



**Minutes of the Full Council Meeting held in the  
Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX  
at 7.33pm on Thursday 27 February 2025**

**2025-46 - Present**

**Councillors:**

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

**Officers of the Council:**

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

**Members of the public:**

Mr and Mrs Burch, David Neame (Neame Associates), Emily Woods (Bewley Homes) and Borough Councillor Honor Brooker were present for part of the meeting. Three other members of the public were present for the duration of the meeting.

**2025-47 - Chairman's Announcements**

The Chairman gave a number of announcements covering health and safety, and the Standing Orders covering the running of the meeting.

**2025-48 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40**

Cllr S Ellahi, Cllr B McShee, Cllr B Nagle, Cllr M Price, and Cllr J Snowball had given their apologies and reason for absence. The reasons for absence were approved by the Members.

Borough Councillors Bilal Akthar, Philip Brooker, and County Councillor Keith Witham had given their apologies for the meeting.

**2025-49 - Public Participation**

The Clerk confirmed that a copy of Mr Burch's PowerPoint presentation had been circulated to all the Members in advance of the meeting, as had an email of complaint from Mrs Cook.

Mr Geoff Burch stated his various concerns about the positioning of the new bench at the northern end of Perry Hill Green to the Council. He acknowledged that he had received a written apology from the Clerk.

The Chairman thanked Mr Burch for addressing the Council.

Approved by the Full Council 10 April 2025

#### **2025-50 - Declaration of Non-pecuniary Interests**

No declarations were made.

#### **2025-51 - 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.

#### **2025-52 - To receive and consider written requests for new DPI dispensations, if any**

No requests were received.

#### **2025-53 - Amendments to the Register of Interests**

No declarations were made.

#### **2025-54 - Declaration of gifts or hospitality over £50**

No declarations were made.

#### **2025-55 - Environmental Improvements Perry Hill Green**

The Clerk advised that the cost to relocate the bench would be minimal (£200).

Various members present at the meeting confirmed that they had been to the Green to look at and sit on the newly installed bench.

The members acknowledged that whilst there is road noise, the bench would encourage residents to use the Green for recreational purposes and agreed that the current site chosen does provide a lovely view of the Green.

Following discussion, it was proposed by Cllr M Fance, seconded by Cllr D Bird and unanimously **RESOLVED** that the bench be left in its current position with a review to take place in six months' time.

Mr and Mrs Burch left the meeting at 19:50.

#### **2025-56 - 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)**

David Neame addressed the Council to advise the Members of the progress that has been made since the Planning Inspector dismissed the appeal on Green Belt grounds in December 2024.

Bewley Homes have been invited by Guildford Borough Council to submit a new planning application. It is Bewley Homes' intention to submit their planning application towards the end of March. The scheme will be identical, with the exception that three more affordable homes will be provided within the Green Belt section of the site. This will provide a 50% affordable housing scheme (i.e. 25 affordable homes).

Hesters Yard is now acknowledged by Guildford Borough Council officers (including the Assistant Director of Service) to be a Grey Belt site within the Green Belt, as defined within the NPPF (National Planning Policy Framework, December 2024).

There were no objections from any of the statutory consultees to the previous planning application.

Approved by the Full Council 10 April 2025

Ecology and traffic surveys will continue to be carried out to accompany the new planning application.

Once the planning application is validated, it is expected the application will be presented to Guildford Borough Council's Planning Committee early summer 2025.

All the previously agreed S106 Agreements are to remain unchanged.

A short Q&A session then took place.

The Chairman thanked Mr Neame and Mrs Woods for their presentation.

Mr Neame confirmed that he would keep the Parish Council apprised in terms of progress as and when relevant.

Mr Neame and Mrs Woods left the meeting at 20:05.

### **2025-57 - Borough Councillor's report**

Cllr Honor Brooker gave the following report to the Council:

#### **1. Solace Report – Cost Benefit Analysis**

The Solace Report indicated that the Waverley/Guildford collaboration has saved each council £101,000 pa in terms of direct costs.

The report was silent in terms of consequential loss. It is, therefore, impossible to state if each are better or worse off as a result of the coalition.

#### **2. Housing Revenue Account (HRA)**

The names of senior staff involved have been made public. The Solace Report states there were huge failings within all areas of Governance. There were sufficient red flags that should have highlighted the situation.

#### **3. Council Tax increase – Guildford Borough Council**

Guildford Borough Council approved the following increases

- Precept - 2.99%
- Rents - 2.7%
- All other fees were increased by 5%

#### **4. Local Governance Review – Unitary Authority**

At present any changes are subject to confirmation, however, the following details are known:

- Surrey County Council is included within the first wave of authorities to be included in the devolution process.
- An interim business case is to be submitted to the Government 21 March 2025.
- A full business case to be submitted 9 May 2025.
- The Surrey County Council elections have been postponed until 2026.

#### **5. Wood Street Knoll – SANG (Suitable Alternative Natural Greenspace)**

The planning officer has advised that the S106 Agreement is now with the landowner. Terms are being discussed with The Land Trust.

#### **6. Crowd Funding**

The Spring 2025 Crowd Funding scheme is now available. Two great funding options are available to help make community projects come to life:

**Fund One: standard projects**

- funding up to £5,000
- great for small local community projects in Guildford borough
- money can be raised from the community, and Guildford Borough Council will add up to £5,000 more or up to 50% of the total project fundraising target.

**Fund Two: large capital projects**

- funding up to £25,000
- perfect for big projects like installing solar panels, fixing community centres, or improving parks
- for every pound raised, Guildford Borough Council can give up to £25,000 more to support big ideas, or up to 50% of the total project fundraising target.

For more information click on the following link: [Crowdfund Guildford](#) – The deadline for applications is 12 March 2025.

During the short Q&A session Cllr H Brooker was asked whether there was any news regarding the development of Gosden Hill Farm. Cllr Brooker advised that there was no news at present.

[Cllr H Brooker left the meeting at 20:12](#)

**2025-58 - County Councillor's report**

Cllr K Witham's February 2025 report had been circulated to all Members via email in advance of the meeting.

Cllr Witham's reports covered the following topic:

- Government abolition of Surrey County Council and Guildford Borough Council
- Background - what SCC does with your money
- Info re the forthcoming M25 / A3 closures
- Surrey Countryside Survey
- Worplesdon Memorial Hall - a request
- Emergency phone numbers for when there are storms
- Contact details for your Guildford Borough Councillors in Worplesdon Ward
- "Which Council does what" Guide - for the time being!

**2025-59 - 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**

Cllr K Witham had advised that he had no further updates at present.

The Clerk advised that it would be wise to start liaising with Guildford Borough Council and Surrey County Council to see what, if any, services/assets are likely to be transferred to the Parish Council.

Budgeting could be problematic if, e.g. the five play areas within the Parish, which are currently owned by Guildford Borough Council, are devolved to the Parish Council. Whilst to the best of the Parish Council's knowledge, there are no buildings owned by the Principal Authorities located within the Parish, the new North Moors Allotments do sit within the Parish boundary.

In other areas, responsibility for potholes has also been devolved to town and parish councils.

The Chairman advised that the Communities White Paper is due to be issued towards the end of March, which should give clarity as to the expectations of the town and parish sector.

#### 2025-60 - Minutes of the previous meetings:

It was proposed by Cllr D Bird, seconded by Cllr G Adam, and unanimously **RESOLVED** that the minutes of the Full Council Meeting held 16 January 2025 be approved and signed by the Chairman as a true record.

It was proposed by Cllr G Adam, seconded by Cllr M Fance, and unanimously **RESOLVED** that the minutes of the Staffing Committee Meeting held 4 February 2025 be approved and signed by the Chairman as a true record.

It was proposed by Cllr N Crampin, seconded by Cllr B Ahier, and unanimously **RESOLVED** that the minutes of the Planning/General Purposes and Finance Committee Meeting held 6 February 2025 be approved and signed by the Chairman as a true record.

#### 2025-61 - Planning Applications for consideration:

There were no planning applications for consideration.

#### 2025-62 - 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 £36,024.03 be approved. The payment list was duly signed by the Chairman, Cllr N Mitchell, during the meeting.

**Table 1: Proposed list of payments 27 February 2025**

Code	Date	Description	Supplier	Net	VAT	Total
Provision of new parking spaces JW	29/01/2025	SCC vehicle crossover	Gov.uk	2,825.00	0.00	2,825.00
Land Management	06/02/2025	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	32.78	6.56	39.34
IT budget	06/02/2025	Parish Online 04.02.25 - 04.02.26	GeoXphere Ltd	150.00	30.00	180.00
Professional Advice	06/02/2025	SCC Legal fees - Licence for alterations Perry Hill Green	Wellers Law Group LLP	500.00	0.00	500.00
Parish Office	06/02/2025	Fire Alarm Maintenance, Emergency Lights Discharge Test & Fire Extinguisher Service	W J Fire Ltd	266.00	53.20	319.20
Perry Hill Environmental Improvements	06/02/2025	Installation of 2 new benches & removal of 1 bench on Perry Hill Green	Stephen Gunner	400.00	0.00	400.00
IT budget	06/02/2025	Website hosting & Tech support for 12 months from 01.03.25	Welland Creative	715.00	143.00	858.00
IT budget	06/02/2025	Scribe - 2025-2026	Starboards Systems Ltd	810.00	162.00	972.00
Provision of new parking spaces JW	06/02/2025	Car parking and access road in Grasscrete	T J Hunt (Contracting) Ltd	8,327.00	1,665.40	9,992.40
Establishment Charges	10/02/2025	Printer paper	Sounds Wholesale Ltd (Amazon)	48.02	9.60	57.62
IT budget	10/02/2025	External back-up - February 2025	RISC IT	42.00	8.40	50.40
Land Management	11/02/2025	Materials	Wickes	9.17	1.83	11.00
Training	11/02/2025	Emergency First Aid at Work course	St John Ambulance	195.00	39.00	234.00
Land Management	11/02/2025	Materials	Tradepoint	9.17	1.83	11.00

Code	Date	Description	Supplier	Net	VAT	Total
Establishment Charges	12/02/2025	Batteries	Mrs V C Fear - Connect CCTV Supplies Ltd (Amazon)	2.91	0.58	3.49
Playground Repairs	12/02/2025	4 x Cradle Swings for Playgrounds	MJR Services	730.00	0.00	730.00
Training	12/02/2025	Training - Lantra Basic Tree Survey & Inspection	Land Skills Training and Assessments Ltd	125.08	25.02	150.10
Training	12/02/2025	Training - Lantra Basic Tree Survey & Inspection	Land Skills Training and Assessments Ltd	42.00	0.00	42.00
Training	12/02/2025	Training - Lantra PA1 Safe Use of Pesticides & PA6 Handheld Applicators	Land Skills Training and Assessments Ltd	861.00	172.20	1,033.20
Training	12/02/2025	Training - Lantra PA1 Safe Use of Pesticides & PA6 Handheld Applicators	Land Skills Training and Assessments Ltd	134.00	0.00	134.00
Training	12/02/2025	Hedgelaying Training Course	Hedges & Hurdles Country Skills & Crafts	260.00	0.00	260.00
Land Management	12/02/2025	Black Bin Liners	PB Packaging Group Ltd	32.20	6.44	38.64
Establishment Charges	13/02/2025	Banners x7 for Annual Parish Assembly	Hampshire Flag Company Ltd	191.95	38.39	230.34
Establishment Charges	13/02/2025	ALCC - Membership - GW	ALCC	50.00	0.00	50.00
Christmas trees/lights WS, Perry Hill	13/02/2025	Electricity supply Perry Hill Green	Octopus Energy Limited	-0.96	-0.19	-1.15
Christmas trees/lights WS, Perry Hill	13/02/2025	Electricity supply Perry Hill Green	Octopus Energy Limited	12.73	0.64	13.37
IT budget	17/02/2025	BT Business Mobile Broadband	BT PLC	-7.92	-1.58	-9.50
IT budget	17/02/2025	OnePhone - phone charges - including mobile data	BT PLC	212.20	42.44	254.64
IT budget	18/02/2025	Subscription - 17.02.25 - 16.03.25	Adobe	16.64	3.33	19.97
Land Management	18/02/2025	Materials	Tradepoint	11.08	2.22	13.30
Land Management	18/02/2025	Materials	Tradepoint	9.50	0.00	9.50
Establishment Charges	19/02/2025	Office supplies	Tesco	1.45	0.00	1.45
Establishment Charges	19/02/2025	Subscription - Surrey Hills Society 01.02.25 -31.01.26	Surrey Hills Society	30.00	0.00	30.00
Land Management	19/02/2025	Hire of storage container MW - February 2025	Activate Learning	87.00	0.00	87.00
Land Management	19/02/2025	Dig out ditch on Coombe Lane	Stephen Gunner	1,800.00	0.00	1,800.00
Parish Office	20/02/2025	Water and sewerage charge - Unit 2 Saxton - 01.01.25 - 31.01.25	Castle Water	18.66	0.00	18.66
Land Management	21/02/2025	Materials	Wickes	20.42	4.08	24.50
Parish Office	21/02/2025	Gas & Electricity - Unit 2 Saxton - 01.01.25 - 31.01.25	Octopus Energy Limited	208.93	10.45	219.38
IT budget	24/02/2025	Standard Fibre 76 Pro & Digital Line	BT PLC	52.95	10.59	63.54
Chairman's Allowance	25/02/2025	Refreshments for Flood Awareness & Resilience Event	Costco	24.50	4.90	29.40
Chairman's Allowance	25/02/2025	Refreshments for Flood Awareness & Resilience Event	Costco	111.51	0.00	111.51
Staff Costs	26/02/2025	Salaries/ PAYE/ NI/ Mileage/ Pension Confs Ee's & Er's	Staff Costs	13,722.58	0.00	13,722.58
Staff mileage	26/02/2025	Mileage	Mrs V C Fear	4.55	0.00	4.55
Staff mileage	26/02/2025	Mileage	Mrs G F White	54.60	0.00	54.60
Parish Newsletter	26/02/2025	3,600 newsletters	Knaphill Print Co Ltd	435.00	0.00	435.00
<b>Total</b>				<b>33,583.70</b>	<b>2,440.33</b>	<b>36,024.03</b>

**b) Bank reconciliation for January 2025**

The Finance Officer (FO) had prepared the bank reconciliation for January 2025 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 T Wright, and unanimously **RESOLVED** that the bank reconciliations be approved and signed by the Chairman, Cllr N Mitchell, during the meeting.

Appendix 1 - January 2025 Bank Reconciliation

**c) Monthly budget reports for January 2025**

The FO had prepared the budget reports for January 2025 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.

Appendix 2 - January 2025: Summary Budget Report

**d) Virements**

It was proposed by Cllr N Mitchell, seconded by Cllr G Adam and unanimously **RESOLVED** that the following virements be approved:

- 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**

A grant aid application form had been received from St Mary's Church seeking a grant of £500 towards their Laudamus Concert.

The Wood Street Village Association (WSVA) had also indicated they wished to apply for a grant towards their VE Day 80 event but had been unable to submit a grant application form in time for the meeting.

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr M Fance and unanimously **RESOLVED** that a grant of £500 be awarded to St Mary's Church and that, in principle a grant of up to £500 would also be awarded to the WSVA, subject to receipt of a grant aid application form.

The Fairlands, Liddington Hall and Gravetts Lane Community Association (FLGCA) advised that they had taken the decision not to hold an event.

**f) Year-end Internal Audit**

The year-end internal audit is to take place on 14 May 2025. The Chairman will be in attendance and invited other councillors to be present during what is an informative process.

**g) Grass cutting tender 2025-2028**

Two tenders had been received. The Members scored the tenders in according with the criteria set within the tender document. Both companies had failed to include all the requested information. It was, therefore, agreed that the missing information be requested and that the tenders would be reconsidered at the next Full Council meeting to be held on 10 April 2025.

**h) Christmas illuminations tender 2025-2028**

Two tenders had been received. The Members scored the tenders in according with the criteria set within the tender document. Both companies had failed to include all the requested information. It was, therefore, agreed that the missing information be requested and that the tenders would be reconsidered at the next Full Council meeting to be held on 10 April 2025.

**2025-63 - Flood Awareness and Resilience Drop in Event - Fairlands Community Centre - Tuesday 25 February 2025 2pm until 7pm**

The following organisations were represented at the event:

- Surrey Fire and Rescue
- The Environment Agency
- Surrey County Council' Flooding and Resilience Teams
- The National Flood Forum
- Flood Re
- Representatives from Zöe Franklin's office were also present

Councillors and staff from Worplesdon Parish Council were also present.

48 residents attended the event. The feedback received from those who attended, including the various groups was generally positive. The organisations that attended agreed the event had been a success.

Unfortunately, the issue of flooding is unlikely to be resolved given the known flood risk that affects significant parts of the Parish.

Worplesdon Parish Council will continue to work with all the relevant agencies to support their work to minimise flood risk where possible. Residents are also encouraged to carry out Property Flood Resilience measures. To achieve this, residents need to understand the flood risks in their area, create personal flood plans, implement property level flood protection measures, and access available grants to make homes more resilient against future flooding.

Surrey County Council (the Lead Flood Authority for Surrey) offers flooding advice via its website:

- [Getting back into your home following flooding](#)
- [Flooding](#)

**2025-64 - Future of the Worplesdon Flood Forum**

The Clerk had prepared a confidential report, which had been circulated to all Members of the Council in advance of the meeting.

The Clerk advised that the Flood Forum was created in 2005 in response to a planning application for a new development in Jacobs Well. It is regrettable that after twenty years, and a considerable amount of effort by all those involved, flooding across the Parish is now worse than it has ever been. Large swathes of the Parish sit within a high flood risk zone. It should be noted that the Parish Council has no statutory responsibility in terms of flooding.

Unfortunately, facilitating the Flood Forum has become significantly more onerous over recent years, which is having a detrimental impact on the other work of the Parish Council officers, in breach of a number of Parish Council policies.

A lengthy discussion then took place.



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It was subsequently proposed by Cllr N Mitchell, and seconded by Cllr D Bird, that given the Parish Council has no statutory responsibilities the Parish Council should commence the disengagement process. As a result, the Parish Council would not be facilitating Flood Forum meetings for the foreseeable future.

As some key players were unable to attend the meeting scheduled for 14<sup>th</sup> March, this meeting was to be cancelled.

Discussions to take place with Zöe Franklin MP as to how residents can continue to be supported.

#### **2025-65 - 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.

As a result 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.

A no horse-riding sign and a copy of the Byelaws are already attached to the rear of the noticeboard on the corner of Wood Street Village Green. This sign had already been ripped off the noticeboard but had been resecured using bolts.

Following discussion, it was proposed by Cllr G Adam, seconded by Cllr D Bird and unanimously **RESOLVED** that a temporary notice would be displayed at the end of White Hart Lane, as requested, however, regrettably it may have little effect.

#### **2025-66 - Draft Deed of Dedication - Public Right of Way - Harry's Meadow**

A copy of the draft Deed of Dedication had received from Surrey County Council and circulated via email to all members in advance of the meeting.

There were no queries. It was agreed that the Parish Council would ask Surrey County Council to proceed with the Deed of Dedication, as per the circulated draft document.

#### **2025-67 - 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 treeguard bags and full-size metal tree guards. Cost £2,215 including VAT. Surrey County Council will not meet these costs.

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr G Adam and unanimously **RESOLVED** that Worplesdon Parish Council would not fund metal tree guards or treeguards. The trees already planted by Surrey County Council in several adjacent verges have not been damaged by deer and do not benefit from treeguards.

This decision would be relayed to the residents. Surrey County Council has confirmed that is willing to cancel the Parish Council's request for trees to be planted at this location.

Surrey County Council's Highway Department has previously stated it does not have the funding to install posts at this location.

#### **2025-68 - Clerk's Report**

##### **a) Provision of four parking spaces in Jacobs Well Recreation Ground**

Due to circumstances beyond the Parish Council's control, delays regrettably meant the project took far

longer to complete than expected. The project has now been completed, with the exception of signage. Parking signage to follow in due course.

**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 the current position is too close to the road, and 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 excessively costly. No patronage details were provided by Surrey County Council despite several requests. Total cost of removal and disposal £2,283 & VAT. Costs authorised by the Clerk under delegated authority for health and safety reasons.

**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. Costs authorised by the Clerk under delegated authority for health and safety reasons.

## **2025-69 - Chairman's Report**

The Chairman's report, which was circulated to all Members via email in advance of the meeting, covered the period from 16<sup>th</sup> January to 26<sup>th</sup> February.

### **Community Speed Watch**

Deployments have continued across the parish, although the weather as expected has resulted in a few deployments being cancelled.

The latest figures from Surrey Police make interesting reading especially as the number of active teams has reduced.

We are having an effect; Surrey Police have deployed at one of our locations because of the number of vehicles speeding. In addition, this has been noticed by and reported on by Police Scotland.

Thanks to all those councillors and residents who have attended deployments.

### **16<sup>th</sup> January**

I led the Full Council meeting and was pleased that it concluded before 9pm.

### **20<sup>th</sup> January**

I attended the Management Meeting of FLGCA and presented a report to the meeting. The points within the report were:

- The three vacancies on the parish council.
- Community speed watch
- The Christmas Lights
- The refusal of Hester's Yard by the Planning Inspector
- The increase in the Precept
- Flooding Resilience event on 25<sup>th</sup> February.

Additionally, I advised that Peter Trevena leaves the Parish Council on 11<sup>th</sup> April and that WPC will be advertising for a new Groundsperson.

I told the meeting that the new area at the north end of Holly Lane is not:

- A bus stop
- A layby

It is fact an attenuation tank to drain the roundabout and provide a location for a drain suction vehicle to park whilst it clears out the tank.

Devolution was a hot topic of discussion for the Management Team and the possible effect on residents.

### **22<sup>nd</sup> January**

I logged onto the SALC Councillor Zoom Forum.

Devolution was a key topic to be delivered, however, the impact on the change at Parish Council level is not known, but a white paper is expected at the end of March which will provide details. This topic will no doubt use a lot of our time in the next two years.

Other items were:

- The Royal Garden Party nomination
- Fix My Street
- Parish Guide to Highways and Transport
- Annual Parish Meetings

The slides from the Zoom Forum have been circulated for your reference.

### **25<sup>th</sup> January**

I attended the Community session at Fairlands Community Centre.

Thanks to Cllrs Adam, Ahier, Bird, Ellahi, McShee for their assistance with manning the stall. The session was a success and FLGCA are considering another session later in the year.

Points raised by Residents included:

- Vehicle parking at the school
- Flooding
- Precept
- Vehicle speed through Fairlands
- Worplesdon Memorial Hall needing significant maintenance.

### **6<sup>th</sup> February**

I attended the General Purposes Meeting and updated the members of the changes in the Worplesdon Charities.

### **24th February**

I attended the office to open the Christmas Light and Grass Cutting Tender returns.

### **25th February**

I attended the Flood Resilience and Awareness Event at Fairlands Community Centre.

Thanks to Cllrs Adam, Ahier, Bird, Crampin, Nagle and Price for their help and attendance.

The Clerk Gaynor White and Assistant Clerk Victoria Fear deserve thanks for their efforts in setting up the Event and contacting appropriate organisations to attend:

- a. Surrey Fire and Rescue
- b. Surrey Flood Team
- c. National Flood Forum
- d. Environment Agency
- e. Zoe Franklin MP (or members of her team)

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- f. Flood Re
- g. Surrey County Council
- h. Guildford Borough Council
- i. Thames Water

The Forum was a success with residents attending throughout the day and being able to address their concerns with appropriate responsible authorities.

**2025-70 - Recommendations of the Staffing Committee - Promotion of the current Groundsman to Senior Groundsman and the appointment of a part-time Groundsperson**

It was proposed by Cllr G Adam, seconded by Cllr M Fance and unanimously **RESOLVED** that all of the Staffing Committee's recommendations be approved:

- 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 – to be added to the Parish Council's website.
- Vacancy to be advertised on the Parish Council's website, in the parish newsletter, on the parish noticeboards, and via the Parish Council's Facebook page.
- Interviews to be scheduled for w/c 7 April 2025.
- Composition of the interview panel (a panel of 3).

**2025-71 - Items for inclusion on future agendas**

No suggestions were made.

**2025-72 - Date of next Full Council meeting - Thursday 10 April 2025 - 19:30.**

Meeting closed 22:06

Signed:

Chairman of the Council  
Date  
10 April 2025