



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 27 April 2023

160-2023 - Present

Councillors:

Cllr G Adam (Chairman), Cllr D Bird, Cllr N Mitchell, Cllr B Nagle, and Cllr M Price.

Officers of the Council:

Mrs G White – Clerk to the Council

Mrs V Fear – Assistant Clerk

Members of the public:

None were present.

161-2023 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40

Cllr J Messinger had tendered her apologies and the reason for absence. Apologies and reason for absence accepted.

162-2023 - Public participation session – 10 minutes

No members of the public were present.

163-2023 - 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.

164-2023 - Amendments to the Register of Interests

No declarations were made.

165-2023 - To receive and consider written requests for new DPI dispensations, if any

No requests were received.

166-2023 - Declaration of Non-pecuniary Interests

No declarations were made.

Approved by the Full Council 18 May 2023

167-2023 - Declaration of gifts or hospitality over £50

No declarations were made.

168-2023 - Planning Applications for consideration:

Planning Application No: [22/P/01870](#) - 48 Liddington New Road, Guildford, GU3 3AH - Single storey side extension.

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

Planning Application No: [23/P/00380](#) - 13 Holly Lea, Jacobs Well, Guildford, GU4 7PG - Erection of single storey rear extension following demolition of existing conservatory.

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

Planning Application No: [23/P/00378](#) and [23/P/00377](#) – St Mary The Virgin Church, Perry Hill, Worplesdon, Guildford, GU3 3RE - Listed Building Consent for the remodelling of 1979 extension to include widened and flat access for the benefit of disabled users, new disabled toilet, new roof, windows, and doors.

It was **RESOLVED**: that the Parish Council support this application.

Planning Application No: [22/P/01961](#) - Cranmere, The Avenue, Worplesdon, Guildford, GU3 3RA - Widen the present entrance gate by 600 mm to the north, change the radius of the entrance to the drive and public footpath next door and reduce the incline from the road up to the gate by 150mm. Proposal to reinstate the second vehicle entrance in the southern boundary fence.

It was **RESOLVED**: that the Parish Council enquire whether there is an official Right of Access Agreement for the proposed new/reinstated access from Cranmere onto the unadopted road (right of way no. 429).

Planning Application No: [23/P/00335](#) - 112 Frog Grove Lane, Guildford, GU3 3HA - Replace existing pool plant shed with a larger shed, extend patio area in front of the shed & extending picket fence to encompass new patio area.

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

Planning Application No: [23/T/00104](#) - 41 Cater Gardens, Guildford, GU3 3BY - T1 (Oak tree) - fell. TPO P1/201/106.

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

Planning Application No: [23/P/00438](#) 13 Gravetts Lane, Guildford, GU3 3JR - Proposed front extension, conversion of garage to habitable accommodation and minor fenestration changes.

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

Planning Application No: [23/P/00384](#) - 76 Frog Grove Lane, Guildford, GU3 3HA - Conversion of existing loft space to habitable accommodation including two dormer windows to front and replace existing dormer to rear. Infill extension to the front porch. Removal of chimney, installation of four rooflights and photovoltaic panels, and changes to fenestration.

Approved by the Full Council 18 May 2023

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

Planning application no: [23/P/00421](#) - 20 Sime Close, Guildford, GU3 3ED - Erection of single storey rear extension following demolition of conservatory and conversion of garage to habitable accommodation.

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

Planning application no: [23/P/00457](#) - 27 Dorrit Crescent, Guildford, GU3 3AP - Detached garage to replace existing garage.

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

Planning application no: [23/P/00453](#) - Merrist Wood College, Coombe Lane, Worplesdon, Guildford, GU3 3PE - Proposed erection of 680sq.m of polytunnels.

It was **RESOLVED**: that the Parish Council submit the following comment:

- The Parish Council supports this application in principle; however, the Council is concerned about the lack of detail on the planning portal regarding the description/dimension/use of the polytunnels within the agricultural college.

Planning application no: [23/P/00451](#) - 53 Liddington New Road, Guildford, GU3 3AH - Erection of single Storey rear extension.

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

Planning application no: [23/P/00474](#) - Brackendale, Salt Box Road, Guildford, GU3 3LH - Erection of single storey side/rear extension.

It was **RESOLVED**: that the Parish Council submit the following comment:

- The Parish Council is concerned about the size of this annexe as this site is located within the Green Belt. If the Planning Authority is minded to approve this application, the Parish Council wishes to request the following condition be applied: that the annexe must remain ancillary to the main dwelling.

169-2023 - Finance:

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

The payment list was presented to the meeting. It was proposed by Cllr D Bird, seconded by Cllr B Nagle, and unanimously **RESOLVED** that payments to the value of £2,365.88 be approved. The payment list was then signed by the Chairman of the meeting.

Table 1: Payment list of approval 27.4.2023

Code	Date	Description	Supplier	Net	VAT	Total
Land Management	03/03/2023	Bin bags for public litter bins (Large)	Amazon - Just Bin Bags Ltd	£97.50	£19.50	£117.00
Chairman's Allowance	20/03/2023	Nibbles for APM	Sainsburys	£30.05	£0.00	£30.05
Chairman's Allowance	23/03/2023	Ice for APM	Sainsburys	£2.00	£0.00	£2.00
Land Management	09/03/2023	Materials	Margnor Fastners	£10.20	£2.04	£12.24
Establishment Charges	27/03/2023	Serving Platter for Events	Country Hill Animal Shelter	£5.00	£0.00	£5.00

Code	Date	Description	Supplier	Net	VAT	Total
IT budget	05/04/2023	Laptop for Council Chamber - ASUS Vivobook 15 X1500EA	Currys Group Limited	£445.00	£89.00	£534.00
Land Management	06/04/2023	Materials	B&Q	£3.33	£0.67	£4.00
PC Grant Aid to Wards	06/04/2023	Grant - WSVCC Colts Netting	WSVCC	£500.00	£0.00	£500.00
IT budget	10/04/2023	External back-up - April 2023	RISC IT	£36.00	£7.20	£43.20
Establishment Charges	13/04/2023	Raffle Tickets for APM and other events	Mrs G F White - Amazon EU S.a.r.l.	£3.15	£0.00	£3.15
Land Management	13/04/2023	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	£32.06	£6.41	£38.47
Land Management	13/04/2023	Litter Plier	Robert Acton Product Developments BAGO	£45.00	£9.00	£54.00
IT budget	16/04/2023	OnePhone - phone charges - including mobile data	BT PLC	£142.67	£28.53	£171.20
IT budget	17/04/2023	Subscription - April 2023	Adobe	£12.64	£2.53	£15.17
IT budget	23/04/2023	Halo for business 1 - ultrafast 2 & value line	BT PLC	£48.95	£9.79	£58.74
Land Management	24/04/2023	Materials	B&Q	£2.50	£0.50	£3.00
Revenue Costs Works Vehicle	25/04/2023	Fuel for works van	Waitrose Shell	£43.62	£8.73	£52.35
Christmas trees/lights WS, Perry Hill	26/04/2023	Electrical supply Perry Hill Green - 02.03.23 - 31.03.23	British Gas	£11.68	£0.58	£12.26
Councillor's Allowance	26/04/2023	Civic gift	Mrs V F Fear - Amazon EU S.a.r.l. UK	£11.67	£2.33	£14.00
IT budget	26/04/2023	Printer ink	Cosmos Solutions	£504.24	£100.85	£605.09
Land Management	26/04/2023	Mini D Clips & branding high vis jacket	Guildford Signs	£75.80	£15.16	£90.96
Total				£2,063.06	£302.82	£2,365.88

b) FLGCA – The Coronation of King Charles III

A copy of the grant aid application form and attachments were circulated to the Members via email in advance of the meeting. Following discussion, it was proposed by Cllr G Adam, seconded by Cllr N Mitchell, and unanimously **RESOLVED** that a grant of £400 be awarded.

Power to spend: General Power of Competence 2011

c) Tree surgery required across the Parish – Minimum cost £4,680 & VAT

Four quotations had been obtained. Minimum cost £4,680 & VAT – maximum cost £16,000 & VAT. Following discussion, it was proposed by Cllr D Bird, seconded by Cllr M Price and unanimously **RESOLVED** that the quotation from Forest and Garden Timber be accepted. Total cost £4,680 & VAT.

As the tree surgery all relates to dead/dying/dangerous trees, the work is to be carried out at the earliest opportunity.

Power to spend: HA 1980, s142

d) Grant Aid application – Wood Street Village Maypole Dancers

A copy of the grant aid application form and attachments were circulated to the Members via email in advance of the meeting. Following discussion, it was proposed by Cllr D Bird, seconded by Cllr B Nagle and unanimously **RESOLVED** that a grant of £176 be awarded.

Power to spend: General Power of Competence 2011

e) Christmas trees illuminations – Perry Hill Green

Unfortunately, further tree surgery is required to three of the horse chestnut trees at Perry Hill Green, which will necessitate the temporary removal of the Christmas tree illuminations, which will then need to be replaced, the cost of which will be £600 & VAT.

Two letters of objection had been received from residents about the ongoing cost of the illuminations in the horse chestnut trees and these were read to the Council by the Clerk. The complainants felt that the money spent on the tree illuminations on Perry Hill Green is unjustifiable, unnecessary, and would be better spent by supporting local food banks.

The GRP kiosk that was installed on the Green, into which the Christmas lights are plugged, was also intended to facilitate events being held on Perry Hill Green, as happens on Wood Street Village Green.

The Responsible Financial Officer had provided a breakdown of the costs for the two illuminated Christmas trees and the lights on Perry Hill Green. The five-year average combined cost, when divided by the number of residents within the parish, equates to 82p per annum per person. The cost of a 1st class stamp being £1.10.

Members discussed, at length, the overall cost of the Christmas illuminations, and considered the positive feedback that has been received, as well as the ongoing objections from two local residents and concluded that the Parish Council would continue to illuminate the trees on Perry Hill Green for the benefit of the whole of the parish, as well as those who pass through the village of Worpleston.

Following discussion, it was proposed by Cllr G Adam, seconded by Cllr D Bird, and unanimously **RESOLVED** that the cost of unwrapping and rewrapping the horse chestnut trees requiring tree surgery be approved.

Total cost £600 & VAT.

Power to spend: General Power of Competence – Localism Act 2011

Appendix 1 – Cost of the Christmas illuminations over the past five years

f) Adopted phone box – Frog Grove Lane

Following discussion, it was proposed by Cllr G Adam, seconded by Cllr M Price, and unanimously **RESOLVED** that the Parish Council would meet the cost of replacement window – total sum £56.98.

Power to spend: LGA 1972 s111

170-2023 - Watering of trees supplied by Surrey County Council in Harry's Meadow

Surrey County Council had advised the recipients of free trees of the need to commence water the saplings, particularly during dry weather.

The County Council is encouraging residents to water the saplings with grey water (previously used for washing up or bathing in).

Harry's Meadow is five acres in size. The majority of the saplings were deliberately planted at the lower end of the meadow, in a predominantly shaded area, close to the ordinary watercourse, which also benefits from surface water run-off from the bulk of the meadow.

Approved by the Full Council 18 May 2023

The members considered five potential options for watering the saplings but concluded that is not feasible to water the saplings and, therefore, Option 5 was approved with the proviso that any saplings lost due to a lack of water would be replaced as and when necessary.

Appendix 2 – List of watering options

171-2023 - Wood Street Knoll – SANG

This item was deferred.

172-2023 - Memorial bench – the late John Gunner

A copy of the 1st draft design had been received and shared with the Wood Street Village Association, who had expressed concern about the proposed design.

An alternative suggestion had been discussed with the family and was proposed at the meeting. The theme to be John’s cows, an oak tree (to which numerous memorial plaques could be attached) along with the village maypole.

It was proposed by Cllr N Mitchell, seconded by Cllr G Adam, and unanimously **RESOLVED** that the revised design be approved, subject to the family’s agreement. Once confirmation has been received from the family, the revised drawing would be submitted to the manufacturer for comment. The feasibility of the alternative design needs to be confirmed by the manufacturer before further progress can be made.

The Committee would prefer that the bench slats be painted a dark (fern) green rather than black, to fit in with the Conservation Area.

173-2023 - Public consultation by the governing body of the Federation of Wood Street Infant School and Worplesdon Primary School

It was proposed by Cllr D Bird, seconded by Cllr M Price, and unanimously **RESOLVED** that the decision to make no comment regarding the proposal to consult about a possible pre-school being created at Wood Street Infant School be ratified.

174-2023 - Date of next Planning/General Purposes and Finance Committee meeting – 8 June 2023.

Meeting closed 21:13

Signed

.....
Chairman of the Council
6.4.2023