

# DUNSFOLD PARISH COUNCIL

Unit 3, The Orchard  
Chiddingfold Road  
Dunsfold  
GU84PB

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## **Minutes**

Minutes of the Finance Committee Meeting held on Monday 13<sup>th</sup> April 2026 at 7.30pm in the Nugent Room, Winn Hall, Dunsfold.

### **Cllrs Present:**

Cllr Tigi Singhateh (Chairman)      Cllr Roy Enticknap  
Cllr Philip Travis

Clerk: Mrs J Nagy

Public: 1

**As the Chairman of the Committee had submitted his apologies, it was agreed by all present that Cllr Singhateh would Chair the meeting.**

### **42 Public Participation**

There were no questions from members of the public.

It was noted that Cllr Griffiths was in attendance as a member of the public.

### **43 Apologies**

Apologies were noted and accepted from Cllrs Lindesay and Waterson.

### **44 Declarations of Interest**

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

### **45 Minutes**

It was proposed by Cllr Travis seconded by Cllr Enticknap and agreed by all present that the Minutes of the meeting held on 26<sup>th</sup> January 2026 were a true and correct record.

### **46 Chairman's Announcements**

The Clerk reported that she had received an email from the owner of the Land North of Gratton Chase, advising that he intends to sell the land. It was agreed that she would acknowledge the email with no further comment.

### **47 Accounts & Financial Matters**

#### **Financial Situation**

Please see Finance Park circulated separately for latest financial situation. This includes a Reserves Balance for information.

Cllr Travis queried the audit fees which were in excess of budget. The Clerk advised that several internal audits had taken place, rather than the usual two, to bring the Council's financial affairs back in order.

The current financial situation as presented was NOTED by all present.

#### Payments to be authorised

The Clerk circulated via email payments to be made before the end of March; please see payments list in the Finance Pack, which totals £846.00, one invoice for UVE. The Clerk asked UVE to invoice up to the end of March, and has now received two additional invoices one for £2102.40 for consultant support, and one for £360.00 for admin support, both inclusive of VAT.

The revised payments list of £3308.40 inc. VAT was AGREED by all present.

#### KGV Payments

A list of payments totalling £1835.06 inc. VAT is included in the Financial Pack for information. To be able to pay these, £1500 was transferred from the Council KGV Maintenance Reserve to the KGV current account in March.

The electricity and water meters have been read, as at 31<sup>st</sup> March 2026, and submitted to the relevant utility companies.

The Clerk has spoken to HMRC in relation to the refusal to re-pay VAT and this has been resolved. She will re-submit the claims in the name of the Council and not the Charity and these will then be processed.

This information was NOTED by all present

#### Precept

It was noted that the precept of £78,000 been received.

#### Quotations for Speed Indicator Devices (SIDs)

The Clerk has contacted Surrey Police about their recommendations re solar powered SIDs and ANPR. The Clerk is of the opinion that parish councils lack the power to issue fines for speeding; Surrey Police confirm this. ANPR involves data capture of personal data which has Data Protection implications. but has asked the Police if they would do so if supplied with ANPR data from the SIDs. The response has been circulated.

Surrey CC does fund SIDs in areas where speeding has been identified as an issue, and where the 85<sup>th</sup> percentile speed is greater than 44mph in a 40mph zone. They will not fund solar powered devices as batteries can run out of power and they degrade over time.

The Clerk referred to separate information supplied on quotations for two SIDs, from Stocksigns Messagemaker, Westmacot and Elan City. Elan City is currently offering a discount on the purchase of one or more devices.

These are solar powered, as there is currently no access to mains power on Dunsfold Common Rd. The Clerk would welcome suggestions as to how a connection could be achieved.

It was AGREED by all present that Elan City were the preferred supplier, but confirmation was asked for installation costs, and a maintenance contract. As the quotation is above the £2500 limit for authorisation by this Committee, the Clerk will present this to Full Council with the additional information as requested, with the suggestion that the purchase be funded from CiL monies.

Provision of grit bins

Surrey CC offer a service providing and maintaining grit bins at a cost of £925 for a four-year agreement. This includes

- Initial purchase cost
- Deployment on site, including plant, labour and materials
- Subsequent refill in line with County cycle, including plant, labour and material
- Grit bins to be filled using either salt or a grit/salt mix in a ratio of 3:1
- Annual maintenance of the asset and site as necessary
- Asset inventory and management to replace, or not, after 4 years
- Notification and removal of grit bin at end of 4-year period

Permission needs to be sought for locating bins on adopted highway. However, neither of the proposed locations – the KGV car park, and outside the Village Shop – is on Highways land. The Clerk has asked if these locations can be considered.

The Manager of the Village Shop has said that he is willing to hold a key to any bin located outside the Shop.

Councillors were asked if they wish the Clerk to progress the siting of two grit bins via a Surrey CC agreement, at a cost of £925 each for a four-year period. The whole sum is payable at the start of the four-year period.

It was AGREED by all present to defer this to the next meeting.

External Audit

External audit documents have been received from PKF Littlejohn. The Internal Audit is taking place on 21<sup>st</sup> April. The AGAR documentation will be presented to Council on 5<sup>th</sup> May.

Councillors NOTED this information.

**48 Date of the next Meeting**

Monday, 27<sup>th</sup> July 2026 at 7.30pm in the Nugent Room, Winn Hall, Dunsfold.

**The meeting closed at 8.00pm**

Chair of the Finance Committee ..... Dated.....