



Unit 2 Saxton
Parklands
Railton Road
Guildford
Surrey GU2 9JX

Tel: 01483 300094

Email: clerk@worplesdon-pc.gov.uk

NOTICE OF MEETING

Thursday 5 August 2021

To: All Members of the Council

You are hereby summoned to attend the Full Council meeting of Worplesdon Parish Council to be held in the Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX on **12 August 2021 at 7.30pm** for the purpose of transacting the following business.

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:

- Staffing Committee 17 June 2021
- Full Council meeting 1 July 2021
- Planning/General Purposes and Finance Committee 22 July 2021

11. **Co-option of new councillor for the Ward of Jacobs Well – Application received from Mr N Collett** - To consider the application and to vote on a potential co-option.

12. **Planning Applications for consideration:**

Planning Application No: 21/P/01532 - 10 Tynley Grove, Jacobs Well, Guildford, GU4 7PE - Proposed roof conversion to include wrap around flat roof dormer to the front and side and rear Juliet balcony.

Planning Application No: 21/P/01546 - 41 Brooke Forest, Fairlands, Guildford, GU3 3JJ - Proposed two storey side and part two storey and single storey rear extension following demolition of existing single storey side glazed structure.

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

13. **Proposed relocation of the Guildford Sewage Treatment Works – Deadline for comments 16.7.2021** - Consultation documentation available via <https://www.thameswater.co.uk/guildfordrelocation>. To receive a report from Cllr A Creese.

14. **Provision of a wildlife and bird feeding information interpretation board Jacobs Well Recreation Ground** – To receive a progress report from Cllr A Creese.

15. **Draft Resident's Survey 2021 – To:**

- Review and finalise the draft survey.
- Agree how the Resident's Survey will be disseminated and how long the consultation will last.
- Decide whether, or not, to offer a prize for completing the form e.g. a £20 Amazon voucher. The winner to be drawn at random.

16. **Grass cutting within the Parish of Worplesdon** – Surrey County Council has advised that the current Agency Agreements for the grass cutting service expire on 31 March 2022. It is the County Council's intention to re-tender for this service. Assuming Guildford Borough Council's bid is successful, Surrey County Council has advised that it wishes to reduce the number of cuts on its verges within the parish of Worplesdon and that it wishes to extend the BLUE heart scheme across the whole of the county. To consider action – based on this additional information.

- 17. Pre-Consultation: Proposed 5G Telecommunications Installation for H3G UK on the Worplesdon Road** (grid reference [E: 497134](#) [N: 153904](#)) – Proposed 15m Phase 8 monopole c/w wraparound cabinet at base and associated ancillary works. For consideration.
- 18. AONB Boundary Review** – To consider working with the CPRE and local residents in a bid to obtain the best outcome for the parish of Worplesdon.
- 19. To review the Parish Council's Strategic and Business Plans** – To receive a report from Cllr G Adam.
- 20. Finance:**
- a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by two Councillors.
 - b) **Bank reconciliation June 2021** To approve the June 2021 bank reconciliation.
 - c) **Monthly budget report for June 2021** – To approve the monthly budget report for June 2021.
 - d) **Annual Governance and Accountability Return (AGAR)** – Due to a minor allocating error, which was not picked up by the Internal Auditor, the figures for 2019/2020 had to be restated and part 2 of the AGAR 2020/2021 was resubmitted to PKF Littlejohn LLP accordingly. (For information only).
 - e) **Concurrent Functions Grant Aid applications for 2022/2023** - Deadline for responses Monday 13 September 2021. Quotations required.
 - f) **Scanning of payment and receipt transactions into Scribe for the financial years 2015/16, 2016/17, 2017/18, 2018/19, 2019/2020, 2020/2021, and 2021/2022** - To consider the temporary appointment of a self-employed contractor (C White of C&D Electrical Services) to undertake this time limited work. Proposed hourly rate of £13ph. Maximum 28-week timescale. Anticipated cost min £3,000 to maximum £5,500. To approve the temporary fixed term contract and the maximum costs.
- 21. Clerk's Report:**
- a) **Teams/Zoom meeting with Curtin & Co to be held Monday 16 August 2021 at 11am – 12.30pm** – To discuss the Parish Council's objection to the Weyside Urban Village planning applications.
 - b) **Revised NPPF 2021** – Précis of changes kindly provided by Cllr G Adam circulated to all members for information only.
 - c) **Electoral Commission** – Proposed boundary changes for Guildford Borough Council – there are no proposed changes to the Worplesdon ward boundary.
- 22. Chairman's Report.**
- 23. Items for information only**
- a) **Provision of car parking for Jacobs Well Recreation Ground** – A quotation for the provision of a four-space parking area is being obtained. Due to the location of the play area, the parking area would need to be located nearer the green height barrier. A public consultation will then need to be held. If there is sufficient support from the community, the Parish Council will need to seek consent from DEFRA under s38 of the Commons Act 2006.
- 24. Items for inclusion on future agendas** – To receive any suggestions from members.
- 25. Date of next Full Council meeting – 23 September 2021.**