



**Minutes of the Planning/General Purposes and Finance Committee meeting held
in the Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX
on Thursday 10 June 2021 at 7.30pm**

180-2021 - Present

Councillors:

Cllr G Adam, Cllr B Ahier, Cllr D Bird, Cllr P Cragg, Cllr A Creese, Cllr J Messinger and Cllr N Mitchell (Chairman of the meeting).

Officers of the Council:

Mrs G White – Clerk to the Council

Public:

None present.

181-2021 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40.

Apologies were received from the Assistant Clerk.

182-2021 - Public participation session

No members of the public were present.

183-2021 - Declaration of Disclosable Pecuniary Interests (DPIs)

No declarations were made.

184-2021 - Amendments to the Register of Interests

No declarations were made.

185-2021 - To receive and consider written requests for new DPI dispensations, if any.

No dispensation requests were received.

186-2021 - Declaration of Non-pecuniary interests

No declarations were made.

187-2021 - Declaration of gifts or hospitality over £50

No declarations were made.

188-2021 - Planning Applications for consideration:

Planning Application No: [20/P/01971](#) - Viewlands Cottage, Pinks Hill, Wood Street Village, Guildford, GU3 3BW - Part single, part two storey extension, including Juliet balcony, other changes to fenestration and other alterations.

An appeal has been lodged against refusal of this application. The Parish Council's original comments will be taken into account by the planning inspector. No further additional comments to be made.

Planning Application No: [21/P/01027](#) - 46 Queenhythe Road, Jacobs Well, Guildford, GU4 7NX - Proposed single storey side extension and changes to fenestration following demolition of existing garage.

It was **RESOLVED**: that the Parish Council object to this planning application due to the bulk, scale and mass of the proposed extension which was considered to be out of keeping with the neighbouring properties and would further contribute to the dramatically changing street scene within the village.

Planning Application No: [21/P/01106](#) - The Old Cottage, Broad Street, Guildford, GU3 3BE - Erection of a single storey garden office outbuilding (retrospective application).

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

Planning Application No: [21/P/01097](#) - 34 Brooke Forest, Fairlands, Guildford, GU3 3JJ - Proposed single storey rear extension and alterations to loft including insertion of two rooflights to front elevation.

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

189-2021 - Outdoor fitness classes – Wood Street Village

A request has been received from a local resident to hold fitness classes on open space in Wood Street Village – preferably at the cricket pavilion.

A lengthy discussion took place, following which it was agreed that a decision regarding this request be deferred until a detailed working proposal is put to the Council as to how the group would be facilitated. i.e. times, dates, provision of insurance cover, whether use of the pavilion would be desired.

The Council wanted to avoid any potential clash of uses, given the existing needs of the cricket club and the potential use of the new Pre-School. Additionally, use of the cricket ground and pavilion facilities would require the consent of the cricket club.

The view of the WSVA to also be obtained at their June 2021 meeting.

190-2021 - Meetings with the Wood Street Village Cricket Club (WSVCC)/Underlet to new Pre-School

The Clerk advised that, historically, quarterly meetings used to be held with the cricket club and Little Crickets. Tiny Acorns, the new pre-school wishing to use the pavilion, have placed an advert, without consent, on our bus shelters; have left deflated balloons at the entrance to the farm following their open day event, to which the Parish Council weren't invited and have not been in contact with the Council since their initial enquiry last year.

To build a relationship, and to hopefully avoid any potential difficulties, the Clerk had recommended reinstating meetings between Worplesdon Parish Council, WSVCC and Tiny Acorns given the cricket pavilion is an asset of the Council.

Following discussion, it was agreed that the Council request two meetings per year be held in September and March. The meetings to be attended by Cllr P Cragg and Cllr N Mitchell.

191-2021 - Meeting with Surrey County Council/Surrey Wildlife Trust to discuss future maintenance of Whitmoor Common, including the prevention of wildfires

Since the first pandemic lockdown, communications with Surrey Wildlife Trust have been negligible. Additionally, management of the countryside estate has changed. Surrey Wildlife Trust now only deal with biodiversity matters. All access issues (i.e. land/property/boundary matters) have reverted back to Surrey County Council's Countryside Estate Team.

The Clerk therefore recommended holding a meeting with (once lockdown has lifted) to attempt to rebuild relationships following the pandemic, as there are a number of issues occurring across the Parish that need to be discussed with both the County Council and the Wildlife Trust – particularly the proposed Your Fund Surrey projects.

Following discussion, it was agreed that a meeting be held on Tuesday 20 July 2021 at 2pm in the parish office to which Surrey Wildlife Trust and Surrey County Council would be invited.

192-2021 - Work parties required – Junction of Gravetts Lane and Service bank Frog Grove Lane – Councillors are asked to assist where possible

The Head Groundsman has already made a start on the junction of Gravetts Lane due to the safety issue at this location. It was agreed that the siding out of the service bank at Frog Grove Lane would be moved to Monday 28 June at 11am. The Head Groundsman will need to be present as he holds the appropriate NRWSA qualification.

193-2021 - Further ideas for S106 monies arising from the Weyside Urban Village - Deadline 16 June 2021

Worplesdon Parish Council had already suggested to Guildford Borough Council that the village hall and scout hut could both benefit from being replaced and had given the appropriate contact details to the relevant planning officer.

Following discussion, it was agreed that there were no forthcoming Worplesdon Parish Council projects that would meet the S106 criteria for the Weyside Urban Village. No further action is to be taken on this matter.

Cllr A Creese raised the possibility of a community café at the village hall, however, this would not meet the criteria for S106 funding, which can only be used for capital projects.

194-2021 - Wood Street Summer Show 17 July 2021

The WSVA had enquired whether the Parish Council wishes to have a stall at the Summer Show on 17 July 2021.

Following discussion, it was proposed Cllr P Cragg, seconded, Cllr G Adam and **RESOLVED** that Worplesdon Parish Council should have a presence at the show (Covid restrictions permitting).

A vote took place. Result of the vote: five in favour, Cllr N Mitchell and Cllr A Creese abstained.

The Clerk advised that some merchandise (free give aways) is still available.

It was agreed that the provision of children's games, with instant prizes, has historically proved to be the best way to attempt to engage with visitors to the show.

195-2021 - Finance:

a) Proposed list of payments to be tabled at the meeting for approval

The payments list had been issued to all Members by email prior to the meeting. It was proposed

Cllr G Adam, seconded Cllr P Cragg and unanimously **RESOLVED** that payments of £17,596.25 be approved. The payments list to be signed by Cllr P Cragg and Cllr N Mitchell at the end of the meeting.

Code	Date	Description	Supplier	Net	VAT	Total
IT budget	14/05/2021	SIM cards	Three	32.32	6.46	38.78
Revenue Costs Works Vehicle	19/05/2021	Fuel and service charge	Allstar Fuel	38.47	7.69	46.16
Chairman's Allowance	25/05/2021	Refreshments - Training	Tesco	£9.71	£0.00	£9.71
Parish Office	26/05/2021	Water and sewerage charges	Castle Water	£5.00	£1.00	£6.00
IT budget	27/05/2021	Photocopier site visit - Issue with Versalink printer	Maine Business Systems PLC	£99.00	£19.80	£118.80
Chairman's Allowance	27/05/2021	Refundable deposit - Afternoon Tea 11 July 2021	FLGCA	£100.00	£0.00	£100.00
Staff costs	27/05/2021	Salaries/mileage/pension Conts Ee's & Er's/PAYE/NIC & Er's NI	Staff costs	£8,328.89	£0.00	£8,328.89
Playground Repairs	28/05/2021	Refuse bags	Tesco	£2.20	£0.00	£2.20
Grass Cutting	01/06/2021	Grass cutting - June 2021	Holly Landscape and Training	£2,591.26	£518.25	£3,109.51
Establishment Charges	02/06/2021	Ink cartridges	Printerland Ltd	£44.00	£8.80	£52.80
Revenue Costs Works Vehicle	02/06/2021	Fuel and service charge	Allstar Fuel	£13.96	£2.79	£16.75
Establishment Charges	03/06/2021	2 x 18 inch floor fans	Screwfix	£58.32	£11.66	£69.98
IT budget	03/06/2021	Belt assembly for Xerox photocopier	Xerographic	£259.00	£51.80	£310.80
Parish Office	08/06/2021	Security alarm response service	DGCS.io	£17.00	£3.40	£20.40
Land Management	08/06/2021	Maintenance flower border Fairlands - May 2021	Nigel Jefferies Landscapes Ltd	£123.00	£24.60	£147.60
Land Management	08/06/2021	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	£27.00	£5.40	£32.40
Community Car Park	08/06/2021	Business rates - Community Car Park - June 2021	Guildford Borough Council	£101.05	£0.00	£101.05
Parish Office	08/06/2021	Business rates - Parish Office - June 2021	Guildford Borough Council	£847.95	£0.00	£847.95
Land Management	08/06/2021	Hire of shipping container - April 2021	Activate Learning	£65.00	£0.00	£65.00
Total				£12,763.13	£661.65	£13,424.78

196-2021 - For information only:

a) New road safety scheme – Clay Lane (introduction of road tables and associated street lighting)

Surrey County Council is to introduce a new road safety scheme in Clay Lane this financial year, comprising of three road tables and associated street lighting. The road tables are to be installed to the west of Queenhythe Road and either side of the staggered junction (Blanchards Hill/Jacobs Well Road).

197-2021 - Date of next Planning/General Purposes and Finance Committee meeting – 22 July 2021.

Meeting closed 8.50pm

Signed:
Chairman Worplesdon Parish Council
Date: 1 July 2021