



**Minutes of the Full Council meeting held 31 October 2019  
in the Small Hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon at 7.42pm**

**370-2019 – Present**

**Councillors:**

Chairman Cllr P Cragg, Cllr G Adam, Cllr A Creese, Cllr M Fance, Cllr S Fisk, Cllr J Messinger, Cllr N Mitchell, Cllr B Nagle, Cllr T O'Toole and Cllr D Snipp.

**Officer of the Council:**

Mrs G White – Clerk to the Council.

**Members of the public:**

Three members of the public, Cllr B McShee and Cllr K Witham were present.

**371-2019 - Apologies and reason for absence in accordance with the LGA 1972, Sch12, para 40**

Apologies and reason for absence were received from Cllr D Bird, Cllr S Morgan MBE, Cllr D Paul, Cllr C Riley and Cllr M Singh. Apologies and reason for absence accepted.

The Assistant Clerk had also tendered her apologies.

**372-2019 - Public Participation**

One member of the public addressed the Council about planning application no: 19/P/01799 - The Old Paddock, Perry Hill.

The Chairman thanked the member of the public for their presentation and advised their comments would be taken into account.

**373-2019 - 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.

**374-2019 - Amendments to the Register of Interests**

No declarations were made.

**375-2019 - To receive and consider written requests for new DPI dispensations**

None were received.

### **376-2019 - Declaration of non-pecuniary interests in accordance with the Council's Code of Conduct**

Cllrs Adam, Messinger and Snipp declared that they are Trustees to the Worplesdon Memorial Trustees. (Minute number 381-2019 refers).

### **377-2019 - Declaration of gifts or hospitality over £25**

No declarations were made.

### **378-2019 - Borough Councillor's Report**

Cllr B McShee had emailed his report to the Clerk to the Council which had been circulated to all members in advance of the meeting.

Members raised the following topics with Cllr McShee:

- The partially demolished house in Fairlands Ave
- Breach of planning conditions at Carter's Yard (Aldershot Road) and Keens Lane – wheel washing facilities should be in operation at both sites
- Phase 1 of the Weyside Urban Village (formerly known as SARP – The Slyfield Area Regeneration Plan). Relocation of the allotments in Bellfields. Cllr McShee issued copies of Guildford Borough Council's flyers (as provided at the public consultation on 30 October 2019).

Appendix 1 – Cllr McShee's report.

The Chairman thanked Cllr McShee for his report.

### **379-2019 - County Councillor's Report**

Cllr Witham gave a report to the Council, which covered the following topics:

- The relocation of County Hall to Woking
- Policing – The provision of an additional 100 police officers
- School funding – which has been increased by 4.26%
- The provision of adult social care housing units – 65 units to be built at Pond Meadow
- Flooding – SCC is making a contribution of £270m towards a £640m scheme to alleviate flooding from the River Thames. £33m to be allocated to other localised flood prevention schemes.

Appendix 2 – Cllr Witham's report.

The Chairman thanked Cllr Witham for his report.

**Cllr McShee left the meeting at 8.05pm**

### **380-2019 - Minutes of the previous meetings**

It was proposed Cllr N Mitchell, seconded Cllr M Fance and unanimously **RESOLVED** that the minutes of the Full Council Meeting held 19 September 2019 be agreed and signed by the Chairman as a true record.

The following committee minutes were noted by the Council:

- Staffing Committee – 12 September 2019
- General Purposes and Finance Committee – 10 October 2019.

Cllr Witham left the meeting at 8.07pm

### **381-2019 - Future of the parish council's tennis courts**

Cllr D Snipp gave the following report:

“As agreed by the Parish Council, I met with the Chairman of the Worplesdon Tennis Club on two occasions.

There are three possible options:

1. Market the courts and introduce an online booking system
2. Convert the courts into Multi-use Games Area (MUGA)
3. Hand back the lease to the Worplesdon Memorial Trustees

The Worplesdon Memorial Trustees have discussed taking back the tennis courts and are willing, in principle, to do so. The Chairman of the Tennis Club and I agreed with a lot and the Chairman will take back the discussions to the Tennis Club committee for their consideration. The Tennis Club will consider the options at its next meeting in November.

The Clerk provided the financial details relating to the tennis courts for the last twenty years, which I have gone through. Currently, there is £680 profit within the tennis court budget. The Parish Council pays the Hall Manager 1/3<sup>rd</sup> of the tennis court income (subject to a maximum) of £333.33 per year.

The Tennis Club's biggest concern is the long-term viability, given the long-term requirement to re-surface the courts. It is not clear when the courts will need to be resurfaced or how much it will cost. Worplesdon Parish Council doesn't have any reserves set aside for the resurfacing of the tennis courts.

The Tennis Club could make a profit and are better placed to increase usage of the courts. The courts are, apparently, slippery and do need cleaning.

There are various ways the Club could raise funds, including:

- Fund raising events
- Grants
- Increased membership costs
- Increased membership

Following discussion, it was proposed Cllr D Snipp, seconded Cllr J Messinger and **RESOLVED** that the Parish Council hand back the lease to the Trust, with the proviso that the Parish Council pay to have the courts cleaned so they are in good order when handed back. It is then up to the Trustees to negotiate a lease with the Worplesdon Tennis Club. A vote took place. Result of the vote: 7 in favour, Cllr G Adam abstained, Cllr A Creese and Cllr B Nagle against. Motion carried.

### **382-2019 - Planning Applications for consideration**

**Planning Application No: [19/P/01721](#) - 6 Wildfield Close, Wood Street Village, Guildford, GU3 3EQ** - Demolition of existing conservatory; Erection of part single storey extension with lantern roof light & part two storey rear extension with hipped roof; insertion of new bedroom window on side elevation.

**RESOLVED:** That the Parish Council object to this planning application on the grounds that no. 6 Wildfield Close is at the southern end of the terrace; therefore, the proposed extension would result in a loss of light to the living space of the adjoining property.

**Planning Application No: [19/P/01728](#) - 2 Elm Cottages, Jacobs Well Road, Jacobs Well, Guildford, GU4 7PA** - Erection of a single storey side extension following demolition of existing garage.

**RESOLVED:** That the Parish Council point out an anomaly with the plans.

“There appears to be a roof extension that is not shown on the plans or side elevation drawings but appears on the rear elevation drawings.”

**Planning Application No: [19/P/01581](#) - Burpham Court House, Woking Road, Guildford, GU4 7PZ** - Listed Building Consent to carry out essential crack repairs to front perimeter boundary wall, and small outbuilding.

**RESOLVED:** Leave to planners.

**Planning Application No: [19/P/00494](#) - Rokers Animal Feed, Holly Lane, Worplesdon, Guildford, GU3 3PB** - Partial demolition of existing commercial building and provision of new Animal Feed Merchants/Country Store, Children's Play centre with outdoor play zones, revised parking layout and access arrangements and landscaping.

**RESOLVED:** That the Parish Council SUPPORT this application as it provides employment, retail facilities and a children's play centre in the parish.

Additionally, the Parish Council agreed to make the following comments:

### **1. Design**

- a) The design is respectful of the type of business being operated.
- b) The proposed buildings are a significant improvement on the existing cement asbestos clad buildings.
- c) There is space for possible expansion of the children's play centre or for additional businesses.
- d) The new buildings are well set back from the road.

### **2. Privacy**

- a) There is a significant improvement to the setting of the buildings around Fairlands Farm, including improved gated access.

### **3. Traffic**

- a) There is improved circulation to the car park, indeed it avoids the existing crossover at the entrance to the car park.
- b) There is separation of delivery lorries from the public using the new buildings.
- c) The traffic surveys were undertaken in 2016 and it would have been expected that these would have been re-done, or an assessment carried out to see whether or not the flows in 2016 were representative for 2019.
- d) It appears that no assessment of accidents in the area of the site has been carried out.
- e) The Council would have expected to see a framework Construction Management Plan to have been included with the application.
- f) The proposed changes to the car park are welcome, including the provision of electric vehicle charging infrastructure.
- g) No details of visibility splays were submitted with the application.
- h) The Council would have expected to see improved walking and cycling facilities to the site such as improved pedestrian facilities in Holly Lane.
- i) No safety audit has been submitted.

#### **4. Access**

- a) Improved flow around the car park.
- b) There is improved access to Fairlands Farm for residents.
- c) Dedicated disabled parking - the Council would have expected the disabled parking spaces to be closer to the front of the building.
- d) There could be an improvement to the access to Merrist Wood Estate for both pedestrians and vehicles.

#### **5. Landscaping**

- a) There are additional trees proposed to the entrance to enhance the rural setting.
- b) New play areas for the children's play centre away from the car parking.
- c) There is a loss of a minimal number of trees to facilitate the new access and exit routes.

#### **6. Noise**

- a) There should be no change to the existing situation.

#### **7. Request for planning conditions**

The Parish Council would recommend the following conditions be applied to the planning approval:

- a) Prior to commencement - A Demolition and Construction Method Statement be submitted to and approved, in writing, by Guildford Borough Council.
- b) Prior to occupation - Details of car parking and electric vehicle charging facilities be submitted to and approved, in writing, by Guildford Borough Council and such approved details be implemented.
- c) Prior to occupation - Details of cycle parking be submitted to and approved, in writing, by Guildford Borough Council and such approved details be implemented.
- d) Prior to commencement - Details of visibility splays be submitted to and approved, in writing, by Guildford Borough Council and any landscaping within visibility splays would need to be maintained at no less than 0.6m.
- e) Prior to occupation - A Delivery Plan would need to be submitted to and approved, in writing, by Guildford Borough Council.
- f) A S106 contribution be required to improve access to the Merrist Wood Estate for both pedestrians and vehicles.

**Planning Application No: 19/P/01696 – 13 Clayton Drive, Guildford, GU2 9TZ** - Variation of Condition 2 (drawing numbers) of planning application 19/P/00735 approved 18/07/2019 to replace drawings CD/19/05C, CD/19/06C, CD/19/07C with new drawing numbers CD/19/05D, CD/19/06E, CD/19/07D showing changes to height of the existing single storey side roof adjacent to the proposed two storey side extension.

**RESOLVED:** Leave to planners.

**Planning Application No: [19/P/01758](#) - 7 Oak Tree Close, Jacobs Well, Guildford, GU4 7PU** - Variation of condition 2 of planning application number 19/P/00661 approved 14/06/2019 to change from pitched roof to flat roof with skylight.

**RESOLVED:** Leave to planners.

**Planning Application No: [19/T/00276](#) - 81 Wood Street Green, Wood Street Village, Guildford, GU3 3DY** - T1 - horse chestnut - reduce northern stem by 5 metres in height and lateral branches by up to 3 metres; remove lowest northern lateral limb; reduce 3 low laterals to south by up to 3 metres; reduce crown height by 2.5 metres and remainder of crown by up to 2 metres; reduce residual trailing branches to the west to allow 2.5 metres clearance

from buildings; remove single elongated branch from over driveway of No 77; reduce/remove all dying/dead wood, leaving a final height of approximately 16 metres and spread of 7-8 metres.

**RESOLVED:** Leave to specialist tree officer.

**Planning Application No: [19/T/00268](#) - Land to the north of, North Moors, Worplesdon, Guildford, GU3** - Tree risk management works necessary because of ash die-back. Please see attached Tree Schedule with tree detail and work specifications. (TPO P1/201/266).

**RESOLVED:** Leave to specialist tree officer.

**Planning Application No: [19/T/00272](#) - Land to the North of Worplesdon Place Hotel, Perry Hill, Worplesdon, Guildford, GU3 3RY** - Work to trees in a conservation area. T1. Leylandi - top by one third, T2. Leylandi - top by one third, T3. Remove Leylandi by lake.

**RESOLVED:** Leave to specialist tree officer.

**Planning Application No: [19/P/01799](#) - The Old Paddock, Perry Hill, Worplesdon, Guildford, GU3 3RE** - Erection of a replacement shed to house swimming pool pump/electrics (retrospective).

**RESOLVED:** That the Parish Council object to this retrospective planning application on the grounds that it fails to respect the residential amenity of the adjacent dwelling. The Parish Council would recommend that due to noise from the plant, the building either be insulated with acoustic soundproofing, or relocated to a position where noise will not impact the immediate neighbours.

If planning permission is granted, the Parish Council wishes to request a condition be imposed limiting the hours of operation to respect residential amenity.

**Planning Application No: [19/P/01824](#) - 1 Finglebridge Cottages, Woking Road, Guildford, GU4 7PS** - Erection of an open car barn with a low-level hipped roof.

**RESOLVED:** Leave to planners.

### **383-2019 - Grass cutting contract – Revised grass cutting specification/tender document**

The Clerk advised that due to time constraints she had been unable to complete the documents in time for the meeting.

This item was deferred until the next Planning/General Purposes and Finance Committee meeting.

### **384-2019 - Lopping of the fir trees situated near the Jacobs Well Millennium Well to 6ft and removal of the arisings**

Cllr Fisk advised that she and Cllr Creese had had a site meeting with the Highway Engineer, Patrick Giles. The engineer had confirmed that the fir trees are located on Surrey County Council's land. Surrey County Council has advised it no longer carries out major tree maintenance work. The County Council's new policy for trees requiring major work is that they are felled. His proposed course of action would, therefore, be to fell the fir trees to 6ft. Surrey County Council has obtained a quotation for the works, which would cost £2,900; however, the County Council is only able to contribute £1,000 towards the cost. £1,900 would, therefore, need to be provided by other organisations. Cllr Fisk hoped that the J WVHT (Jacobs Well Village Hall Trust), the JWRA (Jacobs Well Residents' Association) and Worplesdon Parish Council may be able to share the costs. However, before any decisions are taken, discussions will need to take place with the J WVHT, the JWRA and the neighbours, who may also wish to offer an opinion (possible lack of privacy).

This item was therefore deferred until discussions have taken place with the J WVHT, the JWRA and local residents.

Cllr Creese advised that she attended the JVVHT's AGM, however, it had been very poorly attended and this item was not discussed.

**Action:** Cllr Fisk and Cllr Creese to arrange a meeting with the JVVHT and the JWRA at the earliest opportunity.

### **385-2019 - Tree Inspection Report (Nigel Fagg)**

The annual tree inspection report had been issued to all members in advance of the meeting. The Clerk advised that she will seek quotations for the required works as soon as practicable.

Cllr Cragg suggested that the ash trees be cut up and the logs sold. The Council preferred putting the logs into piles to be left on site for biodiversity purposes.

### **386-2019 - Update re planning application 19/P/01133 – Proposed parish office at Gravetts Lane**

The Clerk advised that Guildford Borough Council had approved the Parish Council's planning application for a parish office at Gravetts Lane Farm, however, a condition for the use had been applied as follows:

*"3. This permission shall be personal to Worplesdon Parish Council and shall not take effect for the benefit of the land. Upon the aforementioned ceasing to use the premises for the use permitted, this permission shall cease and become null and void. The building, hardstanding and all material and equipment bought on to the premises in connection with the use shall be removed."*

The landowners had consequently taken advice from their Pension Scheme Administrator. Regrettably, due to the onerous nature of this condition, the landowners had advised that they are unable to proceed with funding the building. HM Revenue & Customs places considerable restrictions on the investment of pension scheme funds.

The Parish Council's planning consultant had advised the Council not to appeal the Council's decision, but instead to apply to vary the condition, to enable unrestricted B1 office/community use.

Following discussion, it was proposed Cllr G Adam, seconded Cllr D Snipp and **RESOLVED** that the Parish Council spend up to £1,250 & VAT (with an additional sum of £1,000 & VAT set aside for an hourly rate, if necessary) on a further planning application to vary the condition, subject to the agreement of the land owners. The wording to be agreed with the landowners and their Pension Scheme Administrator.

A vote took place. Result of the vote: 9 in favour, Cllr Messinger abstained. Motion carried.

### **387-2019 - Commercial dog walkers' use of Harry's Meadow, Jacobs Well**

Cllr A Creese advised that the JVVHT had no issue with dog walkers using Harry's Meadow, or the village hall car park.

It was agreed that the officers should continue to liaise with Guildford Borough Council's Joint Enforcement Team (JET) concerning the issue with dog fouling in Harry's Meadow, which is causing major concerns. It was agreed the Clerk create a warning notice informing users of the field that they face being fined for failing to pick up after their dogs.

### **388-2019 – Community Ideas for Section 106 Negotiations**

Guildford Borough Council resolved to review the Community Ideas Database and are currently gathering up-to-date project ideas from councillors, parish councils, residents' associations and other interested groups for environmental works in the local area. These can include provision of new infrastructure or improvements with regards to highways and roads, open space and recreational facilities, educational establishments and public transport. Each project requires an individual form to be completed.

Cllr Witham had also asked the Parish Council to consider supporting the proposal for an access road from the Aldershot Road to the rear of Worplesdon Primary School.

The Council objected to the proposed access road, which would require the widening of the current track into a two-lane surfaced road across common land, for the same reasons that it had previously objected to this proposal. See Appendix 3.

The Council agreed that the following requests be submitted to Guildford Borough Council:

- Additional noticeboards for new communities
- All year access footpath from Wood Street Infant School to Worplesdon Primary School
- Cycle track Aldershot Road to Holly Lane
- Fitness equipment/teen equipment for Harrys' Meadow and the Wildfield Close kickabout area
- Hoggin footpath along the edge of Salt Box Road
- Provision of a pedestrian refuge or a pedestrian crossing on the Aldershot Road near the entrance to Hunts Farm.
- Pedestrian refuge – Holly Lane
- Reintroduction of the Pegasus (yellow school) bus
- Pedestrian crossing facilities along the length of Salt Box Road
- Bus shelters across the parish where required with new development.

### **389-2019 - New gates at Harry's Meadow – Key holders**

The high security gates and posts have been installed in Harry's Meadow and two large, heavy security padlocks have also been fitted. There are currently four keys. The key holders as at 31 October 2019 being:

1. Cllr P Cragg
2. Mr J Gunner
3. Nurture Landscapes
4. Mrs D Robinson (for the Jacobs Well fireworks event)

The key held by Mrs Robinson was to be returned to the office on Monday 4 November 2019. It was agreed that the key currently held by Cllr Cragg (to enable a handrail to be fitted to the unofficial bridge over the water course at the bottom of Harry's Meadow) be issued to Cllr A Creese in the long term. For security reasons, no further copies of the keys were to be provided.

### **390-2019 - Residents' Survey 2019**

The Assistant Clerk had produced the results of this year's Resident's Survey. A copy of which had been issued to all members by email in advance of the meeting.

The results of the survey were to be used to inform the budget (precept) for 2020/2021.

The Clerk stated that whilst the return figure was relatively low, it was a very similar return rate to the University of Surrey's annual Residents' Survey.

### **Appendix 4 – Results of the Residents' Survey 2019**

**391-2019 - Surrey County Council (consultation deadline 22 November 2019) Public consultation - Proposed changed to admission arrangements for Worplesdon Primary School – To reduce the admission number for Reception from 60 to 57.**

It was agreed that the Parish Council would make no comment to this public consultation.



### 392-2019 - Fireworks Event Saturday 2 November 2019

Copies of the risk assessment and food hygiene certificate had been received and circulated to members of the Council via email for information only.

### 393-2019 - Free Climate Change presentation

The Guildford Environmental Forum talk entitled “How should Guildford react to the climate emergency?” has been booked for Thursday 28 November 2019 at 17:30 in the small hall. A maximum of 40 places are available. Free tickets are available on a first come, first served basis from the Parish Office.

### 394-2019 - Finance

#### a) Invoices for payment

It was proposed Cllr B Nagle, seconded Cllr A Creese and unanimously **RESOLVED** that payments to the value of £36,431.13 be approved and signed off.

#### Payments list – 31 October 2019

Date of invoice	Date paid	Payment type	Payee:	Details:	Net	VAT	GROSS	Budget heading
7.10.2019	18.10.2019	Online	Perry Hill Chartered Surveyors	Electrical works & Fire Risk Assessments (50/50)	£390.00	£48.00	£438.00	Parish office
17.10.2019	17.10.2019	Online	Mr P Trevena	Refreshments - Finance training	£33.06	£2.12	£35.18	Chairman's Allowance
17.10.2019	17.10.2019	Online	Mr P Trevena	Office supplies	£11.99	£2.40	£14.39	Est. chgs.
15.10.2019	17.10.2049	Online	Mr P Trevena	Padlocks	£32.82	£6.57	£39.39	Est. chgs.
3.10.2019	18.10.2019	Online	Mrs V C Fear	Mobile phone for Assistant Groundsman	£129.00	£0.00	£129.00	IT
14.10.2019	25.10.2019	Online	RISC IT	External back-up	£32.09	£6.42	£38.51	Est. chgs.
11.10.2019	11.10.2019	Dcard	Cluskeys CCP Ltd	PPE for Assistant Groundsman	£68.00	£13.60	£81.60	Est. chgs.
11.10.2019	18.10.2019	Online	SSALC Ltd	Surrey Annual Conference - Dorking x 4 delegates	£240.00	£48.00	£288.00	Training
12.10.2019	18.10.2019	Online	Nigel Fagg	Annual tree inspections	£855.00	£0.00	£855.00	Tree inspections
18.10.2019	18.10.2019	Online	SSALC Ltd	Finance training for WPC	£600.00	£120.00	£720.00	Finance
17.10.2019	21.10.2019	Online	WYG	Consultancy fees - Gravetts Lane planning app.	£302.50	£60.50	£363.00	Professional fees
30.9.2019	21.10.2019	Online	Nurture Landscapes Ltd	Grass cutting September 2019	£2,457.75	£491.55	£2,949.30	Grass cutting
31.8.2019	21.10.2019	Online	Nurture Landscapes Ltd	Grass cutting August 2019	£2,457.75	£491.55	£2,949.30	Grass cutting
19.10.2019	19.10.2019	Online	Ryman	Stationery	£41.62	£8.33	£49.95	Est. chgs.
14.9.2019	13.11.2019	DD	Three	SIM card JW	£11.86	£2.37	£14.23	Est. chgs.
6.10.2019	20.10.2019	DD	O2	SIM card VF	£16.39	£3.28	£19.67	Est. chgs.
7.10.2019	21.10.2019	DD	O2	SIM card GW	£17.13	£3.43	£20.56	Est. chgs.
22.10.2019	22.10.2019	Online	Maltaward	Hire of concrete blocks Harry's Meadow Oct 2019	£85.00	£17.00	£102.00	Contingency Fund
N/A	22.10.2019	Online	Staff costs	Salary/mileage/Ee's & Er's Pension Conts/PAYE/NIC - October 2019	9324.05	£0.00	9324.05	Staff costs

21.10.2019	21.10.2019	Online	Duncan James Landscapes Ltd	Deposit for car park repairs - WSVCC	7500.00	1500.00	9000.00	Earmarked reserves
31.10.2019	31.10.2019	Online	Duncan James Landscapes Ltd		7500.00	1500.00	9000.00	Earmarked reserves
<b>Total</b>					<b>£32,106.01</b>	<b>£4,325.12</b>	<b>£36,431.13</b>	

#### b) Bank reconciliation– September 2019

The Responsible Financial Officer (RFO) had prepared the bank reconciliation for September 2019 in accordance with the Accounts and Audit Regulations. A copy of which was presented to the meeting. An electronic copy to be issued to all members as soon as practicable.

It was proposed Cllr G Adam seconded Cllr T O'Toole and unanimously **RESOLVED** that the Chairman sign the bank reconciliations and bank statements.

Appendix 5 – Bank Reconciliation for September 2019

#### c) Monthly budget reports – September 2019

The RFO had prepared the monthly budget report for September 2019 in accordance with the Account and Audit Regulations but had not yet issued a copy to the members. It was agreed this item be deferred until the November Planning/General Purposes and Finance Committee meeting.

#### d) Virements

It was proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that the following virements be approved en bloc.

- £1,500 from Contingency to Professional advice
- £3,000 from Parish office (earmarked reserves) to car park repairs
- £5,000 from general reserves to purchase of works van
- £15,000 from Pedestrian refuge (earmarked reserves) to purchase of works van
- £3,500 from Parish office (earmarked reserves) to Land Management (additional entrance security) Harry's Meadow.

#### e) Financial check 2<sup>nd</sup> quarter

Cllr D Snipp reported that he had undertaken a further financial check on 16 October 2019. He found two minor errors with the 'red sheets', albeit the accounts were accurate. The Clerk advised that in future the payment lists will be printed directly from the web-based Scribe accounts package which will avoid duplication of work.

It was agreed that, in future, the date for the quarterly financial check would be agreed at the beginning of the calendar year. If a councillor is unable to make the set date, a substitute member would be required to carry out the audit.

Cllr T O'Toole left the meeting at 9.30pm

#### f) Procurement of works van

Following concern about climate change, minute number 344-2019(j) refers - a report had been issued to all members, with a recommendation to purchase a Mitsubishi Outlander petrol/electric hybrid – Total cost £19,615.25 & VAT & the cost of a half wrap £508.05 & VAT.

Following discussion, it was proposed Cllr G Adam, seconded Cllr N Mitchell and **RESOLVED** that the recommendation and costs be approved.

A vote took place. Result of the vote: 7 in favour, Cllr J Messinger and Cllr S Fisk abstained from the vote. Motion carried.

*Power to spend: LGA 1972 s 111.*

Appendix 6 – Report to the Council

**g) SLCC Conference – Coventry 2020**

The Clerk advised that the SLCC website showed the cost per delegate, not the cost per delegate per night. There was therefore an additional cost of £134.80 & VAT. It was proposed Cllr J Messinger, seconded Cllr P Cragg and unanimously **RESOLVED** that the cost be ratified.

*Power to spend: LGA 1972 s111.*

**h) Clerk's Technical Networking Event – 7 November 2019**

It was proposed Cllr P Cragg, seconded Cllr J Messinger and unanimously **RESOLVED** that the cost of 2 x delegate places be ratified. Total cost £220 & VAT.

*Power to spend: LGA 1972 s111.*

**i) Wetpour repairs Worplesdon Toddler Area Double Swing Bay** – To repair a split in the wetpour which is a potential trip hazard.

It was proposed Cllr G Adam, seconded Cllr J Messinger and unanimously **RESOLVED** that the cost of the repairs be approved. Total cost £345 & VAT.

*Power to spend: LG (Misc. Prov.) Act 1976, s19*

**j) Wood Street Village Community Car Park**

The Clerk advised that the car park repairs had been completed to a high standard and thanked the Infant School for their assistance by providing an essential water supply.

It was proposed Cllr M Fance, seconded Cllr S Fisk and unanimously **RESOLVED** that the cost of the repairs be ratified.

*Power to spend: Road Traffic Regulation Act 1984, s.57(1)(b)*

**k) Additional log bench, Jacobs Well Recreation Ground?**

It was agreed that this item be put in abeyance for the time being.

**l) Tennis court cleaning – Courts 1 & 2**

The Worplesdon Tennis Club has advised the parish council courts are now slippery to use. It was proposed Cllr P Cragg, seconded Cllr G Adam that the cost to clean and treat the tennis courts with moss killer be approved. Cost £580 & VAT.

*Power to spend: LG (Misc. Prov.) Act 1976, s19*

### 395-2019 - Clerk's Report

For information only:

- a) [Environmental Bill 2019](#) – The Bill proposes numerous improvements regarding environmental protection and will introduce an amended duty on public authorities around biodiversity to ensure every level of government is playing its part to enhance the environment and to mitigate climate change.
- b) **Planning Application No: 19/P/00508 - 84 Frog Grove Lane, Wood Street Village, Guildford, GU3 3HA** - Alterations and extensions including raising existing ridge height to form additional floor space and new entrance porch. Appeal launched.
- c) **Additional vegetation works** - to be carried out across the parish by Nurture Landscapes within the current grass cutting contract (3 grass cuts held over due to the dry hot summer). Details circulated to all members of the Council.
- d) **The Pensions Regulator** – The re-enrolment declaration has been made in accordance with the regulations.

### 396-2019 - Chairman's Report

The Chairman did not give a report.

### 397-2019 - Items for inclusion on future agendas

Cllr Messinger raise concern about the cycle path at the top of Holly Lane which is overgrown. This verge belongs to Surrey County Council.

**398-2019 - Date of next meeting** – Full council meeting 12 December 2019 – Due to the General Election, this meeting is to be held in the Colebrook Room, Merrist Wood College.

Meeting closed 9.49pm  
Signed

Chairman of the Council  
Date: 12.12.2019