



Unit 2 Saxton
Parklands
Railton Road
Guildford
Surrey
GU2 9JX

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

NOTICE OF MEETING

Thursday 22 November 2025

To: All Members of the Planning/General Purposes and Finance Committee

You are hereby summoned to attend the Planning/General Purposes and Finance Committee 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 November 2025 at 7.30pm** 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, Sch 1, 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 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).**
- 4. Amendments to the Register of Interests.**

5. To receive and consider written requests for new DPI dispensations, if any.
6. Declaration of non-pecuniary interests.
7. Declaration of gifts or hospitality over £50.
8. **Planning Applications for consideration:**

Planning Application No: [25/P/01327](#) - Flat 2, 5 Halifax Close, Worplesdon, Guildford, GU3 3FN -
Erection of a shed in rear garden (retrospective application).

Planning Application No: [25/P/01414](#) - Great Oaks, Goose Rye Road, Worplesdon, Guildford, GU3 3RQ -
Erection of first floor front extension over new open timber porch, single storey rear extension with conversion of existing garage into habitable accommodation and erection of new detached garage along with alterations to fenestration, following demolition of existing conservatory/front porch.

Planning Application No: [25/P/01478](#) - 116 Envis Way, Fairlands, Guildford, GU3 3NL - Erection of single storey front and rear extensions, with conversion of garage to habitable accommodation and changes to fenestration following demolition of existing conservatory.

Planning Application No: [25/P/01406](#) - Hollow Trees, Perry Hill, Worplesdon, Guildford, GU3 3RD
Replacement windows and French Door together with a new canopy over the existing side entrance.

Planning Application No: [25/P/01424](#) - Land at Hill Place Farm, 132 Oak Hill, Wood Street Village, Guildford, GU3 3ET - Proposed erection of eighteen residential dwellings (including nine affordable dwellings), together with vehicular and pedestrian access, landscaping, car parking and community open space on land at Hill Place Farm, Wood Street Village, following demolition of the existing buildings.

Planning Application No: [25/P/01462](#) - Crown Cottage, Perry Hill, Worplesdon, Guildford, GU3 3RD -
Application under Section 73 of the Town and Country Planning Act 1990 (as amended) to vary condition 2 (approved plans) of planning permission 25/P/00599 approved 03/07/2025 to make changes to the approved plans to allow for an increase in the depth of the approved rear extension and the installation of an additional Velux window.

Planning Application No: [25/P/01513](#) - Crown Cottage, Perry Hill, Worplesdon, Guildford, GU3 3RD -
Application Under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended) to vary condition 2 (approved plans) of Listed Building Consent 25/P/00600 approved 03/07/2025 to make changes to the approved plans to allow for an increase in the depth of the approved rear extension and the installation of an additional Velux window.

Planning Application No: [25/P/01404](#) and [23/P/00793](#) - The Folly, Backside Common, Wood Street Village, Guildford, GU3 3EB - Certificate of lawfulness for an existing development to establish whether lawful commencement of development approved under 23/P/00793 has occurred before the 6 February 2027.

Planning Application No: [25/P/00467](#) - The Bungalow, Clay Lane, Jacobs Well, Guildford, GU4 7NA -
Erection of a 3-bedroom self-build dwelling following demolition of existing bungalow and detached garage.

Planning Application No: [25/W/00082](#) – Hurst Farm, Clay Lane, Jacobs Well, Guildford, GU4 7PF -
Application for prior approval for the change of use from agriculture to flexible commercial use to provide storage (Use Class B8) under Schedule 2, Part 3, Class R of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). For information only.

9. **Phone system and Microsoft 365 – BT One Phone contract being withdrawn by the operator in March 2026. The current phone system is not fit for purpose** - Quotations have been sought from alternative providers. To consider which of the quotations represents best value and will provide the technical support required by the Parish Council in light of the forthcoming change of legislation requiring the provision of hybrid meetings and Assertion 10 of the AGAR (Annual Governance and Accountability Return). To approve the anticipated termination costs amounting to £866.55.
10. **Podcasts and sponsorship/gifts** – To receive NALC’s advice and to decide action.
11. **Christmas Carols** – Wood Street Village Green – To receive and consider the risk assessment from the Wood Street Village Association.
12. **Electricity pit – Jacobs Well** (grass verge in front of the village hall) – To consider using some of the JWRA monies to provide a pit for a permanent electricity supply to facilitate Christmas illuminations (supply of pit only). The village hall to pay for the electricity supply and electrician costs.
13. **Horse field, Salt Box Road – Community Asset Transfer request** – To receive an update from the Clerk.
14. **Finance:**
 - a) **Proposed list of payments to be tabled at the meeting for approval** - Payments for signature by the Chairman of the meeting.
 - b) **Draft budget 2026/2027** – Initial draft for consideration.
15. **Date of next Planning/General Purposes and Finance Committee meeting – 15 January 2026**