



**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 8 August 2024**

**2024-243 - Present**

**Councillors:**

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

**Officers of the Council:**

Mrs G White - Clerk to the Council

**Members of the public:**

Borough Councillor Cllr P Brooker, County Councillor Keith Witham, and Mick Bruder (FLGCA) were present for part of the meeting.

**2024-244 - Chairman's Announcements**

The Chairman gave the H&S announcements.

**2024-245 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40**

Cllr B Nagle and Cllr J Snowball had given their apologies and reason for absence. The reasons for absence were approved by the Members.

Cllr P Cragg was absent from the meeting.

Apologies were also received from the Assistant Clerk and Cllr H Brooker.

**2024-246 - Public Participation**

None.

**2024-247 - Declaration of Non-pecuniary Interests**

Cllr D Bird, Cllr B McShee and Cllr B Ahier declared that they are members of the Fairlands, Liddington Hall and Gravetts Lane Community Association (FLGCA) – item 8 on the agenda.

**2024-248 - Declaration of Disclosable Pecuniary Interests (DPIs)** - by councillors in accordance with the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No 1464)

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No declarations were made.

**2024-249 - To receive and consider written requests for new DPI dispensations, if any**

No requests were received.

**2024-250 - Amendments to the Register of Interests**

No declarations were made.

**2024-251 - Declaration of gifts or hospitality over £50**

No declarations were made.

**2024-252 - £10,000 grant awarded to the FLGCA in 2023/2024 - The FLGCA's Your Fund Surrey application has been withdrawn to due a lack of matched funding**

Mick Bruder addressed the Council advising that the Fairlands, Liddington Hall and Gravetts Lane Community Association (FLCGA) had been looking at an ambitious project to replace the existing Community Centre with a new state-of-the-art Community Centre, however on further investigation it became apparent that the project was too ambitious, and it would not be possible to obtain the requisite funding.

The FLGCA's Your Fund Surrey application had, therefore, been withdrawn and it is now the FLGCA Management Committee's hope to assess the physical structure of the existing building to assess how adaptable/capable of change the existing building would be. To get an accurate understanding of the condition of the building it will be necessary to undertake a Structural Condition Survey.

During the public consultation work carried out to accompany the Your Fund Surrey application, the one thing that became clear is that residents would like to see the delivery of a community café, which is something the FLCGA would like to explore.

The Management Committee has spent very little of the £10,000 grant previous provided by the Parish Council but would like to be able to retain the grant to cover the cost of the Structural Condition Survey to establish what can be repurposed with the aim to keep the existing building ticking over as long as possible.

After a lengthy debate, it was proposed by Cllr N Mitchell, seconded by Cllr B McShee, and unanimously **RESOLVED** that the existing grant be retained by the FLGCA for the inspection surveys of the existing buildings and to move forward with works arising from the survey, for the benefit of the community.

**2024-253 - Borough Councillor's report**

Cllr P Brooker gave the following report:

1. **Guildford Borough Council self-referral to the Regulator of Social Housing, results published** - On 10 July 2024, the Regulator's report was issued. There was nothing astonishing in that report. The identified failings in December 2023 were:

**Safety and Quality Standards**

- Approximately 1,700 council homes were without a current electrical condition report
- 1,000 homes had unsatisfactory electrical certificates
- 100 communal blocks had no evidence of a current electrical condition report
- 100 re-inspection asbestos surveys were overdue
- Over 1,300 medium and low-risk fire remedial actions had no records to evidence they were completed.

The Council was awarded a C3 grading (Serious failings). Works are already underway to address these failings, as a result of which residents should soon see improvements in their accommodation.

## **2. New appointments – Guildford Borough Council**

Two new appointments have been made:

- Julian Higson (Joint Strategic Director for Housing and Environment) Julian was previously interim Director and has now been made permanent, and
- Ezra Wallace (Joint Strategic Director for Economy, Planning and Place) who will be joining Guildford Borough Council in the Autumn.

## **3. National Planning Policy Framework (NPPF) 2024 – public consultation**

The NPPF is currently out for public consultation. The proposals would require an additional 359 homes per annual to be built - over and above the current level of housing provision required within the Local Plan.

## **4. Blackwell Farm – Proposed Solar Farm**

A briefing was given to Members by the University of Surrey which hopes to be carbon neutral by 2030. If the planning application is approved, the land will revert to Green Belt after 35 years.

The Chairman thanked Cllr P Brooker for his report.

### **2024-254 - County Councillor's report**

- 1. Traffic speeds in Fairlands**
- 2. SCC grants for local groups**
- 3. The Worplesdon Primary School "MUGA" proposal**
- 4. Update on the Merrist Wood Golf Club Planning application**
- 5. School advice to parents re school drop off/ collection times**
- 6. Change to local bus service from 2nd September ...**

The 538 bus (operated by Stagecoach) is being withdrawn with effect from 2 September 2024. In its place, passengers will be able to use the new "Surrey Connect" on demand bus services operating across the area.

The 538 currently runs to and from Sainsbury's, Burpham, once a day on Tuesdays and Fridays.

By sharp contrast, the new Surrey Connect service, run directly by Surrey County Council, will be available to residents from 7am to 7pm Monday to Friday, and 8am to 6pm on Saturdays. The greatly increased hours of operation will allow residents to have greater travel opportunities and flexibility.

## **7. Onslow Park and Ride**

Due to a fall in users of the Onslow Park and Ride, Surrey County Council has taken the decision to close this Park and Ride facility.

The Chairman thanked Cllr K Witham for his report.

It was then agreed by the meeting that Item 15 on the agenda be brought forward to enable Cllr K Witham to listen to the debate.

### **2024-255 - Wood Street Village Cricket Club**

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The Wood Street Village Cricket Club has submitted a request to Guildford Borough Council's Planning Dept. for permission to extend the opening hours of the Pre-school from the current operational hours of 8am until 3pm to the extended hours of 8am until 5.30pm.

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr G Adam, and unanimously **RESOLVED** that the Parish Council had no objections to the proposal.

Whilst the Members had no objection to this request, it was agreed that a meeting is required to be held with the Cricket Club to discuss their lease, moving forward. A meeting to be called at the earliest opportunity.

At 20:15 Mick Bruder, Cllr P Brooker, and Cllr K Witham left the meeting.

#### **2024-256 - Minutes of the previous meetings:**

It was proposed by Cllr D Bird, seconded by Cllr M Fance, and unanimously **RESOLVED** that the minutes of the Full Council Meeting held 27 June 2024 be approved and signed by the Chairman as a true record.

It was proposed by Cllr D Bird, seconded by Cllr T Wright, and unanimously **RESOLVED** that the minutes of the Planning/General Purposes and Finance Committee Meeting held 18 July 2024 be approved and signed by the Chairman as a true record.

#### **2024-257 - Environmental Report (Biodiversity Action Plans)**

In accordance with the Parish Council's approved Biodiversity Action Plans, the Clerk advised that bird monitoring has taken place across the seven sites for which Worplesdon Parish Council is responsible.

Whilst a bat monitor has been purchased, no bat monitoring has yet taken place. The Assistant Clerk will, however, be attending bat monitoring training at Surrey Wildlife Trust's Nower Wood training facility on Monday 2 September 2024, after which it is intended that bat monitoring will take place across the seven Parish Council sites.

No budget had been set aside for any Environmental Projects this year.

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr G Adam, and unanimously **RESOLVED** that, due to budgetary constraints, the commissioning of a comprehensive Environmental Assessment (Ecological Report) would be deferred until the financial year 2025/2026. A specific budget heading to be included in the 2025/2026 precept.

The Clerk advised that whilst Surrey Wildlife Trust can provide ecological reports, they do charge market rates.

#### **2024-258 - Environmental Improvements Perry Hill Green - Coombe Lane**

Residents of Coombe Lane had advised they did not want a wildflower area opposite their properties.

On 6 August, a site meeting had been held with the residents concerned, at which a compromise had been put forward. The compromise being to install three recycled plastic planters to match those being placed on the main Green. The residents wanted to be able to help choose the location for the planters, asked for permission to continue to mow the area of common land opposite their properties, and offered to plant up the planters.

The recycled plastic planters to be funded via the S106 monies generated from the new development at Bluebell Rise. Total cost £770.73 & VAT.

Following discussion, it was proposed by Cllr B McShee, seconded by Cllr D Bird, and unanimously **RESOLVED** that three further recycled plastic planters be purchased (the same dimensions as those on the main Green). The

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residents' requests, as stated above, to be approved provided that no double plants, or hybrid plants are used in the planters (as these types of plants are not pollinator friendly) and that if the residents choose to plant up the planters, they must also maintain them – including watering.

*Power to spend: OSA 1906, ss 9 and 10*

**2024-260 - Footpaths over Rydes Hill Common and Broad Street Common - Permissive footpaths over Rydes Hill Common and Broad Street Common have become extremely overgrown and will soon become impassable.**

The Clerk advised that Surrey County Council's Countryside Estates Team had arranged for the permissive path over Broad Street Common to be cut back and had done an excellent job. An email of appreciation to be sent to Surrey County Council.

As a gesture of goodwill, the small section of permissive path located beside the bus shelter at the bottom of Rydes Hill Common (near Liddington Hall Drive) through to the track leading to Poplar House will be strimmed back by the Parish Council's Groundstaff when they are next on strimming duties.

**2024-261 - Parish newsletter**

The recommendations of the Working Party were:

- a) That, moving forward, a Canva software template be used to create the newsletter because the Microsoft Publisher software is now antiquated and unduly burdensome to operate. No additional costs involved.
- b) To keep a printed version of the newsletter at four pages – with an online version that could be extended to more pages provided the councillors or other organisations provide the relevant copy or a link to certain copy. By keeping the hard copy newsletter at four pages, no additional printing or delivery costs will be incurred.
- c) A hard copy of the newsletter to continue to be delivered to every property in the parish (though this cannot be guaranteed due to the limited availability of delivery companies).
- d) Not to attempt to email out the newsletter, as this would add to the GDPR (and administrative) burden.
- e) To add a sentence to the hard copy newsletter stating that the newsletter is also available to view on the Parish Council's website.
- f) To add relevant bullet points into the hard copy newsletter whenever necessary signposting residents to additional information within the electronic version of the parish newsletter, when necessary.
- g) Advertising Policy:
  - o Any not-for-profit organisation (based within the borough of Guildford) can advertise (free of charge) in the hard copy of the parish newsletter, provided there is a benefit to the residents of Worplesdon, and there is space available within the newsletter to carry the advertisement.
  - o All not-for-profit advertisements to be included (free of charge) in the online version of the parish newsletter
  - o Commercial adverts are not permitted in accordance with Section 142 LGA 1972. VAT registration is therefore irrelevant.
- h) The Assistant Clerk to continue to produce the newsletter. Any additional copy for the online newsletter to be provided by councillors or other organisations within the required deadline for copy.
- i) Ten copies of the parish newsletter to be placed at the following locations (by councillors):
  - Worplesdon Memorial Hall
  - Fairlands Post Office
  - Jacobs Well Village Hall
  - Fairlands Community Centre
  - The Jolly Farmer
  - Worplesdon Place Hotel
  - Drs' Surgery – Fairlands
  - St Albans Church

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- St Mary's Church
- Rickford mosque
- Silverbirch House Care Home
- Worplesdon View Care Home
- White Hart Pub

It was proposed by Cllr M Fance, seconded by Cllr S Ellahi, and unanimously **RESOLVED** that the recommendations of the working party, as stated above be approved and adopted.

It was also agreed that the Clerk ask Welland Creative Ltd (Worplesdon Parish Council's website hosts) to separate out the news and newsletter pages in order that news information can be found faster on mobile phones; the Clerk does not have admin permission to make this change.

#### **2024-262 - Planning Applications for consideration:**

At 20:50 Cllr G Adam presented the planning applications for consideration to the meeting.

**Planning Application No: 24/P/01072 and 21/P/01659 - Former Westway car park, Aldershot Road, Guildford, GU2 8YH** - Application under Section 73 of the Town and Country Planning Act 1990 to remove Condition 14 (Secure by Design/Park Mark Accreditations) of planning permission 21/P/01659 approved 17/02/2021, for the full planning application for the removal of existing hardstanding and erection of 37 residential units and associated access, parking (including retention of existing allotment parking), and landscaping.

It was **RESOLVED**: leave to planners (this site is located outside the Parish boundary).

**Planning Application No: 18/D/00227/28 and 18/P/01014 - Land North of Keens Lane and Tangle Lane, Worplesdon, Guildford** - Discharge of condition 28 (Public art) of planning application 18/P/01014 Approved 28/11/2018.

It was **RESOLVED**: that the Parish Council comment as follows:

Worplesdon Parish Council notes no documentation relating to this matter was published on the Borough Council's website.

The Parish Council is very disappointed that the original design (as supported by the Parish Council) was not built and wonder whether this should be the subject of planning enforcement.

**Planning Application No: 24/P/01075 - 64 Broad Street, Guildford, GU3 3BE** - Erection of single storey rear extension following demolition of existing conservatory.

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

**Planning Application No: 24/P/00981 - Whites Farmhouse, Aldershot Road, Worplesdon, Guildford, GU3 3HY** - Conversion of the detached garage/car port to a residential annexe with changes to fenestration.

It was **RESOLVED**: that the Parish Council object to this planning application on the following grounds:

The description of the works is incorrect. The proposal is to create a separate residential dwelling.

The proposed annexe contains a bathroom and kitchen and is, therefore, contrary to Policy H4 (3) (b, and c) of the Local Plan.

If the Borough Council is mindful to approve this planning application, the Parish Council wishes to request the following conditions be applied:

1. The 'annexe' must remain ancillary to the main dwelling.
2. That heritage Velux windows should be used given the proximity of the proposed dwelling to the host dwelling, which is a Grade II Listed Building.
3. All permitted development rights must be removed.
4. Once the proposed reason for use is no longer required, the building should revert to a garage and store.

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

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

**Planning Application No: [24/T/00181](#) - Worplesdon Rectory, Perry Hill, Worplesdon, Guildford, GU3 3RE  
Fell two Leylandii trees in the Rectory Garden (Worplesdon Conservation Area).**

It was **RESOLVED**: leave to tree officer.

**Planning Appeal Ref: [APP/Y3615/D/24/3346150](#) - Tanti, 1 White Hart Lane, Wood Street Village, Guildford, GU3 3DZ** - Proposed new front porch and raising the roof to create increased habitable accommodation. **For information** - An appeal has been made to the Secretary of State against the Borough Council's decision for the proposed development described above.

It was **RESOLVED**: Worplesdon Parish Council would not submit a comment to the Planning Inspectorate

**Planning Appeal Ref: Hesters Yard - Inspectorate's Ref: [APP/Y3615/W/24/3346337](#) - Hester's Yard, 116 Oak Hill, Wood Street Village, Guildford, GU3 3ES** - The erection of 50 residential dwellings and parish office and hall, including vehicular and pedestrian access, landscaping, car parking, play area, and community open space with youth and adult play, on land at Hester's Yard, Wood Street Village -

The deadline for submissions relating to the appeal was 5 August 2024. Advice had therefore been sought from Steve Tilbury (planning consultant), as a result of which the Clerk had made the following submission:

*Worplesdon Parish Council is not a Rule 6 party and does not intend to make a representation but would welcome the opportunity to assist the Mr Gilbert-Wooldridge with regard to the planning appeal for Hester's Yard at the inquiry if that would be of help to the Inspector.*

A letter had subsequently been received advising that if the Parish Council wished to speak, we should attend the start of the Inquiry and inform the inspector, at that point, of the Parish Council's wish to speak. Following discussion, it was proposed by Cllr B Ahier, seconded by Cllr T Wright, and unanimously **RESOLVED** that the Parish Council should speak in support of the application as a whole - recognising the Government's proposed changes to Green Belt within the draft National Planning Policy Framework (NPPF) 2024– particularly Chapter Five – Green Belt (supporting release of Green Belt land for commercial and other development, including unmet housing need), as well as the introduction of Grey Belt land.

Either the Chairman or Clerk (or another suitable person) to deliver the short speech at the Inquiry.

**For information: National Planning Policy Framework 2024 Consultation** - This consultation began on Tuesday 30 July 2024 at 2pm and will close at 11.45pm on Tuesday 24 September 2024.

<https://www.gov.uk/government/consultations/proposed-reforms-to-the-national-planning-policy-framework-and-other-changes-to-the-planning-system>

**For information: Surrey Hills Area of Outstanding Natural Beauty Variation Project** - The Consultation Analysis Report July 2024 has been issued. The proposed extension of the Surrey Hills AONB incorporates the fields which are currently subject to a planning application by the University of Surrey for a solar farm - [https://consult.defra.gov.uk/ne-landscape-heritage-and-geodiversity-team/surrey-hills-boundary-variation/supporting\\_documents/Fig.14a\\_Hogs%20Back.pdf](https://consult.defra.gov.uk/ne-landscape-heritage-and-geodiversity-team/surrey-hills-boundary-variation/supporting_documents/Fig.14a_Hogs%20Back.pdf)

[https://consult.defra.gov.uk/ne-landscape-heritage-and-geodiversity-team/surrey-hills-boundary-variation/supporting\\_documents/Appendix%204%20Hogs%20Back%20Analysis%20Table.pdf](https://consult.defra.gov.uk/ne-landscape-heritage-and-geodiversity-team/surrey-hills-boundary-variation/supporting_documents/Appendix%204%20Hogs%20Back%20Analysis%20Table.pdf)

**2024-263 - 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 D Bird, and unanimously **RESOLVED** that payments to the value of £21,290.19 be approved. The payment list was duly signed by the Chairman, Cllr N Mitchell, during the meeting.

**Table 1: Proposed list of payments 8 August 2024**

Code	Date	Description	Supplier	Net	VAT	Total
Establishment Charges	12/07/2024	Printer paper	Triton Media Ltd	23.74	4.75	28.49
Establishment Charges	12/07/2024	Office Supplies	Rainmist Limited	29.98	6.00	35.98
Land Management	17/07/2024	Treegators x5	Landscape Supply Company	119.75	23.95	143.70
IT budget	16/07/2024	OnePhone - phone charges - including mobile data	BT PLC	213.86	42.77	256.63
Parish Office	16/07/2024	Gas & Electricity - Unit 2 Saxton - 01.06.24 - 02.07.24	Octopus Energy Limited	103.79	5.19	108.98
IT budget	18/07/2024	Subscription - 17.07.24 - 16.08.24	Adobe	16.64	3.33	19.97
Land Management	17/07/2024	Sander, Battery and Charger	B&Q	183.80	36.76	220.56
Parish office - Unit 2 Saxton	19/07/2024	Water and sewerage charge - Unit 2 Saxton - 01.06.24 - 30.06.24	Castle Water	21.37	0.00	21.37
Parish office - Unit 2 Saxton	23/07/2024	External window cleaning	Trevor Porter Window Cleaning Service	20.00	4.00	24.00
Professional Advice	23/07/2024	Payroll services - qtr to 30/06/2024	Mulberry & Co	120.00	24.00	144.00
Staff Costs	23/07/2024	Salaries/ PAYE/ NI/ Mileage/ Pension Conts Ee's & Er's	Staff Costs	12,588.51	0.00	12,588.51
IT budget	24/07/2024	Halo for business 1 - ultrafast 2 & value line	BT PLC	66.30	13.26	79.56
Land Management	25/07/2024	Materials	B&Q	17.90	3.58	21.48
Revenue Costs Works Vehicle	25/07/2024	Fuel for works van	Waitrose Shell	39.64	7.93	47.57
Establishment Charges	27/07/2024	Office supplies	Sainsburys	7.60	0.00	7.60
Land Management	26/07/2024	Ragwort Forks	Frosburys Limited	57.92	11.58	69.50
IT budget	29/07/2024	Lenovo ThinkPad E16 Laptop	Ebuyer.com	701.62	140.32	841.94
Land Management	29/07/2024	Crates x 2	Lidl	6.67	1.33	8.00
Land Management	29/07/2024	Paper Sacks	Gardening Naturally Limited	24.98	5.00	29.98
IT budget	30/07/2024	Office 365 charges - May 2024 - July 2024	BT PLC	374.58	74.92	449.50
Land Management	30/07/2024	Title register and title plan	Gov.uk	6.00	0.00	6.00



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Code	Date	Description	Supplier	Net	VAT	Total
Land Management	31/07/2024	Hire of storage container MW - July 2024	Activate Learning	81.00	0.00	81.00
Parish Newsletter	31/07/2024	Delivery of parish newsletters	Colne Distribution Ltd	400.00	80.00	480.00
Land Management	31/07/2024	Directional Arrow	Kingfisher Direct Ltd	51.92	10.38	62.30
Parish Office	01/08/2024	Business rates - Parish Office	Guildford Borough Council	968.00	0.00	968.00
Community Car Park	01/08/2024	Business rates - Community Car Park	Guildford Borough Council	101.00	0.00	101.00
IT budget	01/08/2024	BT Business Mobile Broadband	BT PLC	18.51	3.70	22.21
Revenue Costs Works Vehicle	01/08/2024	Service plan - 7th instalment of 45	PlanMyService LLP	48.38	9.68	58.06
Revenue Costs Works Vehicle	01/08/2024	MOT Service plan - 7th instalment of 45	PlanMyService LLP	3.78	0.00	3.78
Training	01/08/2024	Training - Various	Mulberry Local Authority Services Limited	340.00	68.00	408.00
Land Management	01/08/2024	10 ltr Watering Cans x2	Mrs V C Fear - B2C Retail Ltd (Amazon)	14.98	3.00	17.98
Land Management	01/08/2024	Rigger Gloves x3	Mrs V C Fear - Toolstation	7.95	1.59	9.54
Grass Cutting	01/08/2024	Grass cutting - Month 6 2024	Holly Landscape and Training	1,630.02	326.00	1,956.02
Playground Repairs	05/08/2024	Materials	Magnor Fastners	5.44	1.09	6.53
Training	06/08/2024	NRSWA Training Unit S1	Project Skills Solutions	175.00	35.00	210.00
Land Management	06/08/2024	Materials	B&Q	10.00	0.00	10.00
Establishment Charges	19/07/2024	Card used in error	Tesco	8.60	0.00	8.60
Perry Hill Environmental Improvements	07/08/2024	Reinstatement of historic pull-in	Stephen Gunner	1,440.00	0.00	1,440.00
Parish Office	07/08/2024	Six monthly Fire alarm maintenance	W J Fire Ltd	90.00	18.00	108.00
Establishment Charges	07/08/2024	Office supplies	Mrs V C Fear - Lidl	1.15	0.00	1.15
Establishment Charges	07/08/2024	Office supplies	Mrs V C Fear - Lidl	1.95	0.39	2.34
Establishment Charges	07/08/2024	Office supplies	Mrs V C Fear - Welcome Fairlands	2.08	0.00	2.08
Land Management	07/08/2024	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	32.78	6.56	39.34
Land Management	29/07/2024	Ragwort Forks	Online For Equine	117.45	23.49	140.94
<b>Total</b>				<b>20,294.64</b>	<b>995.55</b>	<b>21,290.19</b>

**b) Bank reconciliation for June 2024**

The Finance Officer (FO) had prepared the bank reconciliation for June 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 M Fance, seconded by Cllr M Price, and unanimously **RESOLVED** that the bank reconciliation be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

Appendix 1 - June 2024 Bank Reconciliation

**c) Monthly budget reports for June 2024**

The FO had prepared the budget reports for June 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 M Price, seconded by Cllr T Wright, and unanimously **RESOLVED** that the budget reports be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

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

**d) Grant Aid application request from the Fairlands Medical Practice Patient Participation Group (FMPPPG)**

Following discussion, it was proposed by Cllr N Crampin, seconded by Cllr B Ahier and **RESOLVED** that the grant application be approved, on condition that the Parish Council's logo is used on all advertising and other documents relating to this event. Additionally, the Parish Council's financial contribution must be acknowledged at the event.

A vote took place – ten were in favour of the grant – one Member abstained from the vote. Motion carried.

*Power to spend: General Power of Competence 2011*

**e) Jazz Festival 2024** – Thanks received from Challengers for the Parish Council's support. The event raised just over £23,000.

Members were invited to visit Challengers to see the outstanding work of this highly valued local charity.

**2024-264 - Land Management 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 10.06.24, 17.06.24, 24.06.24, 01.07.24, 02.07.24, 08.07.24, 15.07.24, 22.07.24, and 31.07.24.

**Monthly Health and Safety Reports**

The monthly inspections were undertaken on 12.06.24, 17.06.24, 24.06.24, and 25.07.24.

**Completion of works:**

- The Groundstaff have, in addition to regular inspections, litter picks, and grille clearance:
- Noted sewage flowed into Wood Street Village Pond following heavy rain on two occasions.
- Cut back vegetation along Pitch Place footpath/bridleway.
- Cut the grass at each of the playgrounds.
- Continued to record bird calls using the Merlin app at various locations across the parish.
- Felled a dangerous dead tree at Wood Street Village Cricket Club.
- Cut and weeded the grass at the war memorial at Queenhythe, Jacobs Well.
- Reopened the temporary parking area at Jacobs Well Recreation Ground.
- Strimmed the pathways at Nevins Copse.
- Secured the water bowser at Merrist Wood College.
- Cut back the sight lines at Gravetts Lane.
- Dugout letterbox gulleys and grips along Aldershot Road.
- Cut back the vegetation surrounding the headwall at Jacobs Well Recreation Ground.
- Cut back the long grass around the tree guards on Wood Street Village Green.
- Noted that members of the public are disposing of household waste and clothing in the waste bins located at Worplesdon Memorial Hall.
- Trimmed back willow trees overhanging Moathouse Pond.
- Removed 'The Frontier Settlers' interpretation board from the wall at Roman Farm Road pending replacement by contractor
- Strimmed the grass verge along White Hart Lane.

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- Weeded the planters outside Fairlands shops.
- Cleared the Littlefield alleyway, Fairlands.
- Cleared the Brocks Way to Brooke Forest alleyway, Fairlands.
- Reported the location of a wild orchid growing at Wood Street Village Green.
- Cut the hedge outside Fairlands shops.
- Taken photos of a bridge giving cause for concern along a right of way at Harry's Meadow, Jacobs Well.
- Strimmed round the saplings planted at Nevins Copse and at Jacobs Well in Harry's Meadow.
- Cut back bamboo growing at White House Pond.
- Delivered to and collected from the organisers of Wood Street Village Summer Show and Challengers Jazz Festival road pins, road cones and safety netting.
- Cleaned street furniture and removed low branches blocking signage in Jacobs Well.
- Fitted play equipment spares at Jacobs Well following numerous thefts.
- Fitted small tree guards to the young trees on Wood Street Village Green.
- Fitted Treegator watering bags to each of the new trees which have been planted in the last 12 months.
- Fitted a small fire extinguisher to the bulkhead in the works vehicle.
- Removed graffiti from the large directional sign at the entrance to Fairlands.
- Repainted wooden benches located on Wood Street Village Green.
- Cleared the vegetation from Jacobs Well brook.
- Removed a fallen tree from the access track to Nevins Copse.
- Reported a water leak on White House Lane, Jacobs Well.
- Strimmed Holly Lane footpath.
- Removed the epicormic growth from two of the willow trees on Wood Street Village Green.
- Repainted the bench at Moat House Pond, Jacobs Well.
- Reported that fishing line and hooks are repeatedly being left around the pond at Wood Street Village (the line and hooks were subsequently safely disposed of).
- Facilitated access to Broad Street Common for Thames Water.
- Cleared drains along Coombe Lane.
- Repainted the bench at Holly Lane.
- Met with a representative from Guildford Angling Society following concerns for welfare of a large fish in Wood Street Village Pond.
- Removed epicormic growth from trees at the side of Perry Hill Green.
- Cleared the ACO drains at Wood Street Village Community Car Park.

### **The Clerk has:**

- Obtained a standpipe licence to fill the bowser.
- Reported issues with sightlines at the bottom of Belmont Avenue.
- Ordered and taken delivery of the standpipe.
- Reported to SCC vegetation blocking the footpath at Coombe Lane, Perry Hill.
- Reported to SCC the overgrown trees at the roundabout at Fairlands Avenue.
- Reported a mapping error to Ordnance Survey.
- Reported a fly tip in Burdenshott Road.
- Cleaned the street furniture at Perry Hill Green.
- Reported the overgrown path at Broad Street Common to SCC.

### **The Assistant Clerk has:**

- Reported each of the sewage leaks at Wood Street Village Green to Thames Water.
- Started a formal complaint with Open Reach regarding their failure to repair the manhole cover on Wood Street Village Green.
- Ordered specialist play equipment spares to replace items stolen from Jacobs Well play area.
- Reported a water leak at The Oval, Wood Street Village.
- Reported a water leak on Worplesdon Road.

### **Contractors have:**

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- Repointed the stonework on the base of Wood Street Village maypole.

**Work agreed with contractors/volunteers:**

- Provision of benches, tree guards, and planters at Perry Hill Green [S106 environmental improvement] – works commenced July 2024.
- 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 – works due to commence August 2024.
- Wildflower area to be identified through information board signage at Harry's Meadow, Jacobs Well.
- Information board to be installed at Jacobs Well Recreation Ground.
- Replacement interpretation board to be located at Roman Farm Road.

**Quotations obtained for:**

- Replacing the retaining posts at Wood Street Village Community Car Park [additional quotations required].
- Provision of a permanent parking area at Jacobs Well Recreation Ground [additional quotations required].

**Quotations required for:**

- Works required following receipt of the annual tree inspection report.
- 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.

It was proposed by Cllr T Wright, seconded by Cllr M Fance, and unanimously **RESOLVED** that the Land Management report, as circulated by approved and adopted.

**2024-265 - Clerk's Report**

The Clerk had nothing to report.

**2024-266 - Chairman's Report**

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

**Community Speed Watch** – Continues across the Parish regularly each week. During deployments, a number of people have stopped to ask questions about the deployment, the most common being, 'Why you aren't out at 7am in the morning when motorists are speeding through here?' The answer is that we decide to deploy at this time as we are all volunteers. To ask volunteers to get up in the early hours would, I believe, be unreasonable.

At the last deployment, a resident came across to us and thanked the team for their efforts and offered drinks (non-alcoholic), fortunately we all had water with us.

We do notice drivers slowing as they approach the deployment site, and some that deliberately drive through slowly, which we report as inappropriate speed. The classic being a vehicle that approached the deployment site at low speed and then having passed the team speeds up and uses their horn to make a statement.

It's always fun on a deployment, so thank you Councillors and Residents that assist in this process.

**Speed Data Recorder** – There have not been any deployments recently as Peter Harris from the Surrey Safer Camera Partnership (part of SCC) is off sick. We wish him a speedy recovery.

The data from the above two operations has been shared with an Officer of SCC who believed that there was no speeding in Worplesdon. We were able to demonstrate that there is a problem in Worplesdon with speeds in excess of 100mph at three locations.

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WPC has shared information with Surrey Police, and we do know that they have deployed twice in Broad Street and have caught offenders. They also reported on a BBC Surrey interview that through their month-long campaign targeting speeding and anti-social driving, they caught drunk drivers, drivers under the influence of drugs and even worse drivers who were affected by both drink and drugs.

**27 June** – I presided over the Full Council Meeting and was incredibly pleased to facilitate the presentation of your gifts to the Clerk for her 25 years' service to the Parish Council.

**3 July** – I missed the on-line Councillor briefing from SALC because my laptop is having difficulties loading up Zoom. As the Clerk and Assistant Clerk would have the same briefing earlier in the day, I consider this not to be a missed opportunity.

**4 July** – I attended the Whitmoor Common Association AGM.

Before the meeting had even started WPC were being praised for our submission to GBC about Maryland.

The Chairman having seen CSW deployments on Clay Lane and Worplesdon Road raised the question why we did not deploy on Goose Rye Road. The reason is that there is not a safe location for the team to deploy and to comply with the insurance requirements of Surrey Police. I was able to explain that we have had SDR equipment deployed on both Goose Rye Road and Burdeshott Road.

The association has a positive bank balance and make £300 from their Christmas tree event, which families attend and select their own tree.

The association is pleased that footpath 431 has been repaired and improved by SCC.

The final part of the AGM was a presentation by Adam Bolton of Surrey Wildlife Trust (SWT) on the work undertaken on the commons. In particular, the grazing of animals using a no fence approach, which requires electronic equipment around the animals' necks and a grazing area defined in an app which is monitored by the SWT team. SWT have noted that the signage they install to advise the public of the no fence grazing keeps on being removed. However, the management of the grazing is successfully proceeding with very few instances of animals moving outside of the designated area.

SWT have a herd of 270 cattle which are either Belted Galloways or a Hereford Cross.

They are also trying to cross breed a sheep, which will have a self-shedding fleece. This will enable sheep to graze more freely on the commons. SWT are intending to start grazing their sheep on Whitmoor Common later this year.

**5 July** – I attended the Flood Forum walkabout with the Assistant Clerk and Councillor Ahier, representatives of Surrey County Council, and residents. The walkabout started at Halifax Close, worked along Aldershot Road to Frog Grove Lane following the reverse route of the flood water from Storm Henk. The walkabout ended on Merrist Wood Golf Course.

It could be seen from the walkabout that the drainage ditches that were created one hundred plus years' ago have infilled and become overgrown. The changes from a gravel road to a metal road increases the flow of water into the ditches which contributes to flooding. SCC have been carrying out works in the area recently to reinstate the ditches, remove vegetation and reclaim the flood protection. Maintenance is key to good drainage and avoiding flooding.

Whilst on the golf course, it was noted there is no maintenance of the watercourses across the course and indeed some minor works were conducted to release backed up water at one point, which quickly resolved the issue.

We await to see the outcome of the Planning Application to remodel the golf course, which is likely to go to Surrey County Council's Planning Committee on 25 September.

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**8 July** – Meeting with FLGCA lead team, the Clerk Gaynor White, and me regarding the proposal for a new community building. The feedback from Your Fund Surrey was not positive and the FLGCA have decided to move in a different direction.

There has been email traffic which has been shared with Members for consideration at the next Full Council Meeting. I leave it to you all to decide on the action that the Parish Council can adopt following the presentation by the FLGCA.

**15 July** – I attended the FLGCA Management Meeting and introduced Councillor Ellahi to the Management Group. I have circulated the report prepared for the meeting to all Members.

The Management Committee advised that they had heard that the property currently being constructed on the corner of Fairlands Avenue and Brocks Drive is not being built in accordance with the planning application. It is being changed to a 3-bed dwelling from a 2-bed dwelling without the garage. A new planning application is required to regularise the build. The concerns are parking and access.

The proposed School MUGA (Multi Use Games Area) was discussed. The points raised were the lighting, parking, and operational hours.

FLGCA are going to make an application to Surrey Ambulance for a new defibrillator.

**18 July** – I attended the Planning/General Purposes and Finance Committee Meeting.

**22 July** – The cluster meeting with Pirbright and Normandy Parish Councils was cancelled as the Chairman of Pirbright (who were hosting) had caught Covid. An alternative date is to be arranged after the holiday season.

**30 July** – I led the working party considering the future of the Parish Council newsletter. The working party included: Cllrs Nuala Crampin, Brigitte Ahier, Mike Price, Gordon Adam, and the Clerk Gaynor White.

Key decisions made were:

1. Canva to be used as the software to compile the newsletter.
2. A 4-page hard copy will be delivered to all house in the parish (no change from current arrangement)
3. Additional copies to be left at key locations across the parish and in Perspex letter boxes at our noticeboards.
4. Include an extended electronic version on our website if members provide copy.
5. Adverts for Community Groups could be included in the newsletter subject to space or within the extended version.

Notes from the working party have been distributed to all Members.

**6 August** – Site Meeting with Residents of Coombe Lane concerning the rewilding of the land to the south side of the road.

I attended the site meeting with Councillor Bird, The Clerk Gaynor White, The Assistant Clerk Victoria Fear, The Head Groundsman Peter Trevena, and the Groundsman Andy Connor.

There were four points discussed at the Site Meeting

1. Access to Perry Hill Farm across the common land. The owner of Perry Hill Farm has documents that he will share with the Parish Council demonstrating long term access. It is not clear if a deed of easement from SCC has been obtained.
2. Bluebell Rise S106 monies. The residents desire trees on the common land unaware of the long-term maintenance issues and cost to the parishioners. The PC wishes to use the S106 monies to buy planters and plant them with flowers that would be good for pollinators and comply with our ecological responsibilities (Environment Act 2021). If the planters are not installed, then the land will have return to a wild area and not be mown by residents. A compromise was put forward to the residents where the

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planters would be installed the area could be mown and the residents could maintain the planting. We await a response from the residents.

3. Flooding of Mulberry Cottage garage. An inspection by the Groundsman and myself with the owner took place. It is alleged that the garage floods twice a year due to runoff from Coombe Lane. On inspection of the garage and the driveway to the garage it was difficult to see signs of extensive flooding, no tide marks on the walls being an indicator.
4. Digging the ditch between Perry Hill Farm and Coombe Lane. Riparian ownership was explained, and it was agreed that the owner of Perry Hill Farm will share the costs with the Parish Council, date of the work to be advised, and disposal of arisings to be determined.

**2024-267 - Items for inclusion on future agendas**

No suggestions were proposed.

**2024-268 - Date of next meeting – Full Council Meeting Thursday 19 September 2024 - 19:30.**

Meeting closed 21:50

Signed:

Chairman of the Council

Date: 19 September

2024