



**Minutes of the Planning/General Purposes and Finance Committee meeting held in the Council Chamber, Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX at 7.30pm on Thursday 24 July 2025**

**2025-247 - Present**

**Councillors:**

Cllr B Ahier, Cllr N Crampin, Cllr N Mitchell, Cllr B Nagle, Cllr M Price (Chairman), and Cllr T Wright.

**Officers of the Council:**

Gaynor White - Clerk to the Council  
Victoria Fear - Assistant Clerk

**Members of the public:**

Mr Geoff Burch and Mr Richard Watson were each present for part of the meeting.

**2025-248 - Chairman's Announcements**

The Chairman gave the health and safety announcements.

**2025-249 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch 1, para 40**

No apologies were received.

**2025-250 - Public Participation**

Mr Watson addressed the Committee reiterating his concerns about the proposed redevelopment of Hesters Yard. These being the same concerns Mr Watson had previously expressed at the Planning Inquiry (2024) and at the Full Council meeting held 3 July 2025.

The Chairman thanked Mr Watson for expressing his views to the Committee and for his interest in standing as a Parish councillor.

**2025-251 - 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.

**2025-252 - Amendments to the Register of Interests**

No amendments were made.

**2025-253 - To receive and consider written requests for new DPI dispensations, if any**

No requests were received.

**2025-254 - Declaration of non-pecuniary Interests**

No declarations were made.

**2025-255 - Declaration of gifts or hospitality over £50**

No declarations were made.

**2025-256 - Planning Applications for consideration:**

Planning Application No: [25/P/00903](#) - **Hester's Yard, 116 Oak Hill, Wood Street Village, Guildford, GU3 3ES**

- The erection of 50 residential dwellings (including 25 affordable dwellings) and Parish building, 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.

It was proposed by Cllr M Price, seconded by Cllr N Mitchell and **RESOLVED** that the Parish Council respond as follows (Cllr B Nagle abstained from the vote):

Worplesdon Parish Council acknowledges, and is saddened that, the proposed redevelopment of Hesters Yard will have a detrimental effect on the existing businesses; however, the Parish Council supports this planning application for the following reasons:

- The site is currently an eyesore due to an ongoing lack of financial investment.
- Part of the site is located within the Settlement Boundary and is classified as brownfield land. The remainder of the site, due to its Previously Developed Land status, is now considered to be Grey Belt (as defined within the NPPF December 2024).
- The development will deliver 50 new homes, 50% of which will be affordable.
- The development will deliver a much-needed parish office, council chamber and workshop for £1, to include an area of meadow land that will increase BNG (Biodiversity Net Gain) by 42%.

Should the Borough Council be minded to approve this planning application, the Parish Council wishes to request the following:

That the Heads of Terms for the Section 106 Agreement include:

- A. The granting of the freehold of the office building and associated 5-acres of meadow land to the Parish Council for the sum of £1.
- B. The provision of external adult exercise equipment. (Policy E7)
- C. Improved LEAP equipment quality from that proposed. (Policy E7)
- D. The guarantee that the secured affordable housing (25 affordable units – 50% of the development) will remain as such in perpetuity.
- E. The provision of a safe crossing point at the brow of Oak Hill to facilitate access to Wood Street Infant School.
- F. That the Parish building is to be protected by a covenant to ensure that the building is passed directly to the community in the event of the dissolution of the Parish Council for any reason.

The Parish Council also wishes to seek confirmation that the S106 Education contribution will be provided specifically for the benefit of Wood Street Infant School and Worplesdon Primary School.

Mr Burch left the meeting at 20:02.

**Planning Application No: [25/T/00141](#) - Nursery School, Rydes Hill Preparatory, Aldershot Road, Guildford T1 Horse Chestnut & T2 Maple** - Crown lift to approx. 4m over site boundary (TPO P1/201/254).

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

Worplesdon Parish Council has no objection to the proposed tree works but would request they be carried out after the bird nesting season.

**Planning Application No: [25/P/00927](#) - 19 Keens Lane, Guildford, GU3 3JS** - Erection of a part single-storey rear and side extension, part two-storey rear extension.

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

1. The flat roof of the proposed 1<sup>st</sup> floor extension is incongruous to the main dwelling, contrary to Policy H4 of the Local Plan.
2. Should the Local Planning Authority be minded to approve this application, the Parish Council wishes to request that a condition be applied to prevent the roof of the 1<sup>st</sup> floor extension being used for the purposes of providing a balcony area for the 2<sup>nd</sup> floor.

**Planning Application No: [25/P/00976](#) - The Cottage, Blanket Mill Farm, Goose Rye Road, Worplesdon, Guildford, GU3 3RQ** - First floor extension and single storey rear extension together with associated alterations.

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

Whilst the Parish Council has no objection to the proposed appearance of the extended dwelling, the proposed extensions, due to the significant uplift in floorspace when combined with previous extensions to the property, would result in a disproportionate enlargement of the original building and would therefore represent inappropriate development in the Green Belt, which is considered harmful by definition. No very special circumstances have been demonstrated which would clearly outweigh the harm that would be caused by reason of inappropriateness.

The Parish Council considers that the proposed development would be contrary to Policy P2 of the Guildford Borough Local Plan: Strategy and Sites (2019) and the provisions of the National Planning Policy Framework 2024. The proposed development, by virtue of its design, internal layout and location, could result in a self-contained residential annex, capable of separation from the main dwelling that would not be functionally integrated with the main dwelling. This would be contrary to the requirements of Policy H4 of the Guildford Borough Local Plan: Development Management Policies (2023) and could result in harm to the character of the application site, surrounding area and street scene contrary to Policy D1 of the Guildford Borough Local Plan 2019 and the NPPF 2024.

The proposed extension due to its excessive scale, massing and bulk would result in a proposal that would be out of proportion with the original dwellinghouse. The proposed development would not respect the proportions of the existing dwelling and would result in development with an overly large footprint. As such, the Parish Council feels the proposed development would not comply with policies D1 of the Local Plan: Strategy and Sites (2019), D4 and H5 of the Local Plan: Development Management Policies (2023), the Residential Extensions and Alterations Guide SPD (2018) and the NPPF (2024).

Should the borough council be minded to approve this application, the Parish Council wishes to request a Construction Management Plan be required due to the location of this property at the far end of a very narrow, single track rural lane.

The Parish Council also wishes to query the validity of the submitted Flood Risk Summary, given the proximity of this property to the Hoe Stream.

**Planning Application No: [25/P/00612](#) - Stag Cottage 94A Broad Street, Guildford, GU3 3BE** - Single storey rear extension.

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

1. Worplesdon Parish Council notes that Stag Cottage was granted residential status in 2023 (22/P/02166), however, it is not registered with Guildford Borough Council for council tax purposes according to the [.gov.uk. check and challenge your council tax website](#).
2. The Planning Officer's report (site description) for the temporary building to go at the side of the cottage, referred to a red newt impact zone, however, the Parish Council notes no biodiversity assessment has been submitted with this planning application.
3. This dwelling is located within the Green Belt; however, no very special circumstances have been provided to justify the increase in the size of this dwelling, which would take up more than 50% of the overall plot.
4. The proposed extension represents overdevelopment of the site contrary to Policy H4(c) of the Local Plan.
5. No climate change assessment has been submitted with the planning application.

**Planning Application No: 25/P/00964 - 16 Gumbrells Close, Fairlands, Guildford, Surrey, GU3 3NG** - Garage conversion with amendments to front/side fenestration.

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

[Mr Watson left the meeting at 20:25.](#)

**2025-257 - Local Government Review Local Government Reorganisation (LGR) in Surrey - Public consultation (deadline 5 August 2025)** <https://www.gov.uk/government/consultations/local-government-reorganisation-in-surrey/proposals-for-local-government-reorganisation-in-surrey>

Following the Borough Council LGR webinar for town and parish councils on 16 July 2025, a working party meeting had been held. Notes of that meeting, raising various concerns about the LGR process and proposals, had been circulated to the Members via email in advance of the Full Council meeting.

The Clerk had also prepared a Briefing Paper, which had also circulated to all Members via email in advance of the meeting. Cllr N Mitchell proposed a vote of thanks to the Clerk for her excellent Briefing Paper.

### **Clerk's Recommendation - Surrey Local Government Reorganisation Options**

*The Clerk recommended that the Parish Council should support the recommendation for three unitary authorities and a Strategic Mayoral Authority.*

This recommendation was based on a review of financial modelling, democratic accountability, public consultation, service delivery outcomes, and compatibility with existing local governance structures (including town and parish councils).

### **Why the Three-Unitary Model Is Preferable**

- Preserves Local Identity and Democratic Accountability: Smaller unitaries reflect natural communities and service areas. This structure helps residents feel better represented and connected to their council.

- Better Alignment with Town and Parish Councils: With clearer and smaller community boundaries, town and parish councils are more likely to be engaged as partners. Neighbourhood Committees can complement rather than duplicate existing local structures.
- Public Support: 63% of respondents to public consultation preferred the three-unitary option, providing legitimacy and trust in the process.
- Strong Financial Case: Although slightly lower than the two-unitary option, projected savings of approximately £62 million per year remain substantial.

#### **Why the Two-Unitary Model Carries Greater Risk**

- Scale and Impersonality: Larger authorities (e.g., West Surrey) may struggle to reflect diverse local needs, leading to detachment between residents and decision-makers.
- Weaker Local Engagement: Establishing meaningful Neighbourhood Committees in large authorities may be more challenging.
- Efficiency at the Expense of Representation: While offering higher projected savings (~£86 million/year), the model may rely on streamlining councillor numbers and consolidating services, potentially weakening democratic oversight and accessibility.

#### **Basis of Recommendation**

This recommendation is informed by the following considerations:

- Financial analysis of the LGR proposals (Surrey County Council and Districts' submissions)
- Evidence from past unitary transitions across England (e.g., Cornwall, Dorset, Wiltshire)
- Public consultation results (notably the 63% preference for three-unitary model)
- Compatibility with town and parish council operations and local engagement practices
- Academic and LGA commentary on effective local governance and strategic authorities

#### **Final Thought**

The three-unitary model offers the best balance between strategic leadership, financial savings, and the preservation of local accountability. It is more likely to support effective collaboration with town and parish councils and maintain community trust during the transition.

The Chairman advised that he, Cllr B Ahier, Cllr M Price, Cllr J Snowball, and the Clerk had sat through various webinars on this matter.

Following discussion, it was proposed by Cllr N Mitchell, seconded by Cllr M Price and unanimously **RESOLVED** that the Parish Council express its concerns about the LGR process via email in response to the public consultation, as follows:

1. Worplesdon Parish Council perceives it is being pushed into making a response to this public consultation, without full and detailed knowledge of the potential financial impact.
2. Worplesdon Parish Council has a preference for the two unitary option (based on the proposed cost savings) though this decision was not unanimous.
3. The Parish Council is, however, deeply concerned about both Spelthorne and Woking Borough Council's debt, which would all have to be incurred by the West of the County if a two unitary authority is the Government's preferred option.
4. The Parish Council considers there is a risk of the sale of public assets in order to cover the existing debt. What action will be taken to protect the heritage assets of Guildford which help create its sense of place? These unique characteristics must be retained for the benefit of future generations.
5. The Parish Council supports the concept of localism and is keen for the community to take on assets but has concerns about the maintenance of such assets given the lack of confirmed funding to accompany any devolved services.
6. The extremely fast timeline for this proposal has created limited opportunity for residents to comment on the proposals. By being a predominantly online consultation, it has alienated those residents without access to a computer/laptop.

7. Only one third of Surrey is currently represented by town and parish councils. Given town and parish councils are the grass roots tier of local government who have an in depth understanding of the needs of their respective communities, it is critical there is sufficient representation from the town and parish council sector within the proposed Neighbour Area Committees (NACs).
8. As part of the LGR process, Worplesdon Parish Council believes the lack of a town council for Guildford, would result in an unacceptable democratic deficit.

Appendix 1 – Clerk’s Briefing Paper (in full)

**2025-258 - Devolution – Briefing paper by the Assistant Clerk**

The Assistant Clerk had prepared a Briefing Paper specifically relating to assets currently leased by Surrey County Council to Worplesdon Parish Council and other assets to be considered as potential asset transfers, which had been circulated to all Members via email the day before the Planning/General Purposes and Finance Committee meeting. Cllr M Price proposed a vote of thanks to the Assistant Clerk for her superb Briefing Paper.

It was agreed that:

- a) Given the significance of the information contained within the Briefing Paper and the requirement for all Members to receive this Briefing Paper, this item would be deferred until the 25 September 2025 Full Council meeting.
- b) An article about the LGR to be included in the Autumn Parish newsletter.
- c) A resident survey will be required in due course.
- d) Consideration will need to be given to the prospect of the Parish Council being required to take on devolved services during the 2026/2027 budget setting process.

It should be noted that this is a live document that will be updated as new information becomes available.

**2025-259 - Commercial waste bonfires (wooded area to the east of Cobbetts Close – west of John Gunner and Co)**

Worplesdon Parish Council has been advised of numerous acrid bonfires emanating from the woods behind Cobbetts Close. The Clerk has reported these to Guildford Borough Council’s planning enforcement team on every occasion.

Residents have been asked to also report this issue to the Environment Agency’s Pollution Hotline 0800 80 70 60.

As the issue does not appear to have been resolved by the enforcement team at this stage, it was agreed that the Parish Council ask the borough councillors for their assistance to resolve this ongoing environmental issue.

**2025-260 - Public consultation - Guildford Borough Council - Draft Tall Buildings Supplementary Planning Document (SPD) 2025 [Draft Tall Buildings Supplementary Planning Document \(SPD\) - Guildford Borough Council Planning Policy Consultations](#) - Deadline for responses midday 8 August 2025**

Cllr B Ahier had read the consultation document and advised that the SPD only relates to Guildford town centre. Building heights will be limited to 18m and the design principles cover the following:

- a. Surrounding context and prevailing character
- b. Important and significant views
- c. Landscape and topography
- d. History of place / heritage assets

- e. Protection of amenity and provision of amenity space
- f. Public realm and mixed uses
- g. Efficient use of land
- h. Sustainable design and construction

It was proposed by Cllr B Ahier, seconded by Cllr T Wright and unanimously **RESOLVED** that the Parish Council support the principle of the Tall Building SPD for the town centre.

## 2025-261 - 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 N Crampin, seconded by Cllr B Ahier and unanimously **RESOLVED** that payments to the value of £18,634.37 be approved. The payment list was duly signed by the Chairman, Cllr N Mitchell, during the meeting.

**Table 1: Proposed list of payments 24 July 2025**

Code	Date	Description	Supplier	Net	VAT	Total
Establishment Charges	02/06/2025	PPE for Groundsman	Screwfix Direct Ltd	54.04	10.81	64.85
Donations	05/06/2025	Donation 2025/26	Crimestoppers	-100.00	0.00	-100.00
Training	17/06/2025	Small Woodland Management Training x2 - 07/11/25	Surrey Wildlife Trust	127.90	0.00	127.90
Establishment Charges	02/07/2025	Materials	Mr A Connor - Fairlands Post Office	1.10	0.00	1.10
Establishment Charges	02/07/2025	Office materials	Mrs V C Fear - Amazon EU S.a.r.l., UK Branch	12.48	2.50	14.98
Chairman's Allowance	02/07/2025	Donation - re G Adam	Royal British Legion	50.00	0.00	50.00
Playground Repairs	02/07/2025	Remark of Worplesdon Play Area	Just Markings Ltd	1,250.00	250.00	1,500.00
Sinking fund - Unit 2 Saxton	02/07/2025	Supply & fit new office lights	Broadwater Safety Systems Ltd	3,362.37	672.47	4,034.84
Land Management	02/07/2025	2 x 2ltr Paint Scuttle	Screwfix Direct Ltd	3.48	0.70	4.18
Land Management	02/07/2025	Black & Decker Workmate & Blue Roll	Screwfix Direct Ltd	94.90	18.98	113.88
Donations	03/07/2025	Donation 2025/26	Crimestoppers	104.00	0.00	104.00
Chairman's Allowance	03/07/2025	Donation - re G Adam	National Trust	50.00	0.00	50.00
Contingency Fund	03/07/2025	Coombe Lane Gully Clearance & Culvert/ Piped Section Cleaning	RFM Pipeline Services	1,950.00	390.00	2,340.00
Chairman's Allowance	03/07/2025	Donation - re G Adam	Battersea Dogs & Cats Home	50.00	0.00	50.00
Chairman's Allowance	03/07/2025	Refreshments for Meeting	Tesco	17.05	0.00	17.05
Revenue Costs Works Vehicle	03/07/2025	Fuel for works van	Mr A Connor - Waitrose Shell	40.46	8.09	48.55
Parish Office	07/07/2025	Additional key for the Parish Office	Guildford Lock and Safe	4.90	0.00	4.90
IT budget	08/07/2025	External back-up - June 2025	RISC IT	40.00	8.00	48.00
Land Management	08/07/2025	Fuel for tools and Tetracan	MFG Woodbridge Hill	14.40	2.88	17.28
Land Management	08/07/2025	Wheelie Bin Bags x100	PB Packaging Group Ltd	32.20	6.44	38.64
Parish Office	10/07/2025	Gas & Electricity - Unit 2 Saxton - 01.06.25 - 30.06.25	Octopus Energy Limited	79.45	3.97	83.42
Land Management	10/07/2025	Materials	Toolstation	19.00	3.80	22.80
Land Management	10/07/2025	Materials	Selco Builders Warehouse	23.42	4.68	28.10
Training	10/07/2025	Training - Beyond the Precept - GW	NALC	35.00	7.00	42.00



Code	Date	Description	Supplier	Net	VAT	Total
Land Management	14/07/2025	Materials	Buzzweld Ltd	73.72	14.74	88.46
IT budget	16/07/2025	Additional back-up	Apple.com	2.49	0.50	2.99
Parish Office	16/07/2025	Fireproof Safe Keys x3	Guildford Lock and Safe	18.00	0.00	18.00
Land Management	16/07/2025	Fence Posts	Screwfix Direct Ltd	19.16	3.83	22.99
Land Management	16/07/2025	Gazebo	MH Star UK Ltd (Tesco Marketplace)	79.99	0.00	79.99
Land Management	16/07/2025	Clingfilm	Cluskeys CCP Ltd	6.20	1.24	7.44
IT budget	16/07/2025	OnePhone - phone charges - including mobile data	BT PLC	225.96	45.19	271.15
Establishment Charges	16/07/2025	PPE for Groundstaff	Cluskeys CCP Ltd	12.00	2.40	14.40
Chairman's Allowance	16/07/2025	Flowers from Worplesdon Parish Council - DB	Lidl	12.05	2.41	14.46
Land Management	17/07/2025	Adjustable Handle Bypass Secateurs	Screwfix Direct Ltd	8.32	1.67	9.99
Land Management	17/07/2025	Various materials	Screwfix Direct Ltd	15.52	3.10	18.62
Revenue Costs Works Vehicle	17/07/2025	Fuel for works van	Waitrose Shell	32.14	6.43	38.57
IT budget	18/07/2025	Subscription - 17.07.25 - 16.08.25	Adobe	16.64	3.33	19.97
Parish Office	18/07/2025	Water and sewerage charge - Unit 2 Saxton - 01.06.25 - 30.06.25	Castle Water	25.41	0.00	25.41
IT budget	18/07/2025	ChatGPT Plus Subscription	OpenAI LLC	16.67	3.33	20.00
Land Management	22/07/2025	Materials	TradePoint	14.62	2.93	17.55
Land Management	22/07/2025	Materials	TradePoint	85.00	17.00	102.00
IT budget	23/07/2025	Standard Fibre 76 Pro & Digital Line	BT PLC	55.95	11.19	67.14
Grass Cutting	23/07/2025	Grass cutting - Month 3 2025	GCB Gardens	2,457.25	491.45	2,948.70
Land Management	23/07/2025	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	34.86	6.97	41.83
Parish Newsletter	23/07/2025	Delivery of parish newsletters & leaflets	Colne Distribution Ltd	520.00	104.00	624.00
IT budget	23/07/2025	Waste toner cartridge - Xerox	Mrs V C Fear - Amazon EU S.a.r.l., UK Branch	12.16	2.43	14.59
Parish Office	23/07/2025	Six monthly Fire alarm maintenance	W J Fire Ltd	90.00	18.00	108.00
Professional Advice	23/07/2025	Payroll services - qtr to 30/06/2025	Mulberry & Co	180.00	36.00	216.00
Playground Repairs	23/07/2025	Repair of Wicksteed Whirlybird Roundabout	MJR Services	395.00	0.00	395.00
Land Management	23/07/2025	Treegator	Mrs V C Fear - Amazon EU S.a.r.l., UK Branch	103.51	20.70	124.21
Professional Advice	23/07/2025	Professional charges - Licence for Alterations	Wellers Law Group LLP	950.00	190.00	1,140.00
Chairman's Allowance	23/07/2025	Various materials	Mrs V C Fear - Amazon EU S.a.r.l., UK Branch	19.97	3.99	23.96
IT budget	23/07/2025	Consumables for Xerox Printer	Cosmos Solutions	33.28	6.66	39.94
Contingency Fund	23/07/2025	Root cutting, Clearance & Cleaning DN380 Culvert Coombe Lane	RFM Pipeline Services	750.00	150.00	900.00
Contingency Fund	23/07/2025	Supply of pumps to reoxygenate Wood Street Village Pond	Stephen Gunner	1,860.00	0.00	1,860.00
Professional Advice	23/07/2025	Planning advice & report: Hester's Yard	Steve Tilbury Consulting Ltd	250.00	0.00	250.00
Land Management	23/07/2025	2 x Spray Paint Guns	Mrs V C Fear - Ernese Limited	8.29	0.00	8.29
Land Management	23/07/2025	Powder Coating Guide	Mrs V C Fear - One Stop Colour Shop (Ebay)	16.25	0.00	16.25
Contingency Fund	23/07/2025	Distribution of leaflets	Colne Distribution Ltd	315.00	63.00	378.00
<b>Total</b>				<b>16,031.56</b>	<b>2,602.81</b>	<b>18,634.37</b>



**b) Grant aid request received from the Kent Surrey Sussex Air Ambulance**

It was proposed by Cllr N Crampin that £500 be donated to the Kent Surrey Sussex Air Ambulance. Cllr B Ahier then proposed an amendment to that motion being that £200 be donated to the Kent Surrey Sussex Air Ambulance.

The amended motion did not receive a seconder.

The original motion was seconded by Cllr N Mitchell. A vote took place. Result of the vote – Four in favour. Two against. Motion carried.

*Power to spend: Section 137(3) LGA 1972*

**c) Donation to charity in memory of the late David Bird**

It was proposed by Cllr N Crampin, seconded by Cllr T Wright and unanimously **RESOLVED** that a donation of £150 be made to Prostate Cancer UK in memory of the late David Bird.

*Power to spend: Section 137(3) LGA 197*

**2025-262 - For information only - Overgrown hedge beside no. 75 Wood Street Village Green**

Surrey County Council Countryside has granted consent for Worplesdon Parish Council to main this hedge moving forward. Details of the maintenance work to be submitted to Surrey County Council prior to the works taking place outside of bird nesting season. The owner of no. 75 Wood Street Village Green to be advised of this decision prior to any works taking place to ensure they suffer no loss of privacy/protection as a result of the proposed works.

**2025-263 - Date of next Planning/General Purposes and Finance Committee meeting – 4 September 2025**

Meeting closed 21:34

Signed:

Chairman of the Council

Date: 14 August 2025