



# Windlesham Parish Council

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6<sup>th</sup> May 2020

To: The Members of the Windlesham Parish Council

You are hereby summoned to attend a virtual meeting of the Windlesham Parish Council to be held on **Tuesday 12<sup>th</sup> May 2020 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

## MEETING INFORMATION

This meeting is permitted under the Local Authorities (Coronavirus) Regulations 2020 which enables local council meetings to be held by remote attendance.

Members of the public are invited to submit any questions they wish to put to Council by email to [clerk@windleshampc.gov.uk](mailto:clerk@windleshampc.gov.uk) by 12 noon on Tuesday 12<sup>th</sup> May 2020. These questions will be read out by the Clerk during the public question time agenda item. Feedback will be sent by return email.

Interested members of the press or public can watch the meeting via a live stream on our Facebook page. [www.facebook.com/windleshamparish.council](https://www.facebook.com/windleshamparish.council)

## AGENDA

1. **Apologies for absence** and to consider whether to approve reasons given.
2. **To agree the Virtual Meeting Policy as circulated**
3. **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)
4. **Public Question Time:** The Clerk will read out any questions that have been received from the public in advance of the meeting.
5. **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.
6. **Council Minutes:**
  - a) To approve as a correct record, the open minutes of the previous meeting held on 25<sup>th</sup> February 2020

- b) To approve as a correct record, the open minutes of the Extraordinary Council meeting held on 16<sup>th</sup> March 2020
- c) To approve as a correct record, the open minutes of the Extraordinary Council meeting held on 20<sup>th</sup> March 2020

**7. 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 – 3<sup>rd</sup> March 2020, 16<sup>th</sup> March 2020 and 5<sup>th</sup> May 2020
- b. Finance and General Purposes Committee – 3<sup>rd</sup> March 2020

*ALL RATIFIED MINUTES WILL BE PHYSICALLY SIGNED AT A LATER DATE*

**8. To ratify decisions made under scheme of delegation since 20<sup>th</sup> March 2020**

**9. To note the cancellation of the Annual Parish Meeting**

**10. To approve the deferment of the Annual Parish Council meeting**

**11. Year End Accounts and Audit:**

- a. Year-end internal audit report – to review and approve recommendations
- b. Annual Return (AGAR) – to review, approve and sign off the Annual Governance Statement for 2019/20
- c. Annual Return (AGAR) – to review, approve and sign off Accounting Statements for 2019/20

**12. To consider the report from the Independent Remuneration Panel regarding Councillor allowances**

**13. Lightwater Recreation ground – to consider the following items and motions:**

- a) Motion from Cllr Jennings-Evans to ask the Clerk to investigate the option of placing raising bollards; to research other options to deter unauthorised encampments at Lightwater Recreation Ground and at other sites throughout the Parish. Furthermore that Council considers the provision of a trim trail at the rear of the recreation ground not only to provide equipment for residents to promote health and wellbeing, but to deny access to any vehicle that may try to access the field
- b) Motion from Cllr Halovsky-Yu to consider financial support for third parties for site securing measures/equipment to deter incursions in any of the 3 villages by way of a grant and that this grant request if solely focused spend is in site security/incursion deterrent measures can be applied for throughout the year
- c) Motion from Cllr Halovsky-Yu to fast track as/where possible the Lightwater Pavillion project

**14. Motion from Cllr Goodman to request the Council agrees to support and facilitate a Neighbourhood Plan for Bagshot**

**15. To agree a grant policy for 2020/21**

**16. 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. AT THIS POINT THE LIVE STREAM OF THE MEETING TO FACEBOOK WILL BE STOPPED.**

## **Exempt Business**

### **17. Council Minutes**

- a) To approve as a correct record, the exempt minutes of the previous meeting held on 25<sup>th</sup> February 2020
- b) To approve as a correct record, the exempt minutes of the Extraordinary Council meeting held on 25<sup>th</sup> February 2020