



WORPLESDON PARISH COUNCIL

West View
84 Rydes Hill Road
Guildford
Surrey
GU2 9UG

Tel/Fax: 01483 300094
Email: clerk@worplesdon-pc.gov.uk

Thursday 19 July 2018

NOTICE OF MEETING

To: All members of the Council

You are hereby summoned to attend the **full council meeting** of Worplesdon Parish Council to be held in the **Small Hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon, GU3 3RF on Thursday 26 July 2018 at 7.30 pm** for the purpose of transacting the following business.

Signed:

Gaynor White

Mrs G F White PSLCC
Clerk to the Council

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. Public participation session – 10 minutes.** *Members of the public are able to express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe, but not comment upon, the rest of the meeting.*
- 3. Primary School Dance Festival** – Short presentation by Karen Palmer – followed by members' questions. (10 mins)
- 4. 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).**
- 5. Amendments to the Register of Interests.**
- 6. To receive and consider written requests for new DPI dispensations, if any.**
- 7. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**

8. Declaration of gifts or hospitality over £25.

9. Borough Councillor's report (5 mins).

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

11. Surrey County Council - Council-wide programme that will cover the next three years – Report by Cllr Keith Witham (15 mins)

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

13. Planning Applications for consideration

Planning Application No: [18/P/01014](#) - Land North of Keens Lane and, Tangle Lane, Guildford - Hybrid planning application for the demolition of existing buildings and development of a total of 148 residential dwellings: full planning application for the development of 144 residential dwellings (Use Class C3), 70 bed care home (Use Class C2), new vehicle and pedestrian accesses off Keens Lane and Tangle Lane, 355 car parking spaces with associated landscaping and outline planning application for 4 self-build residential dwelling plots on land adjacent to Tangle Lane.

14. WW1 commemorations:

- To consider/approve the recommendations of the WW1 Working Party.
- Roll of Honour or memorial bench (Worplesdon Memorial Hall) – To agree which project should be taken forward.
- Councillors will be required to attend either the beacon lighting ceremony or the Church service on 11 November 2018.

15. SDR (Speed Data Recorder) deployment – To agree the dates and sites for deploying the SDR for the remainder of the year.

16. Community Speed Watch training – To consider training Councillors and volunteers to use the Parish Council's Speed Watch kits. The Speed Watch Scheme is being kick started by residents in Wood Street Village.

17. Cycle track – Aldershot Road – Rydes Hill roundabout to Holly Lane – To consider requesting a cycle track from Rydes Hill roundabout to Holly Lane in light of the improvements to cycle paths currently being undertaken by the EM3 Local Enterprise Partnership, including a safer crossing into Merrist Wood College.

18. Worplesdon Memorial Trustees – To appoint a new parish representative to the Worplesdon Memorial Trustees following Mr Marks-Oldham's recent resignation.

19. Height barrier – Worplesdon Memorial Grounds – To consider/approve the Trustees proposals for operation of the height barrier.

20. Strategic Plan – 2018 – 2023:

- To approve the Strategic Plan 2018-2023 document.
- To consider writing to local businesses offering free advertising on the Parish Council's website – To boost the local economy and to highlight the local services available to residents.
- To consider/approve all other recommendations of the Strategic Plan Working Party.
- To approve the following fees for events held after 1 April 2019:
 - Community - £25 per day
 - Charity – £100 per day
 - Commercial – Competitive market rent
 - Weekly skip fee - £25

21. Elections 2019 – Taking into account the Strategic Plan Working Party’s recommendations to agree the Council’s strategy for encouraging candidates to stand for the elections next May.

22. Play area, Jacobs Well – Local residents have again requested the provision of parking spaces beside the play area in Jacobs Well. To consider the request (permission would have to be obtained from the Secretary of State for DEFRA).

23. Grass cutting – St Mary’s Churchyard – To consider incorporating a set number of cuts within the Council’s existing contract in lieu of a grant towards the upkeep of the Churchyard. Quotation to be obtained.

24. Work Parties – To agree the work parties for the remainder of the year.

25. Finance

- a) **Invoices for payment** - Proposed list of cheques/online payments to be tabled at the meeting for approval. Payments for signature by two councillors
- b) **Bank reconciliations** – April, May and June 2018 bank reconciliations require approval.
- c) **Monthly budget reports** – April, May and June 2018 monthly budget reports require approval.
- d) **Grant aid applications 2019/2020** – Local organisations are invited to submit grant aid applications in August for consideration within the 2019/2020 precept. Councillors to inform local organisations of the opportunity.
- e) **Concurrent Functions Grant Aid** – To approve the Council’s bids for funding:
 - Replacement of the Wicksteed climbing frame in the Worplesdon play area with a toddler unit – Quotation obtained £18,000 & VAT.
 - New noticeboard for Broadacres – Quotation obtained £1,736 & VAT plus £250 & VAT installation fee.
 - Heritage plaques, maps and an interpretation board (detailing a heritage trail) – Cost to be established.
 - Flower planters for use e.g. near Worplesdon Primary School – subject to consent from SCC – cost to be established.
- f) **Provision of additional Christmas tree lights** – Perry Hill – Three quotations have been sought. To approve the best value quotation.

26. Clerk’s Report

- a) **There are three casual vacancies on the Council.** Councillors are asked to publicise the vacancies when speaking with the public.
- b) **Installation of a new electricity supply** – Perry Hill Green – Quotations have been accepted. It is anticipated the supply will be installed by October 2018.

27. Chairman’s Report

28. Items for inclusion on future agendas – To receive any suggestions from members.

Due to the confidential nature of the following item (staff matters and potential negotiation of a contract), a resolution shall be passed to exclude the public and press, as per Schedule 12A of the Public Bodies (Admission to Meetings) Act 1960.

29. To consider/approve the recommendations of the Staffing Committee in respect of:

- The annual NALC/SLCC salary award (Effective 1 April 2018)
- Revised Job Description/SCP Assistant Clerk (rate of pay) taking into account additional responsibilities
- Appointment of the Groundsman on a permanent part-time basis
- Clerk – paid study leave

30. Potential Parish Office – To receive a progress report from the chairman and to decide action.

31. Date of next meeting – Thursday 13 September 2018.