



Worplesdon Parish Council

Minutes of the Extra-ordinary meeting held 22 August 2018 in the small hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon at 7.33pm

455-2018 – Present:

Councillors: Chairman of the Parish Council Cllr P Cragg, Cllr D Bird, Cllr N Mitchell, Cllr J Messinger, Cllr S Morgan MBE and Cllr D Snipp.

Officer of the Council:

Mrs G White - Clerk to the Council.

456-2018 - Apologies and reason for absence in accordance with the LGA, Sch12, para 40

Apologies and reason for absence were received from Cllr G Adam. Apologies accepted.

The Assistant Clerk had also tendered her apologies.

Absent from the meeting were:

Cllr N Bryan, Cllr S Fisk, Cllr B Nagle, Cllr H Unwin-Golding and Cllr L Wright.

457-2018 - Declaration of disclosable pecuniary interests by councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

458-2018 - Declaration of non-pecuniary interests

No declarations were made.

459-2018 - Public participation

No members of the public were present.

460-2018 - Electricity supply Perry Hill Green

The Clerk advised that a site meeting had been held on 6 August 2018 with UK Power Networks Ltd, at which JDS Decorations Ltd and their electrician had been present.

During the site meeting, it had been agreed that the kiosk would be better located away from the bus shelter towards Perry Hill Antiques as this alleviated the need to (a) dig into the road and (b) close the bus lay-by during the works.

Approved by the full council – 13 September 2018

At the proposed location, the main supply runs along the front of the village green. All that is required is a dig into soft ground. This had reduced the cost of providing the main supply by £1,412 & VAT.

During that meeting safety had been discussed. The UK Power Networks Ltd representative had recommended using an GRP (glass fibre reinforced plastic) kiosk to alleviate the risk of electrocution.

The quotation provided by JDS Decorations Ltd had included a metal kiosk, which is cheaper than a GRP kiosk. If it were the Council's preference for a GRP kiosk, an additional cost of £540 & VAT would be incurred.

The project would, nonetheless, be £872 & VAT less than originally approved. (Minute number 349-2018 refers).

Following discussion, it was proposed Cllr P Cragg, seconded Cllr D Bird and unanimously **RESOLVED** that the additional cost of a GRP kiosk be approved.

Power to spend: LGA 1972 s111

It was resolved that due to the confidential nature of the following items (early negotiation of contracts members of the public and press were excluded from the remainder of the meeting as per Schedule 12A of the Public Bodies (Admission to Meetings) Act 1960.

461-2018 - Parish Office – Potential Office Space – Queen Elizabeth Park

The Chairman advised that:

1. On 15 August 2018 a ground floor office measuring 550sq ft in Queen Elizabeth Park had been advertised to rent, with imminent availability.
2. The office had been viewed immediately by the Chairman, Vice-Chairman, Clerk and Assistant Clerk and was considered to be eminently suitable for the Council's short-term needs.
3. The offices are ten years' old, whilst no parking spaces are provided on site, there is plenty of adjacent on-street parking.
4. A meeting had been held with the owner on 17 August 2018, which had been positive and again the Council's interest had been made clear. Rent was discussed and was provisionally acceptable to both parties.
5. In the mean-time, three other viewings had taken place and a provisional offer had been made by another company.
6. The commercial market in respect of small office space is extremely competitive, and in order to secure the office rent of £16,000 pa would now be required. Draft Heads of Terms had been received and presented to the Council's solicitor for comment. These were circulated during the meeting.
7. Cllr Mitchell advised that the office benefits from an intercom security system and air conditioning.

Following discussion, it was proposed Cllr S Morgan, seconded Cllr P Cragg and unanimously **RESOLVED** that the Council proceed with leasing the Queen Elizabeth Park offices and that the Council approve all costs associated with renting the office at Queen Elizabeth Park for the duration of the lease.

Power to spend: LGA 1972 s111

The following resolutions were taken en bloc: It was proposed Cllr P Cragg, seconded Cllr D Snipp and unanimously **RESOLVED** 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 £1,250 & VAT.
- 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.
- 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.
- A set of searches: water and drainage, environmental, local authority are not necessary as the offices are being rented.
- It is not necessary to have a structural survey carried out, as the offices are being rented.
- The Clerk be authorised, under delegated authority, to spend up to £5,000 & VAT on the rent deposit.

Members requested that for continuity purposes the Council's registered address should remain as West View, 84 Rydes Hill Road, Guildford, GU2 9UG until permanent premises can be secured.

Power to spend: LGA 1972 s111

462-2018 - Potential freehold site – Perry Hill Ward

The owners of a commercial building in the Perry Hill Ward had confirmed the purchase price of the building.

The Chairman advised that:

1. A pre-app meeting had been held with Guildford Borough Council (GBC) during which it became apparent that:
 - a. In terms of public access, albeit occasional, the building in question is not located within easy reach of public transport, particularly for the elderly, who are normally the people that infrequently need to visit the Parish Council offices.
 - b. Being located in the flood plain also presented additional complications.
 - c. GBC's planners have agreed, based on the significant evidence provided, that the Parish Council has demonstrated very special circumstances to build in the Green Belt within the parish.
2. The purchase price is almost double that anticipated by the Parish Council.

Given that a Parish Council facility at this location would not provide the visible public presence the Council is seeking and would be relatively inaccessible to the public it was proposed Cllr D Snipp, seconded Cllr P Cragg and **RESOLVED** that the Council would not proceed with further negotiations as the building is perceived to be in the wrong location for the Council's long-term needs.

A vote took place: Result of the vote – 5 FOR, Cllr Messinger abstained. Motion carried.

Meeting closed 8.21pm