Windlesham Parish Council

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MINUTES OF AN EXTRAORDINARY MEETING OF WINDLESHAM PARISH COUNCIL
Held on Tuesday 5th October 2026, at 5:45pm held at Lightwater Library, 83A Guildford Road, Lightwater

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

In attendance: Jo Whitfield –Clerk to the Council
Karrie Ingram
Alan Ingram
1 x Member of the public

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

Cllr R Jennings Evans was in the Chair

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		Action
C/26/99	**Apologies for absence** Apologies for absence were received from Cllrs Wheeler, Richardson, Hardless, Bakar and Wilson. Members noted that reasons for apologies would be considered in the confidential part of the meeting.	
C/26/99	**Declarations of interest** None	
C/26/100	**Public Questions** **No public questions**	
C/26/101	**Exclusion of the press and public.**	

	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. C/26/73 Lightwater Recreation Ground - final review of Bonfire documentation if required C/26/74 To consider reasons for absence **Members agreed that the above items would be discussed in the confidential part of the meeting.**	
C/26/102	**Lightwater Recreation Ground - final review of Bonfire documentation** The Council was reminded that it had previously considered the proposed 1st Lightwater Scouts Bonfire and Fireworks Event at Lightwater Recreation Ground, scheduled for 7 November 2026. At the Extraordinary Full Council meeting held on 1 & 22 September 2026, Members considered advice received following a Surrey Fire and Rescue Service site visit, the Council's responsibilities as landowner and concerns relating to the proposed bonfire location. Council resolved to grant permission subject to conditions. Members were informed that the conditions had been partially met and that Council now needed to consider the information presented and determine whether, having considered the revised Risk Assessment, the insurer's clarification, previous advice and representations, the known site history and the Council's responsibilities in relation to the land, Members are satisfied that the proposed mitigation and operational controls provide sufficient assurance for the bonfire to proceed. **Members reviewed and considered the documentation provided, and it was unanimously resolved:** **1. To note the clarification subsequently provided by the Scouts' insurer.** **2. To note the further information and controls contained within the revised Risk Assessment, Version 3.2.** **3. To note that the proposed bonfire has been reduced to approximately 4m x 4m, thereby complying with the Council's existing resolution concerning maximum bonfire size.** **4. To note that the proposed location remains approximately 15 metres from the nearest property boundary and approximately 20 metres from the nearest residential premises.** **5. That having considered the revised Risk Assessment, the insurer's clarification, previous advice and representations, the known site history and the Council's responsibilities in relation to the land, Members are satisfied that the proposed mitigation and**	

	operational controls provide sufficient assurance for the bonfire to proceed. **6. To note that responsibility for the operational management of the event and implementation of the submitted risk controls remains with the event organiser.**	
C/26/103	**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.**	
C/26/104	**Lightwater Recreation Ground - final review of Bonfire documentation** **No discussion required**	
C/26/105	**To consider reasons for absence** **It was resolved to accept the above reasons given by Cllr Wheeler and Cllr Bakar.** **Cllr Wilson had not given any reasons for his absence; therefore, his apology was noted but not accepted.**	
	There being no further business, the meeting closed at 17:53	