



**Minutes of the Planning/General Purposes and Finance Committee meeting held in the Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX at 7.30pm on Thursday 28 April 2022**

**132-2022 - Present**

**Councillors:**

Cllr G Adam, Cllr B Ahier, Cllr M Fance, Cllr J Messinger, Cllr N Mitchell (Chairman of the meeting), and Cllr C Riley.

**Officers of the Council:**

Mrs V Fear – Assistant Clerk

**Members of the public**

Two members of the public were also present.

**133-2022 - Chairman's Announcement**

Cllr N Mitchell announced that the meeting would be recorded by one of the members of the public in attendance.

**134-2022 - Apologies and reason for absence**

Apologies and reason for absence were received from:

Cllr D Bird and Cllr P Cragg – Substitute members Cllr C Riley and Cllr Martin Fance.

Apologies and reason for absence accepted.

Mrs G White, Clerk to the Council, also tendered her apologies.

**135-2022 - Public participation**

A member of the public addressed the Committee regarding the Pitch Place agenda item relating to replacement trees. The member of the public queried the price of the replacement tree for Pitch Place. The member of the public passed around a photo showing a metal tree protection guard at Perry Hill Green (dated 1922), around a similar sized tree to those recently planted at the same location. The member of the public implored councillors to consider installing tree protection guards.

**136-2022 - Declaration of Disclosable Pecuniary Interests (DPIs) in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).**

No declarations were made.

**137-2022 - Amendments to the Register of Interests**

No declarations were made.

7.40pm One of the members of the public left the meeting, and recording of the meeting ceased.

**138-2022 - To receive and consider written requests for new DPI dispensations, if any**

No requests were received.

**139-2022 - Declaration of Non-pecuniary interests**

No declarations were made.

**140-2022 - Declaration of gifts or hospitality over £50**

No declarations were made.

**141-2022 - Planning Applications for consideration:**

**Planning Application No: [22/P/00322](#) – Rudge Cottage, Perry Hill, Worplesdon, Guildford, GU3 3RE -**  
Variation of condition no2 (drawing numbers) of application 19/P/01479, approved on 09/11/2020 to amend the access arrangements.

It was **RESOLVED** that the Parish Council comment on this application as follows:

- On the lack of information on the alternative route on which to make comment.
- Trees adjacent to the red highlighted area have been erroneously omitted from the plans.

**Planning Application No: [22/P/00394](#) – Sudpre Lodge, Perry Hill, Worplesdon, Guildford, GU3 3RB -**  
installation of fencing on 3 boundaries.

It was **RESOLVED** that the Parish Council comment on this application as follows:

- The fence to Elevation C should be positioned to allow the watercourse to flow unimpeded.

**Planning Application No: [22/P/00442](#) – Deepdene, Rickford, Worplesdon, Guildford, GU3 3PQ -** Erection of a single storey side and rear extension following demolition of existing conservatory.

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

**Planning Application No: [21/P/00473](#) – Willowmead, Goose Rye Road, Worplesdon, GU3 3RJ -** Replacement stables following demolition of existing stables and outbuildings.

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

**Planning Application No: [22/P/00472](#) – Willowmead, Goose Rye Road, Worplesdon, GU3 3RJ -** Creation of sand school for private equestrian use.

It was **RESOLVED** that the Parish Council comment on this application as follows:

- Worplesdon Parish Council notes that the sand school is for personal use; the Parish Council wishes to request that should permission be granted that use should remain as such.

## 142-2022 - Distribution of parish newsletters/flyers

The Assistant Clerk is to meet with the distribution agents on Tuesday 3 May 2022 to hand deliver the Platinum Jubilee flyers for delivery to all residential properties within the parish. A revised set of maps is to be issued to the agents, to include all new-build properties. The Assistant Clerk will query how the distribution round is monitored, and reiterate the importance of the successful delivery of all parish communications.

## 143-2022 - Finance:

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

The payments list was presented to the meeting. It was proposed by Cllr G Adam, seconded by Cllr M Fance and unanimously **RESOLVED** that payments to the value of £12,000.48 be approved. The payments list was duly signed by the Chairman, Cllr N Mitchell.

**Table 1: Payment list – 28 April 2022**

Code	Date	Description	Supplier	Net/£	VAT/£	Total/£
Christmas trees/lights WS, Perry Hill	20/04/2022	Electrical supply Perry Hill Green - 2.3 - 1.4.2022	British Gas	12.77	0.63	13.40
Establishment Charges	25/04/2022	External back-up credit SkyKick	RISC IT	-57.75	-11.55	-69.30
Contingency Fund	26/04/2022	Platinum Jubilee flyer	Knaphill Print Co Ltd	190.00	0.00	190.00
Accrual towards bus shelters/seats/benches etc	26/04/2022	Removal of 2 bus shelters WSV	T J Hunt (Contracting) Ltd	2,226.00	445.20	2,671.20
Staff costs	26/04/2022	Salaries/mileage/PAYE/NIC/Er's NI/Ee's and Er's pensions conts	Staff costs	9,032.89	0.00	9,032.89
Establishment Charges	28/04/2022	Subscription	ICO	35.00	0.00	35.00
Parish Office	28/04/2022	Water and sewerage charge - Unit 2 Saxton - April 2022	Castle Water	13.46	0.67	14.13
Establishment Charges	28/04/2022	Stationery	Caboodle	94.30	18.86	113.16
<b>Total</b>				<b>11,546.67</b>	<b>453.81</b>	<b>12,000.48</b>

### b) KSS Air Ambulance Trust – Request for £300 donation

The Chairman read out a request from the KSS Air Ambulance Trust for the Parish Council to consider supporting their charity with a £300 donation.

It was proposed by Cllr G Adam, seconded by Cllr C Riley, and unanimously **RESOLVED** that the Parish Council donate the requested sum of £300 to the Kent, Surrey & Sussex Air Ambulance Trust.

### c) 1<sup>st</sup> Instalment – Precept 2022/2023

A BACS payment of £143,162.00 has been received from Guildford Borough Council, which includes 50% of the Local Council Tax Support Scheme (LCTSS) grant awarded by Guildford Borough Council.

## 144-2022 - For information only:

### a) Replacement tree – Pitch Place Green, Worplesdon

Dryad Tree Specialists to plant a 'Worplesdon' tree (girth 12 – 14cm approximately 3 – 3.5m high) and to carry out watering for two years. In the event the tree fails within two years of planting, the tree will be replaced free of charge.

### b) Ecology reports – Harry's Meadow, Jacobs Well

Surveys to be undertaken on Monday 9 May 2022 and Thursday 14 July 2022.

Approved by the Full Council 19 May 2022

**145-2022 - Date of next Planning/General Purposes and Finance Committee meeting – 9 June 2022.**

Meeting closed 8.21pm

Signed:

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Chairman, Worplesdon Parish Council  
Date: 19 May 2022