



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 8th May 2013

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 8th MAY 2014, 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 to Ginny Gordon, the Mayor's Secretary, on the relevant form by 5 pm on Wednesday 7th May 2014.

Recording of Council Meetings

This meeting is digitally recorded for the use of the Council only.

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

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FARNHAM TOWN COUNCIL

Agenda

Annual Meeting of Full Council

Time and date

7.00pm on Thursday 8th May 2014.

Place

The Council Chamber, South Street, Farnham

Prior to the meeting prayers will be said by Pastor Michael Hall of the Farnham Pentecostal Church.

1 Apologies

To receive apologies for absence.

2 Minutes

To agree the Minutes of the meeting held on April 17th 2014

3 Disclosure of Interests

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

NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Blagden, Cockburn, Frost, Hargreaves, Hill, J O'Grady, S O'Grady, Potts, Steel and Ward.*
- (ii) *The following councillor has made a general non-pecuniary interest declaration in relation to her being a councillor of Surrey County Council: Cllr Frost.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to ginny.gordon@farnham.gov.uk 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.

4 Election of the Town Mayor

To elect the Town Mayor for the municipal year 2014/2015.

5 The Town Mayor to make the Declaration of Acceptance of Office

To receive the Mayor's Declaration of Acceptance of Office.

6 Election of Deputy Town Mayor

To elect the Deputy Town Mayor for the municipal year 2014/2015.

7 The Deputy Town Mayor to make the Declaration of Acceptance of Office

To receive the Deputy Town Mayor's Declaration of Acceptance of Office.

8 Vote of Thanks to Retiring Town Mayor

To receive the Vote of Thanks for the retiring Town Mayor Cllr Patrick Blagden CBE.

9 Presentation of Past Town Mayor's and Past Mayoress' Badge

Past Town Mayor's Badge and Past Town Mayoress' badge to be presented to Cllr Paddy Blagden and Mrs Ann Blagden

10 Appointment of a Lead Member/Spokesperson for the Council

In accordance with Standing Order 4.1, a Lead Member or Spokesperson for the Council can be appointed at the Annual Council Meeting but if no appointment is made, the role of Spokesperson for the Council will be undertaken by the Lead Member of the Strategy and Finance Working Group.

11 Date of next Meeting

To note that the date of the next meeting will be on Thursday 12th June at 7.15pm, or at the conclusion of the meeting of the Council acting as Trustee of the South Street Trust, whichever is the later.

The Town Mayor will close the meeting and invite Members and invited guests to stay for light refreshments.

Membership:

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

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

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



FARNHAM TOWN COUNCIL

A

Minutes Council

Time and date

7.00pm on Thursday 17th April 2014

Place

The Council Chamber, South Street, Farnham

Councillors

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

- * Present
- A Apologies for absence

Officers Present:

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

10 members of the public were in attendance

Presentation

Rachel Lawson and Neil Morton of South East Water gave a presentation about the Customer Metering Programme that would be commencing shortly in the Farnham area and outlined the programme of customer communication that would take place in the three months leading up to installation and onward to the first water bill six months after installation.

Rachel Lawson advised that there was a serious level of water stress in the South East due to the population expansion and levels of water consumption. She advised that customers generally used 10% less water when meters were installed, and leaks were easier to identify.

The Metering programme started in 2011 and South East Water expect 70% of customers to have meters by 2015 and 90% by 2020. South East Water had specific programmes to support people who may experience hardship as a result of the change and customers facing difficulties were advised to speak direct to the water company.

Cllr Potts sought clarification about whether there would be further disruption in Upper Hale as a result of the works and was advised that much of the area had already been pre-prepared, and that in addition the works would be mostly done by South East Water's in-house team rather than external contractors.

Cllr Attfield asked how costs of meter reading would be met after installation. He was advised that South East Water, as part of its investment strategy, was installing 'Smart meters' which could be read automatically by meter readers walking or driving past properties.

Presentation of the John King Award

David Coker, Chairman of the Farnham Crime Prevention Panel, outlined the nature of its activities working in partnership with the Police and other volunteer and statutory organisations such as Farnham Town Council whose support and co-operation was greatly appreciated. Mr Coker said the panel was continuing to work with the Police to ensure households have the "Lock, Alarm and Mark your belongings" message, and to ensure that residents know how to contact key authorities by phoning 999 for emergencies and 101 for any other reason.

Mr Coker said that the purpose of the John King Award, (John King being a previous Chairman of the Panel) was to recognise the person or persons in our community that 'goes the extra mile' to promote crime prevention. The panel was unanimous in their decision and the Award this year was for someone who had dedicated much of his working life to Crime Prevention and Reduction and to whom we owed our thanks for all his hard work in helping to keep our local community more secure.

The Mayor of Farnham then presented, to the acclaim of the Council, the John King Award, for outstanding contribution to the principles of Crime Prevention in Farnham, to Mr John Robini.

Questions by the Public

There were no questions from the public.

C210/13

Apologies for Absence

Apologies were received from Councillors Genziani, Hollins-Owen, J O'Grady, Parlett, and Parry,

- C211/13 **Minutes**
The Minutes of the Farnham Town Council Meeting held on Thursday 13th March 2014 were agreed.
- C212/13 **Declarations of interests**
In addition to standard declarations of personal interest by councillors who were dual or triple hatted by virtue of being elected to Waverley Borough Council or Surrey County Council, Cllr S O'Grady declared a pecuniary interest in relation to Agenda Item 7, Appendix E in view of the proximity to his property of a planning application.
- C213/13 **Statements by the Public**
Leah O'Donovan of Surrey County Council made a Statement in relation to the Motion on Improvements in Public Health at item 10.
- Leah O'Donovan, Surrey County Council's Dementia Prevention Officer spoke about Dementia Friendly Surrey as background to item 10 on the agenda. She said anyone could be affected by dementia and described data from the five closest GP surgeries to Farnham town centre. This showed there were 220 people with a confirmed diagnosis of dementia with estimates for those that don't have a formal diagnosis being around 640.
- Leah O'Donovan said people with dementia and their carers, want to be able to access local services that are able to support them. and to take part in activities, including exercise, the theatre, travel and more and with a bit of support, this could happen.
- There was a lot of local interest here in Farnham in Dementia Friendly Surrey with the Farnham Maltings training all of their staff to communicate with and support someone with dementia and the recently started Alzheimer Cafe at the Maltings is proving to be very popular.
- Leah O'Donovan said there were many equally debilitating diseases that deserve attention such as cancer, diabetes and Parkinson's. However, these diseases did not have the same level of stigma as dementia. Dementia deserved to be treated with the same level of support as these other diseases and people with dementia deserve to be able to continue accessing their community feeling included, supported and as 'normal' as possible for as long as possible.
- C214/13 **Town Mayor's Announcements.**
- i) The Mayor advised that he had sent a congratulatory letter to the Mayor of the Borough of Woodland Park, New Jersey (formerly West Paterson) on the occasion of its Centennial celebrations. He reminded Council of the links created in 1977 when representatives of West Paterson planted a tree in Gostrey Meadow on the occasion of the Queen's Silver Jubilee.
 - ii) The Mayor noted that this was the last complete Council meeting he would be chairing and thanked councillors for their assistance and support during the year.

Part I – Items for Decision

Community Enhancement Working Group

C215/13 Cllr Ricketts introduced the notes of Community Enhancement Working Group meeting held on 20th march 2014, at Appendix B to the agenda. He outlined details of the launch of Farnham's involvement in South and South East in Bloom and Britain in Bloom which had gone well.

Cllr Ricketts thanked those who had taken part in the Big Pick week, which had been very successful. He also drew attention to the first newsletter that had been very popular and led to some additional involvement from the community.

Strategy and Finance Working Group

C216/13 Cllr Ward introduced the report of the Strategy & Finance Working Group held on 8th April 2014, attached at Appendix C. He reported that although the 2013/14 outturn was not yet available, there would be an underspend because of the management of staffing throughout the year. He recommended that the list of Direct Debit payments for 2014/15 attached at Annex I be approved and

It was RESOLVED *nem con* that the list of direct debits and standing orders at Annex I be approved

C217/13 Cllr Ward introduced the Governance Statement at Annex 2. He drew attention particularly to the Vision and Objectives set out at section 4 and that the Working Group had been pleased to note how far the key objectives agreed by the Council in October 2011 had been progressed.

It was RESOLVED *nem con* that the Governance Statement be approved.

C218/13 Cllr Ward outlined the discussion that had taken place at the Working Group following the presentation at the last Council on the TAG Farnborough Airspace Change proposals.

Cllr Potts drew attention to the additional consultation with residents that would be taking place, and the response being prepared by Waverley.

**It was RESOLVED *nem con* that:
the points raised by the working group be endorsed for inclusion in the response to the TAG Farnborough Airport Consultation along with any additional relevant points from the residents' meeting.**

C219/13 Cllr Ward said that the Working group had discussed the matters arising at the Annual Town Meeting and that as a result the Town Clerk was writing to Waverley Borough Council and F&C Reit to request an update on the plans for East Street and the Woolmead.

C220/13 Cllr Cockburn advised that Tony Fullwood Associates had been advising on restructuring the Neighbourhood Plan and that the team had met with the Portfolio holder and officer responsible for Neighbourhood Planning at Waverley. Council noted that the timetable had been slightly adjusted but was progressing. Councillors had been asked to submit information for updated Ward Audits, and information would be entered on the new mapping system.

Cllr Cockburn recommended, seconded by Cllr Frost, that the Council take corporate membership of the Surrey Wildlife Trust to access their advice and support.

It was RESOLVED *nem con* that Farnham Town Council take Corporate Membership of the Surrey Wildlife Trust.

C221/13 Cllr Hargreaves reported on the Christmas Lights Task Group notes attached at Appendix D to the agenda. She advised that three tenders had been considered as had retaining the existing scheme for a further year. The Group was proposing to take forward two of the tenderers to get more detailed proposals. It was hoped, subject to budget, to bring in more of West Street and South Street, and to use more lamp columns to increase the impact of the scheme.

It was RESOLVED *nem con* that

- 1. a new scheme of lights be commissioned from within the existing budgetary provision; and**
- 2. Surrey County Council be approached to use more of its lamp posts for feature lights if required.**

C222/13 Cllr Hargreaves provided an update on the Lions proposals to have an ice rink in Farnham for Christmas. An initial feasibility study had been prepared and it was proposed to undertake further research with the Lions to ensure the project could be financially sustainable. Cllr Frost confirmed that no commitments were being made at this stage and that a further report would be brought to Council once concerns about risk had been addressed. Members agreed to further work being undertaken.

Planning Consultative Group

C223/13 Cllr Steel introduced the minutes of the Planning & Licensing Consultative Group meetings held on 27th March and 14th April. He said that the Town Council had been particularly looking to ensure the neighbours of developments were being protected and there was concern about the number of trees being felled.

Cllr S O'Grady left the room at this point.

Cllr Steel said the Planning & Licensing Consultative Group had particular concerns over the volume of developments being proposed for Badshot Lea and Weybourne. There was concern over the amount of SANGS (Suitable Alternative Natural Green Space) available in Farnham Park and the Working Group felt any new developer should be providing their own SANGS for greenfield proposals.

Cllr Attfield thanked the Planning & Licensing Group for the detailed work undertaken on this matter.

Cllr S O'Grady returned at this point.

Appointment of Working groups 2014/15

C224/13 Council received the report at Appendix G including a list of Member preferences for Working Groups for 2014/15 and agreed to appoint each Working Group first after which Council was adjourned in order for each Working Group to meet to elect its Lead Member. Once each Lead Member had been elected, the Strategy & Finance Working Group membership was confirmed and its Lead Member appointed. It was

noted that Cllr Ricketts, would be an ex-officio member of each group if he were elected as Mayor, thus freeing up a place on his preferred Working Groups.

C225/13 The Mayor adjourned the Council meeting in order that each Working group could elect its Lead Member for 2014/15 to confirm the final composition of the Strategy and Finance Working Group in accordance with Standing Orders.

C226/13 The meeting recommenced and
It was RESOLVED *nem con* that the Working Groups for 2014/15 as set out in Annex I be elected for the 2014/15 Municipal year.

Appointments to outside bodies

C227/13 Members considered the report at Appendix H. Cllr Frost advised that the Surrey CC Farnham Traffic Task Group should read the Surrey County Council Farnham Local Group. The councillor preferences were reviewed and after discussion

It was RESOLVED *nem con* to approve the list of representatives to outside bodies as attached at Annex 2 to these minutes.

C228/13 **Motion**

Cllr Ricketts tabled a revised his motion on Improvements in Public Health at Agenda item 10 which was seconded by Cllr Cockburn.

“Farnham Town Council has a concern for the health and well-being of its residents and will act to raise awareness and influence where there are concerns.

Farnham Town Council seeks to genuinely involve people in public health decision-making through employing the principles of openness, transparency and honest review. People must be given clear understandable information and offered alternatives so that they can make informed choices.

These principles have been championed by Jeremy Hunt MP, who will be speaking on Dementia at the Brightwells Gostrey Centre on 25th April. Farnham Town Council seeks help from Jeremy Hunt MP to promote a review of possible causes of the increase of certain illnesses such as dementia and to continue to champion openness and transparency and admission of error, which will provide residents with the information necessary to make decisions on their own health and well-being.

In addition, it is suggested that FTC sets up a small task-group to discuss an awareness-raising campaign on health matters, to enable residents to understand the issues affecting Farnham.”

Cllr Ricketts said that Jeremy Hunt MP as Secretary of State for Health had commendably promoted transparency and openness and acceptance of responsibility when things went wrong. The Town Council had a concern for the health and well-being of its residents and had agreed to act to raise awareness on health matters. Cllr Ricketts said people must be given clear understandable information and offered alternatives so that they can make informed choices.

Cllr Potts was concerned that the wording of the third paragraph could make people feel defensive. Cllr O’Grady concurred and felt the “admission of error” should be omitted. Cllr Steel said that the medical profession knows errors take place and it is good to encourage people to acknowledge where honest mistakes have been made.

Cllr Frost proposed, seconded by Cllr Potts, an amendment to delete the third paragraph and add “the principles championed by the Rt Hon Jeremy Hunt, Secretary of State for Health” at the end of the first sentence of the second paragraph.

Members discussed the proposal and felt that the suggested amendment made the motion stronger and more focussed.

The amendment was passed by 11 votes to 1 and became the substantive motion, and on a subsequent vote the following Motion was **AGREED** by 11 votes to 1:

“Farnham Town Council has a concern for the health and well-being of its residents and will act to raise awareness and influence where there are concerns.

Farnham Town Council seeks to genuinely involve people in public health decision-making through employing the principles of openness, transparency and honest review: principles which had been championed by the Rt Hon Jeremy Hunt, Secretary of State for Health. People must be given clear understandable information and offered alternatives so that they can make informed choices.

In addition, it is suggested that FTC sets up a small task-group to discuss an awareness-raising campaign on health matters, to enable residents to understand the issues affecting Farnham.”

C229/13 Cllr Steel said that the last paragraph of the motion was important and asked for names of those willing to be part of a Health Task Group to explore working with other councils and progress issues. The following councillors volunteered to be on the Task Group and were appointed:
Cllr Beaman, Cllr Cockburn, Cllr Frost, Cllr Hargreaves, Cllr Steel and Cllr Ricketts.

C230/13 Following the approval of the motion, it was agreed that the Deputy Mayor could raise the Motion with Jeremy Hunt at the forthcoming Dementia meeting, and that the Town Clerk should write formally.

Part 2 – Items Noted

C231/13 **Actions taken under Scheme of Delegation**

The Town Clerk advised that no actions had been taken under the scheme of delegation since the last meeting, that had not already been reported.

C232/13 **Reports from Other Councils**

- i) There were no reports from Waverley Borough Council
- ii) Cllr Frost reported that Surrey County Council Environment & Infrastructure Committee had formed a Flooding Task Group and Cllr Parry had been invited to contribute following her paper on flooding in Farnham. Cllr Frost noted that over 1000 homes in Surrey had been flooded and that funding had been diverted to provide additional money for flood repair work.

C233/13

Reports from Outside Bodies

- i) Cllr Steel reported that he had requested a meeting of the Thames Water Sewerage Liaison Group to discuss problems in Farnham Park and other areas.
- ii) Cllr Cockburn advised that the Brightwells Gostrey Centre was hosting a Dementia talk by its Patron, the Rt Hon Jeremy Hunt, on 25th April.
- iii) Cllr Cockburn reported that the Farnham Sports Council was going from strength to strength and that the former Chairman, Brian Greig, had passed on his thanks for being given a Services to Farnham Award. Cllr Cockburn advised that the Community Games would again take place on August Bank Holiday Monday at the Farnham Rugby Club & David Lloyd Leisure Centre site.
- iv) Cllr Frost reported that the Farnham Andernach Friendship Association would be hosting visitors in June and she hoped that Town Council would be supporting the visit.

C207/13

Date of next meeting

Members noted that the Annual Council Meeting and Mayor-making would take place on Thursday 8th May 2014.

The Town Mayor closed the meeting at 8.49pm

FARNHAM TOWN COUNCIL WORKING GROUPS 2014/15

Working Group	Working Group appointments 2014/2015
<p>Strategy & Finance Working Group</p> <p>(6 members plus Lead Members (LM) from working groups not already appointed to this Working Group)</p>	<p>Cllr J Ward (Lead Member) Cllr D Attfield Cllr P Blagden Cllr C Cockburn Cllr P Frost Cllr R Steel Cllr J Hargreaves (Lead Member T & E) Cllr S Hill (Lead Member C E)</p>
<p>Community Enhancement Working Group (6 members)</p>	<p>Cllr S Hill (Lead Member) Cllr J Parry Cllr S Redfern Cllr C Cockburn Cllr D Beaman</p> <p>Cllr J Ricketts*</p>
<p>Planning & Licensing Consultative Group 9 members – one from each ward)</p>	<p>Cllr D Beaman Cllr P Blagden Cllr C Genziani Cllr R Steel</p> <p>Cllr J Ricketts*</p>
<p>Tourism & Events Working Group (6 members)</p>	<p>Cllr J Hargreaves (Lead Member) Cllr D Beaman Cllr C Cockburn Cllr S Hill Cllr J Ward</p>
<p>HR Panel (Task Group of Strategy and Finance) (6 Members)</p>	<p>Cllr S Hollins-Owen Cllr D Attfield Cllr P Frost Cllr J Hargreaves Cllr S Hill Cllr R Steel</p>
<p>Cemeteries & Appeals Working Group (6 members)</p>	<p>Cllr C Cockburn (Lead member) Cllr C Genziani Cllr S Hill Cllr G Parlett Cllr S Redfern Cllr J Ward</p>

*Cllr Ricketts will be an ex-officio member of all Working Groups upon appointment as Mayor.

Task Groups

Infrastructure Planning Group	Cllr R Steel Cllr P Blagden Cllr C Cockburn
Offices Task Group	Cllr D Attfield Cllr C Genziani Cllr J Hargreaves
Health Task Group	Cllr D Beaman Cllr C Cockburn Cllr P Frost Cllr J Hargreaves Cllr R Steel Cllr J Ricketts*

FARNHAM TOWN COUNCIL – REPRESENTATIVES ON OUTSIDE BODIES 2014/15

OUTSIDE BODY	REPRESENTATIVE
40 Degreez	Cllr Roger Steel Cllr Stephen Hill (Reserve)
Allotments Liaison Group	Cllr David Attfield
Badshot Lea Recreation Ground	Cllr David Attfield
Blackwater Valley Recreation and Countryside Management Committee	Cllr David Beaman Cllr David Attfield (Reserve)
Bourne Recreation Ground	Cllr Carole Cockburn
Brightwells Gostrey Centre	Cllr Carole Cockburn
Farnborough Aerodrome Consultative Committee	Cllr David Attfield Cllr David Beaman (Reserve)
Farnham Crime Prevention Panel	Cllr Carole Cockburn
Farnham/Andernach Friendship Association	Cllr Pat Frost
Farnham Maltings Association Council of Management	Cllr Pat Frost Cllr Roger Steel (Reserve)
Farnham Public Art Trust	Cllr John Ward
Farnham Rivers Group	Cllr Jessica Parry
Farnham River Watch	Cllr Jessica Parry
Farnham Quarry Liaison Group	Cllr David Attfield
Farnham Sports Council	Cllr John Ward
Farnham Visitors Forum	Cllr Jill Hargreaves
Hale Recreation Ground	Cllr David Beaman
New Ashgate Gallery	Cllr Carole Cockburn Cllr John Ward (Reserve)
Surrey Association of Local Councils	Mayor Reserve: Deputy Mayor
Surrey CC Farnham Local Group	Cllr Jeremy Ricketts Cllr Roger Steel
Waverley Towns and Parishes Meetings	Mayor plus Deputy Mayor
Weybourne Recreation Ground	Cllr Jeremy Ricketts
Wrecclesham Community Centre	Cllr Pat Frost
Wrecclesham Recreation Ground	Cllr Pat Frost