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## NOTICE OF MEETING

Thursday 16 November 2023

To: All Members of the Full Council

You are hereby summoned to attend the Planning/General Purposes and Finance Committee meeting of Worplesdon Parish Council to be held in the **Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX** on **Thursday 23 November 2023 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. Planning Applications for consideration:

**Planning Application No: [23/T/00283](#) - Worplesdon Rifle Range, Worplesdon Road, Guildford** - T1 (group of 7x dead Elm trees) - fell. T2 (dead Sycamore) - Fell. T3- (3 x Hazel) - Coppice leaving stumps at approximately 20 inches high. T4 (4x Dead Silver Birch stems) - Fell. TPO P1/201/222.

**Planning Application No: [21/P/01882](#) - North Moors Allotment Site, North Moors, Worplesdon, Guildford, GU1 1SE** - Change of use of amenity land to deliver 78 allotment plots, bee keeping facilities, composting areas, community buildings, landscaping and associated cycle storage and car parking. (Revision of Location Plan to Application 20/P/00197)

**Planning Application No: [23/P/01844](#) - 100 Oak Hill, Wood Street Village, Guildford, GU3 3ES** - Erection of single storey detached garage and single storey rear extension and demolition of existing garage.

**Planning Application No: [23/P/01878](#) - 23 Rydes Hill Crescent, Guildford, GU2 9UH** - Proposed two storey side extension following demolition of the existing lean-to.

**Planning Application No: [23/P/01766](#) - 6 Fairlands Avenue, Fairlands, Guildford, GU3 3LX** - Retrospective planning application for the approval of an existing garden office (outbuilding).

**Planning Application No: [23/P/00737](#) and [23/P/00736](#) Norton Farm Cottage, Rickford, Worplesdon, Guildford, GU3 3PJ** - Listed Building Consent for demolition of the existing stable blocks and construction of a single storey ancillary residential building with storage areas and attached two bay carport; enclosure of three bays in the open store front elevation of the adjoining single storey annexe, and replacement access from main driveway to new carport.

## 9. Finance:

- a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by the Chairman of the meeting.
- b) **NALC salary scales for 2023/2024 announced by the National Association of Local Councils (NALC) 2 November 2023:**
  - i. To approve use of the new SCP points, which are backdated to 1 April 2023.
  - ii. To authorise the back-dated pay owed to the Clerk, Assistant Clerk, Head Groundsman, and Finance Officer.
- c) **2024/2025 Budget v3** – Updated budget to be tabled for further consideration [salary increases and grass cutting inflationary increase 23/24].
- d) **VAT refund 2<sup>nd</sup> quarter (1.7.2023 – 30.9.2023)** - A refund of £3,832.25 was received from HRMC on 2 November 2023.

10. **Jazz Festival 21 July 2024** – To reconsider the application to hold the Jazz Festival on Wood Street Village Green now confirmed for Sunday 21 July 2024.

11. **Compliance with Health and Safety Law** - To consider the work of the Parish Council and to ensure that the Parish Council is fulfilling its duties with regard to Health and Safety legislation: risk assessments, playground inspections, contractor compliance etc.

- 12. Removal of the Jacobs Well Road bus shelter (near Watts Cottage)** - One of the rear legs of the bus shelter is collapsing into adjacent drainage chamber – Surrey County Council has decided to remove this bus shelter and to relocate it elsewhere in the county. Details of the patronage have been requested by the Parish Council. To consider asking Surrey County Council whether Worplesdon Parish Council would be permitted to relocate the bus shelter to avoid the drainage chamber or whether this shelter could be relocated to another site in the parish – subject to the costs involved.

**FOR INFORMATION ONLY**

- 13. Christmas Carol Event – Wood Street Village Green 16.12.2023** - Insurance Schedule and updated application form received and circulated to the Members.
- 14. Date of next Planning/General Purposes and Finance Committee meeting – 1 February 2024**