



**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 13 October 2022**

322-2022 - Present

Councillors

Cllr G Adam, Cllr J Messinger, Cllr N Mitchell (Chairman) and Cllr M Price.

Officers of the Council:

Mrs G White – Clerk to the Council

Members of the public:

None present.

323-2022 - Apologies and reason for absence

Apologies and reason for absence were received from:

Cllr B Nagle and Cllr D Bird.

Reasons for absence accepted.

Apologies were also received from the Assistant Clerk.

324-2022 - Public participation session

No members of the public were present.

325-2022 - 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.

326-2022 - Amendments to the Register of Interests

No declarations were made.

327-2022 - To receive and consider written requests for new DPI dispensations if any

No requests were received.

328-2022 - Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct

No declarations were made.

329-2022 - Declaration of gifts or hospitality over £50

No declarations were made.

330-2022 - Planning Applications for consideration

Cllr G Adam presented the planning application details to the Members:

Planning Application No: 22/P/01518 - Rydes Hill Lodge, Aldershot Road, Worplesdon, Guildford, GU3 3AG -
Erection of a single storey rear extension following the demolition of the existing conservatory.

RESOLVED: leave to planners.

Planning Application No: 22/P/01512 - 58 Frog Grove Lane, Guildford, GU3 3HA - Ground floor and roof extensions to existing residential property.

RESOLVED: leave to planners.

Planning Application No: 22/P/01559 - Grangefield Yard, Oak Tree Close, Jacobs Well, Guildford, GU4 7PU -
Variation of condition 2 (drawings) of planning application 20/P/00864 approved 06/01/21.

RESOLVED: leave to planners.

Planning Application No: 22/T/00232 - 10 Cater Gardens, Guildford, GU3 3BY - T1 (Norway Maple) - crown reduce by approx. 5m. T2 (Horse Chestnut) - cut back by 1.5m. T3 (Norway Maple) - fell. T4 (Norway Maple) - crown reduce by approx. 3m. (TPO P1/201/278).

RESOLVED: leave to specialist tree officer.

Planning Application No: 22/T/00237 - 11 Broomfield Close, Guildford, GU3 3AW - T5-T10 (Leylandii) - Reduction and reshaping by this year's growth and levelling of the tree line (reduction by no more than 60cm). (TPO P1/201/332).

RESOLVED: leave to specialist tree officer.

Planning Application No: 22/P/01563 - 11 Thatchers Lane, Worplesdon, Guildford, GU3 3RT - A double storey rear extension following removal of conservatory.

RESOLVED: leave to planners.

For information: Planning Application No: 22/P/01371 - 116 Oak Hill, Wood Street Village, Guildford, GU3 3ES -
The erection of 50 residential dwellings, and parish office and hall, including vehicular and pedestrian access, landscaping, car parking, play area, and community open space with youth and adult play, on land at Hester's Yard, Wood Street Village.

This planning application will be considered at the Full Council meeting to be held on Thursday 3 November 2022, to enable Members to complete the review of this major application containing numerous technical reports.

331-2022 - Memorial to Her late Majesty Queen Elizabeth II

Following discussion, it was proposed by Cllr J Messinger, seconded by Cllr M Price, and unanimously **RESOLVED** that the Parish Council order two memorial plaques in commemoration of the reign of Her late Majesty Queen II. One to contain the dates of her reign, the other to mark her personal connection to the parish of Worplesdon.

The personal connection being The Hon Andrew C Elphinstone (the Queen's nephew) who, in 1946, married a Lady in Waiting of Princess Elizabeth and subsequently (in 1953, the year of the Queen's Coronation) became the Rector of St Mary's, Worplesdon. The Elphinstone's lived in Maryland, Worplesdon. Princess Elizabeth (as she was at the time) became the Godmother of Rosemary Elizabeth Elphinstone. The Queen visited St Mary's Worplesdon on two occasions, being the Christening and marriage of her God daughter, Rosemary.

The plaques to be attached to the two newly installed tree guards on Perry Hill Green.

Anticipated cost £100 & VAT.

Power to spend: LGA 1972 s111

332-2022 - Finance

a) Payment lists for approval

The payment list was presented to the meeting. It was proposed by Cllr N Mitchell, seconded by Cllr M Price and unanimously **RESOLVED** that payments to the value of £8,904.32 be approved. The payment list was duly signed by the Chairman, Cllr G Adam, during the meeting.

Table 1: Proposed list of payments 2022

Code	Date	Description	Supplier	Net	VAT	Total
Parish Office	05/09/2022	Electricity - Unit 2 Saxton September 2022	EDF Energy Ltd	285.71	14.29	300.00
Establishment Charges	15/09/2022	Hazard tape	Cluskeys CCP Ltd	6.50	1.30	7.80
Establishment Charges	22/09/2022	Stationery	Amazon - EU	24.74	4.95	29.69
M'nance Bus Shelters/Seats Etc.	28/09/2022	Noticeboard stays	T&S Architectural	10.52	2.07	12.59
Playground Repairs	28/09/2022	Wipes for use in play areas etc.	Costco	9.39	1.87	11.26
Ward Improvements	29/09/2022	20 x recycled plastic bollards - Perry Hill Green	Second Life Products Wales Ltd	1,568.20	313.64	1,881.84
Establishment Charges	29/09/2022	Plaque - Graham Newbury	Etsy	41.99	0.00	41.99
Establishment Charges	29/09/2022	Insurance claim - WSVCC break-in	Wood Street Village Cricket Club	1,669.74	0.00	1,669.74
Bank Interest/Charges	30/09/2022	Charges	Unity Trust Bank	18.00	0.00	18.00
Establishment Charges	03/10/2022	Insurance premium year 3 of 3 2022	Zurich Management Services	2,441.25	0.00	2,441.25
Establishment Charges	05/10/2022	Office supplies	Tesco	5.40	0.00	5.40
Parish Office	05/10/2022	Electricity - 2 Saxton - October 2022	EDF Energy Ltd	285.71	14.29	300.00
Grass Cutting	07/10/2022	Grass cutting - month 8 2022	Holly Landscape and Training	1,376.93	275.39	1,652.32
Land Management	07/10/2022	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	30.92	6.18	37.10
Land Management	07/10/2022	Maintenance - Flower border - Fairlands	Nigel Jefferies Landscapes Ltd	130.00	26.00	156.00
Establishment Charges	07/10/2022	Professional charges - Payroll	Mulberry & Co Ltd	105.00	21.00	126.00
Land Management	07/10/2022	Shipping container hire - September 2022	Activate Learning	70.00	0.00	70.00
Parish Office	07/10/2022	Window cleaning Unit 2 Saxton - outside only	Trevor Porter Window Cleaning Ltd	20.00	4.00	24.00
Establishment Charges	09/10/2022	Stationery	Mrs V C Fear	2.98	0.00	2.98

Code	Date	Description	Supplier	Net	VAT	Total
Establishment Charges	09/10/2022	Stationery	Cosmos Solutions	96.97	19.39	116.36
Total				8199.95	704.37	8904.32

b) Draft budget for 2023/2024

The initial draft budget for 2023/2024 was presented to the meeting.

The RFO (Responsible Financial Officer) noticed a couple of minor errors during the presentation. The revised budget is to be considered at an Extra-ordinary meeting to be held on Tuesday 25 October 2022.

It was presently anticipated that the budgetary increase for 2023/24 will not exceed 5%.

c) Concurrent Functions Grant Aid 2021/2022

A grant of £4,375.00 has been received from Guildford Borough Council towards the installation of land drains in Jacobs Well Recreation Ground.

d) Memorial Bench for the late John Gunner

An emergency Concurrent Functions Grant of £3,568.50 has been awarded by Guildford Borough Council. The WSVA has also kindly offered to make a financial contribution towards the memorial bench (value unknown at the time of the meeting).

It was proposed by Cllr N Mitchell, seconded by Cllr J Messinger, and unanimously **RESOLVED** that the quotation from David Ogilvie Engineering be approved and accepted. Total cost including installation (and new base) £7,150 & VAT.

The exact location for the bench to be agreed with Steve Gunner but it likely to be situated on the triangular section of Wood Street Village Green as, being a metal bench, it is likely to get too hot to sit on if situated in the direct sun.

Power to spend: PCA 1957, s1

e) Replacement posts Perry Hill Green (wooden posts to be replaced with recycled plastic posts)

It was proposed by Cllr G Adam, seconded by Cllr J Messinger, and unanimously **RESOLVED** that the Parish Council approve the installation costs being a maximum of £1,800 & VAT.

OSA 1906, ss 9 and 10

Date of next Planning/General Purposes and Finance Committee meeting – Thursday 24 November 2022 – 19:30

Meeting closed 20:30

Signed:

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Chairman, Worplesdon Parish Council

Date: 3 November 2022