



### **Windlesham Parish Council**

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The Council Offices  
The Avenue  
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GU18 5RG

25<sup>th</sup> September 2025

You are hereby summoned to attend a meeting of the Windlesham Parish Council to be held at the St Annes Church Centre, 45 Church Road, Bagshot on **Tuesday 30<sup>th</sup> September 2025 at 7.15pm** to act upon the undermentioned business.

If you are unable to attend the meeting please send your written apologies to the Clerk and Chair of Council.

**Joanna Whitfield**  
Clerk to the Council

#### **MEETING INFORMATION**

Members of the public are invited to attend this meeting, or alternatively, if you wish to submit any questions or comments on any of the items on this agenda without attending, please email [clerk@windleshampc.gov.uk](mailto:clerk@windleshampc.gov.uk) by midday on Tuesday, 30<sup>th</sup> September 2025. Please note that all submissions for public participation are limited to 150 words and, where possible, will be read aloud at the meeting, along with the name of the person submitting the comment. If you do not wish your name to be made public at the meeting, you must specify this to the Clerk in writing at the time of submission.

#### **AGENDA**

- 1. Apologies for absence.**
- 2. Declarations of Interest:** Members to declare any interest, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any requests from members for dispensations that accord with the Localism Act 2011 S33(b-e).
- 3. Public Question Time:** In accordance with Standing Orders a period not exceeding 20 minutes will be allowed for public participation.
- 4. Exclusion of the Press and Public.** To agree any items to be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960.

- 5. Council Minutes:** To approve as a correct record, the open minutes of the previous meetings held on 29<sup>th</sup> July 2025 and the EGMs held on 20<sup>th</sup> August 2025 and 18<sup>th</sup> September 2025
- 6. Committee and Sub-Committee Minutes:** To approve the open minutes and recommendations therein of the recent committee and sub-committee meetings and to review and adopt any recommendations and agreements contained therein:
- a. Planning Committee 29<sup>th</sup> July 2025, 13<sup>th</sup> August and the 3<sup>rd</sup> September 2025
  - b. Communications Committee EGM 28<sup>th</sup> August 2025

To note the open minutes of the recent village committee and sub-committee meetings:

- Bagshot Committee – 22<sup>nd</sup> July 2025
- Lightwater Committee EGM – 20<sup>th</sup> August 2025

Note: The above Minutes have been ratified at the relevant Village Committee meetings.

## **Governance**

- 7. Council Insurance Renewal**
- 8. Strategic Plan Review**
- 9. To consider SHBC Asset Transfers**
- 10. Devolution –** To discuss participation in a cross-parish steering group to feed into Neighbourhood Area Committees
- 11. Meeting Engagement:** To consider the purchase of necessary equipment to facilitate the recording and streaming of Council meetings
- 12. To consider submission of a CIL Grant Application to SHBC for the Council Chamber Refurbishment**

## **Finance**

- 13. Accounts for payment**
- 14. Bank reconciliations**
- 15. Budget Monitoring Report – Including recommendations**

## **Civic Amenities and Civic Meetings**

- 16. Remembrance Day –** to discuss arrangements

#### **Consultations, Updates & Correspondence**

- 17. Motion from Cllr Turner: Proposal to Submit Follow-Up Questions to Surrey Heath Borough Council Regarding the recent Community Governance Review Consultation outcome.**
- 18. Clerks update**
- 19. Correspondence**

#### **CONFIDENTIAL**

- 20. 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.**
- 21. To approve as a correct record the confidential resolution report from the Full Council meeting held on the 29<sup>th</sup> July 2025 and 20<sup>th</sup> August 2025.**
- 22. Burial Matters**