



Council Office
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Locum Clerk: Louise Steele
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AGENDA

**Councillors are summoned to attend the
MEETING OF FULL COUNCIL
at Burton Pavilion, Milford Heath Road, Milford
on Thursday 26th March 2026 at 8.00 pm**

Cllr M Barnwell	Cllr G Hewett	Cllr L Mills	Cllr T Sollars
Cllr M Gale	Cllr B Kinnes	Cllr S Pepe	Vacant
Cllr J Grist	Cllr D Latimer	Cllr J Pettitt	Vacant
Cllr F Groves	Cllr R Lucas	Cllr L Simmons	Vacant

Distribution

Parish Councillors	SCC Councillors	Parish Notice
WBC Councillors	Local Press	Boards
		Website

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.

Louise Steele
Locum Parish Clerk

Date: 20th March 2026

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

- To receive Apologies**
- 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.
- Chair's Announcements**
Members to note any announcements.
- Clerk's Report**
- Matters Arising**
Matters arising for information from the minutes of 26th February 2026.

6. Approval of Minutes and Committee Reports

6.1 To approve and sign the Council minutes from the meeting held on the 26th February 2026.

and approve the minutes of the following meetings:

6.2 Planning & Highways 11th March 2026

7. Borough and County Councillors

To receive any short reports which are of relevance to Witley & Milford Parish Council.

8. Staffing Matters – Appointment of New Clerk

Upon the recommendation of the interview panel to approve the appointment of a new Clerk and to appoint that individual as Proper Officer and Responsible Financial Officer (RFO) with effect from 13 April 2026.

9. Financial Matters

Appendix 1

9.1 To note the Council Income & Expenditure report for the period 1st April 2025 – 28th February 2026.

9.2 To note the Bank Account and Investment status as of 20th March 2026.

9.3 To approve and sign the list of payments made for February 2026.

9.4 To consider, and approve, Virements as detailed in the Locum Clerk's report

9.5 To consider, and approve, the movement of certain underspent budgets into earmarked reserves and the addition of those sums to the 2026/27 budget as detailed in the Locum Clerk's report

10. Photocopier Lease

Appendix 2

Subsequent to the deliberations of the Finance & General Purposes Committee on 19th February 2026 to consider the Locum Clerk's recommendation that the Council enters into a five year photocopier lease with the CDT group (identified by F&GP as the preferred supplier). Further, to agree that the leasing company may be paid by Direct Debit

11. Milford Heath Pathway

Appendix 3

To consider the quote for preparation of a feasibility study for the provision of a raised footpath and drainage system to the wooded area to the south west of Milford Heath Road; further to consider the quotes for an associated topographical survey.

12. Burton Pavilion

Appendix 4

To consider the creation of a Working Group to progress the plans for extension of the Burton Pavilion; to agree the membership of the Group and its Terms of Reference

13. Annual Parish Meeting

To consider the format and content of the Annual Parish Meeting scheduled for 14 May 2026

14. Fetes and Fairs

To consider the Parish Council's participation in Brook Fete (25 May 2026) and Milford Fete (13 June 2026).

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

16. Headline Items for the Council Website

Confidential session pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.
Agenda Item 8 if necessary.

NEXT MEETING OF FULL COUNCIL: Thursday 30th April 2026