



**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 22 February 2024**

2024-54 - Present

Councillors:

Cllr G Adam, Cllr B Ahier, Cllr D Bird, Cllr P Cragg, Cllr N Crampin, Cllr S Ellahi, Cllr M Fance, Cllr B McShee, Cllr N Mitchell (Chairman), Cllr B Nagle, Cllr M Price, and Cllr T Wright.

Officers of the Council:

Mrs G White - Clerk to the Council
Mrs V Fear - Assistant Clerk

Members of the public:

Cllr K Witham, Cllr H Brooker, Cllr P Brooker, Kareen O'Brien – Headteacher Worplesdon Primary School, and Roger Steer were present.

2024-55 - Chairman's Announcements

The Chairman announced that Cllr J Messinger had today tendered her resignation from the Parish Council, which he had accepted, with a heavy heart.

The Clerk had duly informed Guildford Borough Council of the Casual Vacancy that has arisen as a result of Mrs Messinger's resignation.

Guildford Borough Council will prepare the Notice of Casual Vacancy, at which point it will be displayed on the Parish Council's noticeboards and website. If ten residents do not call for an election, the Parish Council will be able to co-opt a new member onto the Council after 19 March 2024. This will be confirmed by the Borough Council in due course.

2024-56 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40

Apologies and the reasons for absence were received from Cllr C Riley and Cllr J Snowball. The apologies and reason for absence were accepted by the Council.

Apologies were also received from Borough Councillor Bill Akhtar.

2024-57 - Public Participation

No members of the public wished to address the Council.

2024-58 - Declaration of Non-pecuniary Interests

Cllr B McShee, Cllr P Cragg, Cllr T Wright, and Cllr N Crampin all declared that they are members of the Wood Street Village Association (WSVA) and therefore had an interest in item 13 of the agenda – request to land a private helicopter on Wood Street Village Green.

Cllr B Ahier declared that she is a member of the Ramblers Association and Guildford Walking for Health and therefore had an interest in item 17 of the agenda – Surrey County Council consultation re public rights of way.

2024-59 - Declaration of Disclosable Pecuniary Interests (DPIs) - by councillors in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No 1464)

No declarations were made.

2024-60 - To receive and consider written requests for new DPI dispensations, if any

No requests were received.

2024-61 - Amendments to the Register of Interests

No declarations were made. Cllr B Ahier had asked for guidance from the Clerk. The Clerk to respond ASAP.

2024-62 - Declaration of gifts or hospitality over £50

No declarations were made.

2024-63 - Presentation by Roger Steer/Karen O'Brien – Worplesdon Primary School

Karen O'Brien, Headteacher of Worplesdon Primary School, gave a presentation to the Parish Council about the school's proposal to convert the existing sports field to an all-year Multi-Use Games Area (MUGA), which is considered essential due to the expansion of the school over the past 60 years. The pupil intake has increased from 120 pupils to 540 pupils. Due to the physical expansion of the school buildings, there is now far less year-round play space available, which is impacting the pupils, and staff, as well as the school's ability to deliver the two hours of statutory PE (physical education) per week.

Mrs O'Brien set out the many benefits of the proposal, as well as detailing concerns raised by residents that Roger Steer confirmed will be addressed during the pre-application stage of the process.

The Members had no objections to the proposal and wished the school well with its project given the ambitious timescale of completion within the school summer holidays 2024.

2024-64 - Borough Councillor's report

Cllr H Brooker gave the following report:

a) Ongoing investigation into irregularities within the Housing Maintenance Contracts

This has now been referred, by the Police, to the Southeast Regional Organised Crime Unit. Additionally, two strategic directors, acting Chief Executive Officer (CEO) Annie Righton and Transformation and Governance Director, Ian Doyle, have agreed to step aside, on a temporary basis, to allow the investigations to proceed smoothly.

This left Guildford Borough Council with only one of four senior directors. The good news is that the CEO elect, Pedro Wrobel, has agreed to start earlier than planned and commenced Monday this week.

b) Three-year budget approved

The 3-year budget has now been approved, which shows that Guildford Borough Council will avoid issuing a S114 bankruptcy notice but requires the selling of £50m of assets to achieve this.

c) Housing Revenue Account Budget Approved

The Housing Revenue Account budget has also been approved, including a 7.7% increase in social rents. An amendment to reduce this to 5% resulted in a tied vote of 21 for and 21 against and was lost on the casting vote of the Mayor.

d) Surrey County Council Tax Rise

Surrey County Council has confirmed that its council tax increase will be 2.99%.

e) Review of the 2019 Local Plan

The Council has also voted to review the 2019 Local Plan over the next few years to take account of changing demographics. The existing plan will remain in force during this process.

f) Hesters Yard

The Hesters Yard development proposal has been rejected by Guildford Borough Council officers over encroachment of the Green Belt. We await to see if Bewley Homes will appeal.

A short Q&A session then took place:

The following topics were discussed:

- Details of the fraud investigation are confidential though it is in the public domain that the figure involved is £18,500,000 and that the issue started in 2021.
- It is not known which of the Borough Council's assets will be sold.
- There is a £15m shortfall on the current spending.
- Cllr P Brooker will be taking the new CEO on a tour of the Parish on 8 March 2024.

The Chairman thanked Cllr Brooker for her report.

2024-65 - County Councillor's report

Cllr K Witham's report for January/February had been circulated via email to all Members in advance of the meeting. The topics covered included:

- a) Surrey Road Safety – Have your Say** [https://www.surreycc.gov.uk/roads-and-transport/road-safety/strategy-2024-to-2035#:~:text=Our%20vision%20is%20for%20there,2019%20and%202022%20baseline%20average\).](https://www.surreycc.gov.uk/roads-and-transport/road-safety/strategy-2024-to-2035#:~:text=Our%20vision%20is%20for%20there,2019%20and%202022%20baseline%20average).) Surrey County Council consultation now open – deadline 24 March 2024.
- b) Highway Reports**
Residents are invited to sign up to receive Highway Reports. See the following link: <https://pages.comms.surreycc.info/pages/your-highways-update>
- c) Surrey County Council Grant Funds for Local Groups and Organisations**
I supported over twenty grant fund applications in 2023.

d) Improvement to Surrey County Council’s Countryside Access

<https://www.surreysays.co.uk/environment-and-infrastructure/rowip-public/>

Surrey County Council consultation now open – deadline 10 March 2024.

Additional items:

Cllr K Witham also advised that the pavement in front of the former Ship Pub (Pitch Place Green) had been replaced at a cost of £20,000.

The new pedestrian crossing near St Joseph’s School, Aldershot Road had taken four years to come to fruition and is a response to the fatal accident that occurred at this location.

Cllr N Mitchell asked why the work wasn’t being carried out in the school holidays to reduce disruption to the local highway network.

Cllr K Witham advised that there are 250 schools in Surrey and all want works to be carried out during school holidays, however, this simply isn’t possible.

[Cllrs Honor and Philip Brooker left the meeting at 20:05.](#)

By resolution of the Council, it was agreed the following agenda items would be brought forward to enable Cllr K Witham to hear the Council’s debate.

2024-66 - Public consultation - Surrey County Council’s Rights of Way Improvement Plan (ROWIP) - Surrey County Council is responsible for around 2,164 miles (3,482 km) of public footpaths, bridleways, restricted byways, and byways open to all traffic across the whole of Surrey County

<https://www.surreycc.gov.uk/culture-and-leisure/countryside/management/footpaths-byways-and-bridleways/improvement-plan>. Survey to be completed by 10 March 2024.

Cllr B Ahier and Cllr N Mitchell had read the consultation document.

Cllr B Ahier gave the following report:

The Theme of the survey is connectivity and the interconnection of footpaths with new paths to be created

- Accessibility areas for pushchairs and access for all - At Britten’s Pond the path is fully accessible, but there is no connectivity between Whitmoor Common and the Pond. Would it be possible to create a Right of Way (ROW) over the neighbouring privately owned land? That way visitors to Britten’s Pond would be able to reach the ‘monkey bridge’ and visitors to Whitmoor Common would also have access in reverse, which would be great for the local Walking for Health groups.
- Shared use paths, particularly those for cyclists create hazards. The document underestimates the conflicts between pedestrians and cyclists. If footpaths are combined with bridleways, proper attention should be given to the width and pace of the path to protect pedestrians.
- Generally, there are less issues with paths shared by equestrians and pedestrians than there are with pedestrians and cyclists. There are, however, lots of issues with shared facilities between pedestrians and cyclists. Shared paths are generally more dangerous, particularly for pedestrians, especially those who are older and less able to dive out of the way of cyclists.
- Clear and plentiful signage should be provided so that users are aware of the hazards they may encounter.
- There is mention of Parish Councils on page 48.

- Parish Councils could be asked to create local ROW maps and to create circular walks around the Parish. (Two circular walk leaflets have already been created by the Sime Gallery). This would likely be at the Parish Council's own cost.
- How does the County Council anticipate linking ROWs over busy roads?
- Permissive rights of way are equally important. It would be helpful if Surrey County Council created an additional layer on their Rights of Way map that shows where the permissive rights of way are located.
- Is the Definitive Map (the legal record of public rights of way in England and Wales) still due to be closed off for new applications?
- Packs of dogs being walked on the commons was also discussed. Packs of dogs can be intimidating to some walkers.

The association between the Ramblers Association and Surrey County Council's Rights of Way team in terms of maintaining the ROW network was also discussed.

2024-67 - Surrey County Council's 'Vision Zero' Road Safety Strategy 2024 to 2035 (Draft)

<https://www.surreycc.gov.uk/roads-and-transport/road-safety/strategy-2024-to-2035>. Feedback to be emailed to the safetravelteam@surreycc.gov.uk. Deadline for responses 24th of March.

The Members concluded that whilst the aims of the Strategy are laudable, they are unlikely to be achievable.

Cllr K Witham advised that the number of fatal/killed seriously injured (KSI) injury accidents has fallen, however, there remain approximately 30 KSIs per year, which the County Council considers too many. It is therefore the County Council's aim to further reduce road deaths/injuries, which can only be a good thing.

The following topics were then discussed:

1. Human error being the main cause of KSI accidents
2. Infrastructure projects and the cost
3. Erection of information posters to highlight issues to motorists
4. Infrastructure changes can help, but they are costly and time consuming
5. The call for a blanket 20mph speed restriction around all schools, however, there is a need for individual projects for each area, rather than a blanket approach
6. The use of reduced speed restrictions to reduce accidents
7. Whilst there were lots of statistics about walking/cycling accidents, and cyclists being injured by cars, the document appeared to be silent on pedestrians being injured by cyclists. Those statistics are required. The protection of pedestrians is also required. Older people do not feel safe using shared cycle routes.
8. The impact of electric scooters being used on both the roads and pavements, despite them being illegal to use in this way.
9. No mention of Community Speed Watch within the main document

2024-68 - Double Flush Campaign – St Mary's Church

The Clerk advised that she had received written requests from three Members, in accordance with Standing Order 6d, to reconsider giving a grant to St Mary's Church towards their Double Flush campaign in light of clarification provided via the Levelling Up and Regeneration Act 2023.

Cllr K Witham advised that he has offered to assist the Church with Your Fund Surrey funding, but despite contacting them several times, no-one from the Church had contacted him.

Whilst the Members were supportive of issuing a £500 grant, they were keen to know the overall costs of the project.

It was agreed that the Parish Council would write to the Church asking them to complete and return a grant aid application form and to reiterate Cllr K Witham's offer of additional funding.

Cllr K Witham left the meeting at 20:43 at which point the Chairman called a short comfort break.

The meeting was reconvened at 20:47.

2024-69 - Minutes of the previous meetings:

It was proposed by Cllr M Fance, seconded by Cllr N Crampin, and unanimously **RESOLVED** that the minutes of the Full Council Meeting held 11 January 2024 be approved and signed by the Chairman as a true record.

It was proposed by Cllr G Adam, seconded by Cllr M Price, and unanimously **RESOLVED** that the minutes of the Planning/General Purposes and Finance Committee Meeting held 1 February 2024 be approved and signed by the Chairman as a true record.

It was proposed by Cllr N Crampin, seconded by Cllr S Ellahi, and unanimously **RESOLVED** that the minutes of the Extra-ordinary Meeting held 5 February 2024 be approved and signed by the Chairman as a true record.

2024-70 - Planning Applications for consideration:

Planning Application No: 24/P/00101 - 28 Louis Fields, Fairlands, Guildford, GU3 3JG - Proposed single storey side extension and porch with pitched crown roof, including rooflight, to an existing detached bungalow with loft accommodation.

It was **RESOLVED**: leave to planners.

Planning Application No: 23/P/02116 and 23/P/02117 - Crown Cottage, Perry Hill, Worplesdon, Guildford, GU3 3RD - Two storey side and single storey rear extensions following demolition of existing rear lean-to.

It was **RESOLVED**: that the Parish Council would object to these planning applications on the following grounds:

1. **Policy 18 (3)** - The omission of the illustrated change to the roofline of the host dwelling/Listed Building, is not detailed within the planning application description. As this is a fundamental change to the appearance of the host dwelling, its omission is both misleading and contrary to policy P18 (3) of the Local Plan.
2. Whilst the Juliette balcony in the Master bedroom has been removed from the proposed plans, a set of opening double doors are still included within the planning application. Without the provision of a balcony, these doors represent a health and safety hazard.
3. **Policy H4 (1)** - The proposed extension is not subservient to the host dwelling contrary to policy H4 (1) of the Local Plan.
4. **Policy D20** - This property is situated within the Perry Hill Conservation Area. The elongated letter box windows on the southern elevation are out of keeping with the host dwelling and the proposed extension. Windows that either match, or are complementary to the host dwelling, would be more in keeping with the overall design of the building and the Conservation Area.
5. **Policy D20 (3) (c)** - The extent of the use of glass within the proposed extension may result in solar gain due to the situation of the host dwelling.
6. **Policy 18 (3)** - The proposal to use a flat roof on part of the extension is not sympathetic with the Listed Building.

Planning Application No: 24/P/00124 - 1 Blanchards Hill Cottages, Blanchards Hill, Jacobs Well, Guildford, GU4 7QR - Construction of proposed single storey rear extension following demolition of existing single storey rear extension.

It was **RESOLVED**: leave to planners.

Planning Application No: 24/P/00199 - 23 Stringers Avenue, Jacobs Well, Guildford, GU4 7NW
- Single storey rear extension.

It was **RESOLVED**: that the Parish Council object to this planning application on the grounds that the size and scale of the extension are out of context with neighbouring semi-detached property and would result in a loss of light contrary to policy H4 (1) (a, b, and c).

Planning Appeals – for information only

Planning Appeal Ref: APP/Y3615/D/24/3336716 - 76 Frog Grove Lane, Guildford, GU3 3HA - Erection of single storey rear extension, conversion of existing loft space to habitable accommodation including two dormer windows to front and replace existing dormer to rear. Infill extension to the front porch. Removal of chimney, installation of four rooflights and photovoltaic panels and changes to fenestration.

An appeal has been made to the Secretary of State against the Council's decision for the proposed development described above.

Planning Appeal Ref: APP/Y3615/D/24/3336440 - 76 Frog Grove Lane, Guildford, GU3 3HA - Prior notification for a single storey 8.00 metre rear extension, 3.20 metres in height with an eaves height of 3.04 metres.

An appeal has been made to the Secretary of State against the Council's decision for the proposed development described above.

2024-71 - Request for permission to land a private helicopter on Wood Street Village Green (1st week in March)

A business in Wood Street Village had asked for permission for one of their client's helicopter to land on Wood Street Village Green in order that the client could visit the business to see the progress of their project.

The Members carefully considered the request.

Following a lengthy discussion, it was proposed by Cllr B McShee, seconded by Cllr P Cragg that the request be denied for the following reasons:

1. The Green is a public open space and there would be a conflict between users of the Green and the privately owned helicopter.
2. The Green is currently extremely wet, and the Members were fearful that the weight of the helicopter would cause significant damage to the Green.

The Members respectfully suggested that it would be more appropriate for the client to use the local airports, such as Farnborough or Fairoaks.

2024-72 - Parish Office – outside the Parish

In light of discussions at the Extra-ordinary Meeting held 5 February 2024, it was agreed that the Parish Council would also consider the alternative possibility of purchasing a unit in the Business Park, Railton Road.

Funding would be subject to a Public Works Loan Board Loan that would require the support of the community. It should be noted, the Parish Council is legally obliged to pay the agreed rent on Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX until December 2027.

The Chairman advised that since the agenda had been prepared, Bewley Homes have confirmed that they intend to appeal the borough council's refusal of the planning application for Hesters Yard.

In addition, Dryad Tree Specialists Ltd have moved to a business park in Send.

As well as the properties that are for sale in Parklands, other buildings are also for sale in the Parish, though whether the Parish Council could afford them is another matter.

A lengthy discussion then took place during which the pros and cons of the various options available were considered.

It was then proposed by Cllr N Mitchell, seconded by Cllr P Cragg, and unanimously **RESOLVED** that: In principle, subject to the outcome of the Planning Inspectorate's decision on Hesters Yard, the Council investigates the possibility of purchasing an office.

2024-73 - 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 Fance, seconded by Cllr M Price, and unanimously **RESOLVED** that payments to the value of £10,758.40 be approved. The payment list was duly signed by the Chairman, Cllr N Mitchell, during the meeting.

Table 1: Proposed list of payments 22 February 2024

Code	Date	Description	Supplier	Net	VAT	Total
IT budget	30/01/2024	Office 365 charges	BT PLC	344.62	68.92	413.54
IT budget	31/01/2024	Replacement headset for work phone	Headset Store	132.05	26.41	158.46
IT budget	01/02/2024	BT Business Mobile Broadband	BT PLC	7.16	1.43	8.59
Revenue Costs Works Vehicle	01/02/2024	Service plan - 1st instalment of 45	PlanMyService LLP	48.38	9.68	58.06
Revenue Costs Works Vehicle	01/02/2024	MOT Service plan - 1st instalment of 45	PlanMyService LLP	3.78	0.00	3.78
Land Management	01/02/2024	Fuel for strimmer	Waitrose Shell	5.40	1.08	6.48
Land Management	01/02/2024	Materials	B&Q	35.92	7.18	43.10
Land Management	01/02/2024	Hire of storage container MW - January 2024	Activate Learning	81.00	0.00	81.00
Tree Surgery	01/02/2024	Clear fallen tree from footpath - JW Recreation Ground	Lumber-Jacks Tree Services Ltd	200.00	40.00	240.00
Parish Office	01/02/2024	Fire Alarm Maintenance, Emergency Lights Discharge Test & Fire Extinguisher Service	W J Fire Ltd	448.60	89.72	538.32
IT budget	01/02/2024	Website hosting & Tech support for 12 months	Welland Creative	685.00	137.00	822.00
Tree Surgery	01/02/2024	Clearing fallen poplar tree at JW Recreation Ground	Lumber-Jacks Tree Services Ltd	1,000.00	200.00	1,200.00
IT budget	02/02/2024	Dark Web monitoring - December 2023 & January 2024 - Refund	RISC IT	-19.98	-4.00	-23.98
Establishment Charges	03/02/2024	Office supplies	Sainsburys	8.84	0.00	8.84
IT budget	07/02/2024	External back-up - February 2024	RISC IT	44.00	8.80	52.80
Land Management	06/02/2024	Materials	B&Q	20.67	0.00	20.67
Parish Office	07/02/2024	Fish Keys for Emergency Lights Testing	Mrs V C Fear - West Country Fire	2.38	0.48	2.86

Code	Date	Description	Supplier	Net	VAT	Total
			Protection Ltd (Amazon)			
Revenue Costs Works Vehicle	08/02/2024	Batteries for Van Keys	Mrs V C Fear - DIDJI Distribution (Amazon)	3.99	0.80	4.79
Land Management	07/02/2024	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	32.64	6.53	39.17
Training	07/02/2024	Councillors Training - 12 February & 11 April 2024	Mulberry & Co	90.00	18.00	108.00
IT budget	07/02/2024	Membership - Parish Online	Parish Online	150.00	30.00	180.00
Accrual for bus shelters/seats/benches	07/02/2024	Remove and replace Rural Pie Bench in Worplesdon	Stephen Gunner	300.00	0.00	300.00
Revenue Costs Works Vehicle	07/02/2024	Spare key for Works Van	Car Key Group	260.00	52.00	312.00
Establishment Charges	07/02/2024	Office supplies	Tesco	1.55	0.00	1.55
Accrual towards tree succession planting	08/02/2024	1 x Norway Spruce & 19 x Yew Trees	CGJ Mathias & Son	1,624.00	324.80	1,948.80
Accrual towards tree succession planting	08/02/2024	1 x Hornbeam	CGJ Mathias & Son	150.00	30.00	180.00
Land Management	13/02/2024	Materials	B&Q	20.83	4.17	25.00
Land Management	13/02/2024	Materials	Wickes	15.00	3.00	18.00
Parish Office	15/02/2024	Gas & Electricity - Unit 2 Saxton - 04.01.24 - 31.01.24	Octopus Energy Limited	186.71	9.34	196.05
Parish Newsletter	15/02/2024	3,600 newsletters	Knaphill Print Co Ltd	435.00	0.00	435.00
IT budget	16/02/2024	OnePhone - phone charges - including mobile data	BT PLC	196.91	39.38	236.29
Parish Office	16/02/2024	Water and sewage charge - Unit 2 Saxton - 01.01.24 - 31.01.24	Castle Water	14.26	0.00	14.26
IT budget	19/02/2024	Subscription - 17.02.24 - 16.03.24	Adobe	16.64	3.33	19.97
Establishment Charges	19/02/2024	Eye test - GW	Nicklins Opticians Ltd	60.00	0.00	60.00
Tree Surgery	21/02/2024	Fell poplar tree - JW Rec	Lumber-Jacks Tree Services Ltd	1,500.00	300.00	1,800.00
Establishment Charges	21/02/2024	Eye Test - VF	Mrs V C Fear - J.P. Glover Optometrist	45.00	0.00	45.00
Tree Surgery	21/02/2024	Tree surgery - WSV cricket ground	Dave Ford Tree Care	1,000.00	200.00	1,200.00
Total				9,150.35	1,608.05	10,758.40

b) Bank reconciliation for January 2024

The Finance Officer (FO) had prepared the bank reconciliation for January 2024 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 B McShee, and unanimously **RESOLVED** that the bank reconciliation be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

Appendix 1 – January 2024 Bank Reconciliation

c) Monthly budget reports for January 2024

The FO had prepared the budget reports for January 2024 in accordance with the Accounts and Audit Regulations, copies of which had been issued to all Members via email in advance of the meeting. It was proposed by Cllr D Bird, seconded by Cllr N Crampin, and unanimously **RESOLVED** that the budget reports be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

Appendices 2, 3, and 4 - January 2024: Summary Budget Report, Net Position Report and Earmarked Reserves Report.

2024-74 - Land Management/H&S Report

The Assistant Clerk had prepared the following report for Members' consideration. A copy of the report had been emailed to all Members in advance of the meeting. Weekly Reports Worplesdon, Jacobs Well, and Fairlands play areas, the Husson Breeze, and community car park at Wood Street were checked on 11.12.23, 08.01.24, 15.01.24, 22.01.24, 29.01.24, 05.02.24, 12.02.24, and 19.02.24.

Monthly Health and Safety Reports

The monthly inspections were undertaken on 02.01.24 and 08.01.24. Inspections for December did not take place.

Completion of works:

The Groundstaff have, in addition to regular inspections, litter picks, and grille clearance:

- Reported a dangerous bridge at Broad Street Common to SCC.
- Removed the Christmas banners and consultation banners.
- Filled potholes at Wood Street Village Community Car Park which were trip hazards.
- Noted sewage flowed into Wood Street Village Pond following Storm Henk.
- Planted more than 430 trees and whips across the parish.
- Dug a trial trench at Jacobs Well Recreation Ground underneath the proposed car park area.
- Attached reflectors and signage to the repaired SCC fencing outside Worplesdon Memorial Hall (in the layby) following removal of brambles and small weed trees.
- Erected the height signage on the height barrier at Jacobs Well Recreation Ground.
- Removed redundant signage from the Jacobs Well Recreation Ground height barrier.
- Cleared human faeces from the play area at Fairlands.
- Cleared the ditch on Coombe Lane near Perry Hill Farm and rodded beneath the driveway.
- Removed the trees leaning from the bridleway onto the fence of Pitch Place House and repaired the fencing.
- Repaired the wildflower compound at Harry's Meadow, Jacobs Well following vandalism.
- Removed blockages (multiple plant trays and plan pots) from the watercourse on Merrist Wood Golf Course.
- Cleared vegetation along the footpath backing onto Pitch Place House.
- Cleared willow branches away from the Grade 2 barn on Coombe Lane.
- Planted a spruce tree at Pitch Place Green.
- Planted the Coronation tree at Jacobs Well Recreation Ground.
- Planted a yew tree hedge at Pitch Place Green to minimise damage to Pitch Place House's perimeter walls from ball sports.

The Clerk has:

- Reported the overgrown vegetation at the rural pie seat location to SCC.
- Reported the bridge issue at Broad Street Common to SCC Rights of Way.
- Reported the overgrown alley in Fairlands (behind Gumbrells Close) to SCC Rights of Way team.

The Assistant Clerk has:

- Focussed on flooding issues due to the widespread impact of Storm Henk on properties along Aldershot Road and Halifax Close.
- Obtained quotes for tree works required following Storm Henk.
- Obtained quotes for the proposed car parking area at Jacobs Well Recreation Ground.

Councillors have:

- Reported fungus growing on a third-party tree at Broadacres (determined to be Eiffel Tower fungus).

Contractors have:

- Installed the replacement rural pie seat at Perry Hill.
- Removed a poplar tree which fell at Moathouse Pond, Jacobs Well (and the neighbouring tree) following Storm Henk.
- Dug a trench for yew trees to be planted at Pitch Place Green to minimise damage to Pitch Place House (Grade II listed) from ball sports.
- Installed the replacement rural pie seat at Perry Hill.
- Delivered trees for the agreed succession planting scheme (with additional deliveries due in March).

Work agreed with contractors/volunteers:

- Commemorative bench for Wood Street Village Green (delivered and base installed in readiness).
- Electricity supply to be installed across Perry Hill Green (subject to permission from SCC and the DigDat data being obtained) for the provision of Christmas lights.
- Wildflower areas to be identified through information board signage at Harry's Meadow, Jacobs Well (awaiting updated drafts of board designs from sign-maker).

Quotations obtained for:

- Provision of bench, tree guards, and planters at Perry Hill Green.

Quotations required for:

- Replacement basket swing seat [to be included with the additional works required for the upgrade to Worplesdon Memorial Hall Play Area].
- Wet pour shrinkage repairs at Fairlands play area [Assistant Clerk/Groundstaff to measure up].
- Jacobs Well Recreation Ground – Proposed parking area.

Outstanding works:

- HAGS multiplay unit at Jacobs Well to be re-stained (weather reliant) – part-completed.
- Damaged bench slat at Perry Hill Green requires replacement – ageing bench: consider replacing due to concrete supports deteriorating.
- Assistant Clerk, Head Groundsman, and Groundsman to create an inventory of items stored in the shipping container.
- Yellow hazard line to be repainted at Worplesdon play area.

It was proposed by Cllr D Bird, seconded by Cllr B Ahier, and unanimously **RESOLVED** that the report be approved and adopted.

Cllr B Ahier requested that the Parish Council send an email of thanks to Surrey County Council's Countryside Estates Team for the excellent path reinstatement works carried out on Whitmoor Common (ROW 431), and also to enquire whether the handrail beside the watercourse will be replaced.

2024-75 - Clerk's Report

a) S106 Monies – Planning Application No: 20/P/00924 Bluebell Rise

The Parish Council's S106 bid towards environmental improvements to Perry Hill Green has been

successful. Improvements to include the provision of additional trees, a second bench, and seven recycled plastic planters etc. Works to commence ASAP.

- b) Damaged bridge – Broad Street Common What3Words location <https://w3w.co/scans.cars.tend> -**
This has been reported to Surrey County Council.
- c) Jacobs Well Recreation Ground - Interactive page on the Parish Council's website going live on Monday 19 February 2024**
Residents are invited to assist the Parish Council by keeping a record of the birds/mammals seen in Jacobs Well Recreation Ground via the new interactive facility provided on the Parish Council's website page <https://worplesdon-pc.gov.uk/what-wildlife-can-you-find-in-jacobs-well-recreation-ground/>
- d) Alleyway behind Gumbrells Close, Fairlands – Overgrown alleyway reported to Surrey County Council**
The clearance work has been undertaken by the County Council.
- e) Footpath from St Mary's Church onto Whitmoor Common ROW no: 431**
This footpath has now been upgraded by the County Council's contractors.
- f) Free portrait of HM King Charles III**
The Parish Council has ordered a copy of the Government's free portrait, which is anticipated to be delivered by the end of April 2024.

2024-76 - Chairman's Report

The Chairman had circulated his report via email to all Members in advance of the meeting.

Community Speed Watch – As one would expect, the weather has been the driver for deployments in the last six weeks, and three deployments have been achieved.

An annual report has been issued by Surrey Police, and exploring the figures, Worplesdon is deploying significantly more than the average number of deployments of active groups.

In 2023 we deployed forty-one times and noted that 8,486 vehicles passed through our deployment sites. It is noted that 201 (2.4%) vehicles exceeded the trigger level.

On 24 January PC Oliver Sedgwick, the Casualty Reduction Officer for the west of Surrey, attended our deployment, he hopes to attend other deployments in the year.

11 January – Chaired the first full council meeting of 2024.

15 January – Attended the FLGCA Management Meeting and delivered a report from WPC at which no. 1 Fairlands was discussed, as well as the desire for a 20mph limit through Fairlands. The results from the two Speed Data Recorders appear to indicate that 20mph seems to be being adhered to through the estate. Cllr Brooker raised the subject of Hester's Yard.

17 January – Attended the Surrey Association of Local Councils (SALC) Councillors' Zoom Forum, I was pleased to see that Cllrs Crampin and Price also attended. There was a total of fifty-four attendees on the Zoom meeting, which was the most I have seen at an online meeting.

The key item was how Wonersh Parish Council successfully secured a Public Works Loan Board (PWLB) Loan to secure an area of land and stop a housing development. In addition, there was an advantage that part of the sum secured allowed for the local community centre to be refurbished.

The necessary support of the community was achieved by knocking on all doors, explaining the scheme and the reason for the loan, and the cost of the loan.

Wonersh Parish Council also received a significant donation from a local resident.

Forty-three Parish Clerks attended the meeting in the morning.

22 January – Attended the Cluster meeting between Normandy Parish Council, Pirbright Parish Council and Worplesdon Parish Council with the Clerk, Gaynor White.

We found out that Pirbright are increasing their Precept by 9.9%, Normandy can maintain their current precept using reserves and income from various events and the hiring out of their hall.

23 January – Attended the legal meeting with Wellers Headley on the proposal for a new community building in Fairlands. The recording of the meeting was issued to all Members and shown before the Extraordinary Meeting on 5th February.

24 January – Attended an informal meeting with the Clerk Gaynor White to discuss assorted items at Pitch Place house.

The points discussed were:

1. Protection to the Grade II Listed Barn. People are using the side of the barn as a wicket in the summer and a goal in the winter. Tiles are falling off the roof and this might cause an incident on the Green. The solution is to place a line of yew trees in front of the barn which provides access for maintenance, whilst restricting abuse of the wall. These trees were planted by our ground staff on 20 and 22 February.
2. Trees between the bridleway and the Taylor Wimpey development, which are visible from Pitch Place House. It was explained that as these trees are part of the portfolio of trees for which Worplesdon Parish Council is responsible; tree surgery was necessary for protection of the community. New trees have been planted to replace the removed trees.
3. There were trees along the public right of way that have displaced fencing panels on the boundary of Pitch Place House. As a gesture of goodwill, Worplesdon Parish Council agreed to remove the trees and reinstate the fencing.
4. It was pointed out that the trees on Worplesdon Road that are in the boundary of Pitch Place House are the responsibility of the owner of Pitch Place House. Any maintenance is the responsibility of the owner, and this has been confirmed by Surrey County Council.
5. The owner of Pitch Place House wishes to purchase the common land between the boundary of Pitch Place House and Keens Lane. It was pointed out to the owner that the pond in this area forms part of the hydrology of Whitmoor Common SPA, SSSI. It was also pointed out that any purchase of this land would have to be legally agreed and is beyond the powers of the Parish Council.

29 January - Attended the Flood Forum walk around at three sites in the Parish, Liddington Hall Drive, Gravetts Lane, and Rickford.

A common factor at all three locations was a lack of maintenance to ditches and watercourses by the owners of the land.

1 February – Attended the General Purposes Meeting.

5 February – Chaired the Extra-Ordinary Meeting to discuss the legal issues around a proposed new community centre in Fairlands and the possibilities of grants to the FLGCA to make up any shortfall in funding after monies from Your Fund Surrey, or capital sums for an office and council chamber within the new building.

The full council approved two motions.

Further discussions will be required on this subject over time, and a short briefing will be presented at the Annual Parish Assembly on 18 March.

8 February – Held an informal meeting with Alex Waugh of Wood Street Village Association (WSVA). Points that were discussed are as follows:

1. Flooding due to storm Henk on 4 January, which flooded many properties on Aldershot Road including a number in Halifax Close. Due to the Assistant Clerk's efforts to highlight how affected residents should report flooding to Surrey County Council, a s19 Investigation (Flood Water Management Act 2010). The Assistant Clerk advised that her actions had also unlocked government funding for those affected by the severe flood incident. The Members congratulated Mrs Fear on her efforts to assist the community.
2. The refusal of Hester's Yard by the Local Authority and the impact on the Village and Parish Council.
3. The enclosure of Wood Street Village Green to stop anti-social behaviour.
 - a. It was pointed out that any posts would still allow motorbikes and quad bikes to get access to the Green. It is unlawful to enclose common land without consent from the Secretary of State for DEFRA (s38 Commons Act 2006).
 - b. The monies that Cllr Witham advised WSVA about has only been available recently, so was not known about in 2022 when the public consultation was conducted. Any application to Your Fund Surrey would require a Business Plan and support from the residents.
 - c. Any posts would have to be set back a minimum of 750mm which could be used by motorists to park vehicles partially off road. Photographs of the damage to Pirbright Green and Pitch Place Green were handed to Alex.
 - d. Because of the posts that have already been installed on the Pound Lane boundary of the green, posts on the western edge of the green would trip the length of the enclosure into requiring approval from the Secretary of State.
 - e. The posts installed at Pirbright Green cost over £30,000 at cost.
 - f. The anticipated cost of any posts or protection would be in the order of £100,000 and a PWLB loan would be required to pay for the works, which would require support across the parish.

Following Mrs Messinger's resignation, it was proposed by Cllr B McShee, seconded by Cllr G Adam, and unanimously **RESOLVED** that a thank you gift would be sent from the Parish Council, in recognition of her outstanding contribution to the Parish Council over the past twelve years.

2024-77 - Items for inclusion on future agendas

No suggestions were put forward.

2024-78 - Date of next Full Council meeting – Thursday 4 April 2024 - 19:30.

Meeting closed 22:12

Signed:

Chairman of the Council
Date: 4 April 2024