



**Minutes of the Full Council meeting held in the
Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX
at 7.30pm on Thursday 6 April 2023**

134-2023 - Present

Councillors:

Cllr G Adam, Cllr B Ahier, Cllr D Bird, Cllr P Cragg, Cllr M Fance, Cllr J Messinger, Cllr N Mitchell (Chairman), Cllr M Price, Cllr C Riley, Cllr J Snowball, and Cllr T Wright.

Officers of the Council:

Mrs G White – Clerk to the Council

Members of the public:

No members of the public were present.

135-2023 - Chairman's Announcements

The Chairman gave the following announcements:

1. There are no contested seats within the parish of Worplesdon for this election.
2. The fire alarm is not expected to sound, if it does the building must be evacuated and all present are to meet at the allocated meeting place opposite the office block.
3. Standing Orders must be observed during the meeting.
4. The Council is now in the pre-election period (formerly known as purdah), therefore, no political issues should be considered and no political references made within Cllr K Witham's report will be included in the minutes.
5. Cllr M Fance is required to take proof of ID to the Skipton Building Society.

136-2023 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40

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

Apologies were also received the Assistant Clerk and Borough Councillor Bob McShee.

137-2023 - Public participation session – 10 minutes

No members of the public were present.

138-2023 - Declaration of Disclosable Pecuniary Interests (DPIs) By councillors in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No 1464)

Approved by the Full Council – 18 May 2023

No declarations were made.

139-2023 - Amendments to the Register of Interests

No declarations were made.

140-2023 - To receive and consider written requests for new DPI dispensations, if any

No requests were received.

141-2023 - Declaration of Non-pecuniary Interests

No declarations were made.

142-2023 - Declaration of gifts or hospitality over £50

No declarations were made.

143-2023 - Borough Councillor's report

Cllr B McShee had provided the following written report, which had been circulated to the Members via email in advance of the meeting:

- a) **Alcohol licence – Jazz Festival** - An application has been received to serve alcohol at the Charity Jazz festival being held on Wood Street Village Green on the 16th of July.
- b) **Walnut Tree Close** - Surrey County Council will be making Walnut Tree Close one way only in a northbound direction.
- c) **On-street Parking Enforcement** – With the ending of the on-street parking agency agreement and the transfer of this and any other highway related 'delegated responsibilities' to Surrey County Council, Guildford Borough Council parking team's ability to get involved in any on street parking and other highways issues effectively ceased on the 1st of April. Surrey County Council intends to create 'virtual' permits for these schemes going forward, although at the moment we do not have any further information regarding the detail of this new way of working.

144-2023 - County Councillor's report

Cllr K Witham had provided a written report, which had been circulated to the Members via email in advance of the meeting.

The topics covered included:

- Grants available for local groups and organisations
- The borough council elections – May 2023
- Open Days at Merrist Wood College
- On-Street parking controls and enforcement
- The SCC Road gritting teams
- Changes to the local bus services
- SCC/GBC responsibilities and contact details

A Q&A session took place during which the following items were discussed:

- Your Fund Surrey Grants – funding is now available for smaller projects of less than £10,000
<https://www.surreycc.gov.uk/community/voluntary-community-and-faith-sector/funding/community-projects-fund>
- The FLGCA has successfully applied for and been granted a Your Fund Surrey grant of £6,200 towards solar panels for the Fairlands Community Hall.
- Changes to the no 17 bus service
- Siding out pavements across the parish.
- Parking enforcement information is now available on Surrey County Council’s website –
<https://www.surreycc.gov.uk/roads-and-transport/roadworks-and-maintenance/report-a-highway-problem/parking>

145-2023 - Damaged ranch-style fencing – Worplesdon (lay-by outside the Memorial Hall) – this item was brought forward at Cllr K Witham’s request

The wooden ranch-style fencing by the lay-by outside the Memorial Hall has become damaged (either by being struck by vehicles or due to the banners which are being attached to the fence by users of the Memorial Hall).

This fencing was erected by Surrey County Council in 2014 – paid for via a grant from Cllr K Witham’s member’s allowance.

The Clerk advised that this issue had been reported to Surrey County Council whose Highway Engineer had advised that this would be treated as a low priority and could not give a timescale for the necessary repairs.

The Clerk had therefore raised this issue with Cllr K Witham and obtained a quotation from A3 Fencing to repair the fence (Total cost £698 & VAT).

Cllr K Witham advised that he is willing to meet the repair costs from his allowance and is currently ascertaining which ‘pot’ of money can be used, as well as referring to the Highways Dept. The Parish Council will need to submit a grant aid application to the County Council at the earliest opportunity.

Worplesdon Parish Council to request that the Trustees of the Hall write to the users of the hall asking them not to put banners on this fencing in the future.

146-2023 - Minutes of the previous meetings:

It was proposed by Cllr G Adam, seconded by Cllr D Bird, and **RESOLVED** that the minutes of the Planning/General Purposes and Finance Committee meeting held 16 March 2023 be approved and signed by the Chairman as a true record.

It was proposed by Cllr M Fance, seconded by Cllr T Wright, and **RESOLVED** that the minutes of the Extra-ordinary meeting held 21 March 2023 be approved and signed by the Chairman as a true record.

147-2023 - Planning Applications for consideration:

Planning Application No: 23/P/00300 - Sarum, Church Lane, Worplesdon, Guildford, GU3 3RU - Glazed roof over open area between existing building.

RESOLVED: leave to planners.

Planning Application No: 22/P/01786 - Weyside Urban Village (Slyfield regeneration Programme), Slyfield Green, Guildford, GU1 - Reserved Matters Application pursuant to outline consent 20/P/02155 (siting, design and external appearance, access and landscaping) for the erection of 81 dwellings and associated infrastructure, parking and landscaping.

RESOLVED: that the Parish Council comment as follows:

1. It is proposed that the 20 private homes have two allocated spaces each, but what other visitor spaces are available for these homes?
2. For the remaining 61 homes, which are not private, there would no allocated parking and 75 unallocated spaces would be provided. Whilst less than one for one for the flats would be acceptable, the level of unallocated spaces for the homes appears to be low and could lead to inconsiderate on street parking.
3. The residents using the unallocated spaces would need to apply for a parking permit (one per house) which would limit the vehicle parking.
4. Whilst five disabled spaces have been proposed, which is welcome, these would be located in close proximity to the accessible units. These should be closer than 20m from the dwelling. However, there is no mention how additional disabled spaces would be delivered, when required.
5. EVC charging is welcomed, though there is nothing mentioned how the passive spaces will be brought into operation.
6. Cycle parking will be in rear gardens with direct access, which is welcome.
7. A Travel Plan has been submitted for this site, which is welcome.
8. There are no plans showing visibility splays, forward visibility splays, and pedestrian visibility splays. The Parish Council would have expected these to be submitted.
9. Worplesdon Parish Council agrees with Surrey County Council's SUDS comments and requests additional information to be submitted to confirm compliance.
10. It is Worplesdon Parish Council's opinion that the Biodiversity monitoring should not be passed onto the contractor. The monitoring should be passed onto any management company that is appointed to control the site in order that biodiversity is monitored in perpetuity.

Planning Application No: 23/P/00316 - 12 Lyons Drive, Guildford, GU2 9YP - Proposed single storey rear extension.

RESOLVED: leave to planners.

Planning Application No: 22/P/01726 - 57 Queenhythe Road, Jacobs Well, Guildford, GU4 7NU
- Erection of new front porch and dormer.

RESOLVED: leave to planners.

148-2023 - Nominations for the positions of Chairman and Vice-Chairman

The nomination papers had been received:

Cllr N Mitchell had received nominations for the role of Chairman.

Cllr G Adam had received nominations for the role of Vice-Chairman

No other nominations had been received for either role. The vote for both positions will take place at the Annual Meeting on 18 May 2023.

149-2023 - Interpretation boards to Harry's Meadow/Jacobs Well Recreation Ground

In a bid to encourage children of the village to take an interest in biodiversity and at the suggestion of local residents during a meeting in June 2021, the Parish Council had sought feedback on the content for the interpretation board.

Cllr J Snowball gave the following progress report:

- I received five direct pieces of feedback, four were positive and one was negative. Feedback was also received via Facebook, which contained both positive and negative comments.
- I have updated the draft list of species following feedback from local residents.
- It would seem appropriate to include photos of some of the more interesting fauna, with reference to the more standard fauna in text.
- The interpretation board will be A1, so the text will be larger and therefore easier for those who have reading difficulties to read.
- The specification should include that the interpretation boards must be vandal/rot and fade resistant.
- I have spoken to the ecologist who carried out the ecology survey and he is happy with the suggestions.
- A QR code will be included in the Interpretation Board that will direct users to the Parish Council's website, which can be updated as and when required.

A discussion then took place.

The importance of an interpretation board that includes both facts and photos was agreed.

It was agreed that Cllr Snowball and the staff would finalise the draft content before being issued to various sign writers, with quotations to include the cost of the artwork.

The Chairman thanked Cllr Snowball for his report.

150-2023 - Creation of two trial wildflower areas in Harry's Meadow

The Parish Council has to take into consideration its Duty to have regard to conserving biodiversity. Having taken that duty into account the Parish Council has decided to proceed with the trial wildflower areas in Harry's Meadow.

Cllr J Snowball advised that notices advising of the trial wildflower meadow had been displayed in Harry's Meadow for weeks and only one negative response had been received. The two trial wildflower meadow areas will be sown in September. The Clerk had purchased a 1kg bag of mixed wildflower meadow seed, which contains yellow rattle seed. This was £100 cheaper than a 1kg bag of pure yellow rattle seed.

The Clerk confirmed that the anticipated cost of the chestnut paling fencing was in the region of £2,000 & VAT. The Parish Council had approached Guildford Borough Council to see if the borough council still required the chestnut paling fencing currently being used on a temporary basis at the North Moors Allotments, or whether it could be gifted to the Parish Council, however, the borough council had confirmed its intention to reuse this fencing during the SANG development works at Burpham Court Farm this summer.

Cllr P Cragg advised that a seed hopper is the best way to sow the seed, as it delivers the right amount of seed for a specific area and suggested that the Parish Council apply to Your Fund Surrey to cover the cost of the fencing.

The Chairman thanked Cllr Snowball for his report.

A vote of thanks to Cllr Snowball for all his hard work was proposed by Cllr P Cragg, seconded by Cllr M Fance and unanimously agreed.

151-2023 - London Road Active Travel Scheme

Cllr M Price gave the following update:

The County Council has decided to extend the consultation on the Burpham scheme to a consultation on the Council's proposals for the full active travel corridor for this area, of which the Burpham scheme is the first of three

phases. This reflects the concern that a number of residents have raised about wanting to understand how the Burpham scheme fits into the later phases of this programme, including the proposed Boxgrove Roundabout scheme and the scheme from Boxgrove roundabout to York Road.

Surrey County Council plans to launch this consultation in early May running for approximately eight weeks.

In order to shape this consultation, the County Council had committed to forming a stakeholder group who represent the community to make sure that we are reaching as much of the community as possible and in a way that residents can engage with effectively. The stakeholder group will consist of key representatives from the community including schools, businesses, local members and others who can offer views on "how" we engage with a diverse community.

This does not replace the public consultation, which will allow and invite all members of the community to give their views, but rather they will be asked to advise on best methods to reach the wider public at relevant points in time for any scheme, for example use of drop-in sessions, print or digital communications or one to one conversations.

The stakeholder group will help Surrey County Council to bring together those that can give them a view from people with protected characteristics, democratically elected representatives, businesses, residents associations, schools, transport operators, Guildford Borough Council and cycling groups who are best placed to represent the community.

A meeting of the stakeholder group (which is not part of the formal consultation process) was held on 29 March 2023. The stakeholder group includes representatives from the Guildford Society, Guildford Residents' Association, G-Bug, George Abbot School, Guildford High School, the Guildford Chamber of Commerce and the London Road Action Group (LRAG). The LRGA only had one seat on that group.

The Parish Clerk had sent a message to Cllr Furniss requesting that Worplesdon Parish Council be offered a place on the Stakeholder Group will help to shape the engagement process before the formal consultation starts in the summer. Cllr Furniss advised that the Parish Council would not be offered a place on the stakeholder group but the Parish Council will be involved in the formal consultation process as a statutory consultee.

Cllr Price stated it appears there is a consensus in favour of the revised scheme, but it won't go ahead until further investigations have taken place.

Table A: outlining the timeframe of Surrey County Council's public/stakeholder engagement plan

Task	Start date	End date
Public/stakeholder Involvement planning		
Stakeholder mapping	13 February 2023	10 March 2023
Stakeholder analysis	27 February 2023	10 March 2023
Burpham to Guildford Sustainable Travel Reference Group - Terms of Reference	10 March 2023	31 March 2023
Convene Burpham to Guildford Sustainable Travel Reference Group	10 March 2023	31 March 2023
Burpham to Guildford Sustainable Travel - Public/stakeholder Involvement delivery		
Create public facing proposal document/survey	31 March 2023	30 April 2023
Deploy proposal document/survey with associated materials	1 May 2023	30 June 2023
Deliver 3 public events	1 May 2023	30 June 2023
Analyse survey responses	1 July 2023	30 August 2023
Design Workshop	1 May 2023	1 July 2023
Delivery Workshop	1 May 2023	1 July 2023

It is apparent that the County Council will be making qualitative, rather than quantitative decisions regarding the scheme and that the stakeholder mapping exercises are to engage with those most likely to be affected by the scheme in the long-term.

If there is a diversion during the implementation process, it will have a major impact on the residents of Jacobs Well.

Recent lane closures on the A3 pushed traffic through Jacobs Well which resulted in the roads within the village becoming gridlocked.

If the project does go ahead, Surrey County Council will try to keep roads open to avoid the need for diversions. Surrey County Council will not accept costs for delays as the authority has no duty to do so.

Further meetings are planned commencing June/July at which point Worplesdon Parish Council will be consulted. The project is now unlikely to begin until 2024.

Whilst only the construction phase is likely to affect the parish of Worplesdon, it was disappointing to note that the promises made by Katie Stewart (Director of Environment, Transport and Infrastructure - SCC) about direct engagement with the parish councils seems to have fallen short in this instance.

The Surrey Association of Local Councils (SALC) had been made aware of the Parish Council's disappointment not to have been included in the stakeholder group.

On a separate note, Cllr Snowball expressed his dismay that the railway station in Walnut Tree Close can no longer be accessed from the northern end of the road despite over 500 objections being lodged to the proposed one-way system.

The Chairman thanked Cllr M Price for his report.

152-2023 - 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 M Price, seconded by Cllr P Cragg, and unanimously **RESOLVED** that payments to the value of £33,699.05 be approved. The payment list was duly signed by the Chairman, Cllr N Mitchell, during the meeting.

Table 2: Proposed list of payments 6.4.2023

Code	Date	Description	Supplier	Net	VAT	Total
Land Management	15/03/2023	Wildflower Seeds for Harry's Meadow	Boston Seeds	145.82	29.17	174.99
IT budget	16/03/2023	BT Business Mobile Broadband	BT PLC	142.67	28.53	171.20
Land Management	15/03/2023	Wildflower Seeds	Mrs G F White	-11.00	0.00	-11.00
IT budget	16/03/2023	Waste toner cartridge - Xerox	Cosmos Solutions	25.95	5.19	31.14
IT budget	16/03/2023	Printer Paper & Picture Hanging Strips	Cosmos Solutions	28.21	5.64	33.85
Establishment Charges	16/03/2023	Cocktail Sticks	Mrs V F Fear - Amazon EU S.a.r.l. UK	1.13	0.23	1.36
Parish Newsletter	16/03/2023	Delivery of parish newsletters	Colne Distribution Ltd	225.00	45.00	270.00
Land Management	16/03/2023	Install 15 bollards & remove and dispose of old bollards - Perry Hill	Stephen Gunner	1,000.00	0.00	1,000.00
Establishment Charges	16/03/2023	Membership - SLCC - VF	SLCC	222.00	0.00	222.00

Code	Date	Description	Supplier	Net	VAT	Total
Christmas trees/lights WS, Perry Hill	17/03/2023	Electrical supply Perry Hill Green - 02.02.23 - 01.03.23	British Gas	10.90	0.54	11.44
IT budget	17/03/2023	Subscription - March 2023	Adobe	12.64	2.53	15.17
Parish Office	20/03/2023	Supplies for APM/ Office Use	Tesco	10.00	0.00	10.00
Establishment Charges	22/03/2023	ALCC - Membership - VF	ALCC	50.00	0.00	50.00
Parish Office	22/03/2023	Rent Unit 2 Saxton - 25.3.23 - 23.6.23	TL Fund	6,750.00	1,350.00	8,100.00
Parish Office	22/03/2023	Half yearly service charge 1.1.23 -30.6.23	TL Fund	188.27	37.65	225.92
Chairman's Allowance	22/03/2023	Cheese for APM	Mrs H Lawrence - Country Market	124.15	0.00	124.15
Parish Office	22/03/2023	Window cleaning - parish office - outside only	Trevor Porter Window Cleaning Service	20.00	4.00	24.00
Establishment Charges	22/03/2023	Stationery	Mrs V F Fear - Amazon EU S.a.r.l. UK	3.45	0.69	4.14
Establishment Charges	22/03/2023	Hire of hall - 24 March 2023 for APM	Worplesdon Memorial Trustees	102.40	0.00	102.40
Establishment Charges	22/03/2023	Stationery	Cosmos Solutions	16.80	3.36	20.16
Parish Newsletter	22/03/2023	Printing - newsletters	Knaphill Print Co Ltd	145.00	0.00	145.00
IT budget	23/03/2023	Halo for business 1 - ultrafast 2 & value line	BT PLC	48.95	9.79	58.74
Staff Costs	23/03/2023	Salaries/ PAYE/ NI/ Mileage/ Pension Conts Ee's & Er's	Staff Costs	15,035.71	0.00	15,035.71
PC Grant Aid to Wards	23/03/2023	Grant - WSWA Coronation Celebration	Wood Street Village Association	400.00	0.00	400.00
Playground Repairs	23/03/2023	Playground repairs - new bolt assemblies for Frog Panel JW	Hags-SMP Ltd	36.00	0.00	36.00
Parish Office	24/03/2023	Gas - Unit 2 Saxton - 29.11.22 - 28.02.23	British Gas	264.67	13.23	277.90
Section 137	24/03/2023	Grant - Kent, Surrey & Sussex Air Ambulance	Kent, Surrey & Sussex Air Ambulance	300.00	0.00	300.00
Land Management	27/03/2023	Dewalt 18v XR Grinder	Screwfix Direct Ltd	91.66	18.33	109.99
Land Management	27/03/2023	Dewalt 18v 4.0Ah XR Li-Ion Battery	Screwfix Direct Ltd	39.99	8.00	47.99
Parish Office	28/03/2023	Water and sewerage charge - Unit 2 Saxton - March 2023	Castle Water	22.63	1.13	23.76
Establishment Charges	28/03/2023	Scribe - 2023-2024	Starboard Systems Ltd	810.00	162.00	972.00
Community Car Park	29/03/2023	Business rates - Community Car Park April 2023	Guildford Borough Council	101.48	0.00	101.48
Parish Office	29/03/2023	Business rates - Parish Office April 2023	Guildford Borough Council	886.73	0.00	886.73
Establishment Charges	29/03/2023	Postage - Returning Clicker after APM	Mrs V C Fear - Post Office Ltd	3.35	0.00	3.35
Establishment Charges	29/03/2023	PowerPoint Clicker for Presentation	Mrs V C Fear - Amazon Services Europe S.a.r.L.	6.91	1.38	8.29
Chairman's Allowance	29/03/2023	Refund - Wine glasses deposit and returned wine after APM	Majestic Wine	-86.63	-17.33	-103.96
Bank Interest/Charges	31/03/2023	Bank charges	Unity Trust Bank	18.00	0.00	18.00
Land Management	27/03/2023	Materials	B&Q	8.80	0.00	8.80
Revenue Costs Works Vehicle	23/03/2023	Fuel for works van	Waitrose Shell	39.47	7.90	47.37
Revenue Costs Works Vehicle	30/03/2023	Car wash	Guildford Car Wash	28.00	0.00	28.00
Revenue Costs Works Vehicle	01/04/2023	Service plan - 30th instalment of 36	PlanMyService LLP	27.55	0.00	27.55

Code	Date	Description	Supplier	Net	VAT	Total
IT budget	01/04/2023	BT Business Mobile Broadband	BT PLC	5.00	1.00	6.00
Parish Office	05/04/2023	Gas - Unit 2 Saxton - 01.03.23 - 20.03.23	British Gas	329.79	16.49	346.28
Parish Office	05/04/2023	Electricity - 2 Saxton - 18.1 - 14.2.22	EDF Energy Ltd	224.76	11.24	236.00
Grass Cutting	05/04/2023	Grass cutting - Month 2 2023	Holly Landscape and Training	1,376.93	275.39	1,652.32
Professional Advice	05/04/2023	Payroll services - qtr to 31/03/2023	Mulberry & Co	105.00	21.00	126.00
Establishment Charges	05/04/2023	Membership	Surrey ALC Ltd	2,243.83	0.00	2,243.83
Land Management	05/04/2023	Hire of storage container MW - March 2023	Activate Learning	75.00	0.00	75.00
Total				31,656.97	2,042.08	33,699.05

b) Bank reconciliation for February 2023

The Finance Officer (FO) had prepared the bank reconciliation for February 2023 in accordance with the Accounts and Audit Regulations, a copy of which had been issued to all Members via email in advance of the meeting. It was proposed by Cllr G Adam, seconded by Cllr C Riley, and unanimously **RESOLVED** that the bank reconciliation be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

Appendix 1 – February 2023 bank reconciliation

c) Monthly budget reports for February 2023

The FO had prepared the budget reports for February 2023 in accordance with the Accounts and Audit Regulations, a copies of which had been issued to all Members via email in advance of the meeting. It was proposed by Cllr P Cragg, seconded by Cllr J Snowball, and unanimously **RESOLVED** that the budget reports be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

Appendix 2 – February 2023 budget reports

d) Quarterly financial check – undertaken by Cllr G Adam 10 February 2023

Cllr G Adam advised that he had carried out the quarterly financial check. The financial records are in good order and there were no queries.

The Internal Audit is being carried out on Wednesday 10 May 2023. Cllr N Mitchell will be present during the audit.

153-2023 - Land Management/H&S Report

This item had to be deferred due to staff leave.

154-2023 - Clerk's Report

a) Emergency Repairs required – Wood Street Village Community Car Park

The existing railway sleepers in the centre of the car park, which should prevent motorists from being able to access the centre parking spaces from both directions (to minimise the risk of accidents), had deteriorated to an extent that when a car recently drove over one of the railway sleepers, it had revealed two large securing pins, which were extremely hazardous. Using the Council's emergency powers, the Clerk (in conjunction with the Chairman) had authorised the necessary replacement of the rotten railway sleepers. These are to be replaced with back-to-back kerbstones for longevity. Total cost £4,960 & VAT. The works to be commenced Tuesday 18 April 2023 (duration of the work 3 – 4 days).

Power to spend: Road Traffic Regulation Act1984, s.57(1)(b)

b) Memorial bench – the late John Gunner

The initial draft of the design for the bench had been received. A number of minor changes will be required. Comments will be invited from interested parties, albeit the family are happy with the concept.

This item is to be further considered at the next Planning/General Purposes and Finance Committee meeting on 27 April 2023.

c) Replacement laptop ordered for Council Chamber

The existing laptop had reached the end of its natural life expectancy and was no longer capable of hosting hybrid meetings. A new laptop was therefore purchased. Total cost £445 & VAT.

Power to spend: LGA 1972 s111.

155-2023 - Chairman's Report

The Chairman gave the following report for the period 23 February to 5 April 2023:

23 February – Led the full council meeting.

24 February – Attended the Flood Forum meeting. Several issues on the rolling action list were closed out including the works at Salt Box Road and Woking Road.

27 February – Attended the virtual Chairman's Networking meeting. The main point of the event was the elections in May.

Employment was discussed and it was made blatantly clear that there is not a huge reservoir of possible clerks waiting to fill vacancies.

The AGM of SALC will be a full day event this year on 19 October, venue to be advised. There will be workshops and self-help groups, SCC will be attending.

SALC are preparing a new Strategic Plan and David Carden has been appointed for this work. Surrey County Council is still working on its Devolution Plans.

SALC are gathering evidence on CIL money through a Survey Monkey Campaign. It was pointed out that GBC have not adopted CIL and still use Section 106, this was news to the presenters.

NALC are considering the use of hybrid meetings to create engagement with other potential councillors. This will require a change to statute law. NALC is presenting their proposal to central government.

Community SpeedWatch (CSW) - March 2023 was the wettest since March 1981 and caused havoc to the CSW deployments; two of the five deployments had to be cancelled due to rain.

My thanks to the councillors and volunteers who helped with the deployments that were achieved.

13 March – Met the new Secretary of the FLGCA Mick Bruder, with the Clerk Gaynor White and we discussed various items of interest including grants and funding through the SCC's initiative Your Fund Surrey, and possible flood prevention items such as informing the Doctor's surgery of their responsibilities for the maintenance of the watercourse banks on the boundary of their land (Riparian Ownership responsibilities).

16 March – Attended the GPs meeting.

20 March – Attended the FLGCA meeting and reported the availability of grants plus the election and

Approved by the Full Council – 18 May 2023

the anti-social behaviour across the parish.

21 March – Led the extraordinary meeting and thank all councillors for their help in getting through the policies and procedures for the council.

24 March – The day was dedicated to the preparation for the Annual Parish Assembly (APA) with the Assistant Clerk Victoria Fear, and I thank her for her assistance in preparing all the slides.

28 March – Following up on comments about damage to Wood Street Village Green by the grass cutting contractor, I walked around the whole green and was shocked to see damage from horse riding across the south side of the green.

These are trip hazards and a breach of the local byelaws, as the ground was so wet stamping them down would, in my opinion, cause more damage. If any councillors see horses and riders crossing the Green, please advise them that they are in breach of the byelaws which are displayed on the rear of the noticeboard.

4 April – I attended the virtual discussion with Kareen O'Brien of Worpleston Federated Infant Schools.

156-2023 - Items for inclusion on future agendas

- a) **Wood Street Village SANG** – progress report required.

Pursuant to the Admission to Meetings Act 1960 Section 1(2)a, it was proposed by Cllr N Mitchell, seconded by Cllr G Adam and unanimously resolved that in view of the confidential nature of the following business members of the public and press were to be excluded from the meeting.

158-2023 - Permanent appointment of a part-time Finance Officer

Following the completion of the Finance Officer's successful probationary period, and in recognition of the Council's increasing workload, it was proposed by Cllr G Adam, seconded by Cllr M Fance and unanimously **RESOLVED** that Mrs Helen Lawrence be appointed as the Finance Officer on a permanent, part-time basis (16 hours per week) as per the recommendation of the Staffing Committee.

159-2023 - Date of Annual Meeting - 18 May 2023.

Meeting closed 21:15

Signed:
Chairman of the Council
Date: 18.5.2023