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NOTICE OF MEETING

1 April 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 **8 April 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 8 April 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. Presentation from Challengers** – How the Parish Council's grant has benefitted local families.
- 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 £50.
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 – 25 February 2021
- Extra-ordinary meeting – 25 March 2021

The following minutes are to be noted by the Council:

- Planning/General Purposes and Finance Committee – 18 March 2021
12. **Format of Council meetings post 7 May 2021** – To consider whether to continue holding virtual meetings or whether to hold face-to-face meetings subject to appropriate risk prevention measures being put in place.
 13. **Nominations for the positions of Chairman and Vice-Chairman** – To receive all nomination forms.
 14. **Planning Applications for consideration:**

Planning Application No: 21/P/00447 - 98 Broad Street, Guildford, GU3 3BE - Infill at first floor level with a flat roof together with enlargement of existing dormer window.

Planning Application No: 21/P/00501 - 13 Gumbrells Close, Fairlands, Guildford, GU3 3NG Proposed single storey side and rear extension.

Planning Application No: 21/T/00076 - Maryland, Perry Hill, Worplesdon, Guildford, GU3 3RB - Beech Tree (A): Lift crown by 4m by removing lower branches overhanging into The Old Paddock; Holly Tree (B): Lift crown by 4m by removing lower branches overhanging into The Old Paddock (Worplesdon Conservation Area)

Planning Application No: 21/T/00077 - Maryland, Perry Hill, Worplesdon, Guildford, GU3 3RB - Beech (A): Remove lower branches overhanging into The Old Paddock, lift crown to a maximum of 5m (Tree Protection Order 15 of 2009).

Planning Application No: 21/P/00516 - 23 Lyons Drive, Guildford, GU2 9YP - Single storey rear extension and conversion of garage to habitable accommodation.

Planning Application No: 21/P/00475 - 6 Gumbrells Close, Fairlands, Guildford, GU3 3NG - Proposed two pitched roof front facing dormers following removal of two Velux type rooflights.

Planning Application No: 21/P/00526 - 182 Frog Grove Lane, Wood Street Village, Guildford, GU3 3HD - Modular single storey rear extension.

Planning Application No: 21/P/00486 – Perry Hill House, Perry Hill, Worplesdon Guildford, GU3 3RD - Proposed installation of a swimming pool to rear garden.

Planning Application No: 21/P/00520 - Rickford House, Rickford, Worplesdon, Guildford, GU3 3PJ -

Demolition of the existing workshops/garage and outbuildings. Construction of rear single storey bakery extension including single storey conservatory extension. Refurbishment of existing bakery, existing shop and adjacent house to provide shop, bakery spaces and tearoom. Construction of two storey rear extension to provide access to first floor flat. Refurbishment of first floor of house as a residential flat. Construction of new access from A322 and landscaping to whole site.

Planning Application No: 21/P/00542 - Aldershot Road Allotment Site, Woodside Road, Guildford Variation of conditions 2 (approved plans) and 3 (arboricultural method statement) of planning permission 20/P/00478, approved on 20/05/2020, to allow the creation of a footpath alongside the approved access and the submission of an updated arboricultural method statement.

Planning Application No: 21/P/00292 - Grandview House, 94 Broad Street, Guildford, GU3 3BE - Variation of condition 2 (approved plans) of planning permission 20/P/00702, approved on 09/06/2020, to allow for a larger outbuilding than was approved (retrospective application).

Planning Application No: 21/P/00501 – 13 Gumbrells Close, Fairlands, Guildford, GU3 3NG - Proposed single storey side and rear extension.

15. **Wood Street Village Summer Show – Entries Registration Day Wednesday 14 July 2021** – Event application and public liability certificate received. To consider/approve the application.
16. **WSVA – Maypole Celebrations 150 years – 26 June 2021 10am – 1pm (To include maypole dancing, a softball cricket match and children’s races)** - To consider/approve the request.
17. **Replacement trees – Perry Hill Green** - For safety reasons, two of the horse chestnuts on Perry Hill Green need to be felled, and two further horse chestnuts require crown reduction works. As these trees form an avenue of trees, which are illuminated each Christmas, replacement trees will be required. Mature ‘Worplesdon’ liquid amber trees are available. Cost of mature trees in 600L pots = £3,600 each, plus delivery £800, plus planting costs and ongoing watering costs. The optimum time to plant the trees is the Autumn. Extensive watering will be required to ensure the trees do not fail following planting. To consider action/approve the costs.
18. **To consider introducing two additional policies: IT Cyber Security – particularly the storage of confidential information (Cllr D Snipp) and hiring of the Council Chamber (Cllr J Messinger).**
19. **Your Fund Surrey – To consider an additional project, put forward by a local resident:** Britten’s pond area should be linked to the main common at Whitmoor. If a meter strip was obtained from the railway embankment and suitably fenced, walkers could walk through from the pond and up on to the common adding another circular walk and avoids having to walk under the bridge, which is dangerous.
20. **Finance:**
 - a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by two councillors as soon as practicable following the virtual meeting.
 - b) **Bank reconciliations for February and March 2021** - bank reconciliations require approval.
 - c) **Monthly budget reports for February and March 2021** - monthly budget reports require approval.
 - d) **Thank you gift – Use of garage for storage free of charge for two years** – To agree the value and type of gift to be issued.
 - e) **Guildford Borough Council charge for emptying litter bins on Worplesdon Parish Council land** - cost to empty 4 litter bins confirmed as £2,700 & VAT. The dog poo bins have been removed from Wood Street Village Green and a new/dual litter bin has been installed at Guildford Borough Council’s cost.

- f) **Quarterly financial check – Undertaken by Cllr G Adam 12 March 2021** - To receive Cllr G Adam's report.
- g) **External Audit 2020/2021 – Audit deadline 2 July 2021 (for information).**
- h) **VAT return for the period 1.10.2020 – 31.3.2021 to be submitted to the HMRC as soon as practicable.**
(for information).

21. Clerk's Report:

- a) **Surrey County Council has installed additional security at various access points on Rydes Hill Common and Broad Street Common in a bid to prevent further Unauthorised Encampments.**
- b) **Removal of dead/dying/dangerous trees across the parish** – This work was held up due to the impact of Covid on the contractor's workforce. All trees are being checked for nesting birds by a specialist tree surgeon (who is ornithologically trained) prior to any works taking place.
- c) **Borough/Parish liaison meeting 19 March 2021** – A Teams meeting was held. Details circulated to all Members of the Council via email.
- d) **Dilapidations Unit 2 Beaufort** – Dilapidation work is ongoing.

22. Chairman's Report.

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

Pursuant to the Public Bodies 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).

- 24. Possible surrender of the lease for Unit 2 Beaufort** – The Council's surrender offer has been refused. To consider action, if any.
- 25. Date of next Annual Council meeting – 20 May 2021.**