

LEIGH PARISH COUNCIL MEETING MINUTES DRAFT

27th July 2026

	In attendance	Apologies	Absent
Cllr Joanne Willoughby (Chair)	X		
Cllr Paul Wilkinson	X		
Cllr Ray Tomkins	X	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 11 members of the public. The meeting was chaired by Cllr Willoughby.

Item	Issue	Actions
387	To receive and accept apologies for absence.	
	Apologies were received and accepted from Councillors Mark Foulsham, Paul Metcalfe and Mike Everitt, SCC Cllr Helyn Clack and MVDC Cllr van De Bogerd.	
388	To confirm Minutes of the AGM Meeting that was held on Monday 22nd June 2026.	
	The Minutes of the Annual General Meeting held on 22 nd June 2026 were approved as a true and accurate record and signed by the Chair.	
389	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.	
390	Parishioners Questions.	
	A parishioner reported that the fingerpost sign on the green had been struck by Grasstex. It was agreed that the Clerk would contact Grasstex to raise the matter.	Clerk
391	Crime Report (Appendix B/requested)	
	The Clerk advised that individual parish crime updates are no longer being issued. Members noted the local police priorities set out in the appendix, and the Clerk highlighted the forthcoming Mole Valley “Meet the Beat” events.	Clerk
392	Status of Action points where not covered and matters arising	
	There were no additional action points or matters arising that were not covered elsewhere on the agenda.	
393	Community	
	The Re’Leighable Memories book was launched successfully at the Leigh Show and has raised more than £500. Details on how to purchase the book are available on the Leigh History Group page of the Leigh Village website. Once costs have been reimbursed, potential options for using any surplus funds for a village project will be considered. The Leigh Apple Press field shelter has now been installed at Motions Orchard. A celebratory open day will be arranged, and Cllr Helyn Clack will be invited in recognition of the Member’s Grant funding she helped secure for the project. Cllr Willoughby thanked the Leigh and District Cottage Garden Society and all volunteers involved in organising another successful village show.	
394	Highways and Services	

	Highways. Members agreed that a meeting should be arranged with the newly elected councillors involved in the shadow East Surrey Council, with the aim of ensuring that Leigh is included in future traffic-calming assessments. ACTION: Clerk to request a Surrey Highways meeting with an engineer and local councillors. Speedwatch. The full Speedwatch team is now in place. A minor technical issue remains with the official website used to select roads; however, this will not affect the agreed locations, as the same roads have already been identified and earmarked by the police. Drainage. ME is awaiting a response from the Environment Agency regarding possible improvements to the Leigh Brook. RT reported that the recent works carried out by Surrey Highways were pipe relining works, which was welcomed by members. ACTION: Contact River Mole River Watch for relevant Environment Agency contacts.	LM GB ME
395	Amenities	
	Playground – It was agreed that a local handyman should be contacted to improve the toddler ramps and address the repair issues identified. Allotment – Members noted that horse chestnut saplings have become established in the far corner of the allotment and require removal. ACTION: Instruct a tree surgeon to remove the saplings.	GB/RT LM
396	Planning (Appendix D)	
	Current planning applications, decisions and appeals (Appendix D) were noted. No actions were required. Application MO/2026/01004 was discussed in detail. Members noted that the Parish Council had previously submitted a representation letter raising concerns about the application. Residents were invited to speak, and the Clerk recommended that individual residents submit their comments directly through the planning portal so that they are recorded with the case officer. Concerns were also raised that correspondence letters appeared to be missing from the previous application documents. ACTION: Consider the points raised and prepare a representation letter setting out the Parish Council's concerns. ACTION: Contact Planning to query the omitted correspondence from the previous application. Other planning: Nothing to note.	RT LM
397	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. Councillors noted and approved the additional insurance premium on Motions Orchard field shelter. Councillors approved and signed the 2025–26 CIL Report. ACTION: submit the report to MVDC in good time and upload it to the village website.	LM
398	Upcoming Meetings and dates to note (Appendix F)	
	The next Parish Council meetings will be held on Monday 28 September and Thursday 26 November. The Autumn litter pick was confirmed for Saturday 10 October at 10.00 am.	
399	Parishioner's Questions & Comments	

	A letter had been received from a resident regarding hedge cutting around the perimeter of the recreation ground. ME explained that cutting the hedge is considered best practice rather than a legal requirement. However, for reasons of visibility and safety, particularly for the public attending the show and for vehicles exiting Newdigate Road, the Council agreed that the hedge should continue to be cut. ACTION: Clerk to respond to the resident.	LM
	Closure of meeting	
	There being no further business, the meeting was closed.	

APPENDIX A: Crime Update

Surrey Police – Dorking Rural East Local Priorities

Priority issued: June 2026

Tackling rural retail crime Action taken:

- Increase visible and covert patrols.
- Promote crime prevention schemes.
- Encourage CCTV upgrades/installations.
- Engage with retailers.

Rural burglaries Action taken:

- Increase visible and covert patrols.
- Promote community awareness and crime prevention.
- Work with local community watch groups.

Livestock worrying Action taken:

- Engage with and educate dog owners.
- Encourage farmers to report incidents early and share information.
- Use social media to raise awareness, especially around lambing season.
- Increase targeted patrols during peak times.

Upcoming events – Meet some of your local team, who are ready to listen to concerns and provide crime prevention advice.

Event	Date	Time	Details	Location
Mole Valley “Meet the Beat” @ Ockley	8 August 2026	2:00 pm	Meeting	Near the cricket pitch, Stane Street, Ockley
Mole Valley “Meet the Beat” @ Beare Green	5 September 2026	2:00 pm	Meeting	Merebank, Beare Green
Mole Valley “Meet the Beat” @ Brockham	22 October 2026	5:00 pm	Meeting	The Village Green, Brockham
Mole Valley “Meet the Beat” @ Dorking	29 November 2026	10:00 am	Meeting	Outside Waitrose, Dorking
Mole Valley “Meet the Beat” @ Hookwood	15 December 2026	11:00 am	Meeting	Hookwood Tesco Express

APPENDIX B – Action points status

Appendix / Item	Action point	Responsible	Notes / Status
Appendix A	Promote Surrey Police local priorities, including rural retail crime prevention, burglary awareness and livestock worrying advice.	Clerk / Parish Council	Use village communication channels where appropriate.
Appendix A	Publicise upcoming Mole Valley “Meet the Beat” events.	Clerk	Events listed for Ockley, Beare Green, Brockham, Dorking and Hookwood.
Appendix B: 350 / 380	Continue Speedwatch preparation and resolve the official website issue for selecting roads.	GB	Original police-earmarked roads remain unchanged; in progress.
Appendix B: 350 / 380	Monitor drainage updates and report back if further issues arise.	RT	Bunce Common Road drains were noted as running clear.
Appendix B: 351	Explore any remaining playground funding or grant opportunities.	LM / RT	Your Fund Surrey and SCC Member’s Grant deadline had passed.
Appendix B: 356	Investigate rabbit holes around the kissing gate in the recreation ground and resolve or provide feedback.	GB / ME	Update required when resolved.
Appendix B: 381	Arrange playground repairs and replacements where necessary.	GB / RT	Recent report highlighted rot on toddler ramp slats and worn metal links.
Appendix B: 381	Check the fingerpost sign on the green and address if necessary.	TBC	Sign had been knocked and was leaning; appears sorted but needs checking.
Appendix B: 381	Investigate horse chestnut saplings in the allotment and arrange removal if necessary.	Clerk / RW / LM	Saplings have become established in the far corner.
Appendix C	Monitor live planning applications and submit/respond as required.	Parish Council / Clerk	Includes MO/2026/01004 and MO/2026/00996, both pending.
Appendix C / Item 382	Prepare a representation letter for application MO/2026/01004 outlining the Parish Council’s concerns.	RT	Residents encouraged to comment directly via the planning portal.
Appendix C / Item 382	Contact Planning about omitted correspondence letters from the previous application.	LM	Outstanding follow-up from planning discussion.
Appendix D / Item 383	Submit the 2025–26 CIL Report to MVDC and upload it to the village website.	LM	Approved and signed by councillors.
Appendix E	Publicise and diarise key dates.	Clerk	Includes ReLeighable Memories event, Food Festival, Full Council Meeting and Litterpick.
Appendix F	No action required.	N/A	No consultations listed.

APPENDIX C – Planning Applications (June 22nd onwards)

Application	Location	Proposal	Date	Status	Decision
MO/2026/01004 PP/2026/01080	The Old Stables, Shellwood Manor, Shellwood Road, Leigh RH2 8NX	Prior notification for change of use of an existing agricultural barn to 6 residential units.	22/07/2026	Live	Pending
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

APPENDIX D – Finance

Jun 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
Jun 2026	600702-3157407	£10,654.11	£0.00	£2,653.22	-£2,653.22	£8,000.89	£0.00
Jun 2026	600702-3157434	£3,407.05	£2.54	£0.00	£2.54	£3,409.59	£0.00
Jun 2026	Total	£14,061.16	£2.54	£2,653.22	-£2,650.68	£11,410.48	£0.00
I&E BY BANK ACCOUNT AND DESCRIPTION							
Account Number	Description	Income	Expenditure				
600702-3157407	Insurance	£0.00	£1,022.29				
600702-3157407	Grounds	£0.00	£900.00				
600702-3157407	Salary	£0.00	£558.13				
600702-3157407	Playground report	£0.00	£28.80				
600702-3157407	Clerk expenses	£0.00	£144.00				
600702-3157434	Interest	£2.54	£0.00				

APPENDIX E – Key dates

- No meeting in August
- ReLeighable Memories book event at the Village Hall - 13th September 10am to 5pm
- Leigh Food Festival at the Plough – Saturday 26th September 11-3
- Leigh Parish Full Council Meeting – Monday 28th September 7:30pm
- Litterpick – 10th October 10am

LPC-20260727

APPENDIX F – Open Consultations:

No consultations