

LEIGH PARISH COUNCIL MEETING MINUTES

27th April 2026 DRAFT

	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: Laura Mann (Clerk) taking the minutes, Mr R Worth (Footpath Officer), MVDC Cllr van De Bogerd and 6 members of the public. The meeting was chaired by Cllr Willoughby.

Item	Issue	Actions
344	To receive and accept apologies for absence.	
	Apologies were received and accepted from Councillors Mark Foulsham and Paul Metcalfe.	
345	To confirm Minutes of the Full Council Meeting that was held on Monday 23rd March 2026.	
	The Minutes of the Full Council Meeting held on 23 March 2026 were approved as a true and accurate record and signed by the Chair.	
346	Disclosure of Interests if any and any changes to Register of Interests	
	No declarations of interest were made, and there were no amendments to the Register of Interests.	
347	Parishioners Questions.	
	<p>The following matters were raised by members of the public:</p> <ul style="list-style-type: none"> • <i>Comments that the rec looked very tidy. The ditch has now been dug out along Newdigate Road and is much improved.</i> • <i>It was noted that a tree in the recreation ground has now died and needs to be removed.</i> • <i>Three horse chestnut trees have self-seeded in the allotments, these also need removing. It was discussed that the allotment plot needs reviewing as some are not being used.</i> • <i>Hedges: there was a concern raised that Sweet Briar hedge sticks out. Cllr ME kindly offered to sort this out later in the year (once nesting season has passed).</i> • <i>Reminder that the owners of the Old School house need writing to as their hedge running alongside the pavement is too big. (Clerk has written already to the owners).</i> 	
348	Crime Report (Appendix B/requested)	
	The Crime Report (Appendix B) had not been received. The Clerk will follow this up for the next meeting.	Clerk
349	Community	
	<p>History Group Bench was now order and the clerk has confirmed the wording for the plaque. The delivery date is outstanding.</p> <p>Clarion Tree on the Green. The works have started on the fallen tree on the Glebe and the damage to the Oak tree by the bus shelter. The wood has been cut up for residents to take as the want. The work has not been finished though, and a cordon remains around the area.</p>	

350	Highways and Services	
	<p>Roads and Highways Speed watch will resume, being administered by GB once at least 6 volunteers have been confirmed. GB will send presentation to these potential volunteers. It was agreed that although 6 have been confirmed it would be prudent to recruit more via the usual comms. There has been comments on the speed on Dawes Green. Cllrs referenced past instructions and various options.</p> <p>Gatwick Airport Update The Consultation on Route 4 was due to close imminently. It was agreed that Option D was the best option for all residents in Leigh and that the Parish Council will submit their response as such.</p> <p>Drainage Cllr Tomkins had spoken to the Highways team regarding the two days of work completed on the bend. They confirmed they had cleaned out the bends in the pipes. He asked whether they had completed the works on Bunce Common Road. They confirmed this will be completed soon. Action: request an update from Surrey Highways on the findings and efforts made. ME confirmed that the Leigh Ditch Committee was not active currently.</p>	<p>Clerk</p> <p>Clerk</p> <p>RT</p>
351	Amenities	
	<p>Playground: RT has worked through the remedial works list provided by the contractor. He felt that many were trivial items but that the toddler frame would need attention or replacement soon. It was an opportunity to explore potential grant opportunities including Your Fund Surrey and the SCC members grant. RW had kindly filled in some of the holes where the footings of the old climbing walls were. There was still some work to be done. ME offered to provide some soil to be used.</p> <p>John Motion Orchard: Cllr Willoughby noted how lovely the Blossom Day held at the Orchard was. It was well attended and thanked The Apple Press Group for the community event.</p>	<p>Clerk</p> <p>ME</p>
352	Planning (Appendix D)	
	<p>Current planning applications, decisions and appeals (Appendix D) were noted. No actions were required.</p> <p>Other planning: The Solar Farm proposal on Little Flanchford Farm is being discussed at the Development Committee meeting on 29th April. Cllr Willoughby will attend and make a in person representation on behalf of the Parish Council raising concerns regarding the development.</p>	
353	Clerk Report/Matters Arising	
	There were no additional matters arising.	
354	Administration & Finance	
	<p>Payments listed in Appendix C were noted and approved.</p> <p>Bank statement for January 2026 signed.</p>	Clerk
355	Upcoming Meetings and dates to note (Appendix F)	
	The Annual Parish Meeting and AGM will take place on 18 th May. Simon Collins from River Mole River Watch has now been booked. Clerk to circulate invitations.	
356	Parishioner's Questions & Comments	
	<p>The following matters were noted:</p> <ul style="list-style-type: none"> • Some of the photos on the website carousel were possibly stock photos. ACTION: investigate and replace if necessary. • Allotment tap has yet to be fixed. ACTION: investigate getting a plumber to attend. • There are rabbit holes around the kissing gate in the recreation ground. ACTION: investigate this and resolve or feedback. 	<p>Clerk</p> <p>GB</p> <p>GB/ME</p>
343	Closure of meeting	

	There being no further business, the meeting was closed.	
--	----------------------------------------------------------	--

Appendix

Appendix A – Summary of Action Points

Item	Action	Responsible	Notes / Deadline
348	Follow up the outstanding Crime Report (Appendix B).	Clerk	Report to next meeting.
350	Send Speedwatch presentation to potential volunteers and continue recruiting additional volunteers via usual communications.	GB	Speedwatch to resume once at least 6 volunteers confirmed.
350	Submit Parish Council consultation response supporting Option D for Route 4 (Gatwick Airport).	Clerk	Consultation due to close imminently.
350	Request an update from Surrey Highways on drainage findings and efforts made (incl. pipe cleaning / Bunce Common Road works).	RT	Update requested; report back when received.
351	Explore potential grant opportunities for playground works (e.g., Your Fund Surrey; SCC Member's Grant).	Clerk/RT	Toddler frame likely to need attention/replacement soon.
351	Provide soil to fill remaining holes in playground groundworks (old climbing wall footings).	ME	There is still some work to be done.
355	Circulate invitations for the Annual Parish Meeting and AGM (18 May), including Simon Collins (River Mole River Watch).	Clerk	Before 18 May 2026.
356	Investigate whether website carousel photos are stock images and replace if necessary.	Clerk	From Parishioner's Questions & Comments.
356	Investigate getting a plumber to attend to fix the allotment tap.	GB	Tap not yet fixed.
356	Investigate rabbit holes around the kissing gate in the recreation ground and resolve or provide feedback.	GB / ME	Provide update when resolved.

Appendix B – Crime report (not received yet)

Appendix C - Financials

LPC-20260427

Income:

Date	Type	Description	Paid in
30/01/26	INT	Interest	£2.65

Expenditure:

Date	Type	Description	Paid out
20/02/26	DPC	NJ FULLER Hedges	£ 306.00
06/02/26	S/O	Clerk salary	£ 558.13

Quarter 3, 2026-7 Bank Reconciliation

Leigh Parish Council Bank Reconciliation					
Q1, 2025-26		Q2, 2025-6		Q3, 2025-26	
Balance as at 1st April 2025	<u>19,169</u>	Balance as at 1st July 2025	<u>11,580</u>	Balance as at 1st October 2025	<u>15,610</u>
Plus receipts	25,841	Plus receipts	9,537	Plus receipts	203
less payments	<u>22,061</u>	less payments	<u>7,060</u>	less payments	<u>5,730</u>
Balance as at 30th June 2025	<u>22,949</u>	Balance as at 30th September, 2025	<u>14,057</u>	Balance as at 31st Dec 2025	<u>10,083</u>
<i>Made up of</i>		<i>Made up of</i>		<i>Made up of</i>	
Current Account Balance	7,205	Current Account Balance	12,224	Current Account Balance	6,669
Plus Reserve Account	4,375	Plus Reserve Account	3,386	Plus Reserve Account	3,395
	<u>11,580</u>		<u>15,610</u>		<u>10,064</u>
Less unrepresented Cheques		Less unrepresented Cheques		Less unrepresented Cheques	18
Balance as at 30th June 2025	<u>11,580</u>	Balance as at 30th September, 2025	<u>15,610</u>	Balance as at 31st December, 2025	<u>10,082</u>

Appendix D**Live applications:**

Application Ref	Secondary Ref	Address	Description	Date	Status	Decision
MO/2025/023 14	PP/2025/010 59	BROOK FARM CLAYHILL ROAD LEIGH RH2 8PA	Change of use of existing barns to a mixed, flexible use comprising E(g), B2 and B8 storage.	30/07 /2025	Live	PENDING
MO/2026/000 48	PP/2025/017 94	GROVE COTTAGE DEAN OAK LANE LEIGH RH2 8PZ	Demolition of Stabling and outbuilding and the erection of 1 No. dwelling with pool and associated landscaping	27/11 /2025	Live	PENDING
MO/2026/000 10	PP/2025/019 05	SHELLWOOD FARM SHELLWOOD ROAD LEIGH RH2 8NX	Please note - Corrected Address and Amended Drawings - Prior notification for the change of use of an existing agricultural barn to 6 No. residential units (Use Class C3).	17/12 /2025	Live	PENDING
MO/2026/002 09	PP/2026/000 07	MOON HALL COLLEGE	Internal changes to the ground floor and first	05/01 /2026	Live	PENDING

LPC-20260427

		BURYS COURT FLANCHFORD ROAD LEIGH RH2 8RD	floor of the main school building; installation of 2 No. windows and 3 No. doors at the Junior School building. Alterations to the existing workshop outbuilding to remove internal wall and install 4 No. rooflights.			
MO/2026/00175	PP/2026/00061	OAK TREE HOUSE TAPNERS ROAD LEIGH RH2 8NN	Oak tree reduce overhanging limbs by 2-4 metres or previous pruning points	20/01/2026	Live	PENDING

Decisions:

Application Ref	Secondary Ref	Address	Description	Date	Status	Decision
MO/2026/00029	EC/2025/01880	THE COTTAGE SWAINS FARM SMALLS HILL ROAD LEIGH RH2 8RQ	Discharge of Condition 3 of approved planning application MO/2025/02266 for the erection of two storey rear extension single storey side extension and enlargement of existing box dormer following demolition of outbuilding.	10/12/2025	Determined	CONDITIONS REFUSED
MO/2025/02748	PP/2025/01865	ADOBE DEAN OAK LANE LEIGH RH2 8PZ	Prior Notification for the erection of a single storey rear extension of 6 metres deep and 4 metres high with a height to the eaves of 2.64 metres.	09/12/2025	Determined	PRIOR APPROVAL NOT REQUIRED
MO/2025/02672	PP/2025/01664	FREEDOM FIELD DEAN	Change of use of agricultural land to a	04/11/2025	Determined	APPROVED WITH CONDITIONS

LPC-20260427

		OAK LANE LEIGH	commercial dog walking field (Sui Generis Use)			
--	--	-------------------	---------------------------------------------------------	--	--	--