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NOTICE OF MEETING

11 September 2020

To: All Members of the Council

You are hereby summoned to attend the Full Council meeting of Worplesdon Parish Council to be held virtually on **17 September 2020 at 7.30pm** for the purpose of transacting the following business. **Anyone wanting to participate in the public speaking section of the meeting needs to contact the Clerk to the Council, either by email, phone or in writing by NOON Thursday 17 September 2020 to enable the 'joining instructions' to be sent out. To participate you must have access to the internet.**

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 during the meeting.

AGENDA

- 1. To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, 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. Normandy Community Shop and Café** - To receive an introduction to the new facility from Gary Phillips (Vice Chairman Normandy Community Shop and Café Ltd).

4. **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).**
5. **Amendments to the Register of Interests.**
6. **To receive and consider written requests for new DPI dispensations, if any.**
7. **Declaration of Non-pecuniary interests.**
8. **Declaration of gifts or hospitality over £25.**
9. **Borough Councillor’s report (5 mins).**
10. **County Councillor’s report (5 mins).**
11. **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 – 6 August 2020

The following minutes are to be noted by the Council:

- Planning/General Purposes and Finance Committee – 27 August 2020
- Staffing Committee – 14 September 2020

12. Planning Applications for consideration:

Planning Application No: [20/N/00094](#) - Scrap Metal And Breakers Yard, White Bungalow, Aldershot Road, Worplesdon, Guildford, GU3 3HF - Non-Material Amendment on planning application 15/P/01987 approved 16/10/2017 for the removal of the autism cycle store and repositioning of bins along with changes to the autism boundary, additional cycle storage added to the block of flats and to divide gardens from plots 1 to 6.

Planning Application No: [20/P/01212](#) - Woodpecker Lodge, Holly Lane, Worplesdon, Guildford, GU3 3PB Planning consent to replace an existing garage with a new garage and erect a boundary fence.

Planning Application No: [20/P/01428](#) - 41 Keens Lane, Guildford, GU3 3HS Proposed single storey extension to form office space and studio incidental to the dwelling house.

Planning Application No: [20/P/01486](#) - Worplemill Bungalow, Goose Rye Road, Worplesdon, Guildford, GU3 3RQ Demolition of existing house & detached garage & erection of a new five-bedroom house (detached). (Amended scheme to previous planning permission 18/P/01007).

Planning Application No: [20/P/01500](#) - The Old Chapel, 73 Broad Street, Guildford, GU3 3BH - Construction of a single storey side/rear extension following demolition of existing store.

Planning Application No: [20/P/01510](#) - 16 Chittys Walk, Guildford, GU3 3HW - Two storey side extension.

13. **[Changes to the current planning system](#)** – To receive Cllr G Adam’s comments and to agree the Council’s formal response.

14. **Localism Act 2011** – Buildings of Community Asset – To consider nominating one, or possibly two, local buildings as Assets of Community Value.
15. **Rubbish/litter** – To consider carrying out a poster campaign in an attempt to combat the increase in litter across the Parish since lockdown restrictions were eased.
16. **Wood Street Village Association** – Request for permission to hold carol singing on Wood Street Village Green on 19 December 2020. To consider/approve the request.
17. **Land Management Report** – To receive and approve the Land Management Report.
18. **Finance:**
 - a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by two councillors following the meeting.
 - b) **Bank reconciliation July and August 2020** - July and August bank reconciliations require approval.
 - c) **Monthly budget report July and August 2020** - July and August monthly budget reports require approval.
 - d) **Insurance renewal 1 October 2020** – To receive the quotations and to approve the best value quotation – Minimum cost (at the time of preparing the agenda) for a three-year agreement = £2,343.68
 - e) **Tender for Christmas lights contract** – To receive all tenders and to accept the best value tender. Minimum cost £8,000 per year for a four-year contract.
 - f) **Virement required, If Christmas light tender approved.** Value of virement to be determined at the meeting. Virement from Establishment Charges to Christmas lights.
 - g) **Appointment of Internal Auditor 2020/2021** – To approve the letter of Engagement received from Mulberry & Co. Interim internal audit paperwork to be submitted to Mulberry & Co by 30 September 2020 (where possible).
19. **Clerk's Report:**
 - a) **Replacement goal posts Jacobs Well Recreation Ground** – The replacement goal posts have now been concreted into position by our contractor.
 - b) **Maypole workshop picnic Wood Street Village Green 26 September 2020** – Risk assessment submitted – Strict Covid 19 measures will be put in place.
 - c) **Stoke Hospital** – The charity is to formally be awarded Charitable Incorporated Organisation (CIO) status on 1 October 2020, at which point Worplesdon Parish Council no longer requires to provide a Trustee to the charity. Letter of thanks to be issued to Sue Harris.
 - d) **Miss spelt street nameplate – Fairlands Avenue** – This has been reported to Guildford Borough Council and a new street nameplate will be ordered towards the end of September 2020.
 - e) **Missing posts, Holly Lane - resulting in inconsiderate parking posing a road safety threat** – This has been drawn to Surrey County Council's attention. A partnership approach may be taken to resolve this issue.
20. **Chairman's Report.**

21. Items for inclusion on future agendas – To receive any suggestions from members.

22. Date of next Full Council meeting – 29 October 2020.