanding of community needs gained through daily engagement with residents.

The Plan also helps clarify the Council's role and responsibilities, highlighting what it can directly influence and what falls under the remit of other authorities like Surrey Heath Borough Council (SHBC) or Surrey County Council (SCC).

To view the most current update of the plan, please visit our website.

# Summary of 2024-2025 Achievements



## **Community Consultation – Windmill Field Playground**

WPC actively engaged with local residents to gather feedback and help select the new design for the Windmill Field playground. The consultation saw a strong and enthusiastic turnout from the community.

**Planning Engagement** - Between 1st April 2024 and 31st March 2025, the Parish Council, acting as a planning consultee, reviewed and provided comments on 254 planning applications, ensuring that the community's views were reflected in the planning process. The applications were distributed across the villages as follows: Bagshot - 75, Lightwater - 77, and Windlesham - 102.

**Community Grants** - All three village committees once again supported their communities through targeted grant funding, enabling local groups and initiatives to thrive.

**Play Provision** - The playground at Freemantle Road, Bagshot, was successfully replaced and marked with a celebratory grand opening event. The Windmill Field playground in Windlesham is also set for replacement in Summer 2025.

**Greenspace & Tree Management** - The Council continued to maintain and enhance public greenspaces across the Parish. In addition, it completed a comprehensive Parish-wide tree survey to ensure the health and safety of trees within community areas.

**Allotments Provision** - WPC continues to provide over 50 allotment plots at Hook Mill Lane, offering residents the opportunity to grow their own produce and enjoy community gardening.

**Burial Authority Services** - As the Burial Authority for Bagshot, Lightwater, and Windlesham, WPC maintained cemetery services across the Parish and beyond. In addition to this, part of the perimeter wall at Bagshot Cemetery was reconstructed, and landscaping works at Windlesham Cemetery were successfully completed to allow for additional half plot allocations.

**Heritage & Community Events** - WPC proudly opened Bagshot Chapel for the National Heritage Open Days in September. In December, the Chapel also hosted a warmly received carol service for local residents.

**Remembrance Day Parades** - Council representatives participated in the annual Remembrance Day services across all three villages, laying wreaths on behalf of the community.

**Summer Planting** - Once again, Council brightened all three village centres with colourful hanging baskets.

**Community Awards Ceremony** - The annual Community Awards celebrated the dedication of local volunteers and recognised their significant contributions to village life.

**Parish Council Newsletter** - The Parish Council launched a quarterly newsletter, available both online and in print, which was distributed throughout the villages, keeping residents informed.

**Traffic & Infrastructure Groups** - Bagshot and Windlesham Committees dedicated working parties, worked in partnership with Surrey County Council on village traffic calming schemes. Including recent speed surveys in Windlesham.

**Christmas Festivities** - WPC continued to bring festive cheer by providing Christmas trees and lamp column lighting in the centre of each village. The council also introduced a drawing competition for the children of the parish, with the winning entries featured on the council's social media pages and in the newsletter.

**Neighbourhood Plan Review** - WPC has committed to reviewing the Windlesham Neighbourhood Plan. A dedicated working party, made up of Councillors and local residents, has been actively progressing this work, with efforts continuing into 2025–26.

# How your money is spent

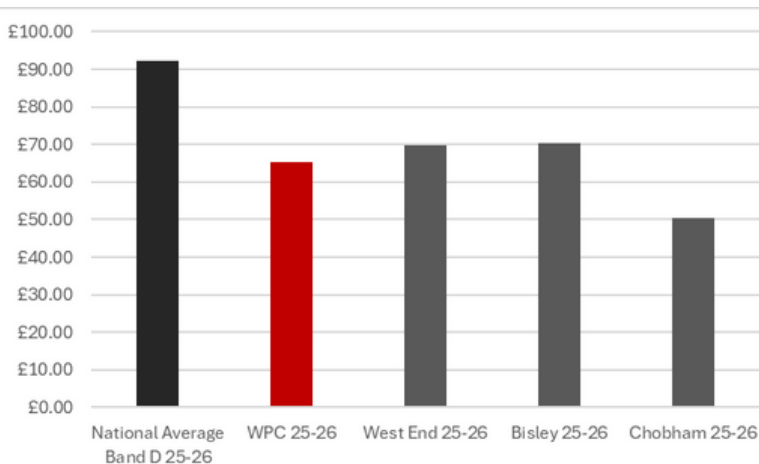


## Council Tax

Each year, typically in January, the Parish Council sets a budget for the upcoming financial year, which includes the amount to be raised through Council Tax (known as the precept).

For the 2025-2026 financial year, the net budget is £644,345. Of this, £551,061 (85.5%) will be raised via the precept, forming part of the overall Council Tax bill. This represents a 8.27% increase from the previous year and results in an annual charge of £65.29 for a Band D property.

In 2025-26, there are 8,911 precepting parishes in England. Windlesham Parish Council is among the larger councils (defined as those with a precept exceeding £250,000). The average Band D Council Tax across all local councils in 2025-26 is £92.22. See how we compare below:



*Figures for West End, Bisley, and Chobham as documented in the SHBC report.*

## Partnership Working

The Parish Council plays a vital role in collaborating with other local authorities and community organisations. Over the past year, we have:

- Collaborated with Surrey Heath Police to address community concerns including burglaries, fly-tipping, and anti-social behaviour.
- Continued working closely with Surrey County Council (SCC) and SCC Highways on the upcoming delivery of traffic calming schemes in Bagshot and Windlesham. In Windlesham, the Village Committee has funded speed surveys to inform the scheme with up-to-date data. In Bagshot, the Committee's traffic calming proposal was approved by SCC Highways. WPC is waiting for a start date.
- The Parish Council continues to act as a key local voice, advising both SCC and SHBC on matters of community interest, infrastructure needs, and environmental concerns.

# Planning

The Parish Council holds the authority to be consulted on all planning applications within its wards. As part of this responsibility, the Council reviews each application, providing comments and raising any concerns on behalf of the local community. These representations are submitted to Surrey Heath Borough Council, which considers them as part of its planning decision process. Between 1st April 2024 and 31st March 2025, the Parish Council reviewed a total of 255 planning applications.

## Community Infrastructure Levy

When new housing developments take place within the Parish, the Parish Council receives a portion of the Community Infrastructure Levy (CIL). This levy is paid by the developer to the Borough Council, and a percentage is then passed on to the Parish Council.

For developments in Bagshot and Lightwater, the Parish receives 15% of the CIL. In Windlesham, where there is an adopted Neighbourhood Plan, the share is 25%.

CIL funds must be used to support the development of the local area by either:

1. Providing, improving, replacing, operating, or maintaining local infrastructure; or
2. Addressing any other needs or pressures created by new development.

CIL funding offers a valuable opportunity to enhance our villages and provide a wider range of amenities for people of all ages and interests. The Parish Council has agreed that any CIL funds generated in a particular village will be kept in a dedicated reserve, to be used for projects within that village.

Total CIL Receipts for the Year 24-25: £10,115  
(Figures as of analysis on 11 February 2025)

### Projects Funded from CIL:

- Freemantle Road Playground Equipment, Bagshot – £13,500
- Broadway Road Lighting Scheme, Windlesham – £7,500
- Cemetery Noticeboards and Maps, Windlesham – £5,448
- Speed Surveys, Windlesham – £2,880
- Deer Fencing and Support Posts at Bosman Drive – £200
- £5,000 Bagshot Cricket club outdoor training nets

### Committed CIL Expenditure:

- Allotment Purchase for the Parish – £100,000
- Traffic and Infrastructure Improvements, Bagshot – £100,000
- Bagshot Chapel Maintenance Works – £20,000
- Grant for Gomer Road Playground, Bagshot – £17,500
- Windmill Field Replacement Project (up to) – £15,835
- Hedge Works, Windlesham Cemetery – £800

# Grants



Each year, the Council allocates a budget to provide grants to local groups and voluntary organisations in need of financial assistance. During 2024/25, the Parish Council awarded £32,411\* to support a range of local organisations with various projects and needs. This included grants funded through the Community Infrastructure Levy (CIL), generated from developments within each village.

**\*This figure includes committed spends**

## Bagshot Committee - £27,981

*Including committed spends from Community Infrastructure funding*

- **Bagshot Cricket Club £5000** - Contribution towards new training nets (Community Infrastructure Funding)
- **Bagshot Good Companions £500** - Towards outings and events
- **Bagshot Society £697** - Contribution towards venue hire, planting, litter picking equipment, website costs and flags for street decoration
- **Bagshot Events £1311** - Contribution towards mini Christmas trees around Bagshot Village
- **Curley Park Rangers £2323** - contribution towards pitch maintenance
- **Earlswood Estate Management Group £17,500** - Commitment towards a new play park at Gomer Road, Bagshot (Community Infrastructure Funding).
- **Windle Valley Fundraisers £500** - Contribution for Santa gifts at Christmas switch on event
- **Surrey Heath Neighbourhood Watch £150** - Contribution towards newsletter printing

## Lightwater Committee - £2330

- **Lightwater Fete £500** - Contribution towards the 2025 fete
- **Lightwater Library £930** - Contribution for a hearing loop
- **Lightwater Community Cinema £750** - Contribution towards an AED for the church hall wall
- **Surrey Heath Neighbourhood Watch £150** - Contribution towards newsletter printing

## Windlesham Committee - £2100

- **Derby and Joan £800** - Contribution towards entertainment for the over-60's
- **Windlesham Scouts £400** - Contribution towards camping tables
- **Over 60's luncheon club at St John's £750** - Contribution towards fridge, meals and hall hire
- **Surrey Heath Neighbourhood Watch £150** - Contribution towards newsletter printing

# Open Spaces & Allotments



The Council is proud to continue offering free-of-charge access to Lightwater Recreation Ground for community events. In 2024, the recreation ground hosted the Lightwater Fete and the Lightwater bonfire and fireworks.

These events have historically been well-attended and received, and the Council looks forward to supporting even more community activities this year. One notable event will be the VE Day celebration at Lightwater Recreation Ground in May.



The Council also owns the south side of High Curley in Lightwater, which is a heathland area of special scientific interest; Bagshot Chapel, Lightwater Memorial Gardens and numerous small open spaces throughout the Parish. In addition, Council provides allotments at Hook Mill Lane for more than 50 residents of the parish.



# Council Facilities



## Play Areas

The Parish Council owns and oversees five recreation grounds: School Lane Field and Freemantle Road in Bagshot, Lightwater Recreation Ground, and Windmill Field and Kings Lane in Windlesham.

In 2024-2025, the play area at Freemantle Road was upgraded and now features modern, refreshed equipment designed to be both safe and engaging for children of all ages. The new play area has received positive feedback from local families.

Looking ahead, the Parish Council is delighted to confirm the installation of a brand-new playground at Windmill Field in Windlesham in Summer 2025. This exciting project will feature a wide range of engaging, inclusive play equipment tailored to different ages and abilities.

## Freemantle Road, Bagshot



## Windmill Field, Windlesham - Winning Design



- Inclusive equipment
- Interactive sensory panels
- Climbing frames for a variety of ages
- Grand Opening event to be held Summer 2025.

# Play areas & Outdoor Gyms



Lightwater Recreation Ground and School Lane Field have both had outdoor gyms installed in the last two years which are regularly enjoyed by members of the community.

# Hanging Baskets & Summer Planting

Once again, hanging baskets were provided across the three villages, bringing vibrant bursts of colour and charm throughout the summer months. The Council is always pleased to receive such positive feedback from residents.



# Burial Grounds



Windlesham Parish Council owns and oversees three burial grounds.

Bagshot Cemetery is now closed for new burials, but ashes can still be interred at the memorial wall. Lightwater and Windlesham Cemeteries are frequently chosen as final resting places by both residents, former residents, and non-residents.

From April 2024 to February 2025, WPC facilitated 29 burials and 32 ashes interments. Specifically, this included 21 burials and 23 ashes interments at Windlesham Cemetery, eight burials and seven ashes interments at Lightwater Cemetery, and two ashes interments at Bagshot Cemetery.

In Spring 2025, an area of Windlesham Cemetery was re-landscaped to accommodate additional half-plot burials.

This work ensures that council can continue to provide a peaceful and well-maintained resting place for the community.



# Heritage Assets

## Bagshot Chapel



Bagshot Chapel and Cemetery have been under the care of Windlesham Parish Council since 1962. While the Chapel itself is not a listed building, it holds significant architectural interest and is therefore included on Surrey Heath Borough Council's list of historical buildings with local significance. In September 2024, Windlesham Parish Council was delighted to open Bagshot Chapel to the public for the nationwide Heritage Open Days. Additionally, the Christmas carol service at Bagshot Chapel in 2024 was a popular event, drawing many from the community to celebrate the festive season together in this historic and cherished setting.



## War Memorials & Remembrance

All three of the war memorials in our villages are Grade II listed, and each year the Parish Council marks Remembrance Sunday by displaying silent soldiers and large poppies on the lamp-posts.

In November 2024, Councillors were very honoured to lay wreaths on behalf of Windlesham Parish Council at the Remembrance services held in the villages.



# Chairman's Community Award Ceremony 2024



In April 2024, Windlesham Parish Council was delighted to hold the annual Community Reception at All Saints Church Hall in Lightwater. Hosted by Chair of Council, Cllr Alf Turner, The event brought together residents from Bagshot, Lightwater, and Windlesham to celebrate and honour the many volunteers whose contributions make a meaningful difference in our community.



# Chairman's Community Award Ceremony 2025

The 2025 Annual Community Reception, held in April, was a tremendous success. This year, WPC introduced a Junior Award. The award went to 11 year old parish resident Isla, who, despite living with the rare and debilitating condition FOP (Fibrodysplasia Ossificans Progressiva), has made an incredible impact. Together with her family and friends, Isla has raised over £100,000 for FOP Friends, £5,000 for Quest RDA, and £1,500 for Shooting Star Hospice.

We look forward to providing more details about the 2025 reception in next year's report.



# Christmas 2024



Once again, the Council brought festive cheer to all three villages by organising beautiful Christmas trees and twinkling lights.

This year, Father Christmas himself visited the Christmas tree farm to hand-pick each tree!



## Bagshot



# Christmas 2024

## Lightwater



# Christmas 2024

## Windlesham





# Contact Us

The Council welcomes views from residents and people working within the parish on any aspect of life in the three villages.  
Please contact your local Councillor if you have any issues you wish to discuss.

The Parish Council Offices & Chamber  
The Avenue, Lightwater, GU18 5RG.



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