



Worplesdon Parish Council

Minutes of the General Purposes and Finance Committee meeting held 8 February 2018 in the Small Hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon at 7.35pm

76-2018 – Present:

Councillors: Chairman of the General Purposes and Finance Committee Cllr C Venables, Cllr G Adam, Cllr N Bryan (arrived 8.05pm), Cllr P Cragg, Cllr S Fisk, Cllr J Messinger and Cllr N Mitchell.

Staff: The Clerk to the Council was in attendance.

77-2018- To accept apologies and reason for Absence in accordance with the LGA 1972, Sch12, para 40

Apologies and reason for absence had been received from Cllr D Snipp and Cllr Wright. Apologies and reason for absence were accepted.

Cllr Fisk substituted for Cllr Snipp.

Mr Bryan gave his apologies for his late arrival.

78-2018- Declaration of Disclosable Pecuniary Interests (DPIs) by Councillors in accordance with The Relevant (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

79-2018 – Declaration of Disclosable Pecuniary Interests by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

80-2018 – Invoices for payment

It was proposed Cllr S Fisk, seconded Cllr N Mitchell and unanimously **RESOLVED** that payments of the value of £1,161.49 be approved and signed off.

Payment list for approval 8.2.2018

Date of invoice:	Date paid	Payment type:	Payee:	Details:	Net	VAT	GROSS	Budget heading
26.1.2018	26.1.2018	Dcard	Cluskeys CCP Ltd	PPE GDPR training - 30th January 2018	246.03	30.21	276.24	Est. chgs.
24.1.2018	8.2.2018	Online	SSALC Ltd		192.00	38.40	230.40	Training
3.1.2018	3.1.2018	Dcard	Jeans Flowers	Civic gift - Flowers SM	40.00	0.00	40.00	Chairman's Allowance
19.1.2018	19.1.2018	Dcard	Post Office Project Skills	Postage - SLCC NRSWA course - Unit 2 x 2 places	6.45	0.00	6.45	Est. chgs
25.1.2018	25.1.2018	Dcard	Solutions	Unit 10 x 1 place	507.00	101.40	608.40	Training

Total

991.48 170.01 1,161.49

81-2018 – Land Management/Health and Safety Inspection Report

The Assistant Clerk had prepared the following report for members' consideration. A copy of the report had been emailed to all members in advance of the meeting.

Completion of works:

- Dryad Tree Services have carried out the tree surgery on the willow tree in the Conservation Area of Perry Hill (Coombe Lane) and also at Harry's Meadow, Jacobs Well in January 2018.
- Replacement Typhoon button seat has been delivered and has been fitted.
- The blackthorn bushes on common land beside the A323 between Gravetts Lane and the entrance to Hunts Farm were encroaching over the pavement and obscuring the highway warning signs. SWT-approved work parties were held on 18.10.17, 29.11.17 and an additional work party took place on 28.01.2018 to further improve sightlines. One more work party is required and will take place on 14.02.18.
- The Clerk was notified of fly tipping of a mattress in Gravetts Lane. Reported to SWT.
- The Clerk has notified SWT of damage to wood posts on Oak Hill. SWT have acknowledged the email.
- Cllr Mitchell observed that the fingerpost on Keens Lane had been knocked over. Without taking responsibility for the damage, Levanter have very kindly paid for, and concreted in, a new oak post.
- The Clerk received a report, via Rt Hon Anne Milton, MP's office, of fly tipping on Wood Street Village Green. Both the Assistant Clerk and Groundsman inspected the Green separately, on the day notification was received in January 2018, and were unable to find any residual debris. The resident had reported the tipping took place prior to Christmas 2017. All involved parties have marked this matter as closed.
- Bus shelter at Wood Street Village pond has suffered deliberate vandalism to its Perspex panels. The missing Perspex has not been replaced due to ongoing vandalism issues.
- The Assistant Clerk observed that the litter bin at the Wood Street Community Car Park now requires emptying twice per week during term time. Groundsman's schedule has been amended to reflect this.
- Fly tipping on Frog Grove Lane near Aldershot Road was reported to SCC by the Clerk on 04.12.17.
- Damaged street nameplates on Wood Street Village Green and Gravetts Lane have been replaced by Guildford Borough Council.
- A resident observed that the cricket netting was in poor condition at Worplesdon Memorial Ground. The Clerk has referred the matter to the Worplesdon Memorial Trustees.
- Mr Trevena reported fly tipping and damage to a gate at the rear of Wood Street Village Infant School. The Clerk reported the issues to SWT. Mr Trevena reports that the gate has been repaired.
- The Clerk has reported a wobbly wooden bridge situated on Littlefield Common to Surrey Wildlife Trust.

Work agreed with contractors/volunteers:

- The new backing on three noticeboards (Fairlands, Wood Street Green and post office) has been received. Mr Trevena to install these with assistance. Works to commence in Spring 2018.
- Dryad Tree Services were appointed to carry out tree surgery within the Parish. Dryad have applied for Planning Permission to remove the goat willow tree at the rear of Wood Street Village pond due to the uncertainty relating to the boundary of the Conservation Area.
- The Clerk has chased up HAGS/SMP regarding the finger entrapment finding in the Jacobs Well play area. Again, followed up with HAGS/SMP. Chased 26.9.17. Chased 9.10.17. Clerk has chased again.

Manufacturer has failed to respond repeatedly with regard to this matter. Assistant Clerk has drafted a letter for the attention of the UK Directors of HAGS/SMP with regard to their catalogue of continuous failures.

- Dryad to lift the crowns of the trees at the entrance to Fairlands.
- DLE Roofing to carry out replacement of the roof of the bus shelter opposite Royal Oak, Wood Street Village.
- Quotes had been received in respect of the height barrier and bollards for Worplesdon Memorial Hall Car Park. A decision in respect of the Certificate of Lawfulness application is due to be made on 16.02.18, so the contract cannot be awarded until the outcome is known.
- The Clerk has been given a central email address countryside@surreywt.org.uk and telephone number, 01483 910087, for the reporting of issues relating to matters involving SWT land and property. The Clerk has circulated this to all Councillors and staff to enable issues to be reported directly in the first instance (for the matter to be effectively dealt with), and for the Clerk/Assistant Clerk to be notified afterwards to allow them to follow up.

Quotations required for:

- Annual Tree Inspection – Assistant Clerk to approach Mr N Fagg.
- Signage for the Multi Use Games area (half ball court) – low priority.
- Signage for the Worplesdon tennis courts.
- Assistant Clerk to obtain quotes for treatment of bamboo on island in Wood Street Village pond and for a replacement duck house. Two companies have been approached for quotes, and they both indicated that the most effective time to spray the bamboo is during the springtime. Assistant Clerk's father has volunteered to assess the duck house for potential repair as opposed to replacement. Assistant Clerk to chase.
- Mr Trevena has reported two leaf blocked road gully drains on Coombe Lane. Assistant Clerk to obtain quotes for a jetter to remove the debris. Assistant Clerk has approached 3 firms. Assistant Clerk to chase.

Outstanding works:

- Mr Trevena will help Jacobs Well residents to paint the height barrier into the recreation ground. This is a low priority.
- White gate at White House Lane, Jacobs Well to be welded and repainted by Mr L Rose and Mr P Trevena.
- All glass bus shelters to be cleaned by Mr Trevena. Cleaning schedule in process.
- Mr Trevena has started weeding around the edge of the tennis courts. To be added to the Summer Work Programme.
- The white safety gates in Wood Street Village need to be re-painted. Mr Trevena to carry out in Spring 2018.
- Mr Trevena to replace 4 slats on the bench at the junction of Gravetts Lane and Aldershot Road (February 2018 – weather dependent).
- Mr Trevena is in the process of de-silting and removing the leaves from the ditch near the entrance to Perry Hill Farm, Coombe Lane. Ongoing.
- A replacement log is required for the edge of Jacobs Well Recreation Ground. Cllr Cragg to provide a suitable log.

Groundsman's/Clerk's Observations:

- Residents in Gumbrells Close have installed bridges over the ordinary watercourse. This has been reported to Surrey County Council. Consent is required for these types of structure. This was followed up at the Flood Forum on 24.11.17. Clerk and Assistant Clerk to discuss this matter further at meeting with SCC on 09.01.18. A multi-agency site inspection will take place on 27.02.18.
- Mr Trevena reported the outlet at Moat House pond, Jacobs Well was not correctly functioning. Water was backing up into the pond and could lead to issues with flooding. The outlet may require a non-return valve/flap to be fitted. Further investigation required.
- Mr Trevena noted that a ladder and a pump have been placed in a ditch at Brookside, Jacobs Well. Assistant Clerk to report the matter to SCC using online form as pollution from the pump is entering the brook. Online reporting not suitable in this instance. Matter discussed at meeting with SCC on 09.01.18. A multi-agency site visit will take place on 27.02.18.
- Mr Trevena reported that the ditch along Coombe Lane is being dammed with debris. Riparian ownership letters to be delivered to all properties reminding them of their responsibilities (February 2018). Clerk and Assistant Clerk to liaise with SCC with regard to up-to-date contact details for inclusion in the letters.
- Mr Trevena noted that the grips and ditch on Gravetts Lane are silted up and require digging out. Added to the multi-agency meeting agenda.
- Two spaces in the Wood Street Village car park are being encroached by grass and soil from the far bank. Mr Trevena to investigate further when these car parking spaces are vacant during the February half term.
- The notice boards in Wood Street Village and Fairlands are covered in algae. Mr Trevena to clean and spray with Wet and Forget.
- The street nameplates in Fairlands are particularly dirty. Cleaning of street nameplates has been added to the Scheduled Work Programme.
- The Clerk has noted the occurrence of trees planted in various SCC verges, without consent. The Clerk has liaised with SCC to bring these trees to their attention.
- Mr Trevena has noted lunch-associated rubbish is being thrown over the fence from the Jacobs Well car park into the brambles at the edge of Harry's Meadow. Litter pick required, and bramble runners to be trimmed. Brambles to be retained for ecological habitat support. This has been added to Scheduled Work Programme.
- The Assistant Clerk has approached the RHS for guidance on suitable bulbs for consideration at Harry's Meadow. The RHS kindly provided a list which requires further investigation into those which would be most suitable for the proposed location and approximate costs. Assistant Clerk to pass details onto Cllr Fisk for JWRA input and assistance.
- Assistant Clerk reported flooding on Holly Lane to SCC. SCC stated that they are aware of the issue, and will add it to the jetter list but believe the issue could be alleviated with improved maintenance. Assistant Clerk to liaise with Merrist Wood.
- The Clerk, Assistant Clerk, Mr Trevena and Cllr Mitchell are to conduct a multi-agency tour of locations which are flooding hotspots and/or are sites of long standing issues from the Flood Forum Action Plan on 27.02.18.
- SWT are undertaking a wildflower meadow report for the Oak Hill site in Wood Street Village. Assistant Clerk to ascertain if the project would have the support of Wood Street Village's Horticultural Society and Wood Street Infant School for its ongoing maintenance.
- The Clerk has reported the severely damaged 'Give Way' sign at the end of Jacobs Well Road. Notification has been received that this should be remedied within 28 days from 18.01.18.
- The Clerk has reported an additional damaged sign in Jacobs Well (at the junction with Clay Lane).
- The VirginMedia cabinet at Sandy Lane, Wood Street Village was discovered to be open. Assistant Clerk to write to VirginMedia to rectify. Mr Trevena has observed that the cabinet on Oak Hill, Wood Street Village is now open too. Assistant Clerk to report both issues.

- The Clerk has reported that the 'Bridleway' sign at Pitch Place is wobbling and is in need of attention. Mr Trevena to assess and remedy.

Nevin's Copse

- Cllr Cragg and Mr Steer continue to cut back nettles, brambles and saplings from cleared areas in the copse.
- A further working party to be arranged to burn the remaining two heaps of arisings. Added to Winter Work Programme.

Health and Safety Inspection Report

The Groundsman had undertaken his weekly inspections as a result of which the Assistant Clerk had prepared the following report, a copy of which had been issued via email to all members in advance of the meeting.

Weekly Reports

Worplesdon, Jacobs Well and Fairlands play areas, the Husson Breeze and community car park at Wood Street were checked on 22.01.18, 23.01.18, 24.01.18, 29.01.18, 30.01.18, 01.02.18, 05.02.18 and 06.02.18. Mr Trevena has carried out the following work:

- Investigated the works being carried out without appropriate permission at Pinks Hill, Wood Street Village.
- Raked out Wood Street Village Pond outflow and ditch.
- Removed fallen tree debris at Fairlands adjacent to the play area.
- Cleared the grille near The Pines, Broad Street
- Checked on the integrity of the manhole cover on Broad Street Common (Behind The Squirrels)
- Removed significant debris from the ditch around the football field at Fairlands.
- Cleared litter and rubbish, continued to monitor worn surfacing at the Fairlands play area.
- Litter picked across the parish – focusing on Jacobs Well sports field and neighbouring ditch.
- Swept leaves up at Fairlands play area.
- Main focus has been on clearance of grilles in preparation for winter weather.

Outstanding works:

- Tarmac near the basketball court, Worplesdon Memorial Hall (on the Typhoon side) has a small crack – to be monitored.
- Swing ropes on the Typhoon were replaced by HAGS/SMP 3.8.17 one rope snapped within a month of installation. Reported to HAGS/SMP. Ropes not installed as per manufacturer's instructions. A new set of ropes has been manufactured free of charge. Equipment was chained off to prevent use. Chased 9.10.2017. Clerk has been advised that new ropes are to be installed w/c 6.11.17 by HAGS/SMP. New ropes fitted 17.11.17. Subsequent inspection by Mr Trevena and the Play Inspection Company have identified that 2 of the 3 ropes have been fitted incorrectly. HAGS/SMP advise this will be remedied by 8.12.17. Clerk has asked for HAGS to provide written 'sign-off' that they have been correctly fitted this time. Not received as at 11.12.17. Issue has been included in the letter drawn up by the Assistant Clerk.
- The bus shelter near The Avenue, Perry Hill has some slight damage to the window frame. To be repaired as soon as practicable.

- A land grab has taken place near Fairlands play area. The ditch has been infilled and compost bins and paving slabs placed over the top. Clerk has already reported to SCC and GBC. Additional photos have now been taken and were discussed at the Flood Forum on 24.11.17. Assistant Clerk to report the matter via online form to SCC. Online form not suitable for this matter. Issue discussed at meeting with SCC on 09.01.18. Multi-agency site inspection to take place on 27.02.18.
- Damaged wetpour beneath the Husson Breeze, Wood Street Village Green. Clerk chased and received new repair date of w/c 06.11.17. Richard Randall's Quarterly Inspection Report (inspected on 08.12.17) highlighted that a letter 'H' has been carved into it, so the damage remains unrepaired. Clerk chased again 07.02.18. Advised repair to take place during w/c 19.02.18.

Groundsman's/Clerk's Observations:

- Damaged slat – multi-play unit, Jacobs Well. Mr Trevena has temporarily made safe the split.
- A replacement panel has been ordered by the Clerk. The replacement panel has still not been received although we are advised the UK manufacturer is now in receipt of it (05.02.18). Delivery was arranged for 07.02.18 but had not been received at the close of business on 07.02.18. Assistant Clerk has included this in the letter to the manufacturer.
- Wetpour at Worplesdon Memorial Ground play area – worn in places – continue to monitor.
- Bus shelter beside Wood Street Village pond has cosmetic issues, to be remedied by Mr Trevena.
- To consider a standalone power supply to Perry Hill Green for future lights. Assistant Clerk to investigate further.
- Following repeated surface-water flooding to a property and access road on Sime Close, the Clerk and Assistant Clerk met with Mr Giles from SCC to try to determine a solution. Discussions are ongoing. Site inspection to assess levels and slopes for run off took place in December 2017. Residents are now in contact with Rt Hon Anne Milton, MP and the Management Company.
- PPE gloves were required for litter picking to minimise the possibility of accidents. The Clerk was able to obtain 2 litter pickers from Woking Road depot, however gloves were still required for difficult to pick up items. EN388 grip gloves have been purchased at £2 per pair. Handy hoops for bin bags would also be beneficial for litter picking activities to aid good posture and weight distribution. The estimated cost of each hoop is £20. Suitable gloves have now been purchased but the hoops are outstanding.
- Both the Clerk and Assistant Clerk have suffered blackthorn injuries to their feet during recent work parties, despite wearing appropriate footwear. Assistant Clerk investigated the cost of PPE work boots. Suitable footwear has now been purchased for the Clerk and Assistant Clerk.
- The Clerk has booked appropriate NSWRA training for Clerk, Assistant Clerk and Mr Trevena for 26th February 2018.
- Mr Trevena reported further damage to the Husson Breeze. A handle had sustained significant fire damage. Assistant Clerk has obtained a quote for replacement of £33.75 each.
- Some items in the first aid kits require updating as they have reached the end of their dated life. Clerk to investigate prices of replacement kits and additional items required to reflect our tasks. The cost of a chainsaw first aid kit (£145 & VAT) has been approved and the order placed.
- Barbed wire, partially covered by mud, on a well-used path in the corner of Harry's Meadow was reported to the Assistant Clerk on 01.02.18. Mr Trevena dug the barbed wire out and removed it from site on the same day. The resident contacted the Assistant Clerk on 02.02.18 to confirm that the item was no longer there, and to pass on thanks to all involved for a timely resolution.

Monthly Health and Safety Report:

The monthly report has not been undertaken due to the short timescale between the last two meetings.

Whilst replacing the Typhoon button seat on 30.01.18, Mr Trevena reported that despite frequent inspections the U-bolts in the Typhoon are badly worn. Mr Trevena has replaced one of these U-bolts and the remaining 2 U-bolts require replacement. Mr Trevena is awaiting delivery of 2 correctly sized U-bolts.

Jobs Completed:

- Mr Trevena has sprayed Wet and Forget in the play areas in Fairlands again due to persistent moss.

Jobs Outstanding from previous reports:

- The cracks in the concrete base of the maypole were discussed at the Wood Street Village Association February 2017 meeting, and repair is due imminently. Chased 11.9.2017. Assistant Clerk emailed the Chair of the Wood Street Village Horticultural Society on 27.11.17. Assistant Clerk chased again. Matter to be discussed at Wood Street Village Association meeting 05.02.18
- The far gate of the Worplesdon tennis courts needs attention. Assistant Clerk to obtain quotes to repair the hinge and to upgrade the latches to self-closing latches to prevent animal incursions onto the tennis courts.
- The committee had decided to remove the BMX ramps/banks and replace/make good the tarmac. Plain tarmac would have little or no play value. Quotation for the installation of a 'Viper' sought from HAGS/SMP. Further quotations being sought from Proludic, Kompan and Playdale. The proposals are to be showcased at a community engagement event on 14.03.18 at 7.30 pm (Fairlands Community Centre).

It was proposed Cllr G Adam, seconded Cllr P Cragg and unanimously **RESOLVED** that the report be approved and adopted.

82-2018 – Co-option Jacobs Well Ward

No applications were received.

83-2018 – Honour's boards

Three quotations had been received. It was proposed Cllr P Cragg, seconded Cllr C Venables and unanimously **RESOLVED** that the quotation from Gerald Whittaker be approved. Total cost £247 & VAT.

Power to spend - LGA 1972 s111

84-2018 – Major Roads Network – Government consultation on the A road network - Consultation deadline 11.45pm 19 March 2018

The Government is proposing to create a Major Road Network, of approximately the same mileage as the network for which Highways England is responsible. They proposed to create a specific new funding stream which will be dedicated to investing in this network and raising the performance standards which motorists experience on it. The Government cannot deliver this programme in isolation; involving local and regional interests will ensure that the improvements are of most value to the economy.

The consultation document seeks views on their plans for defining the major road network, investment planning and the criteria for eligibility and assessment.

Following discussion, it was agreed that the Parish Council respond as follows:

Question 4 – Have both the quantitative and qualitative criteria proposed in the consultation document identified all sections of road you feel should be included in the MRN?

Response: The Qualitative Criteria includes linking Economic Centres, ensuring that major conurbations, airports, ports and other significant economic centres are connected via the MRN, which includes connecting all towns/cities with a population greater than 50,000.

The A323 connects Guildford with Farnborough, which has a population of 57,500. The A320 connects Guildford with Woking, which has a population of 99,500. The population of Guildford is 137,000.

Worplesdon Parish Council therefore considers that the A323 and the A320 should also be included in the MRN.

85-2018 – Public Consultation - Have your say on local traffic and transport improvements – Deadline 4 March 2018

Details of the public consultation had been sent to all members via email in advance of the meeting.

Details can be viewed by clicking this link surreycc.gov.uk/guildfordtransportschemes.

Residents can also see the plans at the following public exhibitions:

- Thursday 8 February, 9am-1pm, The Friary, North Street, Guildford, GU1 4YT
- Thursday 8 February, 4pm - 7.30pm, Tongham Community Centre (Lounge Bar), Poyle Road, Tongham, GU10 1DU
- Friday 9 February, 2pm - 6pm, The Friary, North Street, Guildford, GU1 4YT.

Following discussion, it was proposed Cllr P Cragg, seconded Cllr G Adam and **RESOLVED** that the Parish Council make no response to this public consultation.

A vote took place – Result of the vote – 6 For – Cllr N Bryan abstained. Motion carried.

It was agreed that the Clerk send details of the proposed bus route improvement at the junction of the Woking Road (A320) and Jacobs Well Road to the Chairman of the JWRA.

86-2018 – Sign Torque power tool driver bits x 2 – For SDR deployment

It was proposed Cllr G Adam, seconded Cllr N Bryan and unanimously **RESOLVED** that the cost be approved. Total cost £24.48 & VAT. To approve the cost.

Power to send: LGA 1972 s 111

87-2018 – Personal Protective Equipment PPE – Work clothing and sundry equipment

PPE is a formal requirement of the New Road and Street Works Act (NRSWA) training course, booked for Monday 26 February 2018. In addition, PPE is required during work parties.

It was proposed Cllr N Mitchell, seconded Cllr G Adam and unanimously **RESOLVED** that the cost £246.03 & VAT be approved.

Power to send: LGA 1972 s 111

88-2018 – SDR Deployment policy

Members considered the revised policy.

Cllr G Adam stated that there are anomalies in the data obtained in Clay Lane (near Chambers), these need to be raised with CA Traffic for clarification/advice before any of the data is used and/or submitted to Surrey County Council and Surrey Police for action.

Before any data is published on the Council's website, the data obtained to date needs to be issued to Bahram Assadi to check whether the survey data collected correlates to the recent surveys carried out by Surrey Police.

The members considered that deploying the SDR 52 weeks a year is excessive and will provide too much data. In addition, this frequency of deployment is putting the staff under pressure.

Cllr Adam stated that use of the SDR is purely intended to get a snapshot across the parish.

If residents raise concern about speeding the Parish Council can now react to those concerns.

It was proposed Cllr P Cragg, seconded Cllr C Venables and unanimously **RESOLVED** that the Parish Council will not deploy the SDR during statutory state school holidays, or in weeks with bank holidays.

It was then proposed Cllr G Adam, seconded Cllr N Bryan and unanimously **RESOLVED** that it is the intention of the Parish Council to carry out speed surveys in each of the four villages three times a year.

The Parish may deploy the SDR if additional concerns are raised by residents.

The purpose of the SDR deployment is not driven by data, but factual data. The Parish Council is not seeking to obtain data for statistical analysis.

The Clerk was instructed to amend the policy accordingly.

It was **RESOLVED** that the Parish Council will periodically publish on its website, a summary of the findings.

89-2018 – Promotion of the Tennis Court

Cllr Messinger had suggested that to raise awareness of the public tennis courts and to celebrate the marriage of Prince Harry in May it would be nice to arrange a Community Engagement.

Given the current workload of the Parish Council it was agreed that the courts should be promoted via banners at the entrance to the Memorial Hall, in our parish newsletter, on our new website and by social media.

It was proposed Cllr N Bryan, seconded Cllr S Fisk and unanimously **RESOLVED** that expenditure of up to £100 on advertising material be approved.

Power to spend: LGA s 111

90-2018 – Surrey Rural Economy Conference - Friday 2nd March 2018 – Venue Living Planet Centre, Rufford House, Brewery Road, Woking, Surrey, GU21 4LL - 9am – 3.30pm – Cost £48 + VAT

Cllr Lisa Wright had requested permission to attend the Conference.

It was proposed Cllr N Bryan, seconded Cllr G Adam and unanimously **RESOLVED** that permission be granted and the cost approved.

Power to spend: LGA s 111

91-2018 – Potential visit by a member of Guildford Borough Council’s Executive

An email had been received from Guildford Borough Council advising that either the leader of the Executive, or a member of the Executive, would like to attend a meeting of Worplesdon Parish Council to update the Parish Council on the progress of the Local Plan. Guildford Borough Council would prefer to attend a meeting that was open to the public if possible, or in private at the discretion of the Chairman.

It was proposed Cllr P Cragg, seconded Cllr C Venables and unanimously **RESOLVED** that the Parish Council decline the invitation.

A vote took place – The result of the vote was: For 6 – Cllr N Bryan against. Motion carried.

It was then proposed Cllr N Bryan, seconded Cllr S Fisk and agreed that Guildford Borough Council be advised there is a monthly Borough Councillors report item on the agenda at which our borough councillors provide monthly reports at every meeting. The Worplesdon Borough Councillors could use this report space to present the Executive’s update information to the Parish Council.

A vote took place – The result of the vote was: 6 For – Cllr G Adam against. Motion carried.

92-2018 – GDPR training – Guildford Borough Council offices Tuesday 13 March 2018 7pm – 9pm – 4 places (free)

It was agreed that Cllr S Fisk Cllr P Cragg, the Clerk and Assistant Clerk would attend this training event on behalf of the Parish Council.

93-2018 – Reference books – To approve the following costs:

- Knowles on Local Authority Meetings - £79.96 & VAT
- Local Councils Explained - £17.49 & VAT

It was proposed Cllr G Adam, seconded Cllr P Cragg and unanimously **RESOLVED** that the costs be approved.

Power to spend: LGA 1972 s111

94-2018 – Vehicle Activated Signs

Cllr Cragg, Cllr Adam and Cllr Mitchell have all been trained to erect the VAS signs; however, due to various commitments these have not been maintained over the past eighteen months.

The VAS signs require servicing and the Pitch Place sign may need to be repaired.

It was agreed that the Chairman would retrieve and mark up the signs showing they belong to the Parish Council. The equipment will be sent for servicing/repair and a rota would then be organised to ensure the batteries are regularly charged and the signs are relocated around the parish at sites previously agreed by Surrey Police. The three councillors to agree the rota for their convenience. The rota to presented to the Council for approval by the end of March 2018.

Approved by the full council – 22 February 2018

95-2018 – Worplesdon Tennis Club

Worplesdon Tennis Club had written to the Parish Council seeking consent to erect a wooden shed in the Worplesdon Memorial Ground. Cllr Venables had informed the Tennis Club that they should establish whether or not planning permission would be required

The Parish Council had no further comments regarding this matter.

Meeting closed 8.40pm

Signed:

Chairman of the Council

Date: