



Unit 2 Saxton
Parklands
Railton Road
Guildford
Surrey GU2 9JX

Tel: 01483 300094
Email: clerk@worplesdon-pc.gov.uk

NOTICE OF MEETING

Thursday 27 March 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 10 April 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. Accept apologies and reason for absence in accordance with the LGA 1972, Sch12, para 40.**
- 2. Public participation session** - Members of the public are able to express a view or ask a question on relevant matters on the agenda and are welcome to stay and observe the rest of the meeting but may not speak or interrupt the meeting following the public participation session. Each speaker to have a maximum of three minutes to address the Council. The number of speakers to be limited to five.
- 3. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
- 4. Declaration of Disclosable Pecuniary Interests (DPIs) by councillors on any of the agenda items below in accordance with The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464).**
- 5. To receive and consider written requests for new DPI dispensations, if any.**
- 6. Amendments to the Register of Interests.**

7. **Declaration of gifts or hospitality over £50.**
8. **Borough Councillor's report (5 mins).**
9. **County Councillor's report (5 mins).**
10. **Devolution - The abolition of both Surrey County Council and Guildford Borough Council and the creation of a new single unitary authority (or possibly two or three unitary authorities) and the creation of a Strategic Mayoral Authority** - To receive an update from Cllr K Witham.
11. **Devolution** – To consider what services/assets the Parish Council may wish to take on as part of the Local Government Review/devolution process.
12. **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 – 27 February 2025
- Annual Parish Assembly – 4 March 2025
- Planning/General Purposes and Finance Committee Meeting – 20 March 2025
- Policy/Risk Assessment Review Meeting – 24 March 2025

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

14. **Planning Applications for consideration:**

Planning Application No: [25/P/00346](#) - 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.

Planning Application No: [25/P/00369](#) - 63 Applegarth Avenue, Guildford, GU2 8LX - Change of Use from Dwelling (C3) to Small HMO (C4) (part retrospective).

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 February 2025 and March 2025** - To approve the bank reconciliation for February 2025 and March 2025.
 - c) **Monthly budget reports for February 2025 and March 2025** - To approve the monthly budget reports for February 2025 and March 2025.
 - d) **Grass cutting tender 2025-2028** - To receive the additional information and consider the best value tender (matrix-based decision)
 - e) **Christmas illuminations tender 2025-2028** - To receive the additional information and consider the best value tender (matrix-based decision).
 - f) **Quarterly financial check undertaken by Cllr M Price 20 March 2025 - To receive and approve** Cllr M Price's written report.
 - g) **External Audit 2024/2025 - PKF Littlejohn LLP** - The internal audit deadline has been set for Tuesday 1 July 2025.
16. **Land Management/H&S Report** - To receive and approve the Land Management/H&S Report.
17. **Appointment of a part-time Groundsman** – To consider/approve the recommendations of the Staffing Committee.
18. **Clerk's Report**
19. **Chairman's Report.**

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

21. Date of next the Annual Meeting - Thursday 22 May 2025 - 19:30.