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NOTICE OF MEETING

Monday 2 March 2020

To: All members of the Council

You are hereby summoned to attend an **Extra-ordinary meeting** of Worplesdon Parish Council to be held in the **Hankinson Room, Merrist Wood College, Coombe Lane, Worplesdon, GU3 3PE** on **17 March 2020 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. **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).**
4. **Amendments to the Register of Interests.**
5. **To receive and consider written requests for new DPI dispensations, if any.**
6. **Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
7. **Declaration of gifts or hospitality over £25.**
8. **Grass cutting tender 2020-2022** – To approve the best value tender and to award the two-year contract to the appropriate contractor.
9. **To review/approve and adopt all policies and procedures of the Parish Council.**
10. **To review/approve all risk assessments of the Parish Council.**
11. **To prepare the annual Health and Safety report** – Frequency and adequacy of the monthly and weekly inspections etc.
12. **Virements** – To approve the following virements:

Vire:

- £4,600 From Election Fees to Establishment Charges
- £2,000 from Contingency to Professional Advice
- £1,000 Grass Cutting to Maintenance for Bus Shelters/Seats etc.
- £500 from Contingency to Ward Improvements
- £3,700 from General Reserves to Staff Costs