



Loxwood Parish Council

Minutes of the Parish Council of Loxwood held on Tuesday 7th October 2025 at 8.00pm. North Hall Loxwood.

ATTENDANCE: Parish Councillors: Valerie Woods (Chair); Yvonne Rees; Roger Newman; Rick Kelsey; Annette Gardner; Charles Todhunter; Jamie Lynch. CDC Gareth Evans. WSCC Janet Dunton (left the meeting after 171/2025). Three Members of the public. Jane Bromley, Parish Council Clerk.

166/2025 APOLOGIES FOR ABSENCE: None.

167/2025 DECLARATION OF MEMBERS INTERESTS: Cllr Newman declared an interest in the grant application for Beech farm Action residents 173.5/2025 and abstained from any comment during discussions.

168/2025 MINUTES OF THE LAST MEETING: RESOLVED that the Minutes the Parish Council meeting on [3rd September 2025, the Planning meeting on 3rd September 2025](#) are accurate accounts of the meetings and to authorise the Chair to sign them as accurate records.

169/2025 APPENDIX 1 ACTION POINT LIST: The Parish Council updated the list of Action Points.

170/2025 PUBLIC PARTICIPATION: A resident spoke concerning 173.5/2025 to confirm that invoices were available and would be sent to support the application for a grant.

171/2025 REPORT FROM WSCC JANET DUNTON: See attached report.

172/2025 REPORT FROM CDC GARETH EVANS AND CHARLES TODHUNTER: See attached report.

173/2025 FINANCE & GOVERNANCE:

Recommendation: to review the documents relating to 8.1 and 8.3.

1. BANK RECONCILIATION FOR September 25.

2. VAT SECOND QUARTER 25-26

3. EXPENDITURE AGAINST BUDGET UPDATE to 30th September 25.

RESOLVED as noted.

4. OCTOBER 25 ACCOUNTS FOR PAYMENT.

3. Recommendation: to Resolve and Ratify to authorise the signing of the payments schedule by the Chair, Planning Chair and the Clerk and that the payments may be made via BACs.

RESOLVED as approved.

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5. GRANT APPLICATIONS:

Recommendation: To consider the grant applications as follows:

- [APPENDIX 2](#) : 4 Sight £340
- [APPENDIX 3](#) : Beech Farm Action £900
- [APPENDIX 4a and 4b](#) : Loxwood Sports Association £2170 and £7940
- [APPENDIX 5](#) : CAGNE. No amount stated.

RESOLVED to carry forward the grant applications for consideration during the Finance Committee meeting on 27th November 2025 to allow further information to be sent in connection with the Beech Farm Action grant application.

6. RECOMMENDATIONS FROM THE FINANCE COMMITTEE MEETING on [18th September 2025](#)

- WEBSITE COMPLIANT to Website Content Accessibility Guidelines [WCAG 2.2 AA](#)
Recommendation: To discuss with the Internal Auditor at the Interim Internal Audit on 19th January 2026 and to consider replacing the current website.

RESOLVED to obtain quotes for a replacement website to be considered at the Finance Committee meeting on 27th November for CIL expenditure. A compliant website would enable WCAG 2.2AA to be achievable.

- [APPENDIX 6](#) IT Policy

Recommendation: For the Parish Council to adopt this policy being a requirement for the 25-26 Audit.

RESOLVED to adopt the IT Policy.

- [APPENDIX 7](#) UK GDPR Policy

Recommendation: For the Parish Council to adopt this Policy being a requirement for the 25-26 Audit.

RESOLVED to adopt the UK GDPR Policy

- [APPENDIX 8](#) DATA AUDIT

Recommendation: For the Parish Council to note that the Data Audit reviewed by Satswana has been carried out as a requirement for the 25-26 Audit.

RESOLVED as noted.

174/2025 [APPENDIX 9](#) FINANCE COMMITTEE TERMS OF REFERENCE

Recommendation to approve the Terms of Reference for the Finance Committee.

RESOLVED as adopted.

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175/2025 APPENDIX 10 FLOOD MONITORING:

Recommendation: To note the update received from the resident consultant, approve the additional expenditure and nominate a volunteer to assist to the resident volunteer consultant.

RESOLVED to nominate Cllr Kelsey as a volunteer helper for the resident consultant and to make the additional payment of £23 towards the flood monitoring equipment.

176/2025 APPENDIX 11 PLAYGROUND RENOVATIONS RENEWAL:

Recommendation: To discuss the playground project and schemes designs/costings received and confirm an approach.

RESOLVED that the working group comprising Cllr Kelsey, Woods and Rees to progress with the EIBE and Playdale quotes, to set a budget of £50,000.00 to be met from CIL and to meet again with these providers. To report back further at the November meeting of the Parish Council.

177/2025 APPENDIX 12 ASSET AUDIT FOR PRECEPT CALCULATIONS:

Recommendation: To discuss the audit to date.

- A quote of £608 had been obtained for the renovations of the central bus shelter and the levelling up of the Farm Close bench and it was **RESOLVED** to pay for this pout of current budget.
- All furniture in the jubilee gardens was in good condition.
- The Onslow Dog Bin and the north Hall dog bins were in good order
- SID in good condition
- The Finger Post at Skiff Lane was to be inspected and quoted for to re site by the odd job man.
- Two benches required further inspection as to whether they could be renovated or needed replacing being the benches at Vicarage Hill and Spy Lane/Pond Close

RESOLVED to update the audit with the above information.

178/2025 UPDATES AND ITEMS FOR DISCUSSION AS TIME ALLOWS:-.

- (a) North Hall. Nothing to report.
- (b) Resilience Plan. Nothing to report.
- (c) Highway/Roads. A report had been received from SW Transport with a quote for the next stages ranging from £1000 to £5000. Given the average speed through the village was not sufficient for strong measures of control, a middle path of action was chosen from the report to include pedestrian crossing investigations and more road painting with a cost of £3000 for the application to WSCC to come from CIL.
- (d) School. The SEN building had been opened and the building was much appreciated by the school.
- (e) LSA Lease. A copy of the lease was now in possession of the Parish Council.

179/2025 NEWSLETTER ARTICLES. Awaab's Law; SEN building opening; Traffic Calming.

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180/2025 ITEMS FOR THE NEXT MONTH'S AGENDA and DATE OF THE NEXT MEETING.
4th November 2025 Planning and Full Council Meetings. 27th November 2025 Finance
Committee.

The meeting closed at 9.43pm