



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

**280-2021 - Present**

**Councillors:**

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

**Officers of the Council:**

Mrs G White – Clerk to the Council

Mrs V Fear – Assistant Clerk

**Public:**

A member of the public was present.

**281-2021 - 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 J Messinger. These were accepted.

**282-2021 - Public participation session**

The member of the public addressed the Council about two items:

- Their concern about the proposed 5G mast to be located within the Green Belt/Perry Hill Conservation Area.
- Support for the suggestion to subscribe to the Surrey Hills Society.

**283-2021 - 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.

**284-2021 - Amendments to the Register of Interests**

No declarations were made.

**285-2021 - To receive and consider written requests for new DPI dispensations, if any**

No dispensation requests were received.

## **286-2021 - Declaration of Non-pecuniary interests**

No declarations were made.

## **287-2021 - Declaration of gifts or hospitality over £50**

No declarations were made.

## **288-2021 - Planning Applications for consideration:**

Cllr N Mitchell then presented the planning applications to the meeting for discussion.

**Planning Application No: [21/W/00097](#) - Land at junction of Worplesdon Road and, Thatchers Lane, Worplesdon, Guildford, GU3 3RT** - Prior Notification under Schedule 2, Part 16 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the proposed 15.0m Phase 8 Monopole C/W wrapround Cabinet at base and associated ancillary works.

**RESOLVED:** that the Parish Council object to the proposed mast at Perry Hill, which would be located in the Green Belt within the Perry Hill Conservation Area.

The proposed mast is due to be sited in a prominent location, with no obvious screening.

The design, colour, dimensions, height and shape of the proposed mast, at this open site within the Conservation Area, are considered by the Parish Council to be completely inappropriate and would harm this sensitive location.

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 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.

The Parish Council would prefer that the mast is sited outside the Conservation Area. If no other suitable location can be established outside the Conservation Area, the Parish Council wishes to request that the mast be painted dark green or brown so that it would have a less harmful impact.

**Planning Application No: [21/P/01626](#) - The Ark, Salt Box Road, Guildford, GU3 3TA** - Proposed front porch and single storey front/side extension.

**RESOLVED:** leave to planners.

**Planning Application No: [21/P/01652](#) - 7 Rydes Hill Crescent, Guildford, GU2 9UH** - Single storey rear extension.

**RESOLVED:** leave to planners.

**Planning Application No: [21/P/01646](#) - Land Adjacent to 51, Clover Road, Guildford, GU2 8EY** - Proposed demolition of existing disused garages and erection of 8 apartments, 100% affordable housing.

**RESOLVED:** that, in principle, Worplesdon Parish Council has no objection to this planning application. If approved, the parish council wishes to request the following conditions be applied:

1. The introduction of a Parking Management Plan (to enable parking spaces to be managed to prevent inconsiderate parking).
2. Details of Electric Vehicle (EV) charging points.

3. Details of cycle parking.
4. Provision of a Construction Method Statement (due to the location of the proposed flats and the proximity to the neighbouring properties).
5. The colour of the bricks should be sympathetic to the surrounding area.
6. Safe disposal of the garage roofs - likelihood of asbestos.

**289-2021 - Wood Street Village Green – Complaint received about the condition of the village green via the WSVA (Wood Street Village Association)**

The Clerk advised that quotations had been sought, however, only one contractor had responded, and that contractor had only provided a verbal quotation. This had indicated a ballpark figure, to level up the area of the Green around the maypole, of around £12,000 to £15,000.

The Clerk had suggested that given how busy the contractors are, perhaps a short-term solution would be to roll the Green once or twice per year.

Following discussion, it was proposed by Cllr P Cragg, seconded by Cllr D Bird, and unanimously **RESOLVED** that the cost of rolling the Green either annually or bi-annually, at appropriate times of the year be approved (as per expert advice).

This additional land management cost to be included – as an ongoing item - in the 2022/2023 budget.

**291-2021 - Replacement trees – Perry Hill Green**

The Clerk advised that in order to replace the diseased trees at the optimum time of the year, a site meeting is required as a matter of urgency.

Following discussion, it was proposed by Cllr P Cragg, seconded by Cllr G Adam, and unanimously **RESOLVED** that for expediency, a budget of £6,000 & VAT (two x mature saplings, plus installation and watering) be approved.

*Power to spend: LG (Misc. Prov.) Act 1976, s19*

**292-2021 - Fly-tipping issues – Wood Street Village**

Cllr A Creese advised that fly-tipping continues to be an issue in Wood Street Village. The question is, why is this happening? Whilst fly-tipping represents anti-social behaviour, it could be that there are contributory factors such as: some of the residents of The Oval being unable to afford cars to transport larger waste to the Recycling Centre at Slyfield, the type of waste that is being disposed of – not all Recycling Centres take the same type of waste.

Whilst issues occur in other areas of the parish, there may be different reasons for that. Each location for fly-tipping would need to be investigated, however, that would be a matter for the County Council/Environment Agency to consider.

Cllr A Creese enquired whether, to provide a service to an area within the Parish, which is recognised as being an area of deprivation, it would be possible for the Parish Council to investigate providing a community skip in The Oval in a bid to deter fly-tipping along Pound Lane. Worplesdon Parish Council would need to work with Guildford Borough Council and Surrey County Council to ensure all local authorities work together to support the community. In taking a pro-active stance, it may help to reduce the tax burden to the community in the long term.

Cllr A Creese advised that she would be willing to undertake the research, should the Parish Council wish to take this suggestion further.

The Clerk advised that this idea had been trialled in Dartmouth and had proved to be extremely beneficial – amongst other measures to reduce anti-social behaviour in a deprived area of the town.

The Committee thought the proposal to be a good idea, in principle. There would obviously need to be engagement with the community as well as Guildford Borough Council, and Surrey County Council and authorised Cllr A Creese to undertake further research on behalf of the Council.

The Clerk confirmed that whilst anti-social behaviour is not the direct responsibility of the Parish Council to resolve, the Parish Council can act in a facilitatory role to bring together the various agencies, such as Surrey Police, Guildford Borough Council, Surrey County Council, the Environment Agency and potentially the Citizens Advice Bureau.

Working with this community would help to raise the profile of the Council and may lead to candidates stepping forward to serve on the Parish Council, given there are now four vacancies to fill.

## **11. Finance:**

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

Due to time constraints, this item was deferred until the next Full Council meeting.

### **b) Request for funding – Guildford Young Carers**

Mike Parsons, former Mayor of Guildford had written to the Parish Council asking for a donation of £20 towards the Young Carers Family Funday at Spectrum Leisure Centre on 16 October 2021. Following discussion, it was proposed by Cllr G Adam, seconded by Cllr P Cragg, and unanimously **RESOLVED** that a donation of £50 be made towards this invaluable event.

### **c) Concurrent Functions Grant Aid requests**

It was proposed by Cllr D Bird, seconded by Cllr P Cragg, and unanimously **RESOLVED** that the following Concurrent Functions Grant Aid submissions be made to Guildford Borough Council.

1. Various interpretation boards for locations across the parish.
2. Provision of up to four parking spaces in Jacobs Well Recreation Ground.

### **d) Insurance renewal (2<sup>nd</sup> of - year contract)**

The Members considered whether or not to obtain cyber security insurance, which is no longer provided by Zurich. It was agreed that cyber insurance would not be sought, however, it was proposed by Cllr N Mitchell, seconded by Cllr A Creese, and unanimously **RESOLVED** that Dual Authentication would be introduced to Office 365 at the earliest opportunity.

The sums insured were considered to be adequate. The Clerk had included the K6 phone kiosks for which, this year, there was no additional charge. This addition was approved by the Committee.

### **e) Grant aid request received from the Fairlands Walking Group**

A request had been received from the Fairlands Walking Group for a grant of £170. Following discussion, it was proposed by Cllr P Cragg, seconded by Cllr B Ahier, and unanimously **RESOLVED** that a grant of £170 be awarded, subject to acknowledgement of our grant being made within the Fairlands Walking Group literature and use of the Parish Council's logo, where possible.

**f) Virement for approval**

It was proposed by Cllr G Adam, seconded by Cllr D Bird, and unanimously **RESOLVED** that a virement of £500 be made from the Contingency Fund to the Chairman's Allowance.

**g) Occupational Health - workstation assessment**

Cllr A Creese raised concern about the health and safety of the Clerk and Assistant Clerk's workstations, given both members of staff are using pillows to adjust their sitting positions.

Following a lengthy discussion, it was proposed by Cllr P Cragg, seconded by Cllr N Mitchell, and unanimously **RESOLVED** that an Occupational Therapist be appointed to carry out workstation assessments for both members of admin staff.

*Power to spend: LGA 1972 s111*

**h) Membership of the Surrey Hills Society**

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr P Cragg, and unanimously **RESOLVED** that the Parish Council join the Surrey Hills Society, at an annual cost of £25.

*Power to spend: LGA 1972 s111*

**294-2021** - Date of next Planning/General Purposes and Finance Committee meeting – 14 October 2021

Meeting closed 21:26.

Signed:

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Chairman of the Council  
Date: 12 August 2021