



Council Office
Milford Village Hall
Portsmouth Road
Milford, Surrey, GU8 5DS

Clerk: Robert Applegarth
Telephone: 01483 422044
E-mail: clerk@witley-pc.gov.uk
Website: www.witley-pc.gov.uk

AGENDA
Councillors are summoned to attend the
FINANCE & GENERAL PURPOSES COMMITTEE
to be held at Burton Pavilion, Milford Heath Road
on Thursday 13th August 2026 at 8.00 pm

Cllr Gale	Cllr Kinnes	Cllr Lucas
Cllr Groves	Cllr Latimer	Cllr Simmons
Cllr Hewett	Cllr Lobb	Cllr Sollars

Distribution

Parish Councillors

Surrey County Councillors

Borough Councillors

Parish Notice Boards

Parish Council website

WSUA Councillors

Members of the public who wish to state matters of concern with the Council are invited to do so at 7.50pm, prior to the meeting, which will start at the designated time of 8.00pm. Members of the public wishing to speak should contact the Clerk to obtain the password for access to the online meeting.

Robert Applegarth
Parish Clerk

Date: 7th August 2026

To receive comments from members of the public on issues relating to the agenda.

1. To receive apologies

2. Disclosure of Interests

To receive from Members, in relation to any items included on the agenda for this meeting, declarations of interests which are required to be disclosed by the principles set out in Section 28 of the Localism Act 2011; and in accordance with the Witley & Milford Parish Council Code of Local Government Conduct.

3. Chair's Announcements

4. Matters Arising

Matters arising for information from the minutes of 4th June 2026.

Minute F26/009.1 – Milford Baptist Church grant bid resubmitted as CIL bid at item 8.2

5. Approval of Minutes

To approve the minutes of the meeting held on 4th June 2026.

6. Clerk's Report

7. F&GP Finances

To note the F&GP budget comparison report as of 31st July 2026.

Appendix 1

8. **8.1 CIL Finances & CIL Project Expenditure**

Members to note the current position on CIL income and expenditure.

		Total	Project/Planning Application
A	Available funds at start of 2026/27	£273,297.08	
B	CIL funds received to date 2026/27*		
C	CIL expenditure to date 2026/27	£0	
D	Committed expenditure (not yet drawn down)	£1,500.00 £1,500	Haslemere Road Slow markings
	Remaining available CIL Funds (A+B) - (C+D)	£271,797.08	

8.2 Milford Baptist Church CIL Funding Application

Appendix 2

Members are requested to consider the £500 CIL funding bid for an oven at the Milford Baptist Church as directed at F&GP 4 June 2026.

8.3 Orchard Pre-School CIL Funding Application

Appendix 3

Members are requested to consider a CIL application for £22,000 from the Orchard Pre-School Milford for provision of a new baby room.

9. **Microsoft Teams License Upgrade for Councillors**

Appendix 4

Members are asked to consider and approve funding for MS 365 Business Basic license for councillors for Parish Council IT account use of MS Teams, Office Apps and SharePoint file hosting services. Planning Group 15th July 2026 request for this at minute P26/44.

10. **Replacement Office Laptop**

Further to a successful trial of the Clerk's new laptop, members are requested to authorise a replacement for the Assistant Clerk's laptop which is nearing the end of its useful lifecycle.

11. **Redgate Cemetery Legacy Grant Proposal**

Members to consider a proposal by an elector to bequeath a £20,000 grant for 99 year maintenance and repair costs of a family grave at Redgate Cemetery.

12. **Headstone on Pre-Purchased Cemetery Plot**

Members are requested to consider the placing of an unmarked headstone on a pre-purchased plot at Redgate Cemetery. This is requested by the Funeral Director on behalf of the family.

13. **Land Management Budget, Cemetery Internment Fees, and Contingency Considerations**

Ahead of October F&GP Budget setting meeting and further to the Land Management Reviews members are asked to consider budgetary implications for cemeteries and for Burton Pavillion. Further consideration is to be given to the level of contingency funds for FY2027/28. Additionally, members are to agree the proposal for Cemetery Internment Fees for FY2027/28.

14. **Councillors' and Representatives' attendance at meetings, seminars, consultations and minor report/matters for consideration at future meetings**

15. **Confidential session pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.**

None.

DATE OF NEXT FINANCE & GENERAL PURPOSES COMMITTEE: 1st October 2026 (Budget Meeting)

F&GP MEMBERS - all other Councillors for information