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## NOTICE OF MEETING

Thursday 12 November 2020

**To: All Members of the Planning/General Purposes and Finance Committee**

You are hereby summoned to attend the Planning/General Purposes and Finance Committee meeting of Worplesdon Parish Council to be held virtually on **19 November 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 8 October 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. 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.
7. Declaration of gifts or hospitality over £25.
8. Minutes of the previous meetings:

Minutes of the Planning/General Purposes and Finance Committee held 8 October 2020 to be agreed and signed by the Chairman as a true record.

**9. Planning Applications for consideration:**

**Planning Application No:** [20/P/01798](#) - 2 Wallace Close, Fairlands, Guildford, GU3 3NP - Single story rear extension.

**Planning Application No:** [20/P/01848](#) - 2 Envis Way, Fairlands, Guildford, GU3 3NH - Erection of a part two storey, part single storey side and rear extension following demolition of existing detached garage.

**Planning Application No:** [20/T/00334](#) - 23 Oakfields, Guildford, GU3 3AS - Remove Silver Birch tree to ground level and replace with a suitable tree adjacent to previous tree (TPO P1/201/106).

**Planning Application No:** [20/T/00336](#) - Birchwood, Perry Hill, Worplesdon, Guildford, GU3 3RE - To remove a spruce tree (Worplesdon Conservation Area).

**Planning Application No:** [20/P/01875](#) - 5 Keens Park Road, Guildford, GU3 3HN - Single storey rear extension.

**Planning Application No:** [20/P/01809](#) - 43 Wood Street Green, Wood Street Village, Guildford, GU3 3DU – Proposed two storey side extension, single storey rear extension and loft conversion with addition of a dormer window to the rear following demolition of the existing attached garage; changes to fenestration and addition of rooflights to the front and rear roof slopes; single storey outbuilding in rear garden and felling of one dead tree and pruning of one apple tree in the rear garden.

10. **Proposed list of cheques/online payments to be tabled at the meeting for approval** - Payments for signature by two councillors following the meeting.
11. **Annual playground inspections** – To receive and approve the Annual Playground Inspection report.
12. **Land Management Report** – To receive and approve the land management report.
13. **Flood Forum 6 November 2020** – To receive a short report from Cllr N Mitchell (Worplesdon Parish Council's representative on the Worplesdon Flood Forum).
14. **Compliance with Health and Safety Law** - To consider the work of the Parish Council and to ensure that the Parish Council is fulfilling its duties with regard to Health and Safety legislation:

Risk	Requirements
Playground equipment	Weekly, quarterly and annual inspections undertaken
Trees	Monthly and annual tree inspections carried out and associated works undertaken as and when required

Risk	Requirements
Chainsaw use	Refresher training required by the Chairman of the Council (to be undertaken 2021, once Covid restrictions are lifted)
Works vehicle	Annual insurance policy in place and service plan held
Community Car Park/public open spaces/assets of the Council	Weekly and monthly inspections – repairs carried out as and when required
Work parties/office staff	First aid training/refresher chainsaw first aid training required (to be undertaken 2021 once Covid restrictions are lifted)

- 15. Muddy Boots Walking Group – Request for additional safety measures to be introduced on Salt Box Road – support sought from Worplesdon Parish Council.** To consider the request.

For information only:

- 16. Temporary Prohibition of Traffic Order 2020 – Surrey County Council - Notice Road Traffic Regulation Act 1984, Section 14(1) & (2) Public Bridleway No. 444 (Worplesdon) - Bridleway 444 Keens Lane to Pitch Place Green** - Surrey County Council has made a temporary closure order on Public Bridleway No. 444 (Worplesdon) by reason of danger to the public due to development works taking place adjacent to the footpath anticipated to be from 30 October 2020 until 24 December 2020.
- 17. Guildford Borough Council to renew its Public Spaces Protection Order (PSPO) for Dog Fouling, using the ‘Antisocial Behaviour, Crime and Policing Act 2014’ before the 11 December 2020 expiry deadline. The current PSPO can be viewed at: [www.guildford.gov.uk/pspo](http://www.guildford.gov.uk/pspo)** - Guildford Borough Council is not running a formal consultation but has invited comments.
- 18. Date of next Planning/General Purposes and Finance Committee meeting – 4 February 2021.**