



Unit 2 Saxton
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NOTICE OF MEETING

18 February 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 **25 February 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 25 February 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 – 14 January 2021

The following minutes are to be noted by the Council:

- Planning/General Purposes and Finance Committee – 4 February 2021

11. Planning Applications for consideration:

Planning Application No: [20/P/02210](#) - 57 Broad Street, Guildford, Surrey, GU3 3BG - Temporary siting of one container for residential purpose on site during construction period (retrospective application).

Planning Application No: [21/T/00032](#) - St Mary The Virgin Church, Perry Hill, Worplesdon, Guildford, GU3 3RE - Holly hedgerow (H1) northern boundary - reduce to 10 to 12 ft in height including removal of dead or fallen trees within hedgerow. Worplesdon Conservation area.

Planning Application No: [21/P/00162](#) - Land to the east of Merrist Wood College Equine Centre, Coombe Lane, Worplesdon, Guildford, GU3 3PE - Proposed erection of a metal clad arboricultural shelter and a small timber clad workshop.

Planning Application No: [21/P/00201](#) - 106 Frog Grove Lane, Wood Street Village, Guildford, GU3 3HA - Erection of new Portico structure to front elevation (retrospective application).

Planning Application No: [21/T/00047](#) - The New Barn, Perry Hill, Worplesdon, GUILDFORD, GU3 3RE - Remove 3 Silver Birches, 1 Ash, and 1 Sycamore - see plan for details

Planning Application No: [EIA 20/P/02155](#) - Environmental Statement clarifications – Weyside Urban Village.

12. Written request received from three councillors to reconsider a resident's request to fell a poplar tree in Jacobs Well Recreation Ground (in accordance with Standing Order 7a) – To re-consider the request. Email from resident circulated to all Members.

13. Resident request for the lay-by near the entrance to Russell Place Farm, Frog Grove Lane to be decommissioned and planters to be installed to prevent parking and other anti-social behaviour at this location. Worplesdon Parish Council has carried out a public consultation. To consider the request based on feedback from the community.

- 14. Land Management/H&S Report** – To receive and approve the Land Management/H&S report.
- 15. Public artwork - Montague Place** – To consider the artist’s submissions and to select the Council’s preferred submission.
- 16. Coronavirus Act 2020** - To consider writing to Robert Jenrick MP asking that the Government considers introducing permanent legislation to permit hybrid meetings, to bring Council meetings into the 21st century.
- 17. Finance:**
- a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by two councillors (once face-to-face meetings are permitted).
 - b) **Bank reconciliations for December 2020 and January 2021** - bank reconciliations require approval.
 - c) **Monthly budget reports for December 2020 and January 2021** - monthly budget reports require approval.
 - d) **Hiring rate for the Ground floor Unit 2 Saxton** - To consider the Clerk’s recommendation of £10 per hour.
 - e) **Interest – Skipton Building Society** – Interest of £377.45 received 21 January 2021.
 - f) **Vehicle Activated Sign (VAS) replacement** – Quotation to replace the existing SDR (Speed Data Recorder) and VAS with a combined unit being obtained. Cost unknown at the time of preparing the agenda.
 - g) **Hexagonal bench – Oak tree, Perry Hill Green – £5,800 Section 106 monies may become available** - Liaison with the United Reformed Church required.
 - h) **New bank accounts required** – To consider applying for a Unity Trust Bank current account and Nat West Treasurer’s account (four week set up required).
 - i) **Additional signatory required on the Skipton and Nationwide accounts** – Councillor required to act as a signatory.
 - j) **Grass cutting grant received from Guildford Borough Council** – A BACS payment of £6,758.40 was received 16 February 2021.
 - k) **2021/2022 Local Government Pension Scheme (LGPS) - Employee Contribution Bands** – announced by Surrey County Council. Details circulated to all Members and available on the LGPS website.
 - l) **Virements required** - To approve the following virements
 - Vire £2,100 from Code 34 (Ward Improvements) to Code 17 (Tree Inspections).
- 18. Clerk’s Report:**
- a) **Risk Assessment – Legionella – Cost £80** – Undertaken by Dee Thornton (Valens Water) 17 February 2021. Report circulated to all members – Some remedial plumbing works will be required as a result of the risk assessment.
 - b) **Boiler repair undertaken – Unit 2 Saxton – 17 February 2021** – Original boiler in need of replacement – Quotations to be sought.

- c) **Forestry Commission Statutory Notice** – It is a legal requirement for the oak tree in Jacobs Well Recreation Ground that contained the Oak Processionary Moth nest to be sprayed twice this year. Bartlett Tree Experts (appointed contractor to the Forestry Commission) will be carrying out this work – free of charge – First spraying to be carried out in April.

19. Chairman’s Report.

- 20. Items for inclusion on future agendas** – To receive any suggestions from members.

Pursuant to the Admission to Meetings Act 1960 Section 1(2)a in view of the confidential nature of the following business members of the public and press are to be excluded from the meeting (negotiation of possible surrender of the lease for Unit 2 Beaufort).

- 21. Possible surrender of the lease for Unit 2 Beaufort** – A spreadsheet together with the Clerk’s recommendation had been issued to all Members via email in advance of the meeting.

- 22. Date of next Full Council meeting – 8 April 2021.**