



Windlesham Parish Council

Windlesham Lightwater Bagshot



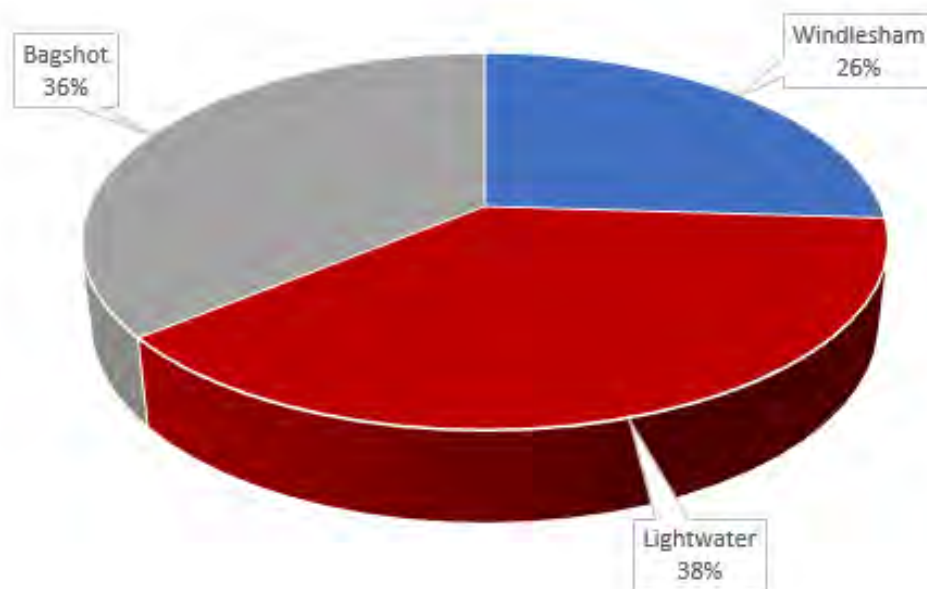
ANNUAL REPORT

2023-2024

Who is Windlesham Parish Council?

Consisting of 3 villages (Bagshot, Lightwater and Windlesham), Windlesham Parish Council is one of the oldest parish councils in England. Originally the Parish Council was established in 1894 with the passing of the Local Government Act, which took the administration of the Parish out of the hands of the Church. At the time, Lightwater was primarily heathland and Bagshot residents had to travel to the only church in the parish, St John the Baptist; for this reason the parish is called Windlesham.

Following a Boundary Commission review, the Parish Council underwent an internal re-organisation in 2021, which resulted in each village having oversight of a proportion of the precept (council tax) generated. This financial split is calculated according to which village income is generated from, and the allocation is demonstrated by the pie chart below:



During 2022-23 the main areas of the Council's work have been covered by the Full Council and 5 Committees:

- Bagshot Village Committee
- Lightwater Village Committee
- Windlesham Village Committee
- Personnel Committee
- Planning Committee

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.

A full schedule of meetings can be found at:

<https://www.windleshampc.gov.uk>

Your Parish Councillors 2022-23

18 councillors represent the 3 villages in the Parish with elections taking place every 4 years. The next Parish elections are due to take place on the 4th May 2023. Following a Community Governance Review carried out by Surrey Heath Borough Council in 2019-20, the Boundary Commission has now granted a request to alter the parish ward boundaries, which will come into effect in May 2023. This will see a revision to the numbers of Councillors elected per village where representation will be, Bagshot Ward 6 Councillors, Lightwater Ward, 7 Councillors, Windlesham North Ward 2 Councillors and Windlesham South Ward 3 Councillors. In the spirit of the new arrangements, the Parish Council has been operating a village committee structure to ensure all villages are represented in accordance with the upcoming parish ward boundaries.

Bagshot Village Committee



Cllr White
Vice Chair



Cllr Willgoss



Cllr Manley



Cllr Bakar



Cllr Gordon



Cllr Du Cann

Windlesham Village Committee:



Cllr Goodman



Cllr Stacey



Cllr Hansen-Hjul
Chair of Council



Cllr Richardson



Cllr Hardless

Lightwater Village Committee



Cllr Galliford



Cllr Barnett



Cllr Hartshorn



Cllr Harris



Cllr Jennings-Evans



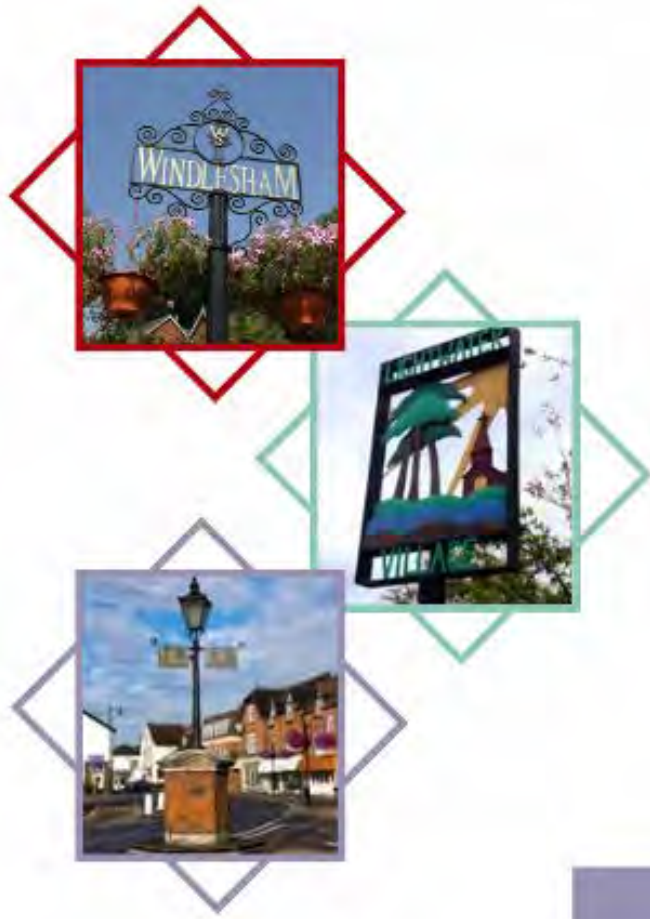
Cllr Malcaus Cooper



Cllr Turner

If you wish to contact one of your Councillors please email them using the following email protocol:
cllr.[insert surname here]@windleshampc.gov.uk, alternatively call the council offices on 01276 471675.

Governance



WINDLESHAM PARISH COUNCIL **STRATEGIC PLAN 2022-2027**

Our Vision for Windlesham Parish

This year Councillors and Officers worked hard to produce a Strategic Plan which sets the Parish Council's vision for the Parish, its purpose, values, objectives and key priorities until May 2027.

The aim of the Plan is to give residents a clear understanding of what the Parish Council does and what it is trying to achieve, either directly or indirectly by trying to increase its influence on the relevant delivery body, such as the Borough or County Council.

The Plan is also a live document that will be reviewed annually, used to drive the budget process, plan activities for the coming year and enable the Parish Council to monitor its progress against key priorities.

The intention is that having an agreed strategy provides a framework for the Parish Council to work within, enabling it to operate in a more consistent and co-ordinated way, to be proactive rather than reactive in its decision-making. The Plan and the key priorities therein, have been based on Councillor's understanding of the community's needs gathered from their day-to-day involvement with residents.

It is also intended that the Strategic Plan will help the local community to have a better understanding of what the Parish Council does and also clarify what it doesn't do; in other words to explain what issues fall under the responsibility of other delivery bodies such as Surrey Heath Borough Council (SHBC) or Surrey County Council (SCC).

If you wish to obtain a copy of the full plan please [visit our website](https://www.windleshampc.gov.uk) or email the Clerk at clerk@windleshampc.gov.uk

Summary of 2022-2023 Achievements

- **Strategic Plan** - Council considered, developed and adopted a Strategic Plan for 2022-2027
- **Consultations** - The Parish Council plays an important role working in partnership with other local authorities and this year made representation on the SHBC Draft Local Plan consultation, the Additional Site Allocations For Gypsy, Travellers and Travelling Showpeople consultation and the Levelling-up and Regeneration Bill: reforms to National Planning Policy Consultation.
- **Planning** - As a planning consultee this year the Parish Council reviewed and commented on 223 planning applications within the Parish.
- **Community Grants** - Once again all three village committees supported their communities through grant funding, giving a total £50,388 across the Parish.
- **Play Provision** - This year Council has initiated several tender processes to refurbish/replace the play areas at School Lane, Field in Bagshot and Lightwater Recreation Ground.
- **Outdoor Gyms** - Lightwater Committee were pleased to install a new outdoor gym at Lightwater Recreation ground and there will be one coming soon at School Lane Field, in Bagshot.
- **Greenspace Maintenance & Tree Management** - This year Council continued to manage greenspaces across the Parish as well as commission a Parish wide tree survey to maintain safe and healthy trees. To date all of the high and moderate priority identified works have been carried out.
- **Provision of Allotments** - Council provides allotments at Hook Mill Lane for more than 50 residents of the parish.
- **Acting as a Burial Authority** - Windlesham Parish Council is the Burial Authority for Bagshot, Lightwater and Windlesham cemeteries providing a service across the Parish and beyond. This year memorial inspection testing was carried out in Bagshot Cemetery to ensure public safety.
- **Heritage Open Days & Carol Concert** - The Parish Council is lucky to be a steward of a number of heritage assets, including Bagshot Chapel. In September the Parish opened the Chapel as part of the National Heritage Open Days programme, whilst during December the Chapel hosted an intimate carol service for residents of the Parish.
- **Remembrance Day Parades** - Council representatives from each village laid wreaths on behalf of Windlesham Parish Council at the Remembrance services held in the villages.
- **Summer Planting** - Once again Council were pleased to provide all three villages with hanging baskets to brighten the village centres.
- **Community Awards** - Windlesham Parish Council was delighted to host an annual Community Award ceremony, celebrating volunteers and the contributions they make to their communities.
- **Jubilee Beacons** - The Parish Council helped celebrate the late Queen's Platinum Jubilee by providing Jubilee Beacons to communities within the Parish, enabling them to take part in the National Beacon Lighting ceremony.
- **The Kings Proclamation** - This year saw the passing of our beloved Queen, Her Majesty Queen Elizabeth II. During this sombre time the Parish Council was honoured to be able to publicly proclaim King Charles III accession to the throne, sharing this historic moment with residents in all three villages.
- **Provision of Christmas Trees & Festive Lamp Column Lighting** - The Parish Council continued to bring festive cheer to the residents of all 3 villages, by providing a Christmas tree and festive lighting in the centre of each village.

How your money is spent

Council Tax

Each year, usually in January, the Parish Council sets a budget for the next financial year which includes the amount to be raised via Council Tax (precept).

The net budget for 2023/24 is £503,929 of which £347,791 will be collected through the precept as part of the overall Council Tax demand. This equates to a 5% increase, resulting in an annual charge of £41.76 on a Band D property.

In 2022-23 there were 8,874 precepting parishes in England, of which Windlesham Parish Council is one of the larger councils (i.e. with a precept over £250,000). With a precept demand of £39.77 (2022-23) per household compared to a national average of £74.81 for (2022-23), Windlesham Parish Council offers exceptional value for money.

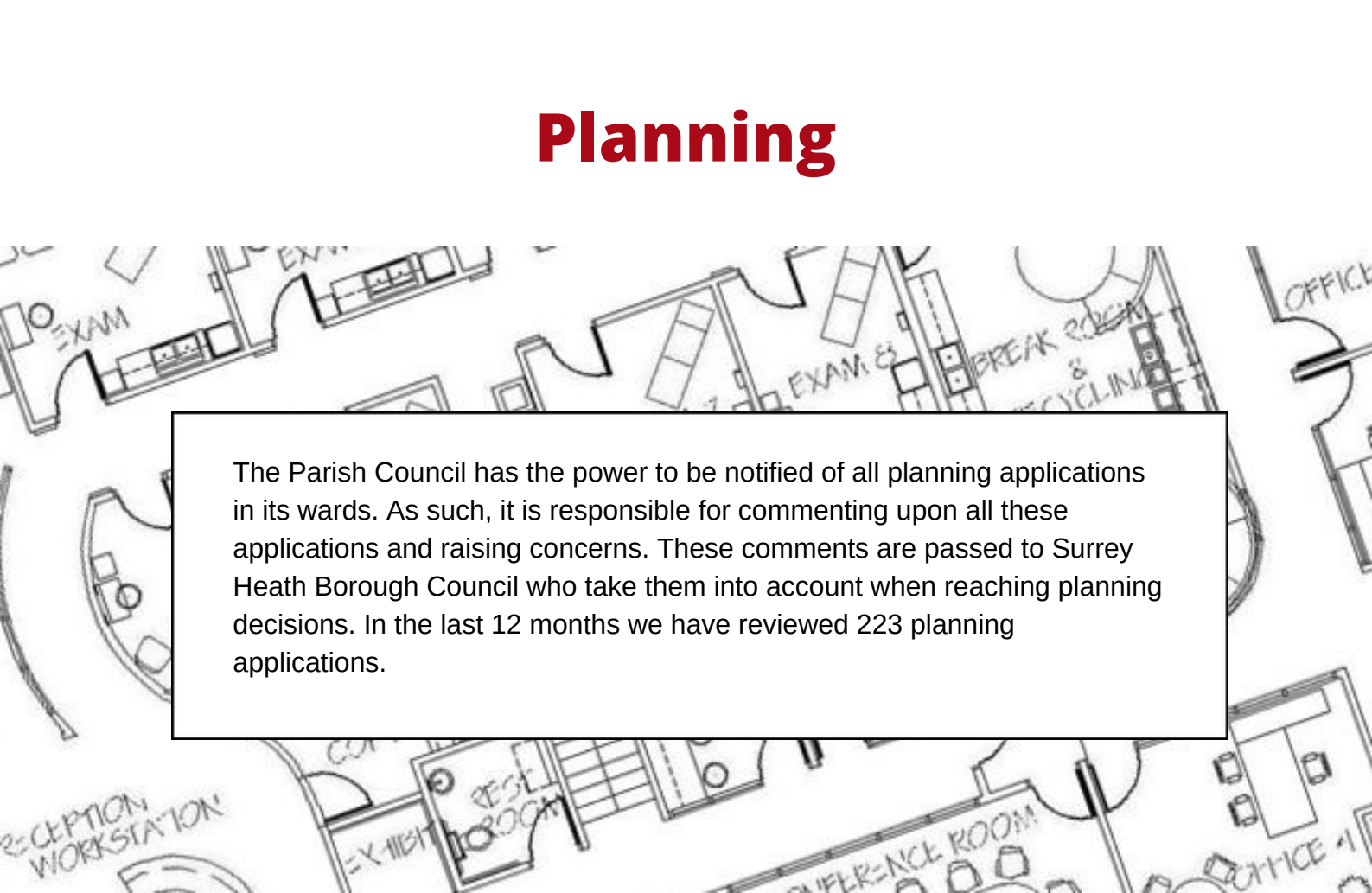
*NB: At the time of printing 2023-24 data had not been published.

Partnership Working

The Parish Council plays an important role working in partnership with other local authorities and organisations and during the last year we have:

- Collaborated with SHBC on Christmas tree recycling for the 7th consecutive year.
- Liaised with Surrey Heath Police—on burglaries, fly-tipping and anti-social behaviour.
- Made representation on the SHBC Local Plan Consultation, Additional Site Allocations For Gypsy, Travellers and Travelling Showpeople Consultation and the Levelling-up and Regeneration Bill: reforms to National Planning Policy Consultation.
- Surrey County Council is responsible for highways matters and Surrey Heath Borough Council for planning matters and the Parish Council continues to advise both authorities on matters of local interest.

Planning



The Parish Council has the power to be notified of all planning applications in its wards. As such, it is responsible for commenting upon all these applications and raising concerns. These comments are passed to Surrey Heath Borough Council who take them into account when reaching planning decisions. In the last 12 months we have reviewed 223 planning applications.

Community Infrastructure Levy

When housing development takes place in the Parish area, the Parish Council receives Community Infrastructure Levy (CIL). CIL is paid by the developer to the Borough Council, and the Parish Council receives 15% of this for developments in Bagshot and Lightwater and 25% for developments in Windlesham, as Windlesham has an adopted Neighbourhood Plan. The money must be used, 'to support the development of the local area by funding':

1. the provision, improvement, replacement, operation or maintenance of infrastructure; or
2. anything else that is concerned with addressing the demands that development places on an area

CIL receipts represent a great opportunity to enhance/enrich the parish area and provide a greater selection of amenities for all ages and tastes. The Parish Council has an agreed policy that the CIL generated by a village is to be retained in an ear marked reserve for projects within that village. During the 11 months 1st April 2022 – 28th February 2023 the Parish Council received £20,991 of CIL, of which £18,699 was attributable to development in Bagshot and £2,292 to development in Windlesham.

Grants

Each year the Council sets aside a sum of money which can be given as grants to local groups or voluntary organisations requiring financial support. During 2022/23 the Parish Council has awarded £50,388 to support local organisations with a variety of projects or requirements. This included grants from the Community Infrastructure Levy funding generated from development within each village.

Bagshot Committee - £31,432 total

Bagshot Business Association £3000 - Contribution towards the Platinum Jubilee event.

Camberley Men's Shed £720.00 - Contribution towards the set up of the Camberley Men's Shed.

Friends of Bagshot Infant School £300 - Contribution towards the infant school fete entertainment.

Surrey Heath Neighbourhood Watch £162 - Contribution towards the newsletter printing costs.

Windle Valley Fundraisers £500 - Contribution towards a Santa's Grotto for disadvantaged children.

World Scout Jamboree Fundraiser £500 - To help fund a young Scout leaders' trip to the World Scout Jamboree in Korea in 2023

Earlswood Estate Management Group £25,000- Funded the purchase and installation of the new play park through Community Infrastructure funding.

Bagshot Good Companions £500 - Contribution towards the cost of outings throughout the year.

Bagshot Playing Fields Association £750 - Towards tree inspections and hedge maintenance.

Lightwater Committee - £13,111 total

Lightwater Connected £430 - Contribution towards a gazebo and accessories for the Fete.

Lightwater Connected 3000- Contribution towards the Platinum Jubilee event.

Lightwater Connected £400 - Supporting LVIS to carry out planting within Lightwater Cemetery.

Lightwater Connected £4000 - Contribution towards the Kings Coronation event.

Lightwater Connected £2350 - Contribution to support the activities of Lightwater Connected.

Camberley Men's Shed £760.00 - Contribution towards the set up of the Camberley Men's Shed.

Surrey Heath Neighbourhood Watch £171 - Contribution towards the newsletter printing costs.

All Saints Church £2000 - A contribution towards CCTV

Windlesham Committee - £5,845 total

Windlesham Village Fete £647 - Contribution towards the village Fete.

Over 60's Lunch Club £500.00 - Towards activities for the over 60's

Windlesham Field of Remembrance £802 - Contribution towards noise control in the Lumley Hall.

Windlesham Field of Remembrance £1259 - Contribution towards playground surface repairs.

Windlesham Field of Remembrance £2000 - Contribution towards waste collection at the field

Camberley Men's Shed £520.00 - Contribution towards the set up of the Camberley Men's Shed.

Surrey Heath Neighbourhood Watch £117 - Contribution towards the newsletter printing costs.

Council Facilities

Play Areas

The Parish Council owns and manages 5 recreation grounds: School Lane Field and Freemantle Road in Bagshot, Lightwater Recreation Ground, and Windmill Field and Kings Lane in Windlesham.

Looking forward to 2023-24, the Parish Council is embarking on a refurbishment/replacement programme for the play areas at School Lane Field and Lightwater Recreation ground, which we hope will brighten up the existing equipment as well as provide new and exciting equipment to explore.

In 2022/23 the Bagshot Committee supported the residents of the Earlswood estate and surrounding areas by funding the purchase and installation of the new play park through the use of Bagshot Community Infrastructure funding.



NEW - Outdoor Gym at Lightwater Recreation Ground

On a very wet Saturday lunchtime, on the 7th January 2023 the Outdoor Gym at the Lightwater Recreation ground was officially declared open.

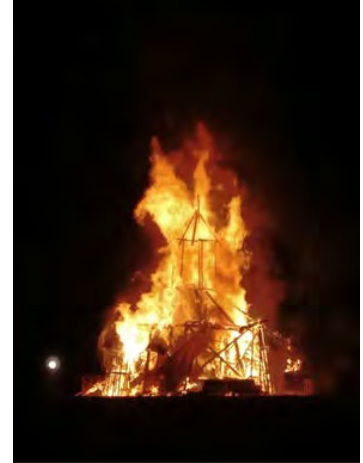
This fantastic community facility was initiated with a comprehensive induction session for those present. For those who were unable to attend, these sessions will be repeated periodically throughout the year.

In addition to the in person induction sessions, instruction videos are available on YouTube, using the following link: Fresh Air Fitness - The Big Rig - How To - YouTube - <https://bit.ly/2lQld3T>



Open Spaces & Allotments

The Council grants free of charge access to Lightwater Recreation ground for community events. With the country having emerged from the pandemic, this year saw the return of the Lightwater Fete and the Lightwater bonfire and fireworks. Both are very popular and well-attended local events which the Council is looking forward to supporting again in 2023.



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 to the above, Council provides allotments at Hook Mill Lane for more than 50 residents of the parish.



Burial Grounds



Windlesham Parish Council owns and manages three burial grounds. Bagshot is a closed burial ground but ashes are accepted for interment at the memorial wall. Lightwater and Windlesham are popular choices for the final resting place of many residents, ex-residents and non-residents. Between March 2022 and February 2023, we have managed 36 burials and 18 ashes interments.

This year memorial inspection and testing was carried out in Bagshot Cemetery ensuring that memorials do not pose a risk to public safety. During the course of next year Lightwater Cemetery will also undergo memorial testing.

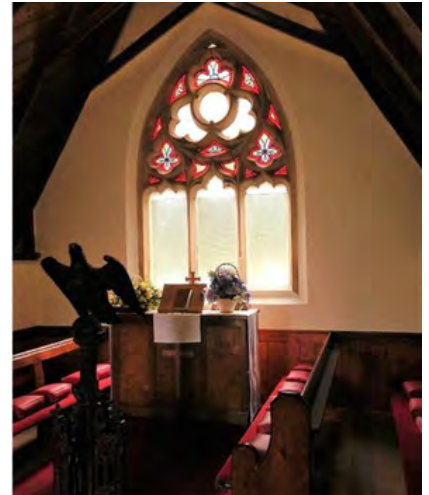


Heritage Assets

Bagshot Chapel

Bagshot Chapel and Cemetery have been in the care of Windlesham Parish Council since 1962 and whilst the Chapel building is not listed, it is a structure of some significant architectural interest and for that reason is listed by Surrey Heath Borough Council on their list of historical buildings with local significance.

In September 2022, Windlesham Parish Council was once again pleased to open Bagshot Chapel to the public for the nationwide Heritage Open Days.



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 2022, Councillors Hansen-Hjul, Harris and Willgoss were very honoured to lay wreaths on behalf of Windlesham Parish Council at the Remembrance services held in the villages.



Hanging Baskets

Hanging baskets were again supplied to the 3 villages and provided beautiful displays of dazzling colour throughout the summer months.

The Council is always delighted to hear the lovely comments from residents about the displays.



Chairman's Community Award Ceremony

In April 2022 Windlesham Parish Council was delighted to host the annual Community Reception at the Windlesham Club & Theatre, where we celebrated the many volunteers of Bagshot, Lightwater and Windlesham and the valuable contributions they have made to their communities.



Platinum Jubilee Beacon Lighting

In June 2022 the country celebrated the late Queen's Platinum Jubilee. To help mark the occasion, the Parish Council was pleased to provide Jubilee Beacons. This enabled the communities within the Parish to take part in the National Beacon Lighting ceremony.



A Country in Mourning

Only a few short months after the Platinum Jubilee celebrations the country was in mourning for the late Queen, Her Majesty Queen Elizabeth II. During this sombre time the Parish Council opened a book of condolence for residents to sign which will now be held in perpetuity within the Parish records. The Parish Council was also honoured to be able to publicly proclaim King Charles III accession to the throne sharing this historic moment with residents in all three villages.

Christmas 2022

This year the Council once again organised lovely Christmas trees and festive lighting in all three villages. All were beautifully lit and gave each village a real focal point for Christmas celebrations.

Lightwater



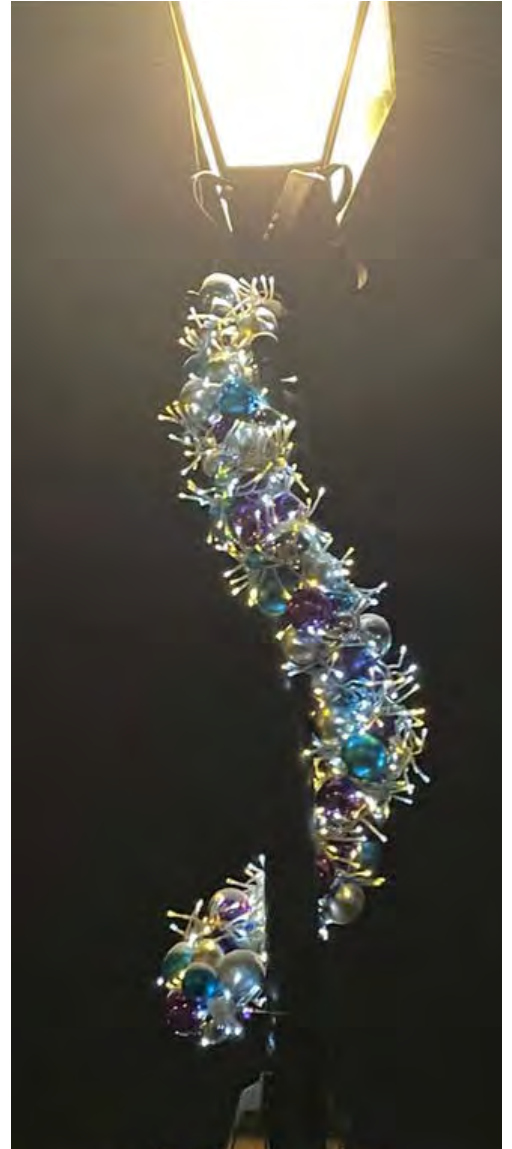
Christmas 2022

Bagshot



Christmas 2022

Windlesham



The Council welcomes views from residents and people working within the parish on any aspect of life in the 3 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.

Tel: 01276 471675



Email: clerk@windleshampc.gov.uk



Website: www.windleshampc.gov.uk



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