

Commons Committee Meeting

Meeting Pack

20th July 2026

DUNSFOLD PARISH COUNCIL

14th July 2026

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, 20th July 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, 18th May 2026
5. **Chairman's Announcements** – to receive any announcements by the Chairman of the Commons Committee
6. **Miller Lane Pavement** – to receive a presentation from the developers' agent relating to the provision of a pavement along Alfold Rd, as per the planning permission; to discuss and comment upon these proposals.
7. **Dunsfold Common Ponds Regeneration Project** – to receive an update on progress to date, including grant applications.
8. **Commons Management** – to consider any other matters relating to the ongoing management of the Common, including
 - To consider giving permission for the Village Shop to erection additional signage on the

Common

9. **Items for Information** – to receive items for information
10. **Date of the next Meeting – Monday, 28th September 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

Minutes

Minutes of the Commons Committee of the Parish Council held on Monday, 18th May 2026 at 8.30pm in the Nugent Room, Winn Hall, Dunsfold.

Cllrs Present:

Cllr Roy Enticknap (Chairman)
Cllr Tigi Singhateh

Cllr Philip Travis (Vice Chairman)

Clerk: Mrs J Nagy

Friends of Dunsfold Common: 1
Public: 1

1 Election of Vice Chairman

Cllr Enticknap as Chairman, invited nominations.

Cllr Singhateh proposed Cllr Travis: seconded by Cllr Enticknap

There were no other nominations.

It was AGREED by all present that Cllr Travis be elected as Vice Chairman of this Committee.

2 Public Participation

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

3 Apologies

Apologies were noted and accepted from Cllr Griffiths, and Mrs Enticknap, Friends of Dunsfold Common.

Cllr Cooke was absent.

4 Declarations of Interest

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

5 Minutes

It was proposed by Cllr Travis seconded by Cllr Singhateh and agreed by all present that the Minutes of the meeting held on Monday, 23rd March 2026 were a true and correct record.

6 Chairman's Announcements

The Chairman advised that there is a rope swing in Gratton Woods. He was of the opinion that this should be removed. He referred to a case in Banstead in 2024 when a child had been killed by the branch to which a similar swing was attached breaking. He reminded councillors that they had a duty of care.

It was agreed that the Clerk would arrange for this rope swing to be removed, putting a message on social media accordingly.

7 Dunsfold Common Ponds Regeneration Project

Grants

Surrey Community Investment Grant, applied for via Cllr Kevin Deanus. The application was for £10,000 and confirmation has been received that £7,600 has been granted for capital expenditure on the creation of the additional pond and the hibernacula.

The Clerk is in the process of sourcing contractors to quote for the work.

Councillors NOTED this information. It was agreed that the creation of the hibernacula was preferred to the creation of an additional pond.

Fish removal

The licence to remove the fish has been granted; the Clerk is awaiting confirmation of the date of removal.

Councillors NOTED this information.

Sigma Pond Surveys

The environmental surveys on two ponds, commissioned by Sigma Homes, the developer for the Coombebury Cottage have been completed. Both ponds tested positive for Great Crested Newts

A patch of giant hogweed was noted on the pond to the north of Coombebury Cottage; the Clerk has reported this to Waverley BC as this pond is outside the leased land area.

Councillors NOTED this information.

8 Commons Management

Tree Survey

The tree survey is due to be completed week ending 15th May. The contractor has advised that there are no trees in need of immediate attention.

Businesses off Alfold Rd, backing onto Common land have requested that branches etc touching their buildings be removed, as these interfere with BT cabling. It was agreed that this clearance would be a priority when tendering for the tree works resulting from the survey.

Community Asset Transfer

Waverley BC has advised that it cannot proceed with the transfer unless the administration fees are paid in advance - £858.33 + VAT

It was proposed by Cllr Travis, seconded by Cllr Singhateh and AGREED by all present that this payment be made.

The Clerk advised that the anticipated legal costs for the transfer will be in the region of £2700.

Councillors NOTED this information; the Clerk is to progress this with Surrey Hill Solicitors

Easements

The Clerk reported that she had been corresponding with a resident in relation to the boundary of common land adjacent to their property driveway. It appears that the Land Registry map of common land does not match the leased area map. It is not clear if there an easement in place to enable the resident to have right of access over the land. She continues to investigate.

Councillors NOTED this information.

9 Items for Information

It was noted that there are now tadpoles in the School Pond.

10 Items for Future Agendas

There were no suggestions.

11 Date of the next Meeting

Monday, 20th July 2026 at 8.30pm in the Nugent Room, Winn Hall

The meeting closed at 9.00pm

Chair of the Commons Committee

Dated.....

Clerk's Report
Meeting of the Commons Committee Meeting to be held on
Monday, 20th July 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. However, if members of the public can speak at the meeting, they may also do so, as a member of the public.

4. Minutes

To agree the Minutes of the meeting held on Monday, 18th May 2026

5. Chairman's Announcements

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

6. Dunsfold Common Ponds Regeneration Project

Grants

Surrey Community Investment Grant, applied for via Cllr Kevin Deanus. The award of £7,600 for capital expenditure is expected imminently.

Hibernacula are habitats for animals and amphibians which can be created by volunteers rather than a contractor. However, the Clerk has asked if the grant can be used for the purchase of protective equipment such as waders and gloves to enable volunteers to better access and maintain the ponds.

Fish removal

The Clerk has chased again re the fish removal.

Water Quality at the School Pond

Following the death of all seven cygnets, the Clerk and Southwater & Horsham Swan Rescue asked the Environment Agency to check the water quality of the pond. There were no pollutants found.

Southwater & Horsham Swan Rescue examined the cygnets and could not find any obvious cause of death, but apparently they have noted similar cases in other areas.

Councillors are asked to NOTE the above information.

7. Miller Lane Pavement

It was a condition for the "extension" to the Miller Lane development to construct a pavement/footpath along the south side of Alfold Rd, connecting to the junction with Dunsfold Common Rd.

The application, reference WA/2023/01020, is for 21 homes, including 21 affordable.

Representatives from Master Land & Planning will be attending the meeting to present their proposals. A diagram of these is included in this meeting pack.

Concerns raised at the Full Council meeting on 7th July relating to the width of the path, and its position right next to the road were communicated to the agent.

Councillors are asked to consider the proposals and to provide feedback.

8. Commons Management

Signage for Village Shop

The shop has asked for permission to display advertising signage; see image included in the meeting pack.

These signs were removed recently due to not having permission.

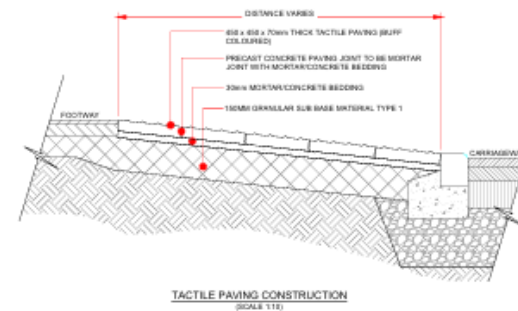
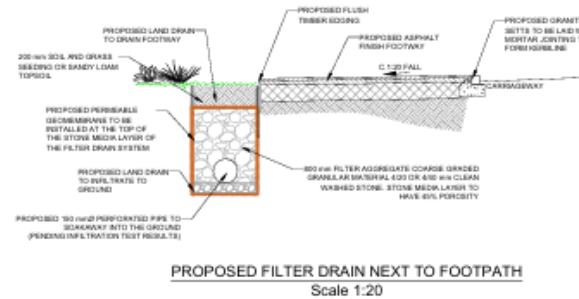
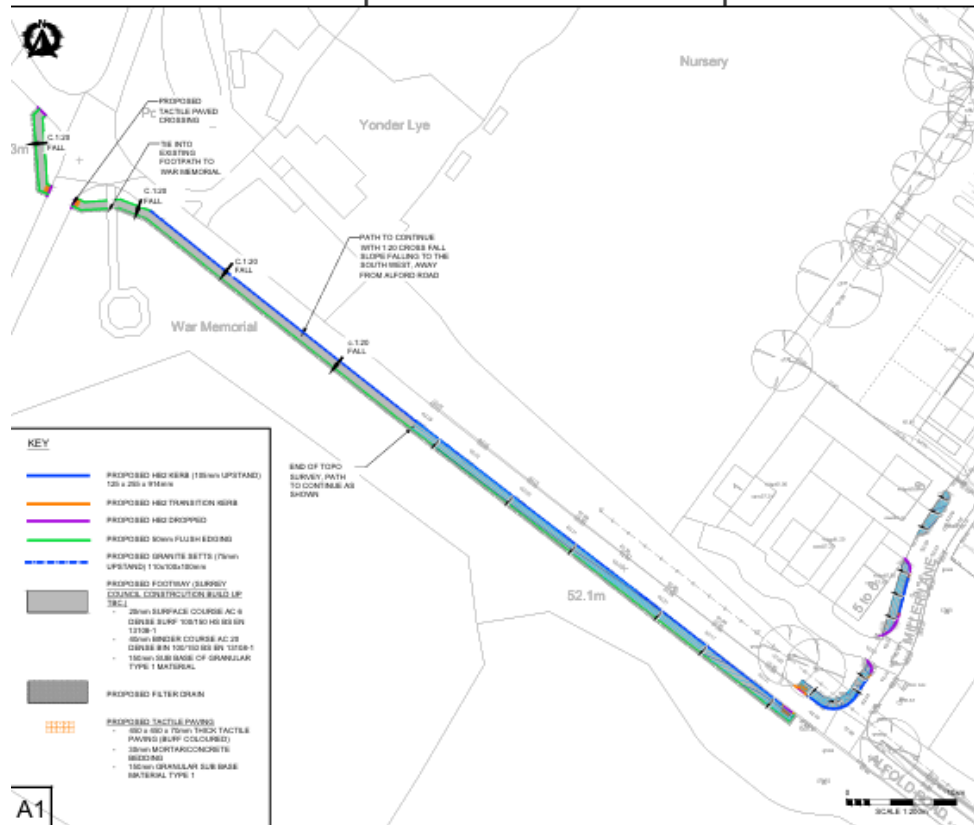
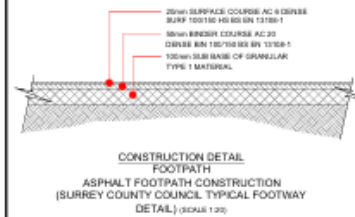
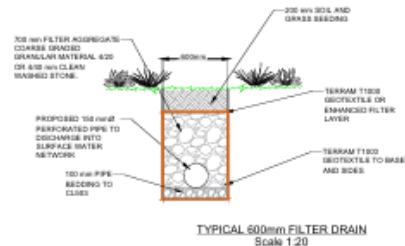
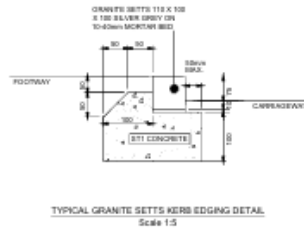
The signage was funded via a grant for £1000 from Dunsfold PC in June 2024, together with other signs and posts.

Councillors are asked to consider this request, and to agree a potential site for the signs.

9. Items for Information

To receive items for information

Date of the next Meeting – Monday, 28th September at 8.30pm in the Nugent Room, Winn Hall



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FOR INFORMATION



CLIENT
ROB MILLER

PROJECT
MILLER LANE, DUNSFOLD

PROPOSED FOOTWAY PLAN AND DETAILS

CPG 8

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DUNSFOLD VILLAGE SHOP



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