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NOTICE OF MEETING

Thursday 12 September 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 19 September 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. Welcome to the Mayoress of Guildford - Cllr Sallie Barker MBE.**
- 3. 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.**
- 4. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
- 5. 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).**
- 6. To receive and consider written requests for new DPI dispensations, if any.**
- 7. Amendments to the Register of Interests.**

8. Declaration of gifts or hospitality over £50.

9. Borough Councillor's report (5 mins).

10. County Councillor's report (5 mins).

11. 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 - 8 August 2024
- Staffing Committee - 19 August 2024
- Planning/General Purposes and Finance Committee Meeting - 29 August 2024

12. Planning Applications for consideration:

Planning Application No: [24/P/01240](#) and [11/P/01155](#) - Pavilion, Backside Common, Wood Street Village, GU3 3EZ - Variation of Condition 4 (hours of operation) of planning permission 11/P/01155 approved 07/09/11 to amend the operating hours from 08.00 - 15.00 at present to 08.00 - 17.30 - Monday - Friday excluding public holidays.

Planning Application No: [24/P/01241](#) - 1 Douglas Close, Jacobs Well, Guildford, GU4 7PB - Erection of new detached garage.

Planning Application No: [24/P/00441](#) - Land west of Blackwell Farm, Hogs Back, Guildford, GU3 - The installation of a 12.21 MWp solar facility comprising ground mounted infrastructure including inverters, transformers, a GRP switchgear enclosure, fencing, infrared cameras, motion detection system, underground cable connections, export cable, access works including new tracks, landscape planting and other ancillary development. (Amended and additional details submitted on 23.08.2024 for very special circumstances, alternatives, national/local energy strategies, case law, landscaping impacts, food security, ecology/ biodiversity, tree/woodland protection, highways, utility services, landscape planting, solar array layout, drilling locations, interpretation boards).

Planning Application No: [24/P/01099](#) - 23 Stringers Avenue, Jacobs Well, Guildford, GU4 7NW – Single storey rear extension.

Planning Application No: [24/P/01298](#) - 54 Liddington New Road, Guildford, GU3 3AH - Placement of an air source heat pump to side elevation

Planning Appeals – for information only

Planning Appeal Ref: [APP/Y3615/W/24/3347519](#) - 23/P/01735 - Jacobs Well Village Hall, Jacobs Well Road, Jacobs Well - Partial change of use of existing car park to water filling station including retention of existing structure (retrospective application).

Planning Appeal Ref: - [APP/Y3615/W/24/3347721](#) - 22/P/01757 - Gravetts Lane Stables, Tangle Lane, Worplesdon, Guildford, GU3 3JY - Demolition and replacement of Gravetts Lane Stables with nine residential units with associated parking and amenity space.

13. Finance:

- a) Proposed list of payments to be tabled at the meeting for approval** - Payment list to be signed by the Chairman.
- b) Bank reconciliations for July and August 2024** - To approve the bank reconciliations for July and August 2024.
- c) Monthly budget reports for July and August 2024** - To approve the monthly budget reports for July and August 2024.
- d) Quarterly financial check undertaken by Cllr M Price 4 September 2024** - To receive and approve Cllr M Price's written report.

- e) **Provision of four parking spaces in the Recreation Ground, Jacobs Well** - Section 38 (Commons Act 2006) consent for the construction of four parking spaces has been granted by the Planning Inspectorate. Three quotations have been obtained. Minimum cost £21,682 & VAT - maximum cost £36,200 & VAT. To approve the best value quotation.
- f) **Virement** - To vire £2,500 from code 79 (Heritage Trail) to code 18 (Tree Surgery).
- g) **Letter of Engagement - Mulberry & Co Ltd** - To approve the three-year letter of Engagement, as circulated.
- h) **Notice of Conclusion of Audit** - An unqualified audit had been received from PKF Littlejohn LLP. The Notice of Conclusion of Audit and Section 1 to 3 of the Annual Governance and Accountability Return were posted on the noticeboards and website on 14 August 2024, in accordance with the Accounts and Audit Regulations. To approve the audit report.
- i) **Provision of a GRP kiosk and first phase power supply to facilitate the illumination of the Christmas tree on Pitch Place Green and to enable events to take place on this Green should there be sufficient local support** - this is a tripartite project between UK Power Networks Ltd, Scottish Power and JDS Decorations Ltd.
- Quotation received from UK Power Networks Ltd to supply a first phase power supply to Pitch Place Green - Total cost £2,016.00 & VAT.
 - Quotation received from Scottish Power for the provision of a new meter - £0 [Zero].
 - Quotation received for the purchase of a GRP kiosk - £770 & VAT.
 - Quotation received from JDS Decorations Ltd for the provision of a bay onto which a GRP kiosk will need to be sited, ditching and provision of steel armoured cable to the Christmas tree - Cost £1,485 & VAT.
14. **Armistice Day** - To consider holding commemorations on Remembrance Sunday to allow a greater number of members of the public to attend, and to determine the location/s of the commemoration/s.
15. **Hester's Yard, Wood Street Village** - To consider appointing Steve Tilbury Consulting Ltd to provide a written report for submission at the public inquiry – cost £250 & VAT.
16. **National Planning Policy Framework (NPPF 2024) Consultation** - To consider the council's response, if any, to the proposed changes. Closing date for responses: 24 September 2024.
17. **Clerk's Report:**
- a) **Replacement bridge bottom of Harry's Meadow** - Surrey County Council Rights of Way Team has arranged for their volunteers to replace this bridge with an 'H' bridge as soon as practicable. There will be no cost to the Parish Council.
- b) **Meadow enhancement - Harry's Meadow, Jacobs Well** - A formal agreement has been signed between Surrey Wildlife Trust and Worplesdon Parish Council securing funds of up to £2,000 towards the meadow enhancement project. A report to be provided to Surrey Wildlife Trust by 31 December 2024 to outline how the monies have been spent by the Parish Council.
18. **Chairman's Report.**
19. **Items for inclusion on future agendas** - To receive any suggestions from members.
20. **Date of the next Full Council Meeting Thursday 31 October 2024 - 19:30.**