

# **Commons Committee Meeting**

## **Meeting Pack**

19<sup>th</sup> January 2026

# DUNSFOLD PARISH COUNCIL

13<sup>th</sup> January 2026

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## **NOTICE OF COMMONS COMMITTEE MEETING**

Councillors are hereby summoned to attend the meeting of the Commons Committee of Dunsfold Parish Council to be held in the **Nugent Room, Winn Hall** at 7.30pm **on Monday, 19<sup>th</sup> January 2026**, where the following business will be transacted

Jennifer Nagy, Clerk to the Council

### **AGENDA**

1. **Public Question time 15 minutes** – to receive and act upon if considered necessary, comments made by members of the public.  
  
Members of the public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The Chairman will call the question from those who are indicating that they wish to speak.
2. **Apologies** – to receive and approve apologies for absence
3. **Declarations of Disclosable, Pecuniary and Other Interests** - to receive any declarations of interest or request for dispensation.
4. **Minutes** - to discuss, amend if necessary and thereafter approve the Minutes of the Committee meeting held on Monday, 17<sup>th</sup> November 2025
5. **Chairman's Announcements** – to receive any announcements by the Chairman of the Commons Committee
6. **Dunsfold Common Ponds Regeneration Project** – to receive an update on progress to date, including grant applications.
7. **Commons Management** – to consider any other matters relating to the ongoing management of the Common
8. **Items for Information** – to receive items for information
9. **Items for Future Agendas** – to receive items for future agendas.
10. **Date of the next Meeting – Monday, 16<sup>th</sup> March 2026 at 8.30pm in the Nugent Room, Winn Hall.**

**ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS**

# DUNSFOLD PARISH COUNCIL

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## Minutes

Minutes of the Commons Committee of the Parish Council held on Monday, 17<sup>th</sup> November 2025 at 8.30pm in the KGV Pavilion, Dunsfold.

### Cllrs Present:

Cllr Roy Enticknap (Chairman)  
Cllr David Griffiths

Cllr Philip Travis (Vice Chairman)  
Cllr Tigi Singhateh

Clerk: Mrs J Nagy

Friends of Dunsfold Common: 2  
Public: 1

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### **43 Public Participation**

It was noted that Cllr Waterson was present as a member of the public.

There were no questions from members of the public.

### **44 Apologies**

Apologies were noted and accepted from Cllr Cooke.

### **45 Declarations of Interest**

There were no declarations of interest at this point of the meeting.

### **46 Minutes**

It was proposed by Cllr Singhateh seconded by Cllr Travis and agreed by all present that the Minutes of the meeting held on Monday, 29<sup>th</sup> September 2025 were a true and correct record.

### **47 Chairman's Announcements**

The Chairman had no announcements.

### **48 Dunsfold Common Ponds Regeneration Project**

The Clerk is researching specialist companies to carry out the work identified in the survey. She is currently in discussions with two such companies who are preparing quotations.

She has had difficulties in sourcing companies to quote for a hydrology survey, but with the assistance of Dr Judge, has found one company willing to provide an estimate.

Councillors NOTED this information.

### Grants

The Clerk has submitted an application for Surrey CC Community Nature Recovery Grant; up to £5000 is available.

She is in the process of applying for a Surrey County Councillor grant via Cllr Deanus, for up to £10,000.

She is also applying for a CiL strategic infrastructure grant. This has to be linked to objectives in the Local Plan. She is currently awaiting permission of Waverley BC as landowner in order to progress this application.

Councillors NOTED this information.

Friends of Dunsfold Grants

Mr Bentall reported that the Friends were considering a grant towards the pond works. He asked the Clerk to send the invoice for the annual grant of £1000 as a contribution towards grass cutting on the Common.

**49 Commons Management**

Cleaning of War Memorial

The Clerk is seeking quotes for the professional cleaning of the War Memorial. She was asked to seek quotes for the tarmacking of the path around the memorial.

Matters reported

The seat by the bus shelter has a broken slat; believed to belong to Waverley BC. Clerk to report.

The bench by the shop is damaged; believed to belong to Waverley BC. Clerk to report.

There is a broken cover to the fire hydrant opposite the Church; Clerk to report.

The Clerk was asked to chase the tree survey.

**50 Budget 2026/2027**

There were no additional requests for funding noted.

**51 Items for Information**

The Chairman reported that it was the Centenary of the Horticultural Society, and they wanted to plant two commemorative trees in front of the School Pond. Waverley BC is aware.

**52 Items for Future Agendas**

There were no suggestions.

**53 Date of the next Meeting**

Monday, 19<sup>th</sup> January 2026 at 8.30pm in the Nugent Room, Winn Hall

**The meeting closed at 8.55pm**

Chair of the Commons Committee .....  
Dated.....

**Clerk's Report**  
**Meeting of the Commons Committee Meeting to be held on**  
**Monday, 19<sup>th</sup> January 2026**

**1. Public Participation**

To invite MOPs present to address the Council

**2. Apologies**

To note and accept apologies.

**3. Declarations of Interest**

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of interest will be Minuted.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting, unless they have received a dispensation.

**4. Minutes**

To agree the Minutes of the meeting held on Monday, 17th November 2025

**5. Chairman's Announcements**

The Chairman may choose to give an announcement, to be noted.

**6. Dunsfold Common Ponds Regeneration Project**

The Clerk is still researching specialist companies to carry out the work identified in the survey. She is currently in discussions with two such companies who are preparing quotations; she is currently chasing these.

No company has been found to quote for a hydrology study; the one previously approached misunderstood the brief. The Clerk has emailed a company advertising testing river water, she has asked if they will do the same for ponds.

### Grants

The application for Surrey CC Community Nature Recovery Grant for £5000 was not successful.

She has applied for £10,000 via Surrey County Councillor Cllr Deanus.

She has applied for £5,000 for a CiL strategic infrastructure grant, which had to be linked to objectives in the Local Plan.

Councillors are asked to note this information

### **7. Commons Management**

Councillors are asked to suggest any other matters that need to be considered for the ongoing management of the Commons land.

### **8. Items for Information**

To receive items for information

### **9. Items for Future Agendas**

To receive suggestions for a future agenda.

**Date of the next Meeting – Monday, 16<sup>th</sup> March 2026 at 8.30pm in the Nugent Room, Winn Hall**