

Full Council Meeting

Meeting Pack

10th March 2026

DUNSFOLD PARISH COUNCIL

2nd March 2026

NOTICE OF PARISH COUNCIL MEETING

Councillors are hereby summoned to attend the meeting of Dunsfold Parish Council to be held in the Nugent Room, Winn Hall, Dunsfold at **7.30 pm on Tuesday, 10th March 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, and to receive and consider written requests for dispensations for disclosable pecuniary interests
4. **Minutes** - to discuss, amend if necessary and thereafter approve the Minutes of the Council meeting held on Tuesday, 3rd February 2026
5. **Chairman's Announcements** – to receive any announcements by the Chairman of the Council.
6. **Correspondence & Action Lists** – to note correspondence received and actions since the last meeting.
7. **Committees** – there have been no Committee meetings since the last Council meeting.
8. **Waverley Borough Council** - to receive and note a report from Waverley Borough Councillors
9. **Surrey County Council** – to receive and note a report from the Surrey County Councillor
10. **Accounts** - to consider and approve other financially related matters if necessary, including

- To receive and approve reports as to the current financial situation of the Council
- To receive and authorise payments of invoices due before the next meeting, including urgent tree work authorised by the Clerk.
- To consider opening an account with Unity Trust Bank for the Henry Smith Charity
- To consider opening an investment account with CCLA
- To receive and consider a quotation for work at the War Memorial.
- To receive and consider a quotation for the rental/purchase of a defibrillator for the KGV

11. **Old School Site Consultation** – to receive an update

12. **Dunsfold Neighbourhood Plan** – to receive an update following the meeting with UVE on 3rd March; and to received and consider a quotation from Locality to revise the Strategic Environmental Assessment.

13. **Thames Water Tankers** – to receive a report from the Clerk in relation to the operation of the tankers in the village, and the subsequent letter of complaint

14. **Village Car Park** – to receive a report on the condition of the Village Car Park, and to consider allocating CiL funds to re-surfacing.

15. **Community Asset Transfer** – to note the submission of the Business Plan in relation to acquiring ownership of the Common; at the request of Dunsfold Cricket Club, to consider applying for transfer of the Cricket Club land to the Council

16. **Planning Applications** – to consider and agree recommendations to submit to Waverley Borough Council as the Local Planning Authority, on the following planning applications:

Reference	Address	Proposal
WA/2026/00176	Dunsfold Community Shop GU8 4LE	Erection of covered pergola
WA/2026/00267	Hazeldene, Knightons Lane, GU8 4NU	Erection of 7 bay garage
WA/2026/00277	Knightons, Knightons Lane., GU8 4NU	Replacement doors and windows
WA/2026/00310	Bridge House, The Common, GU8 4LA	Erection of 2 bay garage; relocation of shed
WA/2026/00311	Wrotham Hill Cottage, Wrotham Hill, GU8 4PA	Erection of a conservatory
WA/2026/00347	High Loxley, High Loxley Rd, GU8 4BW	Changes to floorplans/elevations approved under WA/2024/00683

To note correspondence from Sigma Homes, in relation to the Coombebury Cottage site, permitted on appeal.

17. **Planning Decisions** - to receive and note decisions made by Waverley Borough Council as the Local Planning Authority; none received to date.

18. **Planning Appeals** – to note appeals; no notifications to date.

19. **Parish Council Surgeries** – to note reports and actions from the surgery on 14th February 2026; date of the next surgery 14th March

20. **Reports from Representatives attending outside meetings** – to receive and note reports from Councillors and the Clerk in relation to meetings attended on behalf of

DUNSFOLD PARISH COUNCIL

Minutes

Minutes of the Parish Council Meeting held on Tuesday, 3rd February 2026 at 7.30pm in the Nugent Room, Winn Hall, Dunsfold.

Cllrs Present:

Cllr David Griffiths (Chairman)
Cllr Susannah Cooke
Cllr Tigi Singhateh

Cllr Roy Enticknap
Cllr Philip Travis

Cllr Nigel Waterson

Clerk: Mrs J Nagy

Public: None

Also Present: District & County Cllr Deanus

202 Public Participation

Cllr Cooke gave an update on possible site for a grit bin, as discussed under public participation at the last meeting.

It was agreed that the best location would be outside the shop; the Clerk will source quotes for two bins, with the additional one to be for the KGV car park.

203 Apologies

Apologies were noted and accepted from Cllr Lindesay.

204 Declarations of Interest

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

205 Minutes

It was proposed by Cllr Enticknap seconded by Cllr Cooke and AGREED by all present that the Minutes of the meeting held on 13th January 2026 were a true and correct record.

206 Chairman's Announcements

The Chairman advised that the local Speedwatch Coordinator is stepping down. She will be returning the equipment to the Council as there is currently no one willing to take on the role. This means that Speedwatch will no longer be operating in the village.

Councillors NOTED this information.

It was confirmed that the toad signage proposed by the DART team was acceptable.

207 Correspondence and Action Lists

Correspondence and Action lists were NOTED

208 Committees

The Minutes of the following meetings, as previously circulated were NOTED.

- Commons Committee, 17th November 2025; date of next meeting 16th March 2026
- Finance Committee, 24th November 2025; date of next meeting 13th April 2026

It was proposed by Cllr Cooke, seconded by Cllr Singhateh that the Commons Committee would be re-scheduled for 23rd March, to follow the KGV Trustees meeting.

209 Waverley Borough Council and Surrey County Council Reports

This item was deferred as Cllr Deanus had yet to arrive at the meeting.

210 Accounts & Financial Matters

Financial packs containing the current financial situation were circulated separately; Councillors formally NOTED and APPROVED the information therein.

Payments to be authorised

The list of payments to be authorised included in the Financial pack totalling £277.00 (no VAT) was AGREED by all present.

KGV Payments

The list of payments in the Financial Pack for information totalling £831.49 inclusive of VAT was noted.

Recommendations from Finance Committee

The Finance Committee asked the Clerk to get additional quotes for works to and around the war memorial, so there are no recommendations to consider.

Bank Transfers

It was noted that the transfers agreed at the Finance Committee meeting have been actioned, these being

£2000 from the Lloyds KGV current account to the Unity Trust KGV current account

£89500 from the Lloyds Council deposit account to the Unity Trust Council deposit account

VAT

It was noted that the VAT claim for April to September has been received into the Unity account.

Other Matters

Fete Insurance

It was agreed that the Council would pay for insurance for the Village Fete, up to a sum of £250.00.

211 Old School Site

The legality of the decision to agree the wording of the question to be posed in the consultation on the Diocese of Guildford's proposals for the site has been questioned.

It was proposed by Cllr Griffiths, seconded by Cllr Singhateh and AGREED by all present that the wording for the consultation would be as follows:

"Taking into consideration all of the available information, do you wish the parish council to accept the Diocese of Guildford's proposal to develop the former school site?

This would involve the transfer of the freehold ownership of the original school room at the front of the building, fully refurbished, to the village. This being subject to the understanding that the council would not object to an application to the Secretary of State for the lifting of the covenant."

Cllr Griffiths advised that he has drafted a letter to go out with the consultation question, signposting residents to information on the website.

212 Dunsfold Neighbourhood Plan

Cllr Waterson reported that a meeting had been held with UVE to provide an update. The site appraisals and maps are being finalised. A site visit has been arranged in early March to view all the sites.

The SEA is being updated with AECOM; the policies in the previous draft plan are being reviewed and updated if necessary.

Cllr Waterson reassured Councillors that residents would be fully consulted on the draft plan, when this was finalised.

Councillors NOTED this information.

213 Waverley Borough Council and Surrey County Council Reports

Cllr Deanus arrived at 8.05pm.

He reported that the Surrey County Council budget had been agreed at £1.272 billion. More money has been allocated to highways, and to children's services and adult social care.

Potholes continue to be an issue. Cllr Deanu recommended reporting on "Fix My Street"

Waverley Borough Council is investigating CiL payments, whereby residents may have been incorrectly charged.

The Clerk raised the issue of the Thames Water tankers in the village, with the associated noise and disruption.

Cllr Deanus suggested that the Clerk contact the Clerk at Alford, as they are having similar issues, with a view to having a joint meeting with Thames Water. He suggested that the Clerk lodges an FOI request with Thames Water as to how many journeys, how many tankers, and how much sewerage is being moved. This action was agreed.

214 Planning Applications

The application ref WA/2026/00002 was included in error on the agenda, as it discussed at the last meeting.

215 Planning Decisions

The following decisions were noted

Reference	Address	Proposal	DPC	Decision
WA/2025/02103	The Long House, The Common GU8 4LE	Erection Of Extensions And Alterations To Part Of Existing Stable Building To Provide One Self-Build Dwelling	No objection	Granted
WA/2025/02202	Cherry tree Cottage, Mill Lane, GU8 4LD	Erection Of Extensions And Garage Following Demolition Of Extension Garage And Porch.	Object	Granted
WA/2025/02268	Land at Chiddingfold Storage Depot, Chiddingfold Rd	Details of a Biodiversity Gain Plan (County Matter)	Noted	Granted
WA/2025/02331	Land at Chiddingfold Storage Depot, Chiddingfold Rd	Details of a Biodiversity Enhancement and Management Plan (County Matter)	Noted	Granted

216 Planning Appeals

The following appeal was noted.

Reference	Address	Proposal	DPC Comment to original application
APP/R3650/X/25/3376082 Re WA/2025/01707	Wrotham Hill Dunsfold	Certificate of Lawfulness under Section 192 for Siting of 2 caravans for residential use – Lawful Development Cert.	No comment as LDC

Stovolds Enquiry

Cllr Waterson reported that the Enquiry had been postponed again. Waverley BC had just issued its Gypsy & Travelling Showpeople Availability Assessment, and the legal team for the appellants had asked for time to consider this. This document does state that there is a five-year site supply.

It is hoped that the Enquiry will be re-scheduled for May/June.

Councillors NOTED this information.

217 Council Surgeries

The next surgery will be on February 14th with Cllrs Cooke and Griffiths in attendance. This will be for one hour only, 10am to 11am. Cllrs Waterson and Travis will attend on March 14th.

218 Reports on Meetings attended

SALC Clerks' Forum – 20th January. The Clerk attended this virtual session.

SLCC Conference 27th to 29th January.

The Clerk attended this conference and found it very informative. She attended sessions on the Code of Conduct, Village Halls and trusts, Public Office Accountability, the future of Neighbourhood Planning, and resilience. She has asked three companies to contact her in relation to new play ground equipment, and spoke to CCLA in relation to a longer term investment account.

She will circulate a more detailed report for information.

219 Items for Information

Cllr Singhateh suggested renting rather than purchasing a defibrillator for the KGV. He will send the details to the Clerk to put on a future agenda for discussion.

220 Future Agendas

There were no items proposed for future agendas

221 Date of next meetings

The next Full Council meeting will be on **Tuesday, 10th March 2026**

Other scheduled meetings are as follows:

- Commons Committee – Monday, 23rd March 2026
- KGV Trustees Meeting – Monday, 23rd March 2026

(Change of date for both these meetings agreed earlier in this meeting)

The meeting closed at 8.45pm.

Chair of the Council Dated.....

**Clerk's Report for the
Full Council meeting to be held on, Tuesday, 10th March 2026
To be read in conjunction with the agenda**

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.

If a dispensation is required, then this must be submitted as soon as possible, preferably prior to the meeting.

4 Minutes

To agree the Minutes of the meetings held on Tuesday, 3rd February 2025.

5 Chairman's Announcements

The Chairman may choose to make an announcement

6 Correspondence & Action Lists

Councillors are asked to note the Correspondence and Action lists as included in this meeting pack.

The Clerk has circulated information about grit bins to councillors, and is awaiting responses.

7 Committees

There have been no meetings since the last Full Council meeting.

8 Waverley Borough Council

To receive and note a report from Cllrs Deanus and Relleen.

9 Surrey County Council

To receive and note a report from Cllr Deanus.

10 Accounts & Financial Matters

Financial packs are circulated separately; Councillors are asked to formally note and approve the information therein, and to authorise the necessary payments.

The Clerk advised Councillors via email that she was authorising urgent work on a tree off Dunsfold Common Rd, identified during the tree survey being currently undertaken. This invoice for £937.50 + VAT is included in the payments list, for the work carried out on 20th February.

Dunsfold Gardens has been advised that whilst the Council will pay for ditch clearance this year, it will not do so in future, as this is not Common Land

KGV Payments are included for information only, as it has been agreed that the Clerk can pay regular bills such as utilities and grass cutting without additional authorisation. These payments included one for the urgent repair of the boiler. The contractor advised that the boiler was near end of life, and replacement parts would be difficult to source; they advised that it be replaced. The Clerk is currently seeking quotes to present to the next Trustees meeting.

The Clerk has submitted the VAT reclaim for the KGV for 2024/2025 (£2144.67) and for April to Sept 2025 (£659.91) a total of £2774.58. This refund has not yet been received.

Henry Smith Charity

The Chairman has asked the two current signatories to sign a cheque to empty the account, and to reimburse the Village Shop for the payments made at the end of last year.

He has suggested that the Council considers opening an account with Unity Trust Bank to deal with the Henry Smith Charity.

Councillors are asked to consider this proposal.

Investment Account with CCLA

The Clerk has had an action outstanding for some time to open an investment account with CCLA; this was delayed due to ongoing issues with banking arrangements. She has previously circulated information, but please see attached report, with information supplied by CCLA themselves.

Councillors are asked to confirm that they wish to proceed with opening a CCLA Public Sector Deposit Fund account, and how much they wish to transfer.

Cleaning the War Memorial

A quote has been received for cleaning the War Memorial at a cost of £350 + VAT. This does NOT use deionized water as per the War Memorial Trust's recommendation, as this is more expensive.

Councillors are asked to consider this quotation.

Defibrillator at KGV

CLlr Singhateh has supplied a quotation for the rental of a defibrillator for use at the KGV.

	Rental Cost
Annual rental	361.65 x 4 years = 1446.20
Annual check	Included

Wall sign	Included
Ready Pack	Included
Battery replacement	Included
Pad replacement	Included
Cabinet (one off)	495.00
Total	1941.20

Installation of the cabinet would be additional, cost anticipated to be around £250.00

Purchase price of a new defibrillator is around £1400 (as per British Heart Foundation), so comparable to total rental cost.

A heated outdoor cabinet is £400 to £600.

Cost of wall sign and ready pack is around £50.

Replacement batteries can be £50 to £350; replacement pads can be £35 to £150. Note replacement pads for the defibrillator at the Village Shop were £55 each set.

Councillors are asked to consider whether to rent or purchase a defibrillator. Please note that British Heart Foundation funding applications are closed until June 2026

11 Old School Site

It is still not clear what format of SAE should be used for the consultation; Royal Mail has been approached for advice.

Printing of envelopes and leaflets will cost around £300. Outgoing postage will cost around £520 for second class delivery. Return postage is dependent on numbers.

12 Dunsfold Neighbourhood Plan

Members of the Sub Group met with Dave Chetwyn of UVE in Dunsfold on 3rd March. He visited all the sites and is finalising the sit assessments.

Concerns were raised over the potential access at Alehouse Field; the Clerk is contacting Surrey Highways for advice.

The Clerk has contacted Waverley BC to ascertain if any additional sites were submitted as part of the recent Call for Sites. This will ensure that no sites have been overlooked.

As no final decision was made as to what sites are to be allocated, work cannot progress on the SEA (Strategic Environmental Assessment) Locality has agreed to carry out the revision of the SEA, but cannot supply a cost until the site allocations are known.

Dave Chetwyn is preparing a policy statement to potentially provide to developers, which will clarify design parameters and restraints in the emerging plan.

In the interim, the Clerk has met with Tania, UVEs admin assistant, and is sharing and receiving information as to the Plan status.

Cllr Waterson may provide additional comments as to progress.

13 Thames Water Tankers

The Clerk has written a formal letter of complaint to Thames Water, in relation to the management of the recent pumping operation in the village; this was circulated to Councillors.

She has invited Thames Water to a meeting to discuss ongoing capacity in the village and the possible impact on any proposed housing. Alfold Parish Council has agreed to work with Dunsfold to try to resolve the long-term issues.

Councillors are asked to note this information.

14 Village Car Park

The surfacing at the Village Car Park in need of repair. The Clerk has been unable to find any reference in council documents to past repairs.

CLr Enticknap has advised that responsibility for the car park lies with Waverley BC. At the time of writing this report, the Clerk has emailed and left a voicemail message with Waverley.

In the meantime, signage has been put up alerting that the car park is closed, until repairs can be effected.

Regardless of ownership, the Clerk asks Councillors if they would like her to seek quotes for the resurfacing of the car park, as this could be funded via CiL monies.

15 Community Asset Transfer

The Clerk has submitted the required business case for transfer of Common land to the Parish Council.

It was suggested to the Cricket Club that it applies for ownership of club land, currently occupied via a lease with Waverley BC. The Club has advised that it would prefer the parish council to take over the lease and the land.

The Clerk has asked the Community Asset Transfer team at Waverley if this could be considered.

Councillors are asked to confirm that they want the Clerk to pursue this with Waverley.

The Clerk proposes that she asks the Council's solicitors for a quote in relation to advising on the transfer(s) as there are existing easements, wayleaves and rights across the land that will need to be clarified prior to transfer.

16 Planning Applications

Councillors are asked to agree a response to the applications as listed on the agenda.

Coombebury Cottage Site

Councillors will be aware that permission was granted on appeal for 53 homes. The developer, Sigma Homes has distributed a leaflet in the village asking for comments on its proposals, prior to submitting a Reserved Matters application.

The Clerk reminded Councillors that they should not comment on these proposals as this could be seen as pre-determination.

However, Dave Chetwyn from UVE is preparing a policy statement on design

parameters as reported under the Neighbourhood Plan above. Once complete, this could be forwarded to Sigma as well as any other developer in the village.

There is no date for the Reserved Matters application to be lodged. Sigma has asked permission to carry out surveys on adjacent ponds, a request which will be taken to the Commons Committee.

17 Planning Decisions

No decisions have been made since the last meeting.

18 Planning Appeals

No appeals have been lodged since the last meeting.

19 Parish Council Surgeries

At the last surgery on February 14th, a blocked culvert in Hookhouse Lane was reported.

Cllrs Waterson and Travis will attend the next surgery on March 14th.

20 Reports from Representatives attending outside meetings

The Clerk is not aware of any meetings attended since the last Council meeting, other than those reported above.

21 Items for Information

Councillors are invited to report on items of interest.

22 Future agendas

Councillors are invited to suggest items for future agenda.

23 Staffing matters

Please see separate confidential report.

This item will be discussed in confidential session, with press and public excluded.

24 Date of next meeting

The next Full Council meeting will be the Annual Council Meeting on **Tuesday, 4th May 2026.**

Other scheduled meetings are as follows:

KGV Trustees Meeting – Monday, 23rd March 2026 at 7.30pm
Commons Committee – Monday, 23rd March 2026 at 8.30pm
Finance Committee – Monday, 13th April 2026 at 7.30pm
Annual Parish Meeting – Tuesday, 14th April 2026 at 7.30pm

Information supplied by Public Sector Deposit Fund/CCLA

Fund Size is £1.3bn+, yield 3.7032%, net of fees, as at 29th Jan 2026

CCLA (Churches, Charities & Local Authorities) is a mutually owned firm of investment managers, owned by LAMIT (Local Authorities Mutual Investment Trust), the Church of England (Central Board of Finance) Investment Fund and the Charities (COIF) Investment Fund;

We have 35,000+ clients and manage £14bn+ of cash and investments;

The Local Government Association invited us to develop the Fund in collaboration with the sector, as a result of the Icelandic banking crisis. It was launched in May 2011;

The PSDF is a "Qualifying Money Market Fund" (QMMF) which is classed as a "low volatility net asset value" (LVNAV) short term money market fund. The fund is managed with the priorities of security, liquidity and yield.

The fund is not covered by the FSCS, but it has a AAmmf credit rating by Fitch (highest possible rating)

The rating was affirmed on the 6 February 2023 by the credit rating agency Fitch Ratings and offers an independent assessment of the strength of the fund. The rating reflects the Fund's extremely strong capacity to achieve the investment objectives of preserving principal and providing shareholder liquidity through limiting credit, market and liquidity risk. The main drivers of the AAmmf rating are the high credit quality of the portfolio, the limited range of invested security types and the Fund's highly conservative investment guidelines as well as Fitch's assessment of the competencies of CCLA.

The Fund is managed on a very conservative basis (beyond the requirements of AAmmf rating), only using plain cash products and instruments with well rated (minimum F1 short term) banks: call; term and certificates of deposit - the kind of products that Councils themselves feel comfortable using. There is no exposure to the stock market, derivatives, other funds, asset backed securities - nothing exotic;

The minimum initial investment is just £25,000

Access is same day. We have an 11:30 cut-off time for instructions;

The Annual Management Charge is 0.11% for investment over £1,000,000 and 0.21% for investment under £1,000,000.

The Fund has exceeded £1.3b under management with 700+ clients (including 22 County/unitary Councils, 500+ Parish, Town and Community Councils and 100+ District/Borough Councils, Police, Fire plus the LGA, NALC, 6 County Associations, SLCC, NILGA, 3 Port Authorities and 2 crematoriums)

The assets of the fund are strictly placed within agreed limits with a diversified list of quality counterparties in order to achieve a low level of risk and high security of capital, the list of approved counterparties is constantly monitored following credit rating upgrades or downgrades. Prior to adding a counterparty to the approved list of

financial institutions we assess corporate governance, approach to sustainability and climate change.

The Public Sector Deposit Fund ("PSDF") is a UK regulated fund and is subject to the FCA COLL Regulations ("COLL"). COLL requires that the assets of a regulated fund are held by the Depositary of the fund. The Depositary is responsible for the safe keeping of the assets of the fund. The Depositary of PSDF is HSBC Bank plc. The assets of the fund cannot be co-mingled with the assets of CCLA. While CCLA is the manager of PSDF, PSDF is a separate legal entity. The assets of PSDF could not be combined with the assets of CCLA in the event of the insolvency of CCLA.

The Public Sector Deposit Fund is a short term LVNAV Qualifying Money Market Fund. This change from the previous Constant Net Asset Value (CNAV) structure is the result of European reforms intended to replicate some of the utility of the previous CNAV funds but with greater sensitivity to market pricing and extra controls built into the fund structure to protect investors. The Fund is not covered by the Financial Services Compensation Scheme, nor is it a guaranteed investment. An investment in the Fund is different to an investment in deposits and Investors may not get back what was invested. The risk of loss is borne by the Investor. The Fund does not rely on external support for guaranteeing liquidity or stabilising the share price. Further information can be found in the Scheme Prospectus.

Correspondence List January 30th to 5th March 2026

Date	From	Action
9 th Feb	Waverley BC Press Release re National Apprenticeships	To note
9 th Feb	NALC Invitation to study tour at Taunton	To note
10 th Feb	NALC Events	To note
10 th Feb	SALC Invitation to Councillors Forum 25 th March	To note
11 th Feb	Waverley BC Press Release re Corporate Priorities	To note
13 th Feb	SALC Neighbourhood Area Committees Webinar	To note
20 th Feb	NALC Chief Executive Bulletin	To note
26 th Feb	SALC Training Update	To note
3 rd March	NALC Events	To note
4 th March	Waverley BC Press Release re Cranleigh Leisure Centre	To note
		To note

Action list as of 5th March 2026

Meeting Date	Action	Responsibility	Update
Finance 14 th April	CCLA investment account	Clerk	Presented at March meeting
Commons 19 th May	Review TOR for this Committee	Clerk	
Commons 19 th May	Submit expression of interest to acquire lease of Common from WBC	Clerk	Business Plan submitted
Commons 19 th May	Discuss review of Land & Pond Management Plan	Clerk	Postponed
Commons 19 th May	Contact Environment Agency re Gratton Chase	Clerk	
KGV 19 th May	Prepare building maintenance plan	Clerk	Postponed
KGV 19 th May	Draw up check list for weekly playground inspection	Clerk	In progress
Commons 21 st July	Meet with Horticultural Society re tree planting	CLlr Enticknap	Completed
Commons 29 th Sept	Seek quotes for pond works	Clerk	In progress
FC 11 th Nov	Add N Plan documents to website	Clerk	Draft signposting page almost complete
FC 11 th Nov	Investigate purchase of new mobile phone	Clerk	
Commons 17 th Nov	Seek cleaning quotes for war memorial	Clerk	Presented at March meeting
Commons 17 th Nov	Seek quotes for re-tarmacking path around war memorial	Clerk	In progress
FC 13 th Jan	Liaise with fete committee re taking ownership of defib	Clerk	In progress
FC 13 th Jan	Get quote for 2 new speed cameras	Clerk	Received, for next meeting
Finance 26 th Jan	Get quote for professional jet wash of School Pond bridge	Clerk	
Finance 26 th Jan	Get quote for life belt device for School Pond bridge	Clerk	
FC 3 rd Feb	Get quotes for 2 grit bins	Clerk	Awaiting response from CLlrs