



CRANLEIGH PARISH COUNCIL

NOTICE OF A MEETING OF THE PARISH COUNCIL

Thursday 20 March 2025 at 7.00pm
Council Chamber

To ALL MEMBERS OF THE COUNCIL

Councillors are respectfully summoned to attend a meeting of the Parish Council to be held at **7.00pm on Thursday 20 March 2025 at the Council Chamber.**

Beverley Bell FSLCC
Parish Clerk

13 March 2025.

Members of the public and press are entitled to attend this meeting in person and may also attend via zoom using this link:

Join Zoom Meeting

<https://us06web.zoom.us/j/86443904648?pwd=yI7d69iKqo7JlGsbJtwgqWR8mWQXPO.1>

Meeting ID: 864 4390 4648

Passcode: 219816

One tap mobile

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Please note that there is a maximum capacity of 25 persons in the Council Chamber including the Council.

Members Questions

At the discretion of the Chairman, those members of the public, residing or working within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, for a maximum of 3 minutes per person or 15 minutes overall.

AGENDA FOR THE PARISH COUNCIL MEETING

1. APOLOGIES FOR ABSENCE
Recommendation:
 - To receive apologies and reasons for absence.
2. DECLARATIONS OF INTEREST
Recommendation:
 - To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.
3. CO-OPTION OF NEW PARISH COUNCILLOR FOR CRANLEIGH EAST WARD
Recommendation:
 - To receive application letters from prospective new members and to decide on the co-option to fill the Parish Councillor vacancy for the Cranleigh east ward.
4. PUBLIC SESSION
Recommendation:
 - To note any comments from parishioners.
5. PARISH COUNCIL MINUTES
Distributed separately.
Recommendation:
 - The Council to approve and the Chairman to sign as a correct record, the Minutes of the Parish Council Meeting held on 20 February 2025.
6. CHAIRMAN'S REPORT
Recommendation:
 - To note the report.
7. CLERK'S REPORT
Recommendation:
 - To note the report.
8. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS
Recommendation:
 - To note the reports.
9. MINUTES OF COMMITTEES
 - To receive and approve as a correct record the Planning Committee on 17 February 2025.
 - To receive and approve as a correct record the Property & Asset Committee on 09 January 2025.**Recommendation: To receive the minutes listed above.**
10. FINANCIAL MATTERS
 1. The expenditure list for 20 March 2025 to follow.
 2. Bank Reconciliation for 28 February 2025 to follow.
 3. Cashbook Reconciliation and earmarked reserves for 28 February 2025.
 4. To review cashflow and investment with CCLA PSDF.
 5. To appoint a reserve Councillor for Internal Audit on 07 April 2025.

Recommendation:

1. To agree the expenditure list to 20 March 2025.
2. To approve the bank reconciliation to 28 February 2025.
3. To approve the cashbook reconciliation and earmarked reserves allocation to 28 February 2025.
4. To review cashflow and investment with CCLA PSDF.
5. To appoint a reserve Councillor for Internal Audit on 07 April 2025.

11. OUTSIDE BODIES

To receive reports from outside bodies:

- Beryl Harvey Conservation Field
- Centenary Garden
- Community Speedwatch
- Recreation Users
- Youth Council
- VE Day
- Carnival

Recommendation:

- To note the reports.

12. COUNCIL STRUCTURE

To update appointments to Committee and Outside Bodies.

Recommendation:

- To update appointments to Committee and Outside Bodies.

13. BANK MANDATE

To update the bank mandate for the CCLA and Lloyds accounts.

Recommendation:

- To update the bank mandate for the CCLA and Lloyds accounts.

14. HENRY SMITH CHARITY

To approve the payment of the Henry Smith Charity Grant to Cranleigh Community Fund, Food Bank and Rowleys

Recommendation:

- To approve the payment of the Henry Smith Charity Grant to Cranleigh Community Fund, Food Bank and Rowleys

15. MATTERS ARISING FROM THE ANNUAL PARISH MEETING

To receive an update from the Annual Parish Meeting on 06 March 2025.

Recommendation:

- To note the update.

16. ROWLEYS CENTRE FOR THE COMMUNITY

To consider a request for funding assistance.

Recommendation:

- To consider a request for funding assistance.

17. NALC ANTI BULLYING AND HARASSMENT POLICY

To review the Council's policy using the latest NALC template.

Recommendation:

- To adopt the revised Anti Bullying and Harassment Policy.

18. SCC PUBLIC FOOTPATH DIVERSION CONSULTATION
Public bridleway 352 diversion Elmbridge Road
Closing Date: 04 April 2025.
Recommendation:
- **To submit a response to the consultation.**
19. DEVOLUTION
- To discuss the latest updates on local government reorganization.
 - To consider a request from SALC to share their unitary letter with our borough and county councillors.
- Recommendation:**
- **To note the latest updates on local government reorganization.**
 - **To share SALC's unitary letter with our borough and county councillors.**
20. CRANLEIGH VILLAGE HALL
To consider seeking volunteers to help with caretaking duties at the Village Hall.
Recommendation:
- **To advertise for volunteers to help with caretaking duties at the Village Hall.**
21. PUBLIC WIFI
To consider a request from Cranleigh BID to host public WIFI at the Village Hall.
Recommendation:
- **To consider a request from Cranleigh BID to host public WIFI at the Village Hall.**
22. LAND USE IN ENGLAND CONSULTATION
[Land use in England - GOV.UK](#)
Closing Date: 25 April 2025.
Recommendation:
- **To consider submitting a response.**
23. RECOMMENDATIONS FROM THE PROPERTY AND ASSET COMMITTEE
- To consider community asset transfer of land or property within the ownership of Waverley Borough Council.
 - To consider a recommendation for the installation of a pump track at the Bruce McKenzie Field.
 - To receive an update on the submission of the planning application for the machine shed.
 - To consider alternative recreational use of the s106 funding for the MUGA.
 - To receive an update on community consultation on the refurbishment of Snoxhall Pavilion.
 - To receive a recommendation on the style of entrance gates to Snoxhall Fields.
 - To receive a recommendation to level the southern boundary of Elmbridge allotments.
 - To receive a recommendation on a parking area for Elmbridge allotments.
 - To receive a recommendation on the review of the Conservation Plan and to appoint an ecologist.
 - To receive a recommendation on the log pile at the Beryl Harvey Field.
 - To appoint a contractor to repair the Leisure Centre bridge.
 - To appoint a contractor to undertake a five yearly clearance of the Knowle Lane ditch and share traffic management costs with Knowle Park.
 - To consider a quotation for two additional CCTV cameras at the Village Hall.
 - To receive a recommendation on automatic fire door closers for the Village Hall.
 - To receive a recommendation on raked seating for the Village Hall.
 - To receive a recommendation for air conditioning for the Village hall.
 - To consider next steps for replacement of the floodlights at Snoxhall Fields.

Recommendation:

- To form a Working Party to consider community asset transfer of land or property within the ownership of Waverley Borough Council.
- To consider a recommendation for the installation of a pump track at the Bruce McKenzie Field.
- To receive an update on the submission of the planning application for the machine shed.
- To consider alternative recreational use of the s106 funding for the MUGA.
- To consider the next steps on the refurbishment of Snoxhall Pavilion.
- To decide on the style of entrance gates to Snoxhall Fields and to issue an invitation to quote.
- To seek quotations for the levelling of the southern boundary of the Elmbridge allotments and to fence the area.
- To consider a parking area for Elmbridge allotments.
- To review the Conservation Plan for the Beryl Harvey Field and to appoint an ecologist.
- To consider the removal of the log pile.
- To appoint a contractor to repair the Leisure Centre bridge.
- To appoint a contractor to undertake a five yearly clearance of the Knowle Lane ditch and to share traffic management costs with Knowle Park.
- To appoint a contractor to install two additional CCTV cameras at the Village Hall.
- To make a decision on automatic fire door closers for the Village Hall.
- To make a decision on raked seating for the Village Hall.
- To make a decision on air conditioning for the Village Hall.
- To consider next steps for replacement of the floodlights at Snoxhall Fields.

24. DEBTORS

(This item may be held in private and confidential session – reason: commercial in confidence)

Recommendation:

- To receive an update on debtors.

25. DATE OF NEXT MEETING

Thursday 17 April 2025 at 7.00pm

Please note that the agenda and all associated papers can be found on the Parish Council website. Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.