

# **Commons Committee Meeting**

## **Meeting Pack**

23<sup>rd</sup> March 2026

# DUNSFOLD PARISH COUNCIL

17<sup>th</sup> March 2026

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## **NOTICE OF COMMONS COMMITTEE MEETING**

Councillors are hereby summoned to attend the meeting of Dunsfold Parish Council to be held in the Nugent Room, Winn Hall, Dunsfold at **8.30 pm on Monday, 23<sup>rd</sup> March 2026**, where the following business will be transacted

Jennifer Nagy, Clerk to the Council

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## **AGENDA**

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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, 19<sup>th</sup> January 2026
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, including request by Sigma Homes to carry out pond surveys.
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, 18<sup>th</sup> May 2026 at 8.30pm in the Nugent Room, Winn Hall.**

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

# DUNSFOLD PARISH COUNCIL

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## Minutes

Minutes of the Commons Committee of the Parish Council held on Monday, 19<sup>th</sup> January 2026 at 7.30pm in the KGV Pavilion, Dunsfold.

### Cllrs Present:

Cllr Roy Enticknap (Chairman)

Cllr Philip Travis (Vice Chairman)

Cllr David Griffiths

Clerk: Mrs J Nagy

Friends of Dunsfold Common: 2

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## **57 Public Participation**

There were no members of the public present

## **58 Apologies**

Apologies were noted and accepted from Cllr Singhateh. Cllr Cooke was absent

## **59 Declarations of Interest**

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

## **60 Minutes**

It was proposed by Cllr Griffiths seconded by Cllr Travis and agreed by all present that the Minutes of the meeting held on Monday, 17<sup>th</sup> November 2025 were a true and correct record.

## **61 Chairman's Announcements**

The Chairman had no announcements.

## **62 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.

Councillors NOTED this information.

### 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 NOTED this information

**63 Commons Management**

War Memorial

Quotes are awaited for the cleaning of the War Memorial and for the re-tarmacking of the path around it.

Tree Survey

The survey is due take place in the next two to three weeks; the exact date will be advised. The Clerk advised that this may clash with the toad survey; however, it was agreed that as the tree survey was not invasive, and would take place during daylight hours, it should still go ahead.

Other Matters

The Chairman advised that he is in discussion with Joe Court in relation to potential surgery on a tree in the Wrotham Hill area. Cllr Griffiths said that he was he who reported the tree to Cllr Enticknap, as he had been contacted by a resident. The Clerk is aware of ongoing discussions.

**64 Items for Information**

The Chairman confirmed that the Horticultural Society, had planted two commemorative trees in front of the School Pond as advised at the last meeting. Waverley BC had given permission.

**65 Items for Future Agendas**

There were no suggestions.

**66 Date of the next Meeting**

Monday, 16<sup>th</sup> March 2026 at 8.30pm in the Nugent Room, Winn Hall

**The meeting closed at 8.00 pm**

Chair of the Commons Committee .....

Dated.....

**Clerk's Report**  
**Meeting of the Commons Committee Meeting to be held on**  
**Monday, 23<sup>rd</sup> March 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, 19<sup>th</sup> January 2026

**5. Chairman's Announcements**

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

**6. Dunsfold Common Ponds Regeneration Project**

Grants

The application for £5,000 for a CiL strategic infrastructure grant, was not successful. However, at the last SLCC Branch meeting, it seems that no council was successful in getting such a grant. All has the same response -

*The reason for the project invalidity is that the project will not support development and aims to remedy a pre-existing deficiency which is not evidenced to be made more severe by new development.*

The application for £10,000 via Surrey County Councillor Cllr Deanus. More information has been requested, which the Clerk is in the process of supplying.

Fish removal

The Clerk is chasing the contractor for a firm date for the removal of fish from the School Pond. Councillors will recall that this pond was found to be in very poor state in the survey, and the presence of the fish has increased turbidity, and reduced the cover of vegetation. Carp in particular churn up the sediment, to the detriment of aquatic flora and fauna. The survey advises that their removal is essential to protect any great crested new population.

Discussions have taken place with the Environment Agency with regard to the fish removal as licences had to be obtained. The EA is satisfied with the reasons for removal.

#### Sigma Pond Surveys

A contractor employed by Sigma Homes, the developer for the Coombebury Cottage site for 53 homes, has asked permission to carry out environmental surveys on two ponds.

One pond is on Dunsfold Common Rd, to the north of Coombebury Cottage, and is not on Common land. The Council cannot "give permission" for this survey, as it is not its land.

The other "pond" is the wet area to the north of School Pond so is not a designated pond as per our pond survey. However, this area has been identified as a potential pond, if works can be carried out.

No other surveys have been requested.

Councillors are asked to consider this request.

### **7. Commons Management**

#### Tree Survey

The tree survey is under way; this necessitates several visits to the village. Urgent works to a tree off Dunsfold Common Rd were identified, and actioned within two days.

### **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, 18<sup>th</sup> May 2026 at 8.30pm in the Nugent Room, Winn Hall**