



# Windlesham Parish Council

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19<sup>th</sup> February 2020

To: The Members of the Windlesham Parish Council

You are hereby summoned to attend a meeting of the Windlesham Parish Council to be held in the Council Chamber on **Tuesday 25<sup>th</sup> February at 7.30pm** to act upon the undermentioned business.

If you are unable to attend the meeting please send your written apologies.

Sarah Walker  
Clerk to the Council

## AGENDA

1. **Apologies for absence** and to consider whether to approve reasons given.
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 meeting held on 28<sup>th</sup> January 2020
6. **Committee and Sub-Committee Minutes:** To confirm and sign the open minutes of the recent committee and sub-committee meetings and to adopt the recommendations and agreements contained therein:
  - a. Planning Committee – 28<sup>th</sup> January 2020 and 4<sup>th</sup> February 2020
  - b. Cemeteries Committee – 4<sup>th</sup> February 2020
7. **To receive written reports from:**
  - a. Surrey County Council
  - b. Surrey Heath Borough Council
8. **Finance:**
  - a) Accounts for payment
9. **Outside Organisations** - To receive any reports from representatives on outside organisations
10. **Clerks Update**

**11. To consider grant applications from;**

**Open Spaces Maintenance Grants**

- Windlesham Field of Remembrance

**Grants under £1,000**

- Harry and Ed's Aspiration Raising Trust (HEART)
- Bagshot Good Companions
- Bracknell and District Parkinsons Branch
- Windlesham Darby and Joan
- Windlesham WI
- St John's Over 60's Luncheon Club

**Grants over £1,000**

- Harper Asprey
- Bagshot Business Association
- The Alliance Multi-Academy Trust
- Bagshot Playing Fields Association
- Windlesham United Charities

**12. Community Pride Grants**

**13. Council Risk Assessment** – to approve the circulated risk assessment for 2019-20

**14. Community Governance Review**

**15. Casual Vacancy**

**16. To consider bids received for the Wicksteed Vintage Elephant – “Nelly”**

**17. Request for meetings to rotate between villages – update**

**18. Village event funding** – to discuss and agree terms of reference

**19. To consider a quote for a time/motion study**

**20. Bagshot Square** – to discuss administration of community space

**21. Council Communications Strategy**

**22. Correspondence**

**23. Memorials and Inscriptions**

**24. 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.

**Exempt Business**

**25. Council Minutes:** To approve as a correct record, the exempt minutes of the previous meeting held on 28<sup>th</sup> January 2020.

**26. To consider an extension to the Windlesham Cemetery maintenance contract**

