



CRANLEIGH PARISH COUNCIL

NOTICE OF A MEETING OF THE PARISH COUNCIL

Thursday 17 April 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 17 April 2025** at **the Council Chamber**.

Beverley Bell FSLCC
Parish Clerk

10 April 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/85923009808?pwd=meBwHc6pyRUoKGouta0LkHHkIS3BJZ.1>

Meeting ID: 859 2300 9808

Passcode: 030894

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. PUBLIC SESSION

Recommendation:

- To note any comments from parishioners.

4. 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 27 March 2025.

5. CHAIRMAN'S REPORT

Recommendation:

- To note the report.

6. CLERK'S REPORT

Recommendation:

- To note the report.

7. REPORT FROM SURREY AND WAVERLEY BOROUGH COUNCILLORS

Recommendation:

- To note the reports.

8. MINUTES OF COMMITTEES

- To receive and approve as a correct record the Planning Committee on 10 March 2025.

Recommendation: To receive the minutes listed above.

9. FINANCIAL MATTERS

1. The expenditure list for 17 April 2025 to follow.
2. Bank Reconciliation for 31 March 2025 to follow.
3. Cashbook Reconciliation and earmarked reserves for March 2025.
4. To review cashflow and investment with CCLA PSDF.
5. To consider grant applications from Cranleigh Arts Centre, Kent, Sussex and Surrey Air Ambulance and Rowleys.

Recommendation:

1. To agree the expenditure list to 17 April 2025.
2. To approve the bank reconciliation to 31 March 2025.
3. To approve the cashbook reconciliation and earmarked reserves allocation to 31 March 2025.
4. To review cashflow and investment with CCLA PSDF.
5. To consider grant applications from Cranleigh Arts Centre, Kent, Sussex and Surrey Air Ambulance and Rowleys.

10. 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.**

11. COUNCIL STRUCTURE

To update appointments to Committee and Outside Bodies.

Recommendation:

- **To update appointments to Committee and Outside Bodies.**

12. WBC COMMUNITY ASSET TRANSFER

Public Conveniences on the Common

Recommendation:

- **To approve the payment of WBC internal administration and legal fees, external valuer fee and publication fees.**
- **To appoint the Parish Council's solicitor to handle the community asset transfer.**

13. SURREY HILLS NATIONAL LANDSCAPE

To consider the consultation of the Landscape Management Plan.

[Surrey Hills Management Plan 2025-2030 - Surrey Hills National Landscape](#)

Closing Date: 06 June 2025.

Recommendation:

- **To submit a response.**

14. ENVIRONMENT AGENCY

Standard Rules Consultation No 30 - Proposals for New Standard Rules Permits for Groundwater Activities

[Standard Rules Consultation No 30 - Proposals for New Standard Rules Permits for Groundwater Activities - Environment Agency - Citizen Space](#)

Closing Date: 24 June 2025.

Recommendation:

- **To submit a response.**

15. DEVOLUTION

- To consider the creation of an asset map of SCC and WBC facilities and services in Cranleigh.
- To consider nomination of assets of community value.

Recommendation:

- **To appoint a Working Party to create the asset map and to prepare the assets of community value nominations for Council approval.**

16. BRUCE MCKENZIE FIELD

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

To consider three quotations for replacement entrance and car park fencing to be funded from the Forward Maintenance Plan Reserve.

Recommendation:

- **To appoint a contractor to replace the entrance and car park fencing to be funded from the Forward Maintenance Plan Reserve.**

17. SNOXHALL FIELDS PLAY PARK
(This item may be held in private and confidential session – reason: commercial in confidence)
To consider replacing the picnic bench bases to be funded from the Snoxhall Fields Charity Reserve.
Recommendation:
- **To appoint a contractor to replace the picnic bench bases to be funded from the Snoxhall Fields Charity Reserve.**
18. ROLLER MOWER
(This item may be held in private and confidential session – reason: commercial in confidence)
To consider three quotations to replace the roller mower to be funded from the Grounds Maintenance Reserve.
Recommendation:
- **To appoint a contractor to replace the roller mower to be funded from the Grounds Maintenance Equipment Reserve.**
19. LEISURE CENTRE BRIDGE
(This item may be held in private and confidential session – reason: commercial in confidence)
- To receive an update from Borough Cllr E Townsend on s106 funding for replacement of the Leisure Centre bridge.
 - To consider quotations for repair or replacement of the Leisure Centre bridge.
- Recommendation:**
- **To decide on repair or replacement of the Leisure Centre bridge and funding source.**
20. ELECTRICITY CABINETS ON THE COMMON
(This item may be held in private and confidential session – reason: commercial in confidence)
To consider the legal agreement with WBC for the maintenance of the electricity cabinets on the Common and appointment of Council solicitor.
Recommendation:
- **To consider the legal agreement with WBC for the maintenance of the electricity cabinets on the Common and appointment of Council solicitor.**
21. CAB LEASE
(This item may be held in private and confidential session – reason: commercial in confidence)
To consider a request from Citizens Advice South West Surrey to renew the lease for the CAB Office from 01 June 2025 – 31 May 2026 and to defer the dilapidations to the end of the lease.
Recommendation:
- **To consider a request from Citizens Advice South West Surrey to renew the lease for the CAB Office from 01 June 2025 – 31 May 2026 and to defer the dilapidations to the end of the lease.**
22. LITTLE HEARTS PRE-SCHOOL
(This item may be held in private and confidential session – reason: commercial in confidence)
To consider a request for extra space for a quiet room to enable the pre-school to operate all year round from September 2025.
Recommendation:
- **To consider a request for extra space for a quiet room to enable the pre-school to operate all year round from September 2025.**
23. DATE OF NEXT MEETING
Thursday 15 May 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.