



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 15th December 2016

Place

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

TO: ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** to be held on **THURSDAY 15th December 2016, at 7.00PM**, in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY GU9 7RN**. The Agenda for the meeting is attached

Yours sincerely

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

Iain Lynch
Town Clerk

Members' Apologies

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

Recording of Council Meetings

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

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

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



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 15th December 2016

Place

The Council Chamber, South Street, Farnham

Prior to the start of the meeting prayers will be said by the Reverend Michael Hopkins of the Farnham United Reformed Church, and a presentation will be given on the work of Surrey Community Foundation by Mrs Wendy Varcoe MBE.

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

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

3 Minutes

To agree the Minutes of the meeting held on 3rd November 2016

Appendix A

4 Questions and Statements by the Public

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

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

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

Part 1 – Items for Decision

- 6 Working Group Notes**
To receive the notes and any recommendations of the following Working Groups:
i) Community Enhancement held on 23rd November 2016 **Appendix B**
ii) Strategy and Finance held on 6th December 2016 **Appendix C**
- 7 Planning & Licensing Applications** **Appendices D and E**
i) To receive the minutes of the Planning & Licensing Consultative Group held on 14th and 28th November 2016.
ii) To consider any significant Planning Applications

Part 2 – Items to Note

- 8 Actions taken under Scheme of Delegation**
- 9 Reports from other Councils**
To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council.
- 10 Reports from Outside Bodies**
To receive from Members any verbal reports on Outside Bodies.
- 11 Date of next Meetings**
To note the date of the next meeting as Thursday 15th January 2017.

Part 3 – Confidential Items

- 12 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.

Council Membership:

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

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.

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



FARNHAM TOWN COUNCIL

A

Minutes Council

Time and date

7.00pm on Thursday 3rd November 2016

Place

The Council Chamber, South Street, Farnham

Councillors

- * John Ward (Mayor of Farnham)
- * Mike Hodge (Deputy Mayor)
- A David Attfield
- * Carole Cockburn
- * Paula Dunsmore
- A John Scott Fraser
- * Pat Frost
- A Jill Hargreaves
- A Stephen Hill
- A Sam Hollins-Owen
- * Mike Hyman
- * Andy Macleod
- * Kika Mirylees
- A Julia Potts
- A Susan Redfern
- * Jeremy Ricketts
- * John Williamson

- * Present
- A Apologies for absence

Officers Present:

Iain Lynch (Town Clerk)
Ian Kershaw (Assistant Town Clerk)

There were 4 members of the public in attendance.

Prior to the meeting, prayers were said by the Reverend David Uffindell of St Andrew's Church, Farnham.

C070/16

Apologies for Absence

Apologies were received from Councillors Attfield, Fraser, Hargreaves, Hill, Hollins-Owen, Potts and Redfern.

- C071/16 **Minutes**
The Minutes of the Farnham Town Council Meeting held on Thursday 22nd September 2016 were agreed for signing by the Mayor as a correct record.
- C072/16 **Declarations of interests**
Apart from the standard declarations of personal interest by councillors and by those who were dual or triple hatted by virtue of being elected to Waverley Borough Council or Surrey County Council, the following disclosures of interest relating to items on the agenda were made:
- i) Councillor Williamson (pecuniary) as a participant in the Judicial Review of Waverley Borough Council's decisions in relation to the Brightwells/East Street development.
 - ii) Councillor Macleod (pecuniary) as a participant in Judicial Review of Waverley Borough Council's decisions in relation to the Brightwells/East Street development.
 - iii) Councillor Ricketts (pecuniary) as the applicant for planning application WA/2015/1694. The Town Clerk advised that if the individual application was not discussed then Councillor Ricketts would not need to leave the room.
- C073/15 **Questions and Statements by the Public**
- i) Mr Ricketts asked, as a member of the public, whether the Town Council could reconsider its objection to his application as the Town Council had made this without sight of the land contamination report (that had been submitted to Waverley Borough Council after the Town Council had made its original comments on the application) when it considered its comments for the appeal. The Mayor advised that this item was on the notes of the Planning and Licensing Working Group of 31 October and the Council would review this at that point on the agenda.
- C074/16 **Town Mayor's Announcements**
- i) The Mayor had been delighted to attend the collation and induction of Reverend David Uffindell at St Andrews Church Farnham and was pleased he had been able to say prayers prior to the Council meeting.
 - ii) The Mayor had also been pleased to attend the inauguration of the new Bishop of Dorking the Revd Canon Dr Jo Bailey Wells.
 - iii) The Mayor had attended the Farnham Sixth Form Lecture given by Dickie Arbiter, former Press Secretary to Her Majesty The Queen, who spoke about monarchy past, present and future. Mr Arbiter had given the Mayor a colourful tie which he was pleased to be wearing at the meeting.
 - iv) The 2016 Farnham Sports Awards had seen many awards given to hugely talented and enthusiastic sports people and the Mayor was privileged to give a special award of a painting by Stewart Dakers on behalf of the Town to Paralympic Gold Medallist Rachel Morris – two golds in two different sports at different olympics – an amazing achievement..
 - v) The Mayor had hosted a reception for the European Riichi Mahjong Championship that had taken place at The Maltings with participants attending from over 40 countries.
 - vi) The Food Festival had been a great success and there seemed to be more people there than ever.
 - vii) Farnham had further great success with a Silver Gilt in Britain in Bloom.
 - viii) The Mayor had been the 700th person trained by Farnham Heartstart to deliver CPR through a defibrillator. This was a course which the Mayor commended to all.
 - ix) The Mayor had wished Farnham's Freeman, Sir Ray Tindle many happy returns at his 90th birthday celebration.

- x) The Mayor commended Councillor Cockburn on her significant achievement in being the runner up in the national Councillor the Year awards out of the 10,499 Parish Councils in England and underlined how hard she worked for the local community.

Part I – Items for Decision

Working Group Notes

i) **Community Enhancement held on 28th September 2016**

C075/16

Cllr Williamson introduced the notes of the Community Enhancement Working Group held on 28th September. He reported that Farnham had achieved significant results in South and South-East In Bloom as noted at the last Council meeting and subsequently had achieved Silver Gilt in Britain in Bloom. Over £19,000 sponsorship had been raised as well as in-kind contributions. This was the highest amount to date. Squire's had hosted the Farnham In Bloom Awards evening and the school awards in particular had been excellent. John Ely was to be commended on receiving the Mayor's Special Award for his outstanding efforts for In Bloom.

The Town Council was monitoring complaints and issues about bins that were not emptied to help Waverly monitor and enforce the contract. All councillors were encouraged to report issues.

The pilot Community Toilet Scheme had been launched at the Queen's Head Public House and meant that more toilets were available for longer.

The Bourne Conservation Group continued its outstanding community work to enhance the village and raise awareness of its biodiversity. The Group had been asked to take part in the BBC's Autumn Watch broadcast the previous week. The Group along with the residents' association worked tirelessly year round to improve the area (including providing expert witness at the recent Waverley Lane appeal) and were deserving of the Council's plaudits.

It was RESOLVED unanimously that Farnham Town Council applaud the Bourne Conservation Group for its continued achievements.

ii) **Strategy and Finance held on 25th October 2016**

C076/16

Cllr Cockburn introduced the notes of the Community Enhancement Working Group held on 25th October. Members noted income and expenditure and the reasons for variances and the trial balance as at 19th October 2016. Members had also reviewed the position regarding debtors and agreed to write off two small debts of £60 and £125 as uneconomical to pursue.

Cllr Cockburn advised that the Working group had reviewed the Town Council's Money Market Accounts as at 30th September 2016 and that investment strategy would be reviewed in the new year. The BACS and cheque payments continued to be scrutinised by councillors fortnightly. Cllr Cockburn advised that the Community Grant process was open and that the Town Clerk had awarded a Small Grant of £250 to the Farnham Talking Newspapers Group.

Council noted that Working Groups would be reviewing programmes and priorities to inform budget setting in the coming round of meetings. Cllr Cockburn advised that the Neighbourhood Plan S16 consultation had closed and a Hearing to inform the Examination would take place at the Council Offices on 25 November.

C077/16 *Councillors Williamson and Macleod declared pecuniary interests and left the Chamber. They took no part in the subsequent debate or decision in respect of the Judicial Review regarding Brightwells/East Street.*

Members noted the concerns raised by the Town Council in respect of the development of the Brightwells/East Street site over the years. These centred around a number of legal issues relating to Compulsory Purchase Orders, Rights of Access, use of Non-Material Amendments and requirements for Environmental Impact Assessments, as well as procurement and value for money. The Town Council had resolved to take legal advice as to how to take forward such concerns and was in the process of clarifying its position when a Judicial Review was launched by local residents.

As a result, the Town Council was advised that this process would provide a definitive clarification of such issues. The Council had resolved that it would not make a financial contribution to the Judicial Review but had sought legal advice as to whether making a statement of its historic concerns and aspirations for the site would expose it, and by extension the taxpayer, to any financial risk. Advice received was that the Council would be able to make a statement setting out its position without financial implication (other than the cost of time involved in drawing up said statement). The advice also stated that if there were a question of locus over the standing of the applicants for the Judicial Review then the Town Council's statement might be considered to supply the necessary standing. To further protect the Council's interests the Council should provide a covering letter stating that it wanted to set out its historical concerns on the matter for determination once and for all on due process but it did not wish to be joined as a party to the Judicial Review.

Members noted the legal advice. Concern was expressed by some councillors that submitting a statement might be unhelpful to Waverley Borough Council's case and a successful resolution of issues. They also queried whether there might be financial risk to the Council should those that initiated the Judicial Review be deemed to have insufficient standing. Other Councillors felt the Council was bound to submit a statement of historical fact given the concerns it had expressed over the years based on. Members disagreed as to whether this amounted to taking one side or other in the Judicial review process. The Town Clerk clarified that if the Council were to submit a statement this could include a statement making it explicit that the Town Council did not wish to adjoin itself to the Judicial Review.

It was RESOLVED, on the casting vote of the Mayor that, subject to legal advice that it did not expose Farnham Town Council to financial risk, Farnham Town Council submit a statement to the Judicial Review of the Brightwells Farnham Regeneration Scheme setting out the historic concerns and aspirations for the future of the site raised by the Town Council as set out in Annex I to the minutes of the Strategy & Finance Working Group held on 25th October.

Councillors Williamson and Macleod re-entered the Chamber.

C078/16 Council received an update of the Assets Task Group noting assets to be disposed of, comprising computers, laptops, monitors and mobile phones that were no longer supported and obsolete. Council also noted possible improvements in the area outside of Boots and agreed the Town Clerk should progress these.

C079/16 It was noted that Christmas lights would be installed shortly with new lights at Downing Street, The Maltings, and the Orangeries in the Town Centre as well as the Co-op in Wrecclesham and new blizzard lights in the trees outside the Alms Houses in Castle Street.

- C080/16 Council heard that Waverley Borough Council had now proposed that the transfer of the Borelli Shelter in Gostrey Meadow to the Town Council be under a 10 year full repairing lease. This was being discussed further as the cost of investment would outweigh any benefit of the transfer.
- C081/16 Council noted that a joint Community Resilience event was being planned with Waverley Borough and Surrey County Councils and that this was likely to be held in January.
- It was RESOLVED *nem con* that the Town Clerk be authorised to agree improvements with Boots for the area outside their store as required.**
- C082/16 Members noted the Government consultation on the extension of Referendum principles to parish council precepts. The core proposal would impact larger councils proposing a precept of 2% or more. Farnham Town Council would not be affected by the proposals in 2017/18 however the consultation also asked for views on extending the capping threshold to all parish councils. The cost of a referendum for Farnham was estimated at £40,000 whereas a 2% increase in precept would generate £20,000. The National Association of Local Councils was recommending its members object to the proposals.
- It was RESOLVED *unanimously* that Farnham Town Council objects to the Government's proposals to extend the precept capping referendum principles to Town and Parish Councils on the grounds that they would damage localism by undermining the freedom and flexibility to raise resources deemed necessary locally to invest in valued local services.**
- C083/16 Members noted the current consultation on School Admissions by Surrey County Council and in particular the proposal to reduce the Published Admission Number (PAN) of St Andrews C of E Infant School from 40 to 30. Members agreed that 30 was a more manageable number and should help with the future of the school which the Town Council was keen to see maintained.
- It was RESOLVED *unanimously* that Farnham Town Council respond to the Surrey County Council consultation on School Admissions, welcoming the reduction in the PAN for St Andrews Infants C of E School and supporting the retention of the school.**
- C084/16 Cllr Cockburn advised that the Working Group had noted progress on freedom of information requests; welcomed the completion of the new railway station car park; and welcomed the news that Thames Water had advised they would be replacing the temporary waste pipe on castle Hill by the Castle.
- C085/16 Cllr Cockburn advised that the Town Council was responsible for nominating two (or more) trustees to the Farnham Parochial Charities and that nomination was required to reinstate the Farnham Parochial Charities. Three names had been put forward after a request for names and these were proposed for adoption.
- It was RESOLVED *nem con* that Farnham Town Council put forward Will Smythe, Joanne Elliot and Katherine Bridge as Trustees of the Farnham Parochial Charities.**
- C086/16 The Town Council had been asked if it would accept a nomination by South and South East in Bloom to enter Britain in Bloom 2017.

It was RESOLVED *nem con* that Farnham Town Council accept the nomination to enter Britain in Bloom 2017.

iii) Tourism and Events held on 1st November 2016

C087/16 Cllr Williamson introduced the notes of the Tourism and Events Meeting held on 1st November 2016. He advised that the inaugural Farnham Walking Festival had been arranged starting from 21st May 2017 and promised to be a superb event. The Food Festival had been a great success this year with 15,000 estimated to have attended. All involved were congratulated. The Christmas lights would be switched on 19th November by Paralympic double Gold Medallist Rachel Morris. Christmas festivities would continue into December with the support for Small Business Saturday to boost footfall as well as Christmas Market and Carol Service. Members were pleased to note the increased emphasis on craft stalls at the Christmas Market. Members were also pleased to note the success in bringing in sponsorship, income and other funding toward the cost of these activities and complimented officers on this achievement.

Planning and Licensing Applications

Councillor Ricketts declared a pecuniary interest in respect of WA/2015/1694 Knowle Farm, Old Park Lane, Farnham. He left the meeting and took no part in any further debate or decisions.

C088/16 Councils received the notes of the meetings held on 3rd October, 17th October and 31st October 2016, introduced by Cllr Williamson. Council considered application WA/2015/1694 Knowle Farm, Old Park Lane, Farnham, which was currently subject of appeal. Councillor Williamson advised that the Town Council had submitted a comment to the appeal setting out its historic objection and updating its commentary in the light of the development of the Neighbourhood Plan. While the subject of decontamination had been discussed Members agreed to reconsider the submission in the light of the land contamination report which had not been received at the time the original Town Council Comments had been made.

It was RESOLVED *nem con* that the Town Council reconsider its submission in respect of the current Appeal relating to Knowle Farm, Old Park Lane, Farnham.

C089/16 Council had raised for some time, concerns that the number of applications for works to trees appeared to be increasing. Surrey, and Waverley in particular, had some of the highest density of trees in the country. Councillor Williamson advised that many areas had tree strategies and Farnham could benefit from a similar approach. It was suggested that a small Task Group be established to develop a strategy for Farnham. Discussions had taken place with the Waverley Borough Council Tree Officer who had expressed interest in assisting. It was suggested that the strategy should also cover hedges so that it could complement work already done through the Neighbourhood Plan on green boundaries and infrastructure. It was suggested that membership include Members of the Community Enhancement and Planning and Licensing Working Groups. The Task Group would also have the ability to co-opt specialists.

It was RESOLVED *unanimously* to establish a Tree Strategy Task Group.

Part 2 – Items to Note

C090/16 **Actions taken under Scheme of Delegation**

The Town Clerk advised that the Town Council had appointed a barrister, Mr Paul Brown, to advise on any complex planning matters that may arise in completing the next phase of the Farnham Neighbourhood Plan.

C091/16 **Reports from other Councils**

There were none.

C092/16 **Reports from Outside Bodies**

- i) Councillor Cockburn reported that the New Ashgate Gallery Board had recently met and was working closely with the Craft Study Centre and posters for the Christmas exhibition supporting young artists were up.
- ii) Councillor Frost reported that the Wrecclesham Community Centre Management Committee was going from strength to strength. With support from Surrey County Council they were going to be able to restart a youth group. Although the centre had recently lost 24% of its income with the move of the church group, it was hoped to recoup this from children's parties.
- iii) Councillor Beaman reported that he had been asked to Chair the South-West Surrey Disability Alliance. He would advise if a formal Council nomination was required.

Part 3 – Confidential Items

C093/16 There were none.

C094/16 **Date of next Meeting**

The date of the next Council Meeting was Thursday 15th December 2016.

The Town Mayor closed the meeting at 8.25pm.

Date

Chairman



FARNHAM TOWN COUNCIL

B

Notes

Community Enhancement Working Group

Time and date

9:30am Wednesday 16th November 2016

Place

Byworth Room, South Street, Farnham

Attendees:

Members: Councillors Stephen Hill, Mike Hyman, Susan Redfern, Jeremy Ricketts and John Williamson.

Officers: Iain Lynch (Town Clerk), Kevin Taitt (Outside Services Team Leader), Lara Prior (Community Enhancement Officer)

In attendance: John Ely (Member of Farnham in Bloom Community Group) – part.

1. Apologies

Apologies were received from Councillor Carole Cockburn.

2. Declarations of Interest:

There were none.

3. Notes of Meeting held on Wednesday 18th November 2016

POINTS	ACTION
The notes of the previous meeting were agreed.	

4. Farnham in Bloom

POINTS	ACTION
i) Community Group Members received an update on the autumn Bloomin' Kids workshops held over half term, which were once again very successful with 60 kids in attendance and good coverage in local newspapers, including front page of the Surrey & Hants News. John Ely updated members on other ongoing activities and plans for 2017 including more 'guerrilla' gardening of grot spots around the town such as the raised flowers beds outside Vernon House and the	

<p>area by the sports centre which was full of weeds. It was agreed that the Community Group would carry out an audit of neglected areas and with input from officers, prepare a proposal to go to Waverley Borough Council, as owner of these areas and ask for a contribution towards the work.</p> <p>John Ely advised members that newest recruit to the Community Group, John Martin, was very well connected and knows the Waverley rangers at Badshot Lea Pond and felt this would be a good opportunity for Farnham in Bloom to get involved, possibly with bulb planting there.</p> <p><i>John Ely left the meeting.</i></p> <p>ii) Britain in Bloom Members noted the RHS Britain in Bloom judges report and noted the key areas for development/improvement. These included the area behind the North Downs Way Sculpture, Gostrey Meadow and the grass verge along Station Approach Road.</p> <p>Members noted the outside Services Team Leader and the Community Enhancement Projects Officer had met with the Green Spaces Contracts Officer of Waverley Borough Council to see if more could be done in Gostrey Meadow and that some of the areas for development, such as direction signs needing attention, were already being taken care of. The Town Clerk suggested that the gaps between the roses in Gostrey Meadow should be rectified now, doing preparation where possible to help spread the workload next summer.</p> <p>Members were asked to consider areas of the town that they felt were in need of investment. The Town Clerk advised members that there was the opportunity to invest now with funding in the current year's budget. Councillors agreed to prepare a list of items to be achieved in the next 2 years for consideration at the next meeting</p> <p>It was recommended that additional heritage items were purchased for Castle Street, that tired planters were replaced and or relocated and given a wooden wrapping. Members endorsed spending recommended up to a maximum of £5000.</p> <p>Members fed back from the Farnham in Bloom Awards at Squire's Garden Centre. The Lead Member thanked officers for their organisation of the Farnham in Bloom Awards. There was a really good mix of ages at the Evening Awards and was undoubtedly the best to date.</p> <p>Members noted that the Autumn Bloomin' Big Pick week had been a big success with over 40 volunteers at the Saturday event and many local groups and organisations taking part in their own individual picks through the week.</p> <p>Members noted the proposed dates for Farnham in Bloom 2017 calendar and agreed them.</p>	<p>John Ely and Town Clerk to progress an audit of neglected areas.</p> <p>Outside Services Team Leader to implement improvements in Gostrey Meadow.</p> <p>Team Leader Outside Services to add member investment proposals to the agenda for the next meeting.</p> <p>Recommendation: It is recommended that Council source and purchase additional heritage items/and planters up to a maximum value of £5000.</p>
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Councillors noted the report on Victoria Garden based on feedback in the Britain in Bloom judges report and agreed the proposed recommendation to remove one tree, shape the other two and to stump grind the root for £210 subject to the approval of The Swimming Bath's Trust.	Outside Services Team Leader to progress improvements in Victoria Garden.
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5. Winter Celebration 2016

POINTS	ACTION
Members noted that the Farnham in Bloom Winter Celebration would take place on 18 December 2:30pm-3:30pm with the Farnham Brass Band playing carols in the bandstand. Proceeds from the mulled wine and mince pie tent would go to the Mayor's Charity, (the Ridgeway Community School). Potted bulbs from the autumn Bloomin' Kids workshops would also be sold with proceeds going to Farnham in Bloom.	

6. Review proposed sponsorship for 2016/17

POINTS	ACTION
Members noted that Specsavers Farnham had agreed a two year deal as Corporate Sponsor of Farnham in Bloom and would, therefore, be Corporate Sponsor for 2017. Members agreed that the overall target sponsorship for 2017 should remain at £20,000 as the target had yet to be reached.	Community Enhancement and Projects Officer to implement the sponsorship programme.

Councillor Redfern left the meeting at 11:35am

7. Street Furniture Update

POINTS	ACTION
There were no requests for new items. Members noted that the UCA vinyl wrapping had now been completed on the train station bus stop. The Town Clerk passed on thanks from the UCA who are very happy with the finished product.	

8. Bins by Boots Opticians

POINTS	ACTION
Members noted that the Town Clerk and Outside Services Team Leader had met with Matthew Nicholls, Deputy Environmental and Parking Services Manager from Waverley Borough Council. Since this meeting, Waverley had produced a map of Farnham Town centre highlighting pressing areas where waste bins were an issue around the town that required resolution. Whilst members noted this was progress of sorts there was still no real timescale on a final resolution.	Outside Services Team Leader to agree a programme to deal with waste.

9. Famous Names of Farnham wall

POINTS	ACTION
Members noted that there had been several recommendations from members of the public for a notable member of the community to be added to the wall. Members agreed this recommendation. Before this was progressed, the Town Clerk would speak to the family involved.	Town Clerk to approach the family of an individual about adding the proposed name to the Famous Names of Farnham.

10. Allotments

POINTS	ACTION
<p>Members noted that there are currently 55 on the allotment waiting list, 14 of which were non-resident and 9 who only wanted Morely Road.</p> <p>Rents outstanding for 2016 was £519, which had come down by £95 since the last meeting in September, when it stood at £614. Most plots were full, with 4 tenants giving up at the end of this year.</p> <p>Members noted that at the last Allotment Liaison Group Meeting in September, members were in favour of taking out a group insurance policy to cover 'member liabilities' which would result in a small increase to allotment rents at around £2/3 per person.</p> <p>Members noted that some Councils charge an admin fee of £25 for new tenants which they were in favour of introducing. Other than these changes, it was agreed that allotment rents would remain the same for 2017.</p> <p>Members also noted that there were still no updates on when Waverley Borough Council would pass the Weybourne allotments to Farnham Town Council as the deadline kept being extended.</p>	<p>Recommendation: It is recommended that an administration fee of £25 be introduced for new allotment holders.</p> <p>Outside Services Team Leader to progress with Waverley.</p>

11. Surrey County Council Highways Localism Project

POINTS	ACTION
Members received an updated list of work carried out to date for Surrey County Council on the Highways Localism Project. This year Farnham Town Council was awarded £14,000 from Surrey County Council for works, with £8,650 spent to date.	

12. Date of Next Meeting

POINTS	ACTION
It was agreed that the date of the next meeting would be Wednesday 11 th January 2017 at 9.30am.	

Meeting ended at 12.37am

Notes taken by Lara Prior, Community Enhancement and Projects Officer



FARNHAM TOWN COUNCIL



Notes

Strategy and Finance Working Group

Time and date

9.30am Tuesday 6th December 2016

Place

Town Clerk's Office, South Street, Farnham

Attendees:

Members: Councillors David Attfield, Stephen Hill, Jeremy Ricketts and John Williamson

Other councillors in attendance: Councillor David Beaman

Officers present:

Iain Lynch (Town Clerk)

Ian Kershaw (Assistant Town Clerk)

Iain McCready (Business and Contracts Officer) - part

1. Appointment of Chairman

In the absence of Councillor Cockburn, Councillor Attfield was appointed as Chairman for the meeting.

2. Apologies

Apologies were received from Councillors Carole Cockburn, Pat Frost and Jill Hargreaves.

3. Declarations of Interest

There were none.

4. Notes of Meeting held on 25th October 2016

POINTS	ACTION
The notes of the previous meeting were agreed.	

5. Finance

POINTS	ACTION
i) Members considered the budget and precept strategy for 2017/18. The details of the budgets would be refined at the next meeting based on Council comments. Community Enhancement and Tourism and Events Working Groups had considered their budget allocations and agreed no significant variations would be required. Cemetery and Appeals Working Group had yet to meet however no significant	

<p>alterations were expected in that business area. A decrease in cemetery income underlined the variations that can occur and may be made up during the last quarter of the year.</p> <p>ii) The Government announcement in respect of its consultation on capping was likely to be made as part of its December settlement announcements. The National Association of Local Councils had written to object. However if the Government proceeded with its proposals Farnham Town Council was unlikely to be capped in the next financial year as its precept was below the proposed £75.46 threshold. The Town Clerk advised that the precept itself did into need to be decided at this meeting as if increases were required these may be offset by other factors that could increase or decrease the base budget.</p> <p>iii) It was noted that Changes in Band D Council Tax gave an uplift of some £4,500 from the increase in housing across the Town Council and that Waverley was proposing to pass on the Local Council Tax Support Funding for a further year, less 15%.</p> <p>iv) A small increase in the staffing budget was proposed. There were in-built savings to that line though as costs assumed staff were on the maximum scale point.</p> <p>v) In the previous financial year, Members had agreed to pay the outstanding back-funding of the Pension Fund meaning the Council as employer was now 100% funded. As a result of triennial review the Town Council would potentially see its contribution reduce from 21% to 19% which would have a positive impact on the budget.</p> <p>vi) Members considered whether certain areas of the budget required uplift. Given the overall pressure on public and voluntary services, it was agreed to recommend to Council that an increase of £15,000 in the Community Grants be made.</p> <p>vii) After discussion, the Working Group also agreed to recommend an increase the New Initiatives Fund by £10,000 to help address a likely increase in demand for projects.</p> <p>viii) Members considered the fees and charges proposed for 2017/18. There were no cross-the-board increases proposed. Members noted the turnover in sponsors which happened from time to time and agreed there should be no general increase in contributions sought. Cemetery fees were proposed to remain the same. Fees for the Farmers' Market would be kept at existing levels for six months and then reviewed. In future it would be worth considering changing the basis of discounts for longer term bookings. It was noted that Members had agreed previously that there should be no further increases in allotment fees for the time being once the break-even point was reached . There had been subsequent issues about insurance and Members had agreed that a group policy should be implemented covering all holders. Fees would be increased proportionately to cover this additional service. Fees for banners would stay the same.</p> <p>ix) Members considered the latest budget position at the end of November 2016 and the draft budget for 2017/18 by committee and by account code. Insurance costs were</p>	<p>Farnham Town Council is RECOMMENDED to agree that:</p> <p>i) The fees and charges for burials and cemeteries be maintained at the current level;</p> <p>ii) The fee charged per market remains unchanged until June 2017 at £35;</p> <p>iii) The fee for the hire of a gazebo remains at £15 plus VAT;</p> <p>iv) A review of the charges and discount arrangement be undertaken and discussed with representatives of the producers;</p> <p>v) The allotment fees be kept at the same level but that the cost of the combined insurance policy be added to the fees once arranged;</p> <p>vi) The budget for banners be cost neutral; and</p> <p>vii) The charges for use of the ancillary services be maintained in 2017/18.</p>
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<p>increased to anticipate increased charges at the end of the Town Council's current three year deal and to provide contingency for ongoing claims. Additional budget for the website anticipated new plug-ins that were required. Legal and professional fees were increased primarily for work on Hale Chapels for next year, though it was hoped these would be largely met from grant funding applied for.</p> <p>x) It was agreed that the periodic exercise of benchmarking Farnham's expenditure with other Councils should be repeated in the Spring.</p> <p>xi) It was agreed to seek further information from the Citizens' Advice Bureaux ahead of grant determination to clarify how successful it had been fund raising outside of the local authority contributions.</p> <p>xii) It was noted that Weybourne War Memorial was in need of cleaning and minor repair. It would be added to the on-going programme.</p> <p>xiii) It was noted that there was a discrepancy in coding around Christmas Lights Power which would be adjusted.</p> <p>xiv) The Working Group agreed to recommend the draft budget as presented subject to a £10,000 uplift in budget for New Initiatives.</p> <p>xv) It was noted that the Town Council would have a new External Auditor from next year. These were to be appointed from a new national framework.</p>	<p>Town Clerk to arrange expenditure benchmarking in Spring 2017.</p> <p>Town Clerk to ask CAB for details of its fund-raising.</p> <p>Town Clerk to add Weybourne War Memorial to the programme for cleaning and repair.</p> <p>Farnham Town Council is RECOMMENDED to agree the budget detail by centre 2017/18; the budget detail by combined account code 2017/18; and budget notes as set out in Annex I to these notes, subject to a £10,000 uplift in the budget for New Initiatives.</p>
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6. Infrastructure Planning Group update

POINTS	ACTION
<p>i) Members noted that the public Hearing for the Farnham Neighbourhood Plan had taken place on 25th November. The Examiner had said he would take account of the points made at the hearing along with representations submitted during the consultation and his observations from site visits. He would then conclude whether the Neighbourhood Plan met the required Basic Conditions and could go forward for Referendum. He would announce the conclusion of his Examination after Christmas.</p>	

7. Contracts and Facilities update

POINTS	ACTION
<p>Members noted:</p> <p>i) The Council had been a victim of burglary resulting in insured losses estimated at £3,000. However there had been some CCTV images captured and alarms had functioned to trigger the on-call Security service which had disrupted the criminals.</p> <p>ii) West Street Chapel roof repair was programmed for before Christmas.</p> <p>iii) The 2016.17 cemetery pathway repairs at Badshot Lea Cemetery were completed whilst three further paths in other cemeteries were to be repaired this financial year.</p> <p>iv) New Christmas Lights had been installed in Wrecclesham, the Railway Station, the Orangeries and the plane trees on Castle Street, Downing Street and The Maltings. The proposed lights at</p>	

<p>Alma Lane had yet to be approved by Surrey County Council and permission from property owners on Castle Street for cross street lights was still awaited. If permission was received then Listed Building Permission would also be required. Members agreed the new lights were a positive addition to the Town.</p> <p>v) It was noted the Plymouth Brethren were extending the car park at Green Lane Cemetery and a new fence would be installed in keeping with the existing.</p> <p>vi) Officers had contacted the artist (Will Glanville) who had produced the original bench in Boots Courtyard. He felt it was beyond its useful life and produced a design for a new bench. This would be discussed with the Farnham Public Art Trust along with the flooring underneath the bench.</p> <p>vii) Members noted the award (subject to securing further funding) of £30,000 from Surrey County Council toward the restoration of the Hale Chapels. A further bid had been made to the Heritage Lottery Fund which could secure, potentially, the remaining funds required. Drake and Kannemeyer had been appointed to oversee the drawing up of specifications and the tender process in order to be able to more fully quantify the works required and progress the project and funding applications. During this they had noted some minor differences in elevations which may require the Town Council to seek a non-material amendment to the existing planning permission. They had also needed to revise the front facia to allow for guttering and insulation. The requirement for guttering on the existing roofs would be checked and reported to the Assets Task Group.</p>	<p>Town Clerk to discuss the design of a new bench and appropriate flooring in Boots Courtyard with the Farnham Public Art Trust.</p> <p>Recommendation. The appointment of Drake and Kannemeyer (under a Town Clerk’s decision) to undertake the tender of the contract for the works to hale Chapels be endorsed.</p> <p>The Business and Contracts Officer to investigate the guttering proposals and report to the Assets Task Group.</p>
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8. Risk Assessments

POINTS	ACTION
<p>i) Members reviewed the Risk Assessments that fell under the responsibility of the Working Group and were satisfied that they were appropriate to recommend to Council at its January meeting.</p> <p>ii) The report of the External Health and Safety Advisors Ellis Whittam was deferred to the January meeting.</p> <p>iii) Members noted arrangements for a Flood and Winter Risk community resilience workshop to be held at the Barley Room, The Maltings on 19 January. Further details would be published either side of Christmas.</p>	<p>Report to January Council</p> <p>Report to January Strategy & Finance</p>

9. Town Clerk update

POINTS	ACTION
<p>i) Members were advised that it cost £550/day for graffiti removal. Officers were asked to explore the business case for the Town Council providing an in-house and traded service.</p> <p>ii) Members noted that the Town Council offices would be closed between Christmas and New Year. The Mayor would host a small reception for councillors and staff on 23rd December.</p> <p>iii) Members noted the detail of a Data Access Request.</p>	<p>Business and Contracts Officer to investigate the business case for an in-house graffiti removal function.</p>

10. Date and time of next meeting

POINTS	ACTION
Members agreed that the next meeting would take place on Tuesday 17th January 2016 at 9.30am	Town Clerk to circulate agenda

The meeting ended at 12:20pm.

Notes written by Ian Kershaw

Farnham Town Council
Budget Detail - By Centre

Annex I

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>	Agreed Budget	<u>2016-17</u>			<u>2017-18</u>
	Actual		Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
100 Professional Services & Admin						
4000 Salaries	31,872	45,000	45,000	23,014	0	46,000
4030 Staff Training	880	1,500	1,500	320	0	1,500
4041 Staff Travel	44	0	0	77	0	0
4140 Office Costs	20	0	0	106	0	0
4205 Waste Disposal	0	0	0	108	0	0
4400 Stationery	0	500	500	0	0	0
4411 Publications, books etc	0	500	500	110	0	500
4415 Printing & Design (External)	1,093	0	0	0	0	0
4425 Advertising	0	0	0	750	0	0
4426 Publicity and newsletter	750	0	0	0	0	0
4440 Telephones	1,365	1,000	1,000	804	0	1,000
4480 IT Equipment	2,348	5,000	5,000	449	0	5,000
4481 Web Site	9,080	15,000	15,000	8,476	0	20,000
4482 IT Support	10,372	10,000	10,000	4,896	0	10,000
4550 Bank Charges	2,298	2,500	2,500	1,615	0	2,500
4555 Legal & professional Fees	4,414	5,000	5,000	3,615	1,150	4,000
4560 Accountancy & Payroll Costs	5,834	5,000	5,000	2,715	56	5,000
4570 Audit Fees	3,884	4,500	4,500	2,000	0	5,000
OverHead Expenditure	74,253	95,500	95,500	49,056	1,206	100,500

Farnham Town Council
Budget Detail - By Centre

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
1915 Bank Charges reimbursement	20	0	0	10	0	0
1999 Miscellaneous Income	0	0	0	17,068	0	0
Total Income	20	0	0	17,078	0	0
100 Net Expenditure	74,233	95,500	95,500	31,978	1,206	100,500
<u>110 Governance & Democratic</u>						
4000 Salaries	64,634	70,000	70,000	49,643	0	75,000
4001 Agency/Contract Staffing	18,764	18,000	18,000	11,177	0	18,000
4030 Staff Training	1,458	2,000	2,000	425	0	2,000
4041 Staff Travel	731	2,000	2,000	95	0	2,000
4050 Staff Recruitment/Advertising	899	1,500	1,500	1,417	0	1,500
4130 Insurance	9,548	12,500	12,500	10,068	0	15,000
4140 Office Costs	236	0	0	569	0	0
4170 Property Maintenance/Refurbish	10,689	20,000	20,000	8,265	0	22,000
4181 Equipment Maintenance	21	0	0	125	0	0
4182 Equipment Purchase	497	1,000	1,000	14	0	2,000
4205 Waste Disposal	44	0	0	0	0	0
4400 Stationery	1,000	1,000	1,000	255	0	1,000
4410 Photocopying Charges	1,464	2,500	2,500	546	0	2,200
4411 Publications, books etc	279	250	250	0	0	3,000

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4415 Printing & Design (External)	774	1,000	1,000	490	0	1,000
4425 Advertising	1,133	0	0	896	0	0
4426 Publicity and newsletter	229	1,500	1,500	0	0	1,500
4440 Telephones	414	1,700	1,700	282	0	1,700
4455 Postages & Distribution	3,908	3,000	3,000	536	0	3,000
4460 Subscriptions & Memberships	4,308	5,000	5,000	3,762	0	5,500
4502 Mayoral Allowance 2015-16	2,700	0	0	185	0	0
4503 Mayoral Allowance 2016-17	0	2,700	2,700	1,050	0	0
4504 Mayoral Allowance 2017-18	0	0	0	0	0	2,700
4520 Members' Travel	12	200	200	0	0	200
4525 Members' Training	71	1,500	1,500	0	0	1,000
4540 Civic & Community Functions	4,606	5,000	5,000	3,713	27	6,000
4541 Christmas Civic Carol Concert	1,618	2,000	2,000	0	0	2,000
4545 Twinning/Partnerships Expenses	882	2,000	2,000	2,755	0	1,000
4999 Miscellaneous Expenses	0	0	0	150	0	0
OverHead Expenditure	130,918	156,350	156,350	96,417	27	169,300
1202 Income - Contributions	0	2,000	2,000	1,469	0	2,000
1203 Donations - Income	500	0	0	0	0	0
1999 Miscellaneous Income	0	0	0	638	0	0
Total Income	500	2,000	2,000	2,106	0	2,000
110 Net Expenditure	130,418	154,350	154,350	94,311	27	167,300

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>
<u>120 Office & Customer Services</u>						
4000 Salaries	37,051	40,000	40,000	27,429	0	42,000
4001 Agency/Contract Staffing	18,683	12,000	12,000	9,605	0	12,000
4030 Staff Training	835	500	500	707	0	500
4041 Staff Travel	53	0	0	39	0	0
4050 Staff Recruitment/Advertising	505	0	0	0	0	0
4110 Rates, rent	21,727	26,000	26,000	12,923	0	26,000
4115 Water Charges	302	0	0	-35	0	0
4120 Energy Costs	4,023	4,000	4,000	1,091	0	4,000
4140 Office Costs	2,390	2,000	2,000	1,795	0	2,000
4170 Property Maintenance/Refurbish	0	0	0	4,215	0	0
4181 Equipment Maintenance	23	0	0	0	0	0
4195 Alarms - Fire, Security	385	2,000	2,000	910	0	2,000
4205 Waste Disposal	1,065	550	550	301	0	550
4400 Stationery	1,871	1,000	1,000	862	0	1,000
4410 Photocopying Charges	931	400	400	221	0	400
4415 Printing & Design (External)	0	0	0	285	0	0
4425 Advertising	0	0	0	125	0	0
4426 Publicity and newsletter	1,195	0	0	0	0	0
4440 Telephones	554	600	600	122	0	600

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4455	Postages & Distribution	408	0	0	13	0	0
4807	Community Initiatives	0	0	0	120	0	0
	OverHead Expenditure	92,001	89,050	89,050	60,729	0	91,050
1204	Bookings/Hire	421	0	0	448	0	500
1999	Miscellaneous Income	1,059	0	0	39	0	0
	Total Income	1,480	0	0	486	0	500
120	Net Expenditure	90,521	89,050	89,050	60,243	0	90,550
130	Grants						
4800	Grants	20,861	20,500	20,500	19,826	0	35,000
4801	Grant - Farnham Maltings	12,800	13,000	13,000	12,800	0	13,000
4802	Grant - Citizens Advice Bureau	15,360	15,500	15,500	15,360	0	15,500
4803	Grant - 40 Degreez	3,400	3,500	3,500	3,400	0	3,500
4804	Small Grants	2,344	2,000	2,000	380	0	2,000
4807	Community Initiatives	0	0	0	1,920	0	0
	OverHead Expenditure	54,765	54,500	54,500	53,686	0	69,000
1999	Miscellaneous Income	1,200	0	0	0	0	0
	Total Income	1,200	0	0	0	0	0
130	Net Expenditure	53,565	54,500	54,500	53,686	0	69,000

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>		
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>	
<u>140</u>	<u>Planning</u>						
4000	Salaries	26,960	28,000	28,000	13,430	0	30,000
4001	Agency/Contract Staffing	0	0	0	6,176	0	0
4030	Staff Training	0	0	0	0	0	0
4140	Office Costs	20	0	0	0	0	0
4400	Stationery	0	300	300	0	0	300
4410	Photocopying Charges	333	800	800	175	0	800
4425	Advertising	0	0	0	250	0	0
4426	Publicity and newsletter	83	0	0	0	0	0
4440	Telephones	87	200	200	33	0	200
4455	Postages & Distribution	125	400	400	70	0	400
4460	Subscriptions & Memberships	180	0	0	0	0	0
4820	OLD CODE use cost centre 142	0	0	0	3	0	0
	OverHead Expenditure	27,788	29,700	29,700	20,137	0	31,700
	140 Net Expenditure	27,788	29,700	29,700	20,137	0	31,700
<u>141</u>	<u>Elections</u>						
4821	Elections	30,455	7,000	7,000	0	0	7,000
	OverHead Expenditure	30,455	7,000	7,000	0	0	7,000
	141 Net Expenditure	30,455	7,000	7,000	0	0	7,000

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
		<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>
142	<u>Neighbourhood Plan</u>						
4000	Salaries	4,005	10,000	10,000	401	0	10,000
4001	Agency/Contract Staffing	9,023	35,000	35,000	36,064	0	25,000
4140	Office Costs	0	0	0	38	0	0
4411	Publications, books etc	205	0	0	0	0	0
4415	Printing & Design (External)	0	5,000	5,000	2,197	0	2,000
4425	Advertising	0	0	0	83	0	0
4455	Postages & Distribution	0	0	0	23	0	0
4555	Legal & professional Fees	0	0	0	3,171	0	0
	OverHead Expenditure	13,232	50,000	50,000	41,978	0	37,000
1200	Grants Income	0	0	0	3,000	0	0
1999	Miscellaneous Income	0	0	0	16	0	0
	Total Income	0	0	0	3,016	0	0
	142 Net Expenditure	13,232	50,000	50,000	38,962	0	37,000
150	<u>Other Operating Income/Costs</u>						
4002	Actuarial Contribution	59,000	8,000	8,000	0	0	8,000
4910	Loan Repayments	10,227	10,227	10,227	10,227	0	10,227
6666	Bad Debt Write Offs	2,270	0	0	175	0	0
	OverHead Expenditure	71,497	18,227	18,227	10,402	0	18,227

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
1900	Precept	961,057	1,011,182	1,011,182	1,011,187	0	1,015,500
1905	Local Parish Council Tax Grant	23,230	19,745	19,745	19,745	0	16,783
1910	Interest Received	7,018	5,000	5,000	3,783	0	5,000
	Total Income	991,305	1,035,927	1,035,927	1,034,715	0	1,037,283
	150 Net Expenditure	-919,808	-1,017,700	-1,017,700	-1,024,313	0	-1,019,056
160	<u>Wrecclesham Community Centre</u>						
4170	Property Maintenance/Refurbish	578	3,500	3,500	156	0	3,500
4195	Alarms - Fire, Security	789	2,000	2,000	2,619	0	2,000
	OverHead Expenditure	1,367	5,500	5,500	2,775	0	5,500
1000	Hall & Room Lettings Income	4,750	4,500	4,500	2,750	0	5,500
1999	Miscellaneous Income	0	0	0	30	0	0
	Total Income	4,750	4,500	4,500	2,780	0	5,500
	160 Net Expenditure	-3,383	1,000	1,000	-5	0	0
170	<u>Community Development</u>						
4000	Salaries	13,698	20,000	20,000	13,273	0	22,000
4425	Advertising	0	1,000	1,000	0	0	1,000
4426	Publicity and newsletter	125	0	0	0	0	0

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4613	Community Events	9	0	0	0	0	0
4806	Sandy Hill Bungalow	2,000	2,000	2,000	2,000	0	2,000
	OverHead Expenditure	15,832	23,000	23,000	15,273	0	25,000
1202	Income - Contributions	8,000	0	0	0	0	0
	Total Income	8,000	0	0	0	0	0
	170 Net Expenditure	7,832	23,000	23,000	15,273	0	25,000
171	<u>Community Safety</u>						
4001	Agency/Contract Staffing	180	0	0	0	0	0
4120	Energy Costs	256	300	300	124	0	300
4190	CCTV	6,232	7,500	7,500	2,448	1,750	7,500
4196	Crime Prevention	0	500	500	0	0	500
	OverHead Expenditure	6,668	8,300	8,300	2,572	1,750	8,300
1202	Income - Contributions	527	0	0	0	0	0
1999	Miscellaneous Income	0	0	0	71	0	0
	Total Income	527	0	0	71	0	0
	171 Net Expenditure	6,142	8,300	8,300	2,500	1,750	8,300

**Farnham Town Council
Budget Detail - By Centre**

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
175	<u>Localism - New Initiatives/Pro</u>						
4000	Salaries	8,341	4,000	4,000	5,401	0	5,000
4807	Community Initiatives	28,649	55,000	55,000	12,192	2,355	50,000
	OverHead Expenditure	36,990	59,000	59,000	17,594	2,355	55,000
1202	Income - Contributions	0	0	0	3,566	0	0
	Total Income	0	0	0	3,566	0	0
	175 Net Expenditure	36,990	59,000	59,000	14,028	2,355	55,000
199	<u>Rechargeable Costs</u>						
4410	Photocopying Charges	0	0	0	1,002	0	0
4440	Telephones	0	0	0	401	0	0
4455	Postages & Distribution	0	0	0	950	0	0
	OverHead Expenditure	0	0	0	2,352	0	0
1999	Miscellaneous Income	0	0	0	7	0	0
	Total Income	0	0	0	7	0	0
	Total Income	0	0	0	0	0	0
	199 Net Expenditure	0	0	0	2,345	0	0

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>
<u>200</u>						
<u>Grounds Services</u>						
4000 Salaries	11,595	10,000	10,000	7,694	0	11,000
4030 Staff Training	125	1,000	1,000	0	0	1,000
4041 Staff Travel	6	0	0	0	0	0
4050 Staff Recruitment/Advertising	0	0	0	304	0	0
4070 Protective Clothing	1,120	1,000	1,000	222	262	1,000
4110 Rates, rent	3,696	4,000	4,000	2,485	0	4,000
4120 Energy Costs	263	1,200	1,200	1,678	0	1,200
4140 Office Costs	155	0	0	132	0	0
4170 Property Maintenance/Refurbish	10,974	2,500	2,500	3,083	200	2,500
4176 Cleaning consumables	541	500	500	191	0	500
4181 Equipment Maintenance	3,539	2,500	2,500	3,564	0	2,500
4182 Equipment Purchase	3,654	1,000	1,000	44	2,039	1,000
4195 Alarms - Fire, Security	350	750	750	0	0	750
4300 Vehicle Costs - Fuel	3,864	7,000	7,000	2,934	0	7,000
4301 Vehicle Costs - LPG	741	1,500	1,500	391	0	1,500
4302 Vehicle Costs - Maintenance	4,214	3,000	3,000	1,754	0	3,000
4303 Vehicle Costs - Road Tax	495	750	750	0	0	750
4310 New Vehicles/Machinery	32,171	0	0	0	0	0
4400 Stationery	35	300	300	96	0	300

Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4440	Telephones	3,380	3,500	3,500	1,614	0	3,500
4460	Subscriptions & Memberships	150	0	0	326	0	350
4610	Horticultural Supplies	0	0	0	0	1,320	0
	OverHead Expenditure	81,070	40,500	40,500	26,513	3,822	41,850
	Total Income	0	0	0	0	0	0
200	Net Expenditure	81,070	40,500	40,500	26,513	3,822	41,850
201	Highways						
4000	Salaries	5,775	5,000	5,000	0	0	5,500
4170	Property Maintenance/Refurbish	1,737	1,500	1,500	200	0	1,500
4175	Graffiti Removal	1,100	1,500	1,500	2,200	0	2,000
4176	Cleaning consumables	24	5,000	5,000	0	0	0
4182	Equipment Purchase	744	0	0	0	0	0
4702	Equipment Hire	0	1,500	1,500	0	0	0
	OverHead Expenditure	9,380	14,500	14,500	2,400	0	9,000
1202	Income - Contributions	0	0	0	14,000	0	0
1522	Surrey Highways Contract	9,202	7,000	7,000	6,936	0	5,000
	Total Income	9,202	7,000	7,000	20,936	0	5,000
201	Net Expenditure	178	7,500	7,500	-18,536	0	4,000

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>	
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>	
<u>205</u>	<u>War Memorial</u>						
4170	Property Maintenance/Refurbish	13,119	7,000	7,000	475	630	2,500
	OverHead Expenditure	13,119	7,000	7,000	475	630	2,500
	205 Net Expenditure	13,119	7,000	7,000	475	630	2,500
<u>210</u>	<u>Farnham In Bloom</u>						
4000	Salaries	69,837	70,000	70,000	49,617	0	71,000
4003	Contracted Services	0	0	1,500	1,980	0	1,500
4115	Water Charges	3	150	150	44	0	150
4120	Energy Costs	641	1,200	1,200	567	0	1,200
4140	Office Costs	436	0	0	34	0	0
4170	Property Maintenance/Refurbish	0	0	0	27	0	0
4400	Stationery	140	500	500	6	0	500
4410	Photocopying Charges	399	750	750	164	0	750
4415	Printing & Design (External)	1,764	1,500	1,500	2,129	0	2,000
4425	Advertising	672	0	0	1,189	0	0
4426	Publicity and newsletter	2,288	0	0	137	0	0
4440	Telephones	113	350	350	58	0	350
4455	Postages & Distribution	195	500	500	87	0	500
4460	Subscriptions & Memberships	275	0	0	20	0	0

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4540	Civic & Community Functions	1,792	2,000	2,000	2,811	0	2,500
4610	Horticultural Supplies	7,899	10,000	8,500	2,795	230	8,500
4611	Plants and Flowers	9,908	10,000	10,000	1,692	983	10,000
4702	Equipment Hire	0	0	0	240	0	0
	OverHead Expenditure	96,361	96,950	96,950	63,596	1,213	98,950
1201	Sponsorship Income (+VAT)	8,710	12,000	12,000	16,455	0	15,000
1202	Income - Contributions	5,820	8,000	8,000	5,330	0	8,000
1203	Donations - Income	300	0	0	45	0	0
	Total Income	14,830	20,000	20,000	21,830	0	23,000
210	Net Expenditure	81,531	76,950	76,950	41,766	1,213	75,950
220	Other Open Spaces						
4170	Property Maintenance/Refurbish	13	0	0	80	0	0
4181	Equipment Maintenance	0	1,000	1,000	0	0	500
4440	Telephones	0	0	0	163	0	0
4830	Blackwater Valley CMS	1,500	1,500	1,500	1,500	0	1,500
	OverHead Expenditure	1,513	2,500	2,500	1,743	0	2,000
1204	Bookings/Hire	50	0	0	25	0	0
	Total Income	50	0	0	25	0	0
220	Net Expenditure	1,463	2,500	2,500	1,718	0	2,000

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>
<u>240 Allotments</u>						
4000 Salaries	12,470	11,000	11,000	9,159	0	11,200
4115 Water Charges	1,090	2,500	2,500	743	0	2,000
4130 Insurance	0	0	0	0	0	550
4140 Office Costs	6	200	200	18	0	200
4170 Property Maintenance/Refurbish	59	500	500	126	0	500
4176 Cleaning consumables	42	0	0	0	0	0
4400 Stationery	0	200	200	0	0	175
4410 Photocopying Charges	160	250	250	55	0	250
4415 Printing & Design (External)	257	300	300	262	0	300
4440 Telephones	55	150	150	25	0	150
4455 Postages & Distribution	107	350	350	61	0	350
4460 Subscriptions & Memberships	55	75	75	55	0	75
4482 IT Support	72	0	0	0	0	0
OverHead Expenditure	14,371	15,525	15,525	10,504	0	15,750
1080 Allotment Rents Income	13,317	15,500	15,500	10,979	0	16,500
1999 Miscellaneous Income	115	0	0	262	0	0
Total Income	13,432	15,500	15,500	11,241	0	16,500
240 Net Expenditure	939	25	25	-737	0	-750

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>
250	<u>Public Conveniences</u>						
4000	Salaries	26,525	40,000	40,000	17,498	0	37,500
4003	Contracted Services	15,493	12,000	12,000	8,464	0	15,000
4110	Rates, rent	3,180	3,500	3,500	2,138	0	3,500
4115	Water Charges	717	2,500	2,500	989	0	2,500
4120	Energy Costs	2,541	3,000	3,000	0	0	3,000
4170	Property Maintenance/Refurbish	3,891	22,000	22,000	4,327	0	22,000
4176	Cleaning consumables	3,738	3,500	3,500	2,553	0	4,500
	OverHead Expenditure	56,085	86,500	86,500	35,968	0	88,000
	250 Net Expenditure	56,085	86,500	86,500	35,968	0	88,000
260	<u>Town Centre & Rural Dev</u>						
4000	Salaries	1,479	2,000	2,000	944	0	2,500
4170	Property Maintenance/Refurbish	128	0	0	0	0	0
4175	Graffiti Removal	5,496	6,000	6,000	550	0	6,000
4650	Street Furniture	6,640	5,000	5,000	4,617	1,868	5,000
4655	Banners	7,911	6,000	6,000	1,960	0	6,000
	OverHead Expenditure	21,655	19,000	19,000	8,071	1,868	19,500
1202	Income - Contributions	5,431	0	0	0	0	0

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
1300	Banners Income	8,500	6,000	6,000	3,117	0	6,000
	Total Income	13,931	6,000	6,000	3,117	0	6,000
	260 Net Expenditure	7,724	13,000	13,000	4,954	1,868	13,500
300	Tourism						
4000	Salaries	45,163	25,000	25,000	37,386	0	25,250
4001	Agency/Contract Staffing	0	6,000	6,000	0	0	6,000
4020	Additional Staffing & Events	220	0	0	0	0	0
4120	Energy Costs	0	500	500	0	0	500
4140	Office Costs	0	0	0	12	0	0
4182	Equipment Purchase	767	0	0	0	0	0
4400	Stationery	0	700	700	0	0	700
4415	Printing & Design (External)	6,672	5,000	5,000	222	0	5,000
4425	Advertising	1,415	1,500	1,500	253	0	1,500
4426	Publicity and newsletter	1,113	1,000	1,000	0	0	1,000
4440	Telephones	55	150	150	25	0	150
4455	Postages & Distribution	609	2,000	2,000	350	0	2,000
4460	Subscriptions & Memberships	250	275	275	0	500	275
4540	Civic & Community Functions	0	0	0	8	0	0
4702	Equipment Hire	0	0	0	215	0	0

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4805	Farnham Carnival	0	0	1,500	1,500	0	1,500
4999	Miscellaneous Expenses	0	0	0	2	0	0
	OverHead Expenditure	56,264	42,125	43,625	39,971	500	43,875
1203	Donations - Income	0	0	0	1,225	0	0
1999	Miscellaneous Income	135	0	0	2,031	0	0
	Total Income	135	0	0	3,256	0	0
300	Net Expenditure	56,128	42,125	43,625	36,716	500	43,875
310	Events						
4000	Salaries	0	40,000	40,000	0	0	40,500
4001	Agency/Contract Staffing	4,575	0	0	0	0	0
4020	Additional Staffing & Events	0	7,500	3,950	160	0	1,700
4120	Energy Costs	228	0	0	101	0	0
4140	Office Costs	5	0	0	0	0	0
4176	Cleaning consumables	98	0	0	0	0	0
4182	Equipment Purchase	45	1,000	1,000	37	0	1,000
4400	Stationery	0	0	0	126	0	0
4410	Photocopying Charges	426	800	800	175	0	800
4415	Printing & Design (External)	48	0	0	0	164	0
4425	Advertising	0	0	0	413	0	0

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4426	Publicity and newsletter	167	0	0	400	0	0
4440	Telephones	113	400	400	66	0	400
4455	Postages & Distribution	563	1,750	1,750	306	0	1,750
4461	Licences	496	750	750	140	0	750
4600	Tourism Developments & Events	9,407	18,350	16,850	5,286	942	15,000
4625	Entertainment - Performers	75	0	0	150	0	0
4630	Events Costs - Other Events	2,300	5,000	5,000	925	0	5,000
4999	Miscellaneous Expenses	0	0	0	36	0	0
	OverHead Expenditure	18,546	75,550	70,500	8,321	1,106	66,900
1204	Bookings/Hire	420	0	0	457	0	0
1999	Miscellaneous Income	600	0	0	600	0	0
	Total Income	1,020	0	0	1,057	0	0
310	Net Expenditure	17,526	75,550	70,500	7,264	1,106	66,900
311	<u>Picnic in the Park</u>						
4020	Additional Staffing & Events	300	0	300	300	0	300
4140	Office Costs	14	0	0	0	0	0
4415	Printing & Design (External)	75	0	0	300	0	300
4425	Advertising	150	0	0	300	0	300
4625	Entertainment - Performers	900	750	750	550	0	750

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4702	Equipment Hire	2,080	2,000	2,000	2,905	0	3,000
4999	Miscellaneous Expenses	0	0	0	7	0	0
	OverHead Expenditure	3,519	2,750	3,050	4,362	0	4,650
1201	Sponsorship Income (+VAT)	600	500	500	767	0	500
1202	Income - Contributions	143	0	0	133	0	150
1203	Donations - Income	125	0	0	0	0	0
1204	Bookings/Hire	1,035	1,000	1,000	650	0	1,000
1999	Miscellaneous Income	0	0	0	43	0	0
	Total Income	1,903	1,500	1,500	1,593	0	1,650
311	Net Expenditure	1,616	1,250	1,550	2,769	0	3,000
312	<u>Food Festival</u>						
4003	Contracted Services	0	0	0	2,908	0	3,000
4020	Additional Staffing & Events	4,052	0	1,250	1,243	0	1,500
4140	Office Costs	14	0	0	0	0	0
4182	Equipment Purchase	0	0	0	32	0	0
4205	Waste Disposal	270	750	750	360	0	750
4415	Printing & Design (External)	882	1,000	1,000	2,423	0	2,000
4425	Advertising	1,050	1,000	1,000	3,139	0	1,500
4426	Publicity and newsletter	1,657	1,500	1,500	250	0	1,500

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4455	Postages & Distribution	1,148	2,000	2,000	350	0	2,000
4461	Licences	21	0	0	236	0	0
4540	Civic & Community Functions	0	0	0	56	0	0
4625	Entertainment - Performers	1,265	1,500	1,500	981	0	1,000
4702	Equipment Hire	3,610	5,000	5,000	3,724	0	4,000
4999	Miscellaneous Expenses	79	0	0	78	0	0
	OverHead Expenditure	14,048	12,750	14,000	15,780	0	17,250
1201	Sponsorship Income (+VAT)	2,700	2,000	2,000	4,200	0	2,500
1204	Bookings/Hire	10,078	12,000	12,000	13,532	0	12,000
	Total Income	12,778	14,000	14,000	17,732	0	14,500
312	Net Expenditure	1,270	-1,250	0	-1,952	0	2,750
313	<u>Music in the Meadow</u>						
4020	Additional Staffing & Events	2,099	0	2,000	1,943	0	2,000
4140	Office Costs	81	0	0	0	0	0
4176	Cleaning consumables	0	0	0	40	0	0
4400	Stationery	41	0	0	0	0	0
4415	Printing & Design (External)	0	0	0	46	0	0
4425	Advertising	1,415	0	0	300	0	0
4461	Licences	270	300	300	0	0	300

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4625 Entertainment - Performers	3,310	4,500	4,500	2,820	0	4,500
4702 Equipment Hire	0	0	0	15	0	0
4999 Miscellaneous Expenses	0	0	0	15	0	0
OverHead Expenditure	7,216	4,800	6,800	5,179	0	6,800
1201 Sponsorship Income (+VAT)	2,600	2,500	2,500	3,166	0	2,500
1202 Income - Contributions	1,857	1,000	1,000	1,734	0	1,750
Total Income	4,457	3,500	3,500	4,900	0	4,250
313 Net Expenditure	2,759	1,300	3,300	279	0	2,550
314 Christmas Switch-on						
4000 Salaries	570	0	0	0	0	0
4020 Additional Staffing & Events	964	0	0	0	0	0
4140 Office Costs	0	0	0	0	0	0
4182 Equipment Purchase	196	0	0	35	0	0
4205 Waste Disposal	210	750	750	0	0	750
4415 Printing & Design (External)	853	1,200	1,200	1,580	0	1,200
4425 Advertising	735	1,000	1,000	352	0	1,000
4426 Publicity and newsletter	525	0	0	0	0	0
4455 Postages & Distribution	373	1,500	1,500	262	0	1,500
4461 Licences	0	50	50	0	0	50

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4625 Entertainment - Performers	550	1,000	1,000	250	0	1,000
4642 Christmas Lights - Power	0	1,000	1,000	0	0	1,000
4702 Equipment Hire	5,124	3,000	3,000	410	0	3,000
4999 Miscellaneous Expenses	260	0	0	0	0	0
OverHead Expenditure	10,361	9,500	9,500	2,889	0	9,500
1201 Sponsorship Income (+VAT)	2,475	2,500	2,500	3,000	0	2,500
1202 Income - Contributions	0	0	0	-30	0	150
1203 Donations - Income	1,040	0	0	450	0	0
1204 Bookings/Hire	1,703	1,000	1,000	670	0	1,000
Total Income	5,218	3,500	3,500	4,090	0	3,650
314 Net Expenditure	5,143	6,000	6,000	-1,201	0	5,850
315 Heritage Open Days						
4415 Printing & Design (External)	1,348	1,500	1,500	1,453	0	1,500
4540 Civic & Community Functions	0	0	0	51	0	0
4999 Miscellaneous Expenses	152	0	0	0	0	0
OverHead Expenditure	1,500	1,500	1,500	1,504	0	1,500
315 Net Expenditure	1,500	1,500	1,500	1,504	0	1,500

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>
316	<u>Christmas Market</u>					
4003	Contracted Services	0	0	0	0	3,000
4020	Additional Staffing & Events	2,132	0	0	0	1,500
4182	Equipment Purchase	54	0	0	0	0
4205	Waste Disposal	270	0	0	0	0
4415	Printing & Design (External)	1,681	1,000	1,000	1,201	1,000
4425	Advertising	1,135	1,000	1,000	303	1,000
4426	Publicity and newsletter	250	500	500	0	500
4455	Postages & Distribution	1,000	0	0	0	0
4461	Licences	42	0	0	21	0
4625	Entertainment - Performers	50	500	500	0	500
4702	Equipment Hire	5,446	6,000	6,000	1,000	3,000
	OverHead Expenditure	12,060	9,000	9,000	2,525	10,500
1201	Sponsorship Income (+VAT)	3,000	1,500	1,500	3,175	1,500
1202	Income - Contributions	0	0	0	100	150
1204	Bookings/Hire	10,866	7,500	7,500	11,200	10,000
	Total Income	13,866	9,000	9,000	14,475	11,650
316	Net Expenditure	-1,806	0	0	-11,950	-1,150

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>	
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp.</u>	<u>Next Year Budget</u>	
<u>317</u>	<u>Spring Festival</u>						
4020	Additional Staffing & Events	0	300	300	92	0	300
4182	Equipment Purchase	0	0	0	225	0	0
4415	Printing & Design (External)	0	0	0	235	0	0
4425	Advertising	229	500	500	198	75	500
4540	Civic & Community Functions	0	0	0	1	0	0
4625	Entertainment - Performers	0	1,000	1,000	770	0	1,000
4702	Equipment Hire	0	2,500	2,500	1,842	0	2,500
	OverHead Expenditure	229	4,300	4,300	3,363	75	4,300
1201	Sponsorship Income (+VAT)	0	750	750	1,117	0	750
1202	Income - Contributions	0	0	0	133	0	150
1204	Bookings/Hire	0	1,400	1,400	1,253	0	1,400
	Total Income	0	2,150	2,150	2,503	0	2,300
317	Net Expenditure	229	2,150	2,150	860	75	2,000
<u>320</u>	<u>Farmers' Market</u>						
4000	Salaries	5,520	7,000	7,000	3,658	0	7,100
4025	Farmers' Market Supervision	1,320	1,500	1,500	880	0	1,500
4140	Office Costs	96	0	0	115	0	0

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4176 Cleaning consumables	263	200	200	94	0	200
4400 Stationery	40	0	0	86	0	0
4410 Photocopying Charges	266	500	500	109	0	500
4415 Printing & Design (External)	430	500	500	75	0	500
4425 Advertising	2,300	2,000	2,000	0	0	2,000
4426 Publicity and newsletter	414	0	0	0	0	0
4440 Telephones	87	250	250	41	0	250
4455 Postages & Distribution	213	500	500	87	0	500
4460 Subscriptions & Memberships	175	200	200	175	0	200
4461 Licences	4,250	4,250	4,250	4,250	0	4,250
4625 Entertainment - Performers	1,300	750	750	300	0	750
4702 Equipment Hire	0	3,000	3,000	0	0	3,000
4999 Miscellaneous Expenses	0	0	0	0	0	0
OverHead Expenditure	16,674	20,650	20,650	9,871	0	20,750
1204 Bookings/Hire	17,310	18,000	18,000	11,936	0	18,000
Total Income	17,310	18,000	18,000	11,936	0	18,000
320 Net Expenditure	-636	2,650	2,650	-2,064	0	2,750
330 Christmas Lights						
4170 Property Maintenance/Refurbish	250	0	0	0	0	0

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4425	Advertising	0	0	0	125	0	0
4641	Christmas Lights - Install	31,980	28,000	28,000	5,436	0	28,000
4642	Christmas Lights - Power	2,500	1,200	1,200	1,950	0	1,500
4643	Christmas Lights 2019	0	5,000	5,000	0	0	5,000
	OverHead Expenditure	34,730	34,200	34,200	7,511	0	34,500
1200	Grants Income	0	0	0	2,500	0	0
1202	Income - Contributions	1,405	0	0	0	0	0
1203	Donations - Income	0	0	0	540	0	0
	Total Income	1,405	0	0	3,040	0	0
330	Net Expenditure	33,325	34,200	34,200	4,471	0	34,500
400	<u>Cemeteries</u>						
4000	Salaries	71,635	85,000	85,000	48,436	0	86,000
4001	Agency/Contract Staffing	0	0	0	1,415	0	0
4030	Staff Training	185	800	800	0	0	800
4110	Rates, rent	4,123	4,500	4,500	2,772	0	4,500
4115	Water Charges	505	1,000	1,000	369	0	1,000
4120	Energy Costs	450	250	250	1,357	0	250
4170	Property Maintenance/Refurbish	42,218	25,000	25,000	3,679	0	25,000
4182	Equipment Purchase	748	0	0	0	0	0

Farnham Town Council
Budget Detail - By Centre

At 19:19

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
4205 Waste Disposal	690	1,000	1,000	709	0	1,000
4210 Grave Digging	0	0	0	0	0	0
4215 Friends Of Cemeteries	0	0	0	0	0	0
4217 Buy back of EROB	58	0	0	0	0	0
4220 Memorials & Plaques	49	0	0	338	0	0
4225 Cemetery Memorial Maintenance	3,289	5,000	5,000	1,465	0	5,000
4400 Stationery	0	300	300	0	0	300
4410 Photocopying Charges	200	0	0	0	0	0
4415 Printing & Design (External)	150	0	0	0	0	0
4440 Telephones	148	0	0	0	0	0
4460 Subscriptions & Memberships	555	500	500	90	0	500
4482 IT Support	600	0	0	0	0	0
4555 Legal & professional Fees	0	0	0	0	0	0
4999 Miscellaneous Expenses	90	0	0	0	0	0
OverHead Expenditure	125,691	123,350	123,350	60,629	0	124,350
1000 Hall & Room Lettings Income	0	4,000	4,000	0	0	0
1030 Commercial Lettings Income	4,200	0	0	4,200	0	4,200
1100 Interment Fees Income	43,811	35,000	35,000	12,175	0	30,000
1120 Grave Purchases Income	52,870	35,000	35,000	12,060	0	35,000
1130 Memorials Income	3,885	2,500	2,500	3,540	0	2,500

Farnham Town Council
Budget Detail - By Centre

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
1160	Cemeteries Other Income	322	0	0	76	0	0
	Total Income	105,088	76,500	76,500	32,051	0	71,700
	400 Net Expenditure	20,603	46,850	46,850	28,578	0	52,650
902	<u>West Street Chapel</u>						
4170	Property Maintenance/Refurbish	2,749	0	0	0	0	0
4415	Printing & Design (External)	69	0	0	0	0	0
4555	Legal & professional Fees	1,568	0	0	0	0	0
	OverHead Expenditure	4,386	0	0	0	0	0
	902 Net Expenditure	4,386	0	0	0	0	0
903	<u>Hale Chapels</u>						
4170	Property Maintenance/Refurbish	1,040	0	0	890	0	0
4555	Legal & professional Fees	7,145	0	0	0	0	10,000
	OverHead Expenditure	8,185	0	0	890	0	10,000
	903 Net Expenditure	8,185	0	0	890	0	10,000
910	<u>Wrecclesham Community Centre R</u>						
4555	Legal & professional Fees	0	0	0	0	1,365	0
	OverHead Expenditure	0	0	0	0	1,365	0

**Farnham Town Council
Budget Detail - By Centre**

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp.	Next Year Budget
1000	Hall & Room Lettings Income	-250	0	0	1,375	0	0
1200	Grants Income	2,194	0	0	0	0	0
	Total Income	1,944	0	0	1,375	0	0
910	Net Expenditure	-1,944	0	0	-1,375	1,365	0
	Total Budget Expenditure	1,162,728	1,219,077	1,219,077	685,037	15,916	1,250,002
	Income	1,224,351	1,219,077	1,219,077	1,218,981	0	1,223,483
	Net Expenditure	-61,623	0	0	-533,943	15,916	26,519

At : 20:00

Budget Detail - By Combined Account Code

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>	<u>2016-17</u>				<u>2017-18</u>
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp	Budget
<u>Budget Expenditure</u>							
5000	Transfers To EM Reserves	103,000	0	0	0	0	0
5005	Transfers From EM Reserves	-66,000	0	0	0	0	0
9999	Discount	0	0	0	0	0	0
	Other Cost/Income	37,000	0	0	0	0	0
<u>Budget Expenditure</u>							
4000	Salaries	437,130	512,000	512,000	306,982	0	527,550
4001	Agency/Contract Staffing	51,225	71,000	71,000	64,438	0	61,000
4002	Actuarial Contribution	59,000	8,000	8,000	0	0	8,000
4003	Contracted Services	15,493	12,000	13,500	13,352	0	22,500
4020	Additional Staffing & Events	9,768	7,800	7,800	3,738	0	7,500
4025	Farmers' Market Supervision	1,320	1,500	1,500	880	0	1,500
4030	Staff Training	3,483	5,800	5,800	1,452	0	5,800
4041	Staff Travel	835	2,000	2,000	211	0	2,000
4050	Staff Recruitment/Advertising	1,404	1,500	1,500	1,721	0	1,500
4070	Protective Clothing	1,120	1,000	1,000	222	262	1,000
4100	Rent	0	0	0	0	0	0
4110	Rates, rent	32,726	38,000	38,000	20,318	0	38,000
4115	Water Charges	2,616	6,150	6,150	2,110	0	5,650
4120	Energy Costs	8,402	10,450	10,450	4,918	0	10,450
4130	Insurance	9,548	12,500	12,500	10,068	0	15,550
4140	Office Costs	3,473	2,200	2,200	2,820	0	2,200
4170	Property Maintenance/Refurbish	87,445	82,000	82,000	25,523	830	79,500
4175	Graffiti Removal	6,596	7,500	7,500	2,750	0	8,000

Continued on Page 2

At : 20:00

Budget Detail - By Combined Account Code

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp	Budget
4176 Cleaning consumables	4,705	9,200	9,200	2,879	0	5,200
4181 Equipment Maintenance	3,583	3,500	3,500	3,689	0	3,000
4182 Equipment Purchase	6,705	3,000	3,000	387	2,039	4,000
4190 CCTV	6,232	7,500	7,500	2,448	1,750	7,500
4195 Alarms - Fire, Security	1,524	4,750	4,750	3,529	0	4,750
4196 Crime Prevention	0	500	500	0	0	500
4205 Waste Disposal	2,550	3,050	3,050	1,478	0	3,050
4210 Grave Digging	0	0	0	0	0	0
4215 Friends Of Cemeteries	0	0	0	0	0	0
4217 Buy back of EROB	58	0	0	0	0	0
4220 Memorials & Plaques	49	0	0	338	0	0
4225 Cemetery Memorial Maintenance	3,289	5,000	5,000	1,465	0	5,000
4300 Vehicle Costs - Fuel	3,864	7,000	7,000	2,934	0	7,000
4301 Vehicle Costs - LPG	741	1,500	1,500	391	0	1,500
4302 Vehicle Costs - Maintenance	4,214	3,000	3,000	1,754	0	3,000
4303 Vehicle Costs - Road Tax	495	750	750	0	0	750
4310 New Vehicles/Machinery	32,171	0	0	0	0	0
4400 Stationery	3,126	4,800	4,800	1,431	0	4,275
4410 Photocopying Charges	4,179	6,000	6,000	2,447	0	5,700
4411 Publications, books etc	484	750	750	110	0	3,500
4415 Printing & Design (External)	16,095	18,000	18,000	12,897	164	16,800
4425 Advertising	10,234	8,000	8,000	8,674	75	8,800
4426 Publicity and newsletter	8,794	4,500	4,500	787	0	4,500
4440 Telephones	6,371	8,300	8,300	3,634	0	8,300
4455 Postages & Distribution	8,648	12,000	12,000	3,096	0	12,000
4460 Subscriptions & Memberships	5,948	6,050	6,050	4,428	500	6,900

Continued on Page 3

At : 20:00

Budget Detail - By Combined Account Code

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp	Budget
4461 Licences	5,079	5,350	5,350	4,647	0	5,350
4480 IT Equipment	2,348	5,000	5,000	449	0	5,000
4481 Web Site	9,080	15,000	15,000	8,476	0	20,000
4482 IT Support	11,044	10,000	10,000	4,896	0	10,000
4500 Mayoral Allowance	0	0	0	0	0	0
4501 Mayoral Allowance 2014-15	0	0	0	0	0	0
4502 Mayoral Allowance 2015-16	2,700	0	0	185	0	0
4503 Mayoral Allowance 2016-17	0	2,700	2,700	1,050	0	0
4504 Mayoral Allowance 2017-18	0	0	0	0	0	2,700
4505 Mayor's Charity	0	0	0	0	0	0
4520 Members' Travel	12	200	200	0	0	200
4525 Members' Training	71	1,500	1,500	0	0	1,000
4540 Civic & Community Functions	6,398	7,000	7,000	6,641	27	8,500
4541 Christmas Civic Carol Concert	1,618	2,000	2,000	0	0	2,000
4545 Twinning/Partnerships Expenses	882	2,000	2,000	2,755	0	1,000
4550 Bank Charges	2,298	2,500	2,500	1,615	0	2,500
4555 Legal & professional Fees	13,127	5,000	5,000	6,786	2,515	14,000
4560 Accountancy & Payroll Costs	5,834	5,000	5,000	2,715	56	5,000
4570 Audit Fees	3,884	4,500	4,500	2,000	0	5,000
4600 Tourism Developments & Events	9,407	18,350	16,850	5,286	942	15,000
4610 Horticultural Supplies	7,899	10,000	8,500	2,795	1,550	8,500
4611 Plants and Flowers	9,908	10,000	10,000	1,692	983	10,000
4612 Community Group	0	0	0	0	0	0
4613 Community Events	9	0	0	0	0	0
4625 Entertainment - Performers	7,450	10,000	10,000	5,821	0	9,500
4630 Events Costs - Other Events	2,300	5,000	5,000	925	0	5,000

Continued on Page 4

At : 20:00

Budget Detail - By Combined Account Code

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
	Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp	Budget
4631 Events Costs - Diamond Jubilee	0	0	0	0	0	0
4641 Christmas Lights - Install	31,980	28,000	28,000	5,436	0	28,000
4642 Christmas Lights - Power	2,500	2,200	2,200	1,950	0	2,500
4643 Christmas Lights 2019	0	5,000	5,000	0	0	5,000
4650 Street Furniture	6,640	5,000	5,000	4,617	1,868	5,000
4655 Banners	7,911	6,000	6,000	1,960	0	6,000
4702 Equipment Hire	16,260	23,000	23,000	10,352	0	18,500
4704 DO NOT USE	0	0	0	0	0	0
4800 Grants	20,861	20,500	20,500	19,826	0	35,000
4801 Grant - Farnham Maltings	12,800	13,000	13,000	12,800	0	13,000
4802 Grant - Citizens Advice Bureau	15,360	15,500	15,500	15,360	0	15,500
4803 Grant - 40 Degreez	3,400	3,500	3,500	3,400	0	3,500
4804 Small Grants	2,344	2,000	2,000	380	0	2,000
4805 Farnham Carnival	0	0	1,500	1,500	0	1,500
4806 Sandy Hill Bungalow	2,000	2,000	2,000	2,000	0	2,000
4807 Community Initiatives	28,649	55,000	55,000	14,232	2,355	50,000
4820 OLD CODE use cost centre 142	0	0	0	3	0	0
4821 Elections	30,455	7,000	7,000	0	0	7,000
4822 Publicity and newsletter	0	0	0	0	0	0
4830 Blackwater Valley CMS	1,500	1,500	1,500	1,500	0	1,500
4910 Loan Repayments	10,227	10,227	10,227	10,227	0	10,227
4999 Miscellaneous Expenses	581	0	0	287	0	0
6666 Bad Debt Write Offs	2,270	0	0	175	0	0
7777 In year savings	0	0	0	0	0	0
8888 Overhead recharge to Services	0	0	0	0	0	0

At : 20:00

Budget Detail - By Combined Account Code

Note : Farnham Town Council FIRST DRAFT 2017-2018

		<u>2015-16</u>		<u>2016-17</u>		<u>2017-18</u>	
		Actual	Agreed Budget	Revised Budget	Actual YTD	Committed Exp	Budget
OverHead Expenditure		1,162,728	1,219,077	1,219,077	685,037	15,916	1,250,202
<u>Budget Income</u>							
1000	Hall & Room Lettings Income	4,500	8,500	8,500	4,125	0	5,500
1030	Commercial Lettings Income	4,200	0	0	4,200	0	4,200
1080	Allotment Rents Income	13,317	15,500	15,500	10,979	0	16,500
1100	Interment Fees Income	43,811	35,000	35,000	12,175	0	30,000
1120	Grave Purchases Income	52,870	35,000	35,000	12,060	0	35,000
1130	Memorials Income	3,885	2,500	2,500	3,540	0	2,500
1160	Cemeteries Other Income	322	0	0	76	0	0
1200	Grants Income	2,194	0	0	5,500	0	0
1201	Sponsorship Income (+VAT)	20,085	21,750	21,750	31,880	0	25,250
1202	Income - Contributions	23,182	11,000	11,000	26,435	0	12,350
1203	Donations - Income	1,965	0	0	2,260	0	0
1204	Bookings/Hire	41,882	40,900	40,900	40,169	0	43,900
1300	Banners Income	8,500	6,000	6,000	3,117	0	6,000
1521	Income - LG Contributions	0	0	0	0	0	0
1522	Surrey Highways Contract	9,202	7,000	7,000	6,936	0	5,000
1600	Mayor's Charity	0	0	0	0	0	0
1900	Precept	961,057	1,011,182	1,011,182	1,011,187	0	1,015,500
1905	Local Parish Council Tax Grant	23,230	19,745	19,745	19,745	0	16,783
1910	Interest Received	7,018	5,000	5,000	3,783	0	5,000
1915	Bank Charges reimbursement	20	0	0	10	0	0
1920	Sale Of Assets	0	0	0	0	0	0
1999	Miscellaneous Income	3,110	0	0	20,803	0	0

Continued on Page 6

Budget Detail - By Combined Account Code

Note : Farnham Town Council FIRST DRAFT 2017-2018

	<u>2015-16</u>		<u>2016-17</u>			<u>2017-18</u>
	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>	<u>Committed Exp</u>	<u>Budget</u>
Total Income	1,224,351	1,219,077	1,219,077	1,218,981	0	1,223,483
Total Net Expenditure	-24,623	0	0	-533,943	15,916	26,719

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4481	Web Site	100	Professional Services & Admin	Refresh of some elements in 2017/18
4482	IT Support	100	Professional Services & Admin	IT support contract
4555	Legal & professional Fees	100	Professional Services & Admin	Assets' licences transfers, advice etc. Combined with professional fees 4585 in 2016/17
4560	Accountancy & Payroll Costs	100	Professional Services & Admin	Accountancy support for month end and year end
4570	Audit Fees	100	Professional Services & Admin	Covers internal and external audit fees. New national system from 2017.
4001	Agency/Contract Staffing	110	Governance & Democratic	Agency Staff costs generally funded from vacancies under code 4000
4100	Rent	110	Governance & Democratic	Merged with Rates 4110 120
4130	Insurance	110	Governance & Democratic	Increase as a result of depot claim and new tax rate. Retender due in 2017.
4170	Property Maintenance/Refurbish	110	Governance & Democratic	Office and depot
4400	Stationery	110	Governance & Democratic	Paper costs for agendas etc
4425	Advertising	110	Governance & Democratic	Annual meeting
4426	Publicity and newsletter	110	Governance & Democratic	Vantage Point, Residents Guide, newsletter formerly 4822
4460	Subscriptions & Memberships	110	Governance & Democratic	Inlcudes NALC/SALC/SLCC
4540	Civic & Community Functions	110	Governance & Democratic	Additional events being held including volunteer thankyou events
4545	Twining/Partnerships	110	Governance & Democratic	2016/17 for 25th anniversary, partly offset by income
1204	Bookings/Hire	120	Office & Customer Services	Eg Annual Town meeting
4001	Agency/Contract Staffing	120	Office & Customer Services	Agency Staff additional costs met from vacancies under code 4000
4110	Rates, rent	120	Office & Customer Services	Budget merged with with former 4100 100 in 2015/16
4115	Water Charges	120	Office & Customer Services	Water charges for offices
4170	Property Maintenance/Refurbish	120	Office & Customer Services	Met from code 4170 100
4195	Alarms - Fire, Security	120	Office & Customer Services	Fire, intruder and keyholding service
4425	Advertising	120	Office & Customer Services	Covers Remembrance, mayoral, councillor
4800	Grants	130	Grants	Should this sum increase in 2017/18? Requests from eg Hoppa, Brightwells Gostrey, 40 degreez etc
4821	Elections	141	Elections	Provision for election or by-election expenses paid over 4 years into earmarked reserve

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4001	Agency/Contract Staffing	142	Neighbourhood Plan	Provision for 2017/18 advice for Emerging Local Plan issues
4415	Printing & Design (External)	142	Neighbourhood Plan	Printing final Neighbourhood plan for consultation etc
4822	Publicity and newsletter			Newsletters, residents Guide, Vantage point recoded to 4426
1900	Precept	150	Other Operating Income/Costs	Council Tax base rise to 16973.1 (99% collection rate at Oct 2016 (16699.8 in current year)
1905	Local Parish Council Tax Grant	150	Other Operating Income/Costs	assumes 2016-17 figure less 15%. following Waverley letter 14-11-2016
1910	Interest Received	150	Other Operating Income/Costs	interest on investments at historic low rate
4002	Actuarial Contribution	150	Other Operating Income/Costs	Triennial Actuarial Review impact - potential for reduction - details awaited
4910	Loan Repayments	150	Other Operating Income/Costs	Public Works Loan Board repayment for council offices extension. Ends on 29/10/22.
4170	Property Maintenance/Refurbish	160	Wrecclesham Community	Covers landowner's responsibilities
4195	Alarms - Fire, Security	160	Wrecclesham Community	Fire and intruder alarms and keyholding service
1202	Income - Contributions	170	Community Development	2015/16 includes SCC commuted sum for maintenance to go to reserves for future maintenance
4806	Sandy Hill Bungalow	170	Community Development	Transitional contribution to the community trust to the costs of employing manager. 2017/18 review?
4120	Energy Costs	171	Community Safety	CCTV cameras
4190	CCTV	171	Community Safety	Camera repairs & maintenance & redcare line rental
4807	Community Initiatives	175	Localism - New Initiatives/Pro	New initiatives fund and top up of principal authority services
4001	Agency/Contract Staffing	199	Rechargeable Costs	Agency Staff costs met from vacancies under code 4000
4041	Staff Travel	199	Rechargeable Costs	costs paid through payroll
4130	Insurance	199	Rechargeable Costs	Should be against code 4130 110
4170	Property Maintenance/Refurbish	199	Rechargeable Costs	Costs allocated against some other budget codes - needs reallocating

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4195	Alarms - Fire, Security	200	Grounds Services	Alarm system maintenance and monitoring, keyholding at Depot
4300	Vehicle Costs - Fuel	200	Grounds Services	Mower and Vehicle fuel costs - currently at low rates increases expected 2017/18
4302	Vehicle Costs - Maintenance	200	Grounds Services	3 vehicles MOT and servicing reflects usage
4440	Telephones	200	Grounds Services	Depot broadband (cctv) and mobiles
4460	Subscriptions & Memberships	200	Grounds Services	Surrey Wildlife Trust
1522	Surrey Highways Contract	201	Highways	No confirmation of basis for scheme in 2017/18
4176	Cleaning consumables	201	Highways	Highways Localism Project
4170	Property Maintenance/Refurbish	205	War Memorial	Possible Rowledge refurb contribution
1201	Sponsorship Income (+VAT)	210	Farnham In Bloom	Target income
1202	Income - Contributions	210	Farnham In Bloom	Targetted support for baskets, troughs and planters
1203	Donations - Income	210	Farnham In Bloom	Donations not guaranteed
4170	Property Maintenance/Refurbish	210	Farnham In Bloom	Amalgamate with 4610
4415	Printing & Design (External)	210	Farnham In Bloom	leaflets, Briefing packs, etc
4540	Civic & Community Functions	210	Farnham In Bloom	Covers launch, awards event, community events etc
4610	Horticultural Supplies	210	Farnham In Bloom	Expenditure covers non-plants related costs mostly in last quarter of year
4611	Plants and Flowers	210	Farnham In Bloom	Expenditure mostly in last quarter of year
1202	Income - Contributions			Ceased maintenance 1/12/13 as Surrey would not cover costs (their costs then increased to c £10k!
1080	Allotment Rents Income	240	Allotments	Increase proposed to cover combined allotment indemnity insurance for individuals
4140	Office Costs	240	Allotments	Annual lecture and meetings
4415	Printing & Design (External)	240	Allotments	Newsletter, show booklets
4455	Postages & Distribution	240	Allotments	Newsletter etc

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4000	Salaries	250	Public Conveniences	Weekend allocation now under pilot contract.code 4003
4120	Energy Costs	250	Public Conveniences	Reflect energy costs
4170	Property Maintenance/Refurbish	250	Public Conveniences	Underspend expected in 16/17 -awaiting Gostrey transfer.
4176	Cleaning consumables	250	Public Conveniences	Reflects consumption levels and community toilet scheme contributions
1300	Banners Income	260	Town Centre & Rural Dev	Income reflects higher use and offsets costs - aims for breakeven
4650	Street Furniture	260	Town Centre & Rural Dev	Replace finger posts, bus stops etc
4655	Banners	260	Town Centre & Rural Dev	Installation costs met by income
4000	Salaries	300	Tourism	Split allocation with events 310
4120	Energy Costs	300	Tourism	Lower consumption costs overall
4415	Printing & Design (External)	300	Tourism	Visitor Guide and Residents' Guide, walks leaflets
4455	Postages & Distribution	300	Tourism	Deliver residents' guide/leaflets to every household
4460	Subscriptions & Memberships	300	Tourism	visit surrey
4805	Farnham Carnival	300	Tourism	Shared weekend with Picnic in the Park
4000	Salaries	310	Events	Reallocating staff time from tourism 300 heading to better reflect activity
4020	Additional Staffing & Events	310	Events	Costs for 2017/18 being allocated across each event
4630	Events Costs - Other Events	310	Events	Walking Festival and emerging events
1204	Bookings/Hire	311	Picnic in the Park	Income allocated to specific activities
4020	Additional Staffing & Events	311	Picnic in the Park	Costs for 2017/18 being allocated across each event
4702	Equipment Hire	311	Picnic in the Park	Staging, toilets etc
1204	Bookings/Hire	312	Food Festival	Stall holder income
4003	Contracted Services	312	Food Festival	Road closure, St John Ambulance
4020	Additional Staffing & Events	312	Food Festival	Funded from centre 310. Costs for 2017/18 being allocated across each event
1202	Income - Contributions	313	Music in the Meadow	Stall income
4020	Additional Staffing & Events	313	Music in the Meadow	Funded from code 310. Costs for 2017/18 being allocated across each event
4625	Entertainment - Performers	313	Music in the Meadow	Contributions for performers. Additional Winter events 2016/17.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4702	Equipment Hire	314	Christmas Switch-on	Staging
4003	Contracted Services	316	Christmas Market	Road Closure
4020	Additional Staffing & Events	316	Christmas Market	Costs for 2017/18 being allocated across each event
4425	Advertising	320	Farmers' Market	Banners, adverts etc
4461	Licences	320	Farmers' Market	Waverley Borough Council charge of £10 per stall per market, plus other licences
4641	Christmas Lights - Install	330	Christmas Lights	Core costs reduced for new scheme. Additional sum included for scheme expansion.
4643	Christmas Lights 2019	330	Christmas Lights	Annual provision for earmarked reserve to replace/upgrade Christmas lights in 2019
1100	Interment Fees Income	400	Cemeteries	Income fluctuates. Lowest for several years in 2016/17 to date
1120	Grave Purchases Income	400	Cemeteries	Income fluctuates. Lowest for several years in 2016/17 to date
1130	Memorials Income	400	Cemeteries	Income based on experience to date
4001	Agency/Contract Staffing	400	Cemeteries	Additional maintenance bought in
4115	Water Charges	400	Cemeteries	Reflecting cemetery water costs
4170	Property Maintenance/Refurbish	400	Cemeteries	Ongoing programme to improve paths, railings etc
4210	Grave Digging	400	Cemeteries	Grave digging costs now met by undertakers or cemeteries staff allocation (c 25 ashes plots)
4225	Cemetery Memorial	400	Cemeteries	Ongoing memorial fixing programme
4482	IT Support	400	Cemeteries	Epitaph software
4555	Legal & professional Fees	400	Cemeteries	Chapels project
1920	Sale Of Assets			Sale of Green Lane Chapel - moved to ringfenced reserve
1200	Grants Income	910	Wrecclisham Community	Retained grants for refurbishment project
1202	Income - Contributions	910	Wrecclisham Community	Refurbishment project contributions

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FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Group

Time and date

9.30 am on Monday 14th November 2016

Place

Council Chamber, South Street, Farnham

Planning & Licensing Consultative Group Members Present

Councillor J Williamson (Chair)

Councillor Carole Cockburn

Councillor J Fraser

Councillor M Hyman

Councillor A Macleod

Councillor K Mirylees

Officers in attendance: Ian Kershaw

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

Councillors P Dunsmore, K Mirylees and J Ricketts.

2. Declarations of Interest

There were none.

3. Applications considered by the Planning and Licensing Consultative Group on 14 November 2016

Borough Council Planning Applications

Farnham Bourne

WA/2016/2159 Farnham Bourne Zyra Knight

Application under Section 73A to vary Conditions 3 & 4 of WA/2015//0604 to allow alterations to windows.

LATIMER HOUSE, FORD LANE, WRECCLESHAM GU10 4SF

Farnham Town Council has no objections.

WA/2016/2162 Farnham Bourne Rachel Kellas

Application under Section 73 to vary Condition 1 of WA/2016/0614 (plan numbers) to allow for changes to fenestration.

LAND TO REAR OF HERONCOURT, 39 FORD LANE, WRECCLESHAM GU10 4SF

Farnham Town Council has no objections.

WA/2016/2177 Farnham Bourne Gemma Paterson

Erection of a single dwelling and garage and formation of a new access from Moons Hill.

LAND TO REAR OF 1 HILLSIDE ROAD, MOONS HILL, FRENHAM GU10 3AP

Farnham Town Council objects on the grounds that the principle of development in this rural area is not acceptable. It is contrary to the guidance set out in the Neighbourhood Plan and will add to coalescence between settlements.

Farnham Castle

WA/2016/2143 Farnham Castle Kate Ingram

Listed Building consent for installation of 3 air conditioning units and internal alterations.

CHEYENNE HOUSE, WEST STREET, FARNHAM GU9 7EQ

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

WA/2016/2142 Farnham Castle Kate Ingram

Installation of 3 air conditioning units.

CHEYENNE HOUSE, WEST STREET, FARNHAM GU9 7EQ

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

CA/2016/0145 Farnham Castle Mr A Clout

FARNHAM CONSERVATION AREA

REMOVAL OF TREE

GUILDFORD HOUSE CASTLE HILL FARNHAM GU9 7JG

Farnham Town Council regrets the loss of a tree in a conservation area but has no objections subject to the approval of the Arboricultural Officer.

WA/2016/2163 Farnham Castle Zyra Knight

Erection of extensions following demolition of existing conservatory.

FARNHAM HOUSE HOTEL, ALTON ROAD, FARNHAM GU10 5ER

Farnham Town Council has no objections subject to the extensions being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2141 Farnham Castle Kayleigh Taylor

Erection of a two storey rear extension (revision of WA/2016/0797).

1 BABBS MEAD, FARNHAM GU9 7EE

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Farnham Firgrove

WA/2016/2149 Farnham Firgrove Philippa Staddon

Erection of single storey extension and alterations.

19 ST GEORGES ROAD, FARNHAM GU9 8NA

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2184 Farnham Firgrove Philippa Staddon

Installation of replacement windows.

FLATS A & B, 60 FIRGROVE HILL, FARNHAM GU9 8LL

Farnham Town Council has no objections subject to the windows being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2153 Farnham Firgrove Ruth Dovey

Erection of single storey rear extension and alterations following demolition of existing outbuilding.

42 RYLE ROAD, FARNHAM GU9 8RN

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Farnham Hale and Heath End

WA/2016/2170 Farnham Hale and Heath End Kayleigh Taylor

Application under Section 73 to vary Condition 1 of WA/2016/1089 (plan number) to allow alterations to stairway.

24 WHITE COTTAGE CLOSE, FARNHAM GU9 0NL

Farnham Town Council has no objections.

WA/2016/2178 Farnham Hale and Heath End Philippa Staddon

Erection of front first floor extension and alterations.

79 RUSHDEN WAY, FARNHAM GU9 0QQ

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Farnham Moor Park

WA/2016/2146 Farnham Moor Park Zyra Knight

Erection of single-storey rear extension and alterations.

4 MONKSHANGER FARNHAM GU9 8BU

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used in keeping with existing.

WA/2016/2130 Farnham Moor Park Zyra Knight

Erection of extensions and alterations; erection of double garage and alterations to access.

39 STOKE HILLS, FARNHAM GU9 7TE

Farnham Town Council strongly objects to this application on the grounds that it is over-development of the site and will impact on neighbours' amenity.

CR/2016/0023 Farnham Moor Park Zyra Knight

Prior Notification Application - Change of use from Use Class B1a (office) to Use Class C3 (residential) use to provide 4 dwellings.

PEEL HOUSE, UPPER SOUTH VIEW, FARNHAM GU9 7JNh

Farnham Town Council has no objections.

WA/2016/2114 Farnham Moor Park Rachel Kellas

Application under Section 73A to remove Condition 6 (sustainable design and construction) and Condition 7 (renewable energy) of WA/2014/1163 (16 dwellings and a care home).

LAND TO REAR OF BOURNE MILL, GUILDFORD ROAD, FARNHAM GU9 9PU

Farnham Town Council objects to this application which would undermine the design quality and sustainability of the development. The conditions agreed at the time of the development were important in ensuring quality of design and use of renewable energy and the reasons for applying them still stand.

Farnham Shortheath and Boundstone

WA/2016/2131 Farnham Shortheath and Boundstone Kayleigh Taylor

Erection of extensions and alterations.

7 BOWER ROAD, FARNHAM GU10 4ST

Farnham Town Council has no objections subject to the extensions and alterations being in keeping with the Farnham Design Statement and all materials used in keeping with existing.

TM/2016/0202 Farnham Shortheath and Boundstone Mr A Clout

APPLICATION FOR WORKS TO A TREE SUBJECT OF TREE PRESERVATION ORDER 45/99

15 MAYARO BOUNDSTONE ROAD FARNHAM GU10 4TH

Farnham Town Council has no objections subject to the approval of the Arboricultural Officer but welcomes works to maintain protected trees.

TM/2016/0200 Farnham Shortheath and Boundstone Mr A Clout

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 04/99

1 LONGHOPE DRIVE FARNHAM GU10 4SN

Farnham Town Council has no objections subject to the approval of the Arboricultural Officer but welcomes works to maintain protected trees.

WA/2016/2157 Farnham Shortheath and Boundstone Zyra Knight

Erection of first floor and single storey extensions and alterations following demolition of existing detached garage.

25 UPPER BOURNE LANE, WRECCLESHAM GU10 4RG

Farnham Town Council has no objections subject to the extensions and alterations being in keeping with the Farnham Design Statement and all materials used in keeping with existing.

Farnham Weybourne and Badshot Lea

TM/2016/0191 Farnham Weybourne and Badshot Lea Steve Tester

APPLICATION FOR WORKS TO A TREE SUBJECT OF TREE PRESERVATION ORDER 24/01

39 COPSE AVENUE FARNHAM GU9 9EA

Farnham Town Council has no objections subject to the approval of the Arboricultural Officer but welcomes works to maintain protected trees.

WA/2016/2133 Farnham Weybourne and Badshot Lea Ruth Dovey

Application under Section 73 to vary Condition 1 of WA/2016/0566 (plan numbers) to allow changes to elevations and floorplans to increase habitable accommodation.

LAND AT 34 ST GEORGES ROAD, BADSHOT LEA GU9 9LY

Farnham Town Council has no objections.

Farnham Wrecclesham and Rowledge

NMA/2016/0185 Farnham Wrecclesham and Rowledge Mrs M Knight

Amendment to WA/2014/1829 for alterations to deck.

2 BRYN ROAD FARNHAM GU10 4PZ

Farnham Town Council has no objections.

TM/2016/0194 Farnham Wrecclesham and Rowledge Steve Tester

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 07/11

CEDAR BANK YATESBURY CLOSE FARNHAM GU9 8UF

Farnham Town Council objects to the loss of trees implied in the application to “dismantle” several trees but understands the need to thin and manage trees subject to the approval of the Arboricultural Officer.

TM/2016/0195 Farnham Wrecclesham and Rowledge Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 21/04

THE KEEP RECREATION ROAD FARNHAM GU10 4BN

Farnham Town Council welcomes the management of trees subject to preservation orders and defers to comments on the safety or otherwise of individual trees from the Arboricultural Officer.

WA/2016/2176 Farnham Wrecclesham and Rowledge Philippa Staddon

Erection of single storey extensions.

TREETOPS, 22B LICKFOLDS ROAD, FARNHAM GU10 4AE

Farnham Town Council has no objections subject to the extensions being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2132 Farnham Wrecclesham and Rowledge Ruth Dovey

Erection of 6 flats and associated works.

LAND TO THE REAR OF VINERS MEAD, WRECCLESHAM ROAD, WRECCLESHAM GU10 4PT

Farnham Town Council objects to the application on the grounds that it doubles the number of dwellings from what has previously been approved for the site which would have significant adverse impact in terms of both access and parking.

4. Appeals

WA/2015/1694 Farnham Castle

Erection of 9 dwellings with associated access, parking amenity space and landscaping following demolition of all buildings on site and removal of hard standing (as amplified by letter received 27/01/2016).

19 KNOWLE FARM, OLD PARK LANE, FARNHAM

Following the decision of Council on 3 November Members reconsidered previous objections to this application and submissions made to the Planning Inspectorate. In particular they considered information concerning the decontamination of the site. This had been given consideration previously but Members took particular account of the LEAP Environmental report. Members weighed the benefit arising from decontamination against the harm arising from the application and resolved that the objections previously stated outweighed any benefit.

Date of next meeting Monday 28 November 2016

The meeting closed at

Notes by Ian Kershaw



FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Group

Time and date

9.30 am on Monday 28 November 2016

Place

Council Chamber, South Street, Farnham

Planning & Licensing Consultative Group Members Present

Councillor J Williamson (Chair)

Councillor J Fraser

Councillor M Hyman

Councillor A Macleod

Councillor K Mirylees

Officers in attendance: Ian Kershaw

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

Councillors C Cockburn, P Dunsmore, and J Ricketts.

2. Declarations of Interest

There were none.

3. Applications considered by the Planning and Licensing Consultative Group on 28 November 2016

Borough Council Planning Applications

Farnham Bourne

TM/2016/0212 Farnham Bourne Mr A Clout

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 02/00
16 BOURNE FIRS FARNHAM GUI0 3QD

Farnham Town Council understand the need to address diseased trees, subject to the approval of the Arboricultural Officer but would like to see suitable replacements.

Diseased roots should be grubbed out.

TM/2016/0216 Farnham Bourne Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 02/00
17 BOURNE FIRS FARNHAM GU10 3QD

Farnham Town Council, subject to the comments of the Arboricultural Officer, welcomes the management of trees to extend their life and associated amenity.

TM/2016/0215 Farnham Bourne Steve Tester

APPLICATION FOR REMOVAL OF A TREE SUBJECT OF TREE PRESERVATION ORDER WA273
40A WELL COTTAGE FRENHAM ROAD FARNHAM GU10 3NY

Farnham Town Council understands the need to address diseased trees, subject to the comments of the Arboricultural Officer but would like to see suitable replacements. Diseased roots should be grubbed out.

WA/2016/2243 Farnham Bourne Philippa Staddon

Erection of an orangery following demolition of existing conservatory.
CAMELLIA LODGE, 22 LONGDOWN ROAD, FARNHAM GU10 3JU

Farnham Town Council has no objections subject to being in keeping with the Farnham Design Statement.

WA/2016/2218 Farnham Bourne Rachel Kellas

Application under Section 73 to vary Condition 1 of WA/2015/1456, allowed on appeal
APP/R3650/W/16/3146994 (approved plans) to allow alterations to windows and resiting of the
dwelling (revision of WA/2016/0614).

LAND TO REAR OF HERONCOURT, 39 FORD LANE, WRECCLESHAM GU10 4SF
Farnham Town Council has no objections.

WA/2016/2212 Farnham Bourne Gemma Paterson

Erection of a dwelling following demolition of existing dwelling.
PRIORS GLADE, 22 OLD FRENHAM ROAD, FARNHAM GU10 3HD

Farnham Town Council has no objections subject to being in keeping with the Farnham Design Statement.

Farnham Castle

CA/2016/0149 Farnham Castle Mr A Clout

FARNHAM CONSERVATION AREA
WORKS TO TREES

4 THE WILLIAM COBBETT PUBLIC HOUSE BRIDGE SQUARE FARNHAM GU9 7QR
Consideration was deferred to the next meeting.

TM/2016/0206 Farnham Castle Mr A Clout

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 30/05
9 BEAVERS ROAD FARNHAM GU9 7BD

Farnham Town Council has no objections subject to the approval of the Arboricultural Officer but welcomes works to maintain protected trees.

TM/2016/0218 Farnham Castle Steve Tester

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER FAR 82
DIPPENHALL GATE DIPPENHALL ROAD FARNHAM GU10 5DP

Farnham Town Council understands the need to address diseased trees, subject to the comments of the Arboricultural Officer but would like to see suitable replacements. Diseased roots should be grubbed out.

NMA/2016/0190 Farnham Castle Mrs M Knight

Amendment to WA/2016/0244 for alterations to doors and windows.

1 VICTORIA ROAD, FARNHAM GU9 7RB

Farnham Town Council has no objections.

WA/2016/2247 Farnham Castle Kayleigh Taylor

Listed Building Consent for replacement front door.

71 CASTLE STREET, FARNHAM GU9 7LP

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

WA/2016/2213 Farnham Castle Gemma Paterson

Erection of a dwelling and creation of new vehicular access off Parfitts Close.

15 CRONDALL LANE, FARNHAM GU9 7BG

Farnham Town Council objects to the application on the grounds that it is over-development through garden grabbing, inappropriate use of back-land and access is insufficient and dangerous.

DW/2016/0047 Farnham Castle Kayleigh Taylor

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 8m, for which the height would be 2.5m, and for which the height of the eaves would be 2.8m.

WILLEY COTTAGE, CHAMBER LANE, FARNHAM GU10 5ET

Farnham Town Council has no objections.

WA/2016/2267 Farnham Castle Gemma Paterson

Application under Regulation 3 for replacement doors and windows.

25 & 28 LOWER CHURCH LANE, FARNHAM GU9 7PS

Farnham Town Council has no objections subject to development being in keeping with the Farnham Design Statement.

WA/2016/2268 Farnham Castle Gemma Paterson

Application under Regulation 13 for listed building consent for replacement doors and windows.

25 & 28 LOWER CHURCH LANE, FARNHAM GU9 7PS

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

CR/2016/0024 Farnham Castle Ruth Dovey

Prior Notification Application - Change of use from Use Class B1a (office) to Use Class C3 (residential) use to provide 2 dwellings.

OLD SEARCHLIGHTS, RUNWICK LANE, FARNHAM GU10 5EF

This application had been withdrawn.

Farnham Firgrove

WA/2016/2193 Farnham Firgrove Zyra Knight

Erection of single storey rear extensions and front porch; construction of dormer window and alterations.

13 ARTHUR ROAD, FARNHAM GU9 8PB

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with the existing.

WA/2016/2241 Farnham Firgrove Ruth Dovey

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

3 ARTHUR ROAD, FARNHAM GU9 8PB

Farnham Town Council strongly objects to this application which is out of keeping with the surrounding area and the property itself. It does not comply with the Farnham Design Statement and the choice of materials is incongruous. A sympathetic design would use red brick in keeping with existing materials, partition the rear window and use a pitched roof.

WA/2016/2262 Farnham Firgrove Philippa Staddon

Erection of extensions to existing chalet bungalow to provide a two storey dwelling.

22 HILLARY ROAD, FARNHAM GU9 8QX

Farnham Town Council has no objections subject to the extensions being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

NMA/2016/0188 Farnham Firgrove Mrs M Knight

Amendment to WA/2016/1240 for alterations to roof.

38 EDWARD ROAD, FARNHAM GU9 8NP

Farnham Town Council has no objections.

Farnham Hale and Heath End

WA/2016/2186 Farnham Hale and Heath End Zyra Knight

Erection of two storey side extension following demolition of existing conservatory.

88 FARNBOROUGH ROAD, FARNHAM GU9 9BE

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

DW/2016/0049 Farnham Hale and Heath End Kayleigh Taylor

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 8m, for which the height would be 4m, and for which the height of the eaves would be 4m.

THE FOUR SEASONS, ROWHILLS, FARNHAM GU9 9AU

Farnham Town Council objects to the application, which is out of character for the area, and does not meet the criteria for permitted development, in that the measurements given are misleading, as they are exceeded where the ground slopes away at the rear and alterations to the existing roof are required. The Town Council is also concerned about the risk of flooding and the need for a Ground Water Survey. The application will need to comply with the Farnham Design Statement.

Farnham Moor Park

WA/2016/2194 Farnham Moor Park Philippa Staddon

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

SANDYACRES, CROOKSBURY ROAD, FARNHAM GU10 1QB

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2211 Farnham Moor Park Zyra Knight

Erection of single storey side extension.
56 LYNCH ROAD, FARNHAM GU9 8BX

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

NMA/2016/0189 Farnham Moor Park Mrs M Knight

Amendment to WA/2015/1285 for alterations to roof. **Previous comments on 13/07/2015 were as follows: Farnham Town Council has no objections.**

73 EAST STREET, FARNHAM GU9 7TP
Farnham Town Council has no objections.

WA/2016/2240 Farnham Moor Park Gemma Paterson

Erection of 5 dwellings with associated parking and amenity space following demolition of existing commercial buildings and removal of hardstanding.

ABBOTT HOUSE, 14A HALE ROAD, FARNHAM GU9 9QH

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Farnham Shortheath and Boundstone

WA/2016/2188 Farnham Shortheath and Boundstone Philippa Staddon

Certificate of Lawfulness under Section 192 for the erection of single storey rear extension.
11 LAUREL GROVE, WRECCLESHAM GU10 4NU

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

TM/2016/0207 Farnham Shortheath and Boundstone Mr A Clout

APPLICATION FOR WORKS TO A TREE SUBJECT OF TREE PRESERVATION ORDER 45/99
3 GLYNSWOOD FARNHAM GU10 4TN

Farnham Town Council, subject to the comments of the Arboricultural Officer welcomes the management of trees to extend their life and associated amenity.

WA/2016/2221 Farnham Shortheath and Boundstone Ruth Dovey

Erection of 2 dwellings and garages following demolition of existing detached garage; erection of attached garage to existing dwelling and associated works.

LAND TO REAR OF 11 LITTLE GREEN LANE, FARNHAM GU9 8TE

Farnham Town Council strongly objects to this application which is out of character with the neighbourhood and is over-development of the site, characterised by garden grabbing and inappropriate back-land development with insufficient amenity space.

Farnham Upper Hale

WA/2016/2244 Farnham Upper Hale Gemma Paterson

Erection of a single storey front extension.
4 FOLLY HILL, FARNHAM GU9 0AY

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Farnham Weybourne and Badshot Lea

WA/2016/2190 Farnham Weybourne and Badshot Lea Zyra Knight

Erection of two storey side and single storey rear extensions.

130 WEYBOURNE ROAD, FARNHAM GU9 9HD

Farnham Town Council has no objections subject to the extensions being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2263 Farnham Weybourne and Badshot Lea Zyra Knight

Erection of a first floor extension.

64 BADSHOT LEA ROAD, BADSHOT LEA GU9 9LT

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2239 Farnham Weybourne and Badshot Lea Kayleigh Taylor

Erection of single storey rear extension and alterations.

140 WEYBOURNE ROAD, FARNHAM GU9 9HD

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2230 Farnham Weybourne and Badshot Lea Kayleigh Taylor

Erection of extension and alterations to roof space to provide an independent flat including dormer windows.

65 BADSHOT LEA ROAD, BADSHOT LEA GU9 9LP

Farnham Town Council objects to this application on the grounds that it does not comply with the Farnham Design Statement because of the dormer windows at the front, there is insufficient parking compounded by concerns over traffic and access and potential for over-looking at the rear.

WA/2016/2257 Farnham Weybourne and Badshot Lea Philippa Staddon

Erection of extensions following demolition of existing garage.

9 WOODSIDE ROAD, FARNHAM GU9 9DS

Farnham Town Council has no objections subject to the extensions being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Farnham Wrecclesham and Rowledge

WA/2016/2229 Farnham Wrecclesham and Rowledge Ryan Snow

Application under Section 73A to vary Condition 1 of WA/2016/0466 (approved plan numbers) to allow alterations to parapet. **Previous comments on 01/04.2016 were as follows: Farnham Town Council has no objections.**

THE ANNEXE, 2A SCHOOL ROAD, ROWLEDGE GU10 4BW

Farnham Town Council has no objections.

WA/2016/2187 Farnham Wrecclesham and Rowledge Zyra Knight

Erection of a two storey side extension along with associated alterations.

THE LODGE, THE LONG ROAD, ROWLEDGE GU10 4DL

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2233 Farnham Wrecclesham and Rowledge Kayleigh Taylor

Erection of single-storey extension and alterations.

38 HIGH STREET, ROWLEDGE GUI0 4BT

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

WA/2016/2246 Farnham Wrecclesham and Rowledge Ruth Dovey

Erection of single storey side and rear extension following demolition of existing conservatory.

100 ST PETERS GARDENS, WRECCLESHAM GUI0 4QZ

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used being in keeping with existing.

Borough Council Licensing applications

Application for a new premises licence including for recorded music 09:00-18:00 Monday to Sunday; On and off sales of alcohol 10:00-18:00 Monday to Sunday (1st to 24th December 10:00-22:00 – not Sundays) and Opening hours 08:00-18:00 Monday to Sunday (December Christmas shopping evenings until 20:00).

DOWNING STREET DELI', 18 DOWNING STREET, FARNHAM. MR DJC ALDERS.

Farnham, Town Council has no objections.

Other consultations

Application for an Exempted Camp Site: Mr J Mitchell, Application No.186/100

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

The Working Group noted the application which was entirely under the remit of the Caravan and Camping Club. There was not obligation to consult the Town Council but the Caravan and Camping Club chose to do so as a courtesy.

Farnham Town Council has no objections.

Date of next meeting Monday 12 December 2016.

The meeting closed at 10.45am.

Notes by Ian Kershaw.