



Minutes of the General Purposes and Finance Committee meeting held 25 April 2019 in the Small Hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon at 7.33pm

122-2019 - Present

Councillors:

Chairman of the Committee Cllr N Mitchell, Cllr G Adam, Cllr D Bird, Cllr P Cragg, Cllr S Fisk, Cllr J Messinger and Cllr S Morgan MBE.

Officers of the Council:

Mrs G White - Clerk to the Council

Mrs V Fear - Assistant Clerk

123-2019 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch12, para 40

Apologies and reason for absence were received from Cllr L Wright. Apologies and reason for absence accepted.

124-2019 - Declaration of Disclosable Pecuniary Interests by councillors on any of the agenda items in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

125-2019 - Declaration of non-pecuniary interests in accordance with the Council's Code of Conduct

No declarations were made.

126-2019 - Declarations of gifts or hospitality over £25

No declarations were made.

127-2019 - Public participation session

No members of the public were present.

128-2019 - Minutes of the previous General Purposes and Finance Committee meeting

It was proposed Cllr Nigel Mitchell, seconded Cllr Sandra Morgan MBE and unanimously **RESOLVED** that the following minutes be agreed and signed by the relevant Chairman as a true record:

- Full council meeting - 21 February 2019 – Signed by Cllr P Cragg (Chairman of the Council)
- Extra-ordinary meeting - 7 March 2019 – Signed by Cllr P Cragg (Chairman of the Council)

The following committee minutes to be noted by the Council:

- General Purposes and Finance Committee – 14 March 2019

129-2019 - Planning Applications for consideration

Planning application no: [19/T/00071](#) - 92 Broadacres, Guildford, GU3 3AY - T1 Oak - Prune back overhanging branches by up to 4m back to near previous pruning points. Finished radial spread of 2m over the garden.

RESOLVED: Leave to tree officer.

Planning application no: [19/P/00579](#) - Hollow Farm, Holly Lane, Worplesdon, Guildford, GU3 3PB - Single storey rear extension.

RESOLVED: Leave to planners.

Planning application no: [19/P/00620](#) - 2 Burpham Court Farm Cottages, Clay Lane, Jacobs Well, Guildford, GU4 7NA - Single storey rear extension and **Planning application no: [19/P/00621](#) - 2 Burpham Court Farm Cottages, Clay Lane, Jacobs Well, Guildford, GU4 7NA** - Listed Building Consent for a single storey rear extension

COMMENT: a) Whilst two cottages are showing on the public planning site, only No 2 Burpham Court Farm Cottages was sent to the Worplesdon Parish Council in-tray for consultation.

b) We would expect the borough Conservation Officer to comment on the type and materials to be used in any extension as it was felt that the proposed extension was not in context with a heritage building.

130-2019 - Invoices for payment

It was proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that payments to the value of £10,721.64 be approved and signed off by Cllr G Adam and Cllr P Cragg.

Table 1: Approved payment list - 25 April 2019

Payment list for approval - 25 April 2019								
Date of invoice:	Date paid	Payment type:	Payee:	Details:	Net	VAT	GROSS	Budget heading
18.4.2019	18.4.2019	Dcard	Caboodle	Stationery	53.20	10.64	63.84	Est. chgs
12.4.2019	12.4.2019	Online	Ebay	May Day Fayre	19.09	0.00	19.09	Contingency Fund
31.3.2019	11.4.2019	Online	Nigel Jeffries Landscapes	Maintenance flower border	118.00	23.60	141.60	Land management
6.4.2019	20.4.2019	DD	O2	SIM VF	15.99	3.20	19.19	Est. chgs
7.4.2019	21.4.2019	DD	O2	SIM GW	16.79	3.36	20.15	Est. chgs
9.4.2019	11.4.2019	Online	Trevor Porter Window Cleaning Services	Window cleaning office inside and out	20.00	4.00	24.00	Parish office
2.4.2019	3.4.2019	Dcard	SLCC	Principal membership SLCC	65.00	0.00	65.00	Est. chgs
1.4.2019	11.4.2019	Online	Surrey ALC Ltd	SALC/NALC membership 2019/2020	2127.53	0.00	2127.53	Est. chgs
26.4.2019	26.4.2019	DD	ICO	Data Protection Fee	40.00	0.00	40.00	Est. chgs
13.4.2019	13.4.2019	Dcard	Sainsburys	Rubbish bags x 2 packs of 40 each	9.50	0.00	9.50	Land management
N/A	24.4.2019	Online	Staff/HMRC/The Surrey Pension Fund	Salary/exps/PAYE/NIC/ Ee's & Er's Pension conts	7894.74	0.00	7894.74	Staff costs

23.4.2019	23.4.2019	Online	Paypal	Tote bags for May Day Fayre & WS Summer Show	285.00	0.00	285.00	Contingency Fund
5.4.2019	5.4.2019	Online	Argos	Quoits for events	12.00	0.00	12.00	Contingency Fund
Total					£10,676.84	£44.80	£10,721.64	

131-2019 - Land Management/Health and Safety Report

A copy of the report had been circulated to all members via email in advance of the meeting.

It was proposed Cllr S Fisk, seconded Cllr J Messinger and unanimously **RESOLVED** to accept the report.

Appendix 1 – Land Management/Health and Safety Report

132-2019 - Succession planting - Perry Hill Green, Pitch Place Green and Wood Street Village Green

In light of the disease affecting horse chestnut trees and the age of the willow trees on Wood Street Village Green, the feasibility of planting London plane, whitebeam or 'Worplesdon' trees was discussed to ensure that should existing trees require felling, replacement trees would have time to mature.

It was proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that the officers should examine the feasibility of replacement/successionary planting through professional advice. The investigation to take place in 2020/2021 to enable other projects to be completed.

This item to be included in the review of the Strategic Plan, July 2019.

133-2019 - To receive the results of the Annual Parish Meeting vote on the following matters and to consider action, if any:

- Introduction of adult fitness equipment in Harry's Meadow, subject to 100% grant funding being obtained from third party sources
- Potential use of Harry's Meadow for commercial purposes
- Possible relocation of the annual Armistice Day event to Harry's Meadow

It was agreed that continued community engagement on all three topics should be undertaken, particularly at the imminent Jacobs Well May Fayre event at which the parish council has an exhibition.

It was discussed that the potential for professional fitness instructors to utilise any installed equipment under licence be further investigated as potentially generating revenue for the Council.

It was suggested that the information board, which will be sited near the WW1 commemorative bench, should also include the WW2 names, incorporating the names of the American airmen from the Queenhythe war memorial.

It was proposed Cllr N Mitchell, seconded Cllr D Bird and unanimously **RESOLVED** that the Armistice event be relocated to Harry's Meadow and that an information board should include all pertinent names and information.

The Clerk to contact the local historians whose efforts resulted in the installation of the war memorial at the corner of Queenhythe Road and Clay Lane.

134-2019 - Local Plan

Based on the issues regarding the main modifications to policy P2 raised by a local resident and Richard Kimblin QC being appointed to review the documentation relating to the Local Plan and to draft potential judicial review grounds and advise on the merits of the case, it was decided by the councillors that no further action is required at this stage.

135-2019 - Councillor's Briefing & Awareness Training, Godalming - Tuesday 14 May 2019

All councillors are advised to attend this training session.

It was proposed Cllr P Cragg, seconded Cllr S Fisk and unanimously **RESOLVED** to approve the cost of 10 places being £700 & VAT.

Power to spend: LGA 1972, s111

For information only

136-2019 - Removal of tree stumps from Nevins Copse

The quotation from Dryad Tree Services has been accepted. Total cost £540 & VAT.

Power to spend: OSA 1906, ss 9 and 10

137-2019 - Community Payback

The Community Payback Service will be carrying out a variety of tasks across the Parish including: clearing weeds and litter from unadopted alleyways across the Parish, cutting back overhanging vegetation from the pavements, litter picking, digging ditches (which do not belong to the Parish Council), re-painting the FLGCA's shipping container in Fairlands, and removing weeds from around the edge of the Parish Council tennis courts.

It was suggested by Councillors that the footpath from Holly Lane, passing around Rokers, be added to the list. Assistant Clerk to contact the scheme coordinator accordingly.

138-2019 - Xerox replacement printer

An application for a cash back reward of £75 has been approved. The funds will be paid directly into the Parish Council's Co-operative bank account.

139-2019 - 1st instalment Parish Precept 2019/2020

A BACS payment of £118,169.50 has been received from Guildford Borough Council.

140-2019 - Promotional merchandise - May Day Fayre and Wood Street Village Show

Orders have been placed and the goods should be received in time for the May Day Fayre. Volunteers are required to assist on the day with a variety of tasks, including setting up, clearing away and manning the stall during the event.

141-2019 - Date of next meeting

Annual Meeting of the Council 16 May 2019

General Purposes and Finance Committee Meeting 6 June 2019

Meeting closed 9.34pm

Signed:

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Chairman of the General Purposes and Finance Committee

Date: 6 June 2019