



Minutes of the Extra-Ordinary meeting held virtually 11 June 2020 at 7.32pm

169-2020 - Present

Councillors:

CLlr G Adam, CLlr D Bird, CLlr P Cragg (Chairman), CLlr A Creese, CLlr M Fance (arrived 7.40pm), CLlr J Messinger, CLlr N Mitchell, CLlr S Morgan MBE, CLlr B Nagle, CLlr D Paul (arrived 8.31pm), CLlr C Riley, CLlr D Snipp and CLlr T O'Toole.

Officers of the Council:

Mrs G White – Clerk to the Council
Mrs V Fear – Assistant Clerk

170-2020 - Apologies and reason for absence

None received.

171-2020 - 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.

172-2020 - Amendments to the Register of Interests

No declarations were made.

173-2020 - Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct

No declarations were made.

Due to the confidential nature of the following item (early negotiation of contracts), a resolution was passed to exclude the public and press, as per Schedule 1 2(A) of the Public Bodies (Admission to Meetings) Act 1960.

174-2020 - Parish Office – Two storey office space – Queen Elizabeth Park

A comprehensive confidential report had been circulated to all members, via email, in advance of the meeting. No questions were raised with the officers in advance of the meeting.

The Clerk advised that the Council's existing lease at Unit 2 Beaufort is due to expire on 3 October 2021. Worplesdon Parish Council therefore needs to take steps to ensure business continuity moving forward. Due to the

planning condition applied to planning application 19/P/01133, the Council's previous intention to have a bespoke office/meeting facility in Gravetts Lane is no longer financially viable. The Council must therefore take steps to secure a short-term (i.e. a 5 to 10 year) lease. It is anticipated that long-term, a parish office/meeting room will be delivered via new development and Guildford Borough Council is making all developers aware of the Parish Council's needs.

On 29 May 2020 an unexpected opportunity had presented itself, by virtue of an off-market opportunity for two floors and four parking spaces, within the same office complex at a cheaper rate per sq. ft. This building would enable the Parish Council to claim S106 monies which were negotiated when planning permission was granted for the development at Keens Lane. S106 monies of £50,000 are available, however, the Council must be able to demonstrate the provision of an office/meeting facility to improve community engagement. The S106 monies are due to be paid to Guildford Borough Council, by the developer, in advance of first occupation. Taylor Wimpey anticipate first occupation to take place in September 2020. In order to submit an invoice to Guildford Borough Council, Worplesdon Parish Council must be able to demonstrate that it has secured an office/meeting space in accordance with the legal agreement that was secured as part of the planning process. If the monies are not applied for by the ten-year deadline, suitably evidencing the grounds for request, the £50,000 will revert to the developers. It is worth noting that a person/organisation bound by a S106 obligation can seek to have the obligation modified or discharged after 5 years.

The existing landlord has also offered to discuss options with the Council, based on the existing rental costs.

A lengthy discussion then took place. Concerns were expressed about the possibility of having to rent two offices for up to 14 months. Members wished to seek a professional opinion and it was suggested that a negotiator be appointed to provide advice to the Council (anticipated cost - 10% of the rental fee).

It was therefore proposed Cllr P Cragg, seconded Cllr T O'Toole that the motion on the agenda be amended to read "The Council proceed with leasing the off market two-storey QEP offices subject to the employment of a negotiator and a maximum rent of £25,000pa."

Cllr D Snipp then raised a point of order (rules of debate), following which Cllr C Riley proposed the following amendment, seconded by Cllr M Fance and unanimously **RESOLVED**:

"To proceed to employ a negotiator to confirm the situation of dual leases and to provide clarity over the costs. Information then to be made available to the Council to make a decision."

The Clerk advised that legal costs had already been incurred in advance of the meeting as a legal opinion had already been sought on the potential new lease in advance of the agenda and confidential report being issued.

It was then proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that Ian Davison, of Surrey Hill Solicitors be appointed to act on the Parish Council's behalf.

All other motions proposed on the agenda were deferred.

Meeting closed 8.43pm

Signed:

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Chairman of the Council
Date: 25 June 2020