

LEIGH PARISH COUNCIL

A G E N D A

Members of Leigh Parish Council are summoned to attend the Full Council meeting to be held on Monday 22nd September 2025 at 7:30pm at The Pavilion, Bunce Common Road, Leigh.

Signed: Laura Mann, Clerk to Leigh Parish Council, 15th September 2025

Meeting Chair: Cllr Willoughby

1. **Apologies for absence**
2. **To confirm Minutes of the Full Council Meeting held on Monday 28th July 2025.**
3. **Disclosure of Interests if any and any changes to Register of Interests.**
4. **Parishioners Questions**
5. **Crime Report**
6. **Status of Action Points where not covered** (Appendix A)
7. **Matters Arising**
8. **Community**
9. Highways and Services
 - 9.1. Roads/Highways
 - 9.2. Gatwick Update
 - 9.3. Drainage Update
10. Amenities
 - 10.1. Playground
 - 10.2. Green spaces
 - 10.3. Allotments
11. Planning
 - 11.1. Current Applications ((Registered, Decided and Appeals) Appendix B)
 - 11.2. Other planning matters
12. Administration & Finance
 - 12.1. To approve payments made or outstanding (Appendix C)
 - 12.2. To note latest bank statement (circulated)
 - 12.3. To note Quarter 1, 2025 Bank reconciliation (Appendix D)
13. Upcoming Meetings and dates to note (Appendix E, F)
 - 13.1. To confirm ongoing meeting dates
 - 13.2. To consider any Consultations
14. Parishioner's Questions & Comments – 10 minutes
(Each speaker has a time limit of 3 minutes with no questions or comments from the floor during the meeting except by express invitation of the Chairman. Total time allotted is 10 minutes.)

**LEIGH PARISH COUNCIL MEETING – 22 SEPTEMBER 2025 AT 7:30PM AT THE PAVILION, LEIGH
RECREATION GROUND, BUNCE COMMON ROAD.**

Appendix A

Action Point	Owner	Date started	People involved	Update	Agenda item	Closed
Chase SH for site meeting for traffic calming	PW/LM	01/01/2024	SH/HC/LPC	Outstanding	Y	N
Community resilience plan adoption	LM	28/05/2024	PW	Outstanding	N	N
Meeting with Surrey Highways re drainage	RT		RT	Ongoing	Y	N
Meeting with Thames Water re drainage	MF		MF	Ongoing	Y	N
Allotment Tap replacement	GB	29/05/2024	GB/RW/LM	Graham investigating. Mr Legg contacted - awaiting response	Y	N
Explore other banks for greater return ie Unity	LM	01/04/2024	LM	Options circulated	Y	N
Installation of village gates	LM		Hclack, SH LM	Awaiting response from SH. As above with pt 1	N	N
Village green flooding investigation	GB	September	GB PW	Investigated. Not SH land. Needs to be addressed	N	N
Log Ashurst Bend drain issues with SCC	LM	September	LM	Logged	N	N
Community questionnaire for Playground improvements	RT	November	RT	To create and circulate questionnaire for ideas	N	N
Mynthust and Dean Oak Lane junctions with SHR. Options?	LM	November	LM Hclack	Requested something be done. With HC	Y	N
Land adoption for layby	LM		LM and Hedleys	Need new solicitors	N	N
Set up Community Speedwatch	PW/GB				N	N
Closure of AGAR 2024-25	LM	April	LM/PW	Concluded	Y	N

Planning Applications:

Application Number	Reference	Address	Description	Date	Status	Decision
MO/2025/02224		Heather Lodge, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PD	Certificate of Lawfulness for a proposed development in respect of the erection of a rear dormer loft conversion with the insertion of 2 No. rooflights to the front.	14/07/2025	Determined	APPROVED
MO/2025/1203		Heather Lodge, Clayhill Road, Leigh, Reigate, Surrey, RH2 8PD	Certificate of Lawfulness for a proposed development in respect of the erection of a rear dormer loft conversion with the insertion of 2 No. rooflights to the front.	14/07/2025	Determined	APPROVED
MO/2025/1135		Finns Farm, Smalls Hill Road, Norwood Hill, Horley, Surrey, RH6 0HR	Erection of steel framed shelter and extension of hardstanding (retrospective)	02/07/2025	Determined	COMMENT MADE
MO/2025/1105	PP-14136123	ROSEMAR KENNELS AND CATTERY, Rosemar Farm House, Shellwood Road, Leigh,	Change of Use from Sui Genesis (Kennels and Cattery) to Class E (g)(i)	30/06/2025	Live	PENDING

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		Reigate, Surrey, RH2 8NT				
MO/2025/1107	PP- 14135821	Tamworth Farm, Dean Oak Lane, Leigh, Reigate, Surrey, RH2 8PY	Discharge of Conditions 3, 5, & 6 of approved planning application MO/2024/1517 for the variation of Condition 2 of planning permission MO/2022/0439 for the proposed conversion of existing buildings into 3 dwellings following demolition of lean-to extensions to allow retention of more of the original buildings, extended driveways and alteration to curtilages.	30/06/2025	Determined	CONDITIONS APPROVED
MO/2025/1040	PP- 14098339	Batts Farm, Blanks Lane, Newdigate, Dorking, Surrey, RH5 5ED	Erection of detached garage.	16/06/2025	Determined	REFUSED
MO/2025/0744	PP- 13973135	The Court Yard, Shellwood Manor, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	PLEASE NOTE: Additional drawings received. Certificate of lawfulness for an existing use in respect of the use of building 17 and associated amenity space as separate residential unit	25/04/2025	Live	PENDING

Appendix C

Income:

Date	Type	Description	Paid in
31/07/25	INT	Interest	£ 4.00
29/08/2025	INT	Interest	£ 3.65
02/09/25	DPC	Internal transfer £1K	£1,000.00
05/09/25	BAC	MOLE VALLEY D.C. Precept	£9,526.00

Expenditure:

Date	Type	Description	Paid out
24/07/25	D/D	HMRC SDDS , 0000119720	£ 398.31
24/07/25	DPC	Hedges	£ 480.00
29/07/25	DPC	R Worth Frames	£ 45.00
29/07/25	DPC	Grass cutting allot/rec	£ 900.00
06/08/25	S/O	Clerk	£ 446.43
26/08/25	DPC	Grass cutting allot/rec	£ 600.00

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02/09/25	DPC	PKF LITTLEJOHNexternal audit	£ 252.00
02/09/25	DPC	Internal transfer	£ 1,000.00
08/09/25	S/O	Clerk	£ 446.43

Appendix D

Leigh Parish Council Bank Reconciliation

Q1,2025-26

Balance as at 1st April 2025	19,169
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Plus receipts	25,841
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less payments	33,430
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Balance as at 30th June 2025	11,580
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Made up of

Current Account Balance	7,205
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Plus Reserve Account	4,375
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	11,580
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Less unrepresented Cheques

Balance as at 30th June 2025	11,580
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