



CRANLEIGH PARISH COUNCIL

NOTICE OF A MEETING OF THE PROPERTY & ASSET COMMITTEE

Monday 10 November 2025 at 7.00pm
Council Chamber

To ALL MEMBERS OF THE PROPERTY & ASSET COMMITTEE

Rosemary Burbridge

Trevor Cobby

Vice Chairman

Dave Nicholas

Chairman

Marc Scully

Brian Steel

Clive Walker

Councillors are respectfully summoned to attend a meeting of the Property & Asset Committee to be held at **7.00pm on Monday 10 November 2025 at the Council Chamber.**

Beverley Bell FSLCC

Parish Clerk

03 November 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/87838794492?pwd=MFef5DEZOUSlgEmRG4HHDtNpfnQQVs.1>

Meeting ID: 878 3879 4492

Passcode: 017111

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.

1. APOLOGIES FOR ABSENCE

Recommendation:

- To accept apologies and reasons for absence.

2. DECLARATION OF INTERESTS

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. PROPERTY & ASSET COMMITTEE MINUTES

Distributed separately.

Recommendation:

- The Committee to approve and the Chairman to sign as a correct record, the Minutes of the Property & Asset Committee Meeting held on 31 July 2025.

4. CHAIRMAN'S REPORT

Recommendation:

- To note the report.

5. CLERK'S REPORT

Recommendation:

- To note the report

6. PUBLIC SESSION

Recommendation:

- To note any comments from parishioners.

7. MEETING WITH FOOTBALL CLUB

To discuss feedback from the meeting with the Football Club on 10 November 2025.

Recommendation:

- To discuss feedback from the meeting with the Football Club on 10 November 2025.

8. PROJECTS

Update on:

- Snoxhall Machine Shed
- Leisure Centre Bridge
- Snoxhall Recreational Facilities s106 funding
- Snoxhall Pavilion and Community Centre modernization
- Office storage facilities

Recommendation:

- To receive an update on the discharge of drainage conditions, tender for the machine shed and utility connections.
- To receive an update on the Leisure Centre bridge design, planning application and funding.
- To make a recommendation to the Council on alternative recreational use of the s106 funding for the MUGA.
- To receive a report from the Working Party review of the consultation comments and to receive their five designs for the refurbishment of the Pavilion and Community Centre together for presentation to the Council's architect for a quotation for the preparation of the planning application for the refurbishment of both buildings.
- To receive an update on the investigation into storage solutions for the Council office.

9. SNOXHALL FIELDS BOUNDARY
To receive an update on completion of boundary licence agreements.
Recommendation:
- **To nominate two Councillors to visit remaining properties to discuss licence agreements.**
10. BRUCE MCKENZIE FIELD REPLACEMENT TREES
To consider the purchase to two replacement trees at the Bruce McKenzie Field.
Recommendation:
- **To purchase to two replacement trees at the Bruce McKenzie Field.**
11. CITIZENS ADVICE BUREAU BUILDING
To receive an update from the visit to the CAB building.
Recommendation:
- **To note the update from the visit to the CAB building.**
12. CCTV CONTRACT
To consider the terms of reference to invite quotations for the renewal of the CCTV contract for Snoxhall Fields on 01 October 2026 and Village Hall on 01 February 2026.
(This item may be considered in private and confidential session under (Public Bodies (Admission to Meetings) Act 1960): reason – commercial in confidence).
Recommendation:
- **To consider the terms of reference to invite quotations for the renewal of the CCTV contract for Snoxhall Fields on 01 October 2026 and Village Hall on 01 February 2026.**
13. VILLAGE HALL NOTICEBOARDS
To discuss replacement of the Village Hall noticeboards.
(This item may be considered in private and confidential session under (Public Bodies (Admission to Meetings) Act 1960): reason – commercial in confidence).
Recommendation:
- **To discuss replacement of the Village Hall noticeboards.**
14. VILLAGE HALL CINEMA
Update from Cllrs M Scully and B Steel regarding Village Hall Cinema.
Recommendation:
- **To note the update from Cllrs M Scully and B Steel regarding Village Hall Cinema.**
15. ITEMS FOR THE BUDGET 01/04/26 – 31/03/27
To make a recommendation to the Finance Committee to include allocation in the budget for financial year 01/04/26 – 31/03/27.
Recommendation:
- **To ask the Finance Committee to include capital funding for:**
 - **Replacement safety surface under the Snake Swing and Aerial Runway.**
 - **New play equipment in front of Snoxhall Community Centre.**
 - **Completion of the footpath on the western side of Snoxhall Fields.**
 - **Installation of a liner for the cemetery attenuation basin.**
 - **Continue to build the Grounds Maintenance equipment reserve.**
16. DATE OF NEXT MEETING - Thursday 22 January 2026.

Please note that the agenda and all associated papers can be found on the Parish Council website www.cranleigh-pc.gov.uk

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.