Tongham Parish Council

Minutes of the Council Meeting: 20th July 2026, held at the Old School Hall, Poyle Road Tongham at 7.30pm.

Present:

- Cllr L. Oakley (Chair)
- Cllr S. Habgood
- Cllr E. Hall
- Cllr P. Buckley
- Cllr L. Lowdon
- Parish Clerk: K. Brennan

Also present: 3 Members of the Public attended and recorded as shown on appended note.

1. Chairman's Announcements and Apologies for Absence:

Apologies were received from:

- Cllr N. Crabbe
- Cllr S. Gray
- Cllr S. Barker (GBC)
- Cllr M. Furniss (SCC)

2. Minutes of the Previous Meeting:

The minutes of the meeting held on **15th June 2026** were approved and signed as a true record.

Proposed: Cllr S. Habgood
Seconded: Cllr E. Hall

3. Code of Conduct – Disclosure of Interests: Cllr S. Habgood declared an interest in planning matters.

4. Register of Interests: No changes reported.

5. Matters Arising:

Recreation Ground Lease & Ditch Maintenance. A response had been received from Surrey County Council, however it was not favourable. The Clerk will contact Guildford Borough Council to clarify responsibility for the maintenance of the ditches.

Outdoor Gym Equipment. Painting works have not yet been completed.

Pocket Park Tree Issue. The trust that owns the land has not yet responded regarding the cutting of the Ash Tree dead branches. Cllr Furniss will be contacted to obtain trust contact details and the clerk will contact them.

Pocket Park Maintenance Grant. The funding agreement is awaiting signature by the Parish Council.

Missing Allotments Gate Sign. The missing sign has now been recovered.

Recreation Ground Improvement Quotes. Deferred as Cllr Gray was not present.

6. County Council and Borough Council Matters:

No Borough or County Councillors were present.

Cllr M. Furniss submitted a written update on matters raised at the previous meeting.

7. Public Adjournment:

Paul Bearman raised concerns regarding late night anti-social behaviour involving youths on The Street and Poyle Road, causing disturbance and property damage.

David Evans asked for an update on the Taylor Wimpey Manor Farm development. There has been no progress with this planning application at the present time.

8. Reports from Sub-Committees:

Finance and Administration:

a) The financial statement for the month ending 30th June 2026 was approved.
b) Proposed: Cllr Lowdon
Seconded: Cllr E. Hall

b) First Quarter Budget Variance Report. The budget variance report for April to June 2026 was approved.

Proposed: Cllr Lowdon
Seconded**:** Cllr Habgood

c) Tongham Moors Annual Report: The annual report had been circulated prior to the meeting and has been published on the Council website.

d) Recreation Ground Improvement Proposal. There was no update as Cllr Gray was unable to attend the meeting.

Planning: A total of nine planning application notifications had been received since the previous meeting, the details are shown on the meeting agenda and there are no objections from the Council.

Lighting and General Purposes:

a) Annual ROSPA Report

The Annual ROSPA inspection report had been received. No major repairs were identified. Minor maintenance items will be carried out by the Council's maintenance contractor.

b) Pocket Park Maintenance Funding Agreement

The maintenance funding agreement requires signing before funds can be released, it was agreed that all councillors would provide a decision by the end of July 2026, so that the matter can be progressed.

9. Any Other Business:

1. Cleaning quotations for the village bus shelters to be obtained by the parish clerk.
2. Hose pipe ban notices for allotments to be displayed by Cllr Buckley.
3. The path leading to the outdoor gym area requires maintenance. Working party volunteers are required to tidy the area.
4. Grass along the football pitch perimeter fence requires cutting. The Football Club will attend to this as part of the football pitch fencing agreement.
5. Dog control signage for the recreation ground was discussed but was considered not currently viable as the signs had little effect.
6. The pathway around the horseshoe area at the recreation ground has become overgrown. Cllr Oakley will arrange for the maintenance contractor to clear the area. The clerk will contact the gardener and request him to trim the grass around the basketball court area.
7. The Clerk will email all councillors regarding the Pocket Park Maintenance Agreement with the aim of signing by the end of July.

10. Execution of Documents:

To consider if necessary, passing the following resolution: "That the Council do seal in the manner prescribed by law, or the clerk or member as appropriate, do sign on behalf of the Council any Order, Deeds or Documents required to give effect to any of the matters and recommendations contained in the reports as presented to, and approved by, the Council on 20th July 2026."

Proposed: Seconded:

Signed: ……

L. Oakley, Chair of meeting, Date: 21st September 2026.

Actions:

	Responsible
Contact GBC regarding responsibility for the maintenance of the recreation ground ditches, regarding the lease.	Clerk
Complete outstanding outdoor gym apparatus painting	Cllr Oakley
Contact the Trust responsible for the Ash tree issue at the Pocket Park	Clerk
Obtain bus shelter cleaning quotations	Clerk
Display ‘hose pipe ban’ notices at Spoil Lane allotments	Cllr Buckley
Organise working party for outdoor gym area	All Council
Contact Football Club to arrange cutting of grass at pitch perimeter fence	Cllr Oakley
Contact contractor to arrange clearance of the recreation ground overgrown horseshoe area pathway	Clerk
Circulate to all councillors the Pocket Park Maintenance Agreement for signing by end of July	Clerk