



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 19:30 on Thursday 19 March 2026

2026-78 - Present

Councillors:

CLlr B Ahier, CLlr G Burch, CLlr N Crampin, CLlr N Mitchell, CLlr M Price (Chairman), CLlr R Watson, and CLlr T Wright.

Officers of the Council:

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

Members of the public:

None present.

2026-79 - To accept apologies and reason for absence in accordance with the LGA 1972, Sch12, para 40

Apologies and reason for absence were received from CLlr S Busby and CLlr B Nagle. CLlr G Burch kindly substituted from CLlr B Nagle. The Members' apologies and reasons for absence were accepted and approved.

2026-80 - Public participation session

No members of the public were present.

2026-81 - 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.

2026-82 - Amendments to the Register of Interests

No declarations were made.

2026-83 - To receive and consider written requests for new DPI dispensations

No requests were received.

2026-84 - Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct

No declarations were made.

2026-85 - Declaration of gifts or hospitality over £50

No declarations were made.

2026-86 - Planning Applications for consideration:

Planning Application No: [PLAN/2026/0042](#) - Sutton Green Golf Club, New Lane, Sutton Green, Woking, Surrey, GU4 7QF – Outline planning application (with all matters reserved except access) comprising the erection of up to 650 homes (Use Class C3) with associated parking, infrastructure and open space; a care home (Use Class C2), and commercial and community uses and a publicly accessible SANG country park (Environmental Statement submitted).

It was **RESOLVED**: that the Parish Council would send a strong objection to this application setting out its comments with particular regard to Green Belt and Grey Belt policy considerations, as introduced in the revised National Planning Policy Framework (NPPF) (December 2024).

The Parish Council does not accept that the application site can reasonably be classified as Grey Belt. The land continues to perform an important strategic function in maintaining separation between the settlements of Woking and Guildford. Development of the site would materially erode the existing gap between the two urban areas, reducing the physical separation to approximately one mile. The Council considers that such a reduction would significantly weaken the effectiveness of the remaining gap in preventing settlement coalescence and would harm the distinct character, setting and identity of both towns.

This outcome would conflict with the purposes of including land within the Green Belt as set out in paragraph 143 of the NPPF, in particular the purpose of preventing neighbouring towns from merging into one another and safeguarding the countryside from encroachment. The proposal would also conflict with the spatial strategy and Green Belt protection objectives of the Woking Local Plan (2012–2027), including Policy CS6, which seeks to protect the openness and permanence of the Green Belt and resist inappropriate development that would undermine its strategic function.

The Council is also concerned that the site represents an unsustainable location for the scale and nature of development proposed. Paragraph 114 of the NPPF requires that safe and suitable access to development sites can be achieved for all users, and that development should be located where opportunities to promote sustainable transport choices can be maximised. In this instance, although there is understood to be a bus stop located near the upper end of the site frontage, the absence of pavements and safe pedestrian routes in the surrounding area significantly restricts the ability of future residents, staff and visitors to access services and public transport safely on foot.

Pedestrians are required to walk within the carriageway of roads carrying regular vehicular traffic, creating an inherently unsafe environment. It is also not realistically or safely possible to walk from the site to Worplesdon railway station, which is the nearest rail facility. This significantly limits genuine opportunities to travel by sustainable modes and conflicts with paragraph 129 of the NPPF, which seeks to prioritise walking and promote safe and active travel.

The Parish Council further notes with serious concern that there have been significant pedestrian incidents on roads within the immediate area during the current year, including fatalities and serious injuries. This local safety context indicates that the residual cumulative impacts on highway safety would be severe, having regard to paragraph 116 of the NPPF.

Furthermore, the Parish Council considers that the justification for the proposed care home provision has not been robustly demonstrated. Whilst the submitted documents seek to establish a need for additional care home accommodation within the Woking area, insufficient regard appears to have been given to existing care home provision within nearby settlements forming part of the same functional catchment. Worplesdon lies within close proximity to the application site, and the Council understands that a number of established care home facilities within the parish are not currently operating at full occupancy.

In the absence of a comprehensive and up-to-date assessment of both operational and consented care home capacity across the wider local area, the proposal does not demonstrate a clear or compelling unmet need sufficient to justify development in this sensitive Green Belt location. Having regard to paragraph 61 of the NPPF, the Council considers that the evidence submitted does not adequately support the scale or siting of the proposed development.

Finally, there appears to be no parking provision for the proposed SANG.

For the reasons set out above, the Parish Council considers that the harm to the Green Belt, together with the identified sustainability and highway safety concerns, would not be clearly outweighed by the benefits of the proposal. Very special circumstances sufficient to justify inappropriate development in the Green Belt have therefore not been demonstrated. Worplesdon Parish Council respectfully urges the Local Planning Authority to refuse planning permission.

Planning Application No: [26/P/00228](#) - Land to the rear of 87-89 Applegarth Avenue, Guildford, GU2 8LX - The erection of two pairs of semi-detached dwellings (4 x three bedrooms), together with landscaping and associated parking areas, following the demolition of the existing outbuildings.

It was **RESOLVED**: that the Parish Council request that access be ensured for emergency vehicles at all times given the parking difficulties in Applegarth Avenue.

Planning Application No: [26/P/00235](#) - 21 Dynevor Place, Fairlands, Guildford, GU3 3JL - Erection of an outbuilding in the rear garden.

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

Planning Application No: [24/P/01855](#) - 2 Douglas Close, Jacobs Well, Guildford, GU4 7PB - Single storey rear extension, front porch, and alterations to the roof including raising the ridge, changing the roof from hipped to pitched, and the provision of additional habitable accommodation within the roof space.

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

Planning Application No: [25/P/00635](#) - Land at Dennis Way, Slyfield Industrial Estate, Guildford, GU1 1AF - Inspectorate's Ref: 6005264 – Demolition of existing buildings and erection of flexible commercial units, Use Classes B2 (General Industrial), B8 (Storage and Distribution) and Class E(g)(iii) (Light Industrial), with loading areas, car parking, landscaping and associated infrastructure.

It was **RESOLVED**: that the Parish Council submit the following written representation to the Planning Inspector.

Worplesdon Parish Council wishes to make the following representation in respect of the above proposal.

Scale, height, bulk and relationship to surrounding development

The Parish Council is concerned that the proposed scale, height and massing of the buildings would be disproportionate to the established character of the existing business estate and would result in visually dominant and overbearing built form.

In particular, the Council considers that:

- The tallest and most substantial elements should be located away from the boundary adjoining Queen Anne Farm,
- The lowest buildings should be positioned along the outer edge of the estate, providing a more appropriate transition in scale and reducing the perceived dominance of large industrial structures when viewed from surrounding Green Belt land.

As currently designed, the proposal would introduce buildings of a bulk, height and overall mass that would appear excessive in their local context, giving rise to harm to visual amenity and the character of the area.

This concern relates to:

- Guildford Borough Local Plan (2019) Policy D1 (Place Shaping)
- Guildford Borough Local Plan (2019) Policy D4 (Design Principles)

which seek development that responds positively to local character and achieves high quality design.

At national level, paragraph 135 of the National Planning Policy Framework (December 2024) requires development to be sympathetic to local character, including the surrounding built environment and landscape setting.

Condition and continued viability of the existing buildings

The Parish Council notes that the existing buildings are currently being actively marketed for employment purposes, with marketing material indicating that the premises are in good operational condition and capable of continued occupation.

This evidence appears inconsistent with suggestions in the planning submission that the buildings are in such a state of disrepair as to justify comprehensive redevelopment. The Council therefore considers that the need for redevelopment at the scale proposed has not been robustly demonstrated, particularly where this would give rise to increased visual and environmental impacts.

This matter is relevant to:

- Guildford Borough Local Plan (2019) Policy E3 (Maintaining Employment Capacity and Floorspace)

and to the broader requirement within the NPPF (December 2024) for development proposals to be appropriately justified and to represent sustainable patterns of land use.

Impact on the setting and openness of the adjoining Green Belt

Although the site lies on the edge of the Green Belt rather than within it, the Parish Council considers that the orientation, height and cumulative massing of the proposed buildings would adversely affect the visual openness and setting of the adjoining Green Belt.

National policy makes clear that the openness of the Green Belt has both spatial and visual dimensions, and development adjacent to it should be carefully designed so as not to erode its perceived openness.

The Council considers that:

- A more sensitive layout, including re-orientation of buildings and reduced height at key boundaries, would assist in minimising visual encroachment into open views.

Relevant policy context includes:

- Guildford Borough Local Plan (2019) Policy P2 (Green Belt)
- NPPF (December 2024) paragraphs 152–154, relating to the protection of Green Belt openness.

Wider landscape and visual impacts

The Parish Council considers that the height, scale, and bulk of the proposed buildings would be visible from important viewpoints within the Parish, including from areas associated with Whitmoor Common Special Protection Area (SPA) and Site of Special Scientific Interest (SSSI).

In addition, the Council is concerned that the significant massing of the proposed development would have a substantial visual impact on the adjacent village of Jacobs Well, where the buildings would appear prominent within the wider landscape setting and would materially alter the outlook from parts of the settlement.

The introduction of large-scale industrial buildings in this edge-of-settlement location risks creating urbanising visual effects within a sensitive landscape context, potentially undermining local landscape character and tranquillity.

This raises conflict with:

- Guildford Borough Local Plan (2019) Policy D2 (Landscape Character)
- Guildford Borough Local Plan (2019) Policy P5 (Thames Basin Heaths SPA)

National policy support is found in NPPF (December 2024) paragraph 187, which requires planning decisions to contribute to and enhance the natural environment.

Conclusion

For the reasons set out above, Worplesdon Parish Council considers that the proposed redevelopment would introduce built form of excessive scale, bulk and visual prominence that would be out of keeping with the character of the existing employment area and would give rise to material harm to the setting and visual openness of the adjoining Green Belt.

The Council also considers that the case for redevelopment at the intensity proposed has not been sufficiently substantiated, particularly in light of evidence that the existing buildings remain in serviceable condition and capable of continued employment use.

When taken together, these matters give rise to clear tension with the relevant policies of the Guildford Borough Local Plan (2019) relating to design quality, landscape character and Green Belt protection, as well as with the National Planning Policy Framework (December 2024) which seeks to secure well-designed development that responds appropriately to its context and safeguards the openness and setting of the Green Belt.

Accordingly, the Parish Council respectfully invites the Inspector to carefully weigh the identified landscape, visual and Green Belt setting impacts, including the effect on the nearby settlement of Jacobs Well and views from sensitive locations within the Parish, in determining the appeal.

Planning Application No: [25/P/01670](#) - Pentire, The Avenue, Worplesdon, Guildford, GU3 3RA - Erection of a rear and front extension, together with the replacement of the existing pitched roof, erection of further accommodation at first floor level under a flat roof with solar panels, provision of roof terrace and erection of a triple attached garage and store.

It was **RESOLVED**: no further comments.

2026-87 - 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 T Wright, and unanimously **RESOLVED** that payments to the value of £30,502.46 be approved. The payment list was duly signed by the Chairman of the Council, Cllr N Mitchell, during the meeting

Table 1 – Payment list 19 March 2026

Code	Date	Description	Supplier	Net	VAT	Total
Staff Costs	26/02/2026	Salaries/ PAYE/ NI/Pension Conts Ee's & Er's	Staff Costs	18,703.85	0.00	18,703.85
Staff mileage	25/02/2026	Mileage	Mrs G F White	9.75	0.00	9.75
Staff mileage	25/02/2026	Mileage	Mrs V C Fear	38.35	0.00	38.35
Land Management	25/02/2026	Materials	Selco Builders Warehouse	1.40	0.28	1.68
Land Management	26/02/2026	Materials	Asda Store Ltd	3.05	0.61	3.66
Bank Interest/Charges	27/02/2026	Bank Charge - January 2026	Metrobank	3.00	0.00	3.00
Bank Interest/Charges	28/02/2026	Bank charges - January 2026	Unity Trust Bank	6.00	0.00	6.00
Revenue Costs Works Vehicle	02/03/2026	Fuel for works van	Sainsburys	30.00	6.00	36.00
Revenue Costs Works Vehicle	02/03/2026	Service plan - 26th instalment of 45	PlanMyService LLP	27.08	5.42	32.50
Revenue Costs Works Vehicle	02/03/2026	MOT Service plan - 26th instalment of 45	PlanMyService LLP	3.78	0.00	3.78

Code	Date	Description	Supplier	Net	VAT	Total
Establishment Charges	03/03/2026	SLCC Membership - VF - 01.03.26 - 28.02.27	SLCC Enterprises Ltd	253.00	0.00	253.00
Establishment Charges	11/02/2026	Refreshments for Meeting	Tesco	5.60	0.00	5.60
Revenue Costs Works Vehicle	05/03/2026	Metal Petrol Jerry Can 20ltr	LKQ Euro Car Parts	18.74	3.75	22.49
Establishment Charges	05/03/2026	Postage - BT Letter	Post Office Ltd	3.60	0.00	3.60
Establishment Charges	05/03/2026	Postage - Skipton Letter	Post Office Ltd	4.79	0.96	5.75
Land Management	06/03/2026	77L Plastic Storage Box for Beacon	CPC	24.40	4.88	29.28
Christmas trees/lights WS, Perry Hill	11/03/2026	Electrical supply Perry Hill Green - 01.02.26 - 25.02.26	Octopus Energy Limited	80.44	4.02	84.46
Christmas trees/lights WS, Perry Hill	11/03/2026	Electrical supply Perry Hill Green - Referral Payment	Octopus Energy Limited	-75.00	0.00	-75.00
Parish Office	11/03/2026	Gas & Electricity - Unit 2 Saxton - 01.02.26 -28.02.26	Octopus Energy Limited	178.51	8.93	187.44
IT budget	11/03/2026	External back-up - March 2026	RISC IT	46.20	9.24	55.44
Revenue Costs Works Vehicle	10/03/2026	Fuel for works van	Waitrose Shell	58.11	11.62	69.73
Donations	10/03/2026	Donation 2025/26	Canine Partners	75.00	0.00	75.00
Christmas trees/lights WS, Perry Hill	11/03/2026	Electrical supply Pitch Place Green - 08.02.26 - 23.02.26	Scottish Power	34.62	1.73	36.35
Christmas trees/lights WS, Perry Hill	11/03/2026	Christmas Lights Electricity	Dawn Lucas-Brown	50.00	0.00	50.00
Land Management	11/03/2026	Emptying - Dumpy Bin - WSV Community Car Park	Chambers Waste Management	38.50	7.70	46.20
Parish Office	11/03/2026	Additional key for the Parish Office	Mr A Connor - Guildford Lock & Safe	44.00	8.80	52.80
Parish Office	11/03/2026	Rent Unit 2 Saxton - 25.03.25 - 23.06.26	TL Fund	7,000.00	1,400.00	8,400.00
Parish Office	11/03/2026	Quarterly service charge 01.01.25 - 31.03.26	TL Fund	180.09	36.02	216.11
Parish Office	11/03/2026	Half yearly service charge 01.01.26 - 30.06.26	TL Fund	223.15	44.63	267.78
IT budget	11/03/2026	Air Duster	Mrs V C Fear - Amazon EU S.a.r.l., UK Branch	3.33	0.67	4.00
Land Management	11/03/2026	Envii Water Butt Cleaner	Mrs V C Fear - Bio8 Ltd	16.62	3.33	19.95
Establishment Charges	11/03/2026	Subscription - Surrey Hills Society	Surrey Hills Society	30.00	0.00	30.00
IT budget	11/03/2026	Scribe - 2026/27	Starboards Systems Ltd	1,134.00	226.80	1,360.80
IT budget	16/03/2026	OnePhone - phone charges - including mobile data	BT PLC	225.56	45.11	270.67
IT budget	16/03/2026	Additional back-up	Apple.com	2.49	0.50	2.99
Establishment Charges	16/03/2026	14th Edition Local Council Administration	SLCC Enterprises Ltd	144.00	0.00	144.00
Establishment Charges	16/03/2026	14th Edition Local Council Administration - Postage	SLCC Enterprises Ltd	4.50	0.90	5.40
IT budget	17/03/2026	Subscription - 17.03.26 -16.04.26	Adobe	16.64	3.33	19.97
Parish Office	18/03/2026	Water and sewerage charge - Unit 2 Saxton - 01.02.26 - 28.02.26	Castle Water	20.08	0.00	20.08
Total				28,667.23	1,835.23	30,502.46

b) Great Crested Newt survey - Wood Street Village Pond (15 April to 30 June 2026)

Members considered proposals to desilt the pond located on Wood Street Village Green. It was noted that desilting works are required in order to maintain the ecological health of the pond and to support its function in assisting local surface water management.

The Clerk advised that Great Crested Newts are a legally protected species under the Wildlife and Countryside Act 1981 (as amended) and the Conservation of Habitats and Species Regulations 2017. Whilst there is no automatic statutory requirement to undertake a specific survey prior to pond management works, the Parish Council has a legal duty to ensure that its actions do not result in harm to protected species or damage to their breeding sites or resting places.

Members noted that the possible presence of Great Crested Newts had been reported in ponds within the vicinity. In order to ensure that the Parish Council acts lawfully, reasonably and in accordance with recognised environmental good practice, the Clerk had obtained a quotation from Thomson Ecology for a Great Crested Newt survey to be undertaken.

Following consideration it was proposed by Cllr M Price, seconded by Cllr N Mitchell and **RESOLVED** that Thomson Ecology's quotation be accepted. Total cost £889.75 & VAT.

A vote took place: Four were in favour of the motion. Two against - Cllr R Watson and Cllr G Burch. One abstention - Cllr B Ahier. Motion carried.

Power to spend: PHA 1936, s260

c) Provision of iPads to councillors (Assertion 10)

It was proposed by Cllr M Price, seconded by Cllr G Burch and **RESOLVED** that iPads be obtained for all councillors to fully comply with Assertion 10 of the AGAR. Total maximum cost of £8,719 & VAT & £2.20 per iPad per month for ongoing councillor support services. [Costs already approved in the 2026/2027 budget].

A vote took place: Six in favour. Cllr R Watson abstained. Motion carried.

Power to spend: LGA 1972 s111

2026-88 - 2027 Parish Council election costs advised by Guildford Borough Council - Costs advised for Worplesdon Parish Council as being estimated at £16,825.67 - To be taken into account in the 2027/2028 budget.

Guildford Borough Council have kindly prepared the anticipated stand-alone election costs for the Parish elections in 2027. These need to be considered when setting the 2027/2028 budget. The costs are an indication only and could easily increase.

2026-89 - Maypole Dancing – Wood Street Village Green

A request had been received from Janet Sutton for permission to hold maypole dancing practice and maypole dancing on Wood Street Village Green between March and September 2026,

The application form and risk assessment had been circulated to all members via email in advance of the meeting. It was proposed by Cllr R Watson, seconded by Cllr G Burch, and unanimously **RESOLVED** that permission for maypole dancing practice and events to be held on May Day, at the Village Show, and the September MacMillan Coffee Morning be granted.

2026-90 - Engaging Effectively with the Unitary Agenda (Webinar)

The Chairman and Clerk had attended a webinar hosted by SALC and Breakthrough Communications providing guidance on how to actively and proactively engage with the newly-elected unitary councillors.

It was agreed that the Parish Council carry on in its usual style of welcoming the new councillors i.e. invite them on a Grand Tour of the Parish and to invite them to all parish council meetings. It was considered that face-to-face meetings are by far the most effective initial form of communication.

It is possible that some of the new unitary councillors may be unaware of the considerable work carried out by parish councils.

2026-91 - Items for information:

- Letter of thanks received from Mrs M Broughton
- Letter of thanks received from Cllr B McShee
- Email of thanks received from Mrs J Sutton

2026-92 - Date of next Planning/General Purposes and Finance Committees meeting: Thursday 30 April 2026

Meeting closed 20:50.

Signed:

Chairman of the Council
Date: 9 April 2026