Commons Committee Meeting

Meeting Pack

16th November 2026

DUNSFOLD PARISH COUNCIL

Parish Council Office,
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10th November 2026

NOTICE OF COMMONS COMMITTEE MEETING

Councillors are hereby summoned to attend the meeting of Dunsfold Parish Council Commons Committee to be held in the Nugent Room, Winn Hall, Dunsfold at **7.30 pm on Monday, 16th November 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, 28th September 2026

5. **Chairman's Announcements** – to receive any announcements by the Chairman of the Commons Committee

6. **Dunsfold Common Ponds Regeneration Project** – to receive a quotation for works to all ponds, as per the Management Plan.

7. **Community Asset Transfer** – to receive an update on the transfer of Common land from Waverley Borough Council to Dunsfold Parish Council

8. **Commons Management** – to consider any other matters relating to the ongoing management of the Common

9. **Budget 2027/2028** – to consider items for inclusion in the 2027/2028 budget.

10. **Items for Information** – to receive items for information

11. **Date of the next Meeting – Monday, 18th January 2027 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, 28th September 2026 at 8.30pm in the Nugent Room, Winn Hall, 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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22 Public Participation

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

23 Apologies

Cllr Cooke was noted as absent

24 Declarations of Interest

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

25 Minutes

It was proposed by Cllr Singhateh seconded by Cllr Griffiths and agreed by all present that the Minutes of the meeting held on Monday, 20th July 2026 were a true and correct record.

26 Chairman's Announcements

The Chairman had no announcements.

27 Dunsfold Common Ponds Regeneration Project

The Clerk has finally found a contractor willing to quote for works to the ponds, and is arranging to meet with him.

It was suggested that the Clerk contacts the Clerk at Chiddingfold as they have recently had works done to their pond.

28 Community Asset Transfer

The Council's solicitor is still chasing Waverly BC on the asset transfer.

The Clerk reported that she has lodged interest with Surrey CC in relation to potentially taking over ownership of the School Playing Field.

29 Commons Management

Frequency of Grass Cutting

There were concerns over the summer months about the fire risk of the long dry grass on the Common. The Clerk said to residents that she would put to this Committee that it considers an additional cut next year.

It was noted that Waverley BC do not like the grass cut more frequently in order to encourage wild flowers.

Roads, pavements and paths crossing the Common act as fire breaks.

A large area of the Common is cut in May for the Fete.

It was AGREED by all present that no additional cuts would be scheduled for the Common.

Unauthorised fishing in School Pond
The Clerk has received reports that persons have been seen fishing in School Pond. She asks the Committee what action they wish her to take, if any.

It was believed that the "persons" were children, so it was agreed to take no further action.

Flag Protocol
The Clerk received a complaint from a resident about the St George flag flying from the flag pole rather than the Union Flag.

She did respond to the complainant to say that the Council is entitled to fly any suitable flag from its own flagpole.

It was agreed that a flag protocol was not deemed necessary.

Benches

It was noted that there is a broken bench by the Chapel. This is owned by Waverley BC; the Clerk will report this.

30 Items for Information

There were no items for information.

31 Date of the next Meeting

Monday, 16th November 2026 at 8.30pm in the Nugent Room, Winn Hall

The meeting closed at 9.00 pm

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

Clerk's Report

Meeting of the Commons Committee Meeting to be held on Monday, 16th November 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, 28th September 2026

5. Chairman's Announcements

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

6. Dunsfold Common Ponds Regeneration Project

The Clerk met with a potential contractor who has submitted quotations for works to all pond. These are included under separate cover.

The works total around £30,000, but if the Management Plan is followed, with works being undertaken on only two ponds a year, this is achievable.

The Clerk will provide a further break down at the meeting.

7. Community Asset Transfer

The Clerk met with the Council's solicitor at the recent SALC Conference. The solicitor is escalating the matter with Waverley BC

8. Commons Management

Wooden Posts

At the Council meeting last week, a resident noted that the wooden posts at the southern end of the Common, near the junction with Chapel Hill were in need of replacement.

9. 2027/2028 Budget

The Committee is asked to consider input into the budget. Discussion under Item 6 relating to the ponds could assist in this process.

10. Items for Information

To receive items for information

Date of the next Meeting – Monday, 18th January 2027 at 8.30pm in the Nugent Room, Winn Hall