



**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 7.27pm on Thursday 1 September 2022**

**283-2022 - Present**

**Councillors**

Cllr G Adam (Chairman), Cllr D Bird, Cllr J Messinger, Cllr N Mitchell, Cllr M Price, and Cllr C Riley.

The Chairman announced that Cllr T Webber had sadly, today, tendered his resignation from the Parish Council due to a promotion at work.

**Officers of the Council:**

Mrs G White – Clerk to the Council

**Members of the public:**

None present.

**284-2022 - Apologies and reason for absence**

Apologies and reason for absence were received from: Cllr B Nagle. Apologies and reason for absence were duly accepted.

Apologies were also received from the Assistant Clerk.

**285-2022 - Public participation session**

None present.

**286-2022 - 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.

**287-2022 - Amendments to the Register of Interests**

No declarations were made.

**288-2022 - To receive and consider written requests for new DPI dispensations if any**

No requests were received.

**289-2022 - Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct**

No declarations were made.

**290-2022 - Declaration of gifts or hospitality over £50**

No declarations were made.

**291-2022 - Planning Applications for consideration**

**Planning Application No: [22/P/01227](#) - 59 Liddington New Road, Guildford, GU3 3AH** - Proposed single storey extension at rear of house and changes to rear fenestration.

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

**Planning Application No: [22/P/01230](#) and [22/P/01231](#) - Queenhythe, 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 (revision to planning application 22/P/00318).

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

**Planning Application No: [22/T/00179](#) - 4 Cater Gardens, Guildford, GU3 3BY** - (T1) 20m high Poplar - crown reduction by pollarding branches to reduce to a height of 17m and spread of 6m (T2) 8m high Conifer - crown reduction by lopping 2m to a height of 6m (T3) 8m high Conifer - crown reduction by lopping 2m to a height of 6m (T4) 12m Sycamore - crown reduction by pollarding branches to reduce (TPO 1993 No13).

It was **RESOLVED**: leave to specialist tree officer.

**Planning Application No: [22/T/00181](#) - 1 Cater Gardens, Guildford, GU3 3BY** - T1 Norway Maple - crown reduce by approx. 3m. T2 Horse Chestnut - cut back by 1.5m. T3 Norway Maple - fell. T4 Norway Maple - crown reduce by approx. 3m (TPO P1/201/106).

It was **RESOLVED**: leave to specialist tree officer.

**Planning Application No: [22/P/01289](#) - Land to the rear of 50 & 50a, Fairlands Avenue, Fairlands, GU3 3NB** - Proposed detached bungalow

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

- The design proposals will increase the known flood risk in the area – extent of the proposed hardstanding on the site. The adjacent Community Centre and Doctor's Surgery have flooded extensively on numerous occasions. See photo below.

**Photo: Fairlands Doctor's Surgery – Flooded in 2000**



- Riparian responsibilities need to be acknowledged within the submission documentation.

- There is a lack of design proposals for the protection of the watercourse to the west of the site.
- The design, which appears to be of minimal standards, is poor and is inconsistent with the location. The style is out of keeping with adjacent dwellings.
- The sight lines do not take account of the existing wall to the bridge over the watercourse, or the entrance to the busy Community Centre, and Doctor's Surgery (including a pharmacy/chiropractor /dentist/ osteopath), and sports field; nor does it take into account the requirement for 2m pedestrian splays.
- There is also concern about the carrying distance for the refuse collection point.

The Parish Council, therefore, recommends refusal of this planning application.

## 292-2022 - Speeding traffic at locations across the Parish

The Committee considered Cllr K Witham's offer to split the cost of monitoring tubes being placed at various locations across the Parish to complement the evidence being gathered via the parish Speed Data Recorder, which may help identify options for future Surrey County Council traffic calming measures within the Parish.

Following discussion, it was proposed by Cllr J Messinger, seconded by Cllr D Bird, and unanimously **RESOLVED** that the Parish Council approve the cost of £450 & VAT to enable monitoring tubes to be placed at the following locations, which are not covered by the Parish Council's existing Speed Data Recorder checks:

**Table 1: Speed monitoring locations**

Ref no.	Road Name	What3words location
1.	Goose Rye Road	///minus.tribal.firm
2.	Goose Rye Road	///sleepy.dive.composers
3.	Salt Box Road	///aura.detail.veal
4.	Oak Hill	///tiptoes.clerk.painted
5.	Aldershot Road	///ample.culminate.baffle

Cllr K Witham to be advised accordingly.

*Power to spend: HA 1980, s274A*

## 293-2022 - Pavement repairs in Stringer's Ave, Jacobs Well

A complaint had been received from a resident of Jacobs Well about the recent pavement repairs carried out by Surrey County Council in Stringer's Ave, Jacobs Well. Members of the Council had agreed to meet with the complainant but had not yet received information regarding a convenient meeting time/day.

Cllr M Price had looked at Stringer's Ave in advance of the meeting and advised that a number of recent repairs have been carried out by the County Council, which appear to be OK, however the pavement in Stringer's Ave is generally in a bad condition.

It was agreed that this matter would be held over until the complainant replies to the Parish Council.

The complainant had been advised that Surrey County Council is the Highway Authority, and it is more expedient for residents to register their complaints directly with the County Council, rather than raising complaints via the Parish Council which can lead to unnecessary delays.

## 294-2022 - Finance

### a) Payment list for approval

The payment list was presented to the meeting. It was proposed by Cllr D Bird, seconded by Cllr M Price, and unanimously **RESOLVED** that payments to the value of £24,568.75 be approved. The payment list was signed by the Chairman, Cllr G Adam during the meeting.

**Table 1: Proposed list of payments 1 September 2022**

Code	Date	Description	Supplier	Net	VAT	Total
Ward Improvements	12/08/2022	Metal inclusive kissing gate	Secure-a-Field	723.35	144.67	868.02
Establishment Charges	12/08/2022	C5 envelopes - 90gsm	Cosmos Solutions	19.22	3.84	23.06
IT budget	15/08/2022	Collection of old printers (hazardous waste) from office	Zero Waste Recycling	30.00	6.00	36.00
Maintenance of car park	15/08/2022	Materials for community car park	GreenCare	55.82	11.17	66.99
Maintenance of car park	15/08/2022	Materials for community car park	Screwfix Direct Ltd	27.49	5.50	32.99
Maintenance of car park	15/08/2022	Materials for community car park	Amazon - Watts Roofing Supplies	79.96	16.00	95.96
Establishment Charges	16/08/2022	Stationery	Mrs V Fear - Amaze Me UK Ltd (Amazon)	2.66	0.53	3.19
Establishment Charges	18/08/2022	One-off shredding costs - GDPR compliant	Shred-it	251.00	50.20	301.20
Maintenance of car park	19/08/2022	Chestnut rail posts for community car park	AVS Fencing Supplies Ltd	204.00	40.80	244.80
Parish Office	20/08/2022	Office supplies	Mrs G F White - Sainburys	5.04	1.01	6.05
Traffic calming - SDR/VAS	22/08/2022	4 x additional batteries for VAS/CSW	Westcotec	343.50	68.70	412.20
Establishment Charges	22/08/2022	Stationery	Cosmos Solutions	23.73	4.75	28.48
Establishment Charges	22/08/2022	Printer ink	Cosmos Solutions	175.00	35.00	210.00
Chairman's Allowance	22/08/2022	Civic gift	Mrs V Fear - Amazon EU S.a.r.l. Uk Branch	30.28	6.06	36.34
Establishment Charges	22/08/2022	Stationery	Mrs V Fear - Amazon EU S.a.r.l. Uk Branch	4.90	0.98	5.88
Parish Office	22/08/2022	Window cleaning - parish office inside/out	Trevor Porter Window Cleaning Service	30.00	6.00	36.00
Land Management	22/08/2022	Fit 2 x litter bins in Fairlands sports field	Pankhurst Building & Property Maintenance	180.00	0.00	180.00
Parish Office	22/08/2022	One day's labour various jobs in parish office	Pankhurst Building & Property Maintenance	180.00	0.00	180.00
Establishment Charges	22/08/2022	Signwriting - Freedom of the Parish - JG	Surey signs	175.00	0.00	175.00
Pond Maintenance	22/08/2022	Maintenance works - White House Pond	Stephen Gunner	350.00	0.00	350.00
Parish Newsletter	22/08/2022	Distribution - March 2022 newsletter	Barreldfield Distribution Ltd	375.00	75.00	450.00
Parish Office	22/08/2022	Replace faulty light fitting	C&D Electrical Services	80.00	0.00	80.00
Contingency Fund	22/08/2022	Section of path to Derek's bench in Harry's Meadow - solves a H&S risk	Stephen Gunner	2,600.00	0.00	2,600.00
Ward Improvements	23/08/2022	Replace kissing gate and chestnut post and rail fencing - Harry's Meadow	Stephen Gunner	2,284.00	0.00	2,284.00
URC bench - Perry Hill Green	23/08/2022	Two full size tree guards for Perry Hill Green	Designer Metal (Suffolk) Ltd	480.00	96.00	576.00
Maintenance of car park	24/08/2022	Car park maintenance - WSVCCP	Pankhurst Building & Property Maintenance	1,134.00	0.00	1,134.00
Accrual maintenance of community car park	26/08/2022	Tarmac path at the WSVCC and installation of a new post	Duncan James Landscapes Ltd	3,000.00	600.00	3,600.00
Salaries	26/08/2022	Salary	Mrs G F White	9,034.19	0.00	9,034.19

Code	Date	Description	Supplier	Net	VAT	Total
Accrual maintenance of community car park	30/08/2022	Car park maintenance - WSVCCP	Pankhurst Building & Property Maintenance	1,080.00	0.00	1,080.00
Land Management	30/08/2022	Shipping container hire - September 2022	Activate Learning	70.00	0.00	70.00
IT budget	01/09/2022	SIM card bill	BT PLC	9.00	1.80	10.80
Parish Newsletter	01/09/2022	Public consultation booklet for JW - August 2022	Knaphill Print Co Ltd	298.00	59.60	357.60
Total				23,335.14	1,233.61	24,568.75

#### b) Wood Street Village Community Car Park

Following discussion, it was proposed by Cllr D Bird, seconded by Cllr N Mitchell, and unanimously **RESOLVED** that the cost of the pavement repairs, required for health and safety reasons, be retrospectively approved. Total cost £3,000 & VAT.

*Power to spend: Road Traffic Regulation Act 1984, s.57(1)(b)*

#### c) Insurance Schedule October 2022

The Clerk advised that, following a comprehensive review of the sums insured, the updated Renewal Schedule had been circulated to all Members.

Following discussion, it was proposed by Cllr G Adam, seconded by Cllr C Riley, and unanimously **RESOLVED** that the Committee recommend approval of the updated Schedule of Insurance. The renewal date being 1 October 2022.

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

#### d) Grant Aid request received from Age UK Surrey – Men in Sheds (Merrist Wood College)

An application had been received from Age UK Surrey towards the provision of a new storage shed for the new Men in Sheds facility at Merrist Wood College.

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr J Messinger, and unanimously **RESOLVED** that a grant of £500 be approved.

*Power to spend: Power of Competence, Localism Act 2011*

**295-2022 - Date of next Planning/General Purposes and Finance Committee meeting – Thursday 13 October 2022 - 19:30.**

**Meeting closed 20:17**

Signed:.....  
Chairman: Worplesdon Parish Council  
Date: 29 September 2022