

LEIGH PARISH COUNCIL MEETING MINUTES DRAFT

22nd June 2026

	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), and 5 members of the public. The meeting was chaired by Cllr Willoughby from item 360.

Item	Issue	Actions
373	To receive and accept apologies for absence.	
	Apologies were received and accepted from Councillors Mark Foulsham, Ray Tomkins, Mike Everett, SCC Cllr Helyn Clack and MVDC Cllr van De Bogerd.	
374	To confirm Minutes of the AGM Meeting that was held on Monday 18th May 2026.	
	The Minutes of the Annual General Meeting held on 18 th May 2026 were approved as a true and accurate record and signed by the Chair.	
375	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.	
376	Parishioners Questions.	
	It was noted that there had been some work carried out on the drainage in The Glebe. The area around the kissing gate on the right-hand side of the recreation ground was overgrown. ACTION: ask contractor to trim back the area.	Clerk
377	Crime Report (Appendix B/requested)	
	The Crime Report (Appendix B) had not been received. The Clerk shared that at the recent MVDC clerks meeting, the sergeant attending informed the group that there would no longer be a bespoke crime report generated for parish councils. They suggested signing up to 'In the Know' for area updates. They may on occasion send a rural crime officer to attend one or maybe two meetings where resources allow and need arise.	Clerk
378	Status of Action points where not covered and matters arising	
	The new bench purchased by the sale of the Leigh History Book has been delivered and built by GB. He awaits new footings before it can be secured to the ground. A small ceremony and photo opportunity was considered.	
379	Community	
	A copy of the local book ReLeighable Memories was circulated at the meeting. All agreed it looked great, Copies will be available to purchase for £8 from the stall at The Leigh Flower Show on 18 th July. Adria remained the local contact.	
380	Highways and Services	
	Speed watch. All volunteers had now been asked to complete the training video. Once completed, GB will allocate jobs. The original locations would be used as they were the safest sites to conduct. Drainage. In the recent downpour it had been noted that the drains on Bunce Common Road were running clear with no issues.	GB

381	Amenities	
	Playground – the recent report had highlighted rot on the toddler ramp slats. This would need to be sorted. It also highlighted that the metal links were worn in places. ACTION: arrange for repairs and replacements where necessary. Fingerpost sign- The sign on the green had been knocked and was leaning to the side. This had now been sorted by someone but needed checking. ACTION: check and address if necessary. Allotment - Some horse chestnut saplings had now become established in the far corner and needed to be removed. ACTION: investigate and have removed if necessary.	GB/RT TBC Clerk/RW
382	Planning (Appendix D)	
	Current planning applications, decisions and appeals (Appendix D) were noted. No actions were required. It was noted that Hare House has requested permission to retain the building work that connected the two buildings. Their appeal had been turned down but they had resubmitted the application. Other planning: Nothing to note.	
383	Administration & Finance	
	The income and expenditure transactions (invoices) for the previous month were noted and signed. (Appendix D) The latest bank statement (circulated) was checked and signed by PW. The recommendations from the Internal Audit report were read and accepted. No comments made. The Chair and PW thanked the clerk for her work on the AGAR. The clerk read out the Annual Governance Statement for 2025/26. The clerk and the Chair signed and dated the form. (LM/JC) The clerk read out the Accounting Statements for 2025/26. The clerk and chair signed and dated the form (LM/JC) ACTION: submit the form to external auditor, post on noticeboards and website along with required information.	Clerk
384	Upcoming Meetings and dates to note (Appendix F)	
	The next Parish Council meeting will be held on July 27th 2026. There is a public meeting being held by MP Chris Coughlan at the Village Hall on 29th June. This has been publicised via various channels.	
385	Parishioner's Questions & Comments	
	A resident asked whether there was any news on the approved Solar Farm. There had not been an update but it was assumed it would start being installed before 2030.	
	Closure of meeting	
	There being no further business, the meeting was closed.	
386	Confidential matters	

Appendix**Appendix A – Summary of Action Points**

Item	Action	Responsible	Notes / Deadline
348	Follow up the outstanding Crime Report.	Clerk	Superseded by item 377: bespoke parish crime reports will no longer be produced; consider signing up to “In the Know” for area updates.
350 / 380	Complete Speedwatch volunteer training and allocate roles once training has been completed.	GB	Original safe locations to be used.
350 / 380	Monitor drainage updates and report back if further issues arise.	RT	Bunce Common Road drains were noted as running clear following recent heavy rain.
351	Explore potential grant opportunities for playground works.	LM / RT	Consider Your Fund Surrey and SCC Member’s Grant.
351	Provide soil to fill remaining holes in playground groundworks.	ME	Old climbing wall footings; work remains outstanding.
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.
376	Ask contractor to trim back the overgrown area around the kissing gate on the right-hand side of the recreation ground.	LM	Raised during Parishioners Questions.
381	Arrange playground repairs and replacements where necessary.	GB / RT	Recent report highlighted rot on toddler ramp slats and worn metal links.
381	Check the fingerpost sign on the green and address if necessary.	TBC	The sign had been knocked and was leaning; it appeared to have been sorted but needs checking.
381	Investigate horse chestnut saplings in the allotment and arrange removal if necessary.	LM / RW	Saplings have become established in the far corner.
370	Submit the AGAR forms to the external auditor and publish required information on noticeboards and the website.	LM	Relates to Annual Governance Statement and Accounting Statements for 2025/26.

Planning Applications

Application	Location	Proposal	Date	Status	Decision
MO/2026/00996 HC/2026/00916	The Cottage, Old Swains Farm, Smalls Hill Road, Leigh RH2 8RQ	Erection of detached double garage and parking area/driveway.	05/06/2026	Live	Pending
MO/2026/00794 PP/2026/00730	Rosemar Farm House, Shellwood Road, Leigh RH2 8NT	Submitted details for Conditions 3, 4, 5, 6 and 9 of approved application MO/2025/1105 relating to change of use from kennels and cattery to Class E(g)(i).	20/05/2026	Determined	Conditions approved
MO/2026/00808 PP/2026/00674	Little Flanchford, Flanchford Road, Leigh RH2 8RD	Submission of details for Condition 3 of permission MO/2024/1730 for a swimming pool, pool plant house and shepherds hut.	12/05/2026	Determined	Conditions approved

Financial for May:

May 2026 Income & Expenditure Reconciliation									
Monthly I&E totals, reconciliation check, and supporting transaction detail from Table1.									
RECONCILIATION BY BANK ACCOUNT									
Month	Account Number	Opening Balance	Income		Expenditure	Net Movement	Closing Balance	Check	
May 2026	600702-3157407	£11,262.24		£20.00	£628.13	-£608.13	£10,654.11		£0.00
	May 2026 600702-3157434	£3,404.75		£2.30	£0.00	£2.30	£3,407.05		£0.00
	May 2026 Total	£14,666.99		£22.30	£628.13	-£605.83	£14,061.16		£0.00
I&E BY BANK ACCOUNT AND DESCRIPTION									
Account Number	Description	Income	Expenditure						
600702-3157407	Allotment rent	£20.00	£0.00						
600702-3157407	Salary	£0.00	£558.13						
600702-3157407	Donation	£0.00	£70.00						
600702-3157434	Interest	£2.30	£0.00						