



WORPLESDON PARISH COUNCIL

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Thursday 15 March 2018

NOTICE OF MEETING

The **full council meeting** of the Worplesdon Parish Council to be held in the **Small Hall, Worplesdon Memorial Hall** on **Thursday 22 March 2018 at 7.30 pm** for the purpose of transacting the following business.

THE FIRST TEN MINUTES ARE AVAILABLE FOR THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION ON RELEVANT MATTERS ON THE FOLLOWING AGENDA. THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING.

Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting.

Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the Clerk to the Council prior to the start of the meeting so that those attending the meeting can be made aware of any filming/recording taking place.

Use of mobile devices, including for the purpose of recording or filming a meeting, are subject to no interruptions, distractions or interference being caused to the PA or Induction Loop system, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it is switched off or placed in silent mode during the meeting to prevent interruptions or interference with the PA or Induction Loop system. The use of flash photography and/or filming lights is not permitted.

AGENDA

1. To accept apologies and reason for Absence in accordance with the LGA 1972, Sch12, para 40.
2. Declaration of Disclosable Pecuniary Interests (DPIs) by Councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).
3. Amendments to the Register of Interests
4. To receive and consider written requests for new DPI dispensations, if any.
5. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.
6. Declaration of Gifts or hospitality over £25.
7. Borough Councillor's report (5 mins).

8. County Councillor's report (5 mins).

9. Minutes of the previous meetings - To be agreed and signed by the Chairman as a true record.

10. Co-option of councillor – Jacobs Well Ward - To consider any applications received.

11. Planning Applications for consideration

Planning Application No: [18/P/00415](#) - 21 Brookside, Jacobs Well, Guildford, GU4 7NS - Addition of two pitched roof dormers to front roof to facilitate existing loft conversion. Addition of sun pipe to rear roof.

Planning Application No: [18/P/00324](#) - The New Barn, Perry Hill, Worplesdon, Guildford, GU3 3RE - Demolition of the partly completed dwelling and thereafter carry out engineering works, import material to infill the site back to former ground levels, a maximum of 510 mm higher than currently, and then the erection of a dwelling and a 2-bay timber car barn.

Planning Application No: [18/P/00325](#) - The New Barn, Perry Hill, Worplesdon, Guildford, GU3 3RE - Erection of a 3/4-bedroom chalet style dwelling with traditional 2-bay timber car barn (part retrospective).

Appeal lodged re: Planning Application No: [17/P/01114](#) - Coopers Yard, Hill Place & Hill Villa, Frog Grove Lane, Wood Street Village, GU3 3HD - Demolition of existing buildings and redevelopment to form two houses and one bungalow with associated garaging and parking

Appeal lodged re: Planning Application No: [16/P/02220](#) - 1 Finglebridge Cottages, Woking Road, Guildford, GU4 7PS - Application to remove condition 6 (boundary treatment) of planning consent 11/P/00291, approved 04/10/2011.

12. Invoices for payment - Proposed list of cheques/online payments to be tabled at the meeting for approval. Payments for signature by two councillors.

13. Potential Parish Office - To receive a progress report from the Clerk.

14. Second hand office furniture comprising board table, filing cabinets, desks & pedestal units, chairs, bins and in-out trays obtained free of charge - To ratify the removal costs being £300 & VAT. To consider offering payment for the temporary storage facility in the Parish and making a donation to the Surrey, Sussex and Kent Air Ambulance.

15. Strategic Plan – To consider the recommendations of the working party.

16. Staffing Committee – Appointment of a replacement committee member following Mr Clark's resignation.

17. GDPR (General Data Protection Regulations) – To receive a progress report from the Clerk/DPO.

18. Review of all Risk Assessments – To consider/approve all risk assessment of the Council.

19. New Parish Council website – To receive an update from Cllr Snipp.

20. Quarterly playground inspections – To receive a report from the Assistant Clerk. All issues raised within the reports are already being addressed by the Council.

21. National Planning Policy Framework and developer contribution consultations: Deadline for comments 10.45pm on 10 May 2018 <https://www.gov.uk/government/collections/national-planning-policy-framework-and-developer-contribution-consultations> To consider action.

22. Installation of height barrier and posts, Worplesdon Memorial Ground – To receive a progress report from the Clerk.

23. Offer of volunteer assistance from Surrey University – To consider the offer.

24. Finance

- a) **Bank reconciliations January and February 2018** - Bank reconciliations require approval.
- b) **Monthly budget reports January and February 2018** - Monthly budget reports require approval.
- c) **Quarterly financial check undertaken 20 March 2018**– To receive a report from Cllr G Adam.
- d) **Vegetation clearance** – A323/Holly Lane – To ratify the cost of cutting back the sightlines/improving safety for our grass cutting contractors – Total cost £210 & VAT.
- e) **Tree Inspections** – Quotation received from Mr N Fagg – Total cost £810 – No VAT applicable. To consider/accept the quotation.
- f) **Quotation for pressure washing and moss treating courts 1 & 2** - £580 & VAT. To approve the quotation.
- g) **Removal fee – AIM Removals and Deliveries**– Relocation of office furniture from QEP (Queen Elizabeth Park) to Gravetts Lane. To ratify the removal fee £300 & VAT.
- h) **Installation of two concrete bollards** – Wood Street Village Community Car Park – Total cost £875 & VAT. To ratify the actual cost.

25. Clerk's Report

- a) **Railway bridge – Salt Box Road** – Metal plates and new low bridge warning signs have been installed by Network Rail following a number of bridge strikes at this location.
- b) **VAS signs** – New padlocks and batteries fitted by Surrey Police and new padlock keys delivered to Clerk.
- c) **Honours boards** – The signwriting has now been carried out.
- d) **Flood Forum** – A meeting is to be called by the Rt. Hon. Anne Milton MP's office the near future. A background paper and agenda have been prepared in readiness. A site meeting is being held with Richard Bate (Green Balance) on 27 March 2018.

26. Chairman's Report

27. Date of next meeting – Thursday 26 April 2018

Signed:

Mrs G F White, Clerk to the Council