



Unit 2 Saxton
Parklands
Railton Road
Guildford
Surrey GU2 9JX

Tel: 01483 300094

Email: clerk@worplesdon-pc.gov.uk

NOTICE OF MEETING

Tuesday 6 December 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 15 December 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. 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.
- 3. 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).
- 4. Amendments to the Register of Interests.**
- 5. To receive and consider written requests for new DPI dispensations, if any.**
- 6. Declaration of Non-pecuniary interests.**

7. Declaration of gifts or hospitality over £50.

8. Borough Councillor's report (5 mins).

9. County Councillor's report (5 mins).

10. 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 – 3 November 2022
- Planning/General Purposes and Finance Committee – 24 November 2022.

11. Finance:

- Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by the Chairman of the meeting.
- Budget for 2023/2024** - To approve the draft budget (one-year forecast) and the Band D rating for 2023/2024 (owing to the current cost of living crisis it is not considered feasible to carry out a three-year forecast – contrary to para 3.2 of the Council's Financial Regulations).
- Interim Internal Audit undertaken 16 November 2022** - To receive and approve the Internal Audit Report.
- Bank reconciliations for October and November 2022** - To approve the bank reconciliations for October and November 2022.
- Monthly budget reports for October and November 2022** - To approve the monthly budget report for October and November 2022.
- Virements** - To approve the following virements:
 - Vire £800 from Contingency Fund to Christmas lights
 - Vire £200 from Training to Staff Mileage.
 - Vire £300 from Contingency Fund to Tree Succession Planting
 - Vire £400 from Contingency Fund to Ward Improvements
 - Vire £80 from Car Park Maintenance to Earmarked Car Park Maintenance
- To review the following policies/procedures ahead of approving the 2023/2024 budget:**
 - Use of Reserves Policy
 - Financial Risk Assessment
 - Explanation - What is the 'Precept'?
 - Financial Regulations taking into account the advice of the Internal Auditor.
 - Business Plan
- Christmas lights Perry Hill Green** - For H&S reasons, trees on the Green had to be felled/cut back; consequently, it is no longer possible to illuminate seven trees on Perry Hill Green. In order to illuminate the remaining four trees, it will be necessary to dig a trench, lay armoured cable, reconnect to the existing electrical supply, and rewrap the lights in the trees. Cost £4,000 & VAT. To consider action.
- Appointment of the External Auditor for the five-year period 2022/23 – 2026/27** - PKF Littlejohn LLP have been reappointed to carry out the External Audits for the next five years (for information only).

12. Standing Orders - To update the Standing Orders as recommended by NALC.

13. Investment Policy - To update the Council's Investment Policy in line with the Internal Auditor's recommendation.

14. GDPR training - To be undertaken by all officers and staff by the end of January 2023.

15. GDPR - Annual Councillor Attestations – Councillors to complete their annual attestations.

16. Request from a local resident for trees to be planted in the verge at Perry Hill - To consider the request.

- 17. Land Management Report** - To receive and approve the December 2022 Land Management Report.
- 18. Proposed road name for the new development off School Lane, Perry Hill** - To consider the proposed name of Bluebell Rise – and/or to make an alternative suggestion - Deadline for comments 20 December 2022.
- 19. Stringer's Common - Proposed applications for (1) the deregistration and exchange of common land under s16 of the Commons Act 2006 and (2) consent to carry out restricted works on common land under s28 of the Commons Act 2006. Deadline for comments 16 December 2022** - To consider action.
- 20. Speed reduction - Jacobs Well Road** - To ratify the decision to support the proposal to reduce the 40mph section of Jacobs Well Road to 30mph.
- 21. Speeding issues across the parish** - Speed Data Recorder evidence obtained for the following sites:
- Aldershot Road
 - Worplesdon Road
 - Broad Street
 - Jacobs Well Road
 - Clay Lane.

Speeding demonstrated at four of the five locations. To consider lobbying Surrey Police and Surrey County Council to take appropriate action at each of the relevant sites.

Community Speed Watch data gained from seven sites:

- Worplesdon Road
- Aldershot Road
- Broad Street
- Frog Grove Lane
- Clay Lane
- Jacobs Well Road
- Oak Hill

To receive the results from Cllr N Mitchell and to decide action.

- 22. Temporary parking Jacobs Well Recreation Ground** - To ratify the decision to close off the temporary parking area given the muddy conditions. Update on S38 application.

23. Planning Applications for consideration:

Planning Application No: [22/P/01694](#) - Land North of Keens Lane and Tangle Lane, Worplesdon, Guildford - Advertisement Consent for an advertisement board.

Planning Application No: [22/P/01757](#) - Gravetts Lane Stables, Tangle Lane, Worplesdon, Guildford, GU3 3JY Demolition and replacement of Gravetts Lane Stables with ten residential units with associated parking and amenity space.

Planning Application No: [22/P/01856](#) - Silverbirch House Care Home, 19 Tovey Green, Guildford - Advertising consent for the installation of two externally illuminated static single sided post direction signs, one fascia sign and one externally illuminated static wall mounted entrance sign.

Planning Application No: [22/P/01884](#) - 13 Envis Way, Fairlands, Guildford, GU3 3NH - Loft conversion including alterations to the roof and a rear dormer window

Planning Application No: [22/P/01862](#) - 9 Oak Tree Close, Jacobs Well, Guildford, GU4 7PU - Proposed first floor side extension and single storey rear extension following demolition of existing conservatory.

Planning Application No: 22/P/01903 – Roughwood, 30A Liddington New Road, Guildford, GU3 3AH - Proposed rear extension, loft conversion to habitable accommodation with increase in roof height and insertion of rooflights, partial, conversion of garage.

Planning Application: Land to the northeast of Slyfield Industrial Estate, Moorfield Road, Guildford GU1 1RR - Details of a construction, surface water and wastewater management plan pursuant to Condition 19 of planning permission ref: GU22/CON/00006 dated 10 November 2022.

<http://planning.surreycc.gov.uk/planappdisp.aspx?AppNo=SCC%20Ref%202022/0165>

Planning Application: Land to the northeast of Slyfield Industrial Estate, Moorfield Road, Guildford GU1 1RR - Details of a earthworks and piling risk assessment pursuant to condition 26 of planning permission ref: GU22/CON/00006 dated 10 November 2022.

<http://planning.surreycc.gov.uk/planappdisp.aspx?AppNo=SCC%20Ref%202022/0170>

Planning Application: Land to the northeast of Slyfield Industrial Estate, Moorfield Road, Guildford GU1 1RR - Details of a Gas and groundwater management plan pursuant to condition 20 of planning permission ref: GU22/CON/00006 dated 10 November 2022.

<http://planning.surreycc.gov.uk/planappdisp.aspx?AppNo=SCC%20Ref%202022/0171>

Planning Application: Land to the northeast of Slyfield Industrial Estate, Moorfield Road, Guildford GU1 1RR - Details of a compaction Monitoring Plan] pursuant to Condition 28 of planning permissions ref: GU22/CON/00006 dated 10 November 2022.

<http://planning.surreycc.gov.uk/planappdisp.aspx?AppNo=SCC%20Ref%202022/0167>

Planning Application: Land to the northeast of Slyfield Industrial Estate, Moorfield Road, Guildford GU1 1RR - Details of Site Waste Management Plan pursuant to Condition 21 of planning permission ref: GU22/CON/00006 dated 10 November 2022

<http://planning.surreycc.gov.uk/planappdisp.aspx?AppNo=SCC%20Ref%202022/0173>

24. Clerk's Report.

25. Chairman's Report.

26. Items for inclusion on future agendas - To receive any suggestions from members.

27. Date of next Full Council meeting - 12 January 2023.