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NOTICE OF MEETING

Thursday 21 March 2024

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 4 April 2024 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. The number of speakers to be limited to five.**
- 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:

- Staffing Committee – 22 February 2024
- Full Council Meeting – 22 February 2024
- Planning/General Purposes and Finance Committee Meeting – 14 March 2024
- Annual Parish Assembly – 18 March 2024
- Extra-ordinary Meeting – 19 March 2024

11. Co-option of a new councillor for the Ward of Perry Hill - Guildford Borough Council has not received a call for an election for the vacancy in the Perry Hill Ward. The Council may now co-opt a new member. Applications are invited.

12. Nominations for the Chairman and Vice-Chairman - To receive the nomination papers.

13. Planning Applications for consideration:

Planning Application No: [24/P/00345](#) - 20 Envis Way, Fairlands, Guildford, GU3 3NH - Erection of single storey side and rear extensions together with habitable rooms in new roof space, following demolition of existing garage and rear extension.

Planning Application No: [24/P/00356](#) - 1 Douglas Close, Jacobs Well, Guildford, GU4 7PB - Ground floor rear extension, raise roof to create first floor with rooflights and changes to fenestration.

Planning Appeals – for information only

Planning Appeal Ref: APP/Y3615/W/23/3331811 Grandview House, 94 Broad Street, Guildford, GU3 3BE

Change of use of existing outbuilding to self-contained two-bedroom dwelling and associated hard/soft landscaping works (description amended 01/02/2023).

An appeal has been lodged against the Council's conditional approval of the above application. The Planning Inspectorate has accepted the appeal, and it will be dealt with by way of Written Representations.

14. Maypole Dancing - Wood Street Village Green - Application for maypole practices - Application received for permission to hold maypole practises on the Green from Easter until the Village show, plus performances on May 4th, July 20th, and September 28th (September 28th will be the charity performance for a Macmillan coffee morning). To consider the request.

15. Biodiversity Act 2021 - To consider the legal requirements of the act and to create an action plan for improving biodiversity across the parish. Advice from Surrey County Council still awaited.

16. Speeding issues – various locations across the Parish - Using the evidence obtained via the Speed Data Recorders, to lobby Surrey County Council and Surrey Police for the introduction of speed restrictions at various locations across the Parish.

17. 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 February 2024** - To approve the bank reconciliation for February 2024.

- c) **Monthly budget reports for February 2024** - To approve the monthly budget reports for February 2024.
 - d) **Quarterly financial check undertaken by Cllr M Price 20 March 2024** - To receive and approve Cllr M Price's written report.
 - e) **Applications for additional High Street bank/building society accounts** - To consider opening an instant saver account with the Co-operative Bank and an interest-bearing saving account with the Cambridge Building Society, both of which are protected by the FSCS.
 - f) **Grant Aid application – St Mary's Church "Double Flush"** - To receive and consider the application.
 - g) **Annual year-end internal audit** - The year end audit is to be undertaken on Tuesday 14 May at 9:00am. The chairman to be present if possible.
 - h) **External Audit** - The audit deadline has been set for Monday 1 May 2024.
 - i) **Year-End Pension Return** - The deadline for the year-end pension return is 30 April 2024.
18. **Land Management/H&S Report** - To receive and approve the Land Management/H&S Report.
19. **Clerk's Report.**
20. **Chairman's Report.**
21. **Items for inclusion on future agendas** - To receive any suggestions from members.
22. **Date of the Annual Meeting Thursday 16 May 2024 - 19:30.**