



**Minutes of the Full Council meeting held
Unit 2 Saxton, Parklands, Railton Road, Guildford, GU2 9JX
on Thursday 12 August 2021 at 7.30pm**

254-2021 - Present

Councillors:

Cllr G Adam, Cllr B Ahier, Cllr D Bird, Cllr P Cragg (Chairman of the meeting), Cllr A Creese, Cllr M Fance, Cllr J Messinger, Cllr N Mitchell, Cllr S Morgan MBE, and Cllr C Riley.

Officers of the Council:

Mrs G White – Clerk to the Council

Public:

Mr P Trevena (Head Groundsman Worplesdon Parish Council), Mr N Collett and a member of the public were present.

255-2021 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40

Apologies and reason for absence had been received from Cllr T O'Toole and Cllr T Webber. These were accepted.

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

Mrs V Fear – Assistant Clerk had also tendered her apologies.

256-2021 - Public participation session

One member of the public addressed the Council about the impending Area of Outstanding Natural Beauty (AONB) boundary review.

The following points were raised:

- The Surrey Hills Board is looking at all areas of interest – currently designated sites of AGLV (Area of Great Landscape Value) are being reviewed, but there is scope to expand to whole settlements.
- There is no appetite to include Blackwell Farm, given it is a strategic site within the Local Plan (2015-2034).
- Whitmoor Common SPA/SSSI/LNR¹ could potentially be linked to the AONB/AGLV².
- Considerations to include:

¹ Special Protection Area/Site of Special Scientific Interest/Local Nature Reserve

² Area of Great Landscape Value

- Commitment to designate additional protected landscapes (part of protecting 30% of our land by 2030 and boosting biodiversity)
- Protection of wildlife corridors
- Landform
- Heritage
- Culture
- Common land

The Chairman thanked the resident for addressing the Council and confirmed their views would be taken into account by the Parish Council when this item is considered.

257-2021 - 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.

258-2021 - Amendments to the Register of Interests

No declarations were made.

259-2021 - To receive and consider written requests for new DPI dispensations, if any

No dispensation requests were received.

260-2021 - Declaration of Non-pecuniary interests

No declarations were made.

261-2021 - Declaration of gifts or hospitality over £50

No declarations were made.

262-2021 - Borough Councillor's report

Cllr B McShee's report was to the meeting by the Clerk.

- 1. Traffic light refurbishment work will be taking place on the A25 Parkway, near the Spectrum.** There will be temporary traffic lights in place from the 18th of August for 10 days.
- 2. Broad Street, near to Broomfield Close** will be closed for three days from the 19th of August between the following hours : 08.00 and 16.00.
- 3.** At last night's Planning Committee meeting, retrospective **planning application no: 21/P/01106** for an outbuilding at the Old Cottage, Broad Street, which was recommended for refusal by the planning officer, was unanimously approved by the Planning Committee.

263-2021 - County Councillor's report

Cllr K Witham had circulated his report, via email, to all interested parties. The following items were of relevance to Worplesdon.

1. Surrey Highway updates

The fastest way to get in touch with Surrey Highways is via:

<https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/roadworks#report>

or via email to: highways@surreycc.gov.uk

Either way you will receive an automated reply - with a reference number - please keep that for future reference.

By visiting the website and clicking on a specific issue from the many reporting options means it can be quickly passed to the correct highways team. Contacting SCC Highways in these ways ensures your request gets logged straight away, that SCC has your correct, and up to date contact details so your questions can be answered properly.

If you wish to, you can also subscribe to email updates for specific roadworks in your area, so you'll always be up to date with what's going on: <http://www.surreycc.gov.uk/roadworks>.

2. Surrey Transport Plan

The new Surrey County Council Transport Plan sets out how the Council plans to reduce the 46% of carbon emissions currently generated by transport and help Surrey to become an even better place to live.

Proposals include increasing walking and cycling routes to encourage people out of their cars, more charging points and parking for electric vehicles, more bus services, charging for transport use and introducing car clubs, as well as improving internet connections for home-working and redesigning neighbourhoods that enable easier access to local services, lessening the need to travel by car.

You can have your say here <http://orlo.uk/jOkSs>

3. Surrey's Climate Change Plan

Are you interested in Climate Change and want to know more about how you can reduce your carbon footprint? Sign up to SCC's newsletter for news, advice and opportunities

<http://orlo.uk/r5YZU>

4. Grants for Local Groups from Surrey County Council

I've now successfully sponsored over 120 local projects for groups and organisations to receive funding from Surrey County Council.

As your County Councillor, I can sponsor projects, and so I am always keen to hear about potential local projects. This year (as previously) applications from any group that has not received this funding before will be given priority - applications need to be made now, please.

So, if you are involved in a local group which could do with financial help, please email me. The project will usually be for either equipment, or a "one-off" expense, it can't normally be for routine running costs, please ask me. Email: keithwitham1@hotmail.co.uk Let me know what the project is, and approximately how much.

Then, from September, depending on the funds still available. Applications from other groups that have had funding before are welcome.

And finally, thank you to the children of Wood Street Village Infant School who sent me a very nice thank you letter. I arranged a small SCC grant so that an anti-litter sign could be put up in an area next to the school where the children has been clearing litter.

264-2021 - Minutes of the previous meetings

It was proposed Cllr A Creese, seconded Cllr G Adam and unanimously **RESOLVED** that the minutes of the Staffing Committee meeting held 17 June 2021 be approved and signed by the Chairman as a true record.

It was proposed Cllr C Riley, seconded Cllr D Bird, and unanimously **RESOLVED** that the minutes of the Full Council meeting held 1 July 2021 be approved and signed by the Chairman as a true record.

It was proposed Cllr B Ahier, seconded Cllr N Mitchell and unanimously **RESOLVED** that the minutes of the Planning/General Purposes and Finance Committee meeting held 22 July 2021 be approved and signed by the Chairman as a true record.

265-2021 - Co-option of new councillor for the Ward of Jacobs Well – Application received from Mr N Collett

Mr Nick Collett's application form had been circulated to all members via email in advance of the meeting. Mr Collett was invited to give a short presentation to the Council, following which Members were invited to ask questions. Mr Collett, Mr Trevena and the member of the public left the room whilst members debated Mr Collett's application. On being invited back to the meeting all members and visitors to the meeting were able to witness the vote that took place.

The Chairman thanked Mr Collett for his interest and advised that, unfortunately, his application had been unsuccessful.

Mr Collett left the meeting at 20:10.

266-2021 - Planning Applications for consideration:

At 20:11 Cllr N Mitchell presented the planning applications to the meeting for discussion.

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.

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

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.

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

1. The bulk of the wrap around extension is too great for the location.
2. There is a lack of information regarding onsite parking provision.
3. Potential loss of light to the neighbouring dwellings.

If consent is granted, the upstairs bathroom window should be fitted with obscured glass.

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**: this application had already been approved by Guildford Borough Council's planning committee.

267-2021 - Proposed relocation of the Guildford Sewage Treatment Works – Deadline for comments

16.7.2021 Consultation documentation available via <https://www.thameswater.co.uk/guildfordrelocation>

Cllr A Creese gave a short Powerpoint presentation to the meeting, which covered the following information:

There are three key elements to the relocation project:

- A new Sewage Treatment Works (STW) located to the north-east of the existing Slyfield Industrial Estate in Guildford, which will replace the existing Guildford STW.
- A new effluent and stormwater outfall pipe to the River Wey, just north of the new STW.
- A new gravity transfer tunnel running from the existing inlet pumping station to the new STW, to transfer incoming wastewater from existing sewers to the new STW.

- Building will be on the former Slyfield landfill site, the design means there is no need to remove much of the landfill.
- Structures will be built on piled foundations; this means the site will be raised slightly higher than the current site.
- Surrounding trees will ensure this doesn't have a negative visual impact.
- To provide suitable operational access, two permanent vehicle access points from North Moors and Westfield Road.
- The 150-metre-long outfall pipe will follow a route between the proposed new site and the River Wey.
- Once constructed, the pipe will be completely hidden below ground.
- A permanent structure will be required on the south bank of the river to prevent erosion.
- Gravity transfer tunnel is to take wastewater from existing sewers to the new STW.
- To construct the tunnel, it will be necessary to dig beneath a stable layer of London clay around 12m below ground level.
- The tunnel will measure approximately 1.4km long and 1.5m in diameter and run roughly parallel to the River Wey to reach the new treatment works.
- A series of 8 shafts along the tunnel length will connect it with existing sewers.
- At each of the shaft locations there will be an underground access manhole, vehicle parking/layby areas, a vent pipe approximately 6m in height, and a small kiosk.
- Once completed, these shaft access locations should be carefully integrated into the Weyside Urban Village design.

What impact will this work have?

- The majority of these locations are away from local residents to reduce the impact.
- Shaft number eight is within 100m of the residents of Bellfields. It is necessary for the shaft to be constructed in this location as the flow from a number of existing sewers needs to be connected to the tunnel here.
- They are expecting to need to work some night-time hours when constructing this shaft but would work to minimise any disturbance and would contact affected neighbours when this is required.
- To reduce how much power Thames Water need to use to pump wastewater to the treatment works, the tunnel will use gravity to push wastewater 'downhill' from south to north.

Issues

- Disruption during construction
- Visual impact
- Flooding
- Smell - already much discussion on local social media channels. I would hope that new plant would process more efficiently.

General discussion then took place, which included traffic/access issues, smell from the abattoir, and accessibility to the tunnel for maintenance work.

The Chairman thanked Cllr A Creese for her helpful presentation.

268-2021 - Provision of a wildlife and bird feeding information interpretation board Jacobs Well Recreation Ground

Cllr A Creese gave a second presentation to the meeting.

Vending machine for Jacobs Well Ponds?

- At the June site meeting, a suggestion was made, by a resident, to install a vending machine with suitable bird food pellets to enable residents to feed the wildfowl that visit the pond(s).
- Some local residents have complained about bread being fed to the birds (*equally complaints have been received from residents wanting to feed bread to the birds*).

- Bread can cause deformities in the birds if they do not get a varied diet.
- Discarded uneaten bread attracts vermin.

Initial costs

- £80 for dispenser
- £600 for housing
- £500 for interpretation board
- £150 for cost of fixings
- Total approximate cost = £1,330
- Plus, feed costs - £18 (unknown as to how long the food would last)

Maintenance issues

- If made to be dispensed for money (no cost option available) then machine has to be emptied of money and food topped up.
- Add to the work of the maintenance team.

Other issues

- Vandalism – if there is money in the machine – probably likely.
- How many users would it actually reach?

Is the council prepared to pay for this?

- We can still provide an information board about the wildlife that visits the ponds and include information regarding feeding.

A price for the supply of an information board from AJ Signs Ltd had been obtained. Cost £464.91 & VAT. This could contain a history of the pond as well as information about the wildlife.

The Clerk suggested approaching Jacobs Well Post Office to see whether they would be willing to sell individual portions of bird food pellets in paper bags. The information board could advise that packets of bird food pellets are available from the local post office.

Following discussion, it was proposed Cllr A Creese, seconded by Cllr G Adam and unanimously **RESOLVED** that the Parish Council provide an information board about the wildlife at the Jacobs Well ponds. Maximum cost £400 & VAT.

Power to spend: LGA 1972 s111

269-2021 - Draft Residents' Survey 2021

The working party comprising Cllr B Ahier, Cllr J Messinger, and Cllr G Adam had produced a draft survey. This had been reviewed by the officers. Information had been added as requested and some minor changes had been recommended by the officers. The revised document had been circulated to all Members in advance of the meeting.

Discussion took place regarding the preamble to the survey and also the question relating to loneliness.

It was agreed that the working party would consider all feedback from the Members and officers with a view to the survey being finalised by Friday 20 August 2021.

It was proposed Cllr G Adam, seconded by Cllr D Bird, and unanimously **RESOLVED** that the survey would be 'live' from 1 September until 30 September 2021 in order that all responses can be taken into account during the 2022/2023 budget setting process.

It was agreed that the survey would be in a pdf format – available via the Parish Council's website. A QR code to be provided within the parish newsletter to be distributed end August/early September.

It was proposed Cllr G Adam, seconded by Cllr M Fance, and unanimously **RESOLVED** that a prize, up to a maximum value of £50, be approved to act as an incentive to complete the survey.

Cllr J Messinger immediately contacted the landlord of the Jolly Farmer who very kindly agreed to provide two lunchtime vouchers free of charge.

270-2021 - Grass cutting within the Parish of Worplesdon

Worplesdon Parish Council has acted as Agents for the County Council in terms of the grass cutting for over 30 years. Guildford Borough Council had advised the County Council is currently reviewing its Agency Agreements and will be re-tendering for the contracts.

Contact had also been made with Helen Currie, Surrey County Council, who advised:

“Surrey County Council have an Agency agreement to cut our Highway verges with Guildford Borough Council. I have asked GBC for the agency or partnering agreement they have with yourselves as Surrey County Council has recently received some complaints from members of the public complaining about the frequency of cuts that WPC undertake (as being too frequent).”

“Surrey County Council ultimately has responsibility for their highway grass verges. When our Agency agreement comes to an end with GBC on 31st March 2022, we will be re-writing the Agency agreements to ensure that the Boroughs and Districts and any partners they use, embrace SCC initiatives to improve the climate and environment in which we live now and in the future.”

The Clerk advised that:

- Historically, Worplesdon Parish Council has been given the freedom to carry out fifteen/sixteen cuts per year - as it was not tied into the County Council's Agency Agreement by the Borough Council. It appears that, moving forward, this will no longer be the case.
- There have been more complaints about grass cutting this year than at any other time.
- Some residents feel the grass is not cut short enough, others that the Parish Council contractors cut the grass too frequently.
- The planting of the trees in verges has created even more obstacles for the grass cutting contractors to cut around and the trees planted in the triangular verge at the junction of the A320 and Clay Lane are sited in a location where numerous vehicular collisions take place.
- Dissatisfaction has also been expressed about grass cuttings being left on the pavements following the cutting – specifically in Fairlands.

After a lengthy debate, it was proposed Cllr P Cragg, seconded Cllr G Adam and unanimously **RESOLVED** that a meeting be called with Surrey County Council to thrash through this matter.

This item is to be on the agenda of the next Full Council meeting.

271-2021 - Pre-consultation: 5G Telecommunications installation for J3G UK on the Worplesdon Road

A pre-consultation letter had been received regarding the proposal to install a 5G telecommunications mast in the grass verge at the junction of Worplesdon Road and The Avenue (within the Conservation Area).

Members raised concern about the proposed mast at Perry Hill.

The proposed mast is due to be sited in a prominent location, with no obvious screening, in the Green Belt within a Conservation Area.

The design, colour, dimensions, height, and shape of the proposed mast, at this open site within the Conservation Area, were considered by the Parish Council to be inappropriate.

Additionally, the location for the cabinet is close to the edge of the pavement, which would prevent pedestrian access whilst any servicing work is taking place and there is no where for an engineer to safely park a vehicle close to the cabinet site. Access to the cabinet needs to be given serious consideration, particularly at this location, which is a known accident black spot.

If at all possible, it was felt the mast should be sited outside the Conservation Area. If no other suitable location can be established, outside the Conservation Area, the Parish Council wished to request that the mast be disguised as a tree.

272-2021 - AONB Boundary Review

The Chairman thanked the resident for speaking about the Surrey Hill AONB review, which is understood will take place in the near future.

Discussion took place, following which it was proposed Cllr J Messinger, seconded by Cllr A Creese and unanimously **RESOLVED** that a working party be established, to which Janet Ashton, Amanda Malarkey (Guildford Residents' Association), Clive Smith (CPRE), Rob Fairbanks (Surrey Hills AONB Board), Mary Broughton, a representative from the TBHSPA³ and Tim Harrold (CPRE) would be invited to join - in order that the Parish Council can get a better understanding of the requirements of the AONB boundary review, what part the Parish Council is specifically required to play as part of the process and how the heritage, cultural and scenic aspects of the parish can be protected moving forward.

Cllr G Adam, Cllr C Riley, Cllr J Messinger and Cllr P Cragg to also be part of the working party.

It is understood the consultation to be undertaken by Natural England will commence in September.

The Chairman stated that whilst the working party would be tasked with seeking expert advice and investigating the AONB boundary review process, to see how it might impact the parish, all decisions regarding this matter are to be taken by the Full Council.

273-2021 - To review the Parish Council's Strategic and Business Plan

Cllr G Adam advised that he had reviewed the Strategic Plan, which required minor updates to reflect recent changes (e.g., the tennis courts, change of councillors and change of office address) – consider the inclusion of the play area within the document, and was half-way through reviewing the Business Plan.

The Business Plan to be included on the agenda of the next Full Council meeting.

Appendix 3 – Updated Strategic Plan

274-2021 - Finance

a) Invoices for payment

It was proposed by Cllr N Mitchell, seconded by Cllr G Adam, and unanimously **RESOLVED** that payments to the value of £25,768.51 be approved and signed off.

Table 1: Payment list 1 July 2021

Code	Date	Description	Supplier	Net	VAT	Total
Revenue Costs Works Vehicle	04/05/2021	Service charge	Allstar	£13.96	£2.79	£16.75
IT budget	17/05/2021	Subscription - May 2021	Adobe	£12.64	£2.53	£15.17
Revenue Costs Works Vehicle	01/06/2021	Service plan - 8th instalment of 36	PlanMyService LLP	£27.55	£0.00	£27.55

³ Thames Basin Heath Special Protection Area

Code	Date	Description	Supplier	Net	VAT	Total
Chairman's Allowance	07/06/2021	Item for Afternoon Tea event	Amazon	£2.49	£0.50	£2.99
Chairman's Allowance	03/06/2021	Items for Afternoon Tea event	Amazon	£8.50	£1.71	£10.21
Administration	27/05/2021	Gas supply - Unit 2 Saxton - May 2021	British Gas	£7.32	£0.36	£7.68
Establishment Charges	11/06/2021	Office supplies	Tesco	£4.90	£0.00	£4.90
Parish Office	12/06/2021	Electricity - Unit 2 Saxton - June 2021	EDF Energy	£94.29	£4.71	£99.00
IT budget	14/06/2021	SIM card bill - May 2021	Three	£32.32	£6.46	£38.78
Revenue Costs Works Vehicle	14/06/2021	Fuel for works van	Waitrose Shell	£44.75	£0.00	£44.75
IT budget	15/06/2021	IT equipment	Osmond Group Ltd	£111.95	£22.39	£134.34
Land Management	15/06/2021	Mortar to repair concrete bench	Wickes	£3.29	£0.66	£3.95
Revenue Costs Works Vehicle	16/06/2021	Fuel and service charge	Allstar Fuel	£39.19	£7.84	£47.03
IT budget	17/06/2021	Subscription - June 2021	Adobe	£12.64	£2.53	£15.17
Chairman's Allowance	17/06/2021	Office supplies	Tesco	£2.70	£0.00	£2.70
IT budget	21/06/2021	External back-up	RISC IT	£32.09	£6.42	£38.51
Parish Newsletter	23/06/2021	Distribution parish newsletters	Barrelfield Distribution Ltd	£375.00	£75.00	£450.00
Land Management	23/06/2021	Recycled plastic bollards	Second Life Products Wales Ltd	£495.60	£99.12	£594.72
Playground Repairs	23/06/2021	Quarterly playground inspections	Dick Randall Services Ltd	£200.00	£40.00	£240.00
Unit 2 Beaufort	23/06/2021	Rent - Unit 2 Beaufort - 24.6.2021 - 28.9.2021	Perry Hill Chartered Surveyors	£4,375.00	£875.00	£5,250.00
Parish Office	23/06/2021	Rent and service chg. Unit 2 Saxton - 24.6.2021 - 28.9.21	TL Fund	£5,889.65	£1,177.93	£7,067.58
Playground Repairs	23/06/2021	Play area repairs	Kompan	£34.00	£6.80	£40.80
Staff costs	23/06/2021	Salaries/mileage/Ee's and Er's pension conts/PAYE/NIC	Staff costs	9505.03	£0.00	9505.03
Parish Newsletter	23/06/2021	3,600 newsletters and Annual Reports	Knaphill Print Co Ltd	£840.00	£0.00	£840.00
Unit 2 Beaufort	23/06/2021	Service charge Unit 2 Beaufort - 1.7.2021 - 30.9.2021	Perry Hill Chartered Surveyors	£1,171.00	£0.00	£1,171.00
Parish Office	28/06/2021	Gas - Unit 2 Saxton June 2021	British Gas	£17.22	£0.86	£18.08
Parish Office	28/06/2021	Water and sewerage charge - Unit 2 Saxton - June 2021	Castle Water	£14.13	£0.00	£14.13
Unit 2 Beaufort	29/06/2021	Kick plate for Unit 2 office door	Door Solutions Direct	£8.45	£1.69	£10.14
Land Management	29/06/2021	Wet wipes for use by the Groundsman	Amazon - Bridge the Water Ltd	£12.50	£2.50	£15.00
Establishment Charges	01/07/2021	Wet wipes	Mrs V C Fear	£12.50	£2.50	£15.00
Revenue Costs Works Vehicle	01/07/2021	Service plan - 9th instalment of 36	PlanMyService LLP	£27.55	£0.00	£27.55
Total				£23,428.21	£2,340.30	£25,768.51

b) Bank reconciliation - June 2021

The Responsible Financial Officer (RFO) had prepared the bank reconciliation for June 2021 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 by Cllr G Adam, seconded by Cllr D Bird, and unanimously **RESOLVED** that the Chairman sign the bank reconciliation and bank statements for June 2021.

Appendix 1 - Bank Reconciliation for June 2021

c) Monthly budget report for June 2021

The RFO had prepared the monthly budget report for June 2021 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 by Cllr D Bird, seconded by Cllr G Adam, and unanimously **RESOLVED** that the Chairman sign the monthly budget report for June 2021.

Appendix 2 – Monthly budget report June 2021

d) Annual Governance and Accountability Return (AGAR) correction to the year 2020/2021 required

The Clerk/Responsible Financial Officer (RFO) advised that in the 2019/2020 accounts, the anticipated refund for the van insurance was incorrectly shown as a receipt. The refund should have been shown as a negative payment. Unfortunately, this had not been picked up by the Internal Auditor. The External Auditor had advised that Boxes 3 and Box 6 of part 2 of the AGAR therefore, needed to be reduced by £2,081.00. The amendments were duly signed by the Chairman and Clerk and the revised document was uploaded to the Council's website, as required.

e) Concurrent Functions Grant Aid applications 2022/2023 – Deadline for responses 13 September 2021

The Clerk advised the deadline for Concurrent Functions Grant Aid applications for the year 2022/2021 is 13 September 2021. Quotations have to be submitted with the application. Projects to be agreed at the Planning/General Purposes and Finance Committee meeting to be held 2 September 2021.

f) Scanning of payment and receipt transactions into Scribe for the financial years 2015/2016 – 2021/2022

The Clerk advised that to scan in seven years' worth of invoices had been calculated to take 15 hours a week, every week for six months and explained that whilst this uploading this information to the cloud-based accounts system would provide essential business continuity for the Parish Council, neither she, nor the Assistant Clerk had any spare capacity to be able to undertake this work.

Cllr G Adam advised that discussion around this subject had been ongoing for a number of years.

At 22:00, the Clerk requested permission to leave the meeting, whilst this matter was discussed.

Following a lengthy discussion, it was proposed by Cllr P Cragg, seconded by Cllr G Adam, and unanimously **RESOLVED** that the Parish Council contract C&D Electrical Services to carry out this time limited work, on a self-employed basis. Payment to be made at £13ph. The budget to be set at a minimum of £3,000 and a maximum of £5,000. The work to be concluded by 28 February 2022 at the very latest.

At 22:13 the Clerk returned to the room.

275-2021 - 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.

276-2021 - Chairman's Report

The Chairman gave the following report to the meeting:

1) 12th July

Attended SALC (Surrey Association Local Councils) Board of Directors' meeting, discussing the progress of the new stand-alone Surrey Association of Local Council's progress since formation. Surrey Town and Parish Councils have responded enthusiastically to the new formation and the membership has held up well, and new interest is being met from Parish Councils not currently members of SALC.

2) 12th July

Attended as Worplesdon Parish Council representative to Wood Street Village Association (WSVA).

3) 20th July

Attended with the Parish Council officers and councillors, at the Parish office, to meet SCC, SWT and other reps., to discuss matters relevant to Whitmoor Common and other commons within Worplesdon parish.

4) 1st August

Assisted at the Parish Council organised Afternoon Tea Party to thank residents of the parish who had volunteered to assist those in need or difficulty during the pandemic Lockdowns. This event was an outstanding success. Over 70 residents attended, the Fairlands Hall was completely filled with people enjoying a splendid tea and enjoying the 40's themed live jazz band playing throughout the afternoon, the happy chatter, cheering and clapping was continuous. I must thank our two officers for a fantastic effort organising the event. Thanks also due to David and Christopher White for helping with the tables, seating, and bunting preparation during the morning. Thanks to Gaynor's mum and friends for all sorts of jobs throughout the afternoon. Also sincere thanks to the Councillors who also turned up and helped. I thanked the caterers on the Council's behalf at the end of the day and also gave a heartfelt thanks to the band of Andrew Gigg on the tenor and soprano saxophones, to Marianne on double bass and Roger on the electronic keyboard. Well, yes, we did go a bit over budget, but the band was not in our original procurement. But what an injection of fun and happiness it added to the success of the occasion.

This event turned out to exceed our expectations by a very wide margin and was an incredible public relations success for the Council – the large number of messages of appreciation are a witness to this fact.

277-2021 - 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.

278-2021 - Items for inclusion on future agendas

No suggestions were put forward.

279-2021 - Date of next full council meeting – Thursday 12 August 2021.

Meeting closed 22:17

Signed:

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Chairman of the Council

Date: 12 August 2021