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NOTICE OF MEETING

Thursday 13 February 2020

To: All members of the Council

You are hereby summoned to attend the **full council meeting** of Worplesdon Parish Council to be held in the **Small Hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon, GU3 3RF** on **20 February 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. **Borough Councillor's report (5 mins).**
9. **County Councillor's report (5 mins).**
10. **Minutes of the previous meetings**

The following Council minutes are to be agreed and signed by the Chairman as a true record:

- Full council meeting – 9 January 2020

The following minutes are to be noted by the Council:

- Planning/General Purposes and Finance Committee – 30 January 2020

11. Planning Applications for consideration

Planning Application No: 20/P/00111 - 23 Frog Grove Lane, Wood Street Village, Guildford, GU3 3EY - Part single / part two storey rear extension including rear balcony, following demolition of existing conservatory.

Planning Application No: 20/P/00077 - Newlands Bungalow, Aldershot Road, Worplesdon, Guildford, GU3 3HY - Outline application for the erection of a building to be used as a children's nursery, following demolition of existing buildings, along with an associated play area, car parking and access onto Aldershot Road

Planning Application No: 20/P/00140 - The Coach House, Goose Rye Road, Worplesdon, GU3 3RQ - Variation of condition 2 of planning application 17/P/00159 approved on 14/08/2017 to replace drawing 2668-P11b with drawing TCHJK/VOC1.2 (part retrospective).

Planning Application No: 20/P/00016 - 100 Envis Way, Fairlands, Guildford, GU3 3NL - Rear extension (dwelling and garage) loft conversion.

Planning Application No: 20/P/00209 - 24 Gravetts Lane, Guildford, GU3 3JR - Erection of a single storey front extension following demolition of existing front porch.

For information only:

Planning Application No: 19/P/002131 - Gravetts Lane Farm – The removal of Condition 3 has been refused by Guildford Borough Council to consider action.

12. Finance

- a) **Invoices for payment** - Proposed list of cheques/online payments to be tabled at the meeting for approval. Payments for signature by two councillors.

- b) Bank reconciliations** – December 2019 and January 2020 bank reconciliations require approval.
 - c) Monthly budget report** – December 2019 and January 2020 monthly budget reports require approval.
 - d) Quotation – Replacement five-a-side goal posts, Jacobs Well Recreation Ground – Total cost £967 & VAT & installation (cost of installation unknown at the time of preparing the agenda)** – To approve the cost.
 - e) Replacement bus shelter** – Woking Road (near Oak Tree Close) – To consider replacing the current polycarbonate bus shelter with an ‘Eaton’ style wooden bus shelter by Littlethorpe of Leicester. Total cost of the shelter and delivery £5,508 & VAT. Additional costs for installation and disposal of the old bus shelter will be incurred (actual cost not known at the time of preparing the agenda). (Grant funding may be available from Surrey County Council).
 - f) Donation to the Kent Surrey and Sussex Air Ambulance 2019-2020** - Letter of thanks received.
 - g) Donation to the Guildford Citizens Advice Bureau 2019-2020** – Letter of thanks received.
 - h) Grant aid request** – Fairlands Medical Practice Patient Participation Group (FMPPPG). The FMPPPG have requested a grant of £400. To consider the request.
 - i) Surrey Pension Fund – Triannual Actuarial Valuation** – To consider whether or not to opt-out of the new pooling arrangements. Deadline for comments extended until 1 March 2020.
- 13. Grass cutting tender** – To agree potential changes to the grass cutting specification and to approve the various tender documents (issued to all members via email in advance of the meeting).
- 14. White House pond – Jacobs Well** – In principle Surrey County Council is willing to grant a further ten-year licence to enable the Parish Council to maintain this pond on behalf of the community. The cost of a Great Crested Newt Survey and report to provide a ten-year maintenance programme will cost approximately:
- £2,500 & VAT for the Great Crested Newt survey
 - £789 & VAT for a ten-year maintenance programme report.

To consider whether to proceed with the ecology/Great Crested Newt surveys, which would then determine the cost of maintaining this pond for the next ten years.

15. Draft Strategic Development Framework (SDF) Supplementary Planning Document (SPD)

A public consultation is being undertaken by Guildford Borough Council between Monday 20 January to midday Monday 24 February 2020. The SDF SPD provides detailed formal guidance to assist future master planning, planning and development of the following strategic sites:
 Weyside Urban Village (former Slyfield Area Regeneration Project);
 Gosden Hill Farm;
 Blackwell Farm;
 Land to the South of Ash and Tongham; and
 Former Wisley airfield.

“The sites are already allocated in the recently adopted Local Plan: strategy and sites. The principle and scale of development is therefore already established and the SDF SPD provides further detail to the requirements in the adopted plan. The SDF SPD will contribute towards achieving the requirement for high quality design and placemaking, ensuring the long-term delivery of sustainable communities and associated supporting infrastructure.

Comment on the draft SPD may be made via the borough council's website:

<https://guildford.inconsult.uk/consult.ti/SDFSPD/consultationHome>. Please ensure that you use the 'Online comments form' to respond to the consultation.

Alternatively, you can email planningpolicy@guildford.gov.uk, or by write to: Planning Policy, Guildford Borough Council, Millmead House, Millmead, Guildford, Surrey, GU2 4BB."

To consider/agree the Parish Council's comments, if any.

- 16. Surrey Association of Local Councils – Survey (Strategy Review) –** Deadline for responses 28 February 2020.
- 17. Event application - VE Day 75th Celebration – Wood Street Village Green – Friday 8 May 2020 –** To consider/approve the event application.
- 18. Event application – Maypole Rehearsals – April to July 2020 Wood Street Village Green –** To approve the usage.
- 19. Event application – Wood Street Village Summer Show – Saturday 18 July 2020 –** To consider/approve the event application.
- 20. Disability Challengers Jazz Festival July 2020 -** To consider/approve the event application.
- 21. Event application – Private family event 9 August 2020 –** Request to use Harry's Meadow for 1 hour for 'unicorn' rides as part of a private family event. To agree a fee should approval be forthcoming.
- 22. Alexander Dennis Community Open Day – 12 September 2020 –** Request to use Harry's Meadow for parking on the same terms as last year.
- 23. Clerk's Report**
 - a) Moles – Fairlands play area –** Moles were tunnelling under the play area. Pest control duly instructed.
 - b) Guildford Residents' Association Meeting – 27 February 2020 –** Cllr A Creese and Cllr J Messinger to attend this meeting on behalf of Worplesdon Parish Council.
 - c) Fly-tipping Chitty's Common pond –** This has been reported to Surrey Wildlife Trust who will monitor the situation. The developer is required to reinstate the land on completion of the development.
 - d) Former Hare and Hounds site –** Named as Langford Close.
 - e) Frog Grove Lane fallen tree –** This has been reported to Surrey County Council who are liaising with the relevant landowner.
 - f) Extra-ordinary meeting called for Tuesday 17 March 2020 at 7.30pm –** To approve all policies, procedures and risk assessments of the Council plus H&S review. **Venue: The Hankinson Room, Merrist Wood College.**
- 24. Chairman's Report**
- 25. Items for inclusion on future agendas –** To receive any suggestions from members.
- 26. Date of next meeting –** Full council meeting Thursday 2 April 2020.