



**Minutes of the Annual Parish Meeting held
Virtually on Wednesday 10 March 2021 at 7.30pm**

Present:

Parish Councillors:

CLlr G Adam, CLlr D Bird, CLlr P Cragg, CLlr A Creese, CLlr M Fance, CLlr J Messinger, CLlr N Mitchell, CLlr S Morgan MBE, CLlr C Riley, CLlr D Snipp, and CLlr T Webber.

Staff:

Clerk to the Council – Mrs G White

Assistant Clerk – Mrs V Fear

Also present were:

Mrs B Ahier, Laura Attwater - Challengers, Mary Broughton - Sime Gallery, Shaista Salim - Surrey County Council, Mrs Jan Washer - Wood Street Village Infant School, County Councillor K Witham, Borough Councillor Bob McShee, Borough Councillor Ann McShee, Mr K Butler, Mr B Creese, Mrs L Davies, Mrs A Johnson, Mrs C Mankelow, Mr P Sutton, Rev A Russell, Mr A Waugh, Mr R Broughton, and Mrs H Myers.

Apologies were received from:

Mrs J Cattermole (Muddy Boots), Mr E Marks-Oldham (Worplesdon Parish Charities), CLlr B Nagle, and CLlr T O'Toole.

To receive the minutes of the last Annual Parish Meeting

The minutes of the 2019 Annual Parish Meeting had been placed on the Parish Council's website. The APM for 2020 was cancelled due to Covid restrictions. The minutes of the 2019 meeting were agreed as a true record.

Introduction of Parish Councillors

The Chairman introduced the Parish Councillors to the meeting.

To receive a report from CLlr K Witham (County Councillor for Worplesdon)

CLlr K Witham gave the following report on his role and activities as our Surrey County Councillor for the Worplesdon Division.

My 6 main priorities are:

1. Getting more local roads and pavements fixed
2. Supporting local road safety traffic schemes
3. Protecting and improving our local environment including the commons and rights of ways
4. Getting financial support from Surrey County Council for local projects and groups
5. Campaigning for a change in the law to make Unauthorised Traveller Encampments into a criminal offence, so the police can act quicker
6. And staying in regular contact with residents

At a County Council level, I am a member of the Communities, Environment and Highways Select Committee, which scrutinise all the subjects across those remits, including the Surrey Fire and Rescue Service.



During the year I also served on the group of Councillors who helped develop the Your Fund Surrey which we will hear about later this evening - £100 million of Surrey County Council funds for major local community projects over the next five years. I'm already supporting two projects - a new Community Shop and Cafe at Normandy and a new multi-use Community Sports Pavilion at Pirbright. I hope some of those local projects suggested in Worplesdon Parish will come to fruition.

I have been strongly supporting the **Surrey Fire and Rescue Service**, which Surrey County Council is investing in - recruiting new firefighters, ordering new Fire and rescue vehicles, having already opened brand new fire stations at both Guildford and Woking.

Improving road safety

Over the past few years, across the Worplesdon Division I have pressed for and achieved installation of 39 local road safety improvement schemes.

Next week, at the Guildford Joint Committee, I hope to get funding approval for three more road safety schemes:

- A pedestrian refuge on Holly Lane at the entrance to Merrist Wood College;
- Traffic calming in Jacobs Well to reduce speeds at the busy junction of Clay Lane with Jacob's Well Road and Blanchards Hill;
- And a speed limit cut on Jacobs Well Road, reducing the 40mph stretch to 30mph.

And the already agreed reduced speed limit on Worplesdon Road at the junction with Salt Box Road, from 60mph to 40mph which I pressed for last year is expected to be implemented shortly, probably next month. A request has also been made for additional signage and lighting at that junction.

And an anti-skid surface is shortly due to be put down on Aldershot Road, on the approach to Holly Lane roundabout, following accidents at the roundabout.

Getting more roads and pavements resurfaced

Over the past few years, across Worplesdon Division I have pressed for and achieved road / pavement resurfacing at 42 locations.

On the environment, I always try to be a strong advocate for protecting and improving our local environment, rights of way and Commons and am always pleased to support the Surrey Wildlife Trust.

Preventing Unauthorised Traveller Encampments

For several years now, I have been campaigning for a change in the law to make Unauthorised Traveller Encampments a criminal offence, so the police have more powers to act quickly - and to confiscate traveller vehicles and sell them to pay for the clear up costs.

Last year alone, five incidents at Wood Street Village cost the Council Taxpayers over £65,000 in clean-up costs.

Yesterday, I had a letter from the Home Secretary to our MP Angela Richardson, confirming the Government's intention to present new legislation on Unauthorised Traveller Encampments (UTES).

- greatly increased powers for the police to deal with unauthorised encampments as a criminal offence



- including 3 months in jail, and/or a fine of £2,500 or both
- and police powers to seize offending vehicles.

In another positive move, Surrey County Council and the 11 Borough and District Councils across Surrey have agreed to establish a Traveller Transit Site. The significance of that is that with such a site, the police can exercise their existing powers quicker and more effectively to move UTEs on, to the transit site. It is not planned to be in Guildford.

Supporting local groups and organisations

The Sime Gallery, Worplesdon Memorial Hall, Jacobs Well Residents Association, Jacobs Well Village Hall, the FLGCA at Fairlands, Wood Street Village Association, Worplesdon and District Bridleway Association are amongst the 119 local projects I have supported with a Surrey County Council community grant.

Tackling local flooding

I continue to actively support our local Flood Forum, which is organised by the Parish Council and chaired by the local MP Angela Richardson and was pleased to attend a recent site visit at Perry Hill.

Communications

I send a regular email newsletter update to residents which is now seen by some 2,500 residents. If any resident who doesn't see it, but wishes to be added to that circulation just let me know. Email your name and postal address to: keithwitham1@hotmail.co.uk

I also maintain a Facebook page: www.facebook.com/keithwitham1

And contribute to the website: www.worplesdon-matters.com

I recently issued a Councillor Report Back leaflet called "Shaping Surrey's Future" outlining the main activities and responsibilities of Surrey County Council. If anyone has not seen that and would like a copy, let me know.

The Chairman thanked Cllr K Witham for his report.

Attendance Register

A copy of the 2020/2021 attendance register was shown to the meeting.

Appendix 1 – Copy of the Attendance Register

Presentation by 'Your Fund Surrey'

Saista Salim gave a Powerpoint presentation about the Your Fund Surrey initiative, which is a Surrey County Council fund of £100,000,000 available for community capital projects over the next five years.

Key Timeline

- **16th November** – Launch of Commonplace platform & Webpage
- **Spring 2021** – 'Ideas Submission' (Stage 2.) Open for online applications
- **April 2021** – Full Submission (Stage 3.) Open for online applications
- **Early Summer** – First awards of funding



Note: A Monthly Rolling Funding Programme, with no bid rounds or submission deadlines. Applicants to submit when ready.

How it will work

The 6 Steps to success...

Step 1. Ideas Development

Think you have a great idea that meets the basic criteria? Post your idea in Commonplace online and encourage others to take a look and comment.

- The 'Commonplace' is used here for ideas creation and development, as well as being an opportunity for applicants to gain community support. <https://YourFundsurreymap.commonplace.is/>
- Users will place initial ideas geographically on a map of Surrey, filling in key fields such as what their project is and who it will benefit.
- This site will be open all the time and users will be encouraged to share their posted ideas on social media at this stage.

Log your idea in 2 simple steps*

Step one: place your pin on the location in Surrey that you are interested in**

Step two: Fill out the short series of questions to describe what your idea is and how it will benefit your community

*the first time you enter an idea you will be asked to provide some personal details used for monitoring purposes only.

**Commonplace provides an alternative page to add a comment that does not require a map for those with a screen reader ([example](#) from Active Transport).

Step 2. Ideas Submission

Once your idea is on Commonplace and has got some local support, submit the project to the Fund via a simple application form.

Step3: Full Submission

After feedback from the Your Fund Surrey project team, it's time to submit your full project plan, including support documents and evidence of community engagement.

Step 4: Assessment

The Your Fund Surrey team will formally assess the project against the criteria.

Step 5: Panel Shortlist

The Your Fund Surrey Panel will make a final decision on the shortlisted applications.

Step 6: Award of Funding

Following the decision of the Panel, the project funding will be agreed and awarded, with a formal agreement. The project will be monitored to ensure delivery of agreed outcomes.

Projects put forward by Worplesdon Parish Council requiring local support:

- a) Community orchard, Harry's Meadow, Jacobs Well
- b) Worplesdon Heritage Trail and associated walking maps and potentially associated artwork
- c) Adult exercise equipment/play equipment, Wildfield Close kickabout area



- d) All year-round footpath across Broad Street Common (Wood Street Infant School to Fairlands Primary School)
- e) Cycle track across Broad Street Common (to provide a safer route for cyclists heading to Fairlands/Merrist Wood College).
- f) Heritage fruit trees to improve biodiversity - triangular section of Wood Street Green.

Cllr K Witham advised that he is happy to lend his support but will need to discuss any potential projects before an application is submitted.

The Chairman thanked Ms Salim for her presentation.

Presentation by the Mary Broughton of the Sime Gallery CIO

Mrs Mary Broughton gave the following report:

The Worplesdon Memorial Trustees were awarded a Heritage Grant enabling an overview of Governance for the Sime Gallery, which is located in the Worplesdon Memorial Hall.

The Sime Gallery has three principal donors – the Surrey Museums Partnership, Surrey County Council, and Ewbank Auctioneers.

The bench outside the Memorial Hall was delivered via S106 monies with the assistance of Guildford Borough Council and Worplesdon Parish Council.

The Governance Review, which incorporates legal advice, will review the objectives of the Gallery. Those present congratulated Mrs Broughton on the Trustees' success.

Subsequently the Sime Gallery and the Worplesdon Memorial Trustees have become separate Charitable Incorporated Organisations (CIO): The Sime Gallery CIO and the Worplesdon Memorial Hall and Ground CIO. Cllr G Adam (who is also the Chairman of the Worplesdon Memorial Hall and Ground CIO) was thanked for his assistance with this matter.

Mrs Broughton advised that new Trustees are required to fill the spaces created by the separation of the two organisations.

The Gallery had been open for thirteen weeks when Covid struck. The website is to be updated, with grateful thanks to Cllr D Snipp.

The Gallery has been rebranded and is now open two days per week (Covid restrictions permitting). The entrance has been improved.

The vision of the Trustees is that:

- The Sime Gallery will become a Heritage Art Centre for the residents of Worplesdon.
- To preserve Sidney Sime's work
- To provide an enhanced education
- To provide talks and workshops
 - Sidney Sime - The Man, His Life



- Heritage and Social history of the Area
- Paintings and illustrations

Included within some of Sime's paintings are the local commons.

The Gallery is now submitting a further grant.

On the 80th anniversary of his death, the Gallery is hoping to conserve further paintings and will be submitting a further funding application towards audience development etc.

The Gallery does need support.

There are outreach plans involving:

- Local schools
- Art groups
- New volunteers
- Group visits
- The Worplesdon Memorial Hall Centenary in 2022
- Creation of a Sidney Sime Heritage Trail
- To seek new sponsors

New sponsors needed

Assistance is required with:

- The newly established the Ta Ta Café
- Making heritage more accessible
- Improving the condition of the Gallery
- Adding to the existing people skills
- Providing the CIO with greater resilience
- Engaging with the local community
- Collaboration and partnership

Parish councillor skills

The skills of the parish councillors to improve connections are greatly appreciated.

Local Connections

- Brookwood Cemetery
- Lightbox
- Ripley Send History Society
- Watts Gallery

Brief History

The Gallery opened in 1956. 800 of Sime's works were bequeathed to the Gallery by Sime's wife Mary Sime. The sale of Crown Cottage (Sime's former home) funded the Gallery.

Sime's early works refer to his years in the coal mines where ghoulish stories were told by the miners. Sime spent five years down the mines. His works also including landscapes, and caricatures, amongst others.



Further information about Sime can be found via the following link: <https://sidneysimegallery.org.uk/about/simes-life/>

The Chairman thanked Mrs Broughton for her presentation.

Presentation by Wood Street Village Infant School

Head Teacher, Mrs Jan Washer gave the following presentation.

Various parish council grants have helped the school to provide:

- Wobble stools, which help with core strength and concentration
- Improved motor skills – writing – upgraded playgroup
- Updated playground equipment (climbing frame)
- A friendship bench, and
- Improved gardening facilities

The annual grant really does make a big difference to the children.

The school welcome visitors and volunteers for the Christmas and Summer Fairs. All funds from these events are ploughed back into the school. Please do feel free to visit the school to see the excellent work that takes place.

The Chairman thanked Mrs Washer for her presentation.

Presentation by Disability Challengers

Laura Attwater, Senior Fundraising Manager gave a presentation detailing how Worplesdon Parish Council's grant for 2019/2020 was used and the work of the charity.

What does Challengers do?

- Established in 1979 as a swim club for disabled children
- The charity supports around 1,400 children and young people each year
- Now delivering 17 schemes across Surrey, Hampshire, Greater London and West Sussex
 - Pre-schools – 2-4 year olds
 - Playschemes – 5-12 year olds
 - Youthscheme – 13-17 year olds

The Need

- Excluded from mainstream settings
- Barriers to play and leisure
- Isolation and loneliness
- Missed opportunities
- Short breaks for parents and carers

Guildford's Playscheme

- Delivered from our Playcentre on Stoke Park
- Soft play, art room, kitchen and more!
- Running on:
 - Saturdays and Sundays



- After School Club
- School Holidays

Inclusion – What makes us special?

- Challengers will never turn a child away
- Providing 1-1 or 2-1 support
- Training our incredible play workers and volunteers
- All schemes and activities are accessible

The Difference the Parish Council's funding made

"No matter how challenging our children's behaviour is, they are met with smiles and accepted, and they are always welcomed back.

"This has a huge positive impact on our children's self-esteem."

89% of parents said that Challengers improves their child's health and wellbeing

89% said that Challengers reduces their child's isolation

80% said that their child's social and communication skills had improved.

Unfortunately, Laura experienced numerous issues with her broadband connection during the presentation.

To receive the Worplesdon Parish Charities Trustees' Report

The following report had been received from Mr Eric Marks-Oldham, Secretary to the Worplesdon Parish Charities.

Accounts held: Lloyds Bank Guildford - 3 Accounts

Charities Commission - 5 Accounts

Henry Smith Charity - 1 Account

Money in Lloyds Bank as at 26/4/20	£1,553.20
Income from above investments year end 31/10/20	£ 731.90
Received from Henry Smith Charity	£2,400.00
Total income for year ending 31/10/20	£3,131.90
Total available money for distribution @22/11/20	<u>£4,685.10</u>

From this availability, we distributed to our Christmas Gift List a total of £2,700. The split per household was 16 @ £100, 4 @ £150, 1 @ £200, and 1 @ £300. The basic gift was £100 per household, with an extra £50 per child in those households with additional problems.

Being a Parish Councillor – What does it involve? A presentation by Cllr David Snipp

Cllr Snipp gave a report to the Meeting, which can be viewed via the following link:

<https://www.youtube.com/watch?v=Vgjav6VmciU>



Report of the Chairman covering the activities of the Parish Council - Dr Paul Cragg

Every year, the work of the parish council increases. The work varies widely. Councillors are required, amongst many other things, to set policies, review planning applications, risk assessments, set the budget, oversee (and be involved with) land management, oversee grass cutting and pond works, manage community speed watch, and much more.

Worplesdon Parish Council now undertakes work historically carried out by Guildford Borough Council and Surrey County Council. In future, Worplesdon Parish Council will have to meet the cost of Guildford Borough Council emptying 14 litter bins on land for which we are responsible. We anticipate the cost of this to be £4,000 per year.

Worplesdon has a population of just over 9,000, the second largest population of the parished areas within the borough. Unlike many of the other parishes, Worplesdon has no form of income, other than the precept (council tax) – although we currently benefit from several small grants from Guildford Borough Council and apply for other grants whenever possible.

Despite considerable efforts to protect the green belt during the Local Plan process, development of the land north of Keens Lane was approved by the Planning Inspector during the Examination in Public. 148 homes and a 78-bed care home are now being constructed. The Parish Council was consulted about the new road names. All the suggestions put to the Borough Council were approved. Each road is named after one of the local men who fell during WW1. Deacon Way, for example, is named after Herbert James Deacon (Boy 2nd Class - Royal Navy (HMS Powerful)), who lived in Pitch Place. He was just 17 years old when he died on 19 September 1918 in the Royal Navy hospital at East Stonehouse. He was buried at St Mary's, Worplesdon on 24 September 1918.

As part of the planning process, a number of S106 Agreements were made. These included a contribution of £50,000 & interest towards the provision of a new office/meeting room, as the developer refused the Parish Council's request to provide a parish office/meeting room within the new development. S106 contributions are to be made towards education, highways and public art (amongst others).

Taylor Wimpey approached local artists and shortlisted three submissions. The borough and parish councils were consulted, and both chose the submission by local artist Sonja Roth. This submission not only encapsulates the history of the site (former brickworks and stables), the incorporation of poppies also reflected the road names, and the depictions of local wildlife showed the variety of species that previously occupied the site.

The office move took place on 6 January 2021. The new council chambers are fully accessible and there is plenty of parking available for the evening meetings. The room can be let out for meetings at a cost of £10ph – provided the room is not being used for council purposes.

Second-hand furniture was purchased from Surrey Office Supplies, which saved several thousand pounds. Given the financial year-end is looming and the Assistant Clerk is currently undertaking her CILCA (Certificate in Local Council Administration) the office may take a while longer to finally get into shape.

Worplesdon Parish Council is no longer the custodian trustee for the Worplesdon Memorial Ground. Except for the play area, the Worplesdon Memorial Hall and Recreation Ground CIO is now responsible for the hall and grounds, including tennis courts 1 and 2.

Two grants were obtained towards the purchase of the works van – representing a saving of approximately 50%. The Head Groundsman has to carry many tools with him to undertake the ever-increasing workload, a vehicle with



ample boot space was, therefore, required. A hybrid vehicle was selected recognising the Council's responsibilities towards Climate Change.

Litter remains an ongoing issue around the parish. We would like to express our thanks to those residents who help us in the fight against this awful blight on our beautiful parish. Worplesdon Parish Council now pays for a Chambers dumpy bin to deal with the litter, as the minimum cost to take 3 – 5 bags of black waste to the recycling facility at Slyfield for commercial users, which Worplesdon Parish Council is, is £95 per visit.

The alleyways across the parish are unadopted highway land. Historically maintained by Surrey County Council, the alleyways were becoming hazardous to our more mature residents. The Head Groundsman has now incorporated alleyway maintenance into his busy schedule. Users of the various alleyways have expressed their appreciation of this work.

The alleyway between Broad Street and Barnwood Close offers a shortcut to employees of the hospitals, University of Surrey and the Research Park. The Parish Council aims to do all it can to encourage people to walk or take public transport, where possible.

There are 41 benches across the parish, which the Head Groundsman maintains. Several memorial benches, situated in Jacobs Well, near the village hall, have been adopted by the Parish Council.

The Parish Council is responsible for eighteen bus shelters across the parish. A bus shelter on the Woking Road (near Oak Tree Close) is to be replaced. The cost including the bus shelter, delivery, civil engineering works, and road opening licences is £12,000 & VAT. These costs are being shared 50/50 by Surrey County Council and Worplesdon Parish Council. Surrey County Council is responsible for placing the order.

Flooding is an ongoing issue across the Parish. Worplesdon Parish Council facilitates the Worplesdon Flood Forum. Whilst Surrey County Council is due to re-dig 150m of ditch along Tangley Lane and will also jet out the culvert beneath the road, on 4 February our Head Groundsman took matters into his own hands to prevent black ice forming on the A322. Whilst his efforts only represent a short-term, temporary fix, it did make this stretch of the road a lot safer during the recent cold snap.

Amongst his many other weekly duties, on behalf of the Borough Council, our Head Groundsman, Peter, clears five grilles across the parish. Significant amount of detritus can be washed down the watercourses. Peter's considerable efforts protect local properties and the roads from serious flooding. Guildford Borough Council's contractors collect and dispose of the silt and vegetation which Peter removes from the grilles.

Surrey County Council no longer cleans the majority of road signs. You will now see Peter around and about ensuring that road signs are kept clear. I hope you agree that this simple task greatly enhances the appearance of the parish and helps to make the roads safer, especially at night.

For safety reasons, a number of willow trees and saplings have been removed from around the larger pond in Jacobs Well Recreation Ground, which is owned by Worplesdon Parish Council.

The fir trees near the entrance to the play area in the Recreation Ground had become very large. A decision was taken to remove these trees; however, the County Council is currently supporting the planting of 1.2 million trees across the borough and the Parish Council has plans (subject to community support) to plant an orchard in Harry's Meadow (also in Jacobs Well) which will help to offset the loss of these mature trees.



The village gates in Wood Street Village were installed by Surrey County Council as part of a road safety scheme, however, they were not being maintained. These were recently cleaned and painted by our Head Groundsman and look much better.

Unfortunately, repeated anti-social behaviour – motorists driving over the village green and many other verges across the parish, creates not only an eyesore, but also represents a severe trip hazard. As soon as the ground dries out sufficiently, Peter will undertake the necessary repairs. Surrey Police have been informed and we have asked for support from the Joint Enforcement Team in a bid to prevent further damage to the village green.

This year will be the 150th anniversary of a permanent maypole being installed on the village green. The current maypole is starting to rot, and plans are afoot to ensure a new maypole is installed in time for the celebrations at the beginning of May.

One of the major concerns across the parish is speeding traffic. The Community Speedwatch Scheme (CSW) is proven to be effective in slowing down traffic. A number of residents, councillors and the Assistant Clerk have been trained to use the equipment and supported by Surrey Police regular deployments are taking place. We are particularly grateful to Cllr N Mitchell and Cllr M Fance for all their hard work deploying the CSW once permitted during the past year. If you would like to become a volunteer for this scheme, please contact the Assistant Clerk.

Last year, there were five unauthorised encampments in Wood Street Village. The anti-social behaviour that residents experienced was horrendous. The clean-up costs, which were met by Surrey County Council amounted to £65,000. Worplesdon Parish Council, along with Guildford Borough Council and Surrey County Council have been calling for a change in the law to make the act of trespass a criminal offence. It is our understanding that Surrey County Council, supported by the borough councils, will be providing a transit site for Travellers passing through the County in the near future. The location will be in the east of the County. Whilst Worplesdon Parish Council were not directly responsible for dealing with these issues, it still takes up a lot of staff time.

Last November, two socially distanced events were held on Armistice Day. Due to Covid these events were muted, nevertheless, every effort was made to recognise the immense sacrifice made by our Armed Forces.

The Christmas lights in the horse chestnut trees, together with the Christmas trees in Perry Hill and on Wood Street Village Green were lit early, in a bid to provide cheer after what has proved to be an extremely challenging year for everyone. JDS Decorations Ltd (a local firm) did a sterling job and even paid for the damage caused to the tree on Wood Street Village Green when persons unknown attempted to steal the lights.

As we look forward to spring, daffodils planted across the parish by our Groundstaff, members of local gardening groups, and school children are all starting to look beautiful... a treat to behold.

Meeting closed 21:03.