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## NOTICE OF MEETING

Wednesday 19 February 2025

**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 27 February 2025 at 7.30 pm** for the purpose of transacting the following business.

Signed:

*Gaynor White*

Mrs G F White PSLCC  
Clerk to the Council

*Those attending for the purpose of reporting on the meeting may use social media or mobile devices in silent mode to send electronic messages about the progress of the public parts of the meeting.*

*Anyone is permitted to film, record or take photographs at council meetings. Please liaise with the Clerk to the Council prior to the start of the meeting so that those attending the meeting can be made aware of any filming/recording taking place.*

*Use of mobile devices, including for the purpose of recording or filming a meeting, are subject to no interruptions, distractions or interference being caused during the meeting.*

### AGENDA

- 1. To accept apologies and reason for absence in accordance with the LGA 1972, Sch12, para 40.**
- 2. Public participation session - Members of the public are able to express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe the rest of the meeting but may not speak or interrupt the meeting following the public participation session. Each speaker to have a maximum of three minutes to address the Council. The number of speakers to be limited to five.**
- 3. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
- 4. Declaration of Disclosable Pecuniary Interests (DPIs) by councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).**
- 5. To receive and consider written requests for new DPI dispensations, if any.**
- 6. Amendments to the Register of Interests.**
- 7. Declaration of gifts or hospitality over £50.**

8. **Environmental Improvements Perry Hill Green** - Complaint received about the location of the bench at the north end of the Green. To consider the complaint.
9. **Redevelopment of Hesters Yard, Wood Street Village, including the provision of affordable housing, and a bespoke Parish Office to be delivered via a S106 Agreement (freehold) for £1 (to include adjacent meadowland)** - To receive a presentation from Bewley Homes. (15 minutes including councillor questions).
10. **Borough Councillor's report (5 mins).**
11. **County Councillor's report (5 mins).**
12. **Devolution - The abolition of both Surrey County Council and Guildford Borough Council and the creation of a new single unitary authority with an elected Mayor** - To receive an update from Cllr K Witham.
13. **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 - 16 January 2025
  - Staffing Committee Meeting - 4 February 2025
  - Planning/General Purposes and Finance Committee Meeting - 6 February 2025
14. **Planning Applications for consideration:**  
  
None at the time of preparing the agenda.
15. **Finance:**
  - a) **Proposed list of payments to be tabled at the meeting for approval** - Payment list to be signed by the Chairman.
  - b) **Bank reconciliation January 2025** - To approve the bank reconciliation for January 2025.
  - c) **Monthly budget reports for January 2025** - To approve the monthly budget reports for January 2025.
  - d) **Virements** - To approve the following virements:
    - From Establishment Charges (code 6) to Staff Mileage (code 2) – Vire £200
    - From Establishment Charges (code 6) to Chairman's Allowance (code 5) – Vire £350
    - From Land Management (code 49) to Grass Cutting (code 16) – Vire £300
    - From Land Management (code 49) to Emptying Litter Bins (code 109) £70
  - e) **Grant aid requests for VE Day Events** - To consider the various applications.
  - f) **Year-end Internal Audit** - The year-end internal audit is to take place on 14 May 2025.
17. **Flood Awareness and Resilience Drop in Event - Fairlands Community Centre - Tuesday 25 February 2025 2pm until 7pm** - To assess the effectiveness of this community event.
18. **Future of the Worplesdon Flood Forum** - To consider whether to continue facilitating the Worplesdon Flood Forum due to the time demands placed on the Parish Council's officers and other contributory factors.
19. **Further request for a no horse-riding sign Wood Street Village Green** - During February damage has been caused to Wood Street Village Green by (a) a quad bike (b) a pony and trap. A further request has been received from the Wood Street Village Association (WSVA) for a no horse-riding sign to be displayed at the end of White Hart Lane. To consider the request.
20. **Draft Deed of Dedication - Public Right of Way - Harry's Meadow** - To review the draft Deed of Dedication received from Surrey County Council.
21. **Tree planting request - The triangular verge junction of The Avenue and Worplesdon Road** - Surrey County Council have agreed to plant eight trees of the residents' choice. Residents have subsequently requested tree

gator bags and full-size metal tree guards. Cost £2,215 including VAT. Surrey County Council will not meet these costs. To consider action, if any.

## 22. Clerk's Report

- a) **Provision of four parking spaces in Jacobs Well Recreation Ground** - Due to circumstances beyond the Parish Council's control delays have regrettably meant the project has taken far longer to complete than expected.
- b) **The bus shelter at Worplesdon St Mary's has been struck on numerous occasions by high-sided vehicles** - The damage to the roof tiles is now so extensive that the bus shelter is to be removed but will not be replaced by either Worplesdon Parish Council or Surrey County Council. (This is because current position is too close to the road but there are fibre optic cables and other utilities which run beneath the verge behind the bus pull-in which would make relocating the bus shelter problematical and costly. No patronage details were provided by Surrey County Council despite several requests). Total cost of removal and disposal £2,283 & VAT.
- c) **Replacement footbridge - Harry's Meadow** - Surrey County Council have replaced the bridge, at their own cost, which comprises part of public right of way no. 581.
- d) **Re-dressing public rights of way 581 (Harry's Meadow) and 465 (Perry Hill Green)** - The Parish Council's contractor has applied road planings to sections of both public rights of way due to the muddy conditions, which represented a slip/trip hazard.

## 23. Chairman's Report.

## 24. Recommendations of the Staffing Committee - Promotion of the current Groundsman to Senior Groundsman and the appointment of a part-time Groundsperson - To consider/approve the following recommendations:

- Promotion of Mr A Connor to Senior Groundsman/increase SCP (payscale) 13 to reflect his increased responsibilities.
- Increase in working hours - Senior Groundsman.
- Appointment of a Groundsperson [16 hours per week] - SCP 8.
- Draft application pack.
- Proposed advertising arrangements.
- Interviews to be scheduled for w/c 7 April 2025.
- Composition of the interview panel (a panel of 3).

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

## 26. Date of next Full Council meeting - Thursday 20 March 2025 - 19:30.