



**Windlesham Parish Council**

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**MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL'S PAVILION COMMITTEE**

Held on Tuesday 2<sup>nd</sup> February 2021, at 7.30pm held by remote conferencing on Zoom

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
White	PZA	Barnett	-	Hansen-Hjul	PZA
Willgoss	PZ	Galliford	PZ		
		Halovsky-Yu	PZ		
		Harris	PZ		
		Hartshorn	PZ		
		Jennings-Evans	PZ		
		Malcaus Cooper	PZ		

**In attendance:** Sarah Walker – Clerk

PZ – present by Remote Attendance      A – apologies      PZA – part of the meeting  
 - no information

**In the Chair:** Cllr Harris

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		Action
<b>P/20/22</b>	<b>Apologies for absence</b>  Apologies for absence were received from Cllr White who later joined the meeting.	
<b>P/20/23</b>	<b>Declarations of interest</b>  No declarations of interest were made.  <i>19.38 – Cllr Hansen-Hjul joined the meeting</i>	
<b>P/20/24</b>	<b>Public question time</b>  No public questions had been received.	
<b>P/20/25</b>	<b>Exclusion of the press and public</b>  <i>19.39 – Cllr White joined the meeting</i>  Agreed that the following items be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960:  P/20/29 Update from the Fields in Trust meeting held in December	

	P/20/30 Concept Design Bids – to agree how to proceed with bids and summaries received	
<b>P/20/26</b>	<p><b>To consider quotes for a red book valuation of the Council office/chamber</b></p> <p>Members were reminded that at the meeting held in September it was requested that the Clerk obtain a red book valuation on both the Council Office and the Chamber. Three quotes were sought from organisations registered with the Royal Institute of Chartered Surveyors however all were above the £500 delegated authority of the Clerk and therefore require discussion and agreement by Members.</p> <p>The quotes were as follows:</p> <p>Quote A - £850 + VAT  Quote B - only provided a verbal quote - £1,500 + VAT minimum  Quote C - £1,000 + VAT</p> <p>Members were advised that the validity of the quotes needed to be checked as they had been obtained last year.</p> <p>Cllr Harris proposed, Cllr Galliford seconded and <b>all agreed to proceed with Quote A as documented.</b></p>	
<b>P/20/27</b>	<p><b>To discuss site security and potential demolition of the existing building</b></p> <p>Members were reminded that at the October committee meeting they had asked to consider quotes for the demolition of the existing Pavilion building which resulted in a discussion on site security. The resolution from that discussion was for the Clerk to research the following:</p> <ol style="list-style-type: none"> <li>1) Cost of an ISO container with guarded locks to act as both storage and site security</li> <li>2) Ascertain how many concrete blocks would be required for site security</li> <li>3) Research further when/how the electric supply could be isolated/switched off</li> </ol> <p>With regard to ISO containers, Members were provided with comprehensive research, concluding that Council could expect to pay between £1,500 and £4,000 for a container, dependent on size, with further delivery costs of between £350 and £2,250.</p> <p>With regard to concrete blocks, Members were provided pricing of £10 per block, per week, with an additional £150 siting/removal costs. The number of blocks needed had not been ascertained and the timescales they would be required for unknown, so an overall cost for this option was not possible. Alongside this information, Members were reminded in the papers presented at the October meeting one of the quotes provided to demolish the building included costs to erect a metal fence to secure the field. The quote in question amounted to £9,950.00 for demolition, clearance and fencing.</p> <p>With regard to the electric supply, the options available to Council were either to isolate the supply and have it rerouted to a purpose-built housing until such</p>	

	<p>times it can be reconnected. This will involve British Gas isolating the supply, SSE rerouting and British Gas reconnecting incurring 3 separate fees; or for British Gas to isolate the supply and SSE to remove the electric the supply and reinstate at a later date when required. Members were advised that in order to obtain a formal quote the landowner's signature is required, which in this case is Fields in Trust.</p> <p>The recommendation from the Clerk was that Council consider postponing demolition of the building until such time as the transfer of land ownership is complete. However, should Council wish to continue with the demolition, it was recommended that Members seriously consider quote B as had been presented, which considering this will be a long term project and it is unlikely that any building works will start within the next 12-18 months, provides the most aesthetically pleasing option to secure the site. Quote B, was the only quote that indicated that they will level the ground, lay top soil and seed.</p> <p>Cllr Hartshorn proposed, seconded by Cllr Jennings-Evans to accept quote B as presented and <b>it was agreed by all present:</b></p> <ol style="list-style-type: none"> <li><b>1) To agree in principle the demolition of the building, subject to written confirmation from Fields in Trust that there is no objection to the demolition going ahead.</b></li> <li><b>2) To accept quote B for the demolition of the building</b></li> <li><b>3) To obtain formal quotes for disconnection of the services with the permission of Fields in Trust (as current landowner).</b></li> </ol>	
<p><b>P/20/28</b></p>	<p><b>Exclusion of the press and public</b></p> <p>Agreed that the following items be dealt with after the public, including the press, have been excluded under S1(2) of the Public Bodies (Admission to Meetings) Act 1960:</p> <p>P/20/29 Update from the Fields in Trust meeting held in December  P/20/30 Concept Design Bids – to agree how to proceed with bids and summaries received</p> <p><i>20.04 Live streaming to Facebook was stopped at this point.</i></p>	

