



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 4 June 2015

Place

The Council Chamber, South Street, Farnham, GU9 7RN

TO: ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** to be held on **THURSDAY 4 June 2015, at 7.00PM**, in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY GU9 7RN**. The Agenda for the meeting is attached

Yours sincerely

A handwritten signature in black ink, appearing to read 'Iain Lynch'.

Iain Lynch
Town Clerk

Members' Apologies

Members are requested to submit their apologies and any Declarations of Interest on the relevant form attached to this agenda to Ginny Gordon, by 5 pm on the day before the meeting.

Recording of Council Meetings

This meeting is digitally recorded for the use of the Council only. Members of the public may be recorded or photographed during the meeting and should advise the Clerk *prior to the meeting* if there are any concerns about this.

Members of the Public are welcome and have a right to attend this Meeting.

Please note that there is a maximum capacity of 30 in the public gallery

THIS PAGE LEFT BLANK



FARNHAM TOWN COUNCIL

Disclosure of Interests Form

Notification by a Member of a disclosable pecuniary interest in a matter under consideration at a meeting (Localism Act 2011).

Please use the form below to state in which Agenda Items you have an interest.

If you have a disclosable pecuniary or other interest in an item, please indicate whether you wish to speak (refer to Farnham Town Council's Code of Conduct for details)

As required by the Localism Act 2011, **I HEREBY Declare**, that I have a disclosable pecuniary or personal interest in the following matter(s).

FULL COUNCIL:

Date 4th June 2015

Name of Councillor

Agenda Item No	Nature of interest (please tick/state as appropriate)		Type of interest (disclosable pecuniary or Other) and reason
	I am a Waverley Borough Councillor / Surrey County Councillor*	Other reason	

* Delete as appropriate



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 4 June 2015

Place

The Council Chamber, South Street, Farnham

Prior to the start of the meeting prayers will be said.

1 Apologies

To receive apologies for absence.

2 Disclosure of Interests

To receive from members, in respect of any items included on the agenda for this meeting, disclosure of any disclosable pecuniary or other interests, or of any gifts and hospitality, in line with the Town Council's Code of Conduct.

NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Blagden, Cockburn, Fraser, Frost, Hargreaves, Hill, Hodge, Macleod, Mirylees, Potts, Ward and Williamson.*
- (ii) *The following councillor has made a general non-pecuniary interest declaration in relation to her being a councillor of Surrey County Council: Cllr Frost.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to ginny.gordon@farnham.gov.uk by 5pm on the day before the meeting.*

Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.

3 Minutes

To agree the Minutes of the meeting held on May 21st 2015

Appendix A

4 Questions and Statements by the Public

In accordance with Standing Order 10.1, the Town Mayor will invite members of the public present to ask questions or make statements.

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

- 5 **Town Mayor's Announcements**
To receive the Town Mayor's announcements.

Part 1 – Items for Decision

- 6 **Election to Working Groups - 2015/16** **Appendix B**
To elect Working Groups in accordance with Standing Order 15.
- 7 **Appointment of Representatives to External Bodies – 2015/16** **Appendix C**
To appoint Representatives to External Bodies for 2015/16
- 8 **Significant Planning Applications** **Appendix D**
To consider Planning Application NMA/2015

Part 2 – Items to Note

- 9 **Actions taken under Scheme of Delegation**
- 10 **Reports from other Councils**
To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council
- 11 **Reports from Outside Bodies**
To receive from Members any verbal reports on Outside Bodies.
- 12 **Date of next Meetings**
To note the date of the next meeting as Thursday 25th June 2015
- 13 **Exclusion of the Press and Public (if required)**
TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3 of the agenda in view of any confidential items under discussion

Part 3 – Confidential Items

* * * * *

At the conclusion of the meeting Trevor Leggo, Director of the Surrey and Sussex Association of Local Councils will present the second phase of the Councillor Induction Programme and respond to questions.

Membership:

Councillors: Mrs Pat Frost (Mayor), John Ward (Deputy Mayor), David Attfield, Patrick Blagden CBE, Carole Cockburn, Paula Dunsmore, John Scott Fraser, , Jill Hargreaves, Stephen Hill, Mike Hodge, Sam Hollins-Owen, Mike Hyman, Andy Macleod, Kika Mirylees, Julia Potts, Susan Redfern, Jeremy Ricketts, John Williamson.

Distribution: Full agenda and supporting papers to all Councillors (by post)

Note: The person to contact about this agenda and documents is Iain Lynch, Town Clerk, Farnham Town Council, South Street, Farnham, Surrey, GU9 7RN. Tel: 01252 712667.



FARNHAM TOWN COUNCIL

B

Report Full Council

28th May 2015

Election of Working Groups 2015/16

- 1 Councillors have identified preferences for the Working Groups for 2015/16 in accordance with Standing Order 15. These are attached at Annex 1, in order of preference for each Working Group as indicated by each councillor. Some councillors expressed a preference for only the Working Groups for which they were interested whilst others have given a priority listing for all the Working Groups. Standing Order 15 (e) states that the overall membership of the Working Groups will reflect as closely as possible the political make-up of the Council with the intention that as broad a range of councillors as possible is represented. By convention the Mayor is not appointed to Working Groups, and can attend any Group ex-officio.
- 2 There are four Working Groups plus one Standing Task Group (HR Panel) and the Planning and Licensing Consultative Group. Standing Order 15 f suggests (not mandatory) how places are to be allocated to ensure that those who are not members of the majority group are fairly represented. As such, with 6 out of 18 councillors, the 'minority' representatives should have two places on Strategy and Finance out of a total allocation of 8 places overall between the Working Groups. With six places available on each Working Group two of these places would be available to councillors who were not part of the majority group, if they wished to be part of the Working Group.
- 3 As a result of the preference exercise, there was most interest in being part of the Strategy & Finance Working Group. 11 councillors expressed an interest. Four majority Group Councillors expressed a first preference along with one first preference from other councillors. As a result these five councillors would be deemed to be elected (assuming Council follows Farnham's previous practice of appointments to Working Groups) with a vote to be taken on the remaining place from among the four councillors who are not part of the majority Group.
- 4 In relation to the remaining Working Groups the following expressions of interest were received.
 - Community Enhancement Working Group –Eight preferences for six places: seven from the majority group and one other. As such, the five councillors including a first to third preference would be deemed appointed with one additional place available to the minority councillors (or Councillor Cockburn if none were interested).
 - Planning & Licensing Consultative Group – Nine councillors have expressed a preference for the nine places available. The aim is, if possible, to have one councillor from each ward. Both councillors in the Castle Ward and the Shortheath and Boundstone Ward have expressed a wish to be on the Planning & Licensing Consultative Group but there has been no preference expressed from the

Wrecclisham & Rowledge or Firgrove Wards. Council may wish to appoint the nine councillors who have expressed a preference to be on the Working Group or elect one councillor per ward.

- Cemeteries and Appeals Working Group – Seven preferences for six places including one preference from the ‘minority’ councillors. As such four councillors would be deemed to be elected, with one place available to a ‘minority’ councillor, and one place for the three majority group councillors expressing a third preference for this Working Group.
- Tourism and Events Working Group – Eight preferences for six places, including one ‘minority’ councillor. As such five councillors are deemed to be elected with one remaining place for the ‘minority’ councillors or if there were no interest a vote would be taken between Councillor Ward and Councillor Hargreaves.
- HR Panel – Six preferences for six places. All would be deemed to be elected

The Candidates for each of the above Working Groups are deemed to be elected as set out above. Councillors are invited to opt or nominate for the remaining places. If there are more candidates than places available an election will take place for the vacant places only.

- 5 As in previous years, it is proposed that Council is adjourned briefly so that each Working Group can elect its Lead Member to confirm the composition of the Strategy & Finance Working Group.
- 6 Council needs to confirm whether its Task Groups are to be reconvened. The HR Panel (technically a Task Group of Strategy and Finance) is expected to continue whilst the remaining Task Groups needs formal agreement to be re-established. The HR panel has six councillors expressing a wish to fill the six places available.
- 7 Subject to Council’s decision on Task Groups, the appointment to Task Groups will need to be agreed. In accordance with Standing Order 15 (f) membership of task groups does not need to conform to the political make-up of the council.
- 7 Subject to the decision on paragraph 7, the Health Task Group has insufficient members; the Infrastructure Planning Group has nine councillors offering to fill five places, and the Offices Task Group has four members for the three places. Council could amend the size of Task Groups if it wishes to.

Recommendation

It is recommended that

- 1) **a ballot takes place for the remaining the Strategy and Finance Working Group as set out at paragraph 3;**
- 2) **the candidates for the Cemeteries and Appeals, Community Enhancement and Tourism and Events working groups be appointed as set out in Annex I along with any additional councillors to fill the remaining vacancies as set out in paragraph 4 above;**
- 3) **Council determines if all nine councillors wishing to be on the Planning and Licensing Consultative Group be appointed;**
- 4) **the Working Groups elect their Lead Members (in order to do which the meeting be adjourned briefly) in order to confirm the complement of Strategy and Finance Working Group Members**
- 5) **Council determines which Task Groups be reappointed and the membership of each Task Group.**

Annex I to Appendix B

WORKING GROUPS 2015/16 Member Preferences

Working Group	Working Group preferences 2015/2016	Proposal
Strategy & Finance Working Group (6 members plus Lead Members (LM) from working groups not already appointed to this Working Group)	Cllr Carole Cockburn (1) Cllr Jill Hargreaves (1) Cllr John Ward (1) Cllr Jeremy Ricketts (1) Cllr John Williamson (1) Cllr David Attfield (2) Cllr Paddy Blagden (2) Cllr J Scotty Fraser (2) Cllr Mike Hyman (2) Cllr Andy Macleod (2) Cllr Pat Frost Cllr Stephen Hill	Cllr Carole Cockburn Cllr Jill Hargreaves Cllr John Ward Cllr Jeremy Ricketts Cllr John Williamson Plus one non conservative to be elected from four expressing an interest.
Community Enhancement Working Group (6 members)	Cllr Paula Dunsmore (1) Cllr Stephen Hill (1) Cllr Susan Redfern (1) Cllr Jeremy Ricketts (2) Cllr Carole Cockburn (3) Cllr John Williamson (3) Cllr Jill Hargreaves (4) Cllr John Ward (4) Cllr Pat Frost	Cllr Paula Dunsmore Cllr Stephen Hill Cllr Susan Redfern Cllr Jeremy Ricketts Cllr John Williamson Remaining place for 'minority' Councillor or Councillor Cockburn
Tourism & Events Working Group (6 members)	Cllr Kika Mirylees (1) Cllr Paula Dunsmore (2) Cllr Jill Hargreaves (2) Cllr Stephen Hill (2) Cllr Susan Redfern (2) Cllr John Ward (3) Cllr Carole Cockburn (4)	Cllr Kika Mirylees Cllr Paula Dunsmore Cllr Jill Hargreaves Cllr Stephen Hill Cllr Susan Redfern Remaining place for 'minority' Councillor or Councillor Ward

Cemeteries & Appeals Working Group (6 members)	Cllr David Attfield (1) Cllr Sam Hollins-Owen (1) Cllr Carole Cockburn (2) Cllr John Ward (2) Cllr Stephen Hill (3) Cllr Susan Redfern (3) Cllr Jill Hargreaves (3)	Cllr David Attfield Cllr Carole Cockburn Cllr Sam Hollins-Owen Cllr John Ward Remaining two places for a 'minority' Councillor plus one of the majority group councillors (three expressing a third preference).
Planning & Licensing Consultative Group (9 members – one from each ward)	Cllr Paddy Blagden (1) (Castle) Cllr Carole Cockburn (5) (The Bourne) Cllr J Scotty Fraser (1) (Upper Hale) Cllr Mike Hyman (1) (Hale & Heath End) Cllr Andy Macleod (1) (Moor Park) Cllr Kika Mirylees (2) (Shortheath & Boundstone) Cllr Jeremy Ricketts (3) (Weybourne & Badshot Lea) John Ward (Shortheath & Boundstone (5) Cllr John Williamson (2) (Castle)	Council to determine if nine councillors expressing a preference are appointed to the nine places, or whether there should be one councillor per ward.

Panel

HR Panel (Task Group of Strategy and Finance) (6 Members)	Cllr Sam Hollins-Owen (1) Cllr David Attfield (2) Cllr Jill Hargreaves (2) Cllr Stephen Hill (2) Cllr Mike Hyman (2) Cllr Andy Macleod (2) Cllr Pat Frost	Cllr Sam Hollins-Owen Cllr David Attfield Cllr Jill Hargreaves Cllr Stephen Hill Cllr Mike Hyman Cllr Andy Macleod
--------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Task Groups (If reappointed)

Health Task Group (in 2014/15 6 Members appointed. Met once)	Cllr Jeremy Ricketts (1) Cllr Mike Hodge (1)	Council to determine if Task Group should continue and agree membership. Cllr Jeremy Ricketts Cllr Mike Hodge
-------------------------------------------------------------------------------	-------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------

Infrastructure Planning Group (5 Members – 3 appointed in 2014/15)	Cllr Paddy Blagden (1) Cllr Carole Cockburn (1) Cllr J Scotty Fraser (1) Cllr Jill Hargreaves (1) Cllr Stephen Hill (1) Cllr Mike Hyman (1) Cllr Andy Macleod (1) Cllr John Ward (1) Cllr John Williamson (1)	Council to determine if Task Group should continue and agree membership.
Offices Task Group (in 2014-15 3 members)	Cllr David Attfield (1) Cllr Sam Hollins-Owen (2) Cllr Jill Hargreaves (3) Cllr Mike Hyman (3) Cllr Pat Frost	Council to determine if Task Group should continue and agree membership.



FARNHAM TOWN COUNCIL



Report
Full Council

29th May 2015

Appointment of Representatives to external bodies 2015/16

- 1 Councillors have identified preferences for being the Council's representative on External Bodies for 2015/16 in accordance with Standing Order 15. These are attached at Annex 1. In some cases councillors have expressed preferences for being the main representative or a reserve representative, and these are noted against each organisation where applicable.
- 2 Councillors were asked to comment on whether it was appropriate to continue sending representatives to each organisation or whether there were new organisations to which the Council should appoint representatives.
- 3 No suggestions were made for withdrawing membership from any group.
- 4 A number of potential new organisations are listed, although it is not known for certain that all have a mechanism to involve a Town Council representative, and this is being ascertained. A verbal update will be provided at the meeting.

Recommendation

It is recommended that:

- 1) **the councillors at Part 1 be appointed as listed;**
- 2) **councillors appoint a representative from the list at Part 2 by show of hands and whether a reserve is also appointed;**
- 3) **nominations be agreed for the Outside bodies listed at Part 3 subject to confirmation that Town Council representation is requested.**

REPRESENTATIVES ON OUTSIDE BODIES 2015/16

Councillors have expressed an interest in the following:

Council may also consider appointing a reserve to attend in the absence of the nominated representative, subject to this being acceptable to the outside organisation.

Part I

Outside Body	Representative 2014/2015	Those wishing to represent FTC 2015/2016
Allotments Liaison Group	Cllr David Attfield	Cllr John Williamson
Badshot Lea Recreation Ground	Cllr David Attfield	Cllr David Attfield
Blackwater Valley Recreation and Countryside Management Committee	Cllr David Beaman Cllr David Attfield (Reserve)	Cllr Mike Hodge
Bourne Recreation Ground	Cllr Carole Cockburn	Cllr Sam Hollins-Owen
Farnham Crime Prevention Panel	Cllr Carole Cockburn	Cllr Jeremy Ricketts
Farnham/Andernach Friendship Association	Cllr Pat Frost	Cllr Pat Frost
Farnham Public Art Trust	Cllr John Ward	Cllr John Ward
Farnham River Watch	Cllr Jessica Parry	Cllr Mike Hodge
Farnham Quarry Liaison Group	Cllr David Attfield	Cllr David Attfield
Farnham Sports Council	Cllr John Ward	Cllr Carole Cockburn
Farnham Visitors Forum	Cllr Jill Hargreaves	Cllr Jill Hargreaves
Runfold Quarry Community Liaison Group	Cllr Roger Steel	Cllr Andy Macleod
Surrey Association of Local Councils (2 representatives)	Mayor Reserve: Deputy Mayor	Mayor and Deputy Mayor
Waverley Towns and Parishes Meetings	Mayor plus Deputy Mayor	Mayor plus Deputy Mayor
Wrecclesham Community Centre	Cllr Pat Frost	Cllr Pat Frost

Representatives for Farnham Town Council, on an Outside Body, are expected to attend meetings and report back to Council.

Part 2

Outside Body	Representative 2014/20145	Preference to be Representatives 2015/2016
40 Degreez	Cllr Roger Steel Cllr Stephen Hill (Reserve)	Cllr Carole Cockburn Cllr Stephen Hill
Brightwells Gostrey Centre	Cllr Carole Cockburn	Cllr Carole Cockburn Cllr John Williamson
Farnborough Aerodrome Consultative Committee	Cllr David Attfield Cllr David Beaman (Reserve)	Cllr David Attfield Cllr John Scott Fraser Cllr John Williamson
Farnham Maltings Association Council of Management	Cllr Pat Frost Cllr Roger Steel (Reserve)	Cllr Pat Frost Cllr Julia Potts
Farnham Rivers Management Committee (to be a member of Community Enhancement Working Group)	Cllr Jessica Parry	
Hale Recreation Ground	Cllr David Beaman	Cllr John Scott Fraser Cllr Mike Hyman
New Ashgate Gallery	Cllr Carole Cockburn Cllr John Ward (Reserve)	Cllr Carole Cockburn Cllr Sam Hollins-Owen
Surrey CC Farnham Local Group (2 places)	Cllr Jeremy Ricketts Cllr Roger Steel	Cllr Carole Cockburn Cllr Andy Macleod Cllr Jeremy Ricketts

Part 3

Additional outside bodies where representation is thought to be beneficial.

Organisation	Preference to represent FTC 2015/2016	Officer's comment
University for the Creative Arts	Cllr Kika Mirylees Cllr John Williamson	Liaison under way. Meetings 2014/15 with Mayor to be extended to Lead Members in 2015/16.
Performers Together	Cllr Kika Mirylees	Clarification of wish for representation to be sought
Farnham Theatre Association	Cllr Kika Mirylees	Clarification of wish for representation to be sought
North East Hants & Farnham Clinical Commissioning Group	Cllr Jeremy Ricketts	Farnham Connections Group exists and represented in 2014/2015 by Cllr Ricketts.
Wrecclesham Recreation Ground Committee	Cllr Paula Dunsmore	Clarification of wish for representation to be sought
Wrecclesham Sports & Social Club	Cllr Paula Dunsmore	Clarification of wish for representation to be sought
Wrecclesham Village Fete Committee	Cllr Paula Dunsmore	Clarification of wish for representation to be sought



FARNHAM TOWN COUNCIL

D

Report Strategy and Finance Working Group

Date: 4 June 2015

NMA/2015/0039 Brightwell, East Street, Farnham

Amendments to application NMA/2015/0039, following consideration at Full Council in April 2015

a) Introduction

The Town Council objected to NMA/2015/0039 in April 2015, following discussion at Council. A copy of this objection is attached at Annex 1 to this report. The application at this time was to amend condition 16 of the 2012 planning application as follows:

“16. The proposed road and vehicular access to the A31 Farnham Bypass, including the temporary vehicular bridge over Borelli Walk and the River Wey, shall be designed and constructed prior to the implementation of WA/2012/0912, with the exception of the works identified in schedule 16032-SC-006, unless otherwise first agreed in writing by the Local Planning Authority. No development shall begin, with the exception of the works identified in schedule 16032-SC-006, before that junction, the bridge, access road and site compound have been completed broadly in accordance with the application drawings and the requirements of the County Highway Authority. Once constructed the access and bridge shall be retained free of any obstruction to its use in accordance with a duration to be agreed in writing with the Local Planning Authority.

Copies of the initial plans are attached at Annex 2(i) and 2(ii).

b) Changes to the application

Further to objections, Crest Nicholson have proposed the following changes and the amended application now seeks the following revisions to condition 16:

“16. The proposed road and vehicular access to the A31 Farnham Bypass, including the temporary vehicular bridge over Borelli Walk and the River Wey, shall be designed and constructed prior to the implementation of WA/2012/0912, with the exception of the works identified in schedule 16032-SC-006_B, unless otherwise first agreed in writing by the Local Planning Authority. No development shall begin, with the exception of the works identified in schedule 16032-SC-006_B, before that junction, the bridge, access road and site compound have been completed broadly in accordance with the application drawings and the requirements of the County Highway Authority. Once constructed the access and bridge shall be retained free of any obstruction to its use in accordance with a duration to be agreed in writing with the Local Planning Authority.

Copies of the amended plans are attached at Annex 3(i) and 3(ii).

The notable change is to the schedule of works proposed to be completed prior to construction of the bridge. This has changed from:

Source: 16032-SC-006- Schedule of Works 30/03/2015

- 1) Erection of hoarding, whilst maintaining the maximum possible car parking
- 2) Site investigation via utility diversions and sewer diversions
- 3) Minor site clearance – tennis court fences etc.
- 4) A small scope to galvanise the planning consent, as set out in the following drawings:
 - Drawing 13512-SK-MP-252; and
 - Drawing G21127/SK1.
- 5) Demolition of the Redgrave Theatre
- 6) Sewage diversions
- 7) Utility diversions
- 8) Construction Access Bridge
- 9) Site set up

To:

Source: 16032-SC-006_B Schedule of Works 19/05/2015

- 1) Provision and collection of welfare facilities
- 2) Demolition of tennis club pavilion.

c) Issues for consideration by Council – May 2015

i. Materiality of revised changes

To consider if the changes as proposed are non-material.

ii. Validity of Application in respect of land ownership

Applications for non-material amendments may only be made by the freeholder of the land in questions, or by a person with an interest in the land. Consideration may be given as to whether CN has a legal interest in the land, whilst the lease from WBC has not commenced.

iii. Impact of the lack of bridge

To consider the effect on not having the construction bridge during the time of the works proposed on:

- a. Traffic
- b. Pedestrian safety

It is recommended that:

- 1) Members note the initial objection submitted to Waverley BC in respect of the detail of the application in April 2015.**
- 2) Members consider any amendments or additions to the objections, following receipt of the changes made to the NMA detailed in this report.**