



**Minutes of the Full Council meeting held 20 February 2020
in the Small Hall, Worplesdon Memorial Hall, Perry Hill, Worplesdon at 7.30pm**

49-2020 - Present

Councillors:

Chairman Cllr P Cragg, Cllr G Adam (arrived 7.39pm), Cllr D Bird, Cllr A Creese, Cllr M Fance, Cllr J Messinger, Cllr S Morgan MBE, Cllr B Nagle, Cllr T O'Toole, Cllr C Riley and Cllr D Snipp.

Officers of the Council:

Mrs G White – Clerk to the Council

Members of the public:

The Chairman of the Fairlands Medical Practice Patient Participation Group (FMPPPG) was present, as was Cllr B McShee.

50-2020 - Apologies and reason for absence in accordance with the LGA 1972, Sch12, para 40

Apologies and reason for absence were received from Cllr N Mitchell.

Cllr D Paul was absent from the meeting.

Apologies were also received from Cllr K Witham and Mrs V Fear – Assistant Clerk.

51-2020 - Public participation session

The Chairman of the FMPPPG addressed the Council setting out the history and purpose of the FMPPPG and the reason for requesting a grant from the Parish Council, which is to help towards the cost of an event providing support for mental health awareness and mental health education at the Fairlands Community Centre in May.

A short question and answer session then took place following which the Chairman of the Council moved the FMPPPG's request for a grant forward on the agenda.

52-2020 - Grant aid request – Fairlands Medical Practice Patient Participation Group (FMPPPG)

The FMPPPG's grant application had been circulated to all Members in advance of the meeting. Following discussion, it was proposed Cllr P Cragg, seconded Cllr M Fance and unanimously **RESOLVED** that a grant of £400 be approved on condition that the Council's logo (of a size to ensure its clear legibility) be included on all publicity (including banners) and all literature relating to the event and that recognition of the Council's grant is made during the event.

The Chairman of the FMPPPG thanked the Parish Council for its support and left the meeting at 7.45pm.

53-2020 - Declaration of Disclosable Pecuniary Interests (DPIs) by councillors in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464)

No declarations were made.

54-2020 - Amendments to the Register of Interests

No declarations were made.

55-2020 - To receive and consider written requests for new DPI dispensations

No requests received.

56-2020 - Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct

No declarations were made.

57-2020 - Declaration of gifts or hospitality over £25

No declarations were made.

58-2020 - Borough Councillor's report

Cllr B McShee's written report had been circulated in advance of the meeting.

The following topics were then discussed:

- **Weyside Urban Village** – public meetings are being held on 25 February 2020 at Westborough Church from 2pm until 7pm and on 31 March 2020 at Jacobs Well Village Hall between 2pm – 6pm. Cllr McShee encouraged the Members to attend the meetings to ensure feedback is made to Guildford Borough Council at the earliest opportunity. A further newsletter is to be issued by Guildford Borough Council who will shortly be preparing a programme of works. The Clerk queried why Guildford Borough Council is not directly consulting the Parish Council about this matter, given the allotments will be located within the Parish boundary. Cllr McShee kindly agreed to raise this matter with Guildford Borough Council.
- **Montague Place** – Huge delivery lorries are using Tangley Lane, which is causing a problem to local residents. Cllr McShee advised that Planning Enforcement are aware and are taking steps to resolve the issues.

[Cllr B McShee left the meeting at 7.50pm](#)

Appendix 1 – Cllr McShee's Report

59-2020 - County Councillor's report

Cllr K Witham had submitted a written report that was circulated to members immediately after the meeting.

Appendix 2 – Cllr Witham's Report

60-2020 - Minutes of the previous meetings

It was proposed Cllr D Bird, seconded Cllr G Adam and unanimously **RESOLVED** that the minutes of the Full Council Meeting held 9 January 2020 be agreed and signed by the Chairman as a true record.

The following minutes are to be noted by the Council:

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

61-2020 - 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.

RESOLVED: Leave to planners.

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.

RESOLVED: That the Parish Council **OBJECT** to this outline planning application on the following grounds:

There were no plans showing the new access with visibility splays, swept path analysis or a Road Safety Audit Stage 1. Due to the nature of the proposed development, the Parish Council would have expected a separate pedestrian/cycle access away from the car access. In addition, the Council would not support a nursery school adjacent to a busy arterial route into Guildford. Worplesdon Parish Council would recommend this application be refused due to lack of information regarding the proposed access arrangements.

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).

RESOLVED: Leave to planners.

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

RESOLVED: That the Parish Council **OBJECT** to this planning application on the grounds that the extension into the roof space is out of keeping with the rest of the bungalows in Envis Way and would result in overlooking issues.

Additionally, the plans were of poor quality making it difficult to assess the full impact of the proposed extension on the neighbouring dwellings.

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.

RESOLVED: Leave to planners.

62-2020 - Planning Application No: 19/P/002131 - Gravetts Lane Farm

The removal of Condition 3 has been refused by Guildford Borough Council; therefore, this project cannot be progressed.

The possible use of the Worplesdon Memorial Grounds was discussed, however, Cllr D Snipp and Cllr G Adam confirmed the Worplesdon Memorial Trustees have made no formal offers to the Parish Council: currently, the

Trust cannot legally sell any land to the Parish Council (who are the custodian Trustees), the Community Incorporated Organisation (CIO) application is still ongoing. If CIO status is obtained, legally the Trustees would be required to either sell, or rent land to the Parish Council at the market rate to enable the Parish Council to build an office, as there are no suitable rooms available within the Memorial Hall to accommodate a Parish Office. This site is also located within the Green Belt, so the same issues apply as at Gravetts Lane Farm. The budget for 2020/2021 does not allow sufficient funds for a Public Works Loan Board loan, therefore, this location is not currently an option. The existing office lease only has 18 months to run, so steps do need to be taken to ensure that appropriate office facilities are available to the Parish Council for the foreseeable future.

Following discussion, it was agreed that the Chairman and Clerk be permitted to meet with the current landlord to enquire whether it would be feasible to extend the current lease at Unit 2 Beaufort, Parklands, Railton Road, Guildford, GU2 9JX.

Additionally, the Clerk advised that the current storage facility will not be available to the Council after March 2020. There is, therefore, an urgent need to find a secure storage facility within the Parish.

The Groundsman had advised that if the Parish Council was willing to fund the cost of a shed and temporary base, he would be willing to provide space within his garden. In the meantime, the Clerk to the Council is approaching local landowners to see whether they would have any suitable storage space. Failing that, the tools would need to be stored in a commercial storage facility until appropriate storage space can be found.

63-2020 - Finance

a) Invoices for payment

It was proposed Cllr G Adam, seconded Cllr D Bird and unanimously **RESOLVED** that payments to the value of £8,432.81 be approved and signed off by Cllr P Cragg and Cllr B Nagle.

Payment list – 20 February 2020

Date	Description	Supplier	Net	VAT	Gross	Code
20/01/2020	SIM card bill	O2	15.99	3.20	19.19	Establishment Charges
21/01/2020	SIM card bill	O2	15.99	3.20	19.19	Establishment Charges
27/01/2020	Office supplies	Tesco	4.70	0.00	4.70	Parish Office
30/01/2020	Materials	Wickes	12.17	2.43	14.60	Land Management
30/01/2020	Materials	B&Q	48.33	9.67	58.00	Community Car Park
01/02/2020	Refuse bags	Costco	7.79	1.55	9.34	Playground Repairs
01/02/2020	Replacement charger	Connect 2 Mobile Ltd	20.83	4.17	25.00	Establishment Charges
01/02/2020	Replacement battery	Connect 2 Mobile Ltd	40.00	0.00	40.00	Establishment Charges
03/02/2020	Materials	B&Q	6.98	1.39	8.37	Community Car Park
03/02/2020	CILCA training - Assistant Clerk	SSALC Ltd	320.00	0.00	320.00	Training
03/02/2020	Professional advice - planning	WYG	250.00	50.00	300.00	Professional Advice
03/02/2020	Subscription	SCRIBE	487.00	97.40	584.40	IT budget
03/02/2020	Grass cutting	Nurture Landscapes Ltd	2,457.75	491.55	2,949.30	Grass Cutting
03/02/2020	Graphics for works van	A J Signs	272.70	54.54	327.24	Revenue Works vehicle
04/02/2020	Website hosting and technical support	Welland Creative	435.00	87.00	522.00	IT budget
04/02/2020	Subscription Parish Online	Geosphere Ltd	135.00	27.00	162.00	IT budget
06/02/2020	Plastic chain for Harry's Meadow (bulb area)	ESE Direct Ltd	47.20	9.44	56.64	Contingency Fund
06/02/2020	Materials	B&Q	2.13	0.43	2.56	Land Management
06/02/2020	PPE - Assistant Groundsman	B&Q	25.00	0.00	25.00	Contingency Fund
11/02/2020	Professional advice - planning	WYG	162.50	32.50	195.00	Professional Advice
11/02/2020	Parking fees	Mrs V C Fear	4.50	0.00	4.50	Establishment Charges

11/02/2020	Batteries for office use	PayPal	0.99	0.00	0.99	Establishment Charges
12/02/2020	Banner for community event	Elementary signs	37.20	7.44	44.64	Contingency Fund
12/02/2020	New A3 colour duplex printer	Printerland Ltd	107.03	21.41	128.44	IT budget
12/02/2020	Ink cartridges	Printerland Ltd	84.06	16.81	100.87	Establishment Charges
12/02/2020	Car wash/fuel/fees	Allstar Fuel	1.67	0.33	2.00	Revenue Works vehicle
13/02/2020	Replacement notice board for Perry Hill Green	Greenbarnes Ltd	1,264.83	252.97	1,517.80	Contingency Fund
13/02/2020	SIM card bill	Three	32.32	6.46	38.78	Establishment Charges
13/02/2020	Dash cam for works van	Halfords	315.83	63.17	379.00	Works van
15/02/2020	Tennis court income	Mr T Astley	11.25	0.00	11.25	Tennis Court Income
18/02/2020	Banner for community event	Hampshire Flag Company Ltd	35.94	7.19	43.13	Contingency Fund
18/02/2020	External back-up	RISC Group	32.09	6.42	38.51	Establishment Charges
19/02/2020	Window cleaning - parish office - outside only	Trevor Porter Window Cleaning Service	12.00	2.40	14.40	Parish Office
19/02/2020	Fuel for works van	Allstar Fuel	38.31	7.66	45.97	Revenue Works vehicle
20/02/2020	Printing - 3,500 newsletters	Knaphill Print Co Ltd	420.00	0.00	420.00	Parish Newsletter
			7,165.08	1,267.73	8,432.81	

b) Bank reconciliations - December 2019 and January 2020

The Responsible Financial Officer (RFO) had prepared the bank reconciliations for December 2019 and January 2020 in accordance with the Accounts and Audit Regulations. A copy of which had been issued electronically to all members in advance of the meeting.

It was proposed Cllr G Adam, seconded Cllr M Fance and unanimously **RESOLVED** that the Chairman sign the bank reconciliations and bank statements.

Appendices 3 & 4 - Bank Reconciliations for December 2019 and January 2020.

c) Monthly budget reports - December 2019 and January 2020

The RFO had prepared the monthly budget reports for December 2019 and January 2020 in accordance with the Account and Audit Regulations, copies of which had been issued electronically to all members.

It was proposed Cllr P Cragg, seconded Cllr T O'Toole and unanimously **RESOLVED** that the Chairman sign the monthly budget report.

Appendices 5 & 6 – Monthly budget reports for December 2019 and January 2020.

d) Quotation – Replacement five-a-side goal posts, Jacobs Well Recreation Ground

The Clerk advised that the five-a-side goal posts need to be replaced as the posts are starting to rust at the base. Total cost £967 & VAT & installation (cost of installation unknown at the time of preparing the agenda). Discussion then took place regarding the positioning of the goal posts. The Clerk advised that the goal posts are off-set to prevent the area being used by football clubs (particularly adult clubs) due to the associated anti-social behaviour issues with parking, damage to the Recreation Ground, swearing, together with the inability of local residents to use the Recreation Ground whilst practice and games take place.

It was then proposed Cllr P Cragg, seconded Cllr D Bird and unanimously **RESOLVED** that a budget of £1,500 & VAT be approved.

e) Replacement bus shelter – Woking Road (near Oak Tree Close)

The current polycarbonate bus shelter at this location has become an eyesore. It is also one of the oldest bus shelters in the Parish. To ensure the Council's assets are maintained in good condition, it was agreed within the 2020/2021 precept that this bus shelter would be replaced. The Clerk suggested replacing the shelter with an 'Eaton' style wooden bus shelter by Littlethorpe of Leicester. The hardwood design (which is lower maintenance) will be similar to the wooden bus shelter on the Woking bound side of the A320.

The total cost of the shelter, including delivery is £5,508 & VAT. Since the agenda was issued a quotation had also been received for installing the shelter (including traffic management and licence fees). Total cost £6,158.30. Total cost £11,666.30 & VAT.

The Clerk advised that she has been liaising with Surrey County Council about the replacement of this particular bus shelter and was optimistic that Surrey County Council may be willing to share the costs 50/50 as there is Local Enterprise Partnership funding available for improvement to major bus routes at the present time.

This item will be reconsidered once Surrey County Council's formal response has been received.

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) Surrey Pension Fund – Triannual Actuarial Valuation

Additional information had been sought and received from Surrey County Council. Following discussion, it was proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that Worplesdon Parish Council should remain within the LGPS (Local Government Pension Scheme) pooling arrangements.

64-2020 - Grass cutting tender

The Clerk had prepared the tender document which included:

- The updated form of tender
- 4 x maps of the parish showing the areas of grass to be cut
- 7 x grass cutting specifications for the various geographical areas within the Parish
- Pricing sheet

The Clerk raised the following queries:

1. The current contractor advised that they currently cut around Jacobs Well Village Hall, although this wasn't included in the current grass cutting specification. It was proposed that this should be added to the updated grass cutting specification.
2. Gravetts Lane is not currently included in the grass cutting specification. It was proposed that this should be added to the updated grass cutting specification.
3. It is not clear why Worplesdon Parish Council is responsible for cutting the perimeter of the Worplesdon Memorial Ground. Additionally, as the tennis courts are to be handed back to the Worplesdon Memorial Trustees it will no longer be necessary to cut around the tennis courts. It was proposed that these areas should, therefore, no longer be included in the grass cutting specification. The groundstaff to cut around the tennis courts until the six-month notice period has elapsed.

4. The two green squares in Oakfields are not included in the grass cutting specification. It was proposed that as Guildford Borough Council currently cut these areas of grass they should not be included in the grass cutting specification.

It was proposed Cllr P Cragg, seconded Cllr S Morgan MBE and unanimously **RESOLVED** that the tender documents and above modifications be approved en-bloc.

The Clerk was instructed to write to the JVVHT (Jacobs Well Village Hall Trust) and the Worplesdon Memorial Trustees accordingly.

65-2020 - 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. However, the Parish Council needs to establish whether or not it can afford to take on the maintenance liabilities for the pond, particularly given the presence of Great Crested Newts, which are a protected species.

The Clerk strongly recommended that the Parish Council seek advice from an ecologist, to ensure all work is carried out at the correct time of year and in the correct manner, as there are heavy fines, for wilfully causing damage or injury to Great Crested Newts.

The purpose of the ten-year maintenance programme report is to determine the cost of maintaining this pond for the next ten years. This will enable the Parish Council to decide whether or not it can financially afford to take on the risk of maintaining this pond for a further ten-years, bearing in mind the pond forms part of the local watercourse system that protects local properties from flooding. It may also be necessary to undertake land drainage works in the Recreation Ground as the existing French drains are so old, they no longer function.

The Clerk had sought three quotations for the requisite reports: one company declined to quote, a second company quoted £3,378 & VAT for both the ecological report and the ten-year maintenance programme report. Surrey Wildlife Trust's quotation for both reports came to £2,513 & VAT.

Following discussion, it was proposed Cllr G Adam, seconded Cllr M Fance and unanimously **RESOLVED** that Surrey Wildlife Trust's quotation be accepted. Total cost £2,513 & VAT.

Power to spend: PHA 1936, s260

66-2020 - 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 and 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.

The Clerk had prepared a report for the Members' consideration which had been circulated via email in advance of the meeting. It was proposed Cllr G Adam, seconded Cllr T O'Toole and unanimously **RESOLVED** that the Clerk's comments be submitted to Guildford Borough Council.

Appendix 7 – Formal response to Guildford Borough Council

Cllr Messinger proposed a vote of thanks to the Clerk for providing the summary documents.

67-2020 - Surrey Association of Local Councils – Survey (Strategy Review) - Deadline for responses 28 February 2020

It was agreed that the Clerk would respond to this survey on behalf of the Parish Council.

68-2020 - Event application - VE Day 75th Celebration – Wood Street Village Green – Friday 8 May 2020

An event application and risk assessment had been received from the Wood Street Village Association (WSVA) for permission to hold a VE Day 75th Celebration on Wood Street Village Green. The event application pack had been circulated via email to all Members in advance of the meeting.

It was proposed Cllr P Cragg, seconded Cllr A Creese and unanimously **RESOLVED** that the request be approved.

Cost: None. **Category:** Community event.

69-2020 - Event application – Maypole Rehearsals – April to July 2020 Wood Street Village Green

Permission has been sought for the Maypole Dancing Group to hold rehearsals on Wood Street Village Green throughout April, May, June and July. A copy of the event application and risk assessment had been circulated via email to all Members in advance of the meeting.

It was proposed Cllr P Cragg, seconded Cllr T O'Toole and unanimously **RESOLVED** that the request be approved.

Cost: None. **Category:** Community event.

70-2020 - Event application – Wood Street Village Summer Show – Saturday 18 July 2020

An event application had been received from the WSVA for permission to hold the annual Summer Show on Wood Street Village Green on Saturday 18 July 2020, which had been circulated to all Members in advance of the meeting.

It was proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that the request be approved. However, in future, the WSVA **must** advise the Parish Council of the date for the following Summer Show as soon as the date is set to avoid any risk of potential double booking. The event application and risk assessment to be submitted to the Parish Council by the 31 October – prior to the event being advertised. Failure to comply with this request may result in refusal of the application.

Cost: None. **Category:** Community event.

71-2020 - Disability Challengers Jazz Festival July 2020 – Sunday 19 July 2020

An event application had been received from Disability Challengers for permission to hold a Jazz Festival on Wood Street Village Green, which had been circulated to all Members in advance of the meeting.

An email had subsequently been received from one of the organisers of the event asking the Parish Council to reduce the fee for a charitable event from £100 to £10 or to even consider waiving the fee completely, contrary to the Council's policy regarding hiring of the village greens.

Discussion took place regarding both requests, following which it was proposed Cllr P Cragg, seconded Cllr T O'Toole and unanimously **RESOLVED** that the event application be approved: however, as the Council has set its fee structure, regrettably the charge of £100 would stand.

Cost: £100. **Category:** Charitable event.

A vote took place. Result of the vote: 10 in favour. Cllr J Messinger abstained. Motion carried.

72-2020 - Event application – Private family event 9 August 2020

An application had been received for permission to use Harry's Meadow for 1 hour for 'unicorn' rides as part of a private family event.

Following discussion, it was proposed Cllr J Messinger, seconded Cllr G Adam and unanimously **RESOLVED** that permission be granted, subject to receipt of the following documentation:

- A risk assessment
- A copy of the company's current Public Liability certificate
- Copies of the relevant animal passports
- Appropriate hand washing facilities being provided

The Parish Council's policy regarding fees for this type of event are to accord with Guildford Borough Council's charges. Guildford Borough Council's minimum daily cost of event hire is £50. The fee for using Harry's Meadow to be pro-rated by 8 hours – resulting in a minimum fee of £10.

Cost: £10. **Category:** One-off event.

73-2020 - Alexander Dennis Community Open Day – 12 September 2020

A request had been received from Alexander Dennis for permission to use Harry's Meadow as an overflow parking site for this year's Community Open Day Event to be held on Saturday 12 September 2020, which is celebrating the company's 125th anniversary. The event is aimed at reconnecting the company with the local community, as well as raising money for local charity.

Following discussion, it was proposed Cllr G Adam, seconded Cllr M Fance and unanimously **RESOLVED** that permission be granted on the same terms as last year, provided Alexander Dennis acknowledge the Parish Council's support and that the Parish Council logo is included on all publicity material.

Terms for using Harry's Meadow:

- The security gate key to be collected by an employee of Alexander Dennis from the Parish Council office (Unit 2 Beaufort, Parklands, Railton Road, Guildford, Surrey, GU2 9JX) on Friday 11 September between the hours of 08:30 and 16:00
- A site inspection is to be carried out, by Alexander Dennis, the day before the event – the details of which are to be recorded in a written inspection report, a copy of the report to be provided to Worplesdon Parish Council. Any holes in the field must have a road cone placed over them by Alexander Dennis employees to prevent possible injury.
- That thorough safety precautions are set up early on the day by Alexander Dennis to ensure everyone entering and leaving the car park, via the gate opposite Douglas Close, can do so safely.

- Alexander Dennis marshals, wearing Hi-vis jackets, will need to be stationed at the entrance to the field the whole time it is being used as a car park.
- Signs warning drivers to slow down also need to be placed in both directions on Jacobs Well Road - with sufficient distance to give drivers adequate warning.
- A map indicating the area that will be use for parking, as well as the pedestrian route for walking to Alexander Dennis will need to be provided to Worplesdon Parish Council by Thursday 30 July 2020.
- The parking area within Harry's Meadow to be clearly marked out by Alexander Dennis on the day using safety barrier tape.
- Notices to be displayed on the entrances to Harry's Meadow at least two weeks before the event, so that dog walkers are made fully aware. The notice to include that anyone walking from Harry's Meadow to Alexander Dennis will need walking shoes/boots as the ground gets a little uneven in places.
- The fee for using Harry's Meadow to be waived, provided the Parish Council's logo is used on all publicity material – a jpeg of our logo is duly attached. Please let me know if you require this in a different format.
- In the event the ground is very wet, any damage caused to the field must be remedied at Alexander Dennis' cost.
- Immediately after close of the event, the field to be litter picked, left tidy and the gate to be closed and padlocked shut.
- Key to be returned to the Parish Council the following Monday.

74-2020 - 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 – Venue: The Hankinson Room, Merrist Wood College.**

75-2020 - Chairman's Report

The Chairman provided the following report:

- 1) 12th January, with Cllr Nigel Mitchell deployed VAS apparatus in Frog Grove Lane.
- 2) 6th February, with the Clerk and Cllr. Mitchell organised money transfers between the Council's banks in Guildford.
- 3) 14th February, with Cllr. Mitchell retrieved VAS apparatus from Frog Grove Lane.
- 4) 19th February attended Surrey Association of Local Councils Director's meeting in Cobham.

76-2020 - Items for inclusion on future agendas

None.

77-2020 - Date of next meeting – Full council meeting Thursday 2 April 2020.

Meeting closed 9.58pm.

Minutes approved by the Full Council 14 May 2020

Signed:

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Chairman of the Parish Council
Date: 14 May 2020