



**Windlesham Parish Council**

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**MINUTES OF A MEETING OF WINDLESHAM PARISH COUNCIL**  
 Held on Tuesday 19<sup>th</sup> May 2026, at 7.15pm held at St Anne’s Church Centre, 45 Church Road, Bagshot

Bagshot Cllrs		Lightwater Cllrs		Windlesham Cllrs	
Bakar	P	Harris	P	Hardless	P
Du Cann	P	Hartshorn	A	Lewis	P
Gordon	P	Jennings-Evans	P	Marr	P
Wilson	A	Malcaus Cooper	P	Wheeler	-
Willgoss	P	Turner	P	Richardson	A
White	P	D Jennings Evans	P		
		Stevens	P		

**In attendance:** Jo Whitfield –Clerk to the Council  
 4 x Members of the public

P – present    A – apologies    PA – part of the meeting    - no information

Cllr White outgoing Chair

Cllr R Jennings-Evans took the Chair

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		Action
<b>C/26/01</b>	<p><b>To elect the Chairman of the Council and to receive the Chairman’s Declaration of Acceptance of Office</b></p> <p>Three nominations were received as follows:</p> <p><b>Proposer: Cllr White</b>  <b>Seconder: Cllr Turner</b>  <b>Nominated: Cllr R Jennings-Evans</b></p> <p><b>Proposer: Cllr Willgoss</b>  <b>Seconder: Cllr Gordon</b>  <b>Nominated: Cllr Harris</b></p> <p><i>19:16 Cllr Wheeler joined the meeting</i></p> <p><b>Proposer: Cllr Hardless</b>  <b>Seconder: Cllr Lewis</b>  <b>Nominated: Cllr Wheeler</b></p>	

**Members resolved to suspend Standing Orders to allow Cllr Wheeler to participate in the vote, having arrived late.**

The Clerk informed Members that to achieve a majority, the winning candidate would need to secure 8 votes out of the votes cast.

The initial round of voting returned a vote of:

**Cllr R Jennings-Evans    7 in favour**  
**Cllr Harris                    4 in favour**  
**Cllr Wheeler                 4 in favour**

In favour of Cllr R Jennings-Evans

Cllr Bakar  
Cllr Du Cann  
Cllr White  
Cllr R Jennings-Evans  
Cllr Turner  
Cllr Stevens  
Cllr D Jennings Evans

In favour of Cllr Harris

Cllr Gordon  
Cllr Harris  
Cllr Malcaus Cooper  
Cllr Willgoss

In favour of Cllr Wheeler

Cllr Hardless  
Cllr Lewis  
Cllr Marr  
Cllr Wheeler

**Due to an equality of votes and for elimination purposes, another round of voting was held for the two candidates receiving 4 votes each**

**The elimination round of voting returned a vote of**

**Cllr Harris                    11 votes in favour**  
**Cllr Wheeler                 4 votes in favour**

In favour of Cllr Harris

Cllr Bakar  
Cllr Du Cann  
Cllr White  
Cllr R Jennings-Evans  
Cllr Turner  
Cllr Stevens  
Cllr D Jennings Evans  
Cllr Gordon  
Cllr Harris  
Cllr Malcaus Cooper  
Cllr Willgoss

	<p><u>In favour of Cllr Wheeler</u>  Cllr Hardless  Cllr Lewis  Cllr Marr  Cllr Wheeler</p> <p><b>A final round of voting for the position of Chairman was then held, returning a vote of:</b></p> <p><b>Cllr R Jennings-Evans      11 votes in favour</b>  <b>Cllr Harris                      4 votes in favour</b></p> <p><u>In favour of Cllr R Jennings-Evans</u>  Cllr Bakar  Cllr Du Cann  Cllr White  Cllr R Jennings-Evans  Cllr Turner  Cllr Stevens  Cllr D Jennings Evans  Cllr Hardless  Cllr Lewis  Cllr Marr  Cllr Wheeler</p> <p><u>In favour of Cllr Harris</u>  Cllr Gordon  Cllr Harris  Cllr Malcaus Cooper  Cllr Willgoss</p> <p><b>It was resolved to elect Cllr R Jennings Evans as the Chairman of Windlesham Parish Council. Cllr R Jennings Evans then duly signed the Declaration of Acceptance of Office.</b></p> <p><b>Cllr R Jennings-Evans extended her thanks to the outgoing Chair, Cllr White.</b></p>	
<p><b>C/26/02</b></p>	<p><b>To elect the Vice-Chairman of the Council and to receive the Vice-Chairman’s Declaration of Acceptance of Office</b></p> <p>Two nominations were received as follows:</p> <p><b>Proposer   Cllr Hardless</b>  <b>Secunder   Cllr Lewis</b>  <b>Nominated Cllr Wheeler</b></p> <p><b>Proposer   Cllr D Jennings-Evans</b>  <b>Secunder   Cllr Turner</b>  <b>Nominated Cllr White</b></p>	

	<p><b>A vote was taken, and Cllr White took the position of Vice-Chair with 9 votes to 6 votes for Cllr Wheeler</b></p> <p><u>In favour of Cllr White</u>  Cllr Bakar  Cllr Du Cann  Cllr White  Cllr R Jennings-Evans  Cllr Turner  Cllr Stevens  Cllr D Jennings Evans  Cllr Gordon  Cllr Willgoss</p> <p><u>In favour of Cllr Wheeler</u>  Cllr Hardless  Cllr Lewis  Cllr Marr  Cllr Wheeler  Cllr Harris  Cllr Malcaus Cooper</p> <p><b>It was resolved to elect Cllr White as the Vice-Chairman of Windlesham Parish Council. Cllr White then duly signed the Declaration of Acceptance of Office.</b></p>	
<p><b>C/26/03</b></p>	<p><b>Apologies for absence</b></p> <p>Apologies for absence were received from Cllrs Richardson, Hartshorn and Wilson.</p>	
<p><b>C/26/04</b></p>	<p><b>Declarations of interest</b></p> <p>None</p>	
<p><b>C/26/05</b></p>	<p><b>Public question time</b></p> <p>Mr Breedon (Windlesham Fete Committee) informed Members that a grant application had been submitted in advance of the Windlesham Fete but had missed the Council deadline due to a change in the schedule of meetings. He also acknowledged that the next scheduled meeting where the application could be considered was after the event and that the Council's grant policy states that the Council will not grant retrospective grants.</p> <p>Mr Breedon pointed out that in his view, there were two perspectives:</p> <ol style="list-style-type: none"> <li>1. As the application was submitted prior to the event, it would not be retrospective and therefore would not fall foul of the grant policy if considered at a later meeting.</li> <li>2. That there is no express provision within the Local Government Act preventing retrospective consideration, and that the Grants Policy could, if necessary, be suspended in light of the circumstances.</li> </ol>	

	<p>The Chairman confirmed that the relevant meeting would now take place in July rather than June, resulting in the application not being able to be considered in time.</p> <p>The Clerk informed Members that because the grant application had not been received in time to include as an agenda item at this meeting, the Council could not make a decision on the night.</p> <p>Members considered the representation and it was proposed by Cllr R Jennings-Evans and seconded by Cllr Du Cann that Council would note that the application will be considered at the next available meeting.</p> <p>Cllr Wheeler also invited submission of any further grant applications for consideration.</p>	
<p><b>C/26/06</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>C/26/26      Hook Mill Lane Sale  C/26/27      To note the resolutions made in the confidential report of the Complaints Panel held on 28th April 2026</p> <p><b>Members agreed that the above items should be discussed in the confidential part of the meeting.</b></p>	
<p><b>C/26/07</b></p>	<p><b>Full Council Minutes</b></p> <ul style="list-style-type: none"> <li>• The minutes of the Full Council meetings held on the 28<sup>th</sup> April 2026 <b>were amended as follows:</b> <ul style="list-style-type: none"> <li>○ C/25/246 “Cllr Marr reminded Council that it had been resolved under a motion at the previous meeting that all committees would comprise 3 Councillors from each village on each committee. The Clerk confirmed that this was the case and informed members that to change this, Councillors would need to follow the process set out in Standing Orders.”</li> <li>○ C/25/253 “It was resolved unanimously to appoint the original approved consultant to undertake the: <ul style="list-style-type: none"> <li>• Windlesham Cemetery Maintenance RFQ process, in accordance with the refreshed quotation.</li> <li>• Lightwater &amp; Bagshot Grounds Maintenance Procurement Strategy, investigating the possibility of a framework that could support continued provision in Windlesham post CGR</li> </ul> </li> </ul> </li> </ul> <p><b>Then approved and signed by Cllr R Jennings Evans.</b></p>	<p><b>Cllr R  Jennings-  Evans</b></p>

C/26/08	<p><b>Committee and Sub-Committee Minutes</b></p> <ul style="list-style-type: none"> <li>The minutes of the Planning Committee meetings held on the 6<sup>th</sup> May 2026 <b>were amended to clarify the election of the Chair and approved and</b> signed by Cllr Marr.</li> <li>The minutes of the Complaints Panel meeting held on the 28<sup>th</sup> April 2026 <b>were approved and</b> signed by Cllr Turner.</li> </ul> <p><b>Members also noted the minutes of the Annual Parish Meeting held on 17<sup>th</sup> March 2026.</b></p>	<p><b>Cllr Marr</b></p> <p><b>Cllr Turner</b></p>
C/26/09	<p><b>Committees, Scheme of Delegation and Terms of Reference:</b></p> <p>Members reviewed appointments made to committees set up under the new committee system at the Full Council meeting held on the 28<sup>th</sup> April 2026 and noted that the Chairs and Vice-Chairs of Committees will be elected at the first meeting of each committee.</p> <p>It was also noted that all terms of reference for all committees, except the Lightwater Recreation Ground Trust Committee, were approved by Full Council at the meeting held on the 28<sup>th</sup> April 2026, and will be noted by each committee at their first meetings.</p> <p><b>Action</b></p> <ol style="list-style-type: none"> <li><b>Members were asked to note Membership to the Committees listed below, also noting that any Councillor may act as a substitute:</b> <ol style="list-style-type: none"> <li>Civic Amenities &amp; Recreation Committee</li> <li>Finance &amp; General Purpose Committee</li> <li>Personnel Committee</li> <li>Planning Committee</li> <li>Communications Committee</li> <li>Lightwater Recreation Ground Trust Management Committee – for appointment</li> </ol> <p><b>Noted</b></p> </li> <li><b>Members were asked to consider the appointment of the Members highlighted in Committee membership presented.</b></li> </ol> <p>It was resolved to note the appointments made at the Full Council meeting held on the 28<sup>th</sup> April 2026 and to make the additional appointments:</p> <p><b>Civic Amenities &amp; Recreation Committee</b> Cllr Gordon Cllr Hardless</p>	

**Finance & General Purpose Committee**

Cllr Wheeler  
Cllr Lewis  
Cllr Gordon

**Personnel Committee**

Cllr Willgoss  
Cllr Wheeler

**Communications Committee**

Cllr Gordon  
Cllr Stevens  
Cllr Harris  
Cllr Wheeler

**Planning Committee**

Cllr Stevens  
Cllr Wheeler

**It was noted that whilst Cllr Wheeler had been appointed to the planning committee, she was unable to commit to meetings scheduled during working hours. Therefore, she would email the Clerk with blanket apologies for any such meetings.**

**It was also agreed that substitutes should be from the same village as the appointed Member.**

**3. Council was asked to appoint Members to the Lightwater Recreation Ground Trust Management Committee:**

Members discussed the membership of this Committee with Cllr Malcaus Cooper proposing that, due to the location of the land, Lightwater Members only should be appointed to this Committee.

**A vote was taken, and it was resolved with 8 in favour and 7 against that the Committee would follow the same terms as other committees and comprise a maximum of 3 councillors from each village.**

In favour

Cllr Gordon  
Cllr Willgoss  
Cllr White  
Cllr Stevens  
Cllr Hardless  
Cllr Lewis  
Cllr Marr  
Cllr Wheeler

	<p><u>Against</u>  Cllr Harris  Cllr Malcaus Cooper  Cllr Bakar  Cllr Du Cann  Cllr R Jennings-Evans  Cllr D Jennings-Evans  Cllr Turner</p> <p><b>Members then resolved to appoint the following Councillors:</b></p> <p><b>Cllr Harris</b>  <b>Cllr Malcaus Cooper</b>  <b>Cllr R Jennings-Evans</b>  <b>Cllr White</b>  <b>Cllr Willgoss</b>  <b>Cllr Du Cann</b>  <b>Cllr Hardless</b>  <b>Cllr Lewis</b>  <b>Cllr Marr</b></p> <p><b>4. Note the delegation arrangements, including the scheme of delegation and terms of reference to all committees, except the Lightwater Recreation Ground Trust Committee, were approved at the Full Council meeting held on the 28<sup>th</sup> April 2026.</b></p> <p><b>Noted</b></p> <p><b>5. To review and approve the Lightwater Recreation Ground Trust Committee Terms of Reference for 2026-2027</b></p> <p><b>It was resolved to agree the Lightwater Recreation Ground Trust Committee terms of reference as presented.</b></p>	
<p><b>C/26/10</b></p>	<p><b>To note the continuation of the agreed Committee working parties</b></p> <ul style="list-style-type: none"> <li>• Windlesham Traffic &amp; Infrastructure Working Party</li> <li>• Windlesham Neighbourhood Plan</li> <li>• Lightwater Traffic &amp; Infrastructure Working Party</li> <li>• Bagshot &amp; Lightwater Unitary Engagement Working Party</li> <li>• Windlesham Unitary Engagement Working Party</li> </ul> <p><b><u>Recommendation</u></b></p> <p><b>CGR Working Party</b> – Members should note that this working party met once, and the recommendation is that this working party be disbanded.</p>	





	<p><b>Cllr Malcaus Cooper proposed, Cllr Wheeler seconded, and it was resolved unanimously that apologies would be reported at each meeting, and the acceptance of such apologies would be considered under the confidential section, with the outcome (accepted or not) recorded. The following amendment to Standing Orders will be made under SO 3q</b></p> <p><i>“If a Member is unable to attend a meeting, apologies must be reported in writing to the Clerk, giving specific reasons in line with the adopted guidelines. It is considered that recording the reason for a Councillor’s absence in public documents is not compatible with General Data Protection Regulations (GDPR). Accordingly, the open Minutes will not record reasons submitted for apologies. In accordance with Council resolution, apologies will be reported at each meeting, and the acceptance of such apologies will be considered under the confidential section.”</i></p> <p><i>20:38 Cllr Gordon left the meeting</i></p> <p><b>Cllr Malcaus Cooper proposed, Cllr Wheeler seconded, and it was resolved with 11 in favour, 3 against, and 0 abstentions that the 150 limit on public representation/questions be amended to read ‘450 words or a max of 3 minutes’. All agendas will be changed to read public participation time.</b></p> <p><b>Standing Order 3e will be amended to read:</b></p> <p><i>“All public participation must not exceed 450 words or 3 minutes, and any written representation must be received by the Clerk by the specified deadline stated on the agenda.”</i></p>	
<p><b>C/26/14</b></p>	<p><b>Review of Financial Regulations</b></p> <p>Members were asked to review the Financial Regulations presented and either adopt as presented without amendments or amend and adopt the document.</p> <p>Members resolved unanimously:</p> <p>a) that Financial Regulation 5.6 be amended to read</p> <p><i>For contracts estimated to exceed £100,000 including VAT, the Clerk shall seek formal tenders from at least three suppliers agreed by the council OR advertise an open invitation for tenders in compliance with any relevant provisions of the Legislation. Tenders shall be invited in accordance with Appendix 1.</i></p> <p>b) To remove the word 'village' under 6.7 &amp; 6.8 as these committees have been disbanded.</p>	

<p><b>C/26/15</b></p>	<p><b>Review of the inventory of land and assets, including buildings and office equipment</b></p> <p>Members were presented with the fixed asset register and informed that the balance of assets held was £559,581 and that the register had been reviewed as part of the year-end accounts process.</p> <p>Members were asked to note the fixed asset register presented.</p> <p><b>Noted</b></p>	
<p><b>C/26/16</b></p>	<p><b>Review and confirmation of arrangements for insurance cover in respect of all insured risks.</b></p> <p>Councillors were asked to note that the Council’s insurance was renewed in September 2024. At which point it was agreed that the Council would enter into a 3-year long-term agreement ending on 30th September 2027 (minute ref: C/24/61).</p> <p>Members were informed that the policy schedule was available on the Councillor SharePoint.</p> <p><b>Noted</b></p>	
<p><b>C/26/17</b></p>	<p><b>Review of Council Policies</b></p> <p>Councillors were asked to note that Council Policies were reviewed at Full Council meetings held in November 2025 and January 2026, where all policies were adopted.</p> <p><b>Members noted that a review had been carried out within the last 12 months and resolved to appoint a working party to review all policies over the coming year.</b></p> <p><b>Working party members:</b></p> <p><b>Cllr Malcaus Cooper</b>  <b>Cllr Turner</b>  <b>Cllr R Jennings-Evans</b></p>	
<p><b>C/26/18</b></p>	<p><b>GDPR – Re-appointment of Data Protection Officer</b></p> <p>Members were reminded that the Council appointed a Data Protection Officer, and the contract will be up for renewal in June this year.</p> <p>Members were asked to consider re-appointing the current provider as the Council’s Data Protection Officer for the next 12 months.</p> <p>The provider has confirmed that the renewal rate will be £350, excluding VAT.</p>	

	<p><b>It was resolved to re-appoint the current provider, approving a spend of £350 to be funded from the Licences and Subscriptions budget line 4430/225</b></p>	
<p><b>C/26/19</b></p>	<p><b>To Review Fees and Charges</b></p> <p>The Clerk confirmed that the reviews had been undertaken as follows:</p> <p><b>Allotment Fees: Reviewed and approved in January 2026</b></p> <p>Members noted:</p> <ul style="list-style-type: none"> <li>• that allotment charges will be subject to an annual increase in line with the Retail Price Index (RPI); and</li> <li>• that a one-off administration charge of £60 will apply to all new allotment holders.</li> </ul> <p><b>Cemetery Fees and Charges: Reviewed and approved in February 2026</b></p> <p>Members noted that all Cemetery fees and charges had been reviewed and noted the following committee decisions on cemetery charges for 2026/27:</p> <ul style="list-style-type: none"> <li>• <b>Bagshot Committee (3 February 2026): resolved no fee increase for 2026/27.</b></li> <li>• <b>Lightwater Committee (10 February 2026): resolved to increase all fees annually in line with CPI.</b></li> <li>• <b>Windlesham Committee (19 January 2026): resolved no fee increase for 2026/27.</b></li> </ul> <p><b>Additionally, it was noted that Full Council reviewed and approved the allotment fees in January 2026, where it was resolved:</b></p> <ul style="list-style-type: none"> <li>• <b>that allotment charges will be subject to an annual increase in line with the Retail Price Index (RPI); and</b></li> <li>• <b>that a one-off administration charge of £60 will apply to all new allotment holders</b></li> </ul>	
<p><b>C/26/20</b></p>	<p><b>Committee Recommendations</b></p> <p>Members were reminded that any expenditure exceeding the committee's authorised limit of £15,000 must be formally approved by Full Council. This ensures appropriate oversight and compliance with governance procedures for all significant financial commitments.</p> <p><b>Members approved the following recommendations</b></p>	

**CAR/26/07 – Windlesham Cemetery Drainage**

Members considered ongoing drainage issues within the old section of Windlesham Cemetery and unanimously resolved to proceed with Quote D, recommending a spend of £15,845 to Full Council, to be funded from the Windlesham Cemetery Maintenance EMR. Members further unanimously approved a budget of up to £2,000 for grave digger services, with delegated authority to the Clerk to approve expenditure within delegated limits, also funded from the EMR. It was additionally resolved to defer a decision on commissioning a topographical survey pending clarification of longer-term drainage requirements.

- **Resolved (unanimous):**
  - Proceed with **Quote D**; recommend **£15,845** to Full Council.
  - Fund from **Windlesham Cemetery Maintenance EMR**.
- **Resolved (unanimous):**
  - Approve **grave digger costs up to £2,000** and delegate authority to Clerk.
  - Fund from EMR.
- **Resolved:**
  - **Defer** decision on topographical survey.

**CAR/26/08 – Bagshot Cemetery Drainage & Pathway**

Members reviewed drainage and pathway improvement works at Bagshot Cemetery and unanimously resolved to proceed with Quote A, recommending a spend of £22,857 to Full Council. Funding was agreed from the Bagshot Cemetery Maintenance EMR (£19,410) and the Bagshot Village Reserve (£3,447). Members also unanimously approved an upper limit of £2,000 for grave digger services, delegating authority to the Clerk to approve expenditure as required, to be funded from the Bagshot Village Reserve.

- **Resolved (unanimous):**
  - Proceed with **Quote A**; recommend **£22,857** to Full Council.
  - Fund from **EMR (£19,410)** and **Village Reserve (£3,447)**.
- **Resolved (unanimous):**
  - Approve **grave digger costs up to £2,000**; delegate to Clerk.
  - Fund from Village Reserve.

C/26/21	<p><b>Finance</b></p> <p>a) <b>Accounts for payment</b> - The Clerk presented a list of expenditure transactions for approval, in the sum of £13,137.40 and explained the individual items.</p> <p><b>It was resolved that the payments (Appendix A) in the total sum of £13,137.40 be authorised, and the Chairman signed the Expenditure Transactions Approval List.</b></p>	
C/26/22	<p><b>School Lane Field Pathway</b></p> <p>Members considered a report seeking approval for a proposed adjustment to the agreed contract sum for the installation of a path at School Lane Field.</p> <p>Members were reminded that in May 2025, the Bagshot Committee resolved and Full Council approved the recommendations to install a path around School Lane Field at a cost of £22,407, to be funded from the Bagshot CIL Earmarked Reserve (EMR).</p> <p>Planning consent has since been obtained, and the contractor was instructed to proceed.</p> <p>Members were advised that the contractor had notified the Council of increased material costs, totalling £655 plus VAT, attributable solely to supplier price increases since submission of the original quotation.</p> <p>The Clerk confirmed that there was no delegated authority to approve expenditure above the agreed contract sum. It was further noted that the contractor had agreed to proceed at the original contract value but had requested that the Council consider approving the additional sum of £655 + VAT.</p> <p><b>Members were asked to consider the following options:</b></p> <p><b>Option 1 – Approve the adjustment</b> Approve the additional sum of £655 plus VAT, to be funded from the Bagshot CIL EMR, along with the original cost, recognising that the increase is attributable to material cost inflation outside of the contractor’s control.</p> <p><b>Option 2 – Decline the adjustment</b> Confirm that the contract sum remains at £22,407, noting the contractor’s agreement to proceed. Noting that the project is to be funded from the Bagshot CIL EMR.</p> <p><b>Members considered the options, and further discussion was had regarding the source of funding. Whilst the original decision was for the project to be funded from the Bagshot CIL EMR, Cllr Willgoss proposed, Cllr Du Cann seconded, and it was resolved with 12 in favour, 0 against and 2 abstentions to approve the additional sum of £655 plus VAT and to fund the entire project, including the additional costs (£23,062 + VAT) from the Bagshot village EMR.</b></p>	

<p><b>C/26/23</b></p>	<p><b>Clerks Update</b></p> <p>War Memorials Members were informed that the War Memorials project. Survey reports and repair schedules had been submitted to the Planning Officer at SHBC, with initial advice confirming that listed building consent is not required for Lightwater, and that permissions for Windlesham and Bagshot are likely to fall under faculty jurisdiction due to their location within church curtilage.</p> <p>It was further noted that the Council has engaged with the Guildford Diocese, which is now reviewing the submitted documentation. The appointed contractor has been asked to refresh quotations due to delays associated with the planning clarification process, and grant funding opportunities will be pursued with support from SCC.</p> <p><b>Surrey ALC AGM and Conference</b> Members were informed that the SALC AGM will be held on the 5<sup>th</sup> November 2026 and invited to express interest in attending, with costs to be met from the training budget.</p> <p>It was noted that a formal voting representative may be appointed in advance of the AGM.</p>	
<p><b>C/26/24</b></p>	<p><b>Correspondence</b></p> <p><b>There was no correspondence</b></p>	
<p><b>C/26/25</b></p>	<p><b>Exclusion of the press and public.</b> 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>C/26/26      Hook Mill Lane Sale C/26/27      <b>To note the resolutions made in the confidential report of the Complaints Panel held on 28th April 2026</b></p> <p><i>21:03 Comfort Break</i></p> <p><i>21:07 Meeting resumed</i></p>	
<p><b>C/26/26</b></p>	<p><b>Hook Mill Lane Disposal</b></p> <p><b>Members were asked to read all the information provided, including the matrix in Appendix A and the redacted bids in Appendix B and decide if:</b></p> <p><b>1. Council would like to select a preferred bidder -</b> Based on an overall assessment of financial and non-financial factors, including risk, impact, and deliverability.</p> <p><b>or</b></p>	

	<p>2. <b>Defer a decision</b> Pending further clarification, negotiation, or legal advice where required.</p> <p><b>or</b></p> <p>3. <b>Reject all bids and re-market the site</b> If Members are not satisfied that the bids represent the best consideration or an acceptable risk profile.</p> <p>If Members selected a preferred bidder and wished to proceed, Members were asked to consider other contractual matters and to delegate authority to the Clerk in conjunction with the Chair and Vice Chair of Council to obtain specialist advice regarding contractual safeguards prior to disposal of the land. To be funded from the General Reserve.</p> <p>Members were reminded that the Council must seek to achieve the best consideration reasonably obtainable in accordance with its statutory duties, and that the rationale for any decision must be clearly recorded, evidence-based, and capable of withstanding external scrutiny.</p> <p><b>It was resolved with 11 in favour, 3 against and 0 abstentions to select a preferred bidder and carry out actions as detailed in the confidential report.</b></p>	
C/26/27	<p><b>To note the resolutions made in the confidential report of the Complaints Panel held on 28th April 2026</b></p> <p><b>Approved.</b></p>	
	<p><b>There being no further business, the meeting closed at 21:31</b></p>	

Top Level for Month No 2

Order by Invoices Entered

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
10/04/2026	INV 6664	937	NEIL CURTIS	NEIL	190.00	0.00	190.00	4005	500	190.00	Ashes Internment Wind Cem
19/04/2026	F165 YY	938	BT	BRIT TEL	12.18	2.43	14.61	4455	225	12.18	BT - Final Bill
22/04/2026	INV 1989	939	MULBERRY CO	MULBE	205.60	41.12	246.72	4445	225	205.60	Year End Audit Fee
28/04/2026	INV 202614	940	ST ANNES PCC	ANNE	132.00	0.00	132.00	4950	225	132.00	Hall Hire - 2 Meetings April
28/04/2026	INV 63	941	ALL SAINTS CHURCH	ALLS	15.00	0.00	15.00	4950	225	15.00	Hall Hire - Planning meeting
28/04/2026	EXP APRIL	942	SARAH WAKEFIELD	SWAKE	28.15	0.00	28.15	4435	225	28.15	Office Exp - Wakefield
30/04/2026	INV 2228	943	PURE GARDENS	PUREG	2,130.00	426.00	2,556.00	4061	500	2,130.00	Wind Cem Ground Maint Apr
06/05/2026	INV 2042744	944	SURREY HEATH	SHBC01	8,925.21	1,785.04	10,710.25	4165	210	7,359.78	Ground Maintenance - May 26
								4905	455	1,419.63	Ground Maint - LW Rec
								4905	455	72.90	Gym Inspection - LW Rec
								4220	210	72.90	Gym Inspection - Bagshot
30/04/2026	INV 2772	945	ZENTECH IT	FRE01	644.84	128.96	773.80	4440	225	390.78	Monthly IT Support
								4435	225	254.06	Printer Ink Cartidges
02/05/2026	INV 0362	946	ASTORIA ELECTRICAL	ASTORIA	350.00	70.00	420.00	4905	455	350.00	EICR - Lightwater Pavilion
04/05/2026	INV 0363	947	ASTORIA ELECTRICAL	ASTORIA	504.42	100.89	605.31	4905	455	504.42	Emergency Elect Work LW Pav
<b>TOTAL INVOICES</b>					<u>13,137.40</u>	<u>2,554.44</u>	<u>15,691.84</u>			<u>13,137.40</u>	