



Minutes of the Full Council meeting held virtually 14 January 2021 at 7.32pm

1-2021 - Present

Councillors:

Cllr G Adam, Cllr D Bird, Cllr P Cragg, Cllr A Creese, Cllr M Fance, Cllr J Messinger, Cllr N Mitchell, Cllr C Riley, Cllr S Morgan MBE, Cllr D Snipp, Cllr T O'Toole and Cllr T Webber.

Cllr B Nagle and Cllr D Paul were absent from the meeting.

Officers of the Council:

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

Public:

Cllr K Witham and Cllr B McShee were also present for part of the meeting.

2-2021 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40

There were no apologies.

3-2021 - 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.

4-2021 - Amendments to the Register of Interests

No declarations were made.

5-2021 - To receive and consider written requests for new DPI dispensations

No dispensation requests were received.

6-2021 - Declaration of Non-pecuniary interests

No declarations were made.

7-2021 - Declaration of gifts or hospitality over £50

No declarations were made.

8-2021 - Borough Councillor's report

Cllr McShee had provided the following report:

1. Covid-19 vaccination service - From 12th January 2021 the G Live centre will be used for a local vaccination service as part of the government programme.

Residents will be contacted directly by their GP (General Practitioner) for appointments where NHS (National Health Service) staff will be giving the vaccine. It is hoped to vaccinate all residents over the age of 70 by mid-February.

2. Planning approvals - At last week's planning committee meeting the following applications were approved:

- The storage facilities and ancillary office at Grangefields Yard in Jacobs Well.
- The new road bridge over the railway line to replace the level crossing next to Ash railway station.

3. Planning application for 50 Fairlands Ave - A new planning application has been submitted for a three bedroomed house together with a single-story rear extension to the existing house at 50 Fairlands Avenue.

4. Proposed SANG (Suitable Alternative Natural Greenspace) at Burpham Court Farm - A planning application has been submitted for the land at Burpham Court Farm for a change of use of the site to a SANG.

Members then raised the following matters:

- 50 Fairlands Ave – Are there any Tree Preservation Orders (TPOs) on the site?

A: No, there are no TPOs on this site. An enforcement notice has been issued, but not currently resolved.

The Chairman thanked Cllr McShee for his report.

[Cllr McShee left the meeting at 7.53pm](#)

9-2021 - County Councillor's report

Cllr Witham provided the following report:

1. Covid vaccination roll out programme has begun - (as previously stated by Cllr McShee).

2. Reduction of speed limit Worplesdon Road – The speed limit between the Worplesdon View Care Home (Pitch Place) and School Lane is, at long last, to be reduced from 60mph to 40mph.

3. Footpath resurfacing Brookside, Jacobs Well - It is anticipated that the pavements in Brookside will be resurfaced by the end of January 2021. Surrey County Council currently has a £20m fund towards pavement resurfacing across the county. Cllr Witham had asked for this road to be treated as a priority as elderly residents had fallen on the uneven surfacing. The scheme will cost £58,000. Whilst it will cause short term disruption, hopefully residents will appreciate the result of the works.

4. Lay-by near the entrance to Russell Place Farm, Frog Grove Lane - Due to alleged anti-social behaviour, a resident has made an approach to put in planters that would prevent informal parking at the lay-by. Ownership of the lay-by is currently being established. Once ownership is known, would Worplesdon Parish Council consider the request?

5. Relocation of Surrey County Council's headquarters (HQ) to Reigate - The new HQ will provide a care home and primary school as well as the Council's offices. The doors to Kingston's council offices are now closed having served as the County Council's HQ for the past 50 years. The buildings are 131 years old and will be sold for redevelopment (part residential, part educational). The County Council HQ is now back in the County.

Members then raised the following matters:

- Surrey County Council's website is still showing the Kingston upon Thames postal address.
- In terms of day-to-day performance, how is the County Council doing as there are number of issues in Jacobs Well which have still to be resolved.
- A: Generally, local government has had to focus on the pandemic, but all day-to-day services are continuing albeit officers are homeworking. Please let me know which issues are outstanding and I will follow these up for you.
- When will the County Council agree its council tax increase?
- A: This will be decided in February/March. The Government has given consent for an increase of up to 5%. 1.99% for general services and 3% for adult social care. Surrey County Council has undertaken lots of efficiency exercises and are doing things differently as a result of the pandemic. Currently all meetings are virtual and probably won't go back to the pre pandemic format.
- Planting of trees in the verges in Fairlands and Jacobs Well – why weren't Worplesdon Parish Council consulted?
- A: Surrey County Council asked residents for suggestions as to where to plant trees in the verges in urban areas. Three requests were received from residents of the parish, as a result of which the trees have been planted. The Parish Council's concerns about inspections, maintenance and the impact on the utility services should be raised with trees@surreycc.gov.uk.
- Whilst it is commendable residents were consulted – it would have seemed appropriate to also consult the residents who will be directly affected by the trees, once mature.

The Chairman thanked Cllr Witham for his report.

Cllr Witham left the meeting at 8pm.

10-2021 - Minutes of the previous meeting

It was proposed Cllr D Bird, seconded Cllr S Morgan MBE and unanimously **RESOLVED** that the minutes of the Full Council meeting held 10 December 2020 be approved and signed by the Chairman:

11-2021 - Festive Season 'Thank Yous'

Cllr Messinger proposed, and it was unanimously agreed, that the Council offer a vote of thanks to the Clerk to the Council for her exceptional work during the Christmas office closure, which included: collecting and paying in a cheque on Christmas Eve, appointing a removal firm, packing up the contents of the former Council Chambers as well as packing up the majority of the office. The Clerk also started work at 7.30am on 6 January 2021 to oversee the office move.

The Council also received numerous compliments from residents for the Christmas trees on Wood Street Village Green and at St Mary's Church as well as the Christmas lights in the trees on Perry Hill Green, which had lifted people's spirits during the global pandemic.

12-2021 - Planning Applications for consideration:

At 8.05pm Cllr N Mitchell presented the planning applications to the Council.

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).

It was **RESOLVED**: leave to tree officer.

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.

It was **RESOLVED**: leave to planners.

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. *[The land in question is not unadopted land. It is, in fact, registered common land belonging to Surrey County Council]*

It was **RESOLVED**: that the Parish Council object to this planning application on the following grounds:

1. It has been stated that the hedge will be replaced with trees, but no mention has been made about maintenance of those trees.
2. Bird/bat boxes have been mentioned but no location for their siting has been proposed.
3. Any release of common land must have consent from the Secretary of State for DEFRA. There is no reference to the s38 Common Land Act 2006 consent that would be required for such a proposal.
4. Surrey County Council is required to grant a Deed of Easement for access over common land to this property? Has an application for a Deed of Easement been made?

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.

It was **RESOLVED**: that the Parish Council support this planning application.

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.

It was **RESOLVED**: leave to planners.

Planning Application No: 20/P/02109 - Hertford Park, Burdenshott 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.

It was **RESOLVED**: that the Parish Council point out to the planning authority that the site of the proposed new farm buildings is actually located in the borough of Woking.

Additionally, the Parish Council wishes to request that if the planning authority is mindful to approve this application, the following conditions should be applied:

1. That visibility splays be provided for the new access.
2. That the access gate be set back at a distance sufficient to enable a farm vehicle and trailer to pull off road whilst the gate is opened/shut for highway safety purposes.

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.

It was **RESOLVED**: that the Parish Council has no objection, in principle, to the proposed conversion of this barn. The Council does, however, have concerns about the potential flood risk and recommends a flood risk assessment be carried out.

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.

It was **RESOLVED**: that the Parish Council object to this planning application on the grounds that it will result in the loss of yet another small dwelling from the current housing stock.

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).

It was **RESOLVED**: that the Parish Council reiterate its previous objections to this planning application being:

1. The proposal represents overdevelopment of the site.
2. The site is unsustainable: the local bus service, being poor, will create dependence on the motor vehicle for transport.
3. Lack of pedestrian facilities.
4. Lack of road safety measures (no suitable passing places along the privately owned track).
5. If approved, a condition requiring a Construction Development Plan (CDP) would be required and would need to be approved prior to the commencement of works on site. The CDP would need to identify suitable waiting areas, which are not on Worplesdon Road.
6. An up-to-date traffic survey needs to be undertaken and submitted to the planning authority prior to any decisions being taken.

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.

It was **RESOLVED**: that the Parish Council object to this planning application on the grounds that the proposed extension:

1. Is still of poor design.
2. Will result in overlooking of the adjacent semi.
3. Is out of keeping with the existing street scene.
4. Represents over development of the site.
5. Will result in insufficient off-street parking.

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

It was **RESOLVED**: leave to planners.

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.

It was **RESOLVED**: leave to planners.

13-2021 - Quarterly playground inspections

The Assistant Clerk had issued a précis of the quarterly playground inspections to all Members in advance of the meeting.

It was proposed Cllr P Cragg, seconded Cllr T O'Toole and unanimously **RESOLVED** that the report be approved and accepted.

Appendix 1 – Quarterly playground inspection report

14-2021 - Annual Parish Meeting - currently scheduled for 10 March 2021 at St Albans Church Hall, Wood Street Village

It was proposed Cllr P Cragg, seconded Cllr G Adam that given the current Covid restrictions and the emerging, more virulent strain of Covid, the Annual Parish Meeting should be held virtually.

The Clerk asked for suggestions for the main speaker.

The following suggestions were made:

- Health professional (roll out of the Covid vaccination programme)
- Mental health professional (from Fairlands Surgery)
- Local business owner (e.g. Rokors and their plans for the future?)
- Project Aspire
- Your Fund Surrey

The Clerk will endeavour to find a speaker from the above suggestions at the earliest opportunity.

15-2021 - Jacobs Well Recreation Ground

A request had been received from a resident to fell a healthy poplar tree in Jacobs Well Recreation Ground near to their property given that, once mature, the tree will be enormous and when in leaf affects the solar panels on the resident's property. The resident stated the tree is non-native and also offers little benefit to wildlife. The tree could be replaced with a more suitable tree in another location.

The resident had offered to potentially meet the cost – subject to the value of the quotation.

A quotation of £360 & VAT had been received. The resident had asked whether, at that price, the Council could make a contribution towards the cost.

Cllr A Creese advised that the JWRA had considered the request and had no objections.

Following discussion, it was proposed Cllr P Cragg, seconded Cllr T Webber and agreed that Worplesdon Parish Council was not prepared to support removal of the tree.

A vote took place. The result of the vote was 8 in favour, 4 abstained. Motion carried.

16-2021 - Repeated vehicular damage to Wood Street Village Green

Regrettably, over the Christmas period, two vehicles had been driven in circles around the Christmas tree on Wood Street Village Green causing significant ruts.

Whilst the Head Groundsman had filled in some of the ruts from the first incident, the ground is too wet to undertake fully effective repairs.

A resident of the Green had asked what action can be taken to prevent vehicles gaining access to the village green.

Unfortunately, this type of anti-social behaviour happens every year. Having consulted local residents, on numerous occasions, about the installation of physical barriers around the green the Parish Council is aware that there is always extremely strong opposition to barriers/posts being installed.

Following discussion, it was agreed that the Council respond to the resident as follows:

“The Parish Council is very sorry, but there is no practical solution available to resolve this issue.”

All anti-social behaviour should, however, be reported to Surrey Police, either via 101 or the Surrey Police’s website.

17-2021 - 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.

It was agreed the Parish Council raise 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.

18-2021 - Replacement bus shelter Woking Road

Surrey County Council wishes to reposition the replacement bus shelter slightly and asked whether Worplesdon Parish Council has any comments on the proposed new location, the details of which had been emailed to all Members in advance of the meeting.

It was agreed that the Parish Council had no objection to the proposed relocation of the bus shelter, as long as the essential flood defence works are undertaken at the same time. The Clerk to advise Surrey County Council accordingly.

19-2021 - Finance:

a) Payments tabled for approval

A draft payments list was presented during the virtual meeting. The Clerk advised that, due to time constraints, the list may require amendment as it had not been possible to double check it prior to the meeting. It was proposed Cllr G Adam, seconded Cllr P Cragg and unanimously **RESOLVED** that the draft payments be approved, subject to amendment. The finalised payments list to be signed by Cllr P Cragg and Cllr N Mitchell as soon as practicable.

Table 1: Finalised payment list

Date	Code	Description	Supplier	Net	VAT	Total
01/11/2020	Revenue Costs Works Vehicle	Service plan - 1st instalment of 36	PlanMyService LLP	229.07	0.00	229.07

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Date	Code	Description	Supplier	Net	VAT	Total
02/11/2020	Establishment Charges	10 x face shields	Flu Supplies	13.89	2.78	16.67
03/11/2020	Christmas trees/lights WS, Perry Hill	Electricity bill - Perry Hill Green	British Gas	9.21	0.46	9.67
17/11/2020	Land Management	Fuel for strimmer	MFG Woodbridge Hill	5.03	1.01	6.04
17/11/2020	Establishment Charges	Subscription	Adobe	12.64	2.53	15.17
20/11/2020	Land Management	Materials	B&Q	12.27	0.00	12.27
01/12/2020	M'nance Bus Shelters/Seats Etc.	Materials	B&Q	2.97	0.00	2.97
03/12/2020	Land Management	Materials	B&Q	20.21	0.00	20.21
07/12/2020	Playground Repairs	Materials	Margnor Fastners	7.49	1.50	8.99
08/12/2020	Establishment Charges	Office supplies	Sainsburys	8.00	0.00	8.00
14/12/2020	IT budget	External back-up	RISC IT	32.09	6.42	38.51
14/12/2020	IT budget	SIM card bill	Three	32.32	6.46	38.78
14/12/2020	Land Management	Materials	B&Q	16.01	0.00	16.01
16/12/2020	Land Management	Materials	B&Q	4.00	0.00	4.00
16/12/2020	Salaries	PAYE/NIC/Er's NI/Salary/Mileage/Pension conts Ee's and Er's.	The Surrey Pension Fund	8,333.09	0.00	8,333.09
16/12/2020	Parish Office	Deposit Unit 2 Saxton & 1st quarter rent (refund due)	Surrey Hill Solicitors	20,000.00	0.00	20,000.00
17/12/2020	IT budget	Subscription	Adobe	12.64	2.53	15.17
17/12/2020	Parish Office	Rent Unit 2 Beaufort - 25.12.2020 - 24.3.2021	Perry Hill Chartered Surveyors	4,375.00	875.00	5,250.00
17/12/2020	Land Management	Shipping container hire - December 2020	Activate Learning	65.00	0.00	65.00
17/12/2020	Land Management	Materials	B&Q	5.00	0.00	5.00
17/12/2020	Establishment Charges	Stamps	Post Office Ltd	65.00	0.00	65.00
17/12/2020	Parish Office	Service charges -Unit 2 Beaufort	Perry Hill Chartered Surveyors	1,491.85	0.00	1,491.85
18/12/2020	Parish Office	Service charge Unit 2 Saxton	TL Fund	346.49	69.30	415.79
18/12/2020	Parish Office	Insurance Unit 2 Saxton	TL Fund	315.45	63.09	378.54
18/12/2020	Establishment Charges	Membership - Clerk	SLCC	317.00	0.00	317.00
21/12/2020	Christmas trees/lights WS, Perry Hill	Electricity bill - Perry Hill Green	British Gas	36.34	1.81	38.15
06/01/2021	Revenue Costs Works Vehicle	Fuel and service charge	Allstar Fuel	39.87	7.97	47.84
07/01/2021	Contingency Fund	Carbon monoxide alarm	Screwfix	10.49	2.09	12.58
09/01/2021	Establishment Charges	Office supplies	Sainsburys	18.50	0.00	18.50
11/01/2021	Establishment Charges	Office supplies	Sainsburys	12.08	2.42	14.50
11/01/2021	Land Management	Materials	B&Q	15.67	0.00	15.67
11/01/2021	Contingency Fund	Office appliance	AO	89.00	0.00	89.00
11/01/2021	Contingency Fund	Office appliance	Argos	20.48	0.00	20.48
12/01/2021	Parish Office	Business rates - Parish Office	Guildford Borough Council	2,463.55	0.00	2,463.55
12/01/2021	Establishment Charges	Business cards Unit 2 Saxton	Vistaprint	26.58	5.32	31.90
12/01/2021	Land Management	Flower border maintenance - November 2020	Nigel Jefferies Landscapes Ltd	120.00	24.00	144.00
12/01/2021	Professional Advice	Professional charges - Payroll	Mulberry & Co	105.00	21.00	126.00
12/01/2021	Parish Newsletter	Delivery of newsletters	Barrelfield Distribution Ltd	375.00	75.00	450.00
12/01/2021	Professional Advice	Negotiator's fee	Gascoignes	2,000.00	400.00	2,400.00
12/01/2021	Contingency Fund	2nd hand office furniture for Unit 2 Saxton	Surrey Office Supplies	824.00	164.80	988.80
12/01/2021	Land Management	Materials	B&Q	10.21	0.00	10.21
12/01/2021	Land Management	Shipping container hire - January 2021	Activate Learning	65.00	0.00	65.00
12/01/2021	Chairman's Allowance	Civic gift - KT	Dr P Cragg	20.00	0.00	20.00
13/01/2021	IT budget	External back-up	RISC Group	32.09	6.42	38.51
13/01/2021	IT budget	SIM card bill	Three	32.32	6.46	38.78
Total				£42,047.90	£1,748.37	£43,796.27

b) Bank reconciliation November 2020

The Responsible Financial Officer (RFO) had prepared the bank reconciliation for November 2020 in accordance with the Accounts and Audit Regulations. A copy of which had been issued electronically to all Members in advance of the meeting.

It was proposed Cllr D Bird, seconded Cllr T Webber and unanimously **RESOLVED** that the Chairman sign the bank reconciliation and bank statements for November 2020.

Appendix 2 - Bank Reconciliation November 2020

c) Monthly budget report November 2020

The RFO had prepared the monthly budget report for November 2020 in accordance with the Accounts and Audit Regulations, a copy of which had been issued electronically to all Members in advance of the meeting.

It was proposed Cllr D Bird, seconded Cllr T Webber and unanimously **RESOLVED** that the Chairman sign the monthly budget report for November 2020.

Appendix 3 – Monthly budget report for November 2020

The Clerk advised that, due to Covid, it had not been possible for the quarterly financial check to be undertaken in January 2021. Assuming the Covid restrictions are lifted, a quarterly financial check will be undertaken in March 2021.

d) Business Rates – Unit 2 Saxton

A business rate threshold of £15,000 pa applies to the business rate relief scheme. Business rate relief entitlement will therefore 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. It was agreed that this item be deferred to give the Clerk time to prepare a spreadsheet for the Members' consideration. The rent on this office is paid until 24 March 2021.

The Clerk advised that she had discussed the required dilapidations at Unit 2 Beaufort with the landlord, who is willing for the Council to arrange the dilapidations which comprise:

- Replacement ceiling tiles
- Cleaning/replacing the office carpet tiles
- Replacing the kitchen mixer tap
- Making good and repainting the walls of the office
- Replacing the broken data socket face plate
- Replacing the broken light fitting in the office

Cllr T Webber, Cllr A Creese, Cllr G Adam, Cllr P Cragg and Cllr T O'Toole offered to assist once Covid restrictions permit.

g) Negotiator's fee - discounted

As the Clerk to the Council dealt with the Schedule of Conditions, Gascoigne's reduced their fee by £600 & VAT.

h) Donation of £2,000 received from the United Reformed Church

Following the sad closure of the United Reformed Church, Rickford the elders of the Church had gifted £2,000 to the North Guildford Food Bank and £2,000 to the Parish Council. A letter of thanks to be issued.

The Clerk suggested using the gift to install a hexagonal bench around the oak tree in the centre of Perry Hill Green with a plaque commemorating the Church and its congregation (many of whom were residents of the Parish), including Mrs Stella Harris a former URC church member, former Honorary Secretary to the Worplesdon Memorial Trustees and former parish councillor who lived beside Perry Hill Green for many years.

It was agreed that the elders be consulted about the proposed use of the gift in the first instance.

20-2021 - Clerk's Report

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

21-2021 - Chairman's Report

Since my last report at the Full Council meeting (10th December 2020) I have on behalf of the Council:

- 1) On 31st December, with the Vice Chairman and Clerk, dismantled the Clerk's and the Chairman's Honours Boards from the wall of the 'Council Chamber' in Worplesdon Memorial Hall. All drilled holes made by us for the mounting of these boards were filled and the surface made good.
- 2) On 11th January, with the Vice Chairman, I mounted the same boards on the ground floor meeting room in our new office at Unit 2 Saxton.
- 3) On 14th December and 11th January attended meetings of the Wood Street Village Association (WSVA). At the first of these two meetings I introduced our newest Councillor, Tony Webber, as a new member to the WSVA.
- 4) On 17th December, 11th January and 13th January continued to meet as a member of the Surrey Association of Local Councils (SALC) work party to plan the administrative structures and contractual element required should it become necessary to remodel SALC. Minutes of meetings still confidential.
- 5) On 14th January attended a Full Board meeting of SALC where the future of the organisation was debated.

22-2021 - Items for inclusion on future agendas

- Installation of a hexagonal bench around the oak tree Perry Hill Green.

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

Meeting closed 9.28pm.

Signed:

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Chairman of the Council

Date: 25 February 2021