TONGHAM PARISH COUNCIL

Minutes of the Council Meeting: 21st September 2026, held at the Old School Hall, Poyle Road Tongham at 7.30pm

Present:

Cllr L. Oakley (Chair), Cllr S. Habgood, Cllr S. Gray, Cllr E. Hall,
Cllr L. Lowdon, Cllr N. Crabbe, Parish Clerk K. Brennan.

3 Members of the Public attended and are recorded as shown on appended note.

1. Chairman's Announcements and Apologies for Absence

Apologies were received from Cllr M. Furniss (SCC), Cllr S. Barker (GBC) and Cllr Buckley.

2. Signing of Previous Meeting Minutes

The minutes of the meeting held on Monday 20 July 2026 were approved and signed.

Proposed: Cllr L. Lowdon
Seconded: Cllr E. Hall

3. Code of Conduct – Disclosure of Interests

Cllr N. Crabbe declared an interest under Item 8 (j) of financial matters.

4. Register of Interests

No changes were reported.

5. Matters Arising from the July 2026 Meeting

- Poyle Road parking issue – the consultation period has now closed, but no decision has yet been received from SCC Highways Department.
- Village bus shelters – a cleaning quotation was received and approved, and the work has been carried out.
- Allotments – notices have been displayed regarding water usage during the drought period.
- Grass trimming along the perimeter of the football pitch has been completed.
- The pathway around the horseshoe area at the Recreation Ground has been cleared.
- The Pocket Park maintenance agreement with SCC has not yet been agreed and signed.

6. County Council and Borough Council Matters

Cllr M. Furniss (SCC) and Cllr S. Bazier (GBC) were unable to attend the meeting. Both had sent messages indicating that there was little to report following the summer break. Both had held a resident surgery on Saturday 19 September, with no major issues or concerns raised.

7. Public Adjournment

- M. Murray asked if there was any development regarding the Taylor Wimpey Development at Manor Farm, there has been no progress as far as the parish council were aware.
- The Woods at the Recreation Ground – a tree check is required. A contractor is to be contacted to carry out an inspection. Cllr Oakley to follow this up.
- A Climate Change Information Meeting will be held on Friday 25 September at St Paul's Church, 7:15 pm.
- Cathy Simmons asked if GBC carry out audit/tree surveys as there are trees dying in Kingston Close and the landowner is reportedly not interested.
- Paul Bearman asked where the boundary line stops between Tongham village and Seale and Sands village, it is understood to stop at Ipsley Lodge on the Hogs Back road.

8. Reports from Sub-Committees

Finance and Administration:

- The financial statements for July and August 2026 were approved. Proposed: Cllr E. Hall. Seconded: Cllr S. Habgood.
- The amended 2025/26 AGAR accounting statement was approved.
- Section 137 application from St Paul's Church – a grant of £500 was approved.
- Section 137 application from Tongham F.C. Youth – a grant of £500 was approved.
- Section 137 application from KSS Air Ambulance – not agreed.
- Section 137 application from TCA for air-conditioning repair – decision deferred.
- Adoption of a Community Emergency and Resilience Plan – agreed, and the plan is to be published on the Council website.
- Pocket Park maintenance agreement – not yet agreed.
- Tongham Care Group (TCG) requested that the grass border around the Recreation Ground be trimmed. A quotation of £240 + VAT has been obtained and this request is to be considered by the council at a later date.
- Confidential matters – two items were discussed.
  1) A contractor has been appointed for the remedial works at the Poyle Road Recreation Ground.
  2) The salary increase was approved for the Parish Clerk, in line with the National Joint Council (NJC) for Local Government Services agreed pay rates.

Planning:

- Two planning applications had been received since the last meeting; no objections were raised.
- It was agreed to support the Rural Plan Grey Belt Resolution. The document was signed by the Chairman and the Clerk will submit it to the organiser.
- Planning permission had been approved for two new houses in Grange Road.

Lighting and General Purposes:

- Fireworks – The Banners require updating and the clerk will arrange this.The Clerk is to contact Gordon Tyerman regarding the risk assessment and planning for the event on 1 November. St John Ambulance is now booked.
- Cllr Oakley to approach a scaffolder regarding supplying a frame to support the fire beacons. The Beacon location holes are to be cleared out and caps made to keep the clear.
- Cllr Crabbe will arrange for a Telehandler to assist with the erection and dismantling of the fire beacons.
- Christmas tree and Festive Lights – the licence application for festive lights on the street lampposts has been submitted. A Christmas tree is to be sourced.
- Overhanging trees at The Moors – a resident raised a safety issue. The Clerk has requested a quotation for the work. The invoice for any work carried out is to be charged to the Moors account.
- Recreation Ground culvert clearance – a quotation to be obtained for this work is to be carried out.

9. Any Other Business

- Bus shelter outside the Bowling Club – graffiti cleaning is required. The Clerk is to arrange cleaning.
- A remembrance wreath is to be ordered, the clerk to source this
- Painting of the telephone box and village signpost is required. Cllr Lowdon to follow up.
- Planters at Crossroads require cleaning and maintenance. Cllr Gray to follow up.
- Allotments toilets require cleaning and emptying. This has already been arranged by the clerk.
- Gym equipment instruction plates require renewal. Clerk to arrange.
- Padel Court – Enquiries to be made regarding the maintenance and management of a court. Clerk to clarify.
- Perimeter fence on the far side of the Recreation Ground, between the Recreation Ground and Farmers Field, is damaged. Cllr Oakley to follow up.

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 21st September 2026."

Proposed: Seconded:

Signed: ……

L. Oakley, Chair of meeting, Date: 19th October 2026.

Actions from Meeting:

The Woods at the Recreation Ground – a tree check is required – **Cllr Oakley**

Fireworks – The Banners require updating - **The Clerk. –** Completed 18/09/26

Gordon Tyerman to be contacted for risk assessment and planning for the event - **The Clerk.** Gordon contacted but he is not available for the event, he will assist in preparation and his staff will attend.

Scaffold frame required to support the fire beacons – **Cllr Oakley**

A Telehandler required for the erection and dismantling of the fire beacons – **Cllr Crabbe**

Christmas tree and Festive Lights – A Christmas tree is to be sourced and the streetlight licence applied for – **The Clerk**. - Enquiries ongoing to source a tree. Licence applied for and awaiting confirmation from Surrey Highways.

Overhanging trees at The Moors – **The Clerk. -** Contractor arranged for work to be carried out.

Recreation Ground culvert clearance quote required – **Cllr Oakley**

Bus shelter outside the Bowling Club – graffiti cleaning is required. **The Clerk. -** Completed

A remembrance wreath is to be ordered - **The Clerk. -** Ordered and received 28/09/26

Painting of the telephone box and village signpost – **Cllr Lowdon**

Planters at Crossroads require cleaning and maintenance - **Cllr Gray**

Outdoor Gym equipment instruction plates require renewal – **The Clerk.** Not yet completed.

Padel Court – Enquiries to be made regarding the maintenance and management of a court – **The Clerk. -** Letter sent 30/09/26 – no reply yet.

Repair to damaged Perimeter fence on the far side of the Recreation Ground – **Cllr Oakley**