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NOTICE OF MEETING

Thursday 29 October 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 5 November 2026 at 19.30** for the purpose of transacting the following business.

Signed:

Marie Wingate

Miss M Wingate
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. Chairman's Announcement** - The resignation of Mr Bob McShee has been received and accepted, resulting in a vacancy for the ward of Fairlands.
- 3. 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.
- 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. Shadow Unitary Authority's report (5 mins).
12. Presentation from Surrey Community Action on Surrey Community Action Rural Housing Enabling Service (10 mins).
13. 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 – 24 September 2026
- Planning/General Purposes and Finance Committee – 15 October 2026
- Extra-Ordinary Meeting – 28 October 2026

14. **Casual vacancy - Wood Street Ward** - To consider any applications received.
15. **Vacancy unfilled at the last election (2023) - Jacobs Well Ward** - To consider any applications received.
16. **Planning Applications for consideration:**

Planning Application No: [26/P/01299](#) - Fairlands Farm, Holly Lane, Worplesdon, Guildford, GU3 3PB - Lawful Development Certificate for continued use of existing dwellinghouse as 2no. separate self-contained dwellinghouses.

Planning Application No: [26/P/01266](#) - 12 Frog Grove Lane, Guildford, GU3 3EX - Erection of a single storey side extension and insertion of rear dormer window, following demolition of existing garage.

Planning Application No: [26/P/01251](#) - 77 Applegarth Avenue, Guildford, GU2 8LX - Erection of two storey side extension following demolition of existing single storey side garage.

Planning Application No: [26/P/01194](#) - 19 Keens Lane, Guildford, GU3 3JS - Application under Section 73a of the Town and Country Planning Act 1990 (as amended) to vary Condition 2 (Approved Drawings) for installation of second air conditioning condenser unit to side elevation; interlocking roof tiles to extension roof in lieu of slate; uPVC window cills in lieu of concrete and revised glazing bar pattern to the windows of the side extension of planning permission 25/P/00927 (Part single-storey rear and side extension and part two-storey rear extension).

Planning Application No: [25/P/01212](#) - Stringers Barn, Salt Box Road, Guildford, GU4 7PX - Erection of 6-stable barn following demolition of existing stable block. [appeal received, for information only]

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. [appeal received, for information only]

Planning Application No: [26/P/00075](#) - 61 St Michaels Avenue, Fairlands, Guildford, GU3 3LZ - Addition of two dormers and one rooflight (description amended 16/07/26).

Planning Application No: [26/P/01380](#) - 11 Fairlands Avenue, Fairlands, Guildford, GU3 3LX - Erection of part single storey part two storey rear extension (following demolition of existing conservatory).

17. **Residents' Survey 2026** - To review the results of the residents' survey and the key themes from the received responses. To consider any impact on the Strategic Priorities within the Strategic Business Plan.
18. **Quarterly playground inspections** - To receive and approve the quarterly playground inspection report.

19. **Sustainable Communities Act proposal** - To review a request from SALC and consider a response on behalf of Worplesdon Parish Council supporting the proposal being completed by Weymouth Town Council, to extend the Dependants' Carers' Allowance to parish and town councils, a right currently available only to principal authority councillors.
20. **North Moors Allotments** - To consider the proposal to be presented to Guildford Borough Council to include the necessary conditions for Worplesdon Parish Council to accept responsibility for the facility.
21. **Replacement of village gates for Wood Street Village** - To review and approve the replacement of the white gates, located at Broad Street. Originally installed by Surrey County Council as a traffic calming measure, previously repaired by Worplesdon Parish Council and subsequently temporarily repaired with cable ties, however, wood is now rotten. Quote received for £2,364+VAT for one pair of white plastic gates.
22. **Noticeboard for the Wood Street Village Pond** - To approve the purchase of a noticeboard next to the village pond to display all relevant notices and safety information, rather than having numerous separate posts. Quote received for £1,259.27+VAT, plus approximately £200 for installation.
23. **Finance:**
 - a) **Proposed list of payments to be tabled at the meeting for approval - Payment list to be signed by the Chairman.**
 - b) **Bank reconciliation September 2026 - To approve the bank reconciliation for September 2026.**
 - c) **Monthly budget report for September 2026 - To approve the monthly budget report for September 2026.**
 - d) **Quarterly Financial Check - 23 September 2026** - To receive a report from Cllr M Price.
 - e) **Virements - To approve the following virements**
 - o £316.67 from Code 126 Replacement Badge of Office to Code 13 Donations
 - o £3,000 from Code 8 Contingency Fund to Code 132 ER Pinks Hill Pond Project
 - o £5,000 from Code 116 Future Projects to Code 132 ER Pinks Hill Pond Project
 - o £1,386.60 from Code 98 ER Ward Improvements to Code 34 Ward Improvements
 - f) **Contribution to the Rector towards electricity costs for the Christmas lights** - To consider a request from the Rector for a contribution towards supply of electricity for illuminating the St Mary's Christmas tree.
 - g) **Draft budget 2027/2028** - Initial draft for consideration.
24. **Clerk's Report**
 - a) **Community consultation for replacement item of play equipment at Jacobs Well** - Held at Jacobs Well Village Hall on 25 September 2026. Additional online responses subsequently gathered.
 - b) **Attended MacMillan coffee on the Green at Wood Street Village Green.**
 - c) **Cluster meeting held with the local Clerks and Chairmen.**
 - d) **Application for the Surrey County Council Climate Resilience Grant** - An application was completed and submitted for this grant, relevant to the de-silting of Wood Street Village Pond. An additional endorsement from Zoe Franklin MP was received.
 - e) **Guildford Borough Council Planning committee for Hesters Yard** - Attended with a number of other councillors, where planning was granted for this development. This now starts the timeline for provision of our new parish office.
 - f) **Informal meeting at Merrist Wood Golf Club** - Attended with the Assistant Clerk, Chairman, and Cllr M Price to liaise with the management team regarding the future course and the significance of the war memorial.
 - g) **Planning enforcement hearing, Land on the North Side of Clay Lane, Burpham, Guildford** - Attended with the Chairman to observe the planning enforcement hearing.
 - h) **Meeting with Guildford Allotment Society (GAS)** - A useful meeting advising us on the risks, pitfalls, concerns and costs relevant to an allotment, and the specifics relating to North Moors.
 - i) **Meeting at Merrist Wood College** - Attended with the Chairman to discuss ongoing collaboration between Merrist Wood and Worplesdon Parish Council.

- j) **Meeting with the Rector of St. Mary's Church.**
- k) **Restoration of Pinks Hill Pond** - A litter pick was held as a chance for volunteers to meet and help with initial activities; the baseline survey has now been received which means hands-on restoration works can commence; second working party session planned for 2 November 2026.
- l) **Results of the Surrey County Council Climate Resilience Grant** - Worplesdon Parish Council were advised that our application was placed as the second reserve project.
- m) **Contract Governance Review (CGR) for change of name from "Rydeshill" to "Broad Street"** - A notice of conclusion of CGR was received, confirming that CGR stage 1 consultation outcome is that most respondents did not support the ward name change proposal, with recommendation that no change be pursued.

25. Chairman's Report

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

Pursuant to the Admission to Meetings Act 1960 Section 1(2)a in view of the confidential nature of the following business, members of the public and press to be excluded from the remainder of the meeting.

- 27. Negotiation of a further lease on Unit 2 Saxton, Parklands, Railton Road, Guildford, Surrey, GU2 9JX** - To consider/approve the provisional Heads of Terms.
- 28. Structural Governance Review - Staff capacity** - To receive and review the proposals as per the Planning/General Purposes and Finance Committee recommendation.
- 29. Date of the next Full Council Meeting** - Thursday 17 December 2026 - 19:30.