



# FARNHAM TOWN COUNCIL

## Agenda Full Council

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### **Time and date**

Thursday 31<sup>st</sup> January 2013 at 7.00pm

### **Place**

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

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TO: ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** to be held on **THURSDAY 31<sup>st</sup> January 2013, at 7.00PM**, in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY GU9 7RN**. The Agenda for the meeting is attached

Yours sincerely

**Iain Lynch**  
Town Clerk

### **Members' Apologies**

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

### **Recording of Council Meetings**

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

### **Questions by the Public**

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

**Members of the Public are welcome and have a right to attend this Meeting.** Please note that there is a maximum capacity of 30 in the public gallery.



# FARNHAM TOWN COUNCIL

## Disclosure of Interests Form

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

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

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

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

FULL COUNCIL:                                  Date 31<sup>st</sup> January 2013  
Name of Councillor .....

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

\* Delete as appropriate



# FARNHAM TOWN COUNCIL

## Agenda Full Council

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### Time and date

7.00pm on Thursday 31<sup>st</sup> January 2013.

### Place

The Council Chamber, South Street, Farnham

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### Prayers

Prior to the meeting, at 6.50pm, prayers will be said by Rev Michael Hopkins of the United Reformed Church in the Council Chamber. Councillors and members of the public are welcome to attend.

### Questions by the Public

The Mayor will invite Members of the Public present to ask questions on any Local Government matter, not included on the agenda. A maximum of 15 minutes will be allowed for the whole session.

#### 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:

*Members are requested to make declarations of interest, on the form attached to this agenda to be returned to [ginny.gordon@farnham.gov.uk](mailto:ginny.gordon@farnham.gov.uk) by 5pm on the day before the meeting, or handed to the Town Clerk at the start of the meeting.*

#### 3 Minutes

#### Appendix A and Exempt A I

To sign as a correct record the minutes of the Farnham Town Council meeting held on Thursday 13<sup>th</sup> December 2012.

#### 4 Statements by the Public

The Town Mayor to invite members of the public present to make statements on any item on the agenda.

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to speak forthwith, in relation to the business to be transacted at the meeting for a maximum of 3 minutes per person or 15 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) Tourism and Events held on 12<sup>th</sup> December 2012 **Appendix B**
- ii) Community Enhancement held on 7<sup>th</sup> January 2013 **Appendix C**
- iii) Strategy and Finance held on 22<sup>nd</sup> January 2013 **Appendix D**

### 7 Planning Applications

To receive the minutes of the Planning Consultative Group: **Appendix E, F, G, H**  
6<sup>th</sup> December 2012, 20<sup>th</sup> December 2012, 10<sup>th</sup> January 2013 and 24<sup>th</sup> January 2013

### 8 Precept 2013/14

To approve the draft budget for 2013/14 at Annex I.

**Appendix I**

## Part 2 – Items to Note

### 9 Actions taken under Scheme of Delegation

### 10 Reports from other Councils

To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council

### 11 Reports from Outside Bodies

To receive from Members any verbal reports on Outside Bodies.

### 12 Date of next Meetings

- 1) To note that the Annual Town Meeting of electors will be held on Thursday 7<sup>th</sup> March 2013
- 2) To note the date of the next meeting of Full Council on 14<sup>th</sup> March 2013

### 13 Exclusion of the Press and Public

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3 of the agenda in view of the confidential items under discussion

## Part 3 – Confidential Items

### 14 Services to Farnham Awards

**Exempt Appendix 1**

### 15 Cemetery update

**Exempt Appendix 2**

### 16 Staffing Matters

**Exempt Appendix 3**

Membership:

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

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

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



# FARNHAM TOWN COUNCIL

# A

Minutes  
Council

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## Time and date

7.00pm on Thursday 13<sup>th</sup> December 2012

## Place

The Council Chamber, South Street, Farnham

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### Councillors

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

### Officers Present:

Iain Lynch (Town Clerk)  
Rachel Aves (Team Leader Corporate Governance)  
Kevin Taitt (Team Leader Outside Workforce)  
13 members of the public were in attendance

Prayers were said by Father Niven Richardson, St Joan of Arc Catholic Church.

## **John King Award**

David Coker, Chairman of the Farnham Crime Prevention Panel described the role and work of the panel which acts in partnership with the police and other voluntary and statutory organisations such as Farnham Town Council whose support and co-operation is greatly appreciated. The Panel works with the police to raise crime prevention as a topic and help residents know how to contact key authorities. Mr Coker said that the panel was proud to be associated with the local police who were integral and welcome members of the local community with a difficult job to do.

The John King Award was created to celebrate the person or persons in the Farnham Community that 'go the extra mile' to promote crime prevention. Mr Coker said that although there were many quality nominees for the award, the Panel had been unanimous in asking the Mayor to present the John King Award to the Safer Neighbourhood Policing Team to whom the whole of Farnham owed a great debt of gratitude for their outstanding contribution.

Sergeant Stephanie Saunders received the award on behalf of the Neighbourhood Policing Team and thanked the Mayor and the Farnham Crime Prevention Panel for bestowing the honour on the team.

## **Questions by the Public**

Mrs Celia Sandars thanked councillors for facilitating the Neighbourhood Planning Workshop. She had been pleased to attend and asked what would be the impact of the delay in the Waverley Core Strategy.

Cllr Ward thanked Mrs Sandars for her comments and confirmed that the Neighbourhood Plan had to be aligned with the Core Strategy but that work would continue on the Neighbourhood Plan to ensure that it could move forward as soon as the Waverley Core Strategy was approved.

C092/12

### **Apologies**

Apologies were received from Councillors C Genziani, S Hollins-Owen, J O'Grady, S O'Grady, Dr J Parry, and J Potts . Cllr Beaman apologised that he would be arriving late.

C093/12

### **Minutes**

The Minutes of the Farnham Town Council meeting held on Thursday 18<sup>th</sup> October 2012 were agreed.

C094/12

### **Disclosures of Interests**

Non Pecuniary personal interests were declared by:

- i. Cllr Pat Frost as a Waverley Borough or County Councillor in relation to items 6b, 9, 11 and 13;
- ii. Cllr Roger Steel in relation to item 7 as a member of the Sita Consultative Panel
- iii. Cllrs Blagden, Cockburn, Hargreaves, Hill, Steel and Ward, as members of Waverley Borough Council (items 6b, 11 and 12)

- C095/12      **Statements by the Public**  
There were no Statements from the public.
- C096/12      **Mayor's Announcements**
- i)      The Mayor provided an update on the work of Farnham Foodbank, his Mayoral Charity. A collection of foodstuffs at Waitrose at seen one and a half tonnes of food donated and the charity was receiving fifty to sixty requests a week for support. The Mayor also reported that he had received three generous cheques on behalf of the charity, from Howzat Cricket in Rowledge; the British Institute of Innkeeping and the Farnham Lions
  - ii)      The Mayoress would be undertaking a tandem parachute jump on behalf of Farnham Foodbank and any other volunteers to take part would be welcome.
  - iii)      The Mayor invited councillors and members of the public to join in the Farnham in Bloom Winter carol concert at the Gostrey Meadow Bandstand on 16<sup>th</sup> December.

## **WORKING GROUP NOTES**

### **Strategy & Finance Working Group**

Cllr Ward Introduced the notes of the Strategy and Finance Working Group held on 20<sup>th</sup> November, at Appendix B to the agenda.

- C097/12      Cllr Ward referred to the discussion on the draft 2013/14 budget, which would be discussed later on the agenda, and the considerable uncertainty over how revenue would be raised as a result of the Government's changes to the benefits arrangements and the fact that no information had been forthcoming from Waverley over their new Local Council Tax scheme or the amount of Government Grant that would be shared with Town and Parish councils. He was disappointed that despite overwhelming support for the idea, the Government had decided not to keep a separate Council Tax base for Parish Councils. He pointed out that the Government was not expected to announce the formula grants for principal authorities until just before Christmas so the precept setting for 2013/14 would inevitably be delayed as a result.
- C098/12      The Strategy and Finance Working Group had reviewed positive progress in relation to a number of contracts including the telephone system, the secondary glazing of the building, the replacement carpets in the public areas of the offices, and the preparation for improvements and remodelling of parts of the building. It recommended that a tender for recabing the offices to improve health and safety and data security be approved.
- It was RESOLVED *nem con* that:**  
**the TIO Group be appointed to undertake necessary cabling works within the offices with the cost of £5,026 to be met from earmarked reserves for IT services and Office refurbishment.**
- C099/12      Cllr Ward referred to a Stage 4 appeal heard by the Strategy and Finance Working Group in relation to a request under Freedom of Information (FOI) and Data Protection Act (DPA) legislation for the release of third party data by an

unsuccessful candidate at a recent interview. Exempt Annex I to the Council agenda provided full details of the complaint and the action taken.

The Town Clerk had withheld the personal data as 'exempt information' under section 40 of the Data Protection Act. Cllr Ward said that the complaint was in two parts: 1) that the complaint was not answered in writing within the correct time period and 2) that the information had not been released. Members noted that although a detailed verbal reply had been given within the timescale the written response had been outside, and that the Council had apologised to the candidate for this. Members, however, agreed with the Town Clerk's decision to withhold data relating to other candidates as they could be identified from the notes.

Cllr Ward said that this item would normally have been a part 2 item for noting, but in this case, the candidate had informed the council that he was "to broadcast its treatment widely" and said that he would complain to the Information Commissioner who had the power to fine the Council. As such Cllr Ward asked the Council to endorse the decision of the Working Group.

**It was RESOLVED unanimously that:  
the decision of the Strategy and Finance Working Group in relation to  
the FOI/DPA complaint be endorsed.**

- C100/12 Cllr Ward updated Council on progress on the Surrey County Council Localism Offer. He had been pleased to note that there was the opportunity to withdraw from the agreement if it did not work satisfactorily from a Town Council point of view. The Surrey Local Committee had allocated some funding in the 2013/14 budget for Parishes in the Waverley area that would be taking up the offer. It was noted that there was some uncertainty over the volume of activity that would be needed in a large area such as Farnham. Members noted that officers were now preparing a bid that would be considered by the Surrey local Committee in March.
- C101/12 Cllr Ward advised Council of the meeting that had taken place with Waverley Borough Council to discuss aspects of the East Street/Brightwells scheme. Waverley had advised that a few of the points raised by the Town Council were being addresses and others were about to be. Cllr Ward advised that as the meeting discussed some elements of the Waverley contract with CNS, the Town Council had been asked not to make public details of the discussions, but further information would be made available to Councillors in the Exempt session.
- C102/12 Cllr Cockburn advised members of the outcomes of the two workshops being held to discuss the latest version of the Neighbourhood Plan, They had been enjoyable and helpful meetings and every comment raised was being taken into consideration in the next version of the document which would be subject to further public consultation. Cllr Cockburn said further details of buildings of merit were sought as were the public's view on sites potentially suitable for housing and green spaces worthy of retention in the town.
- C103/12 Cllr Cockburn announced that the East Street Compulsory Purchase Order (CPO) Public Inquiry was likely to be in Farnham. Although the Town Council had not formally objected to the CPO, it had raised concerns over the loss of public access to the open spaces, and could go to the Inquiry and make comments.



Cllr Ward said that he had recently come across Town Council policy, going back to 2004, resolving that the Marlborough Head should be retained. Members could make comments related to the CPO rather than the merits of the planning application that had been approved.

[Cllr Beaman arrived at this point]

Cllr Steel said that the public expected Farnham Town Council to be represented and put forward relevant points to the Inquiry. Cllr Steel proposed, seconded by Cllr Cockburn, that the Town Council make representations to the Public Inquiry and work with the Farnham Interest Group's Solicitor.

Cllr Frost sought reassurance that there was no cost for the Town Council in relation to the solicitor employed by other organisations in the town

C104/12 Cllr Hargreaves proposed, seconded by Cllr Cockburn that Standing Orders be suspended (under Standing Order 7.1 t) to allow a member of the public provide clarification. This was agreed *nem con*

Mrs Sandars confirmed that there was no expectation that Farnham Town Council would contribute to the costs of the Farnham Interest Group's solicitor but there was a willingness to work with Farnham Town Council and talk co-operatively.

C105/12 After further discussion, **it was resolved *nem con* that:**  
1) **Officers, supported by the Infrastructure Planning Group and Chair of the Planning Consultative Group, should prepare a Statement of Farnham Town Council's position in relation to East Street, buildings and Open Space affected by the CPO Inquiry;**  
2) **Officers work with other Farnham representatives at the Inquiry to avoid duplication.**

C106/12 Cllr Cockburn advised members that the consultation on the A325 at Whitehill/Bordon was about to close and the Council would be responding to the process. Cllr Frost said it was important to continue to press for traffic calming improvements and the Wrecclesham Relief Road. Cllr Steele commented that he had attended the Inquiry and that Hampshire County Council had announced they would be spending money on both Hickley's Corner and Coxbridge roundabout. It was suggested that officers contact Surrey County Council and Waverley Borough Council to see if responses had been submitted. Cllr Frost said that Waverley should send copies of any responses affecting the town to the Town Council as a courtesy.

**It was resolved *nem con* that:  
the Town Clerk, in conjunction with the Infrastructure Planning Group, respond to the A325 consultation.**

C107/12 Members received an update on the Town Team project and noted that it would be business led. The Town Team would for governance arrangements be a Task Group of Strategy and Finance with two or three councillors and co-opted external members. Cllrs Cockburn and Hargreaves were agreed as the Town Council representatives.

### **Cemeteries and Appeals Working Group**

C108/12 Cllr Cockburn introduced the notes of the Cemeteries and Appeals Working Group held on 6<sup>th</sup> December at Appendix C to the Agenda with Exempt Appendix i. Members noted the work progressing on the Cemetery Chapels project and that an exhibition would be held in February to seek the views of the local communities on what was planned, and on future cemetery needs.

C109/12 Cllr Cockburn said that the Working Group had reviewed the ongoing memorial testing programme and agreed that a point-of-time health and safety review of all headstones should be undertaken.

**It was RESOLVED *nem con* that:  
a contract to survey/test memorials in all cemeteries be tendered to an external contractor, with the costs met from the cemeteries budget, and a further report be submitted to Cemeteries and Audit Working Group.**

C110/12 Cllr Cockburn reported on a review of the BRAMM (British Register of Memorial Masons) and NAMM (National Association of Memorial Masons) schemes. Farnham's Regulations state that only Masons registered with BRAMM could work in Farnham cemeteries. However, members noted that the standards and qualifications for the two organisations were now more comparable and the Working group recommended to Council that registered masons of either organisation should be allowed on a trial basis to work in Farnham cemeteries.

**It was RESOLVED *nem con* that:  
NAMM registered masons be allowed to work in Farnham cemeteries for a trial period of one year, with a condition that this agreement could be revoked at any time, as appropriate, should issues or concerns emerge.**

C111/12 Cllr Cockburn reported that the Memorial Christmas Tree Initiative would be repeated in 2012; that new literature was being prepared on the cemetery service and that plaques would be put up in each cemetery in association with the Commonwealth War Graves Commission. Cllr Cockburn thanked officers for the continued improvements to the way the cemeteries were being run in creating a service of which the Council can be proud.

### **Planning Consultative Group**

C112/12 Members received the Minutes of the Planning Consultative Group meetings held on 25<sup>th</sup> October and 22<sup>nd</sup> November. It was noted that the Planning Consultative Group had also met on 6<sup>th</sup> December (Minutes to go to January Council) and Cllr Steel referred to the SITA application for a 7 year extension. He was concerned that it was a very large site which should be restored by 2020 and handed back to the community.

Cllr Cockburn highlighted notification of a large application for housing adjacent to Badshot Lea near Ash Manor School. Cllr Attfield suggested the Council should make representations to both Waverley and Guildford Borough Councils on this proposal.

Cllr Frost left at this point.

### **Budget 2013/14**

C113/12

Cllr Ward introduced the report at Appendix G to the Agenda which set out the proposed budget to meet service priorities agreed by the Council. He said that the Town Council was battling to keep prices and costs down recognising the inflationary pressures faced by the community. Further action had been taken to increase income and target savings, but key features of the proposed budget included maintaining grant expenditure at 5.76% of the budget; additional expenditure on agreed activities such as war memorial renovation ahead of the 2014 commemorations, improved communication with residents and renewal of key technology. The overall impact was a budget of £1,096,522 with discretionary income of £141,600 leaving a balance to be funded by precept of £954,922 representing a net budget increase of £16,805.

Cllr Ward confirmed that the precept would not be determined until January but that there were a lot of uncertainties to be clarified before then. Waverley was introducing a new Council Tax scheme with amendments to discounts that would have the effect of increasing Band D property numbers, but the changes to Council Tax benefits would reduce the numbers. Cllr Ward advised that the Government would be giving a grant to principal authorities to mitigate the impact of the changes and expects the grant to be shared with Town and Parish Councils. Some district councils had already confirmed to their authorities that the grant would be passed on to negate the impact of any changes. However it was not yet known the approach Waverley would take or what the impact would be for Farnham.

Cllr Beaman said he had circulated a series of questions for the budget, but these had been answered by a comprehensive note from the Town Clerk. He had two proposals: the first to freeze grant expenditure and the second to increase the support for the Blackwater Valley Countryside Partnership (BVCP) from £800 to £3000 in view of the excellent work it does in Farnham.

Cllr Cockburn felt that the proposal on grants was a policy change and should not be introduced as part of budget setting. Cllr Ward agreed and felt that a review of the percentage might be considered for the future.

Cllr Attfield noted that the Farnham contribution of around £800 to had been the same since the group started. He supported an increase for all the good work done around the town. Cllr Cockburn was not against an increase but felt more information on the achievements needed to be provided. Other Councillors agreed, and suggested the contribution could be increased by an allocation from the general grants budget. This was agreed with the detail to be finalised as part of the 2013/14 Grants allocations.

**It was unanimously resolved that:  
the draft 2013/14 budget proposals as set out in Annex I to Appendix G be approved noting that revisions may be required following further information from Waverley on the Local Council Tax Scheme and funding.**

### **Risk Assessments**

C114/12

Councillors considered the detailed report at Appendix H. Cllr Ward reminded Councillors that it was a legal obligation for the Council to review its risks each

year. The report, which had been considered by the Strategy and Finance Working Group, included a new action plan on matters to be taken forward. Members noted that the Council's external advisor Ellis Whittam had commented that "the Council has a positive health and safety culture and use a common sense approach to its well managed activities" and that Farnham Town Council had "made significant inroads into completing recommendations".

**It was unanimously resolved that:**

- 1) the Risk Assessment Review undertaken by the Working Groups be welcomed;**
- 2) the consolidated Risk Assessment document at Annex I to Appendix H be adopted;**
- 3) the external assessment and Action Plan by Ellis Whittam at Annex 2 be noted and overseen by the Strategy and Finance Working Group.**

C115/12 **Committee and Working Group Timetable 2013/14**  
The draft timetable was agreed.

### **MOTIONS**

C116/12 Cllr Redfern introduced her motion, seconded by Cllr Hargreaves, on the subject of the removal of a well-used Royal Mail letter box in Searle Road. She proposed some minor amendments to the motion and explained that the George VI box had been sealed and removed by Royal Mail without the appropriate consultation. She was concerned about the impact on local and particularly elderly residents and had had no success in trying to get the matter resolved but hoped that Royal Mail would reinstate the box.

Cllr Hargreaves said that it was sad to lose this facility whilst Cllr Beaman confirmed there was no suitable alternative box nearby. He confirmed that the box near the railway station had been removed around the same time.

**It was unanimously resolved that**

**"Farnham Town Council should make representation to Royal Mail strongly opposing the way it handled the removal of an historic George VI pillar box sited in Searle Road, Farnham and calls for the reinstatement of the service in this location but, if necessary, on public land.**

**The Town Council notes that Royal Mail appears to have failed to follow agreed procedure set out in its Joint Policy Statement with English Heritage entitled Royal Mail Letter Boxes. This statement required consultation with the Local Authority Conservation Officer prior to removal or relocation of the letter box but no such consultation was undertaken with the result that a well-used box, strategically located, being close to the bus stop in Firgrove Hill, and valued by the many elderly residents in the area and others, is no longer available to the community.**

**The Town Council further notes that attempts by the local Ward Councillor to achieve a reinstatement of the pillar box nearby have**

**received standard replies, not consistent with the type of response expected of a socially responsible business.”**

C117/12

Cllr Ricketts proposed, seconded by Cllr Attfield, a motion encouraging “Green Buses”. Cllr Ricketts said he was pleased to hear that Surrey County Council was accepting responsibility (and he hoped financing) matters to deal with poor air quality in Farnham. He hoped talk would result in action. His motion was to promote the use of green buses which would be less polluting. Cllr Steel proposed, and accepted by Cllr Ricketts, that the word ‘promote’ be replaced by ‘encourage’.

Cllr Ricketts explained that Councils spend a lot of money in providing subsidies to bus companies and it does not seem unreasonable that Waverley and Surrey Councils should reflect Farnham Town Council's desire to have cleaner air by supporting environmentally friendly (Green Buses) for the town. Bus services in Farnham currently use highly polluting diesel vehicles. Cllr Ricketts drew attention to a recent report from the World Health Organisation, which said these diesel fumes cause cancer. He felt that using Green Buses for those regular services through Farnham’s hot spot will undoubtedly help reduce air pollution.

Cllr Beaman highlighted that there was £20m available from the Government and he hope bus companies would get their act together to bid for funds. The buses in Farnham were fifteen years old and needed replacing.

**It was unanimously resolved that Farnham Town Council:**

- 1) encourages the use of Green Buses in Farnham and seeks the support of Waverley and Surrey to do likewise.**
- 2) supports actions at reducing air pollution and improving the environment**

C118/12

**Proposed Extinguishment of Rights of Way**

Members considered the letter and notice from the Department of Transport at Appendix K proposing the extinguishment of Rights of Way over the East Street (Brightwells) development without any replacement proposed.

Cllr Cockburn said the Council needed reassurance that the Right of Way would come back as there would be less permeability through the site than before. She was concerned that more land would be taken away from the Town’s control and felt it would be irresponsible if the Town Council did not determine there should be an alternative Right of Way at the end of the development.

Cllr Steel said that statements about public access through the development would not be legally binding as a Right of Way, and as the council had objected to the appropriation of open space land it should object as needed to the extinguishment proposal. He also felt that Ward councillors should be consulted by Waverley on such proposals but that this had not happened.

Cllr Ward said that the extinguishment of the Right of Way may form part of the Public Inquiry on East Street but with the timing of the Inquiry, the Council should object as well to the extinguishment.

**It was resolved *nem con* that:**

**The Town Clerk respond to the Department of Transport objecting to the proposed extinguishment of Rights of Way at East Street.**

**Actions Taken under the Scheme of delegation**

- C119/12 The Town Clerk reported that he had issued a General Dispensation for all councillors, under the Localism Act 2011 and the Council's scheme of delegation, to enable councillors to make decisions on the budget and precept. This was appropriate as councillors were not affected by the decision any more or less than another member of the Farnham Community.

**PART 2 – ITEMS FOR NOTING**

**Reports from Other Councils**

- C120/12 Cllr Beaman announced that Surrey County Council's bus consultation had been held up as a model of good practice for the rest of the country.  
Cllr Frost announced that a new round of Surrey County Council Community Funding was being evaluated and six organisations from Farnham had submitted bids.

**Reports from Outside Bodies**

- C121/12 Cllr Cockburn reported that the Farnham Sports Council had presented a medal to Farnham Town Council for its support of the Farnham Community Games.

**Date of next meeting**

- C122/12 The Mayor confirmed that the next meeting would be held on 31<sup>st</sup> January 2013, a new date to allow for information from the impact of Waverley's Local Council Tax Scheme to be considered.

**PART 3 – CONFIDENTIAL ITEMS**

**Exclusion of Press and Public**

- C123/12 **It was resolved to exclude members of the public and press from the meeting at Part 3 of the agenda in view of the confidential items under discussion**

- C124/12 Items discussed in Part 3 included the Hale Cemetery Review; a Cemetery appeal matter and a fuller briefing on discussion with Waverley Borough Council on the East Street (Brightwells) development.

The Town Mayor closed the meeting at 9.31pm

Date

Chairman



# FARNHAM TOWN COUNCIL

# B

## Notes

### Tourism and Events Working Group

#### Time and date

7.00pm on Tuesday 12 December 2012

#### Place

Council Chamber, South Street, Farnham

**Attendees:** Cllrs Jill Hargreaves, David Beaman, Paddy Blagden, Stephen O'Grady and David Attfield (arrived at 8.00pm).

**Invited Participants:** Paul Head (President, Farnham Chamber of Commerce)  
Amy Collins (Crafts & Exhibitions Officer, Farnham Maltings)

**Members of the Public:** Mr Skingle

**Officers Present:** Eleanor Bradfield (Projects & Events Co-ordinator)  
Alan Corcoran (Facilities Officer)

#### 1. Apologies

Apologies for absence were received by Cllrs David Attfield and Sam Hollins-Owen. Cllr Attfield attended the meeting at 8.00pm.

#### 2. Notes of the last meeting

POINTS	ACTION
The notes of 15 October 2012 were agreed as an accurate record of the meeting.	

#### 3. Disclosure of Interests

POINTS	ACTION
Cllr Stephen O'Grady declared a non-pecuniary interest in relation to Gostrey Meadow as portfolio holder for Green Spaces at Waverley Borough Council.	

#### 4. Christmas Lights Switch-On 2012

POINTS	ACTION
<p>Members received a verbal update from Paul Head in relation to Christmas Shopping in Farnham and the co-ordination of the Farnham Snowman competition.</p> <p>Members were advised that the Chamber of Commerce would be holding a meeting for retailers in late January 2013 in the Council Chamber to thank them for their contributions to the Christmas shopping activities in 2012, and to recruit members for the Chamber of Commerce.</p> <p>Members discussed the notes of the officer de-brief and agreed that there was a good turnout at the event despite the rain.</p> <p>Members considered the possibility of having an earlier switch-on for younger children who perform at the event. It was agreed that an alternative earlier switch-on such as the switching-on of the Christmas tree or Santa's Grotto would be incorporated into the 2013 event.</p> <p>Members considered the results of the public survey carried out by Councillors at the Switch-On. It was agreed that the overall opinion of the public was that the event was good, but that more attention needed to be given to improving the market area and to include more activities for children.</p> <p>Members were advised that the current electricity supply for Gostrey Meadow was insufficient for the demand that events such as the Christmas Lights Switch-On required. This was further complicated for the 2012 event following the installation of extra festive lighting in Gostrey Meadow as requested by Members. Members were advised that a separate generator was hired to power the market area which added to the cost of the event. Members requested that a survey be carried out on the electricity in the Meadow, so that a more sufficient supply could be installed.</p> <p>Cllr Beaman recommended that Farnham Town Council bear the electricity requirements for Gostrey Meadow in mind when the planning application is received for the development of the Police Station, and that the Council consider making a financial contribution to the development of the electricity to incorporate use in Gostrey Meadow.</p> <p>Paul Head commended the Council for the efforts put into the Christmas Shopping activities co-ordination, the switch-on and the Christmas lights. Cllr Hargreaves made special thanks to the event compere John Collins, all Councillors that helped on the day and to all FTC Officers who contributed to the success of the event, in particular Eleanor Bradfield and Alan Corcoran.</p>	<p><b>Project Co-ordinator to liaise with Paul Head in run up to meeting.</b></p> <p><b>Project Co-ordinator to incorporate into 2013 project.</b></p> <p><b>Project Co-ordinator to research ideas for market area and to incorporate more children themed activities for 2013 event.</b></p> <p><b>Facilities Officer to carry out electrical survey to put on the agenda for the Working Group in February 2013.</b></p>



In light of some of the difficulties faced at the 2012 event, EB suggested members consider moving the event from Gostrey Meadow to Castle Street. Members considered the positive and negative aspects of moving the event, and requested that a survey be sent out to all Councillors to consider. Members requested that more investigatory work be carried out and presented to the working group in February 2013.

**Project Co-ordinator to circulate to all Councillors, and to research further prior to February Working Group Meeting.**

## 5. Town Guide 2013-2015

POINTS	ACTION
<p>Members received the minutes of the officer de-brief and considered ideas for development of the 2013-2015 Guide.</p> <p>Members agreed that the current content of the Guide was still current and so could run until the end of 2013. Members requested that an insert to the current Guide, featuring the 2013 event dates and Useful Information, be published in early 2013.</p> <p>Members agreed that the bi-ennial Guide would start in 2014.</p>	<p><b>Project Co-ordinator to liaise with Acorn to design insert.</b></p> <p><b>Project co-ordinator to put on Agenda for May 2013 Working Group Meeting for consideration.</b></p>

## 6. Work Programme

POINTS	ACTION
<p>Members were advised by Amy Collins that the Maltings planned to host a Farnham Town Show on Saturday 27 July in place of the Festival of Gardening. The allotment show would remain a main feature of the event, although specific decisions about other activities were to be confirmed by the Maltings.</p> <p>Members considered holding an event in Gostrey Meadow to run parallel to the Farnham Town Show, and decided that a presence and support at the Maltings event would be more appropriate.</p> <p>Members requested that the Maltings report back to the Working Group in February 2013 with a clearer definition about specific activities and how the Town Council can be involved.</p> <p>Paul Head advised Members that the Chamber of Commerce were keen to get involved in a spring event as a co-host or co-sponsor.</p> <p>Cllr S O'Grady requested an update in regards to the responsibility of Twinning being moved from Strategy &amp; Finance to the Tourism &amp; Events Working Group.</p>	<p><b>Project Co-ordinator to invite a representative from the Farnham Maltings to the February 2013 Working Group Meeting.</b></p> <p><b>Town Clerk to update the Working Group in February 2013.</b></p>

## 7. Press Releases

<b>POINTS</b>	<b>ACTION</b>
No other press releases were requested by the Working Group.	

## 8. Updates on other Matters and Items for Noting

<b>POINTS</b>	<b>ACTION</b>
There were no other matters arising.	

## 9. Date of the Next Meeting

<b>POINTS</b>	<b>ACTION</b>
It was agreed that the date and time of the next meeting would be 5 February 2013 at 7.00pm.	<b>Project Co-ordinator/ Town Clerk to circulate Agenda.</b>

Notes taken by Eleanor Bradfield



# FARNHAM TOWN COUNCIL



## Notes

Community Enhancement Working Group

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### Time and date

9am on Monday 7<sup>th</sup> January 2013

### Place

Council Chamber, Council Offices, South Street, Farnham

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### 1. Apologies

Apologies for absence were received from Cllr Sam Hollins-Owen.

### 2. Minutes from last meeting

The minutes of September 26<sup>th</sup> 2012 were agreed as a true and accurate record of the meeting.

### 3. Updates

POINTS	ACTION
<ul style="list-style-type: none"><li>Noted that managed cutting has been organised for the Dogflud Way Area with Surrey County Council.</li><li>Following the success of the 2012 Farnham in Bloom Awards Evening, Members agreed that the 2013 ceremony should be held at Squire's Garden Centre. Outside Services Team Leader had booked 10<sup>th</sup> October with Squire's.</li><li>Members agreed that the 2013 ceremony would incorporate the Schools Awards presentation to be held before the evening FIB Awards Ceremony.</li><li>The Outside Services Team Leader advised that there were no suitable alternatives to hanging baskets in the area of The Borough coming from Downing Street which has traditionally remained unsponsored.</li></ul>	<ul style="list-style-type: none"><li>Agreed that the Project Coordinator would complete the marketing packs by the end of January.</li><li>Outside Services Team Leader to explore the idea of putting up educational plaques near areas of wildflower planting.</li><li>Councillor Redfern will be approaching the business mentioned in the last working group this month.</li><li>The Town Clerk will progress the discussion with the Farnham Institute</li></ul>

<ul style="list-style-type: none"> <li>• Discussion took place regarding the Maltings Project which had not progressed far since the last meeting of the working group. A detailed design was required prior to finalisation of a funding arrangement with the Farnham Institute.</li> <li>• Agreed that following problems with enlisting the help of schools, future Big Pick Weeks would not take place during school holidays.</li> <li>• Update on crossing from Central Carpark (Longbridge) to Gostrey Meadow; it was in progress with Surrey County Council. There were no current plans from Surrey County Council to put a crossing in across South Street to Gostrey Meadow.</li> </ul>	<p>about funding the Maltings project.</p>
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#### 4. Declarations of Interest

**Non Pecuniary Interest** – Cllr Potts – Agenda item 11 – WBC Board at Farnham Maltings

**Non Pecuniary Interest** – Cllr Potts – Agenda item 5 – Waverley Borough Council Executive

**Non Pecuniary Interest** – Cllr Potts – Agenda item 13 – Resident of Park View Estate

**Non Pecuniary Interest** – Cllr Pat Frost – Agenda Item 10 – Position as a Councillor at both Waverley Borough Council and Surrey County Council

#### 5. Farnham in Bloom Community Group Report

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Noted that the Farnham in Bloom Community Group had been involved in a number of activities since the September meeting, which included planting bulbs in Dogflud Way, a litter pick and the Farnham in Bloom Winter Festival.</li> <li>• Noted that the Community Group remained in pursuance of greater membership. Flyers were included in the carol songsheet at the Winter Celebration but this had not yielded any results.</li> </ul>	

#### 6. Allotments update

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Noted that all allotment invoices had been sent out.</li> <li>• Updated on the ten vacant allotments; the Outside Services Team Leader explained that these would not remain empty for any substantial period of time, as there was a waiting list of 105 people for allotments.</li> <li>• Noted that many of the old 5-10 rod plots had been broken down into 3-5 rod plots due to the</li> </ul>	<ul style="list-style-type: none"> <li>• Town Clerk to clarify the intentions of Waverley Borough Council in terms of the Weybourne Road Allotment transfer.</li> <li>• Cllr Potts to discuss the Weybourne Road Allotment holders joining the Allotment Holders</li> </ul>

<p>combination of less demand for large plots, and an overall high demand for allotments.</p> <ul style="list-style-type: none"> <li>• Waverley Borough Council had responded to the Farnham Town Council request for the transfer of the Weybourne Road allotments. Due to the lack of clarity regarding the nature of the transfer, the Town Clerk had written to Waverley Borough Council and was awaiting a response.</li> <li>• In the event that Waverley Borough Council intended only to transfer management rights, the Town Council have sought to discover what the land is being held for.</li> <li>• It was noted that Waverley Borough Council had actioned a report into the prospect of regularising allotment charges with local charges</li> <li>• Discussion as to the level of management required by the Weybourne Road Allotment; it had a number of empty plots and a number of ten rod plots remaining.</li> <li>• Agreed that if the Borough Council were only offering management of the allotment, a report would need to be compiled analysing the workload involved in management; inspection, enforcement, actions for breaching tenancy agreements, costs of water and staff hours against potential income before it could be agreed to.</li> <li>• Agreed that if Farnham Town Council were only to take on management of the plots, it would not be acceptable to run at a loss.</li> <li>• Agreed that current Weybourne Road allotment holders should be permitted to join the Allotment Holders Club.</li> <li>• Discussion as to the lack of clarity of ownership between Farnham Town Council, Waverley Borough Council and Surrey County Council regarding some allotment sites, particularly the Six Bells site.</li> <li>• Agreed that it should be the aim that allotment sites would financially break even. In pursuance of this aim, pending the results of a report by the Outside Services Team Leader, it was suggested that the idea of charging for water supplemental of rent should be explored.</li> </ul>	<p>Club with Waverley Borough Council.</p> <ul style="list-style-type: none"> <li>• Outside Services Team Leader to compile a report analysing costs and water costs, and to clarify the ownership of all Farnham allotment sites, particularly the Six Bells Allotments; the ownership of which are particularly unclear.</li> </ul>
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## 7. Budget 2013

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Discussion of the current position of the budget, noted that the remaining budget of £38, 980</li> </ul>	<ul style="list-style-type: none"> <li>• Outside Services Team Leader to explore</li> </ul>

<p>would decrease significantly prior to the end of the financial year due to wages which are allocated monthly, compost, plug plants, chemicals, pots and planters.</p> <ul style="list-style-type: none"> <li>• Noted that the full council meeting in December had agreed to increase income targets from £9,000 to £12,500 and the specific Farnham in Bloom budget had been reduced from £25,000 to £22,500.</li> <li>• Concerns were raised regarding the cost of Farnham in Bloom and Community Enhancement projects in light of the economic climate and lengthy discussion followed.</li> <li>• Noted that efficiency changes were being made as a council and that discussions were taking place with Surrey Highways Localism Office to reduce the wasted dual labour and to allocate work and funding more economically.</li> <li>• Noted that the upcoming months could see changes to the income of Farnham Town Council by the way of council tax.</li> <li>• Members considered ways in which the cost of Farnham in Bloom could be reduced. Noted that the practice of buying plug plants was most cost effective as buying seeds would have cost more in staff and heating costs, and buying developed plants was more expensive. Sustainable planting would be unsuitable for hanging baskets, troughs and planters but had potential for other areas.</li> </ul>	<p>sustainable planting options.</p>
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## 8. Sponsorship Brochure

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Discussion regarding suggested changes to the sponsorship brochure for Farnham in Bloom 2013 were discussed.</li> </ul>	<ul style="list-style-type: none"> <li>• Project Co-ordinator to action and send to all members of the Working Group before sign off.</li> </ul>

## 9. Future program consultation

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Agreed that Farnham Town Council would enter South and South East in Bloom competition 2013 but would address the idea of entering less frequently or suspending entry from 2014.</li> <li>• Noted that the cost of entry was only £350 and it was agreed that the cost of the work done by the outside workforce or staff would have been</li> </ul>	

<p>unlikely to decrease due to lack of entry as time would simply be allocated to other council projects.</p> <ul style="list-style-type: none"> <li>• Agreed the impact on community involvement or sponsorship would have to be investigated prior to any future decisions.</li> <li>• Noted that the full Council had agreed to release a survey to assess the public reception to Council initiatives, which would include Farnham in Bloom. Agreed that the results of this survey would assist in the decision of future entry into South and South East in Bloom.</li> </ul>	
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#### 10. Cigarette butts campaign and air quality campaign

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Councillor Ricketts provided an update on the status of the initiative he was piloting to improve air quality in Farnham.</li> <li>• Noted that an educational campaign would be an effective first step to improving air quality and that following this, an action plan should be drawn up with ideas, goals and time frames for the Clean Air Farnham Campaign.</li> <li>• Discussion of cigarette butts was deferred to the next meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Councillor Ricketts to meet with Project Coordinator to create an action plan.</li> </ul>

#### 11. Farnham Grows and Allotment Show

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Members agreed that the Working Group would take on the responsibility of future Farnham Grows projects, which would not include the current format of the FIB walks and trip to a garden of note due to lack of public interest.</li> </ul>	<ul style="list-style-type: none"> <li>• Project Co-ordinator to start arrangements for the 2013 project.</li> </ul>

#### 12. In Bloom Website

POINTS	ACTION
<ul style="list-style-type: none"> <li>• Agreed that due to financial implications of establishing a new website, it would be more cost effective to increase the visibility and identity for Farnham in Bloom on the existing council website.</li> <li>• Agreed the idea of establishing a specific Farnham in Bloom email would be looked into.</li> </ul>	<ul style="list-style-type: none"> <li>• Project Coordinator to investigate establishing a Farnham in Bloom section on the website.</li> <li>• Project Coordinator to look in to establishing a Farnham in Bloom email address.</li> </ul>

### 13. Street Furniture update

POINTS	ACTION
<ul style="list-style-type: none"><li>• Update received on Street Furniture projects.</li><li>• Agreed that community groups requesting larger noticeboards than those we usually provide should be asked to pay the difference in cost.</li><li>• Noted that confirmation of co-funding was being awaited from Waverley Borough Council regarding the Weybourne Road bus shelter.</li><li>• Agreed that before agreement to any requests for street furniture from the public it should be ensured that it would be of benefit to residents of Farnham and not merely individual organisations or groups.</li></ul>	<ul style="list-style-type: none"><li>• Councillor Potts to speak to Waverley Borough Council to confirm they will co-fund the Weybourne Road bus shelter.</li></ul>

### 14. Any other business or items for future meetings

POINTS	ACTION
<ul style="list-style-type: none"><li>• Agreed that the issue of the bus stops at Farnham Train Station should be addressed.</li><li>• The carpet bedding design, depicting the logo of the Girls Brigade, for the bed by the old police station was agreed.</li></ul>	

### 15. Date of next meeting

9am on 13<sup>th</sup> March 2013, agreed.

Minutes compiled by Katherine Jones

Meeting finished at 11.45 a.m.

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24<sup>th</sup> January 2013





# FARNHAM TOWN COUNCIL

# B

## Notes

### Strategy and Finance Working Group

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**Time and date**

10.00am Tuesday 22<sup>nd</sup> January 2013

**Place**

Town Clerk's Office, South Street, Farnham

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**Attendees:**

Appointed Members: Councillors David Attfield, Jill Hargreaves, Jeremy Ricketts, John Ward

Lead Members: Carole Cockburn

Other Councillors: David Beaman, Paddy Blagden,

Officers present:

Iain Lynch (Town Clerk), Rachel Aves (Team Leader Corporate Governance) – part.

**1. Apologies**

Apologies were received from Councillors Pat Frost, Julia Potts and Roger Steel

**2. Declarations of Interest:**

- 1) Dual-hatted Councillors (Cllr Paddy Blagden, Carole Cockburn, Jill Hargreaves, and John Ward) declared personal interests in relation to their role as Waverley Borough Councillors.
- 2) Cllr Cockburn declared a prejudicial interest in relation to her involvement in the Farnham Community Play and left the room for the discussion on that item.
- 3) Cllr Ward declared a personal interest as a Council representative to the New Ashgate Gallery.

**3. Notes of Meeting held on 20<sup>th</sup> November 2012**

POINTS	ACTION
The Notes were agreed.	

#### 4. Precept

POINTS	ACTION
<ol style="list-style-type: none"> <li>1) Members considered the paper attached at Appendix I to the agenda. Cllr Ward described the briefing Waverley Borough Council gave to Town and Parish Councils on 15<sup>th</sup> January. The meeting had not revealed much new information and a letter had been handed out at the end telling individual parishes of the impact of the changes.</li> <li>2) Members noted the significant reduction in the Band D numbers as a result of the new Local Council Tax Scheme devised by Waverley led to a shortfall of around £60,000</li> <li>3) The Working Group heard that Waverley had decided to allocate just under £81,000 of the £153,449 Local Parish Council Tax Support Funding Grant given to them by the government and that Farnham's allocation by Waverley was just £31,063. Waverley had also stated that this was for one year only.</li> <li>4) Members and considered how to deal with the impact of the changes. Options discussed included the following as single or combined options:               <ol style="list-style-type: none"> <li>a. Use of reserves;</li> <li>b. Targeted net savings for specific services in the precept by further increased income or reduced expenditure;</li> <li>c. A global targeted savings target for officers to deliver across all services;</li> <li>d. An increase in the precept.</li> </ol> </li> <li>5) The Strategy and Finance Working Group were very concerned about the potential impact of capping and the fact that even if there was no increase in the budget this year there would be an inevitable increase above the level of capping for the subsequent year as a result of the fact that Waverley Borough Council has said that it would not be continuing the allocated grant in 2014/15.</li> <li>6) Members were concerned about the impact a precept rise would have on local residents but there was a unanimous view that an increase was necessary for 2013/14 to protect services for future years.</li> <li>7) The overall impact could be 5.1% with a further rise in 2014/15 of the order of 3.4% to maintain the same budget if Waverley did not continue with the allocated grant funding.</li> <li>8) Members felt it would be right to seek targeted in-year savings related to the increase in expenditure by the Town Council but that it would be too great a target to absorb the full impact of the new Waverley local Council Tax Scheme and be able to maintain the same level of services over a lower Band D base.</li> <li>9) It was suggested that Waverley should be challenged to pass on the full grant and to continue with it in future years, although it was noted that Waverley had said it "was not legally obliged to".</li> </ol>	<p style="text-align: center;"><b>Recommendations to Council that: the precept for 2013-14 be agreed</b></p>

<p>10) Overall members felt that cutting the base budget at a time when capping was a real prospect was likely to cutting services.</p> <p>11) Members agreed to recommend setting a savings target to officers in 2013/14 related to the net impact of Farnham's budget change and to recommend that Council agrees to increase the precept by the impact of the new Local Council Tax Scheme.</p>	
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## 5. Grants

POINTS	ACTION
<p>1) Members considered a request (details attached to the agenda) for the Farnham Community Play project to adapt the outcomes of its project activities provided the project is completed in 2013.</p> <p>2) Members considered the detailed recommendations of officers based on the 29 applications received this year.</p> <p>3) Members recommended the grants attached at Annex 1 to these notes for approval by Council.</p> <p>4) Members agreed that grant applications where additional information was required should be reviewed later. A sum of £4,797 remained for future allocations.</p> <p>5) The Blackwater Valley allocation was noted</p>	<p><b>Recommendation to Council: the Grants for 2013-14 as set out at Annex 1 be agreed.</b></p>

As several members had to leave for another meeting and the meeting would be inquorate, the remaining items on the agenda were deferred to the next meeting.

## 6. Date and Time of Next Meeting

POINTS	ACTION
<p>Members agreed that the next meeting would take place on <b>Tuesday 19<sup>th</sup> February 2013</b> at 9am</p>	<p><b>Town Clerk to circulate agenda</b></p>

Meeting ended at 9.55am

Notes written by Iain Lynch

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
3rd Farnham Scout Group	£ 2,000	£ 4,680	£ 900	19%	N/A	Storage & Flooring for Small Hall	Hygienic flooring, materials and a joiner to create flexible secure cupboard space for multiple users.	This work could ensure that the building is more effectively utilised and therefore preserved.	Agree
40 Degreeez	£ 5,432	£ 27,162	£ 3,400	13%	£ 3,400	Salary Funding	Revenue funding for salaries.	This is the main youth club in Farnham and provides around 5000 young people with a place to go. In 2012, FTC awarded £3400 for funding towards salaries.	Agree
Citizens Advice Waverley	£ 30,000	£ 70,432	£ 15,360	22%	£ 15,360	Face to Face Service	Provision of local face to face service. To provide an accessible source of free, high quality, independent information, advice and support to enable people to resolve or better manage their problems.	This service provides vital help and advice in a difficult economic climate and supports a variety of residents. It should be noted that the CAB is closed to the public on Fridays.	Agree
Farnham Carnival	£ 3,500	£ 8,900	£ 1,500	17%	£ 1,500	Safety & Facilities	Farnham Carnival entertainment and safety/general facilities. To provide the opportunity for the people of Farnham to enjoy a safe and enjoyable day out. A well-attended popular event in Gostrey Meadow.	The Farnham Carnival is a well-attended popular event for the residents of Farnham. Last year FTC provided £1500 in grant funding and paid a further £1000 towards to cost of a stage, which is shared by the carnival and the town council for Picnic in the Park.	Agree - members noted the previous funded awarded and the sharing of facilities for PITP.

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
Farnham Competitive Music Festival	£ 800	£ 6,000	£ 500	8%	£ 500	35th Farnham Competitive Music Festival	35th Farnham Competitive Music Festival To fill the gap in the amenities available to young musicians by offering them an inclusive and friendly environment, a performance platform for them to enjoy showing their skills at every level.	A successful on-going project, now in its 35th year.	Agree - members noted that this is a wide-reaching project for a large number of people in Farnham.
Farnham Local Foods Cooperative Ltd	£ 1,760	£ 3,970	£ 500	13%	N/A	Growing our Community	Replacement of older donated tools, to facilitate increasing of the participations through "Growing our Community"; a project to employ more local people, increase sustainability of the local food system, educate local people in sustainable growing, run an apprenticeship programme, offer internships to students at Surrey Uni, provide food for local benefit projects e.g. community lunches, supply local restaurants increasing the vibrancy of local food economy	Alternative grant funding is available to Local Food Cooperatives for projects such as this.	Agree
Farnham Sea Cadets	£ 2,000	£ 7,000	£ 1,800	26%	N/A	Upgrade Toilets	Upgrade toilets to DDA standard in order to facilitate better use of hall for other groups, rentals and meetings.	This work could ensure that the building is more effectively utilised and therefore preserved for future use.	Agree

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
Farnham Skate park Project c/o 40 Degreez	£ 2,000	£ 120,000	£ 500	0%	N/A	Farnham Skatepark Rebuild	Replace current skatepark at Dogflud Way. See Plans.	This is a small contribution towards a large scale project to support the young people of Farnham and offer better outdoor facilities. This project is highly supported by local police.	Agree - members noted that this is a Waverly Borough Council responsibility. Agreed that group could apply for further funding could be provided for specific items in the future.
Hale Carnival Committee	£ 1,000	£ 10,000	£ 500	5%	£ 500	Hale Carnival 2013	To cover basic costs of toilets etc. to stage the event. To provide an annual community day. Local schools, churches and youth groups take part.	The carnival raises funds and gives these proceeds to local charities every year.	Agree
Hale Cricket Club	£ 1,488	£ 1,488	£ 700	47%	N/A	Mower Regenerations	To purchase of one new mower to replace a broken one beyond repair and repair of one other mower.	This is the first application from Hale Cricket Club on record. In 2012, FTC gave £2000 to Badshot Lea Cricket Club towards a project totalling £16,200 for new equipment and nets. It is felt that Hale Cricket Club could raise the surplus funds through effective fundraising initiatives.	Agree - members noted that no matched funding had been found at this time and propose that the grant be paid on confirmation that matched funding has been established.

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
Hale Darby & Joan Club	£ 360	£ 360	£ 360	100%	£440	Exercises for the elderly	Provide a specialist exercise teacher for a 45 minute session at the beginning of each Hale Darby and Joan fortnightly meetings.	In 2012 FTC gave £440, which equated to 50% of the total day-trip cost.	Agree
Hot Chocolate	£ 500	£ 1,000	£ 500	50%	£ 725	Hot Chocolate Girls Group	To provide a safe environment and leisure/educational facilities for young girls aged 11 - 16. Crafts, cameras, day trips, games and visits for young girls in an area prone to teen pregnancy and drug use. Around 40 young girls from the estate to benefit. This is the second most deprived area in Waverley with a high % of teenage pregnancy and NEET.	In 2012, FTC gave £725, towards a total project cost of £1450.	Agree
New Ashgate Gallery	£ 2,000	£ 2,500	£ 1,000	40%	£ 500	Digital Futures	Working with participants of the Lone Parents group, to develop skills through free workshops focussing on digital skills development through a creation of digital artwork.	In 2012, FTC gave £500 for a similar project for lone parents and over 50's. Without funding from FTC, this project may not be realised.	Agree

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
Residents' Association of Sandy Hill - RASH	£ 400	£ 1,000	£ 400	40%	£ 400	Sandy Hill Community Events	A number of events in Sandy Hill for all residents during 2013. Consumables, services and equipment in aid of enhancing community engagement and lowering crime and disorder.	Last year FTC gave £400 from the small grants fund for this project.	Agree - members noted that FTC should help promote group to help with capacity building.
Rowledge Village Hall	£ 850	£ 850	£ 850	100%	N/A	Seating Revamp	Funding for new chairs in hall to provide better facilities for users of the hall.	The chairs at Rowledge Village Hall desperately need replacing. It is felt that effective fundraising could raise the surplus amount to purchase all the new chairs, but without any funding from FTC, this project may not be realised.	Agree -
Sandy Hill Community Bungalow	£ 1,000	£ 2,880	NIL	0%	N/A	Drop in Job Search	Funding a member of staff at the Sandy Hill Bungalow, to enable job seekers to use the internet to job hunt and apply for jobs online.	This is a service already offered by the job Centre. The nearest job centre to Sandy Hill is approximately 2.6 miles. Estimated to take 12 minutes on public transport, 9 minutes by car and 50 minutes on foot.	Agree – members felt that it would be useful for officers to provide advice on how job clubs elsewhere operate.
Sandy Hill Community Bungalow	£ 500	£ 1,000	£ 500	50%	N/A	Sandy Hill Youth Club	Provision of youth club at Sandy Hill bungalow; day trips, resources, etc. In aid of enhancing engagement to lower crime and disorder.	This is the main youth club for young people in this area supported by local police and residents.	Agree



## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
St Polycarp's Catholic Primary School	£ 2,000	£ 14,012	NIL	0%	N/A	Audio, lighting, video projection and internet provision	To install audio, lighting, video and internet in the old parish hall which is owned by the school in order to let out to community groups and be used by the school.	In 2011 FTC awarded St Polycarp's £2000. In 2012 funding for new blinds in the main hall was not awarded.	Members noted the detail of the project and felt that it was not eligible for community grant funding.
Stopgap Dance Company	£ 2,000	£ 4,485	£ 1,000	22%	N/A	SG Youth Company Outreach Classes	Weekly dance classes for physically disabled and special needs children in Farnham	This is one of the only services of this kind in Farnham.	Agree
The Bishops Meadow Trust	£ 1,000	£ 1,852	£ 800	43%	£ 600	Engagement	Increasing the engagement of Farnham people to protect the Bishops Meadow. To provide information packs for schools and specimens of wild fruit bearing trees and willows to schools, so that each school has its own "set" of trees to own and care for. In addition, the wildlife attracted will be used as study material for the schools.	This is an innovative project, including local schools in the preservation of the Bishops Meadow.	Agree

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
The Dance Movement	£ 1,535	£ 3,084	NIL	0%	N/A	The Birth of Stars	Sound aspect (using 20 older people from Farnham) of a Light, sound and dance conceptual performance at Glive, Guildford. The grant would fund the making of a sound score (recorded sound/music to accompany the performance) using 20 older people from Farnham. Funding being used for sundries, transport of older people to performance, materials and artist time.	This project benefits only 20 residents in Farnham. The funding would be used to pay for artist/staff time, as well as transport of the participants from Farnham to Guildford.	Agree - members noted the small number of Farnham residents who would benefit.
The Maltings	£ 16,000	£ 1,528,406	£ 12,800	1%	£ 12,800	Revenue Grant Funding 2013/14	Revenue funding - general. Delivery of services to community in cultural and art activities i.e. Programmes of workshop and activities for young people and families - Families in the Making and Youth Theatre, provide community venue and facilities, develop opportunities for art and culture.	In 2012 FTC gave £12,800. The Maltings capacity to generate revenue has been noted and the outreach work undertaken has been successful.	Agree

## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
The William Cobbett Society	£ 1,300	£ 7,415	£ 1,000	13%	£ 1,000	Cobbett 250th Birthday Celebration	A range of activities to celebrate the 250th Birthday of William Cobbett.	This is a one-off event, including the whole of the community. People and press from other counties in the UK are interested in the events associated with William Cobbett. These events could bring additional tourism opportunities to the Town.	Agree - members noted this anniversary will be a large community celebration with numerous events for the town.
Trebor Avenue Residents Association	£ 2,000	£ 15,000	NIL	0%	N/A	Sustainable Development Drainage Works	Reduce pot-holes, improve drainage, road surface upgrades	This is a project that should be funded by the residents as per the homeowners' agreement. This is not felt to offer a wider community benefit.	Agree
Voluntary Action South West Surrey	£ 2,000	£ 13,500	TBC	0%	£ 2,000	Farnham Volunteer Centre	Contribution towards general running costs of volunteer centre in Farnham. Specifically to meet the need for a member of trained staff to be available due to the limitations of relying on volunteer staff.	This is an important and effective voluntary service for the residents of Farnham.	More information required before a decision is made
Waverley Singers	£ 250	£ 2,500	£ 250	10%	N/A	Song for William Cobbett	To commission a song for William Cobbett whose 250th anniversary is in 2013. Will be performed in June at St Thomas on the Bourne.	This is a one-off event, including the whole of the community. People and press from other counties in the UK are interested in the events associated with William Cobbett. These events could bring additional tourism opportunities to the Town.	Agree



## Annex I – Grants Report

Name of Applicant	Amount Requested	Cost of Project	Proposed	Proposed Percentage of Project Cost	Awarded 2012/13	Project Name	Project Description	Officer Comments	SFWG Notes
<b>TOTAL GRANTS PROPOSED</b>									
			£						
			47,520						
<b>BREAKDOWN OF FUNDING SOURCES</b>									
GRANT BUDGET			£						
			54,000						
SMALL GRANTS	Deduction		-£						
			1,000						
DISCRETIONARY GRANT		<i>Additional to £817.00</i>							
Blackwater Valley Countryside Partnership	Deduction	<i>funded through budget</i>	-£						
			683						
TOTAL AVAILABLE AFTER DEDUCTIONS			£						
			<u>52,317</u>						
<b>Balance</b>			£						
			<b>4,797</b>						



# FARNHAM TOWN COUNCIL

# E

## Notes

### Planning Consultative Group

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#### **Time and date**

6.00pm on Thursday 6 December 2012

#### **Place**

Council Offices, South Street, Farnham

#### **Planning Consultative Group Members Present**

Cllr D Beaman  
Cllr P Blagden  
Cllr J Parry  
Cllr J Ricketts  
Cllr R Steel

**Officers in attendance:** Rachel Aves, Ginny Gordon

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

#### **1. Apologies for absence from Planning Consultative Group Members**

Apologies for absence were received from Councillors C Genziani and S O'Grady

#### **2. Applications Considered By the Planning Consultative Group on Thursday 6 December 2012**

TM/2012/0196	Farnham Bourne	Application for works to trees subject of Tree Preservation Order 28/03.	5 ANNANDALE DRIVE, FARNHAM GU10 3JD	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		

TM/2012/0193	Farnham Bourne	Application for works to a tree subject of Tree Preservation Order WA221.	8 LITTLE AUSTINS ROAD, FARNHAM GU9 8JR	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		
TM/2012/0192	Farnham Bourne	Application for works to trees subject of Tree Preservation Order 8/00.	80 BURNT HILL ROAD, FARNHAM, GU10 3LN	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		
WA/2012/1818	Farnham Bourne	Erection of single storey rear extension.	26 LYNTON CLOSE, FARNHAM GU9 8US	Brad Gates
		<b>Approved after consideration on 06.12.2012</b>		
WA/2012/1837	Farnham Bourne	Installation of roof lights and internal alterations to provide loft conversion.	ASHLEIGH HOUSE, 6 LITTLE AUSTINS ROAD, FARNHAM GU9 8JR	Brad Gates
		<b>Approved after consideration on 06.12.2012</b>		
TM/2012/0190	Farnham Moor Park	Application for works to a tree subject of Tree Preservation Order 24/06.	ROWAN HOUSE, THE CLOSE, FARNHAM GU9 8DR	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		
WA/2012/1852	Farnham Upper Hale	Erection of a conservatory.	36 FOLLY HILL, FARNHAM GU9 0BH	Brad Gates
		<b>Approved after consideration on 06.12.2012</b>		

WA/2012/1853	Farnham Wrecclesham and Rowledge	Erection of extensions and alterations (revision of WA/2012/0056) Previous comments: <b>Approved after consideration on 09/02/2012</b>	33 ROSEMARY LANE, ROWLEDGE GU10 4DD	Ms C Woodhatch
		<b>Same comments – approved after consideration.</b>		
WA/2012/1819	Farnham Wrecclesham and Rowledge	Construction of brick wall and entrance gates.	ROSE COTTAGE, 10B WOODCUT ROAD, FARNHAM GU10 4QF	Brad Gates
		<b>Approved after consideration on 06.12.2012</b>		
WA/2012/1863	Farnham Firgrove	Erection of extensions and alterations and detached outbuilding.	20 BRIDGEFIELD, FARNHAM GU9 8AN	Mr A Griffiths
		<b>Approved after consideration on 06.12.2012</b>		
NMA/2012/013 3	Farnham Hale and Heath End	Non material amendment to WA/2011/0161 to alter parking and access routes. <b>Previous comments on 10.02.2011 were as follows: Object, this is loss of green space, lack of infrastructure in the area and implications of more traffic - see Farnham Town Design Statement</b>	21 WELLINGTON LANE, FARNHAM GU9 9BA	Mrs M Knight
		<b>Same comments - Object, this is loss of green space, lack of infrastructure in the area and implications of more traffic - see Farnham Town Design Statement</b>		



WA/2012/1864	Farnham Moor Park	Erection of single storey extensions following part demolition of existing extension.	BROADVIEW, UPLANDS ROAD, FARNHAM GU9 8BP	Mr A Griffiths
		<b>Approved after consideration on 06.12.2012</b>		
NMA/2012/013 1	Farnham Weybourne and Badshot Lea	Amendment to WA/2010/1856 to remove door on front elevation. <b>Previous comments on 25.11.2010 were as follows: Concerned about the adverse impact on the residential amenities of neighbouring properties.</b>	85 WEYBOURNE ROAD, FARNHAM GU9 9EX	Mrs M Knight
		<b>Same comments - Concerned about the adverse impact on the residential amenities of neighbouring properties</b>		
NMA/2012/013 2	Farnham Wrecclesham and Rowledge	Amendment to WA/2012/0684 to provide two solar thermal panels. <b>Previous comments on 17.05.2012 were as follows: Concerned about garden grabbing and over development of site in this rural location</b>	LAND TO REAR OF 90-96, BOUNDSTONE ROAD, ROWLEDGE GUI0 4AU	Mrs M Knight
		<b>Same comments - Concerned about garden grabbing and over development of site in this rural location</b>		
WA/2012/1856	Farnham Wrecclesham and Rowledge	Erection of an extension following demolition of existing conservatory.	HEATHER HOUSE, HEATHER CLOSE, FARNHAM GU9 8SD	Brad Gates
		<b>Approved after consideration on 06.12.2012</b>		

WA/2012/1838	Farnham Hale and Heath End	Certificate of Lawfulness under Section 191 for the use of land as residential garden area.	THE BARN, RAVENSWOOD FARM COTTAGES , HALE ROAD, FARNHAM GU9 9RP	Tim Bryson
		<b>Farnham Town Council objects to retrospective planning applications, however, under the circumstances so long as the application is conditioned to residential garden use only and no building, the application is approved.</b>		
WA/2012/1829	Farnham Weybourne and Badshot Lea	Outline application with all matters reserved for the erection of enlarged and relocated restaurant (Class A3) use, 38 residential units (including 9 affordable dwellings), 10 student residences, addition of 1 retail (Class A1) unit, 1 financial and financial and professional services (Class A2) unit and 1 non-residential institution (Class D1) unit, following demolition of the existing buildings.	LAND AT LITTLE ACRES NURSERY, ST GEORGES ROAD, BADSHOT LEA GU9 9NT	Gary Stevens
		<b>Strongly object to this application. The density of the proposed development is inappropriate and it is too far from the town for student residences with inadequate public transport and out of keeping with the village scene and the</b>		

		<b>Farnham Design Statement. It is unacceptable and inappropriate to build within the strategic gap and where there is inadequate surface water disposal, which causes flooding.</b>		
WA/2012/1841	Farnham Weybourne and Badshot Lea	Erection of extension and alterations, following demolition of existing extension.	KILN COTTAGE, BADSHOT FARM LANE, FARNHAM GU9 9HY	Ms L Smitheman
		<b>Approved after consideration on 06.12.2012</b>		
WA/2012/1835	Farnham Weybourne and Badshot Lea	Erection of detached dwelling.	LAND AT DORIMAR, LOW LANE, FARNHAM GU9 9NA	Ms L Smitheman
		<b>Approved after consideration on 06.12.2012</b>		
WA/2012/1873	Farnham Bourne	Erection of an extension and alterations.	21 MIDDLE BOURNE LANE, FARNHAM GU10 3NE	Ms L Smitheman
		<b>Approved after consideration on 06.12.2012</b>		
WA/2012/1865	Farnham Castle	Erection of a dwelling and garage following demolition of existing dwelling and garage.	OLD PARK FARM, 15 OLD PARK LANE, FARNHAM GU9 0AL	Mr A Griffiths
		<b>Approved after consideration on 06.12.2012</b>		
WA/2012/1861	Farnham Upper Hale	Construction of dormer window to form additional habitable accommodation.	15 & 17 SPRING LANE WEST, FARNHAM GU9 0BX	Brad Gates
		<b>In principle Farnham Town Council does not approve of</b>		

		<b>dormer windows and does not approve of the proposed design for this application.</b>		
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**Further comments on South Runfold Quarry Area C Extension of Time WA/2012/1651 and 1652**

When planning application was granted at Appeal in 2007 it was granted for a short period of 5 years. Farnham Town Council opposed the planning consent which expires at the end of December 2012. SITA now require an extension of 7 years to enable them to sell the land and restore it to its original state, but this could take very much longer to achieve causing local residents and the community to suffer far much longer in order for SITA to sell off their land and the sand at a good profit.

From current information supplied it should take less than 2 years to commence filling and restoring the area. Farnham Town Council strongly believes there is a pressing need for this to be resolved and conditions set for SITA to restore the site to its original state.

The meeting closed at 7.00pm



# FARNHAM TOWN COUNCIL

# F

## Notes

### Planning Consultative Group

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#### **Time and date**

6.30pm on Thursday 20 December 2012

#### **Place**

Council Offices, South Street, Farnham

#### **Planning Consultative Group Members Present**

Cllr D Beaman  
Cllr P Blagden  
Cllr C Genziani (arrived at 7.00pm)  
Cllr J Ricketts  
Cllr R Steel

**Officers in attendance:** Ginny Gordon

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

#### **1. Apologies for absence from Planning Consultative Group Members**

Apologies for absence were received from Councillors J Parry and S O'Grady

#### **2. Applications Considered By the Planning Consultative Group on Thursday 20 December 2012**

TM/2012/0207	Farnham Bourne	Application for works to trees subject of Tree Preservation Order 2/00 & 26/03.	6 ELDON DRIVE, FARNHAM GU10 3JE	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		

CA/2012/0137	Farnham Bourne	GREAT AUSTINS FARNHAM CONSERVATION AREA. Works to trees.	16 GREAT AUSTINS, FARNHAM GU9 8JQ	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		
WA/2012/1900	Farnham Bourne	Erection of detached garage/store following demolition of existing garage.	DEARHAM LODGE, 13 PINE RIDGE DRIVE, LOWER BOURNE GU10 3JP	Ms L Smitheman
		<b>Approved after consideration on 20.12.2012</b>		
WA/2012/1879	Farnham Bourne	Erection of first floor extension and alterations (revision of WA/2012/1333). <b>Previous comments: Approved after consideration on 06.09.2012</b>	82 BURNT HILL ROAD LOWER BOURNE GU10 3LN	Mr A Griffiths
		<b>Same comments still stand - approved after consideration on 20.12.2012</b>		
WA/2012/1907	Farnham Bourne	Erection of extensions and alterations to bungalow to form chalet bungalow.	1 STREAM VALLEY ROAD, FARNHAM GU10 3LT	Ms L Smitheman
		<b>Approved after consideration on 20.12.2012</b>		
WA/2012/1899	Farnham Castle	Listed Building Consent for construction of 2 dormer windows and alterations.	OVERDEANS COURT, DIPPENHALL ROAD, FARNHAM GU10 5EB	Tim Bryson
		<b>No objections subject to the approval of the Listed Buildings Officer</b>		

WA/2012/1898	Farnham Castle	Construction of 2 dormer windows together with replacement bay windows and alterations.	OVERDEANS COURT, DIPPENHALL ROAD, FARNHAM GU10 5EB	Tim Bryson
		<b>No objections subject to the approval of the Listed Buildings Officer</b>		
WA/2012/1878	Farnham Firgrove	Erection of extensions and alterations and formation of second vehicular access.	24 BRAMBLETON AVENUE, FARNHAM GU9 8RA	Ms L Smitheman
		<b>Approved after consideration on 20.12.2012</b>		
WA/2012/1882	Farnham Firgrove	Installation of replacement windows and doors.	29 FIRGROVE HILL, FARNHAM GU9 8LN	Brad Gates
		<b>Approved after consideration on 20.12.2012</b>		
WA/2012/1892	Farnham Hale and Heath End	Application for a new planning permission to replace extant permission WA/2009/1847 for the erection of a two storey extension and alterations. <b>Previous comments on 28.01.2010 were as follows: No objections</b>	2 WILLOW WAY, FARNHAM GU9 0NT	Brad Gates
		<b>Approved after consideration on 20.12.2012</b>		
WA/2012/1883	Farnham Upper Hale	Certificate of Lawfulness under Section 191 for existing extensions.	TANGLEWOOD, 17 UPPER OLD PARK LANE, FARNHAM GU9 0AR	Ms L Smitheman
		<b>Farnham Town Council deplores</b>		

		<b>retrospective applications</b>		
TM/2012/0208	Farnham Weybourne and Badshot Lea	Application for works to a tree subject of Tree Preservation Order 14/11.	55 BADSHOT PARK, FARNHAM GU9 9NE	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		
WA/2012/1886	Farnham Bourne	Erection of a dwelling and carport following demolition of existing dwelling, garage and workshop.	DERICO, 10 BOURNE GROVE, FARNHAM GU10 3QT	Tim Bryson
		<b>Approved after consideration on 20.12.2012</b>		
PC/2012/0034	Farnham Castle	Consultation from a neighbouring authority for the erection of a detached dwelling.	THE BARN, DIPPENHALL FARM DIPPENHALL FARNHAM GU10 5EB	Ms L Smitheman
		<b>Waverley Borough Council has already objected and Farnham Town Council supports this objection</b>		
WA/2012/1893	Farnham Castle	Erection of detached dwelling following demolition of existing garage.	LAND TO THE REAR OF 37 WEST STREET, FARNHAM GU9 7DR	Ms L Smitheman
		<b>Concerned about the design and that if this is granted it may set a precedent.</b>		
WA/2012/1891	Farnham Firgrove	Erection of single storey extension following demolition of outbuilding.	13 UPPER WAY, FARNHAM GU9 8RG	Brad Gates
		<b>Object, concerned about the adverse effect on the</b>		



		<b>residential amenities of the neighbouring properties, the number and design of the windows.</b>		
WA/2012/1888	Farnham Moor Park	Erection of single storey extension following demolition of existing extension.	9 THOROLD ROAD, FARNHAM GU9 7JY	Ms L Smitheman
		<b>Concerned about the adverse effect n the residential amenities of the neighbouring properties</b>		
WA/2012/1905	Farnham Moor Park	Display of 2 internally illuminated signs.	CRISPINS & LOADHAMS NURSING HOME, WAVERLEY LANE, FARNHAM GU9 8BH	Ms L Smitheman
		<b>Strongly object, illuminated signs are out of character with the residential area.</b>		
PC/2012/0035	Farnham Weybourne and Badshot Lea	Consultation from a neighbouring authority for a) outline application for the development of up to 400 residential dwellings on 22.1ha of the site including the creation of an access point from Ash Lodge Drive, the demolition of no.52 South Lane, and the demolition of no.54 South Lane to enable the creation of a second access point from South Lane. Creation of a primary route through the site and an emergency access link from South Lane. Provision of open space including	LAND SOUTH OF, ASH LODGE DRIVE, ASH	Matthew Ellis

		<p>children's play areas, community allotments, sustainable urban drainage systems and green links on the site. (Matters for approval: Access) and b) Full planning permission for the change of use from agricultural land to use as a Suitable Alternative Natural Greenspace (SANG) on 24.0ha of land to the South of the dismantled railway/ Christmas Pie Route to serve the proposal and the surrounding area, including accesses, pathways and associated landscaping.</p>		
		<p><b>Strongly object, there has been no cross border discussion with Waverley Borough Council and the infrastructure could not cope with the proposed number of houses.</b></p>		

The meeting closed at 7.20pm



# FARNHAM TOWN COUNCIL



## Notes

### Planning Consultative Group

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#### Time and date

7.00pm on Thursday 10 January 2013

#### Place

Council Offices, South Street, Farnham

#### Planning Consultative Group Members Present

Cllr D Beaman  
Cllr P Blagden  
Cllr C Genziani  
Cllr J Ricketts  
Cllr R Steel

**NB: Cllr Ricketts left the meeting at 7.40pm for item WA/2012/1973.**

**Officers in attendance:** Ginny Gordon, Rachel Aves

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

#### 1. Apologies for absence from Planning Consultative Group Members

Apologies for absence were received from Councillors J Parry and S O'Grady

#### 2. Disclosure of Interests

Councillor	Agenda Item No	Nature of interest (please tick)		Type of interest (personal or prejudicial and reason)
		I am a Waverley Borough Councillor	Other	
Cllr D Beaman	WA/2012/1973			✓ Fellow councillor of applicant

Cllr D Beaman	WA/2012/1938			✓ Assisted residents organise objections, friend of Bourne Conservation Group
Cllr P Blagden	WA/2012/1973			✓ Fellow councillor of applicant
Cllr C Genziani	WA/2012/1973			✓ Fellow councillor of applicant
Cllr J Ricketts	WA/2012/1973			✓ Personal disclosable & pecuniary
Cllr R Steel	WA/2012/1973			✓ Fellow councillor of applicant

### 3. Applications Considered By the Planning Consultative Group on Thursday 10 January 2013

Appendix A				
TM/2012/0210	Farnham Bourne	Application for removal of trees subject of Tree Preservation Order Far1.	KEEPERS LODGE, TILFORD ROAD, FARNHAM GU9 8HU	Brodie Cherry
		<b>No objection subject to the approval of the Arboriculturalist</b>		
TM/2012/0213	Farnham Firgrove	Application for works to trees subject of Tree Preservation Order 09/11.	9 BRAMBLETON AVENUE, FARNHAM GU9 8QU	Brodie Cherry
		<b>No objection subject to the approval of the Arboriculturalist</b>		
TM/2012/0214	Farnham Shortheath and Boundstone	Application for works to a tree subject of Tree Preservation Order 7/99.	26 LONGHOPE DRIVE, FARNHAM GU10 4SN	Mr A Clout
		<b>No objection subject to the approval of the Arboriculturalist</b>		
TM/2012/0212	Farnham Weybourne and Badshot Lea	Application for works to a tree subject of Tree Preservation Order WA7.	3 RUNFOLD BAKERY, RUNFOLD ST GEORGE, FARNHAM GU10 1PL	Brodie Cherry

		<b>No objection subject to the approval of the Arboriculturalist</b>		
WA/2012/1968	Farnham Bourne	Erection of single storey rear extension.	THE THIRD HOUSE, 3 GROVELANDS, LOWER BOURNE GU10 3RQ	Brad Gates
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1950	Farnham Bourne	Application for a new planning permission to replace extant permission WA/2009/1759 (erection of first floor side extension). <b>Previous comments on 14.01.2010 were as follows: No objections</b>	29 FRENHAM VALE, LOWER BOURNE GU10 3HS	Brad Gates
		<b>Same comments still stands - No objections</b>		
WA/2012/2004	Farnham Bourne	Erection of single storey extension and alterations to patio area.	37 MIDDLE BOURNE LANE, FARNHAM GU10 3NH	Ms L Smithe man
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1979	Farnham Bourne	Erection of boundary walls and fencing; erection of a pergola and landscaping.	4 SWINGATE ROAD, FARNHAM GU9 8JJ	Ms L Smithe man
		<b>Approved after consideration on 10.01.2013</b>		

WA/2012/1943	Farnham Castle	Consultation under Regulation 3 for amendment to WA/2012/0695 comprising additional rooflights to proposed classrooms and to music and drama room. <b>Previous comments were as follows: Approved after consideration on 17.05.2012</b>	POTTERS GATE PRIMARY SCHOOL, POTTERS GATE, FARNHAM GU9 7BB	Ms L Smithe man
		<b>Same comments - approved after consideration 10.01.2013</b>		
WA/2012/1974	Farnham Castle	Erection of extension and alterations.	23 TOR ROAD, FARNHAM GU9 7BY	Brad Gates
		<b>Approved after consideration 10.01.2013</b>		
WA/2012/1959	Farnham Firgrove	Replacement bay window and alterations to front elevation.	44 ST GEORGES ROAD, FARNHAM GU9 8NB	Ms L Smithe man
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1970	Farnham Firgrove	Erection of single storey extension following demolition of detached building.	4 RYLE ROAD FARNHAM GU9 8RW	Brad Gates
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1977	Farnham Moor Park	Certificate of Lawfulness under Section 192 for erection of single storey rear extension.	6A HIGH PARK ROAD, FARNHAM GU9 7JL	Tim Bryson
		<b>Farnham Town Council deplores retrospective applications</b>		

WA/2012/1967	Farnham Weybourne and Badshot Lea	Erection of single storey rear extension.	39 BADSHOT LEA ROAD, BADSHOT LEA GU9 9JR	Brad Gates
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/2001	Farnham Weybourne and Badshot Lea	Erection of single storey rear extension.	43 LOWER WEYBOURNE LANE, FARNHAM GU9 9HL	Ms L Smithe man
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/2002	Farnham Weybourne and Badshot Lea	Erection of extension and alterations.	21 PENFOLD CROFT, FARNHAM GU9 9JD	Tim Bryson
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/2006	Farnham Wrecclesham and Rowledge	Erection of first floor extension and alterations, following demolition of attached greenhouse.	18 THE AVENUE, FARNHAM GU10 4BD	Brad Gates
		<b>Approved after consideration on 10.01.2013</b>		
CA/2012/0151	Farnham Bourne	GREAT AUSTINS FARNHAM CONSERVATION AREA. Works to and removal of trees.	AUDLEY HOUSE, 10SWINGATE ROAD, FARNHAM GU9 8JJ	Mr A Clout
		<b>No objections subject to the approval of the Conservation Officer.</b>		
WA/2012/2014	Farnham Bourne	Installation of replacement windows.	1-24 THE LINDENS, FARNHAM GU9 8LA	Brad Gates
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/2016	Farnham Upper Hale	Erection of single storey extension.	12 HOPE LANE, FARNHAM GU9 0HY	Brad Gates

		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1938	Farnham Bourne	Erection of a dwelling and associated access.	LAND AT 49 BURNT HILL ROAD, WRECCLESHAM GU10 4RS	Ms L Smithe man
		<b>Strongly object. The proposed application is against the Farnham Design Statement, is garden grabbing and in BE3 land. It also fragments the land.</b>		
WA/2012/1919	Farnham Castle	Erection of building to provide 6 units for use as Class B1c (light industrial) and Class B8 (storage and distribution) with associated parking.	12A, COXBRIDGE BUSINESS PARK, ALTON ROAD, FARNHAM GU10 5EH	Brad Gates
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1923	Farnham Firgrove	Erection of extensions and alterations following demolition of existing lobby.	11 LANCASTER AVENUE, FARNHAM GU9 8JY	Tim Bryson
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1920	Farnham Moor Park	Erection of a dwelling.	LAND AT 26 CROOKSBURY ROAD, FARNHAM GU10 1QE	Tim Bryson
		<b>Strongly object. The proposed application is against the Farnham Design Statement. This is an area of outstanding natural beauty and on the borders of the Surrey Hills.</b>		



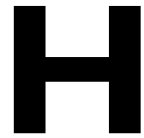
WA/2012/1918	Farnham Moor Park	Erection of a dwelling and garage following demolition of existing garage.	5 STONEYFIELDS, FARNHAM GU9 8DX	Tim Bryson
		<b>Approved after consideration on 10.01.2013</b>		
WA/2012/1925	Farnham Weybourne and Badshot Lea	Erection of sixth form centre building together with ancillary works.	ALL HALLOWS ROMAN CATHOLIC SECONDARY SCHOOL, WEYBOURNE ROAD, FARNHAM GU9 9HF	Tim Bryson
		<b>Concerned about the extra volume of traffic that will be generated and would suggest compensation be made for the effect of the flood plain.</b>		
WA/2012/1973	Farnham Castle	Alterations to equestrian building.	OLD PARK STABLES, OLD PARK LANE, FARNHAM GU9 0AN	Mr A Griffiths
		<b>The proposed application should be conditioned as temporary accommodation ancillary to stables/equestrian use so it cannot become a separate dwelling</b>		
WA/2012/1957	Farnham Firgrove	Erection of extensions and alterations.	4A RIDGEWAY HILL ROAD, FARNHAM GU9 8LS	Brad Gates
		<b>Concerned about the adverse effects on the residential amenities of the neighbours</b>		
WA/2012/2003	Farnham Moor Park	Outline planning application for erection of 16 dwellings and 70 bed care home, together with access and communal open	LAND ADJOINING BOURNE MILL, GUILDFORD ROAD, FARNHAM GU9 9PU	Mr A Griffiths

		space (revision of WA/2010/1967). <b>Previous comments on 16.12.2010 were as follows: Strongly object. Concerned about the overdevelopment of the site, the impact on the residential amenities of the neighbouring properties, increased traffic at a busy crossroads. Also concerned about the extra parking needed.</b>		
		<b>Strongly object. The same concerns and comments still stand as at 16.12.2010, also concerned about the wildlife, flooding and air pollution. The traffic volume is a concern. The Bourne Mill is also a Listed Building.</b>		
WA/2012/1935	Farnham Bourne	Change of use of land for parking/turning area.	HOPE COTTAGE, DEEPDENE, LOWER BOURNE GU10 3QP	Brad Gates
		<b>Object the proposed application is inappropriate to the character of the area and if consent is given, concerned that a precedent will be set.</b>		

The meeting closed at 8.00pm



# FARNHAM TOWN COUNCIL



## Notes

### Planning Consultative Group

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#### **Time and date**

7.00pm on Thursday 24 January 2013

#### **Place**

Council Offices, South Street, Farnham

#### **Planning Consultative Group Members Present**

Cllr D Beaman  
Cllr P Blagden  
Cllr C Genziani (arrived at 7.15pm)  
Cllr J Ricketts

**Officers in attendance:** Ginny Gordon

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

#### **1. Apologies for absence from Planning Consultative Group Members**

Apologies for absence were received from Councillors J Parry, R Steel, and S O'Grady

#### **2. Disclosure of Interests**

There were no disclosure of interests.

#### **3.Applications Considered By the Planning Consultative Group on Thursday 24 January 2013**

TM/2012/0219	Farnham Bourne	Application for removal of trees subject of Tree Preservation Order 26/03.	6 ELDON DRIVE, FARNHAM GU10 3JE	Mr A Clout
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		<b>No objections subject to the approval of the Arboriculturalist.</b>		
WA/2013/0004	Farnham Castle	Listed Building Consent for internal alterations.	LA CASTILLA TAPAS BAR, 2 CASTLE STREET FARNHAM GU9 7HR	Tim Bryson
		<b>No objections subject to the approval of the Listed Buildings Officer</b>		
WA/2012/2047	Farnham Moor Park	Certificate of Lawfulness under Section 192 for the conversion of attached garage into habitable use and alterations.	35 CROOKSBURY ROAD, FARNHAM GU10 1QD	Tim Bryson
		<b>Farnham Town Council deplores retrospective applications</b>		
WA/2012/2043	Farnham Wrecclesham and Rowledge	Erection of two storey side extension following demolition of existing conservatory.	4 ROSEMARY LANE, FARNHAM GU10 4DB	Cathy Horsley
		<b>Approved after consideration on 24.01.2013</b>		
TM/2013/0002	Farnham Bourne	Application for works to trees subject of Tree Preservation Order 07/09.	19 GONG HILL DRIVE, FARNHAM GU10 3HQ	Mr A Clout
		<b>No objections subject to the approval of the Arboriculturalist.</b>		
WA/2012/2077	Farnham Firgrove	Certificate of Lawfulness under Section 192 for the erection of a dormer window and installation of roof lights to allow loft conversion.	44 ST GEORGES ROAD, FARNHAM GU9 8NB	Ms L Smitheman
		<b>Farnham Town Council deplores retrospective applications</b>		

TC/2013/0001	Farnham Firgrove	G.P.D.O Part 24; Siting and appearance of equipment cabinet. <b>Previous comments on 06/09/2012 - No comment</b>	LAND OPPOSITE 2 GREAT AUSTINS, FARNHAM GU9 8JG	Tim Bryson
		<b>Previous comments still stand - No comment</b>		
WA/2012/2068	Farnham Moor Park	Erection of boundary fence (revision of WA/2012/1568).	35 CROOKSBURY ROAD, FARNHAM GU10 1QD	Tim Bryson
		<b>Approved after consideration on 24.01.2013</b>		
WA/2012/2067	Farnham Moor Park	Erection of extensions and alterations following demolition of existing garage/carport (revision of WA/2012/1571). <b>Previous comments - Approved after consideration on 25/10/2012</b>	35 CROOKSBURY ROAD, FARNHAM GU10 1QD	Tim Bryson
		<b>Same comments - approved after consideration on 24.01.2013</b>		
WA/2012/2019	Farnham Bourne	Erection of detached dwelling and new vehicular access.	LAND AT 7 & 9 PINE RIDGE DRIVE, FARNHAM GU10 3JW	Mr A Griffiths
		<b>Strongly object that this is contrary to BE3 semi-rural policy and contrary to C7, WBC's policy on loss of trees, which is quite significant in this application. Concerned this is 'garden grabbing' and if large gardens are part of the character locally they should be protected.</b>		

WA/2013/0006	Farnham Moor Park	Erection of dwelling following demolition of existing dwelling and outbuilding.	GREEN SHUTTERS, 24 CROOKSBURY ROAD, FARNHAM GU10 1QE	Mr A Griffiths
		<b>Approved after consideration on 24.01.2013</b>		
WA/2012/2027	Farnham Upper Hale	Alterations to courtyard including provision of play equipment, construction of access ramp and railings. Erection of bin store together with associated works.	LAND AT, ST MARKS PLACE, FARNHAM GU9 0EX	Cathy Horsley
		<b>Approved after consideration on 24.01.2013</b>		
WA/2012/2046	Farnham Wrecclesham and Rowledge	Display of illuminated and non-illuminated signs.	ROWLEDGE VILLAGE STORES, 4 THE SQUARE, ROWLEDGE GU10 4AA	Andrew Morrow
		<b>No objections but the illuminated sign should be conditioned to be used during shop opening times only</b>		
WA/2012/2066	Farnham Castle	Display of non-illuminated signs	SAINSBURYS, 16 SOUTH STREET, FARNHAM GU9 7RP	Ms L Smitheman
		<b>Approved after consideration on 24.01.2013</b>		
WA/2013/0008	Farnham Castle	Erection of conservatory.	FARNHAM PENTECOSTAL CHURCH, RED LION LANE, FARNHAM GU9 7QN	Nathan Vincent
		<b>Approved after consideration on 24.01.2013</b>		

WA/2012/2082	Farnham Firgrove	Erection of extensions and alterations following demolition of existing garage and office.	BURNHAM, WEYDON FARM LANE, FARNHAM GU9 8QJ	Ms L Smitheman
		<b>Approved after consideration on 24.01.2013</b>		
WA/2012/2091	Farnham Hale and Heath End	Construction of car parking area and vehicular access.	3 HALE ROAD, FARNHAM GU9 9QQ	Nathan Vincent
		<b>Approved but suggest that the vehicular access be a water permeable surface and not tarmac so that any water is able to soak through.</b>		
WA/2012/2059	Farnham Moor Park	Erection of extensions and alterations (revision of WA/2012/0547). <b>Previous comments on 03/05/2012 were as follows: Concern on impact on street scene due to bulk and size of the proposed building.</b>	22 ABBOTS RIDE, FARNHAM GU9 8HY	Tim Bryson
		<b>Approved after consideration on 24.01.2013</b>		
WA/2012/2075	Farnham Moor Park	Erection of a summerhouse.	6 WINTON ROAD, FARNHAM GU9 9QW	Nathan Rutter
		<b>Approved after consideration on 24.01.2013</b>		
WA/2013/0013	Farnham Moor Park	Erection of an extension and alterations to car parking.	LIDL FOODSTORE, DOGFLUD WAY, FARNHAM GU9 7HD	Ms L Smitheman
		<b>Approved after consideration on 24.01.2013</b>		

WA/2013/0010	Farnham Moor Park	Erection of dwelling and detached garage/log store (revision of WA/2012/0090). <b>Previous comments on 09/02/2012 were as follows: Unacceptable precedent of development in green agricultural land on the outskirts of the town.</b>	LAND ADJACENT TO WEST FARM, TONGHAM ROAD, RUNFOLD GU10 1PJ	Mr A Griffiths
		<b>Same comments still on 24.01.2013 - Unacceptable precedent of development in green agricultural land on the outskirts of the town.</b>		
WA/2012/2087	Farnham Weybourne and Badshot Lea	Alterations to roof to provide additional accommodation.	80 COPSE AVENUE, FARNHAM GU9 9DZ	Mr A Griffiths
		<b>Approved after consideration on 24.01.2013</b>		
WA/2013/0011	Farnham Wrecclesham and Rowledge	Erection of replacement shop front, single-storey extension, external staircase together with alterations; installation of plant unit.	ROWLEDGE VILLAGE STORES, 4 THE SQUARE, ROWLEDGE GU10 4AA	Nathan Vincent
		<b>Approved after consideration on 24.01.2013</b>		

The meeting closed at 7.50pm





# FARNHAM TOWN COUNCIL

## Report Council

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**Date:** 31<sup>st</sup> January 2013

### **Precept 2013/14**

#### **Purpose**

To agree the precept level for 2013/14

- 1 A local council precepts on the billing/collection authority (Waverley) for an amount which it requires to deliver its agreed programme of activities for the forthcoming year. Unlike the major precepting authorities (Waverley BC, Surrey CC, Surrey Police Authority) which set a rate for the various bands described as a Band D equivalent figure, a parish sets a budget and this amount is payable by the collection authority, regardless of how much is collected, as a result of the levy set by the billing council (eg Farnham).
- 2 It is good practice however, to do the calculation to understand what the Band D levy (or Council Tax amount) is going to be, in both cash and percentage increase terms, as this helps explain the budget impact to electors.
- 3 The Government has now brought in legislation, through the Localism Act, which allows a restriction on increases in Council tax. On 19<sup>th</sup> December the Secretary for State announced the Council Tax principles the Government is proposing for 2013 to 2014 as follows:

“Council Tax increases would trigger a referendum, if they exceed:

- 2% for most principal authorities; or
- £5 (whichever is higher) in the case of shire district councils, police and crime commissioners and fire and rescue authorities that set the lowest quartile of Council Tax in their class

The final principles for 2013 to 2014 will be set out in a report for the approval of the House of Commons early next year, at the same time as the final report on the local government finance settlement.

No equivalent principles are being proposed for Town and Parish councils for 2013 to 2014, although they may in future years.”

- 4 It is important to note that a referendum on a budget would cost the Town Council approximately £35,000.
- 5 At the Council meeting in December, Members approved a net budget of £954,922. The total budget agreed was £1,096,522 with discretionary income of £141,600. Members agreed additional income and sponsorship targets and had pruned the budget in a number of areas, with contract and efficiency savings to keep the budget increase at this level despite inflationary pressures in many areas.
- 6 Prior to the changes brought about by the new Local Council Tax scheme, the Council Tax base had increased from 17,341.73 (the number for the 2012-13 budget) to 17,532.5 Band 'D' properties (source: WBC CTBI form October 2012). [The corresponding CTBI form in September 2011 showed 17,516.9 Band D properties which was adjusted to 17,341.73 to account for a 99% collection rate by Waverley]. After the new rate of 17,532.5 is adjusted for a 99% collection rate, the Band D numbers for 2013/14 prior to the new Local Council Tax Collection Scheme would have been 17,357.18.
- 7 Farnham's proportion out of the total Council tax bill for a Band 'D' property in Farnham in 2012/13 of £1,569.16 was just £54.10. This same rate would, if applied in 2013/14, raise £939,023 a shortfall of £15,899, the equivalent of a 1.7% increase for a D property. This was at a time when inflation rates were running at 2.7% (Consumer Prices Index) and 3.2% (Retail Prices Index) in November 2012 well above the Government's inflation target of 2%.
- 8 Waverley Borough Council has been required, as a result of Government changes and the abolition of the Council Tax Benefit Scheme, to introduce a new Local Council Tax Reduction Scheme with ten percent less funding than before. The new scheme adopted by Waverley incorporates a number of changes, some of which will have the impact of increasing the number of Band D properties in the calculation (eg removal of second home discounts), whilst other new discounts would reduce the Band D numbers.
- 9 The Government had originally proposed protecting Town and Parish Councils from the impact of the changes by retaining a separate Band D calculation for Towns and Parishes but, despite strong support for this approach, decided on 26<sup>th</sup> November not to follow this approach with the effect that Parishes have a reduction in their Council Tax base dependant on the scheme adopted by the District Council.
- 10 The Government instead made grant funding, and also funding through the business rates retention system attributable to Town and Parish Councils, available via the billing authority (Waverley Borough Council) to offset the change. In Waverley Borough Council's case the funding for 2013/14 is clearly identified as £153,449.
- 11 Many billing authorities across the country have protected their Parishes from the impact of the changes in year one by sharing the full cost (and in some cases a little more) of the change in Band D numbers. It is not known what the impact will be in subsequent years, but there are concerns within the sector that the ten percent reduction in funding this year is likely to be followed by a higher percentage reduction in future years.
- 12 Unfortunately, unlike many other borough and district councils locally and further afield, no information was shared by Waverley Borough Council with its Parishes prior to a general Briefing for Parishes on 15<sup>th</sup> January 2013. This made planning and option evaluation unreasonably difficult and time pressured, although it is known that detailed modelling prepared by Waverley, which was shared with other Surrey districts, was available in early December. At the Waverley Parishes briefing, no options were

presented for discussion, but Waverley announced that it would allocate £80,615 grant funding to Town and Parish Councils but did not mention that this represented only 52.5% of the £153,449 Local Parish Council Tax Support Funding given to Waverley by the Government. It is believed the balance has been retained to pay for an additional benefits advisor/fraud officer and to help meet unexpected 'large bills' such as a shortfall in the anticipated 99% collection rate.

- 13 Waverley has also said that this grant will be for one year only, and that this grant will be replaced by the Community Infrastructure Levy from 2014/15. This latter point is misleading and appears to be a mistake since the Community Infrastructure Levy is for designated infrastructure projects in an area and cannot be used for general expenditure funded by the precept. It is also dependant on development in an area which will vary from year to year. The level of Community Infrastructure Levy will be 15% for Town and Parish Councils in general but 25% for those who have an approved Neighbourhood plan. Even if it were lawful for the CIL to subsidise the precept, it is estimated that there would need to be in excess of 250 new homes built in Farnham per annum for the Town Council to recover the loss in grant through this method when at present there are only 200 planned for the whole of the Borough.
- 14 The Government has said that it will continue with a grant to support Town and Parish Councils in future years within the Business rates element of the grant received by district and unitary councils. Waverley have given no indication that they will pass this on.
- 15 Unlike County, District and Unitary authorities, Town and Parish Councils have not received (and are not offered) a Council Tax freeze Grant. Waverley continues to receive a grant agreed in previous years and will receive an additional £89,180 if they freeze council tax this year – to offset what would have been a 1% increase. Unfortunately, Farnham will not receive any such grant.
- 16 Waverley's new Local Council Tax Reduction Scheme was approved at Waverley's Full Council on 22<sup>nd</sup> January. As a result of the new scheme Farnham's Band D base reduces from 17,532.5 at October 2012 (17,357.18 after the 99% collection rate applies) to 16,417.29 (16,253.11 after the 99% collection rate applies) a reduction of 6.4% or 1,104.07 Band D equivalent properties representing lost income for Farnham Town Council of £59,730.19.
- 17 Waverley have offered just £31,063 of the Local Parish Council Tax Support Funding grant to Farnham, leaving a shortfall of £28,667 compared with what would have been generated without the new Local Council Tax Scheme. If the Local Parish Council Tax Support Funding grant had been passed over completely by Waverley, assuming the allocation has been proportionate, this would have meant a grant of £59,168 a shortfall of just £562. On this occasion, it appears that Government officials had got it just about right.
- 18 After the allocated grant, the impact per Band D property is an increase of £2.74 per annum or 5.06%.
- 19 If the Waverley grant is only paid for one year as indicated, this means that the Band D council tax would need to increase by an additional 3.4% for 2014/15 to maintain the same level of expenditure. This is likely to be above the 'capping level' that may be introduced for the Town and Parish Council sector. The consequence of setting an excessive precept would be the requirement to prepare another budget that was not judged to be 'excessive' and then the local electorate would choose, by way of a referendum, which they preferred. The cost of the referendum which would have to be funded by the Town Council, would exceed the 3.4%.

- 20 Attached at Annex I is a table setting out the numbers and impacts in a tabular form. An increase of 1% on the precept, would generate approximately £9,381. This represents 0.58p per Band D property under the new scheme.
- 21 At the Strategy and Finance Working Group members heard about the briefing Waverley Borough Council gave to Town and Parish Councils on 15<sup>th</sup> January and considered how to deal with the impact of the changes. Options considered included the following as single or combined options:  
12) Use of reserves;  
13) Targeted net savings for specific services in the precept by further increased income or reduced expenditure;  
14) A global targeted savings target for officers to deliver across all services;  
15) An increase in the precept.
- 22 The Strategy and Finance Working Group were very concerned about the impact of capping and the fact that even if there was no increase in the budget this year there would be an inevitable increase above the level of capping for the subsequent year as a result of the fact that Waverley Borough Council has said that it would not be continuing the allocated grant in 2014/15. Members were concerned about the impact a precept rise would have on local residents but there was a unanimous view that an increase was necessary for 2013/14 to protect services for future years.
- 23 Members noted the reduction in Band D numbers as a result of the new Local Council Tax scheme and that this led to a shortfall of over £59,000. Members also noted that Waverley was only passing down to the parishes around 52% of the Local Parish Council Tax Support Funding allocated by the Government saying it was not legally obliged to do so.
- 24 Members felt it would be right to seek targeted in-year savings but that it would be too great a target to absorb the full impact of the new Waverley local Council Tax Scheme and be able to maintain the same level of services over a lower Band D base.
- 25 Members considered setting officers the challenge of delivering additional savings related to the increase in expenditure by the Town Council could be appropriate. To cover the net increase based on the Band D numbers prior to the new Waverley Schemes means a target of additional savings in-year of £16,000 would need to be set. If this were achieved the only increase for 2013/14 would be as a result of the new Local Council Tax scheme and would increase the precept by 3.25% to £55.86.
- 26 The Strategy and Finance Working Group felt that whilst not ideal, this would be an compromise to help Farnham residents. At the same time, members felt Waverley should be challenged to reconsider both the amount of allocated grant and the fact that it was said to be a one-off grant since this appeared contrary to government statements and general practice in many other principal authorities.

#### Recommendation

#### **Council agree the precept for 2013/14**

Precept planning  
2013/14

<b>FARNHAM TOWN COUNCIL</b>	Council Tax Base (Band D equivalent)	Net budget	Band D Council Tax	Band D increase £	Band D percentag e increase
1	Band D October 2011 (for 2012/13) source CTBI.	17,516.9			
2	Band D adjusted for 99% collection rate. Net budget 2012/13	17,341.73	£938,117	£54.10	
3	Band D October 2012(pre localisation of Council Tax changes) - source CTBI. Net budget 2013/14	17,532.5	£954,922	£54.47	£0.37 0.7%
4	Band D for approved 2013/14 budget adjusted for 99% collection rate before the new Waverley Local Council Tax Scheme	17,357.18	£954,922	£55.02	£0.92 1.7%
5	Band D base following new Waverley Local Council Tax Scheme	16,417.29			
6	Band D base (99% collection rate) for Farnham's approved net budget after Waverley's new Local Council Tax scheme and no grant	16,253.11	£954,922	£58.75	£4.65 8.6%
7	Reduction of band D equivalent properties as a result of the new Waverley scheme	1,104.07 (6.4%)			

8 Reduction in expected income for Farnham Town Council following new Local Council Tax Scheme based on precept of £54.10 £59,730.19

9	Band D after Waverley's new Local Council Tax scheme less 'one-off' grant contribution for 2013/14 of £31,063	16,253.11	£923,859	£56.84	£2.74	5.06%
10	Band D with additional savings target of £16,000 with £31,063 grant	16253.11	£907,859	£55.86	£1.76	3.25%