



## CRANLEIGH PARISH COUNCIL

# NOTICE OF A MEETING OF THE PARISH COUNCIL

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Thursday 15 January 2026 at 7.00pm  
Council Chamber

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To ALL MEMBERS OF THE COUNCIL

Councillors are respectfully summoned to attend the a meeting of the Parish Council to be held at 7.00pm on Thursday 15 January 2026 at the Council Chamber.

Beverley Bell FSLCC  
**Parish Clerk**

08 January 2026

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/83360545660?pwd=w1rk6aeQBG2fBOJGv6xLx2hbTe8kxP.1>

Meeting ID: 833 6054 5660

Passcode: 991885

One tap mobile

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Join instructions

[https://us06web.zoom.us/meetings/83360545660/invitations?signature=ImeeeTKO-oyOLn83vcnYsXiWmESInCK1E8\\_IVFBdvUU](https://us06web.zoom.us/meetings/83360545660/invitations?signature=ImeeeTKO-oyOLn83vcnYsXiWmESInCK1E8_IVFBdvUU)

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 18 December 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 15 December 2025.

#### **Recommendation: To receive the minutes listed above.**

### 10. FINANCIAL MATTERS

1. The expenditure list for 15 January 2026 to follow.
2. Bank Reconciliation for 31 December 2025 to follow.
3. Cashbook Reconciliation and earmarked reserves for 31 December 2025 to follow.
4. To review cashflow and investment with CCLA PSDF.

#### **Recommendation:**

1. To agree the expenditure list to 15 January 2026.
2. To approve the bank reconciliation to 31 December 2025.
3. To approve the cashbook reconciliation and earmarked reserves allocation to 31 December 2025.
4. To review cashflow and investment with CCLA PSDF.

11. OUTSIDE BODIES

To receive reports from outside bodies:

- Beryl Harvey Conservation Field
- Centenary Garden
- Community Speedwatch
- Recreation Users
- Youth Council
- Christmas Day Lunch
- Village Hall Events
- Annual Parish Meeting

**Recommendation:**

- **To note the reports.**

12. DEVOLUTION

To receive an update on the local government reorganization for Surrey.

**Recommendation:**

- **To note the local government reorganization for Surrey.**

13. CRANLEIGH C OF E PRIMARY SCHOOL ADMISSIONS 2027 – 2028 CONSULTATION

[Admissions - Cranleigh C of E Primary School - To Nurture Belief and Ensure the Highest Standards of Learning for All](#)

Closing Date: 23 January 2026

**Recommendation:**

- **To submit a response.**

14. DISCIPLINE POLICY

To adopt the latest NALC model Discipline Policy.

- **To adopt the NALC model policy.**

15. ASSETS OF COMMUNITY VALUE

To re-nominate the following Assets of Community Value in Cranleigh:

- Rowleys
- Cranleigh Arts Centre
- Cranleigh Leisure Centre
- Post Office
- Cranleigh Library

**Recommendation:**

- **To re-nominate the listed Assets of Community Value in Cranleigh.**

16. RISK ASSESSMENT 2026

To review the 2026 Risk Assessment.

**Recommendation:**

- **To adopt the 2026 Risk Assessment.**

17. FIXED ASSET REGISTER 01/04/26 – 31/03/27

To review the Fixed Asset Register.

**Recommendation:**

- **To adopt the Fixed Asset Register for 01/04/26 – 31/03/27.**

18. INSURANCE

To review the general insurance, engineering, motor and personal accident insurance cover.

**Recommendation:**

- **To note the insurance cover review.**

19. **SNOXHALL MACHINE SHED**

Update on the Machine Shed tender and Strategic CIL submission.

**Recommendation:**

- **To note the update.**

20. **LEISURE CENTRE BRIDGE**

Update on the Leisure Centre Bridge Project.

**Recommendation:**

- **To note the update.**

21. **SUBJECT ACCESS REQUEST**

To consider the settlement proposal.

(This item may be considered in private and confidential session under (Public Bodies (Admission to Meetings) Act 1960): reason – commercial in confidence).

**Recommendation:**

- **To await the outcome of the ICO investigation.**

22. **STAFF MATTERS**

To receive an update on staff matters from the Clerk.

(This item may be considered in private and confidential session under (Public Bodies (Admission to Meetings) Act 1960): reason – staff in confidence).

**Recommendation:**

- **To receive an update on staff matters from the Clerk and any actions necessary.**

23. **DATE OF NEXT MEETING**

**Thursday 19 February 2026 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.