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NOTICE OF MEETING

Friday 1 April 2022

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 **Thursday 7 April 2022 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. Chairman's Announcement** – The resignation of Mrs Amanda Creese has resulted in a Casual Vacancy for the ward of Jacobs Well.
- 3. 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.
- 4. 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).
- 6. Amendments to the Register of Interests.**

7. To receive and consider written requests for new DPI dispensations, if any.
8. Declaration of Non-pecuniary interests.
9. Declaration of gifts or hospitality over £50.
10. Borough Councillor's report (5 mins).
11. County Councillor's report (5 mins).
12. Minutes of the previous meetings:

The following Council minutes are to be agreed and signed by the Chairman as a true record:

- Full Council meeting – 24.2.2022
- Planning/General Purposes and Finance Committee - 17.3.2022
- Extra-ordinary meeting – 24.3.2022

13. **Nominations for the positions of Chairman and Vice-Chairman** – To receive all nominations for these positions.

14. **Planning Applications for consideration:**

Planning Application No: [22/P/00199](#) - Moat House, Jacobs Well Road, Jacobs Well, Guildford, GU4 7PA - Variation of condition 3 of 84/P/01292 approved 20/11/1984 to allow conversion of the garage into living accommodation.

Planning Application No: [22/P/00349](#) - 122 Envis Way, Fairlands, Guildford, GU3 3NL - Proposed single storey side and rear extension.

Planning Application No: [21/P/01282](#) - 1 Perry Orchard, Perry Hill, Worplesdon, Guildford, GU3 3RE - Erection of a new three-bedroom dwelling and garage, following demolition of existing garage.

Planning Application No: [22/P/00353](#) - 9 Ferndale, Guildford, GU3 3AX - Erection of single and two storey side extension.

Planning Application No: [22/P/00318](#) and [22/P/00319](#) - Queen Hythe, Jacobs Well Road, Jacobs Well, Guildford, GU4 7PA - Proposed re-positioning of staircase, installation of new en-suite bathroom at first floor and single storey in-fill extension to rear AND Listed Building Consent for proposed re-positioning of staircase, installation of new en-suite bathroom at first floor and single storey in-fill extension to rear.

Planning Application No: [22/P/00363](#) - 36 Gumbrells Close, Fairlands, Guildford, GU3 3NG - Part two storey/part single storey rear extension following demolition of rear conservatory.

Planning Application No: [22/P/00365](#) - 120 Frog Grove Lane, Guildford, GU3 3HB - New front porch, single storey side extension, single storey rear extension and conversion of loft space to habitable accommodation, including 4 roof lights and 2 rear dormers, following demolition of rear conservatory.

Planning Application No: [22/P/00382](#) - Viewlands Cottage, Pinks Hill, Wood Street Village, Guildford, GU3 3BW - Part two storey, part single storey extension including Juliet balcony and changes to fenestration following demolition of existing conservatory.

Planning Application No: [22/P/00434](#) - 102 Broad Street, Guildford, GU3 3BE - Erection of a single storey rear orangery extension following demolition of existing conservatory.

Planning Application No: 22/P/00342 - 95 Broadacres, Guildford, GU3 3AY - Sub-division of an existing dwelling site and construction of new dwelling of similar design.

15. **Planning appeal – APP/Y3615/W/21/3288133 - Land at junction of Worplesdon Road and, Thatchers Lane, Worplesdon, Guildford, GU3 3RT Proposal: 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** - To consider writing – **Deadline for responses 19 April 2022** – To consider lodging a further objection with the Planning Inspectorate.
16. **Councillor’s training** – To receive a synopsis of the recent training events attended by Cllr N Mitchell.
17. **Further damage to Wood Street Village Green caused by anti-social behaviour** - A request has been received from residents to further consider the installation of physical defences around the edge of the Green to prevent motorists from driving over the Green. At the Annual Parish Meeting, it was suggested that, as a compromise, posts and drop-down bollards could be installed along the western edge of the village green to prevent vehicles driving directly onto the Green from White Hart Lane. The anticipated cost approximately £5,500 & VAT. As the distance for the posts is less than 200m consent will not be required from the Secretary of State for DEFRA but will require a licence from Surrey County Council.
18. **Jacobs Well May Day Fayre – Request to use Harry’s Meadow for parking** – To consider the request.
19. **Sime Gallery art installation on the verge at the junction of The Avenue and Worplesdon Road** - In a bid to highlight the Sime Gallery, a request has been received to install an art installation indicating the location of the Gallery. Surrey County Council’s Highway Engineer is supportive of the suggestion, in principle, subject to the support of Worplesdon Parish Council. (Cllr J Messinger).
20. **Platinum Jubilee events – To finalise:**
 - a) The flyer - to be distributed to all households in the parish (delivery cost already approved)
 - b) To finalise the arrangements for the Wood Street Village beacon and to decide who will light the beacon.
21. **Request from the Wood Street Village Horticultural Society for permission to plant a ‘field maple (Acre Campestre) in White Hart Lane** - To consider the request.
22. **Maypole Dancing Wood Street Village Green – Rehearsals and events on the Green** - To receive and approve the risk assessment.
23. **Wood Street Village Jazz Festival – Challengers have invited to the Parish Council to be the principal sponsor of the Jazz Festival** - To consider the invitation.
24. **Quarterly playground Inspections** – To receive and approve the quarterly playground inspection reports.
25. **Zero Carbon Guildford - Climate Change meeting 31 March 2022** – To receive a report from the Assistant Clerk and to consider what the Parish Council can further do to work towards being carbon neutral by 2050. Action already taken:
 - No longer cutting the grass verges 15 times per year
 - Operate a hybrid vehicle
 - Have issued hessian bags in a bid to reduce plastic bag use
 - Recycle all office waste (where appropriate)
 - Recycle all waste from public litter bins (where appropriate)
 - Only have office lights on where and when necessary
 - Planted 530 trees
 - Purchase/source 2nd hand office furniture where possible
 - Use local contractors and suppliers to limit air miles
 - Recycle toner cartridges and office equipment

Ben McCallan has been invited to give a presentation to the Parish Council at a future meeting.

26. Finance:

- a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by the Chairman.
- b) **Bank reconciliation for February 2022** - To approve the bank reconciliation for February 2022.
- c) **Monthly budget report for February 2022** - To approve the monthly budget report for February 2022.
- d) **Metro bank account** – To remove Mrs Morgan MBE from the bank mandate and to add new signatories.
- e) **Co-op bank** - Remove Mrs Creese from the bank mandate and to add new signatories.
- g) **Nat West account** – To agree the new signatories for this account.
- h) **Concurrent Functions Grant Aid (pond maintenance Jacobs Well)** – BACS payment of £1,735 received from Guildford Borough Council.
- i) **Annual External Audit** – Deadline for submission – 1 July 2022

27. Clerk's Report:

- a) Flood forum meetings:
 - Friday 10 June 2022 10:30 until noon – site meeting service road near the White Lyon and Dragon (meet in St Mary's Church car park)
 - Friday 1 July 2022 10:00 until noon – Flood Forum walkabout – Perry Hill (meet in St Mary's Church car park)
 - Friday 25 November 2022 10:00 until noon – Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX

28. Chairman's Report.

29. For information only

- a) Guildford Borough Council meeting 5 April 2022: 19:00 [Guildford Borough Council - Approach to the review and potential update to the Local Plan: strategy and sites \(2019\)](#)

30. Items for inclusion on future agendas – To receive any suggestions from members.

31. Date of Annual Meeting – 19 May 2022.