



WORPLESDON PARISH COUNCIL

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Thursday 7 September 2017

NOTICE OF MEETING

The **full council meeting** of the Worplesdon Parish Council to be held in the **Small Hall, Worplesdon Memorial Hall** on **Thursday 14 September 2017 at 7.30 pm** for the purpose of transacting the business shown below.

THE FIRST TEN MINUTES ARE AVAILABLE FOR THE PUBLIC TO EXPRESS A VIEW OR ASK A QUESTION ON RELEVANT MATTERS ON THE FOLLOWING AGENDA. THE PUBLIC ARE WELCOME TO STAY AND OBSERVE THE REST OF THE MEETING.

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 to the PA or Induction Loop system, or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it is switched off or placed in silent mode during the meeting to prevent interruptions or interference with the PA or Induction Loop system. The use of flash photography and/or filming lights is not permitted.

AGENDA

- 1. To accept apologies and reason for Absence in accordance with the LGA 1972, Sch12, para 40.**
- 2. 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).**
- 3. To receive and consider written requests for new DPI dispensations, if any.**
- 4. Declaration of non-pecuniary interests in accordance with the Parish Council's Code of Conduct.**
- 5. Declaration of Gifts or hospitality over £25.**
- 6. Borough Councillor's report (5 mins).**
- 7. County Councillor's report (10 mins).**

8. Minutes of the previous meetings - To be agreed and signed by the Chairman as a true record.

9. Planning Applications for consideration

Planning application no: 17/P/01761 - 2A-2B Opus Park, Moorfield Road, Guildford, GU1 1SZ - Advertising Consent for 13 No. various new fascia signs fitted to the external faces of the three building elevations. 1 No. double sided free standing directional sign fitted into existing grass verge.

Planning application no: 17/P/01793 - 4 Rickford Hill, Worplesdon, Guildford, GU3 3PG - Single storey side extension with associated internal alterations.

Planning application no: 17/P/01851 - 22 Fairlands Avenue, Fairlands, Guildford, GU3 3NB - Proposed first floor extension above garage.

Planning application no: 17/P/01839 - Postern House, Church Lane, Worplesdon, Guildford, GU3 3RU - Demolition of existing conservatory and erection of single storey rear extension.

Planning appeal ref no: APP/Y3615/W/17/3179179 - Russell Place Farm - An appeal has been lodged against the Council's refusal of planning application no: 16/P/02134 - Change of use from agricultural land to public open space and nature reserve with associated fencing, access works, car park and highways access to facilitate a Suitable Alternative Natural Greenspace (SANG). For information only.

Planning appeal ref no: APP/Y3615/W/17/3179197 - An appeal has been lodged against the Council's refusal of planning application no: 17/P/00007 - **St Marys Garden, Perry Hill, Worplesdon, Guildford, GU3 3RE** - Demolition of existing timber, lean-to carport outbuilding and construction of new dwelling adjacent to St. Mary's Garden. Deadline for additional comments - 19 September 2017.

10. Invoices for payment - Proposed list of cheques/online payments to be tabled at the meeting for approval. Payments for signature by two councillors.

11. Worplesdon Parish Council Tennis Courts - Worplesdon Memorial Ground

- a) **The existing licence for the courts (between the Worplesdon Memorial Trustees and Worplesdon Parish Council) expires in 1 January 2018** - To consider either renewing the licence for an extended period of say 5, 10 or 15 years or taking out a longer lease (25+ years) - To consider the solicitor's advice and to decide action.
- b) **Access licence re Tennis Court Disabled Parking Spaces - Rickford Hill (between Worplesdon Parish Council and Guildford Borough Council) - The licence expires 31 December 2017 - To decide action.**

12. Pedestrian Island - A323 near the entrance to Hunts Farm - SCC has withdrawn its funding for this project. Cost of project maximum £25,000. Using the Power of Competence the Parish Council would be legally permitted to contribute 95% of the cost of this project to enable this safety scheme to be implemented. It will be possible to install a pedestrian crossing on highway verge without the need to use any common land.

13. Additional security measures to prevent unauthorised incursions - To consider action in respect of Wood Street Village Green based on residents' views obtained 11 September at a site meeting.

14. Unauthorised Incursions - To consider lobbying the Government/SCC/The Police Crime Commissioner to provide temporary Traveller pitches in the County of Surrey to prevent unauthorised incursions.

15. Draft Local Plan - Examination in Public - Green Balance - Fees £600 per day. Advice received to write to Thames Water asking them formally whether or not the Hockford sewage works will be able to cope with the additional sewerage from Blackwell Farm and Keens Lane if the proposed developments are taken forward in the draft Local Plan.

16. Draft Local Plan - Keens Lane (policy A22) - To consider appointing RGP Traffic Planning Consultants to carry out a traffic survey for consideration at the EIP in 2018.

17. Co-operative Bank - To consider closing the Co-operative Bank account and opening a second current account and/or a new Building Society account.

18. Insurance policy - Three quotations received. To consider the advice of Came and Company. To decide action. Minimum cost £3,366.66 - Maximum cost £3,584.00. A discount of 5% is available on a three year contract.

19. Casual Vacancy - Following Mr D Slaymaker's resignation a Casual Vacancy has arisen on the Parish Council. In accordance with legislation a notice was displayed on 7 September. Unless ten electors call for an election the vacancy will be filled by co-option in due course.

20. SALC's Training Programme 2018 - To establish which of the various training sessions staff and councillors wish to attend.

21. General Data Protection Regulation (GDPR) - The Chairman, Clerk and Mr Snipp attended the SALC training session. Additional work will be required to ensure the Council's compliance with the new Regulations. To be considered at the Extra-ordinary meeting on Thursday 5 October 2017.

22. Working party - Nevins Copse - To agree a date for the next working party. (Burning of bonfire piles).

23. Coombe Lane - Maintenance of common land - A complaint has been received from residents of Coombe Lane. To consider the complaint and to decide action.

24. Grass cutting Fairlands Estate - Complaints received about the quality of the grass cutting. To consider the complaints and to decide action.

25. Joint Community Carol Service - A request has been received via a resident of Worplesdon to hold a Joint Community Christmas Carol event at St Mary's Church, Worplesdon. To consider the request and to decide action.

26. Annual Remembrance Ceremony - To consider holding this year's event on Remembrance Sunday 12 November 2017 as opposed to Armistice Day which this year falls on Saturday 11 November 2017.

27. Jacobs Well Annual Firework Extravaganza/Bonfire Event - To receive the Event application form and risk assessment and to decide action.

28. Potential adult exercise equipment Harry's Meadow - To receive the results of the public consultation carried out via the JWRA's Facebook page/parish newsletter - To decide action.

29. Terrapins - Regrettably, persons unknown have placed terrapins, which are an invasive species, in Moat House pond, Jacobs Well - To consider further action.

30. Finance

- a) Bank reconciliations July and August 2017 - Bank reconciliations require approval.
- b) Monthly budget reports July and August 2017 - Monthly budget reports require approval.
- c) Concurrent Functions Grant Aid 2018/2019 - Replacement play equipment Fairlands and Worplesdon - Quotations for replacement equipment and safety surfacing received. Deadline for applications 8 September 2017. Earmarked reserves have been set aside towards this work. Cost of "Viper" at the Worplesdon memorial Hall £13,206.93. Cost of playground upgrade at Fairlands £18,203). It may be possible to reduce these costs by using a separate contractor for the surfacing). Two other quotations will also be obtained to ensure best value.
- d) Precept 2018/2019 - The RFO is to prepare the first draft for consideration by the General Purposes and Finance Committee on 28 September 2017. To consider potential projects for 2018/2019.

- e) Grant - Restoration of the Liddington New Road phone kiosk - To approve an initial grant of £294.24 (£200 grant received via SCC).
- f) Clerk's Development training SSALC - 3 x sessions £110 & VAT. To approve the cost.
- g) Moles Perry Hill Green - A fixed price may result in a loss to either the Council or the Pest Controller. Cost to catch per mole reduced to a fixed price of £35 per mole. To consider action.
- h) To supply 4 x A1 boards on 4mm Correx at £130 & VAT - Signs to read "Worplesdon Parish Council - Working for the Community" - To approve the cost.
- i) Maintenance Wood Street Village Community Car Park - Quotation received to fill in the ruts with Old English Gravel - Total cost £350 & VAT. To decide action.
- j) Quarterly financial check undertaken by Mrs J Messinger 11 September 2017. To receive a brief report from Mrs Messinger.
- k) SALC AGM/Autumn Conference - Dorking Halls - 10am - 4pm - Cost per delegate £40 & VAT. To agree the number of delegates - currently standing at three.
- l) GDPR training - 5 September 2017 - To ratify the cost of the training session - £144 & VAT.

31. Clerk's Report

- a) Informal meeting with GBC's planning team - Monday 25 September 10am - Millmead House. To confirm who will attend from WPC.
- b) Date of next Flood Forum meeting - 24 November 2017 - 10.30am - 12 Noon. Venue to be confirmed.
- c) Earthworks, Aldershot Road near the junction with Frog Grove Lane - This has been reported to The Environment Agency's Hotline.
- d) Proposed changes to Community Recycling Centres (CRCs) - Letter of response received from Cllr Goodman for information only.
- e) Sewage issues - Broad Street Common - These issues have been addressed by Thames Water.
- f) Licence to Underlet - Cricket pavilion Toby's Oak, Backside Common - The licences have been signed and returned to SCC to be officially sealed. Once the paperwork is completed copies will be sent to each party.
- g) Whitmoor Common - Summer Ride - With thanks to the WDBA (Worplesdon District Bridleway Association), the Whitmoor Common Association, Surrey Wildlife Trust, Sports England and the British Horse Society the upgraded bridleway was officially opened on 18 August 2017.
- h) Extra-ordinary meeting to consider the ICT working parties recommendations to be held Thursday 5 October 2017 at 7.30pm - Worplesdon Memorial Hall.
- i) KellyFest - Worplesdon Memorial Ground - 12 noon - 6pm - Sunday 17 September 2017 - In aid of the Teenage and Young Adult Cancer Service at the Royal Surrey County Hospital.
- j) New gas main - Coombe Lane - The Deed of Grant (x 4 copies) have been signed and returned to Wellers Hedleys.
- k) Typhoon, Worplesdon Memorial Hall - There is a problem with the newly fitted top ropes. This has been reported to HAGS SMP Ltd. In the meantime the equipment has been secured to prevent use.
- l) Planning applications - Two planning applications have been submitted to Guildford Borough Council by Worplesdon Parish Council - (1 x tree application for work required in a Conservation Area - Coombe Lane & 1 x Certificate of Lawfulness for a height barrier and alligator teeth for the Worplesdon Memorial Ground).
- m) Borough/Parish liaison meeting - 22 September 2017 11am - For information only.
- n) Guildford Book Festival - 8-15 October 2017 - www.guildfordbookfestival.co.uk

32. Chairman's Report

33. Date of next meeting – Thursday 26 October 2017

Signed:

Mrs G F White
Clerk to the Council