



Unit 2 Saxton  
Parklands  
Railton Road  
Guildford  
Surrey GU2 9JX

Tel: 01483 300094  
Email: [clerk@worplesdon-pc.gov.uk](mailto:clerk@worplesdon-pc.gov.uk)

## NOTICE OF MEETING

Thursday 22 June 2023

**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 29 June 2023 at 7.30 pm** 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, Sch12, para 40.**
- 2. Co-option of new councillor – Two vacancies remain following the local elections – To consider an application from Mrs Saffina Ellahi for the Fairlands Ward vacancy - Resolution to be passed to exclude the public and press, as per Schedule 12A of the Public Bodies (Admission to Meetings) Act 1960 during the discussion session.**
- 3. 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 online and observe, but not comment upon, the rest of the meeting.
- 4. 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).

5. To receive and consider written requests for new DPI dispensations, if any.
6. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.
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:

- Annual Meeting – 18 May 2023
- Planning/General Purposes and Finance Committee – 8 June 2023

#### 11. Finance

- a) **Proposed list of payments to be tabled at the meeting for approval** - Payment list to be signed by the Chairman.
- b) **Bank reconciliation for May 2023** - To approve the bank reconciliation for May 2023.
- c) **Monthly budget reports for May 2023** - To approve the monthly budget reports for May 2023
- d) **To review the Council's insurance policy** - As per the Asset Register and Insurance Schedule (issued to members in advance of the meeting via email).
- e) **Concurrent Functions Grant Aid 2024/2025** - To consider any one-off projects that may be required in 2024/2025. 50% grant available subject to Borough Council financial restrictions. Maximum of two projects. (Suggest replacement playground equipment and fencing Worplesdon Memorial Ground – swing bay unit and fencing around the Typhoon unit).
- f) **Replacement bench – shopping parade Fairlands (outside the Co-op)** - To approve the design and replacement costs. Anticipated to be approximately £1,000 & VAT.
- g) **Concurrent Functions Grant Aid 2023/2024** - A grant of £2,554.48 has been received from Guildford Borough Council towards the provision of three replacement noticeboards. For information only.
- h) **Wetpour Repairs – Worplesdon Play Area** - To consider the quotes received. Anticipated cost £5,000 & VAT.

#### 12. Land Management/H&S Report - To receive and approve the Land Management/H&S Report.

#### 13. Planning Applications for consideration

**Planning Application No: [23/P/00790](#) - Land east of Tangle Lane, Worplesdon, Guildford** - Erection of 2 storey 4-bedroom dwelling with vehicular access.

**Planning Application No: [23/P/00913](#) - 16 Treebys Avenue, Jacobs Well, Guildford, GU4 7NT** - Single storey rear extension following demolition of conservatory.

**Planning Application No: [23/P/00888](#) - 98 Broad Street, Guildford, GU3 3BE** - First floor rear extension.

**Planning Application No: [23/P/00975](#) - Temporary Building, The Kepler Building, 10 Surrey Research Park, Guildford, GU2 7YE** - Application to vary condition 2 (temporary use of building) of planning permission 20/P/00766, approved on 23/06/2020, to extend the siting and use of the temporary building for research and development use for a further period of 3 years to 21 May 2026.

**Planning Application No: [23/T/00138](#) - St Marys Garden, Perry Hill, Worplesdon, Guildford, GU3 3RE** - T1 to T4 Conifer trees - reduce height by 1.5m leaving a height of 1.5m (Worplesdon Conservation area).

**Planning applications for information only:**

**Planning Application No: [23/P/00914](#) - 176 Frog Grove Lane, Guildford, GU3 3HD** - Certification of lawfulness to establish whether the proposed single storey replacement outbuilding for office/games room would be lawful.

**Planning Application No: [23/P/00954](#) - 50A, Fairlands Avenue, Fairlands, Guildford, GU3 3NB** - Certificate of Lawfulness for an existing development to establish whether a loft conversion was lawful.

- 14. Co-option of three Parish members to the Borough Council's on the Council's Corporate Governance and Standards Committee for the period 2023-2027** - Four nominations have been received by Guildford Borough Council. A ballot is therefore to be held. Each of the parish councils to choose their three preferred candidates.
  - 15. Surrey Flood Action Group Forum** - To receive a report from the Assistant Clerk (Victoria Fear).
  - 16. Request for an inflatable slide at the Wood Street Village Summer Show – A copy of the public liability certificate confirming £10m of public liability cover is required** - To further consider the request.
  - 17. Guildford Borough Council's Register of Community Interest** - To consider registering the Fairlands, Liddington Hall & Gravetts Lane Community Association Community Centre and Jacobs Well Village Hall as buildings of community interest (Localism Act 2011).
  - 18. Bus shelter Jacobs Well Road – Affected by rotational heave** - To receive an update from Cllr N Mitchell and to decide action.
  - 19. Overgrown alleyways – Fairlands and Jacobs Well** - To consider organising working parties to clear the alleyways, which are unadopted highway and are not therefore maintained by Surrey County Council.
  - 20. Clerk's Report**
    - a) Proposed redevelopment of Hesters Yard, Wood Street Village** - Bewley Homes are to give a presentation about the proposed redevelopment of Hesters Yard at the next WSVA meeting to be held on Monday 10 July 2023 at 8pm in St Alban's Village Hall.
  - 21. Chairman's Report.**
  - 22. Items for inclusion on future agendas** - To receive any suggestions from members.
- Pursuant to the Admission to Meetings Act 1960 Section 1(2)a in view of the confidential nature of the following business members of the public and press to be excluded from the remainder of the meeting.**
- 23. Negotiation of a further lease on Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX.**
  - 24. Date of next Full Council meeting – Thursday 10 August 2023 - 19:30.**