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**AGENDA**  
**Councillors are summoned to attend the**  
**MEETING OF FULL COUNCIL**  
**at Burton Pavilion, Milford Heath Road, Milford**  
**on Thursday 29<sup>th</sup> January 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: 23<sup>rd</sup> January 2026**

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**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**  
Members to note any announcements.
4. **Clerk's Report**
  - Burton Pavilion CCTV
  - Office Intruder Alarm
  - Bucci Pizza
  - Recruitment
  - Meetings with Developers
5. **Matters Arising**  
Matters arising for information from the minutes of 27<sup>th</sup> November 2025.
  - NNDR Refund

- Tractor Flail

**6. Approval of Minutes and Committee Reports**

**7.1** To approve and sign the Council minutes from the meeting held on the 27<sup>th</sup> November 2025.

and approve the minutes of the following meetings:

<b>7.2</b> A&E	8 <sup>th</sup> January 2026
<b>7.3</b> F&GP	4 <sup>th</sup> December 2025
<b>7.4</b> Planning & Highways	10 <sup>th</sup> December 2025
<b>7.5</b> Planning & Highways	7 <sup>th</sup> January 2026
<b>7.6</b> Staffing	14 <sup>th</sup> January 2026

**7. Borough and County Councillors**

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

**8. Financial Matters**

**Appendix 1**

**8.1** To note the Council Income & Expenditure report for the period 1st April 2025 – 31st December 2025.

**8.2** To note the Bank Account and Investment status as of 23rd January 2026.

**8.3** To approve and sign the list of payments made for November and December 2025.

**8.4** To approve the following virements from Salaries to professional fees ref Locum Clerk, A&E recommendations:

- £640 from 110 Redgate General Maintenance to 76 Enton General Maintenance (upon the recommendation of the A&E Committee to fund specialist cleaning of a pigeon loft prior to removal)
- £1,000 from 68 WRG Play area maintenance to 73 JF Play area maintenance and £510 from sundry A&E budget heads to 73 JF Play area maintenance (upon the recommendation of the A&E Committee to fund repairs to surfacing for the Hip Hop and Turnfly)
- £10,800 from 119-124 Salaries budgets to 126 Staff, Legal & Professional Fees to fund costs of Locum Clerk for February & March.

**9. Pedestrian Bridge at Busdens Way**

To consider any further action to be taken.

**10. Community Asset Transfer Application – Amberley Road Play Area**

**Appendix 2**

To consider Waverley Borough Council's response to the application for the transfer of the Amberley Road play area. Specifically to note that a budget of £4,500 to £5,000 will be necessary to meet the initial fees required before the application can be fully considered.

Further, to consider, in the light of the level of fees, whether to continue with the application and if so to identify from where in the budget, or reserves, the fees will be funded.

**11. Removal of Bamboo at Sunnyhill**

To consider proceeding with the removal of bamboo at Sunnyhill without advance knowledge of the costs of repairing the wall (if repairs are necessary) – the householder reports being unable to obtain quotes because it is unclear what repairs might be required without the removal of the bamboo.

- 12. Burton Pavilion**
- 12.1 Lease** **Appendix 3**  
 To consider confidential legal advice from the council’s solicitors and informal conversations with the Chair of the Pavilion Management Committee and agree a way forward (if necessary to consider this item in confidential session)
- 12.2 Extension – Planning Application** **Appendix 4**  
 To consider the latest draft plans for the proposed extension to the pavilion  
 To consider the quotes for the ecology report necessary for a planning application  
 To consider the quotes for the tree report necessary for a planning application
- 12.3 Extension – VAT Implications** **Appendix 5**  
 To consider a report from the Locum Clerk about the VAT implications of extending the pavilion
- 12.4 Drainage Quotes** **Appendix 6**  
 To consider the quotes for drainage works to the area where the car park abuts the pavilion.
- 13. Jubilee Field Project Plan** **Appendix 7**  
 To agree the project plan for Jubilee Field.
- 14. Chandler School consultation on PAN** **Appendix 8**  
 To consider the Council’s response to Chandler School’s consultation on its proposed change to Admissions Policy and reduction of the Published Admission Number (PAN).
- 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 12.1 if necessary.

**NEXT MEETING OF FULL COUNCIL:** Thursday 29<sup>th</sup> January 2026