

# West End Parish Council



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The Sports Pavilion  
Benner Lane  
West End  
Surrey  
GU24 9JP

## MINUTES OF THE ANNUAL GENERAL MEETING OF WEST END PARISH COUNCIL Held on Tuesday 12<sup>th</sup> May 2026, at 19:30 hours at the Sports Pavilion, Benner Lane

Present: Cllr. J. Douch, Cllr. D. Elliott, Cllr. T. Henderson, Cllr. A. Page (Chairman), Mrs. C. Elliott (Assistant to Parish Clerk)

In Attendance: P.C. Nathan Wells from Surrey Police was in attendance. He reported that he had visited the Bowls Club earlier to discuss the recent issues of unsociable behaviour they had been experiencing. He also confirmed that he was aware of the incident involving the damaged tennis court fence and the dead ducks found in the pond.

P.C. Wells noted that the neighbourhood policing team is keen to maintain a visible presence within the villages.

**081/26 APOLOGIES FOR ABSENCE:** Cllr. G. Alleway, Cllr. J. Medhurst

### **082/26 APPOINTMENT OF CHAIRMAN FOR THE ENSUING YEAR**

Cllr. T. Henderson nominated Cllr. A. Page, seconded by Cllr. J. Douch

Cllr. A. Page read out and then signed his declaration of acceptance of office and was duly elected Chairman.

### **083/26 APPOINTMENT OF VICE CHAIRMAN FOR THE ENSUING YEAR**

Cllr. A. Page nominated Cllr. T. Henderson, seconded by Cllr. D. Elliott

Cllr. T. Henderson read out and then signed his declaration of acceptance of office and was duly elected Chairman.

**084/26 REPRESENTATIVE OF SPOKESPERSON** The Council must appoint representatives to external committees, parish council committees, and working groups for the year 2026/27

| External Committee/Bodies                  | 2025/26              | 2026/27                           |
|--------------------------------------------|----------------------|-----------------------------------|
| Tringham Hall Management Trust Committee   | Former Cllr. G. Lowe | Cllr. G. Alleway/Cllr. G. Haylock |
| Surrey ALC Ltd (up to two representatives) | Cllr. G. Alleway     | Cllr. G. Alleway                  |
| West End Tennis Working Group              | Cllr. A. Page        | Cllr. A. Page                     |
| Chobham Common Preservation Society        | Cllr. T. Henderson   | Cllr. T. Henderson                |
| Chobham & West End Joint Burial Committee  | Cllr. W.J. Medhurst  | Cllr. W.J. Medhurst               |

| Parish Council Committees      | 2025/26                                                      | 2026/27                                               |
|--------------------------------|--------------------------------------------------------------|-------------------------------------------------------|
| H.R. Committee (3 councillors) | Cllr. T. Henderson<br>Former Cllr. G. Lowe<br>Cllr. J. Douch | Cllr. T. Henderson<br>Cllr. J. Douch<br>Cllr. A. Page |

| Parish Council Working Groups                                        | 2025/26                                                                   | 2026/27                                                                   |
|----------------------------------------------------------------------|---------------------------------------------------------------------------|---------------------------------------------------------------------------|
| Pavilion Extension & Refurbishment Working Group (min 3 councillors) | Cllr. T. Henderson<br>Cllr. J. Douch<br>Cllr. A. Page<br>Cllr. G. Alleway | Cllr. T. Henderson<br>Cllr. J. Douch<br>Cllr. A. Page<br>Cllr. G. Alleway |

**085/26 DECLARATION OF INTEREST:** Members were invited to declare any disclosable or non-pecuniary interest they may have in respect to matters being considered at the meeting. No disclosable or non-pecuniary interests were declared

**086/26 To CONFIRM the Minutes of the Meetings held on Tuesday 14th April 2026**

The minutes of the meeting were approved as an accurate record and duly signed by Cllr. A. Page.

**087/26 To CONFIRM the Minutes of the Meetings held on Wednesday 29th April 2026**

The minutes of the meeting were approved as an accurate record and duly signed by Cllr. A. Page

**088/26 PLANNING MATTERS**

| APPLICATION |                                                               | DECISION                                                                  |
|-------------|---------------------------------------------------------------|---------------------------------------------------------------------------|
| 26/0362     | Land adjacent to Tixley, Hookstone Lane                       | No objection subject to the building not becoming habitable accommodation |
| 26/0355     | 13 Boldinghouse Lane, GU24 9JJ                                | No objection                                                              |
| 26/0356     | ATV Go Carts Ltd, Blackstroud Lane East, Lightwater, GU18 5XR | No objection                                                              |
| 26/0368     | 20 Bolding House Lane, GU24 9JJ                               | No objection                                                              |

**089/26 FINANCIAL MATTERS: To consider any matter (outstanding & new)**

a. The current C.I.L. balance is £283,958.22

| Balance     | Deadline to spend | Payment Made or Allocated to                |
|-------------|-------------------|---------------------------------------------|
| £187,358.69 | 07.11.24          | Assigned to Pavilion Refurbishment Project. |
| £35,522.64  | 12.11.25          | Assigned to Pavilion Refurbishment Project. |
| £37,849.89  | 01.04.26          | Assigned to Pavilion Refurbishment Project. |
| £3,402.00   | 01.01.27          | Assigned to Pavilion Refurbishment Project. |
| £13,122.00  | 01.11.27          | Assigned to Pavilion Refurbishment Project. |
| £6,703.00   | 01.04.28          | Assigned to Pavilion Refurbishment Project. |

b. The payment of accounts to the value of £2,430.10 were noted and agreed

**090/26 PAVILION REMODELLING AND EXTENSION (new)**

| DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                   | RESOLUTION                                                                   | PERSON RESPONSIBLE DEADLINE  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|------------------------------|
| <p>a. <b>074/26(a) Public Works Loan</b></p> <p>Further information had been provided to Surrey ALC regarding the PWL application and the application was now complete. It had been submitted to the Secretary of State today.</p>                                                                                                                                                           | Noted                                                                        |                              |
| <p>b. <b>074/26(b) Cycle Facilities &amp; Changing Area Privacy Screening</b></p> <p>The Project Manager had provided alternative options for the bike store and one of the suppliers contacted for a quotation and advice. No response had been received. A meeting of the Pavilion Extension &amp; Refurbishment Working Group is required to review the options and agree next steps.</p> | It was agreed to arrange a working group meeting to discuss cycle facilities | Clerk – within the next week |

**091/26 RECREATION GROUND/PLAYGROUNDS/PAVILION/WAR MEMORIAL/COMMON LAND (new)**

| DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | RESOLUTION                                                                                                                                                                                                                                                                                                                                                                  | PERSON RESPONSIBLE DEADLINE                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
| <p>a. <b>Football Club Agreements</b><br/>The agreements were reviewed. It was noted that the 2025/26 document did not reflect actual practice, as pitch relining was carried out by Glendale and funded through the grounds maintenance contract rather than by the clubs as stated in point 6.</p>                                                                                                                                                                                                                                                     | <p>It was resolved point 6 would be replaced with: The Parish Council will undertake relining of all pitches every 14 days in line with the grounds maintenance contract. It was further resolved that the terms of use for Pitch 1 will be confirmed in writing with Gordon's School, and that additional weekday games will be permitted subject to pitch conditions.</p> | <p>Clerk/Assistant Clerk prior to July</p> |
| <p>b. <b>Tennis Vandalism/Dead ducks on pond</b><br/>Several incidents were noted at the recreation ground. The tennis court fencing was cut over the bank holiday weekend, allowing unauthorised access, and pickleball equipment was subsequently damaged. Two dead ducks were also found on the pond on separate occasions prior to the bank holiday weekend. The police had been informed.<br/>P.C. Wells suggested installing a 360-degree camera on the corner of the tennis courts</p>                                                            | <p>It was resolved to investigate the costs of installing a 360-degree camera and revisit the budget position at the next meeting.</p>                                                                                                                                                                                                                                      | <p>Clerk – prior to 27/5/26</p>            |
| <p>c. <b>Fellow Green – Grass Area</b><br/>A resident adjacent to the grassy area on Fellow Green contacted the Parish Council regarding unresolved matters from 2024. A large bush had previously fallen onto her fence and was removed by the Parish Council as it was obstructing the pathway. It had been understood that a new fence and laurel planting would follow, with the resident contributing to additional works, but no update has since been received. Cllr. J. Medhurst and the Assistant Clerk will meet the resident on Thursday.</p> | <p>Ongoing – update at next meeting</p>                                                                                                                                                                                                                                                                                                                                     |                                            |

| <b>092/26 HIGHWAYS</b> (outstanding & new)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                            |                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | RESOLUTION                                                                                                                 | PERSON RESPONSIBLE DEADLINE |
| a. <b>Highway Damage – Windlesham Road</b> Highways have confirmed that the repairs to the highway damage on Windlesham Road will be carried out on 19th May.                                                                                                                                                                                                                                                                                                                                                                                                                       | Ongoing                                                                                                                    |                             |
| b. <b>045/26(a) Windlesham Road Parking Request</b><br>Surrey Highways provided an update on the parking review for Windlesham Road and surrounding roads. Double yellow line restrictions are proposed where lining is feasible, but much of Windlesham Road cannot be lined due to the lack of a kerb line and poor surface condition. Highways noted that any new restrictions will displace parking into nearby roads. No passing places are proposed in this review. The proposed restrictions are considered a positive next step, with displacement parking to be monitored. | Noted. Respond to officer to request updates on the proposal progress.                                                     | Clerk – immediately         |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                            |                             |
| <b>093/26 DOCUMENTS/CORRESPONDENCE RECEIVED</b> (new)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                            |                             |
| DISCUSSION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | RESOLUTION                                                                                                                 | PERSON RESPONSIBLE DEADLINE |
| a. <b>Landfill Hookstone</b> A resident reported suspected landfill dumping along Hookstone Lane, encroaching on the footpath and potentially entering the Hale Bourne. The resident has contacted Surrey County Council and received case references 3521526 and IC44716. The issue may affect the public right of way and nearby Purple Toothwort plants. The Parish Council is asked to note the situation and consider any further action                                                                                                                                       | As the matter has already been reported to the appropriate authority, no further action is required by the Parish Council. |                             |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                            |                             |
| <b>094/26 ITEMS FOR THE NEXT AGENDA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                            |                             |
| a. Regular article in Parish Magazine<br>b. Decide internal auditor for coming year<br>c. Playground inspection quote for the coming year                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                            |                             |
| <p>There being no further business the Chairman closed the meeting at 20:50</p> <p>The next meeting of the Council will be on Wednesday 27<sup>th</sup> May 2026</p> <p>Signed ..... Chairman                      Date .....</p>                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                            |                             |