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NOTICE OF MEETING

Friday 7 August 2026

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 13 August 2026 at 7.30 pm** for the purpose of transacting the following business.

Signed:

Marie Wingate

Miss M Wingate
Clerk to the Council (in training)

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. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.
4. 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).
5. To receive and consider written requests for new DPI dispensations, if any.
6. Amendments to the Register of Interests.

7. Declaration of gifts or hospitality over £50.

8. Borough Councillor's report (5 mins).

9. County Councillor's report (5 mins).

10. Minutes of the previous meetings:

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

- Full Council Meeting - 2 July 2026
- Planning/General Purposes and Finance Committee - 23 July 2026

11. Planning Applications for consideration:

Planning Application No: [26/P/01012](#) - Glebe House, Church Lane, Worplesdon, Guildford, GU3 3RU - Erection of a detached garden building.

Planning Application No: [26/P/01025](#) - Queen Anne Farm, Jacobs Well Road, Jacobs Well, Guildford, GU4 7PA - Proposed two storey side and rear extensions with balcony, erection of a part two storey, part single storey rear extension together with new porch following demolition of existing porch, boot room, conservatories and store.

Planning Application No: [26/P/00942](#) - 15 Louis Fields, Fairlands, Guildford, GU3 3JG - Erection of single storey side and rear extensions together with dormer to roof following demolition of existing detached garage and conservatory.

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.

Planning Application No: [26/P/00970](#) - 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 south-facing solar panels and provision of a roof terrace, and alterations to fenestration.

Planning Application No: [26/W/00045](#) - Land north of, Clay Lane, Jacobs Well, Guildford, GU4 7PF - Prior notification under Schedule 2, Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for a new agricultural hay and machinery building.

Planning Application No: [26/W/00046](#) - Land north of, Clay Lane, Jacobs Well, Guildford, GU4 7PF - Prior notification under Schedule 2, Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for excavations of approximately 0.31ha, reasonably necessary for the purposes of agriculture.

Planning Application No: [26/W/00047](#) - Land north of, Clay Lane, Jacobs Well, Guildford, GU4 7PF - Prior notification under Schedule 2, Part 6 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) for the formation of a new agricultural private way.

Planning Application No: [26/P/00911](#) - 36 Envis Way, Fairlands, Guildford, GU3 3NH - Application under Section 73 of the Town and Country Planning Act 1990 to vary conditions 2 (Drawing numbers) and 4 (Privacy Screening) to reflect amendments to the designs and discharge previous screening conditions of planning permission 23/P/01714 for the erection of a two-storey front, side and rear extensions together with new porch and raised rear patio.

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.

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 and public open space on land at Hester's Yard, Wood Street Village.

Planning Application No: [26/P/00686](#) - 17 Keens Lane, Guildford, GU3 3JS - Erection of a part single, part two storey rear extension.

Planning Application No: [26/P/01022](#) - Hockley Lands, Burdenshott Road, Worplesdon, Guildford, GU3 3RN - Change of use of the land from agricultural to mixed agricultural and equestrian use, together with the erection of a covered arena with solar panels, an open (non-covered) arena, stables, and walking and lunge pens, following the removal of 6 existing buildings, with associated landscaping and arboricultural planting.

- 12. Casual vacancy - Perry Hill Ward** - To consider any applications received.
- 13. Casual vacancy - Wood Street Ward** - No by-election was called; therefore the Parish Council is now free to co-opt a new member. To consider any applications received.
- 14. Vacancy unfilled at the last election (2019) - Jacobs Well Ward** - To consider any applications received.
- 15. North Moors Allotments** - To consider whether the Parish Council would wish to take on responsibility for administering the North Moors Allotments, following the site visit completed by the Councillors and any additional information received.
- 16. Guildford Borough Council has undertaken its Green Belt Assessment in accordance with the National Planning Policy Framework** - The majority of Guildford's Green Belt is now classified as Grey Belt or provisional Grey Belt. For information only. <https://tinyurl.com/4sdpyb5d>
- 17. Restoration of the Wood Street Village sign and maypole seat** - A quotation has been received from Terrence Clark, the original blacksmith who created these items. Cost £1,413.20 +VAT. To enquire whether the Village Association would be willing to assist with these costs.
- 18. Proposed police merger plans** - A south-east region 'mega force' comprising Surrey, Sussex, Thames Valley, Kent and Hampshire would be policing a population of over nine million people – a population that is greater than Scotland and Wales put together. Survey open until Monday 17 August www.smartsurvey.co.uk/s/mergers/ - to consider the Parish Council's response, if any.
- 19. In recognition of the late Terry Cater and his 21 years serving Worplesdon Parish Council**
 - a) Formal recognition of Terry Cater** - To consider a request from Jan Messinger for a permanent memorial to be provided acknowledging Terry Cater's significant voluntary contributions to Worplesdon Parish.
 - b) Donations in memory of Terry Cater** - To consider making a donation or donations to charities chosen by Terry's family.
- 20. Renewal of Lease: Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX** - To approve the General Purposes and Finance Committee recommendation to renegotiate the current lease of Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX (five-year lease from 16 December 2026 with a four-year break clause).
- 21. Wood Street Village e-bike scheme expansion** - To consider a request from a local resident, specifically to:
 - (i) Lobby Guildford Borough Council and Surrey Highways to extend the current contract boundary to include Wood Street Village.
 - (ii) Review local planning applications to request that future Section 106 developer contributions are explicitly earmarked to fund this micro-mobility infrastructure.
- 22. 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 and July 2026** - To approve the bank reconciliations for June and July 2026.
 - c) Monthly budget reports for June and July 2026** - To approve the monthly budget reports for June and July 2026.
 - d) Virements - To approve the following virements**
 - £15,500 from Code 125 IT Amalgamation to Code 47 Current IT
 - £5,500 from Code 125 IT Amalgamation to Code 116 Future Projects

- e) **Pond de-silting/flood alleviation measures at Wood Street Village Pond** - To consider applying for the Surrey County Council Community Resilience Grant relevant to flood mitigation measures at this location. De-silting will increase water capacity. Grants of up to £15,000 are available, with an application deadline of 30 September 2026.
- f) **Grant opportunity from Suez for updating play equipment at Jacobs Well** - To consider applying for a grant of up to £50,000, the funding commitment from Worplesdon Parish Council within this being 11.5%. Public consultation activities are required to support a grant application.
- g) **Tree surgery 2026 following the annual inspections** - To approve the best value quotation. Maximum cost £4,925 +VAT

23. Clerk's Report

- a) Meeting and tour of Broadacres, Barnwood, and Park Barn undertaken with West Surrey Unitary Councillor James Steel 23 July 2026. For information.
- b) Meeting with Zöe Franklin MP 29 July 2026. For information.
- c) EA herbicide licence issued for White House Pond, Jacobs Well. Licence valid 25 August 2026 until 25 August 2027.
- d) Clearance of grille 17/12A on Stringers Common undertaken by Worplesdon Parish Council Ground staff as flood mitigation measures.
- e) Land management works being undertaken by Steve Gunner:
 - o Stump and tree removal at Pitch Place Green
 - o Replacement of bench at Fairlands Play Area
 - o Securing of Village Sign at Perry Hill Green
 - o Erection of fishing tackle disposal post at Wood Street Village Pond
 - o Gravel spreading on access track alongside Perry Hill Green
- f) Repair works instruction given for play area drainage at Jacobs Well recreation ground for Health and Safety reasons at £1,215.00 +VAT.
- g) Water supplement of 60,000 litres to Wood Street Village Pond required to prevent mass fish mortality event £1,590 +VAT.
- h) Planning enforcement initiated (EN/26/00249): Alleged breach of condition 16 (Soft Landscaping) of planning permission granted under planning reference 18/P/01014 specifically in relation to the replanted trees at Christmas Crescent.
- i) Planning enforcement initiated (EN/26/00096): Without planning permission, the material change of use of the Land for residential purposes, through the siting of caravans and associated unauthorised operational development, comprising the erection of fencing and gates and the laying of material to create a hard surface at Land North of Clay Lane.
- j) Receipt of Early Day Motion submitted by Zöe Franklin MP, congratulating Mrs Gaynor White upon her retirement from the Council after 27 years of distinguished service to the people of Worplesdon.

24. Chairman's Report

25. **Items for inclusion on future agendas** - To receive any suggestions from members.

26. **Date of the next Full Council Meeting** - Thursday 24 September 2026 - 19:30.