

# LEIGH PARISH COUNCIL MEETING MINUTES DRAFT

**24<sup>th</sup> November 2025**

	In attendance	Apologies	Absent
Cllr Joanne Willoughby (Chair)	X		
Cllr Paul Wilkinson	X		
Cllr Ray Tomkins	X		
Cllr Mark Foulsham		X	
Cllr Mike Everett	X		
Cllr Graham Brockwell	X		
Cllr Paul Metcalfe	X		

Also in attendance: In the absence of the clerk, PW taking the minutes, Mr R Worth (Footpath Officer), SCC Cllr Clack and 2 members of the public. The meeting was chaired by Cllr Willoughby.

Item	Issue	Actions
316	<b>To receive and accept apologies for absence.</b>  Apologies were noted and accepted from Cllr Foulsham. Apologies were also noted from MVDC Cllr Harvard.	
317	<b>To confirm Minutes of the Full Council Meeting that was held on Monday 27<sup>th</sup> October 2025.</b>  One amendment was made to the minutes by hand. The Council resolved to unanimously agree to the content of the minutes of the Full Council Meeting dated Monday 27 <sup>th</sup> October 2025. JW will sign them at the next meeting.	
318	<b>Disclosure of Interests if any and any changes to Register of Interests</b>  There were no new disclosures of interest declared on any agenda item. <b>It was noted that ME is related to Matt Everett</b>	
319	<b>Parishioners Questions.</b>  No questions at this time	
320	<b>Crime Report (Appendix A/requested)</b>  The crime report was read out as per the appendix. There were no actions.	
321	<b>Clerk Report/Matters Arising (Appendix B)</b>  Nothing additional from the list that was not on the agenda.	
322	<b>Community</b>  Matt Everett presented his Football Academy proposal: <ul style="list-style-type: none"><li>• Semi-professional footballer and coach at Brighton &amp; Hove Albion.</li><li>• Objective: Establish an academy for young people, not a club.</li><li>• Sessions to be held Saturday and Sunday mornings (9:00–11:00).</li><li>• Aim to avoid conflict with LCC usage; willing to cooperate with LCC.</li><li>• Initial age groups: 6–9 years, expanding to 10–13 years.</li><li>• Cllr Everett to support by maintaining the ground.</li><li>• No full-size pitch; cones to be used for marking.</li><li>• Area used will rotate to preserve the ground.</li><li>• Commitment to restore ground to LCC standards.</li><li>• Start date: March 2026.</li><li>• One-year trial approved, subject to further discussion between JAM and LCC on details.</li><li>• LPC to act as landlord and arbiter for disputes.</li><li>• Facilities (toilets/pavilion) not expected to be needed.</li></ul>	
323	<b>Highways and Services</b>	

	<b>Roads/Highways:</b> Once the circulated note regarding proposed traffic calming has been agreed, the ACTION Clerk is to forward to Cllr Clack. G Brockwell spoke to police about reinstating Speed Watch; awaiting details and agreed to coordinate. <b>Gatwick Update:</b> Awaiting result of Judicial Review. <b>Drainage Update.</b> Awaiting response from Cllr Clack. ACTION: Parishioners encouraged to keep ditches clear and report blockages; reminder to be included in Leigh Post.	Clerk
324	<b>Amenities</b>  <b>Playground</b> – No comment <b>Green spaces</b> – No comment <b>Allotments</b> – Tap to be replaced.	GB
325	<b>Planning (Appendix C)</b>  <b>Current Applications</b> ((Registered, Decided and Appeals) Appendix C) No updates except solar farm now delegated; ACTION: Cllr Clack to investigate status. <b>Other planning matters</b> – None	HC
326	<b>Administration &amp; Finance</b>  The payments listed in Appendix D were noted and approved. The bank statement for September was noted	
327	<b>Other matters</b>  Leak on the green now fixed. Robin Worth advised Apple Press Group nominated for MVDC Sustainability Awards. Cllr Clack reminded parish to be aware of vulnerable people during cold weather; Smiths Charity raised awareness in Leigh Post, and case studies suggested for guidance on eligibility.	
328	<b>Upcoming Meetings and dates to note (Appendix F)</b>  To confirm, the date of the next Parish Council Meeting will be held on Monday 22 <sup>nd</sup> December (TBC) 2025 at The Pavilion on Bunce Common Road at 7.30pm.	
329	<b>Parishioner's Questions &amp; Comments</b>  None at this time.	
330	<b>Closure of meeting</b>  There being no further business, the meeting was closed.	

Action Item	Responsible Party
Meet and agree on minor but necessary details for the football academy trial period	JAM and LCC
Ensure the ground is restored to a level acceptable to LCC after academy sessions	Mike Everitt
Coordinate with police regarding reinstating Speed Watch and share details when available	G Brockwell
Forward the agreed highways note to Cllr Clack	Clerk
Investigate the status of the delegated solar farm planning application	Cllr Clack
Remind parishioners via the Leigh Post to keep ditches clear and report any drain blockages to Highways	Clerk
Allotments tap to be replaced	GB
Consider case studies for guidance on eligibility for Smiths Charity support, to be raised in the Leigh Post	All

**APPENDIX****Appendix A (Action Point)**

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

## Appendix B

### Crime Report

Locality	Street	Date	Summary
Leigh	Tapners Road	7/11/2025	Horses have escaped farm. Located in the road
Leigh	Flanchford Road	6/11/2025	Cow in the road.
Leigh	Small Hill Road	1/11/2025	Speed enforcement by casualty reduction officer. Tickets issued
Leigh	Flanchford Road	30/10/2025	Attempted burglary. Suspect has attempted to prise open ground floor window. Suspect disturbed by home owner
Leigh	Dean Oak Lane	11/10/2025	Female has been defrauded by someone pretending to be her daughter
Leigh	Flanchford Road	5/9/2025	Go Cart going up and down the road
Leigh	Smalls Hill Rod	4/9/2025	Driver has passed out and crashed into bushes

## Appendix C

### Income:

Date	Type	Description	Paid in
13/11/25	C/R	Allotment	£ 25.00
10/11/25	BAC	Allotment	£ 60.00
07/11/25	BAC	Allotment	£ 35.00
05/11/25	BAC	Allotment	£ 30.00
31/10/2025	INT	Interest	£ 2.92

### Expenditure:

Date	Type	Description	Paid out
06/11/25	S/O	Clerk salary	£ 446.43
06/11/25	DPC	Clerk Q1 AND Q2 EXPENSES,	£ 80.00

06/11/25	DPC	LAURA MANN 2 , SALARY back PAY SEPT 25	£ 111.70
06/11/25	DPC	LAURA MANN 2 , SALARY back PAY OCT 25	£ 97.90
06/11/25	DPC	SURREY ALC LIMITED	£ 328.28
31/10/25	DPC	Grass cutting allot/rec	£ 600.00

## Appendix D

### New applications:

None

### Decisions:

Reference	Planning Portal Ref	Address	Description	Date	Status	Decision
<a href="#"><u>MO/2025/02315</u></a>	PP/2025/01299	ADOBE DEAN OAK LANE LEIGH RH2 8PZ	Erection of a single storey rear extension following demolition of exiting conservatory and lean-to, front window removed, erection of a front porch together with a new roof to provide a loft conversion and gables to rear, 1 No. roof light to rear and 4 No. roof lights to front roof elevation with solar panels.	08/09/2025	Determined	REFUSED
<a href="#"><u>MO/2025/0744</u></a>	PP-13973135	The Court Yard, Shellwood Manor, Shellwood Road, Leigh, Reigate, Surrey, RH2 8NX	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	Determined	REFUSED