



**Windlesham Parish Council**

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**MINUTES OF AN EXTRAORDINARY MEETING OF WINDLESHAM PARISH COUNCIL**  
**Held on Tuesday 7<sup>th</sup> April 2025, at 6.30pm held at St Anne’s Church Centre, 43 Church Road, Bagshot**

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

**In attendance:** Jo Whitfield –Clerk to the Council

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

Cllr Turner was in the Chair

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		Action
<b>C/25/227</b>	<b>Apologies for absence</b>  Apologies for absence were received and accepted from Cllrs Marr, Wheeler, Lewis, Bakar, Harris and Wilson.	
<b>C/25/228</b>	<b>Declarations of interest</b>  <b>None</b>	
<b>C/25/229</b>	<b>Public Questions</b>  <b>No members of the public were present</b>	
<b>C/25/230</b>	<b>Exclusion of the press and public.</b>  Members agreed that there were no 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.	
<b>C/25/231</b>	<b>Establishment of a Complaints Panel under the Council’s Complaints Procedure</b>	

	<p>Members were informed that a formal complaint had been received. As a result, it was necessary to establish a complaints panel in accordance with the Council's Complaints Procedure. The formation of this panel ensures that the matter will be considered formally and handled in line with established protocols.</p> <p><b>Members noted the formal complaint and resolved to appoint the following three councillors to a complaints panel:</b></p> <p><b>Cllr White</b>  <b>Cllr Turner</b>  <b>Cllr Hardless</b></p> <p><b>In the event an appeals panel is required, it was resolved to appoint</b></p> <p><b>Cllr Willgoss</b>  <b>Cllr R Jennings-Evans or Cllr Stevens</b>  <b>1 Windlesham Councillor</b></p>	
	<p><b>There being no further business, the meeting closed at 18:39</b></p>	