



WORPLESDON PARISH COUNCIL

West View
84 Rydes Hill Road
Guildford
Surrey
GU2 9UG

Tel/Fax: 01483 300094
email: clerk@worplesdonpc.co.uk

Wednesday 15 August 2018

To: All members of Worplesdon Parish Council

You are hereby summoned to attend an **Extraordinary meeting** of Worplesdon Parish Council to be held in the **Small Hall, Worplesdon Memorial Hall on Wednesday 22 August 2018 at 7.30pm** for the purpose of transacting the following business.

Signed:

Gaynor White

Mrs G F White PSLCC
Clerk to the Council

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. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
- 4. Electricity supply Perry Hill Green – The Council's preference for a GRP kiosk has resulted in an additional cost of £540 & VAT. To approve the additional cost.**

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

5. Parish Office – Potential Office Space – Queen Elizabeth Park

A lease is available on 500sq ft of office space with imminent availability. Rental £14,000pa. Rates unknown at the time of preparing the agenda.

To approve the following resolutions:

- That the Council proceed with leasing the Queen Elizabeth Park offices.
- That the Council approve all costs associated with renting the office at Queen Elizabeth Park for the duration of the lease.
- That Mr Ian Davison, a specialist solicitor with a wealth of experience in the Parish and Town Council sector, be appointed as the Council's solicitor to act on the Council's behalf in this matter – Anticipated cost of £1,000 & VAT.
- That, due to time constraints, the Clerk be authorised to approve the lease on behalf of the Council, under delegated authority, subject to appropriate advice being received from Ian Davison.
- That the Clerk be granted delegated power to approve the Heads of Terms once drafted and circulated to all members and appropriate advice received from Ian Davison.
- That a set of searches: water and drainage, environmental, local authority are not necessary as the offices are being rented.
- That it is not necessary to have a structural survey carried out, as the offices are being rented.
- That the Clerk be authorised, under delegated authority, to spend up to £5,000 & VAT on the rent deposit.

6. Potential freehold site previously discussed – For the provision of a parish office/meeting room. Update from the Chairman on purchase price provided by owners. To consider action.