



Unit 2 Saxton
Parklands
Railton Road
Guildford
Surrey GU2 9JX

Tel: 01483 300094
Email: clerk@worplesdon-pc.gov.uk

NOTICE OF MEETING

Friday 8 December 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 14 December 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. Public participation session - 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 the rest of the meeting but may not speak or interrupt the meeting following the public participation session. Each speaker to have a maximum of three minutes to address the Council.**
- 3. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
- 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. Amendments to the Register of 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 – 2 November 2023
- Planning/General Purposes and Finance Committee – 23 November 2023

11. Anti-social behaviour – Wood Street Village Green - There have been repeated incidents of motorists driving over Wood Street Village Green in recent weeks, as a result of which further requests for the installation of street lighting and posts around the Green have been received. This is due to concern about the safety of residents and children using the village green.

As a ballpark figure, the cost of installing 18 street light columns around the green is anticipated to be in the region of £100,000 (detailed research and costings would need to be obtained). The cost to install posts (and gates) including the cost to alter the existing lease with Surrey County Council, and the s38 advertising costs is anticipated to be a minimum of £20,000 (dependent on the type of posts used). Consent for posts, gates and street lighting columns would need to be obtained from Surrey County Council (the landowner). Additional consent for the posts and gates would also need to be obtained from the Secretary of State for DEFRA. Historically, there has been local opposition to the proposals for the installation of posts and street lighting.

It is anticipated that planning permission would also be required for both posts/gates and street lighting columns given the Green is situated in the Wood Street Village Conservation Area.

To consider what, if anything, could be done to prevent further anti-social behaviour at this location.

To consider the impact on the budget should either, both, or an alternative suggestion be taken forward e.g. CCTV.

12. Planning Applications for consideration:

Planning Application No: [23/00794/REVPP](#) – Farnborough Airport

Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022, in order to:

- a) increase the maximum number of annual aircraft movements from 50,000 to 70,000 per annum, including an increase in non-weekday aircraft movements from 8,900 to 18,900 per annum, and
- b) amend the aircraft weight category of 50,000 - 80,000 Kg, to 55,000 - 80,000 Kg, and an increase from 1,500 to 2,100 annual aircraft movements within this category, including an increase from 270 to 570 annual aircraft movements for non-weekdays, and to
- c) replace Conditions Nos. 7 (1:10,000 risk contour) and 8 (1:100,000 risk contour) with a new condition to produce Public Safety Zone maps in accordance with the Civil Aviation Authority/ Department for Transport Requirement.

Planning Application No: [23/P/01911](#) - 20 St Michaels Avenue, Fairlands, Guildford, GU3 3LY - Single storey rear and part side extension, replacing canopy.

Planning Application No: [23/P/00131](#) - Hertford Park, Burdenshott Road, Worplesdon, Guildford, GU3 3RN - Conversion of agricultural buildings to six residential dwellings.

Planning Application No: [23/P/01919](#) - 98 Broad Street, Guildford, GU3 3BE - Loft Extension Change to permission 23/P/00888 from Hip to Gable as per neighbour (100 Broad Street).

Planning Application No: [23/P/01931](#) - 29 Rickford Hill, Worplesdon, Guildford, GU3 3PG - Application for permission in principle for the erection of one dwelling.

Planning Application No: [23/P/01978](#) - 18 Gumbrells Close, Fairlands, Guildford, GU3 3NG - Single storey rear extension with internal refurbishment.

Planning Application No: [23/P/01967](#) - 9 Gumbrells Close, Fairlands, Guildford, GU3 3NG - Single storey side extension.

Planning Application No: [23/P/01976](#) - Tanti, 1 White Hart Lane, Wood Street Village, Guildford, GU3 3DZ - Proposed new front porch and raising the roof to create increased habitable accommodation.

Planning Application No: [23/P/01674](#) - 80 Oak Hill, Wood Street Village, Guildford, GU3 3ES - Proposed front porch and single/two storey rear extension following demolition of rear extension.

Planning Application No: [23/P/01999](#) - Perry Hill House, Perry Hill, Worplesdon, Guildford, GU3 3RD - Erection of open fronted green oak framed timber porch with adjacent log store.

Planning Application No: [23/P/01375](#) - Merrist Wood College, Coombe Lane, Worplesdon, Guildford, GU3 3PE
Proposed demolition of existing buildings and glass houses located across both the north and south site and replacement with a new glasshouse of 1120sqm and a new single storey teaching block in the north site and a new two storey teaching block with double height workshop and store all with associated access and hard and soft landscaping. (Amended documents – Travel Plan and Travel Assessment uploaded).

- 13. Community Clean-up Day – Worplesdon Parish Council to facilitate a multi-agency educational event to highlight the problems caused by fly-tipping into watercourses. Location:** Baird Drive, Wood Street Village – Anticipated cost of a skip for one day £405 & VAT. Provision date for the Community Clean-up Day Thursday 8 February 2024.
- 14. Extent of the Jacobs Well Recreation Ground - Acquisition of land (s128 Local Government Act 1972)**
- i. To seek to establish the extent of the Parish Council’s ownership of the land considered to form part of the Jacobs Well Recreation Ground.
 - ii. To consider whether to register one, or possibly two parcels of land HM Land Registry as these parcels of land currently appear to be unregistered land. Main parcel of land maintained by Worplesdon Parish Council for over 25 years.
- 15. 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 October and November 2023** - To approve the bank reconciliation for October and November 2023.
 - c) **Monthly budget reports for October and November 2023** - To approve the monthly budget reports for October and November 2023.
 - d) **Internal Audit Report** - To receive and approve the Interim Audit Report - Internal audit undertaken by Mark Mulberry 8 November 2023.
 - e) **4th draft budget 2024/2025** - The updated draft budget to be tabled and agreed. Precept request to be submitted to Guildford Borough Council by 12 January 2024 at the very latest.
 - f) **Quarterly financial check 6 December 2023** – The financial check was undertaken by Cllr M Price on 6 December 2023 - To receive and approve Cllr M Price’s report.
 - g) **S106 monies towards environmental improvements at Perry Hill Green (arising from the new development named Bluebell Rise, off School Lane)** - To consider purchasing one six-foot recycled plastic bench and seven x six-foot recycled plastic planters to be placed at appropriate locations around the Green.
 - h) **Electricity supply to Wood Street Village Green** - To consider whether the Parish Council should take over responsibility for the electricity supply at this location.
 - i) **Virements**
 - Vire £4,500 from Contingency Fund (Code 8) to Playground Repairs (Code 19)
 - Vire £800 from Contingency Fund (Code 8) to Training (Code 9)
- 16. Land Management/H&S Report** - To receive and approve the Land Management/H&S Report.

17. Guildford Borough Council's Public Spaces Protection Order (PSPO) for Dog Fouling – Deadline for responses 20 December 2023 <https://www.guildford.gov.uk/article/24848/Dog-fouling>

This order is made under Antisocial Behaviour legislation. Currently, when in a public space, failing to clean up immediately after a dog has fouled is a breach of the PSPO and can be punished with the issuing of a Fixed Penalty Notice. If this Notice is not paid, the Council may prosecute the offender. Without such an order in place, Guildford Borough Council would have no powers to enforce dog fouling.

To obtain a PSPO, Guildford Borough Council must prove that there is a need for it. The Borough Council is seeking the Parish Council's support on this.

Worplesdon Parish Council to provide reasons why the Parish Council would support the renewal of the PSPO and the affect dog fouling has on communities in Worplesdon or on land which the Parish Council owns, manages, or maintains.

18. Annual and quarterly playground inspections – To receive and approve the reports and any expenditure required to ensure the playgrounds remain in a safe condition.

19. Sponsorship Policy – To consider a new policy covering the use of sponsorship from potential local and national organisations.

20. GDPR attestations – All members are required to complete their GDPR training attestation form.

21. Clerk's Report

- a) **Surrey County Council – Minerals and Waste Planning Authority** - The Minerals and Waste Planning Authority (MWPA) has recently published a new Waste Capacity Need Assessment (WCNA), undertaken by BPP consulting. This WCNA was produced in November 2023 as part of the evidence base supporting the preparation of the [Minerals and Waste Local Plan](#).

The WCNA seeks to identify the need for additional waste management capacity in Surrey in the years to 2042, by assessing Surrey's future waste arisings and the contribution existing facilities make. The WCNA comprises a number of reports, which can be viewed [on the Surrey County Council website](#).

- b) **Footpath repairs – FP no 431 – Whitmoor Common** - Repair works to be carried out on behalf of Surrey County Council pre-Christmas, weather dependent.

c) Christmas light consultation – deadline 31 December 2023. Options for completing the survey:

- Paper copies can be requested from the Parish Office: 01483 300094
- Use the following URL <https://forms.office.com/e/t3gQ6gAPwg>
- Use the QR code below.



22. Chairman's Report.

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

Date of next Full Council meeting – Thursday 11 January 2024 - 19:30.