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## NOTICE OF MEETING

Wednesday 6 August 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 14 August 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. **Co-option of Councillors - Vacancies in the Wards of Wood Street, Fairlands, Jacobs Well and Perry Hill - To consider all applications received and to consider the appointment of suitable applicants.**
4. **Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
5. **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).**
6. **To receive and consider written requests for new DPI dispensations, if any.**

7. **Amendments to the Register of Interests.**
8. **Declaration of gifts or hospitality over £50.**
9. **Borough Councillor's report (5 mins).**
10. **County Councillor's report (5 mins).**
11. **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.
12. **Minutes of the previous meetings:**

The following Council minutes are to be agreed and signed by the Chairman as a true record:

- Staffing Committee Meeting held 3 July 2025
- Full Council Meeting held 3 July 2025
- Planning/General Purposes and Finance Committee Meeting held 24 July 2025

13. **Planning Applications for consideration:**

**Planning Application No: 25/T/00162 - Birchwood, Perry Hill, Worplesdon, Guildford, GU3 3RE** - Pine Tree: Fell, Pear Tree: Fell and replaced by new cherry or pear tree, Elm tree: Fell and replace with laurel or deciduous hedge.

14. **Use of Harry's Meadow for community events by the Jacobs Well Social Club** - e.g. music events, car boot sales, fun fairs or similar events.
15. **Community Governance Review – Guildford Borough Council** - The potential creation of a Town Council for Guildford. To consider the Parish Council's response. Deadline for responses 28 September 2025.
16. **Layby outside the Worplesdon Memorial Hall - Potential removal of the existing ranch-style fencing and replacement with bollards by Surrey County Council** - To consider the suggestion.
17. **Community Volunteering Event - 15 October 2025 - Fairlands Community Centre** - Councillors are requested to assist with promoting the work of the Parish Council at this community event. Assistance with set up and tidying away would also be appreciated (3pm until 7.30pm).
18. **Finance:**
  - a) **Proposed list of payments to be tabled at the meeting for approval** - Payment list to be signed by the Chairman.
  - b) **Bank reconciliations June 2025 and July 2025** - To approve the bank reconciliations for June 2025 and July 2025.
  - c) **Monthly budget reports for June 2025 and July 2025** - To approve the monthly budget reports for June 2025 and July 2025.
  - d) **Sponsorship** - To confirm which Councillors prepared to approach businesses to seek sponsorship for Christmas illuminations and playground equipment.
  - e) **Drainage works - Coombe Lane** - To consider the advice obtained from T J Hunt (Contracting) Ltd and to decide further action, if any.
  - f) **Annual pay awards announced** - To consider/approve the new payrates and to agree the backdated pay (pay award commences 1 April 2025).
  - g) **Annual Governance & Accountability Return (AGAR)** - Completion of audit by PKF Littlejohn LLP – The Council has received notification of an unqualified audit with no matters of concern being raised.

**19. Clerk's Report**

- a) Kings Coronation tree – Wood Street Village Green** - Regrettably, we have been advised by an tree specialist that this tree has died. It will, therefore, be replaced in the Autumn being the optimum time for tree planting.
- b) Change to bus route no 28 – Falcon Buses - Woking, Wych Hill, St Johns, Knaphill, Brookwood, Pirbright, Worplesdon, Stoughton, Guildford** - From 4 August the timetable has been revised to assist with reliability. An early morning journey has been rerouted past Fairlands Estate (for pupils going to the Winston Churchill School) and extended to Kingfield Green (for St John the Baptist School and Woking College).

**20. Chairman's Report**

- 21. Items for inclusion on future agendas** - To receive any suggestions from members.
- 22. Date of the next Full Council Meeting** - Thursday 25 September 2025 - 19:30.