



# FARNHAM TOWN COUNCIL

## Agenda Full Council

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### Time and date

Thursday 12<sup>th</sup> March 2015 at 7.00pm

### Place

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

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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 12<sup>th</sup> March 2015, at 7.00PM**, in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY GU9 7RN**. The Agenda for the meeting is attached.

Yours sincerely

**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.

### Questions by the Public

Prior to the commencement of the meeting, the Town Mayor will invite Members of the Public present to ask questions on any Local Government matter, not included on the agenda, to which an answer will be given; a written reply will follow or the questioner will be informed of the appropriate contact details. A maximum of 15 minutes will be allowed for the whole session.

**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.



# 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 12<sup>th</sup> March 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	

\* Delete as appropriate



# FARNHAM TOWN COUNCIL

## Agenda Full Council

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### Time and date

7.00pm on Thursday 12<sup>th</sup> March 2015

### Place

The Council Chamber, South Street, Farnham

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### Prayers

Prior to the meeting, at 7pm, prayers will be said in the Council Chamber by Rev Lesley Crawley from the Parish of Badshot Lea with Hale.

### 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, Frost, Hargreaves, Hill, J O'Grady, S O'Grady, Potts, Steel and Ward.*
- (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](mailto:ginny.gordon@farnham.gov.uk) by 5pm on the day before the meeting.*
- (iv) *Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.*

### 3 Minutes

#### Appendix A

To sign as a correct record the minutes of the Farnham Town Council meeting held on Thursday 22<sup>nd</sup> January 2015.

### 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 I – Items for Decision**

- 6 Working Group Notes**  
To receive the notes and any recommendations of the following Working Groups:
- i) Cemeteries and Appeals held on 19<sup>th</sup> February 2015 **Appendix B**
  - ii) Tourism and Events held on 24<sup>th</sup> February 2015 **Appendix C**
  - iii) Strategy and Finance held on 3<sup>rd</sup> March 2015 **Appendix D**
- 7 Planning & Licensing Applications**  
To receive the minutes of the Planning & Licensing Consultative Group: **Appendix E, F, G & H** held on 26<sup>th</sup> January, 9<sup>th</sup> & 23<sup>rd</sup> February and 9<sup>th</sup> March 2015.
- 8 Neighbourhood Plan** **Appendix I**  
To receive an update on progress with the Farnham Neighbourhood Plan

## **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 of Full Council on Thursday 16th April 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**

- 14 Cemetery matters**

Membership:

Councillors: Jeremy Ricketts (Mayor), Jill Hargreaves, (Deputy Mayor), David Attfield, David Beaman, Patrick Blagden CBE, Carole Cockburn, Pat Frost, Carlo Genziani, Stephen Hill, Sam Hollins-Owen, Graham Parlett, Dr Jessica Parry, Julia Potts, Jennifer O'Grady, Stephen O'Grady, Susan Redfern, Roger Steel, John Ward

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

# A

Minutes  
Council

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## Time and date

7.00pm on Thursday 22<sup>nd</sup> January 2015

## Place

The Council Chamber, South Street, Farnham

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### Councillors

- \* Jeremy Ricketts (Mayor of Farnham)
- \* Jill Hargreaves (Deputy Mayor)
- \* David Attfield
- \* David Beaman
- \* Patrick Blagden CBE
- \* Carole Cockburn
- \* Pat Frost
- Carlo Genziani
- \* Stephen Hill
- A Jennifer O'Grady
- \* Stephen O'Grady
- \* Sam Hollins-Owen
- A Graham Parlett
- A Dr Jessica Parry
- A Julia Potts
- \* Susan Redfern
- A Roger Steel
- \* John Ward
  
- \* Present
- A Not present

### Officers Present:

Iain Lynch (Town Clerk)  
Rachel Aves (Team Leader Corporate Governance)

36 members of the public were in attendance

Prior to the meeting, prayers were said by the Rev Lesley Crawley from the Parish of Badshot Lea with Hale.

### **Questions by the Public**

- i) Mr Jerry Hyman referred to the minutes of the previous meeting and believed there were two misconceptions over the protection that the Neighbourhood Plan could offer which he outlined and asked whether the Town Council accepted that Article 64 in the Habitats Directive allowed for limited development.
- ii) Mrs Celia Sandars raised concerns about the proposals to cut bus services and asked what action Farnham Town Council was proposing to take to mitigate the effects or persuade the bus companies to avoid cuts.
- iii) Mr Nick Scales referred to the County Council bus consultation and asked when was the last time each councillor used local buses and how Farnham could tackle its traffic and air quality problem.

In response the Mayor asked each Councillor to respond individually to Mr Scales.

**C136/14      Apologies for Absence**  
Apologies were received from Councillors J O’Grady, Parlett, Parry, Potts and Steel.

**C137/14      Minutes**  
The Minutes of the Farnham Town Council Meeting held on Thursday 11<sup>th</sup> December were agreed for signature by the Mayor as a correct record.

**C138/14      Declarations of interests**  
Apart from the standard declarations of personal interest by councillors who were dual or triple hatted by virtue of being elected to Waverley Borough Council or Surrey County Council, there were the following declarations of interest:

- i) Cllr Frost: as a trustee of 40 Degreez (SCC representative); on the Farnham Maltings Board (FTC representative); and as Chairman of the Farnham Competitive Music Festival.
- ii) Cllr Cockburn: as the FTc representative on Brightwells Gostrey Centre and the New Ashgate Gallery); as a trustee on Creative Response and Woodlarks; and as a Governor of Ridgeway School and a member of the Bourne Beautification project.
- iii) Cllr Ward as a representative on the New Ashgate Gallery and Public Art Trust; and as his wife is a Trustee of the Abbeyfield (Wey Valley) Society.
- iv) Cllr Attfield as a close neighbour of the applicant (agenda item 7 WA 2014/2294 and WA/2014/2351)

**C139/14      Statements by the Public**

- i) Mrs Anne Cooper referred to planning application WA/2014/1926. She said the Farnham Theatre Association was grateful to Farnham Town Council for its decision to modify its response to the application by saying it was the appropriate time to explore alternative options for the Brightwells House building. She commented that Andrew Welch, who had previously managed to save the fortunes of Chichester Festival Theatre had pledged his time and expertise to help Farnham retain or replace the Redgrave Theatre. She asked, in view of the comments by the Waverley Portfolio Holder for the Brightwells project on 9<sup>th</sup> January that Crest

Nicholson had still not found a source of funding for the project, that Farnham Town Council supported the Farnham Theatre Association by asking for a deferral of the decision on WA2014/1926 so that further information could be sought.

CI40/14 **Town Mayor's Announcements.**

- i) The Mayor invited councillors to support his charity concert featuring Vocalpoint and the Voices Community Choir in aid of Post19 which would be held at Frensham Heights School on 21<sup>st</sup> February.

CI41/14 **Questions by Members**

No questions had been received.

### **Part I – Items for Decision**

#### **Tourism and Events Working Group**

CI42/14 Cllr Hargreaves introduced the notes of the Tourism and Events Working Group, held on 6<sup>th</sup> January 2015, at Appendix B to the agenda.

Cllr Hargreaves reported on the success of the Christmas lights and that the Town Council was still getting congratulations for the new lights in the town although she said she was not complacent and there was still room for improvement. Cllr Hargreaves reported on issues arising from the debrief of the successful Christmas Market in Castle Street and the Bush Hotel and thanked Steph King, the Town Clerk, Councillors and officers for their help on the day.

Cllr Hargreaves reported on the programme for 2015 and outlines items of interest including the proposal, led by the Round Table, for the charity bike ride to start and finish in Castle Street.

The Mayor congratulated the Working Group on what it had achieved and noted that things were going from strength to strength.

#### **Strategy and Finance Working Group**

CI43/14 Cllr Ward introduced the notes of the Strategy and Finance Working Group meeting held on 13<sup>th</sup> January 2015, at Appendix C to the Agenda.

Cllr Ward advised that the Working Group had reviewed the quarterly finance position including investments and aged debtors. The precept was being discussed later in the agenda as were the Standing Orders Review, the Financial Regulations Review and Risk Management, so Cllr Ward deferred discussion on these items.

The Working Group had received a presentation from the CAB following concerns by Council of the way different offices operated. Members had noted that FTC had a three year funding agreement with the CAB was until 2016/17.

Cllr Ward reported that the Working Group had reviewed the grants proposals for 2015/16 that were set out at Annex 1, and had taken a slightly different approach in its

consideration. The Working Group was recommending supporting some new one-off projects from the New Initiatives Fund and others as part of Farnham in Bloom as well as other grants from the Community Grants allocation. Cllr Beaman suggested that the Hoppa grant might be best deferred until after the transport review but it was agreed that the Hoppa proposal was outside the scope of the transport review.

**It was RESOLVED *nem con* that the proposed grants set out at Annex I be agreed with those listed at Section 4a being funded from the New Initiatives fund and those at 4b from the Farnham in Bloom budget.**

CI44/14 Cllr Ward provided an update on a number of contractual matters including the need to replace the Council's main IT server which had developed problems at the end of its warranty period.

**It was RESOLVED *nem con* that :**

- i) the contact for the re-carpeting of the Council Chamber and corridor be let to the lowest priced tenderer at a cost of £3,330 from within the approved budget;**
- ii) the Server replacement be progressed at a cost of £2999 with an installation cost of £250 and a new Windows licence purchased at a cost of £499 with costs met from the 2014/15 IT/website budgets.**

CI45/14 Cllr Cockburn reported on the work of the Infrastructure Planning Group which was set out in the Notes, and commented on the positive and high level response to the Regulation 14 consultation on site options. The responses in a graphical form were being made available online. Cllr Cockburn also advised that East Hants District Council was consulting on its site allocations and that the IPG would be preparing a suitable response.

**It was RESOLVED *nem con* that:**

- i) the success of the Regulation 14 options consultation for the Farnham Neighbourhood Plan and the progress of the analysis of responses be noted; and**
- ii) that the Town Clerk, in conjunction with the Infrastructure Planning Group, put together a response to the East Hampshire District Council site allocation consultation.**

In response to Mr Hyman's earlier question, Cllr Ward assured everyone that Farnham Town Council would not do anything it though was illegal and would do its best to act in a way that the people of farnham had asked it to act.

CI46/14 Cllr Ward advised Council that the Working group had reviewed the proposed response to the Surrey County Council Transport Review.

**It was RESOLVED *nem con* that the draft response to the SCC Transport Review at Annex 4 be agreed.**

CI47/14 Cllr Ward advised that the Working Group had proposed a Meeting Timetable for 2015-16, although some dates would be subject to review.

**It was RESOLVED *nem con* that the Meetings Timetable for 2015/16 be adopted:**



### **Community Enhancement Working Group**

C148/14 Cllr Hill introduced the notes of the Community Enhancement Working Group, held on 14<sup>th</sup> January 2015, at Appendix C to the agenda. He advised that 2015 would be the 25<sup>th</sup> anniversary of Farnham in Bloom and this would bring a particular focus to the Group's activities. He welcomed the involvement of the University for the Creative Arts and complimented the Community Group on its continuing achievements and the litter clearing it was planning at Water Lane. He invited suggestions of other areas in Farnham that needed special attention.

### **Planning & Licensing Consultative Group**

C149/14 Cllr Genziani introduced the minutes of the Planning & Licensing Consultative Group meetings held on 26<sup>th</sup> October, 10<sup>th</sup> and 24<sup>th</sup> November, and 8<sup>th</sup> December 2014.

In response to the question about the Brightwells planning application, Cllr Genziani said that he would be attending the Waverley Planning meeting on behalf of the Town Council and would attempt to have the item deferred as a result of the theatre option and English Heritage comments.

### **Precept 2015/16**

C150/14 Cllr Ward said that the Council's draft budget for 2015/16 had been agreed in December. He believed the Town Council was delivering what the public had asked and was delivering value for money. Some additional funds had been allocated for the paving around the Gostrey War Memorial which was constantly cracking and causing concern. The final budget was £1,163,892.

After discretionary income was taken into account a precept of £961,057 was proposed. This represented a 'Band D' equivalent sum of just under £1.11 per week or £57.60 per annum. Cllr Ward noted that although this represented a small increase of just under 1.3% Farnham's share of the Council Tax had risen considerably less than the rate of inflation since 2009.

**It was RESOLVED *nem con that:***

**The precept for 2015/16 be set at £961,057, the equivalent of £1.11 per week or £57.60 per annum Band D property.**

### **Financial Regulations Review**

C151/14 Cllr Ward invited the Town Clerk to present the changes proposed in the Financial Regulations Review which were mainly around contract levels and were in line with the NALC model and other councils.

**It was RESOLVED *nem con that:***

**The revised Financial Regulations be adopted**

### **Standing Orders Review**

C152/14 Cllr Ward said that the Council had a duty to review its Standing Orders from time-to-time to ensure that they were up-to-date and fit for purpose. The latest Standing Orders had been adopted in April 2013. Since then there had been a new set of Model Standing Orders issued by NALC to incorporate changes arising in the Localism Act; a new

Practitioners' Guide; and new legislative requirements arising from the Local Audit and Accountability Act. There were also some tidying up procedural proposals, such as harmonising the public questions and statements, and fixing the time of prayers at 7pm to avoid confusion. The Working Group had reviewed ways of electing the Mayor and Deputy mayor but was not proposing any changes.

CLlr O'Grady noted that there was the need to adjust Standing Order 3.3.2 e to reflect the merging of questions and Statements and this was agreed.

CLlr Cockburn said that she thought the proposed changes would make meetings go better and welcomed the proposals.

**It was RESOLVED *nem con that:*  
The revised Standing Orders be adopted**

### **Risk Assessments**

CI53/14

CLlr Ward introduced the detailed report at Appendix K following the risk management reviews undertaken by the Working Groups and the annual external assessment by the Council's Health and Safety Advisors Ellis Whittam. The report included a review of the management structure for dealing with health and safety; a review of the General Risk Assessment Report commissioned from Ellis Whittam; and issues considered as part of the review by each Working Group of their responsibilities. Council welcomed the Ellis Whittam comments that "There remains a robust and effective system in place to manage health and safety for Farnham Town Council".

Council noted that financial and other risks were also reviewed by the Council's independent Internal Auditor who reported separately to the Council and used as a basis for his work *Governance and Accountability* – a practitioners' Guide and the related checklists therein.

CLlr Attfield suggested that Fire Marshall training after the election be added to the list of training proposed. This was agreed.

**It was RESOLVED *nem con that:***

- 1) the report on managing risk and the progress made in implementing recommendations be welcomed;**
- 2) the Action Plan arising out of the General Risk Assessment contained in Annex 2 be approved;**
- 3) the following policies be adopted:**
  - i) Health & Safety Policy (Annex 3)**
  - ii) Environmental Policy (Annexe 4)**
  - iii) the Fire Safety Management Policy (Annex 5)**

## **Part 2 – Items Noted**

CI54/14

### **Reports from Other Councils**

There were no reports from other Councils.

CI55/14

### **Reports from Outside Bodies**

There were no reports from other Councils.

CI56/14 **Actions under the Scheme of Delegation**  
None reported.

CI57/14 **Exclusion of Press and Public.**

**It was RESOLVED *nem con* to:**  
**exclude members of the public and press from the meeting at Part 3, of the agenda in view of the confidential items under discussion.**

### **Part 3 – Confidential Items**

CI58/14 Council endorsed the proposed recipients for the Services to Farnham Awards, which would be presented at a special ceremony on 23<sup>rd</sup> February and 23<sup>rd</sup> March.

Council noted that there had been a significant increase in the number of nomination for this year's awards which was to be welcomed. Cllr Attfield said that the panel had found it very difficult as the nominations were of such high quality.

Cllr Ward proposed that the Awards Panel should be requested to review the number of awards given each year suggesting that around a dozen might be appropriate. This was seconded by Councillor Hargreaves and **agreed *nem con***.

CI59/14 The Town Clerk updated Council on a cemetery appeal matter.

CI60/14 **Date of next meeting**  
Members noted that the next Council Meeting would take place on Thursday 13<sup>th</sup> March 2015 at 7.00pm.

The Town Mayor closed the meeting at 8.06pm

Date

Chairman



# FARNHAM TOWN COUNCIL

## B

### Notes

#### Cemeteries and Appeals Working Group

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**Time and date**

10.00am on Thursday 19 February 2015

**Place**

Council Chamber, South Street, Farnham

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**Attendees:** Cllrs Carole Cockburn, Carlo Genziani, Stephen Hill and John Ward.

**Officers present:** Iain Lynch (Town Clerk), Rachel Aves (Corporate Governance Team Leader), Alan Corcoran (Contracts and Facilities Officer).

**1. Apologies for Absence**

Apologies were received from Cllrs Redfern and Parlett.

**2. Declarations of Interest**

No declarations of interest were received.

**3. Notes of Last Meeting**

POINTS	ACTION
The notes of the meeting held on 4 <sup>th</sup> December 2014 were agreed.	

**1. Appeals**

POINTS	ACTION
<p>Members heard a verbal appeal in relation to an engraving on the rear of a memorial in West Street Cemetery.</p> <p>The applicant presented the appeal. Following this, members visited the site and subsequently agreed that the appeal be dismissed but agreed that the engraving could be positioned as an additional item on the face of the memorial.</p> <p>A second appeal for a kerb memorial in Badshot Lea Cemetery was reviewed. It was agreed that the appeal be allowed as the deceased had been interred in the grave prior to the change of regulations.</p>	

## 2. Cemetery Chapels

POINTS	ACTION
<p>Members received an update on West Street Cemetery chapel and were pleased to hear that the final stages were now in progress. Security provision at West Street chapel was considered and it was agreed that a further report would be supplied to a future meeting. It was also noted that further work may need to be done in relation to potential water ingress at the chapel. It was agreed that officers would report back to members when appropriate.</p> <p>Members noted that officers were liaising with the History of Hale group in relation to the progression of the Hale Cemetery chapel renovations. It was noted that a presentation would be made to the Strategy and Finance Working Group in April to which members of the Cemeteries and Appeals Working Group would be invited.</p>	<p>Officers to report back on security provision and water ingress at West Street Chapel.</p>

## 3. Cemetery Regulations

POINTS	ACTION
<p>Members considered the recommendation to amend cemetery regulation 2.6 to allow dog faeces to be disposed of in council litter bins, following the review of litter bin provision in the cemeteries and the purchase of new bins.</p> <p>It was agreed that this change would be incorporated in a wider regulation review, to be considered at a future meeting.</p>	<p>Officers to undertake a review of cemetery regulations.</p>

## 4. Memorial Maintenance

POINTS	ACTION
<p>Members considered the detailed report at appendix B and noted the progress of memorial testing and fixing in the four cemeteries. It was noted that officers were having difficulty in finding local companies to bid for the testing and fixing contracts.</p> <p>It was agreed that the fixing contract for fixing in Green Lane Cemetery be extended to Hale and Badshot Lea Cemeteries, subject to retention of the current rate. It was noted that this would be funded from within existing budgets.</p> <p>Members reviewed the current budget position and it was agreed that any unspent budget in the 2014/15 programme be moved in to the 2015/16 programme, with the balance of costs to be funded from cemetery earmarked reserves.</p> <p>Members reviewed the situation in relation to tender prices for West Street Cemetery fixing and agreed that the contract should be awarded to the most economically advantageous tender. It was agreed that this decision would be part of the Town Clerk's delegation.</p>	<p><b>Recommendation to Council:</b></p> <p><b>i) that the fixing contract for fixing in Green Lane Cemetery be extended to Hale and Badshot Lea Cemeteries, subject to retention of the current rate and that this be funded from within existing budgets.</b></p> <p><b>ii) that any unspent budget in the 2014/15 programme be moved in to the budget for the 2015/16 programme, as slippage, with the balance of costs to be funded from cemetery earmarked reserves.</b></p>

	<p>iii) <b>The contract for testing at West Street Cemetery be awarded to the most economically advantageous tenderer and that this decision be delegated to the Town Clerk.</b></p>
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**5. Services and Projects Update**

<b>POINTS</b>	<b>ACTION</b>
<p><u>Wildflower Area</u> Members were advised that following agreement at the previous meeting the Wildflower area at West Street Cemetery had been removed and was being maintained as a grassed area. It was noted that officers were considering new ways to enhance biodiversity in the cemeteries.</p> <p><u>Cemetery Noticeboards</u> It was noted that the new cemetery noticeboards had been installed.</p> <p><u>Cemetery Path Repairs</u> It was noted that the contract for path repairs had been agreed at Strategy and Finance and that the work was about to commence and was due to be completed by the end of March. Members agreed that the edging being used in the recent repairs was very effective.</p> <p><u>Other matters</u> Members considered the progress of the Dog Control Order and agreed that this should be finalised by May 2015.</p>	<p>Officers complete the Dog Control Order.</p>

**6. Date of next meeting**

<b>POINTS</b>	<b>ACTION</b>
<p>It was agreed that the date of the next meeting would be 4<sup>th</sup> June 2015.</p>	

The meeting closed at 10.45am.

Notes by Rachel Aves



# FARNHAM TOWN COUNCIL



## Notes

### Tourism & Events Working Group

#### Time and date

2.00pm on Tuesday 24 February 2015

#### Place

Byworth room, Council Offices, South Street, Farnham

**Attendees:** Cllrs Carole Cockburn, Jill Hargreaves and John Ward.

**Officers present:** Stephanie King (Events Officer)

**1. Apologies for Absence**

Apologies were received from Councillors Beaman and Hill.

**2. Declarations of Interest**

No declarations of interest were received.

**3. Notes of the last meeting**

POINTS	ACTION
The notes of the meeting on 6 <sup>th</sup> January 2015 were agreed.	

**4. Music in the Meadow & Picnic in the Park**

POINTS	ACTION
<p>Members received an update on the arrangements for Music in the Meadow and Picnic in the Park. It was noted that the dates had been confirmed with the bands and that the charities had been contacted.</p> <p>Members were advised that thirteen applications had been received to run the tea tent.</p> <p>It was also reported that Waverley Borough Council had granted a licence for another event to take place in Gostrey Meadow on Sunday 21 June. The Summer Solstice Celebration, run by a local business owner, was planning to take place from 1-9pm. Members agreed with the approach that had been taken by officers, in agreeing to run the events alongside each other in order that both parties could benefit, particularly in terms of publicity.</p>	

## 5. Italian Market

POINTS	ACTION
<p>Members noted that the Italian Market would be taking place twice in 2015 with the first planned to take place on Friday 24 April. It was agreed that the Farnham Town Council information tent should remain in the same location rather than moving to the bottom of the street as this had worked well in 2014.</p> <p>It was agreed that a rota would be put in place for Councillors to oversee the information tent. Members were pleased that the second date had been agreed as Friday 11 September in order for the market to launch the Feast of Food fortnight.</p> <p>Members noted that this will be the same weekend as Heritage Open Day's 2015.</p> <p>It was agreed that photographs would be taken at the Italian Market in April to help advertise the Market again in September.</p>	<p>Events Officer to put together rota for information tent.</p>

## 6. Publications & Social Media

POINTS	ACTION
<p><b>Residents Guide</b> Members received the 2015 Residents' Guide and agreed that the overall look of the 2015 guide worked well including the events listing which was clearer than in the previous guide.</p> <p>Members agreed that more consideration should be given, where possible, for the appropriate officers and members to be included in project specific photographs in all publications.</p> <p><b>Sponsorship brochure</b> A final copy of the sponsorship brochure was circulated. Members noted that the brochure was being printed at the time of the meeting but commented that the brochure looked professional and would be a useful tool in gaining sponsorship in 2015.</p>	

## 7. Craft Town Project

POINTS	ACTION
<p>Members received an update on the progress of the Craft Town concept for 2015. It was noted that a steering group coordinator had been appointed to lead the project and had produced an action plan outlining the different ideas for 2015.</p> <p>Members agreed this was a positive step for the craft town</p>	<p>Events Officer to update members on progress with craft town.</p>



project to move forward and anticipate more action taking place this year.	
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### 8. Updates on other matters and items for noting

POINTS	ACTION
<p>Members noted that the Farnham Rugby Club were hosting the EVRA tournament in September and might be considering a demonstration game/event with an Astroturf rugby pitch in Castle Street as part of the EVRA weekend 2015. Members agreed that Farnham Town Council should support the concept but not become a main driver, as the Council was already responsible for organising a number of events in Castle Street throughout the year.</p> <p>It was noted that Brasserie Blanc in Castle Street were reopening following refurbishment and members agreed Farnham Town Council should contact them to discuss the idea of Raymond Blanc endorsing the launch of the Feast of Food as in previous years and discuss with the restaurant the possibility of the restaurant being involved with the cookery demonstrations that take place at the Food Festival.</p> <p>Members were provided with samples of poncho balls and agreed that they were available at good value and were therefore a viable product for Farnham Town Council to sell at events.</p> <p>Members noted the projected costs of town postcards and considered whether it would be better to sell the postcards in bundles or separately. It was suggested that the postcards should be sold separately.</p>	<p>Events Officer to liaise with Farnham Rugby Club and report back to members as the project progresses.</p> <p>Events Officer and Councillor Hargreaves to approach Brasserie Blanc and discuss potential involvement with the Farnham Food Festival.</p> <p>Events Officer to progress order of poncho balls.</p> <p>Events officer organise a selection of potential photographs to be considered for the postcards.</p>

### 9. Date of next meeting

POINTS	ACTION
<p>It was agreed that the date of the next meeting would be Tuesday 7<sup>th</sup> July 2015 at 2.00pm.</p>	

Meeting ended at 3.00pm.

Notes taken by Stephanie King.



# FARNHAM TOWN COUNCIL

# D

## Notes

### Strategy and Finance Working Group

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#### Time and date

9.30am Tuesday 3<sup>rd</sup> March 2015

#### Place

Town Clerk's Office, South Street, Farnham

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#### Attendees:

Members: Councillors Paddy Blagden, Carole Cockburn, Stephen Hill Jill Hargreaves, Jeremy Ricketts, Roger Steel, John Ward,

In attendance: David Beaman

#### Officers present:

Iain Lynch (Town Clerk), Rachel Hammond (Team Leader Corporate Governance), Kevin Taitt (part)

#### 1. Apologies

Apologies were received from Councillors David Attfield, Pat Frost,

#### 2. Declarations of Interest

The following declarations were made in relation to item 9.

#### 3. Notes of Meeting held on January 2014

POINTS	ACTION
i) The Notes of the previous meeting held were agreed. ii) The Town Clerk advised that the Internal Auditor's report would be considered at the April meeting as he was conducting a further visit on 4 <sup>th</sup> March.	

#### 4. Finance

POINTS	ACTION
i) The presentation on the Local Authority Property Fund was deferred to April ii) Members discussed and noted the latest Income and expenditure comparison as at 28 <sup>th</sup> February iii) Members agreed to write off four outstanding debts, in accordance with the Financial Regulations, as uneconomical to pursue:	

<ul style="list-style-type: none"> <li>a. £200 – Library Gardens 2011</li> <li>b. £106.80 – Christmas Lights Switch-on 2013</li> <li>c. £90 relating to Farmers’ Market 2013</li> <li>d. £140 relating to Farmers’ Market 2013</li> </ul> <p>It was noted that none of those owing monies to the Council would be allowed to trade again at Farnham organised events unless the outstanding monies were paid.</p> <ul style="list-style-type: none"> <li>iv) Members noted the latest BACS and cheque payments.</li> </ul>	
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**5. Neighbourhood Plan**

<b>POINTS</b>	<b>ACTION</b>
<ul style="list-style-type: none"> <li>i) Members received a report on the Neighbourhood Plan attached at appendix E to the agenda.</li> <li>ii) Officers advised of the context to the report and passed on the advice provided from the Town Council’s planning consultant.</li> <li>iii) The verbatim responses to the regulation 14 consultation attached at Annex 1 to the report and the progress made in meeting with landowners, developers and statutory consultees were noted. Members expressed their disappointment at the delay in information being provided by some statutory consultees.</li> <li>iv) It was noted that work needed to be undertaken in relation to the provision of SANGS in Farnham to support housing site allocation delivery. The Working Group noted that Waverley Borough Council had not yet published its Consultants’ report on new SANG provision and also noted the advice from Natural England that SANG had to be identified for each site to which housing was being allocated in the Neighbourhood Plan. Members noted with disappointment that this would lead to a delay in the next stage of the neighbourhood Plan and that without identified SANG the Farnham Neighbourhood Plan would be unlikely to get through the Inquiry stage.</li> <li>v) Cllr Cockburn said that the Council needed to explain to the public the reasons for any delays and agree to work towards finalising the changes to the plan following the Regulation 14 consultation as soon as possible.</li> <li>vi) Members agreed that the Town Council should actively seek to facilitate the assembly of landowners who could provide land for SANG in Farnham, working in conjunction with Waverley Borough Council and Natural England, as appropriate.</li> <li>vii) Cllr Steel advised that Natural England appeared to have changed the rules and that the provision of SANG now needed to be larger than previously thought. He reminded the Working group that Waverley’s previous Core Strategy failed, and one of the reasons is that it did not take account of the Special Protected Area and SANG. It appeared to suit Waverley for there to be a delay in the Neighbourhood Plan, he noted.</li> <li>viii) The Working Group wondered if it would be appropriate to have two plans, one with sites allocated with SANG and one without but it was noted that this was unlikely to be acceptable to the Inspector.</li> </ul>	<p><b>It is recommended that:</b></p> <ul style="list-style-type: none"> <li><b>1) the Town Council should actively seek to facilitate discussion with landowners who could provide land for SANG in Farnham,</b></li> </ul>

<p>ix) Members hoped a revised plan could be submitted to Council in April, but it was noted that getting appropriate SANG agreed in this timescale would be an enormous challenge. The Town Clerk further advised that the timetable could be restricted due to election ‘purdah’, as per the previous advice but would clarify the situation again with the National Association of Local Councils. Cllr Ward felt that as the Neighbourhood Plan was non-political, its adoption should not be affected by purdah.</p> <p>x) Members were disappointed that the Town Council could not meet the published timetable in light of the information received from Natural England and Waverley Borough Council but recommended that Council should ensure sufficient resources were available to deliver the Neighbourhood Plan as soon as possible, subject to fulfilling statutory obligations in liaison with bodies such as Surrey Highways and Natural England.</p>	<p><b>working in conjunction with Waverley Borough Council and Natural England, as appropriate;</b></p> <p><b>2) the Town Council continue to progress the Neighbourhood Plan as speedily as possible</b></p>
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Cllr Steel left at this point

#### 6. Farnham River Management Committee

<b>POINTS</b>	<b>ACTION</b>
<p>i) The Working Group considered a report at Appendix F submitted by Cllr Parry on creating a closer relationship with the Farnham River Management Committee (FRMC).</p> <p>ii) The Working Group noted the excellent work carried out by Cllr Parry and the River Management Committee over the last four years including the Flood Planning Workshop held in 2014.</p> <p>iii) It was noted that the FRMC was not solely a residents’ community forum but a wider forum of expertise with representatives of the operational teams within Surrey County Council, Waverley borough council, the Environment Agency and Thames water who report on the current issues and operations taking place within the wards of Farnham</p> <p>iv) It was agreed to recommend to Council that the FRMC is recognised as a liaison group to the Community Enhancement Working Group with news/ items from the FRMC included as a standard agenda item with the Council’s nominated representative to FRMC being a member of the Community Enhancement Working Group for effective liaison.</p> <p>v) It was further agreed to Council that Farnham Town Council provides the secretariat for the biannual meetings of the FRMC.</p>	<p><b>It is recommended that:</b></p> <p><b>1) Farnham River Management Committee is recognised in the Council’s Committee Structure as an advisory Group to the Community Enhancement Working Group;</b></p> <p><b>2) A member of the Community Enhancement Working Group be the Council’s nominated representative on the Farnham River Management Committee</b></p> <p><b>3) Farnham Town Council provides the secretariat for the biannual Farnham River Management Committee meetings.</b></p>

## 7. Contracts Update

POINTS	ACTION
<p>i) The Working Group received a report from the Outside Services Team Leader, at Appendix G, on progress in evaluating the benefits of the agreed purchase of a Hybrid Goupil G5 electric vehicle for the Outside Workforce fleet. Members noted that this was still a relatively unknown commodity in the UK but having evaluated the risks and benefits confirmed that officers should implement the Council decision to purchase the vehicle at a cost (including the tipper function, cage, the watering system, a five year battery top up arrangement and a service plan) of £33,256 with the costs met from the earmarked reserves.</p> <p>ii) The Town Clerk updated members on progress on a range of contract matters including the West Street Chapel contract, and the Cemetery pathways Maintenance contract.</p>	<p><b>Team Leader Outside Services to progress</b></p>

## 8. Annual Town Meeting

POINTS	ACTION
<p>The Working Group agreed the arrangements for the Annual Town Meeting of Electors on 26<sup>th</sup> March at the Bush Hotel to be the same format as in 2014.</p>	

## 9. Town Clerk Update

POINTS	ACTION
<p>The Town Clerk advised that NALC had circulated details of the Star Awards 2015, and it was agreed that the Town Clerk in discussion with the leader, should ensure appropriate nominations were submitted..</p>	<p>Town Clerk</p>

## 10. Date and Time of Next Meeting

POINTS	ACTION
<p>Members agreed that the next meeting would take place on <b>Tuesday 7<sup>th</sup> April 2015</b> at 9.30am</p>	<p>Town Clerk to circulate agenda</p>

Meeting ended at 11.40

Notes written by Iain Lynch



# FARNHAM TOWN COUNCIL

# E

## Notes

### Planning & Licensing Consultative Group

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#### **Time and date**

9.30 am on Monday 26 January 2015

#### **Place**

Byworth Room, South Street, Farnham

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#### **Planning & Licensing Consultative Group Members Present**

Cllr D Beaman  
Cllr P Blagden  
Cllr C Genziani

**Other Councillors in attendance:** None

**Officers in attendance:** Ginny Gordon

**NOTE:** The comments and observations from Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council level and are based on the evidence and representations to the Town Council.

**1) Apologies for absence from Councillors Carlo Genziani and Roger Steel**

**2) Declarations of Interest**

There were no declarations of Interest.

**3) Applications Considered by the Planning & Licensing Consultative Group on Monday 26 January 2015**

#### **TM/2015/0001 Farnham Bourne**

Application to fell trees subject of Tree Preservation Order 12/08  
LAMBSWOOD, 108 LODGE HILL ROAD, FARNHAM GU10 3RB

**Farnham Town Council strongly objects to more tree felling in this area covered by Local Policy BE3 and to the character of the area being systematically destroyed**

#### **TM/2014/0227 Farnham Firgrove**

Application for works to a tree subject of Tree Preservation Order WA119  
COPPER BEECH HOUSE, TREBOR AVENUE, FARNHAM GU9 8JH

**Farnham Town Council has no objections subject to the approval of the Arboriculture Officer**

**WA/2014/2447 Farnham Hale and Heath End**

Certificate of Lawfulness under Section 192 for erection of single storey extension following demolition of existing conservatory

5 WEST CLOSE, FARNHAM GU9 0RF

**Farnham Town Council has no objections**

**NMA/2015/0002 Farnham Shortheath and Boundstone**

Amendment to WA/2014/1458 to reduce width of car ports and increase width of workshop/store.

**Previous comments on 01.09.2014 were as follows: No objections**

WESTWARD, 12 BIRCH CLOSE, FARNHAM GU10 4TJ

**Farnham Town Council has no objections**

**WA/2014/2450 Farnham Upper Hale**

Erection of single-storey extension

21 WINDERMERE WAY, FARNHAM GU9 0DS

**Farnham Town Council has no objections**

**NMA/2014/0149 Farnham Wrecclesham and Rowledge**

Amendment to WA/2013/2096 to provide a reduction of front aspect. **Previous comments on 09.01.2014 were as follows: Approved after consideration and on the condition that the alterations are in line with the particulars of the Farnham Design Statement and that the garage be conditioned for non-habitable use only**

38 ECHO BARN LANE, WRECCLESHAM GU10 4NH

**Farnham Town Council has no objections to this amendment, subject to their previous comments.**

**WA/2014/2449 Farnham Wrecclesham and Rowledge**

Erection of a single-storey glazed canopy between existing dwelling and detached outbuilding

SUMMER HOUSE, THE LONG ROAD, FARNHAM, GU10 4EB

**Farnham Town Council has no objections**

**WA/2015/0066 Farnham Castle**

Erection of extensions

2 CRONDALL LANE FARNHAM GU9 7BQ

**Farnham Town Council has no objections**

**WA/2015/0069 Farnham Firgrove**

Erection of a single storey extension and alterations

43 ALFRED ROAD, FARNHAM GU9 8NE

**Farnham Town Council has no objections**

**WA/2014/2459 Farnham Hale and Heath End**

Change of use of commercial building (B1) to 2 dwellings (C3) and alterations

95 FARNBOROUGH ROAD, FARNHAM GU9 9AL

**Farnham Town Council regrets the loss of shops and local facilities in this area and feels they should be protected. Farnham Town Council is also concerned there is not enough space for parking which would be dangerous at this site**

**WA/2015/0016 Farnham Moor Park**

Change of use of storage/stable building to a dwelling and creation of garden and parking area

QUERNSMUIR COTTAGE, 19 SANDS ROAD, FARNHAM GU10 1PX

**Farnham Town Council strongly objects to this application, which is garden grabbing and inappropriate development in the green belt**

**WA/2015/0010 Farnham Moor Park**

Erection of extensions and alterations  
36 BEAR LANE, FARNHAM GU9 7LF

**Farnham Town Council is concerned about the adverse effect on the neighbour's amenities**

**WA/2014/2445 Farnham Shortheath and Boundstone**

Erection of extensions and alterations  
13 BURNT HILL WAY, FARNHAM GU10 4RN

**The Town Council is concerned about the size of the proposed extensions and alterations and the adverse effect on the residential amenities of the neighbours**

**NMA/2015/0001 Farnham Weybourne and Badshot Lea**

Amendment to WA/2012/1925 to replace rendered masonry panels on south east and south west elevations with normal render. **Previous comments on 10.01.2013 were as follows:**

**Concerned about the extra volume of traffic that will be generated and would suggest compensation be made for the effect of the flood plain**

ALL HALLOWS ROMAN CATHOLIC SECONDARY SCHOOL, WEYBOURNE ROAD, FARNHAM GU9 9HF

**Farnham Town Council has no objections**

**WA/2014/2448 Farnham Wrecclesham and Rowledge**

Certificate of Lawfulness under Section 191 for a mixed use of wet waste tanker depot, lawnmower servicing and repairs, workshop and store; car servicing and repairs and general storage yard  
6 THE STREET, WRECCLESHAM GU10 4PR

**Farnham Town Council has no objections**

**NMA/2015/0005 Farnham Bourne**

Amendment to WA/2012/2019 for internal alterations, addition of roof light to first floor bathroom, alterations of size, location and materials of doors and windows.  
7 & 9 PINE RIDGE DRIVE, FARNHAM GU10 3JW

**Farnham Town Council objects. Permission was granted on appeal against the unanimous wishes of the committee and the previous comments of the Town Council should still stand and what was granted at appeal should be built:**

Previous comments on 24.01.2013 were as follows: **Strongly object. This application is contrary to BE3 semi-rural policy and contrary to policy C7, WBC's policy on loss of trees, which is quite significant in this application. Concerned this is 'garden grabbing' and if large gardens are part of the character locally they should be protected.**

Previous comments on 24.01.2013 were as follows: **Strongly object that this is contrary to BE3 semi-rural policy and contrary to C7, WBC's policy on loss of trees, which is quite significant in this application. Concerned this is 'garden grabbing' and if large gardens are part of the character locally they should be protected.**

**Farnham Town Council objects. Permission was granted on appeal against the unanimous wishes of the committee and the previous comments of the Town Council should still stand**

**WA/2015/0027 Farnham Firgrove**

Installation of security shutters  
14 FIRGROVE HILL, FARNHAM, GU9 8LQ

**Farnham Town Council objects to this retrospective application and inappropriate application and design for this area**



**DW/2015/0002 Farnham Firgrove**

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.6m, for which the height would be 3.5m, and for which the height of the eaves would be 3.5m

8 BRAMBLETON AVENUE, FARNHAM GU9 8QU

**The Town council is concerned about the size of the extension and the adverse effect on the neighbours' amenities**

**WA/2015/0076 Farnham Firgrove**

Erection of 3 dwellings with associated works following demolition of existing building (revision of WA/2014/1593). **Previous comments on 29.09.2014 were as follows: Farnham Town**

**Council has no objections**

54 - 55 SOUTHERN WAY, FARNHAM GU9 8DF

**Farnham Town Council has no objections**

**WA/2015/0059 Farnham Hale and Heath End**

Erection of detached dwelling following demolition of garage together with creation of a new access LAND AT 1 ELM CRESCENT, FARNHAM GU9 0QW

**The Town Council strongly objects to garden grabbing where large gardens form part of the character of the area**

**PC/2015/0002 Farnham Moor Park**

Consultation from a neighbouring authority for Change of use of land for the creation of two gypsy pitches for residential purposes

IPSLEY LODGE STABLES, IPSLEY LODGE, SEALE GU10 1LA

**The Town Council strongly objects. This is not the most appropriate use for this site**

**WA/2015/0057 Farnham Moor Park**

Erection of two storey extensions and use of loft space for habitable accommodation following demolition of existing kitchen and conservatory (revision of WA/2014/1144). **Previous comments on 14.07.2014 were as follows: The Town Council is concerned about the overall size of the proposed extension and adverse effect on the street scene and on neighbours' amenities**

21 PARK ROAD, FARNHAM GU9 9QN

**Farnham Town Council's previous comments still stand - concerned about the overall size of the proposed extension and adverse effect on the street scene and on neighbours' amenities**

**WA/2015/0040 Farnham Shortheath and Boundstone**

Certificate of Lawfulness under Section 192 for insertion of windows

5 ST THOMAS CLOSE, FARNHAM GU9 8AT

**Farnham Town Council has no objections**

**NMA/2015/0006 Farnham Shortheath and Boundstone**

Amendment to WA/2014/1548 to extend the external wall to act as a support to the porch roof.

**Previous comments on 15.09.2014 were as follows: The Town Council is concerned about the adverse effects on the neighbours' amenities**

42 SANDROCK HILL ROAD, FARNHAM GU10 4RJ

**Farnham Town council retains the same comments previously made - The Town Council is concerned about the adverse effects on the neighbours' amenities**

**PC/2015/0003 Farnham Weybourne and Badshot Lea**

Consultation from a neighbouring authority for an Outline application for the erection of up to 50 dwellings and associated access, car parking and open space

LAND ADJACENT TO GRANGE FARM, GRANGE ROAD, TONGHAM GUI0 1DN

**Farnham Town Council has no objections**

**DW/2015/0003 Farnham Wrecclesham and Rowledge**

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 5.7m, for which the height would be 3.5m, and for which the height of the eaves would be 2.4m

HILLTOP COTTAGE, MOONS HILL, FRENHAM GUI0 3AW

**The Town Council is concerned by the size of the proposed extension and the relationship to the existing building and the effect this will have on the character of the existing dwelling**

## **Licensing applications**

<b>Premises</b>	<b>Application Type</b>	<b>Address</b>	<b>Applicant</b>
Café Fig	New	The Packhouse, Tongham Road, Farnham	Mr R H Butcher

**The Town Council has no objections**

The Planning and Licensing Working Group also considered a revision to the comments made on application **WA/2014/2420**. Their additional comments were as follows:

Following further information, Farnham Town Councillors would like to add that the cottage is a bat roost, which if this was retained there would be no need for a Bat House.

**The meeting closed at 10.50am**



# FARNHAM TOWN COUNCIL

# F

## Notes

### Planning and Licensing Consultative Group

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#### **Time and date**

9.30 am on Monday 9 February 2015

#### **Place**

Byworth Room, South Street, Farnham

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#### **Planning & Licensing Consultative Group Members Present**

Cllr D Beaman  
Cllr P Blagden  
Cllr C Cockburn  
Cllr C Genziani

**Other Councillors in attendance:** None

**Officers in attendance:** Ginny Gordon

**NOTE:** The comments and observations from Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council level and are based on the evidence and representations to the Town Council.

**1) Apologies for absence from Councillors Carlo Genziani and Roger Steel**

**2) Declarations of Interest**

There were no declarations of Interest.

**3) Applications Considered by the Planning & Licensing Consultative Group on Monday 9 February 2015**

#### **TM/2015/0009 Farnham Bourne**

Application for works to trees subject of Tree Preservation Order 28/07.

50 AVELEY LANE, FARNHAM GU9 8PS

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

#### **NMA/2015/009 Farnham Firgrove**

Amendment to WA/2012/0291 for enlargement of boot room area and alterations to windows and doors. **Previous comments were as follows: Approved after consideration on 08.03.2012**

SHEEN HOUSE, 3 SHORTHEATH ROAD, FARNHAM GU9 8SR  
**Farnham Town Council has no objections.**

**NMA/2015/0010 Farnham Weybourne and Badshot Lea**

Amendment to WA/2013/1559 to provide alterations to the shape of the building. **Previous comments on 17.10.2013 were as follows: Approved after consideration and on the condition that the extensions and alterations are in line with the particulars of the Farnham Design Statement.**

LAND OFF, WILKINSON WAY, FARNHAM GU9 9ND  
**Farnham Town Council has no objections.**

**CA/2015/0003 Farnham Wrecclesham and Rowledge**

WRECCLESHAM FARNHAM CONSERVATION AREA.

Removal of one tree.

4 BRYN ROAD, FARNHAM GU10 4PZ

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**WA/2015/0166 Farnham Firgrove**

Erection of extensions following demolition of conservatory and bay window.

8 BRAMBLETON AVENUE, FARNHAM GU9 8QU

**Farnham Town Council has no objections.**

**WA/2015/0177 Farnham Firgrove**

Erection of extensions and alterations.

17 BRAMBLETON AVENUE, FARNHAM GU9 8RA

**Farnham Town Council is concerned at the adverse effect on the residential amenities of the neighbours.**

**WA/2015/0188 Farnham Firgrove**

Erection of extensions and alterations

11 SEARLE ROAD FARNHAM GU9 8LJ

**Farnham Town Council has no objections.**

**WA/2015/0203 Farnham Moor Park**

12 WYKEHAM ROAD, FARNHAM GU9 7JR

Erection of a single story extension, alterations and associated works.

**Farnham Town Council is concerned at the adverse effect on the residential amenities of the neighbours.**

**WA/2015/0209 Farnham Shortheath and Boundstone**

Erection of single storey extension and alterations, including front porch (revision of WA/2014/1643).

**Previous comments on 29.09.2014 were as follows: Farnham Town Council has no objections.**

GARDEN END, TWYFORD LANE, FARNHAM GU10 4RT

**Farnham Town Council has no objections.**

**TM/2015/0015 Farnham Weybourne and Badshot Lea**

Application for works to trees subject of Tree Preservation Order 12/13.

18 ROSEMARY LANE, FARNHAM GU10 4DD

**Farnham Town Council has no objection subject to the approval of the Arboricultural Officer.**

**WA/2015/0148 Farnham Bourne**

Erection of detached dwelling and associated works and for relevant demolition of an unlisted building in a Conservation Area.

16 OLD CHURCH LANE, FARNHAM GU9 8HQ

**Farnham Town Council STRONGLY OBJECTS to this proposal. The current property is in keeping with the characteristics of this area and the Old Church Lane conservation area, which should be respected and protected. The proposed replacement dwelling is out of keeping and does not respect the intrinsic qualities of the other buildings in the conservation area.**

**WA/2015/0114 Farnham Bourne**

Erection of extensions.

86 SHORHEATH ROAD, FARNHAM GU9 8SQ

**Farnham Town Council has no objections.**

**WA/2015/0100 Farnham Bourne**

Erection of dwelling and garage together with alterations to vehicle access and associated works to include an additional vehicular access off Aveley Lane; extensions and alterations to existing dwelling.

LAND AT 39 FORD LANE, WRECCLESHAM GU10 4SF

**Farnham Town Council STRONGLY OBJECTS to this application. A site visit is needed to appreciate the size of the site, as some of the land has been sold since the last application and restrictions of the site, including steep banks with thick hedgerows, where access is proposed to be. Development on this site could be acceptable in principle, but the proposal is grossly out of proportion and does not respect the character of the listed building or policy BE3 of the Waverley Local Plan 2002.**

**WA/2015/0117 Farnham Bourne**

Erection of a detached dwelling, store and associated parking following demolition of existing garage and shed (follows invalid application WA/2014/2425). **Previous comments on 12.01.2015 were as follows: Farnham Town Council objects to the proposed dwelling, which will compromise the street parking problem, is disproportionate and out of character with the street scene and cramped overdevelopment of the site.**

LAND AT 79 BURNT HILL ROAD, FARNHAM GU10 3LL

**Farnham Town Council objects to the proposed dwelling, which will compromise the street parking problem, is disproportionate and out of character with the street scene and cramped overdevelopment of the site. The amendments to the parking provision for the proposals, since application WA/2014/2425, are not acceptable due to the layout and design. It would pose a severe threat to pedestrian and vehicle safety for cars to reverse from the proposed driveway on to Burnt Hill Road and the design does not allow for a suitable turning circle to enable inhabitants to exit the property in forward gear.**

**TM/2015/0009 Farnham Bourne**

Application for works to trees subject of Tree Preservation Order 28/07.

50 AVELEY LANE, FARNHAM GU9 8PS

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**WA/2015/0142 Farnham Bourne**

Erection of a single storey detached dwelling.

LAND BETWEEN 13 AND 15 LONGDOWN ROAD, FARNHAM GU10 3JT

**Farnham Town Council objects to this application as the application site has previously been subject to appeal, where an inspector judged that the site was not large enough to accommodate two dwellings. Farnham Town Council considers that this proposal is unsatisfactory in that it would result in the dwelling appearing cramped on the site and incongruous in the street scene. This proposal seeks to suburbanise and erode the existing character of the area.**

**WA/2015/0098 Farnham Bourne**

Erection of single-storey rear extension.

SANDLING, 3 VALE WOOD DRIVE, FARNHAM GU10 3HW

**Farnham Town Council has no objections.**

**WA/2015/0091 Farnham Bourne**

Erection of extensions and alterations.

SILVER HILLS, 53 DENE LANE, FARNHAM GU10 3RJ

**Farnham Town Council has no objections.**

**WA/2015/0085 Farnham Bourne**

Erection of extension and alterations following demolition of part of existing building.

36 LODGE HILL ROAD, LOWER BOURNE GU10 3RF

**Farnham Town Council has no objections subject to protection of neighbouring residential amenity.**

**WA/2015/0101 Farnham Castle**

Extension to existing detached garage to provide additional garaged parking place.

61 CASTLE STREET, FARNHAM GU9 7LN

**Farnham Town Council has no objections.**

**WA/2015/0136 Farnham Castle**

Construction of hard-standing area, patio and pathway together with alterations to front garden.

8 LOWNDES BUILDINGS, FARNHAM GU9 7JD

**Farnham Town Council has no objections.**

**WA/2015/0111 Farnham Castle**

Erection of extensions and alterations following demolition of existing garage and stores.

CORNMONGERS, RUNWICK LANE, FARNHAM GU10 5EE

**Farnham Town Council has no objections.**

**WA/2015/0088 Farnham Castle**

Installation of replacement external ATM.  
33 THE BOROUGH, FARNHAM GU9 7NJ  
**Farnham Town Council has no objections.**

**WA/2015/0122 Farnham Castle**

Erection of two-storey extension and porch.  
18 MOUNT PLEASANT, FARNHAM GU9 7AA  
**Farnham Town Council has no objections.**

**WA/2015/0089 Farnham Castle**

Listed Building consent installation of replacement external ATM.  
33 THE BOROUGH, FARNHAM GU9 7NJ  
**Farnham Town Council has no objections, subject to the approval of the Listed Buildings Officer.**

**WA/2015/0120 Farnham Firgrove**

Erection of a two storey side extension and alterations; alterations to garden including new retaining walls (Revision of WA/2014/2070). **Previous comments on 24.11.2014 were as follows: Farnham Town Council has no objections subject to no adverse effect to the neighbours' amenities.**  
COBWEBS, 50 UPPER WAY, FARNHAM GU9 8RF  
**Farnham Town Council has no objections subject to no adverse effect to the neighbours' amenities.**

**WA/2015/0081 Farnham Moor Park**

Erection of extensions and alterations.  
HOLLY HOUSE, SANDS ROAD, FARNHAM GU10 1PX  
**Farnham Town Council has no objections.**

**WA/2015/0118 Farnham Moor Park**

Erection of conservatory  
4 BRAMBLINGS CLOSE, FARNHAM GU9 8BF  
**Farnham Town Council has no objections.**

**TC/2015/0001 Farnham Weybourne and Badshot Lea**

G.P.D.O. Part 24; siting of 15m high telecommunications monopole and ancillary cabinets / works, following removal of existing 14.7m high facility (site upgrade).  
SEWAGE PUMPING STATION, LOW LANE, FARNHAM GU9 9NA  
**Farnham Town Council has no objections.**

**AG/2015/0001 Farnham Wrecclesham and Rowledge**

G.P.D.O. Parts 6 & 7; construction of an access track.  
LAND AT FORMER ALTON ROAD SANDPIT, ALTON ROAD, FARNHAM GU10 5EH  
**Farnham Town Council has no objections.**

**AG/2015/0002 Farnham Wrecclesham and Rowledge**

G.P.D.O Parts 6 & 7; erection of an agricultural barn.

LAND AT FORMER ALTON ROAD SANDPIT, ALTON ROAD, FARNHAM GU10 5EH

**Farnham Town Council has no objections.**

**WA/2015/0079 Farnham Wrecclesham and Rowledge**

Certificate of Lawfulness under Section 192 for erection of extensions.

FRENHAM VALE HOUSE, GARDENERS HILL ROAD, LOWER BOURNE GU10 3JB

**Farnham Town Council has no objections however it should be noted that the plans appear incorrect in their description of existing and proposed.**

**WA/2015/0167 Farnham Bourne**

Erection of dwelling and detached triple garage following demolition of existing dwelling; erection of extension and alterations to pool house following demolition of existing extension.

ANNANDALE, LONGDOWN ROAD, FARNHAM GU10 3JS

**Farnham Town Council has no objections.**

**WA/2015/0173 Farnham Castle**

Certificate of Lawfulness under Section 192 for extensions and alterations.

KEEPERS COTTAGE MIDDLE OLD PARK FARNHAM GU10 5EA

**Farnham Town Council has no objections but would wish for this application to be considered alongside application WA/2015/0153 and by the same officer.**

**WA/2015/0153 Farnham Castle**

Certificate of Lawfulness under Section 192 for erection of extensions.

KEEPERS COTTAGE, MIDDLE OLD PARK, FARNHAM GU10 5EA

**Farnham Town Council has no objections but would wish for this application to be considered alongside application WA/2015/0173 and by the same officer.**

**WA/2015/0200 Farnham Castle**

Change of use from A1 (retail) to mixed use A1 (retail) and A3 (café) together with 2 flats; extensions and alterations.

3 CASTLE STREET, FARNHAM GU9 7HR

**Farnham Town Council has no objections.**

**WA/2015/0201 Farnham Castle**

Listed Building consent for extensions and alterations.

3 CASTLE STREET, FARNHAM GU9 7HR

**Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

**WA/2015/0160 Farnham Castle**

Change of use from A1 Retail to A2 Financial and Professional Services.

72 CASTLE STREET, FARNHAM GU9 7LP

**Farnham Town Council has no objections but regrets the loss of retail (A1) use in the Town Centre.**



**WA/2015/0152 Farnham Hale and Heath End**

Erection of extensions.

SYLVAN COTTAGE, 2 WHITE HOUSE WALK, FARNHAM GU9 9AN

**Farnham Town Council has no objections.**

**WA/2015/0207 Farnham Hale and Heath End**

Erection of extensions and alterations following demolition of existing garage.

8 WILLOW WAY, FARNHAM GU9 0NT

**Farnham Town Council has no objections subject to the protection of neighbouring residential amenity.**

**WA/2015/0199 Farnham Hale and Heath End**

Erection of extensions and alterations.

THE BARN, RAVENSWOOD FARM COTTAGE, LOWER HALE, FARNHAM GU9 9RP

**Farnham Town Council has no objections but does not support retrospective applications in principle.**

**WA/2015/0189 Farnham Moor Park**

Use of land for the stationing of caravans for residential purposes to provide 5 pitches together with associated works; erection of 5 utility/day room buildings.

LAND AT BRIDGE VIEW, OLD BRIDGE ROAD, RUNFOLD GUI0 1FD

**Farnham Town Council objects to this application as it is inappropriate development in this area.**

**WA/2015/0159 Farnham Moor Park**

Change of use from mixed Class A1/A3 to Class D2 (gym) together with installation of conditioning units.

31 - 32 EAST STREET, FARNHAM GU9 7SW

**Farnham Town Council has no objections.**

**WA/2015/0157 Farnham Upper Hale**

Erection of a two storey extension and ancillary works.

22 FOLLY HILL, FARNHAM GU9 0BD

**Farnham Town Council has no objections.**

**WA/2015/0198 Farnham Weybourne and Badshot Lea**

Consultation under Regulation 3 for alteration and extension of existing storage building to form classroom and laying out of ancillary outdoor teaching and play area.

BADSHOT LEA COUNTY INFANT SCHOOL, BADSHOT LEA ROAD, FARNHAM GU9 9LE

**Farnham Town Council has no objections.**

**WA/2015/0172 Farnham Wrecclesham and Rowledge**

Erection of extensions and alterations.

FIVE OAKS, SUMMERFIELD LANE, FRENHAM GUI0 3AN

**Farnham Town Council has no objections.**

**WA/2015/0154 Farnham Wrecclesham and Rowledge**

Certificate of Lawfulness under Section 192 for the erection of a single-storey extension.

12 POTTERY LANE, FARNHAM GU10 4QJ  
**Farnham Town Council has no objections.**

**To consider extra documents added to application WA/2014/0125.**

Outline application for residential development of up to 30 dwellings (all matters reserved)  
LAND TO THE EAST OF LOW LANE, BADSHOT LEA

**Previous comments on 10.02.2014 were as follows: Farnham Town Council strongly objects to this application. It is inappropriate and out of keeping with the village scene and the Farnham Design Statement. It is unacceptable to build in the strategic gap and on greenfield sites.**

**Additional comments:**

**Development of this site would break into open countryside to the east of Low lane - with no strong existing boundary to contain the development. Development of the site would erode the strategic gap between Farnham and Aldershot. There may be flooding issues with part of the site. The Town Council is not aware that this site currently has SANGS available to support delivery of housing. The site is unsuitable and currently not achievable as a potential housing option.**

**The meeting closed at 10.30am**

**Notes taken by Rachel Aves**



# FARNHAM TOWN COUNCIL

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## Notes

### Planning and Licensing Consultative Group

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#### **Time and date**

9.30 am on Monday 9 February 2015

#### **Place**

Byworth Room, South Street, Farnham

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#### **Planning & Licensing Consultative Group Members Present**

Cllr P Blagden

Cllr C Cockburn

Cllr C Genziani

**Other Councillors in attendance:** None

**Officers in attendance:** Ginny Gordon

**NOTE: The comments and observations from Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council level and are based on the evidence and representations to the Town Council.**

**1) Apologies for absence from Councillors David Beaman and Roger Steel**

**2) Declarations of Interest**

There were no declarations of Interest.

**3) Applications Considered by the Planning & Licensing Consultative Group on Monday 23 February 2015**

#### **TM/2015/0017 Farnham Bourne**

Application for works to trees subject of Tree Preservation Order 27/03.

6 PANNELLS, FARNHAM GU10 3PB

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

#### **NMA/2015/0013 Farnham Castle**

Amendment to WA/2014/1681 for change of material to be used for the fence. **Previous comments on 29.09.2014 were as follows: Farnham Town Council has no objections.**

THE OLD VICARAGE, VICARAGE LANE, FARNHAM, GU9 7PR

**Farnham Town Council has no objections.**

**WA/2015/0226 Farnham Castle**

Application under Section 73 to vary Condition 1 (fencing) and Condition 5 (approved plans) of WA/2014/1681 to allow alternative fencing. **Previous comments on 29.09.2014 were as follows:**

**Farnham Town Council has no objections.**

THE OLD VICARAGE, VICARAGE LANE, FARNHAM GU9 7PR

**Farnham Town Council has no objections.**

**WA/2015/0234 Farnham Moor Park**

Erection of extensions and alterations following demolition of existing single storey extension and single chimney stack.

**Farnham Town Council has no objections.** HIGHLANDS, 18 COMPTON WAY FARNHAM  
GUI0 1QZ

**WA/2015/0227 Farnham Moor Park**

Erection of a timber framed garden room.

9 MONKSHANGER, FARNHAM GU9 8BU

**Farnham Town Council has no objections.**

**NMA/2015/0014 Farnham Moor Park**

Amendment to WA/2014/1343 to provide alterations to window and door configuration. **Previous comments on 11.08.2014 were as follows: Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

37 GUILDFORD ROAD, FARNHAM GU9 9PU

**Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

**WA/2015/0250 Farnham Upper Hale**

Erection of a two story extension and alterations following demolition of existing conservatory.

57 ALMA LANE, FARNHAM GU9 0LT

**Farnham Town Council has no objections.**

**WA/2015/0233 Farnham Wrecclesham and Rowledge**

Certificate of Lawfulness under Section 192 for the erection of extensions and alterations.

21 COLESON HILL ROAD, WRECCLESHAM GUI0 4QQ

**Farnham Town Council has no objections.**

**TM/2015/0019 Farnham Wrecclesham and Rowledge**

Application for works to trees subject of Tree Preservation Order WA318.

ROSELANDS, 18 QUENNELLS HILL, FARNHAM GUI0 4NE

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**WA/2015/0294 Farnham Bourne**

Erection of infill extension and Dormer windows.

27 DENE LANE, FARNHAM GUI0 3PW

**Farnham Town Council has no objections.**

**WA/2015/0284 Farnham Castle**

Erection of a single storey extension following demolition of existing extension (revision of WA/2014/1420). **Previous comments on 01.09.2014 were as follows: Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

48 CASTLE STREET, FARNHAM GU9 7JQ

**Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

**CA/2015/0011 Farnham Castle**

FARNHAM CONSERVATION AREA. Works to trees.

90 WEST STREET, FARNHAM GU9 7EN

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**WA/2015/0285 Farnham Castle**

Listed Building Consent for erection of a single storey extension following demolition of existing extension.

48 CASTLE STREET, FARNHAM GU9 7JQ

**Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

**NMA/2015/0019 Farnham Castle**

Amendment to WA/2014/1790 to provide additional windows. **Previous comments on 13.10.2014 were as follows: Farnham Town Council has no objections.**

PLOT 12A, COXBRIDGE BUSINESS PARK, ALTON ROAD, FARNHAM GU10 5EH

**Farnham Town Council has no objections.**

**WA/2015/0265 Farnham Castle**

Erection of single storey extension and alterations.

5 MARSTON ROAD, FARNHAM GU9 7BN

**Farnham Town Council has no objections.**

**WA/2015/0268 Farnham Shortheath and Boundstone**

Erection of extensions and alterations.

8 THE OLD ORCHARD, FARNHAM GU9 8UR

**Farnham Town Council has no objection.**

**WA/2015/0298 Farnham Shortheath and Boundstone**

Application under Section 73A to vary Condition 1 (plan numbers) and Condition 3 (materials) of WA/2014/0753 to allow a change to single storey roof height and change to roof covering. **Previous comments on 12.05.2014 were as follows: Farnham Town Council has no objections after consideration on condition that the extensions and alterations are in line with the Farnham Design Statement, but are concerned at the loss of another bungalow in the town.**

LYNBANK, SUNNYDELL LANE, WRECCLESHAM GU10 4RB

**Farnham Town Council has no objections, but remains concerned at the loss of another bungalow in the town.**

**WA/2015/0224 Farnham Bourne**

Erection of detached dwelling house and garage (revision of WA/2013/1026) **Previous comments on 18.07.2013 were as follows)Farnham Town Council strongly objects – this is garden-grabbing and in the ASEQ, protected by local policy BE3 and against the Farnham Design Statement and proposed Neighbourhood Plan.**

BOURNE HOUSE, LODGE HILL ROAD, LOWER BOURNE GU10 3RD

**Farnham Town Council strongly objects – this is garden-grabbing and in the ASEQ, protected by local policy BE3 and against the Farnham Design Statement and proposed Neighbourhood Plan.**

**WA/2015/0242 Farnham Bourne**

Erection of two storey extension and alterations following demolition of existing conservatory; erection of a detached double garage extension to existing garage.

49A SLEEPY HOLLOW, LODGE HILL ROAD, FARNHAM GU10 3<sup>RD</sup>

**Farnham Town Council has no objections subject to the garage being conditioned to garage use only.**

**WA/2015/0230 Farnham Castle**

Certificate of Lawfulness under Section 192 for the erection of a single-storey rear extension following demolition of existing conservatory.

3 LARKFIELD CLOSE, FARNHAM GU9 7DA

**Farnham Town Council has no objections.**

**WA/2015/0211 Farnham Castle**

Change of Use from D2 to mixed D1 and D2 class for ground floor.

NORTH BARN, LION AND LAMB WAY, FARNHAM GU9 7PY

**Farnham Town Council has no objections.**

**WA/2015/0212 Farnham Castle**

Display of non-illuminated signs.

NORTH BARN,

LION AND LAMB WAY, FARNHAM GU9 7PY

**Farnham Town Council has no objections.**

**AG/2015/0004 Farnham Moor Park**

G.P.D.O Parts 6 & 7; erection of an agricultural barn.

LAND EAST OF BRIDLEWAY, CROOKSBURY ROAD, FARNHAM

**Farnham Town Council strongly objects – this is not agricultural land there are horses grazing on the land. The proposed size of the barn is very large; the size of a house and the council is very concerned about the size of the proposed building and the damage done to the bridle path.**

**WA/2015/0257 Farnham Moor Park**

Erection of dwelling including garage and attached swimming pool building following demolition of existing dwelling, garage and outdoor swimming pool.

6 GREENACRES, FARNHAM GU10 1QH

**Farnham Town Council has no objections.**

**WA/2015/0216 Farnham Shortheath and Boundstone**

Erection of two storey extension and alterations.

85A SHORTHEATH ROAD, FARNHAM GU9 8SF

**Farnham Town Council has no objections.**

**WA/2015/0210 Farnham Wrecclesham and Rowledge**

Erection of single-storey extensions and garage.

4 LICKFOLDS ROAD, ROWLEDGE GU10 4AF

**Farnham Town Council is concerned about the adverse effect on the residential amenities of the neighbours.**

**WA/2015/0291 Farnham Bourne**

Erection of extensions and alterations; erection of a detached garage/car port and associated works.  
THE RIDINGS, 1 CEDARWAYS, FARNHAM GU9 8SW

**Farnham Town Council has no objections.**

**WA/2015/0303 Farnham Castle**

Erection of extensions and alterations to provide two storey dwelling and garage following demolition of existing garage and outbuilding.

9 LARKFIELD ROAD, FARNHAM GU9 7DB

**Farnham Town Council has no objections.**

**WA/2015/0262 Farnham Firgrove**

Erection of a single story extension and alterations following demolition of existing conservatory; erection of a detached garage following demolition of existing garage and carport.

18 SHORHEATH ROAD, FARNHAM GU9 8SR

**Farnham Town Council has no objections.**

**WA/2015/0267 Farnham Moor Park**

Erection of extensions and alterations.

35 HIGH PARK ROAD, FARNHAM GU9 7JJ

**Farnham Town Council has no objections.**

**WA/2015/0266 Farnham Moor Park**

Erection of dwelling following demolition of existing dwelling.

18 HIGH VIEW, MONKS WELL, FARNHAM GU10 1RH

**Farnham Town Council has no objections.**

**WA/2015/0298 Farnham Shortheath and Boundstone**

Application under Section 73A to vary Condition 1 (plan numbers) and Condition 3 (materials) of WA/2014/0753 to allow a change to single storey roof height and change to roof covering.

LYNBANK, SUNNYDELL LANE, WRECCLESHAM GU10 4RB

**Farnham Town Council has no objections.**

**WA/2015/0293 Farnham Wrecclesham and Rowledge**

Certificate of Lawfulness under Section 192 for single storey extension following demolition of existing conservatory.

LITTLEFIELD COTTAGE, 44GARDENERS HILL ROAD, FRENHAM GU10 3AL

**Farnham Town Council has no objections.**

**WA/2015/0283 Farnham Wrecclesham and Rowledge**

Certificate of Lawfulness under Section 192 for alterations to store to provide habitable accommodation together with other external alterations.

28 COPSE WAY, WRECCLESHAM GU10 4QL

**Farnham Town Council has no objections subject to the alterations remaining ancillary to the original dwelling.**

**WA/2015/0297 Farnham Castle**

Change of use of first and second floors from Office (Class B1a) to residential (Class 3); erection of extensions and alterations to provide 14 dwellings.

BRIDGE HOUSE, SOUTH STREET, FARNHAM GU9 7RS

**Farnham Town Council welcomes the concept of the proposed flats and refurbishment of the building, but is very disappointed with the proposed finish of the building, which does not reflect the architecture of neighbouring buildings or buildings in the town.**

**WA/2015/0130** from previous agenda, 9 February 2015, when no plans were available to view.  
Change of use of part of building (first floor) from ancillary residential to separate residential dwelling (Class C3).

**GARAGE TO THE REAR OF 47 CASTLE STREET FARNHAM GU9 7JQ**

**Farnham Town Council objects. This should continue as present use and not be made into a separate residential dwelling as any changes would have an adverse effect on the residential amenities of neighbouring properties.**

## **Licensing applications**

<b>Premises Address</b>	<b>Application Type</b>	<b>Applicant</b>
Licked 11-12 Woolmead, Farnham	Variation	Licked Bars Ltd

**Farnham Town Council has no comment to make.**

**The meeting closed at 10.15am**

**Notes taken by Ginny Gordon**





# FARNHAM TOWN COUNCIL



## Notes

### Planning and Licensing Consultative Group

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#### **Time and date**

9.30 am on Monday 9 March 2015

#### **Place**

Council Chamber, South Street, Farnham

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#### **Planning & Licensing Consultative Group Members Present**

Cllr D Beaman  
Cllr P Blagden  
Cllr C Cockburn  
Cllr C Genziani  
Cllr R Steel

**Other Councillors in attendance:** None

**Officers in attendance:** Ginny Gordon

**NOTE: The comments and observations from Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council level and are based on the evidence and representations to the Town Council.**

**3) No apologies received.**

**4) Declarations of Interest**

There were no declarations of Interest.

**5) Applications Considered by the Planning & Licensing Consultative Group on Monday 9 March 2015**

**WA/2015/0315 Farnham Firgrove**

Installation of windows following removal of existing window.

37 RYLE ROAD, FARNHAM GU9 8RN

**Farnham Town Council has no objections.**

**WA/2015/0343 Farnham Moor Park**

Erection of single-storey extension and alterations.

OAK VIEW, MONKSHANGER, FARNHAM GU9 8BU

**Farnham Town Council has no objections.**

**WA/2015/0327 Farnham Moor Park**

Erection of extension.

20 COMPTON WAY, FARNHAM GU10 1QZ

**Farnham Town Council has no objections subject to the extension being in line with the Farnham Design statement.**

**WA/2015/0309 Farnham Moor Park**

Erection of an extension with basement.

11 LITTLE OAKS, STONEYFIELDS, FARNHAM GU9 8DU

**Farnham Town Council has no objections subject to the extension being in line with the Farnham Design statement.**

**WA/2015/0322 Farnham Moor Park**

Erection of single storey extensions and alterations to existing elevations.

40 BROOMLEAF ROAD, FARNHAM GU9 8DQ

**Farnham Town Council has no objections subject to the extension being in line with the Farnham Design statement.**

**TM/2015/0025 Farnham Shortheath and Boundstone**

Application for works to trees subject of tree preservation Order 26/08.

GREENHOLM, 29A BURNT HILL WAY, FARNHAM GU10 4RP

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**TM/2015/0026 Farnham Upper Hale**

Application for works to a tree subject of Tree Preservation Order 16/99.

12 PARKSIDE, FARNHAM GU9 0JP

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**TM/2015/0029 Farnham Bourne**

Application to fell a tree subject of Tree Preservation Order 2/00.

18 BOURNE FIRS, FARNHAM GU10 3QD

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**WA/2015/0372 Farnham Castle**

Erection of extensions and alterations; erection of detached garden room (revision of WA/2014/2287).

Previous comments on 22.12.2014 were as follows: **Farnham Town Council has no objections subject to approval from the Listed Buildings Officer.**

16 & 17 CASTLE STREET, FARNHAM GU9 7JA

**Farnham Town Council has no objections subject to approval from the Listed Buildings Officer.**

**WA/2015/0377 Farnham Castle**

Erection of single storey rear extension; alterations to windows; alterations to existing garage.

THE CHANTRY, BEAVERS HILL, FARNHAM GU9 7DF

**Farnham Town Council has no objections.**

**WA/2015/0373 Farnham Castle**

Listed Building Consent for extensions and alterations.

16 & 17 CASTLE STREET, FARNHAM GU9 7JA

**Farnham Town Council has no objections subject to approval from the Listed Buildings Officer.**

**WA/2015/0382 Farnham Castle**

Erection of extension and alterations.

WILLEY PARK FARM, ALTON ROAD, FARNHAM GU10 5ER

**Farnham Town Council has no objections.**

**WA/2015/0365 Farnham Castle**

Erection of a glazed canopy.

11 CROWNWOOD GATE, FARNHAM GU9 7GE

**Farnham Town Council has no objections.**

**TM/2015/0033 Farnham Moor Park**

Application to fell trees subject of Tree Preservation Order Far28.

WHITE FRIARS, 7 MONKS WELL, FARNHAM GU10 1RH

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**NMA/2015/0027 Farnham Shortheath and Boundstone**

Amendment to WA/2014/1685 to replace exterior brick with timber cladding. **Previous comments on 29.09.2014 were as follows: Farnham Town Council has no objections.**

THE SYCAMORES, 3A SANDROCK HILL ROAD, WRECCLESHAM GU10 4NR

**Farnham Town Council has no objections.**

**TM/2015/0034 Farnham Shortheath and Boundstone**

Application for works to a tree subject of Tree Preservation Order 30/01.

SUNNY BANK HOUSE, ROCK LANE, FARNHAM GU10 4SY

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**CA/2015/0015 Farnham Wrecclesham and Rowledge**

WRECCLESHAM CONSERVATION AREA.

Removal of trees.

CANFORD HOUSE WESTFIELD LANE FARNHAM GU10 4QP

**Farnham Town Council has no objections subject to the approval of the Arboricultural Officer.**

**WA/2015/0352 Farnham Bourne**

Erection of single storey extension and alterations.

12 THE BOURNE CLUB, FRENESHAM ROAD, FARNHAM GU9 8HB

**Farnham Town Council has no objections.**

**WA/2015/0346 Farnham Bourne**

Erection of detached dwelling and creation of new vehicular access.

LAND AT 29 AVELEY LANE, FARNHAM GU9 8PR

**Farnham town Council strongly objects to the proposed dwelling. This is garden development and totally out of keeping with the area and will put stress on an already busy and narrow lane.**

**CR/2015/0003 Farnham Castle**

Prior Notification Application - Change of use from Class B1a (office) to Class C3 (residential) use to provide 5 dwellings.

THE OLD HOP KILN, LONG GARDEN WALK, FARNHAM GU9 7HX

**The Town Council has no objections in principle to the proposed dwellings, but is concerned that not enough adequate parking will be provided for the proposed dwellings.**

**WA/2015/0351 Farnham Castle**

Erection of buildings to provide a mixed use of newspaper offices, 13 residential units and associated parking following partial demolition of existing buildings and for relevant demolition of an unlisted building in a conservation area.

LAND AT HARTS YARD, WEST STREET, FARNHAM GU9 7GZ

**Farnham Town Council has no objections subject to the proposal being in line with the Farnham Design Statement.**

**WA/2015/0330 Farnham Hale and Heath End**

Erection of single storey extension and alterations to existing elevations.

4A NORTH AVENUE, FARNHAM GU9 0RD

**Farnham Town Council has no objections subject to the proposal being in line with the Farnham Design Statement.**

**WA/2015/0354 Farnham Shortheath and Boundstone**

Erection of extensions and alterations.

31 BURNT HILL ROAD, FARNHAM GU10 4RU

**Farnham Town Council has no objections subject to the extensions and alterations being in line with the Farnham Design Statement.**

**WA/2015/0308 Farnham Shortheath and Boundstone**

Construction of new access together with ancillary works.

57 SANDROCK HILL ROAD, WRECCLESHAM GU10 4RJ

**Farnham Town Council has no objections.**

**WA/2015/0353 Farnham Weybourne and Badshot Lea**

Erection of single storey extension and alterations to existing garage to form habitable accommodation.

22 WENTWORTH CLOSE, FARNHAM GU9 9HJ

**Farnham Town Council has no objections to the extension and alterations to the garage to form habitable accommodation, but is concerned about the proposed bay extension which is inappropriate for the street scene.**

**WA/2015/0326 Farnham Wrecclesham and Rowledge**

Erection of single storey extension and alterations to roof space, including construction of a dormer window, to provide habitable accommodation.

2 BOUNDARY HOUSE, SCHOOL ROAD, ROWLEDGE GU10 4BW

**Farnham Town Council is concerned about the adverse effect on the neighbours' amenities at 19 Fullers Road.**

**WA/2015/0338 Farnham Wrecclesham and Rowledge**

Erection of detached dwelling with associated access, parking and amenity space.

LAND AT 2 WOODCUT ROAD, WRECCLESHAM GU10 4QF

**Farnham Town Council strongly objects, this is garden grabbing. The council is concerned there is no amenity space for the proposed or existing property. This is overdevelopment of the site.**

**WA/2015/0347 Farnham Wrecclesham and Rowledge**

Erection of two storey extension and alterations including a front dormer window.

40 ECHO BARN LANE, WRECCLESHAM GU10 4NH

**The Town Council is concerned about the size of the proposed extension and alterations and the proximity to the neighbouring boundary.**

**WA/2015/0317 Farnham Wrecclesham and Rowledge**

Outline application, with all matters reserved except access, for the erection of up to 43 dwellings together with associated works following demolition of existing equestrian buildings (revision of WA/2014/2028). **Previous comments on 24.11.2014 were as follows: Farnham Town Council objects. In our NP we describe this as a prominent greenfield site. Development on this site would extend the well-defined edge of the settlement and represent an intrusion into the countryside. Gardeners Hill Road is a well-treed, narrow lane with no footways. It is unsuitable for a substantial residential development.**

**Large development and associated access to this site would cause detriment to this rural lane.**

LAND AT BAKER OATES STABLES, GARDENERS HILL ROAD, WRECCLESHAM  
**Farnham Town Council objects. In our NP we describe this as a prominent greenfield site. Development on this site would extend the well-defined edge of the settlement and represent an intrusion into the countryside. Gardeners Hill Road is a well-treed, narrow lane with no footways. It is unsuitable for a substantial residential development. Large development and associated access to this site would cause detriment to this rural lane.**

**WA/2015/0400 Farnham Bourne**

Erection of two storey extensions, following demolition of an existing extension.  
40 GREENWAYS, BURNT HILL ROAD, FARNHAM GU10 3LZ  
**Farnham Town Council has no objections.**

**WA/2015/0403 Farnham Bourne**

Erection of single storey extension following demolition of existing extension; construction of dormer window; alterations to vehicular access.  
7 SHOTTISHAM LODGE, SWINGATE ROAD FARNHAM GU9 8JJ  
**Farnham Town Council has no objections provided the guidance of the Farnham Design Statement is adhered to and the Great Austin's Conservation Area.**

**WA/2015/0391 Farnham Castle**

Display of non illuminated signs.  
45 THE BOROUGH, FARNHAM GU9 7NW  
**Farnham Town Council would suggest adhering to the recommendations made in the Waverley Borough Council guidance regarding shop fronts and ensuring the design and materials meet the criteria.**

**WA/2015/0387 Farnham Castle**

Listed Building consent for internal alterations.  
61 CASTLE STREET, FARNHAM GU9 7LN  
**Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.**

**WA/2015/0386 Farnham Castle**

Erection of a dwelling and garage with associated works.  
LAND AT END OF CUL D SAC NORTH WEST SIDE, THREE STILES ROAD, GU9 7DE  
**Farnham Town Council has no objections subject to the proposed dwelling being in line with the Farnham Design Statement**

**WA/2015/0406 Farnham Hale and Heath End**

Erection of single storey rear extension and alterations to roof, including installation of roof lights, following demolition of existing garage, conservatory and part of existing building.  
29 SOUTH AVENUE, FARNHAM GU9 0QY  
**Farnham Town Council has no objections subject to the extension and alterations being in line with the Farnham Design Statement.**

**WA/2015/0384 Farnham Moor Park**

Erection of extensions and alterations.

**The Town Council strongly objects to the proposed extensions and alterations, which are out of keeping with the pattern of development in the street. The Council is also concerned about the adverse effect on the residential amenities of the neighbours.**

**WA/2015/0362 Farnham Shortheath and Boundstone**

Erection of extensions and alterations including dormer and bay windows.

31 BURNT HILL ROAD, FARNHAM GU10 4RU

**Farnham Town Council strongly objects, the proposed extensions and alterations are out of keeping with the Farnham Design Statement.**

**WA/2015/0401 Farnham Shortheath and Boundstone**

Erection of single storey extension and alterations to existing elevations.

39 SHORTHEATH ROAD, FARNHAM GU9 8SH

**Farnham Town Council strongly objects, the proposed extensions and alterations are out of keeping with the Farnham Design Statement.**

**WA/2015/0359 Farnham Wrecclesham and Rowledge**

Erection of single storey extension and alterations following demolition of existing detached garage.

55 HEATHERBRAE, BOUNDSTONE ROAD, ROWLEDGE GU10 4AT

**Farnham Town Council strongly objects, the proposed extensions and alterations are out of keeping with the Farnham Design Statement.**

**WA/2015/0360 Farnham Wrecclesham and Rowledge**

Erection of extensions and alterations.

39 LICKFOLDS ROAD, FARNHAM GU10 4AE

**Farnham Town Council strongly objects, the proposed extensions and alterations are out of keeping with the Farnham Design Statement.**

**To consider amended plans for WA/2015/0167 - Annandale, Longdown Road, Farnham**

Amended plans – siting of garage further north within plot (towards main house), reduced area of hard standing. The proposed garage would be sited a minimum of 2.0m off shared boundary.

**Farnham Town Council has no objections.**

**To re-consider WA/2015/0100 - 39 Ford Lane, Farnham**

**From previous agenda and amend comments if appropriate:**

**Cllr Cockburn reported that this application had been unanimously refused on 4 March at the Western Planning Committee meeting.**

**The meeting closed at 9.55 am**



# FARNHAM TOWN COUNCIL

Report  
Council

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Date: 12 March 2015

## Neighbourhood Plan Update

### a) Introduction

The consultation period for the Regulation 14 Draft Neighbourhood Plan (NP) ended on 15<sup>th</sup> December 2015. Since then the Infrastructure Planning Group and the Town Council's consultant have been reviewing the free form comments made and drafting responses to them. The comments with redacted names are set out in full at Annex I.

### b) Statutory Consultees

The Town Council has also consulted with statutory consultees such as Natural England, Surrey Highways, Surrey Education, Waverley Borough Council, Thames Water and South East Water throughout the development of the NP. The team is also in the process of consulting with local GPs.

Following the Regulation 14 consultation, the statutory consultees were asked if there would be provision and/or ability for services to cope with the additional number of people in specific areas of the town, as a result of the proposed site allocations.

As yet, Surrey Highways have not provided a detailed enough response to enable the NP team to be assured that highway infrastructure can accommodate the additional traffic associated with the site allocations in the plan. It is understood that Surrey Highways have had significant demands on their time and resources as a result of the level of development plans being advanced across the county.

Thames Water and South East Water are also yet to respond to the NP team in relation to specific site allocations.

A representative from the education authority met with the team to discuss school provision and provisionally confirmed that no new school would be required as a result of the number of new dwellings proposed in the Regulation 14 plan. However, a more detailed response in relation to specific sites has been requested.

### c) Developers

Meetings have taken place with all the developers, landowners and planning agents who made representations to the Regulation 14 consultation. This included some whose sites were not



included in the Draft Plan as a site allocation. The formal record of these meetings will form part of the evidence base and be reported to Council in due course.

**d) SANG**

The Infrastructure Planning Group recently met with Natural England to discuss possible on-site SANG for some of the greenfield sites in the Neighbourhood Plan.

Natural England advised the IPG that the regulations seem to be open to interpretation in relation to the minimum requirement for a SANG, in that the minimum would need to be around 8-10 hectares, to allow for the minimum 2.3km circular walk, not 2 hectares as had been previously understood.

The advice from Natural England is that in order for the plan to be acceptable and deliverable at submission, the plan needs to ensure SANG availability for all the allocated sites in the plan and describe where this is to be provided.

Waverley Borough Council have commissioned a report on SANG provision in Farnham as part of its ongoing work on the Local Plan. This report is understood to have been completed, but it has not yet been published by Waverley or made available to FTC.

At the Town Council's meeting with Natural England, IPG were advised that some landowners had provisionally shown an interest in making their land available for SANG. Farnham Town Council, as part of its work in relation to the Neighbourhood Plan, could take a more leading role in facilitating discussions between landowners, in order to allocate SANG provision in the Neighbourhood Plan. The notes of the Strategy & Finance Working Group amplify this approach. Without SANG provision being allocated, the Draft Plan cannot be submitted since it is unlikely to get through the Inquiry Stage.

The Infrastructure Planning Group has further requested a meeting with senior officers at Waverley, with Natural England, to discuss the ongoing work on SANGs in Farnham and how this work can be shared between the two authorities to expedite a solution that will ultimately enable the deliverance of the Neighbourhood Plan and the Local Plan.

**e) Consultation Responses**

Responses to the Regulation 14 consultation have been collated and published online in graphical form ([www.farnham.gov.uk/shapefarnham](http://www.farnham.gov.uk/shapefarnham)). Initial responses and possible changes to the Plan have been drafted for most chapters, however, due to the delay of detailed information from some of the statutory consultees and the uncertainty over SANG provision to support the site allocations, the housing, business and environment chapter responses have not been finalised. The individual comments have been anonymised at this time.

Included at Annex 1 to this report are the comments received from the Regulation 14 consultation. The officer responses to these comments are not set out, pending information from the relevant statutory bodies and clarity on SANG provision from Waverley and Natural England as the comments may change in light of further advice received.

**f) Timetable**

Members will recall that Council chose an ambitious timetable for the submission of the Regulation 16 Neighbourhood Plan and aimed to agree the draft submission plan in the life of this Council.

The timetable has been adversely affected by the delay of detailed responses from statutory consultees and uncertainty regarding SANG provision to support allocations in the plan.

Members are asked to note the impact of the constraints on the current timetable but agree to move forward as quickly as possible to ensure the Neighbourhood Plan can be progressed as speedily as possible to confirm preferred areas for development over the lifetime of the plan and avoid unsuitable speculative applications.

**It is recommended that Council:**

- 1) Welcomes the good response to the Regulation 14 consultation and notes the comments received;**
- 2) Notes the progress of meetings with developers and consultees to date;**
- 3) Notes the impact of the advice from Natural England and the difficulty of progressing the Neighbourhood Plan without allocated SANG;**
- 4) Agrees that the Town Council should actively seek to facilitate discussion with landowners who could provide land for SANG in Farnham to meet the requirements of the Neighbourhood Plan working in conjunction with Waverley Borough Council and Natural England, as appropriate; and**
- 5) Agrees that the Town Council continues to progress the Neighbourhood Plan as speedily as possible.**