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NOTICE OF MEETING

Tuesday, 05 January 2021

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 **Thursday 14 January 2021 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 14 January 2021 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 £50.**
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 – 20 December 2020

11. **Festive Season 'Thank You's'** - To propose a vote of thanks to the Clerk to the Council for her work during the Christmas office closure and to receive thanks for the Christmas trees and Christmas lights from residents.
12. **Planning Applications for consideration:**

Planning Application No: 20/T/00367 - 55 Wood Street Green, Wood Street Village, Guildford, GU3 3DU –
T1- WEEPING WILLOW: Reduce crown by 3-4m all round to previous pruning points. Remove 3-4 secondary limbs over the neighbouring property. The finished height of 9m with a radial spread of 3m. T2 - CHERRY: Reduce crown by 1m all round. The finished height of 4m with a radial spread of 2m (Wood Street Conservation Area).

Planning Application No: 20/P/02069 - 3 Hillbrow Close, Wood Street Village, Guildford, GU3 3DF - Single-storey side/rear extension, following demolition of existing conservatory.

Planning Application No: 20/P/02043 - 56 Oak Hill, Wood Street Village, Guildford, GU3 3ER - Proposed change of use of unadopted land at the front of the property to create a new front driveway and creation of hard standing in front garden.

Planning Application No: 20/P/02101 - Burpham Court House, Woking Road, Guildford, GU4 7PZ - Listed Building Consent for essential underpinning works to a section of the perimeter wall to strengthen the foundations and stop further movement.

Planning Application No: 20/P/02116 - Holly View, Holly Lane, Worplesdon, Guildford, GU3 3PA - Conversion of shop to habitable accommodation, new two storey front bay window, new front porch, first floor rear balcony, new rear canopy, changes to front fenestration. 3 bay-garage for use by the house. New shop with workshop/storage and new parking area following demolition of 3 derelict outbuildings.

Planning Application No: 20/P/02109 - Hertford Park, Burdeshott Road, Worplesdon, Guildford, GU3 3RN - Proposed erection of agricultural buildings, structures and associated works (including a temporary agricultural workers' mobile home on the farm) following demolition of the existing farm buildings.

Planning Application No: 20/P/02157 - Old Mill House, Rickford, Worplesdon, Guildford, GU3 3PJ - Change of use from use class B1(a) offices to use class C3 residential dwellings, to form a three-bedroom dwelling, including changes to the interior, entrances and windows of the existing property.

Planning Application No: 20/P/02171 - 29 Louis Fields, Fairlands, Guildford, GU3 3JG - Single storey rear extension with habitable loft space above, and conversion of existing loft space to habitable accommodation, including 4 roof lights, following partial demolition of existing single storey rear extension.

Planning Application No: 20/P/00924 - Land at School Lane, Worplesdon, GU3 - Erection of twelve dwellings (including affordable housing) with associated access and landscaping following removal of structures and hardstanding. (Amended plans received 23.12.2020 changes to housing mix and tenure, parking layout, boundary treatments, appearance, design, EV charging and additional information on the energy strategy and loss of employment land)

Planning Application No: 20/P/02117 - 16 Brocks Drive, Fairlands, Guildford, GU3 3NE - Side extension, conversion of loft space to habitable accommodation, including hip to gable roof alteration and rear dormer, single storey rear extension and changes to fenestration.

Planning Application No: 20/P/02194 - 41 Grangefields Road, Jacobs Well, Guildford, GU4 7NR - Proposed single storey rear extension and replacement garage.

Planning Application No: 20/P/00864 – Oak Tree Close, Jacobs Well – Construction of a Class B8 storage facilities and ancillary office, together with car parking, cycle parking and landscaping.

13. **Quarterly playground inspections** - To receive the quarterly playground inspections.
14. **Annual Parish Meeting - currently scheduled for 10 March 2021 at St Albans Church Hall, Wood Street Village** – To consider: Either holding a virtual Annual Parish Meeting or changing the date, given the current Covid lockdown.
15. **Jacobs Well Recreation Ground** - Request from a resident to fell a poplar tree near their property. The resident has offered to potentially meet the cost – subject to the value of the quotation. To consider the request.
16. **Repeated vehicular damage to Wood Street Village Green** – To consider what, if anything, can be done to prevent ongoing vehicular access.
17. **Trees planted in verges – Jacobs Well and Fairlands** – Worplesdon Parish Council were not notified of the County Council’s intention to plant trees in the verges, which will have an impact on the grass cutting contract moving forward. To consider raising the following issues with Surrey County Council: Impact on grass cutting contractors (increased costs to Worplesdon Parish Council), ongoing maintenance, impact on underground utilities, liability for annual tree inspections.
18. **Replacement bus shelter Woking Road** – Surrey County Council wishes to reposition the bus shelter slightly – Does Worplesdon Parish Council have any comments on the proposed new location (details emailed to all Members in advance of the meeting)?
19. **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 November 2020** - November bank reconciliation requires approval.
 - c) **Monthly budget report November 2020** - November monthly budget report requires approval.
 - d) **Business Rates – Unit 2 Saxton** – A business rate threshold of £15,000 pa applies to the business rate relief scheme. Business rate relief therefore to be applied to the Wood Street Village Community Car Park.
 - e) **Intruder alarm, Unit 2 Saxton** - Replacement system to be installed offering a saving of £700 pa.
 - f) **Possible surrender of lease on Unit 2 Beaufort – subject to the agreement of the landlord** – To consider proposals for: loss of rent, rates, service charges, dilapidations etc.

g) **Negotiator's fee** - Discount achieved on Gascoigne's fee of £600 & VAT.

h) **Donation of £2,000 received from the United Reformed Church** – Letter of thanks to be issued.

20. Clerk's Report.

a) **Office relocation** – Worplesdon Parish Council's office relocates to Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX on Wednesday 6 January 2021.

21. Chairman's Report.

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

23. Date of next Full Council meeting – 25 February 2021.