



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

Thursday 13 September 2012 at 7.00pm

Place

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

TO: ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** to be held on **THURSDAY 13 September 2012, 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 to Rebecca Wood, the Mayor's Secretary, on the relevant form attached to this agenda by 5 pm on Wednesday 12 September 2012.

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 13th September 2012.....

Name of Councillor

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

* Delete as appropriate



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 13th September 2012.

Place

The Council Chamber, South Street, Farnham

Prayers

Prior to the meeting, at 6.55pm, prayers will be said 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 Minutes

- (i) To sign as a correct record the minutes of the Farnham Town Council meeting held on Thursday 12th July 2012 **Appendix A**

3 Disclosure of Interests

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

NOTES:

- (i) *Members are requested to make declarations of interest, on the form attached to this agenda to be returned to 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.*

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 24 th July 2012 | Appendix B |
| ii) Strategy and Finance held on 17 th July and 28 th August 2012 | Appendix Ci, Cii |
| iii) Cemeteries and Appeals held on 13 th September 2012 | Appendix D
(to follow) |
- 7 Planning Applications**
To receive the minutes of the Planning Consultative Group held on 26th July 2012, 9th August 2012 and 6th September 2012 **Appendix E, F, G**

Part 2 – Items to Note

- 8 Actions taken under Scheme of Delegation**
- 1) Response to Licensing application by Farnham Rugby Club
 - 2) Response to Consultation on Payments by parish and community councils and charter trustees
- 9 Reports from other Councils**
To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council
- 10 Reports from Outside Bodies**
To receive from Members any verbal reports on Outside Bodies.
- 11 Date of next Meeting**
To confirm the date of the next meeting as 18th October 2012

The Mayor will close the meeting.

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

Time and date

7.00pm on Thursday 12th July 2012

Place

The Council Chamber, South Street, Farnham

Councillors

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

- * Present
- A Apologies for absence

Officers Present:

Iain Lynch (Town Clerk)

Philip James (Planning Advisor)

Forty members of the public were in attendance

Presentation by Mr Louis Simpkins and Mr Geoff Mills of Farnham Live

Mr Mills introduced a short film about the proposed music and comedy festival that it was hoped could be held in Gostrey Meadow in September, called Farnham Live. The film set out how the festival would run to show the best of Farnham, described its objectives which included raising funds for a number of charities, and covered details of the planning that had been undertaken over many months. Waverley Borough Council had just agreed to allow the festival to take place and the presentation was to raise awareness and deal with any questions that may arise. Mr Simpkins explained that the festival was building on several successful events that had been held at the Marlborough Head and it was hoped to create something of wider benefit to the town, local businesses as well as the charities.

Councillor Hargreaves asked about the hours the festival was expected to run, concerned about the impact on residents. In response the team said the festival would run from 2pm to 11pm with the RAF band concluding the band music side at 9.30 pm with a solo guitarist playing until 11pm.

In response to a question about the set up and wet weather arrangements, Mr Mills said that there would be 135 RAF staff and 36 door staff from Tango Security on duty and that harris fencing would be used to fence-in Gostrey Meadow.

Councillor Parry noted that the Town Council had lots of events for older people and the project would appeal to a wider group and support a number of worthy causes.

In response to a question about potential road closures, Mr Simpkins said that they had wanted to ensure safe access and exit from the site, but were still awaiting to see if a one lane road closure along South Street, Union Road and Longbridge were possible,

The Mayor thanked, to applause, the team for their presentation and wished them success with the venture.

Questions by the Public

- i) Mr David Wylde asked whether the Town Council would take into account the needs of over eighty educational and performance groups in the Neighbourhood Plan
Councillor Cockburn responded by saying that the Neighbourhood Plan was still an early stage and all comments were welcome.
- ii) Mr John Price asked what the Town Council's position was in relation to a Western Bypass, particularly with the need for more housing that had been identified.
Councillor Cockburn responded by saying that Farnham Town Council raised the need for a Western By-pass at every opportunity and had included community comments about it in responses to Waverley Borough Council relating to the Core Strategy.

C038/12 Apologies

Apologies were received from Councillors D Attfield, P Frost, S Hollins-Owen, S O'Grady, J Potts, S Redfern.

C039/12

Minutes

The Minutes of the Farnham Town Council meeting held on Thursday 28th June 2012 were agreed.

C040/12

Disclosures of Interests

Personal interests were declared in relation to the discussion on East Street by Councillors Blagden, Cockburn, Hargreaves, Hill, J O'Grady, Steel and Ward, as members of Waverley Borough Council.

C041/12

Statements by the Public

- i) Mr Alan Gavaghan spoke on behalf of the Farnham Society underlining its view that the East Street development was too large, designed badly, and would divide the town with disastrous economic impacts and create traffic chaos. The process was littered with faulty decisions and the apparently attractive returns from the scheme for Waverley of £16m and 4m had now disappeared. When the East Street Scheme was agreed in 2003, Waverley Borough Council undertook to “protect this local amenity, recreational area, regardless of any development that took place in the area and a deed of covenant was issued to provide full protection. Despite this, Waverley has closed the amenities contrary to the terms of the development contract and covenant. Permission has now been agreed to build on the development and handover public land on a 150 year lease to a developer. Is it surprising, he wondered, that the people of Farnham felt betrayed. The traffic survey indicates that despite 239 flats, a 20% increase in retail sales areas and a new cinema there would be no traffic problems. Did that sound feasible he wondered. The Farnham Society had been denied access to the traffic modelling undertaken by Surrey County Council. Farnham Town Council should be insisting that it be released. Mr Gavaghan asked all councillors to open their minds and consider what were very reasonable criticisms of the scheme.
- ii) Mrs Ann Cooper commented that there would be implications for the future viability and life of Farnham whatever the Council decides about East Street. The new Community Interest Company – Performers Together – had evidence that a well-equipped community performance venue was badly needed in the town. She referred to Policy EC4 of the National Planning Framework and Policy CS14 in Waverley’s draft Core Strategy and the Localism Act 2011 as relevant documents supporting the argument for suitable alternative provision if the Redgrave is to be lost by the development.
- iii) Stephen Cochrane said he could not fathom why Waverley Borough Council’s unrelenting efforts at thrusting this particular scheme on Farnham. It was widely condemned by local and national experts as flawed, rejected by residents as inappropriate and wrong for Farnham. Key traffic, air pollution environmental and flooding assessments remained incomplete. It was reasonable to question Waverley’s position as landowner, commercial partner with the developer and planning authority for this scheme. Mr Cochrane commended the Town Councillors efforts on behalf

of the town and trusted they would use their judgement wisely to reflect the wishes of the electorate who it has been shown want a scheme more appropriate to the town. He hoped Waverley would come to its senses, draw a line in the ground and work together in planning a development that would truly benefit Farnham for generations to come.

- iv) Mr Alan Lovell, said he had witnessed over ten to twelve years a tragic situation with the wrong scheme and massive opposition. It was an inappropriate scheme that could not be delivered. A large chunk of the town is left in a semi derelict state. He urged honesty and courage, to reject the scheme and lobby against it at Waverley Borough Council with effort put in creating a suitable scheme.
- v) Mr Robert Mansfield drew attention to the supplementary traffic report for the A31 bridge. He pointed out that the consultants had done the figures for the off peak rather than peak period but that despite that the congestion at Hickleys' corner would be very significant and with an additional 14% of traffic in West Street in one direction, or 28% overall. If the figures were done for the peak period it is quite clear the programme would not work.
- vi) Mr Gary Meyjes of Farnham Chamber of Commerce said that the Chamber had supported the scheme from the beginning with qualifications and still does. The Chamber were concerned that the east street of Farnham would remain a wilderness until the scheme had run its course. They were concerned about the lack of additional parking as there was no net gain in spaces and it would cause strain, particularly at peak times. Mr Meyjes commented that the traffic flow in Farnham was already under pressure and a western bypass would make a huge difference.
- vii) Mr George Hess was concerned about the glossy brochure and the elevations which seemed very confusing. There were buildings shown that were not on any of the visuals on the walk-through on Waverley's website. There were no elevations for the south side of East Street and nobody appears to know what one would be looking at. He was very concerned that the commercial area of East Street would be dying with the 1960's Woolmead and empty shops remaining.
- viii) Mr Jerry Hyman said that in relation to the Western Bypass, nothing was planned. He was concerned that the access to the multi-storey car park had not yet been designed and there was a 2m land drop between the scheme and sports centre. The reason for this was because a flood risk assessment and more land compensation would be required. In relation to traffic, the planning application should provide the details. In its absence said Mr Hyman, the application was illegal and deeply flawed.

C042/12

Mayor's Announcements

- i) The Mayor announced that he had had attended two excellent carnivals in Farnham and Hale. He paid tribute to the organisers for their hard work.
- ii) The Mayor had attended the Farnham Bike ride with over 800 participants which was an excellent event for the town

- iii) The Mayor had represented the Town at the graduation service of UCA students in the presence of their colourful Chancellor Zandra Rhodes.
- iv) The Mayor had sent a get-well card to Rachel Morris, a much appreciated local paralympian who had been involved a much publicised accident.

C043/12

Adoption of the General Power of Competence

The Town Clerk introduced the report at Appendix B, proposing the adoption of the new Power of General Competence which had become available as a result of the Localism Act. In essence the new power meant that the Town Council could do anything that an ordinary person could do as long as it was not illegal. The Town Council must adopt a resolution in order to be able to use the power; have a qualified Clerk and meet qualifying conditions for the election of councillors.

Cllr Ward said he was delighted to see this matter on the agenda and it was an excellent thing to adopt. He congratulated the Town Clerk on having passed both the CILCA Qualification and the new module on the Power of General Competence. Councillor Ward proposed and Councillor Steel seconded that the Council adopts the new power.

It was RESOLVED *nem con* that the Council:

- 1) **is eligible to use the Power of General Competence and**
- 2) **adopt the Power of General Competence as a power of first resort.**

C044/12

Following the adoption of the power, Councillor Ward proposed, seconded by Councillor Hargreaves that the Council use the new power straightaway to support Paralympic athlete Rachel Morris with a contribution to replace her bike which had been destroyed in a crash. She had been a model citizen for Farnham and it was wonderful chance to help her compete in the Olympics.

It was RESOLVED *nem con* that the Council:

- 1) **makes a grant of £500 to the fund to replace the road bike for paralympic athlete Rachel Morris.**

C045/12

Planning Consultative Group

Councillor Genziani introduced the Minutes of the Planning Consultative Group held on 5th July to which all Councillors had been invited. There were normal set of applications and a discussion on the two applications for the East Street Development.

Councillor Genziani said that there was a full report of the meeting's discussion which had been informed by two experts on design and viability and the Council's Planning Advisor, attached at Annex I.

Councillor Steel said he could explain in detail why the development was unpopular with residents and businesses alike but most would agree that a development of some kind is to be sought. It was worth noting that the new applications had some very important changes of conditions proposed that should be considered carefully. There was no masterplan which is the basis for comparison and change. The plan includes Vue cinema, not Odeon; it includes changes for M&S agreed with non material amendments with no councillor involvement, despite representations. The changes to the basement, the cafe in the flood plain, the car park pick-up arrangements were all in Councillor Steel's view material and should have been considered by committee.

Traffic for Farnham was already a major problem. Traffic surveys in 2006 and 2007 were carried out but there were no signal timings for the Old Deer junction. The time for a pedestrian to cross would be more than doubled, causing a detrimental effects on congestion and air quality.

Councillor Steel advised that when the contract with Crest was drawn up, no unit could be occupied until the whole development was finished, and that included car parking and landscaping. The new application has asked for these conditions to be relaxed meaning that residential units could be built and occupied before commercial units were completed. The original contract said that all residential units had to be completed before any were sold. There are many examples of changes to conditions and every change benefits Crest to the detriment of Farnham. The proposed build time could be more than doubled. There was much to be concerned about, and these concerns should be expressed to Waverley.

Councillor Beaman asked for clarification as to what would happen if Waverley ignored the representations again and what powers the Town Council or the public might have.

Mr Philip James said that the Town Council was a statutory consultee and the public could make comments. The Borough Council would make its decision based on the Development Plan and on the basis of the new National Planning Policy Framework as the Development Plan for Waverley was substantially out of date. There were special procedures being exercised by the developer as set out in the report to extend the time of an existing planning consent. The Planning Authority has to consider whether there have been any material changes or circumstances. The report of the Town Council sets out what it considers these are and the Planning Authority will have to come to a view whether there is a material change in circumstances and whether to grant consent or not within a tight framework.

If the Local Planning Authority grants consent, there is no right of appeal unless there has been a misdemeanour of some kind.

Councillor Ricketts noted that the air pollution in the area was high and that the development would have an impact on the health of the public.

Councillor Beaman asked whether the publication of Waverley's promotional leaflet on East Street during the Planning process could be regarded as a misdemeanour. Mr James said that the situation of the Borough Council wearing two hats (as landowner and planning authority) was not unusual but good practice would require an authority to make clear the distinction between the landowner and planning authority roles. The Secretary of State used to become involved in decisions in these circumstances but procedures were relaxed in 2009 and the Secretary of State only gets involved in exceptional circumstances.

Councillor Cockburn asked whether the whole argument put forward in the report of the Planning Consultative would be passed on to Waverley or just the decisions. The Town Clerk confirmed that the whole report, with any adjustments following the discussion at Council, would be submitted to Waverley.

Councillor Genziani concluded the discussion by proposing the adoption of the recommendations of the Planning Consultative Committee. The first was seconded by Councillor Ricketts, and the second, in relation to the bridge, was seconded by Councillor Blagden.

It was RESOLVED *nem con* that the Council:

1) Object to Application Waverley WA/12/0912

On the grounds that there is substantial doubt and uncertainty as to the suitability of the current scheme to meet the future needs of Farnham and is not sustainable development. Whilst strongly of the view that positive proposals are needed to secure the timely regeneration of the East Street Area with an appropriate scheme, Farnham Town Council would wish to work cooperatively with Waverley Borough Council, landowners and developers to achieve this. Farnham Town Council regards the uncertainties of viability, design and traffic as set out in the report of the Planning Consultative Group to render the proposed development flawed and not justifying the extension of the previous permission.

2) Support Application Waverley WA/12/ 0911

On the grounds that the option of securing of a proper means of access into the site is important for any regeneration of the East Street Area

A copy of the response submitted to Waverley is attached at Annex I to these minutes.

C046/12 **Reports from Other Councils**
None.

C047/12 **Reports from Outside Bodies**

1. Councillor Cockburn advised Council of the Community games, a sports taster day, being hosted by the Farnham Sports Council on the 27th August at the Farnham Rugby Club and Farnham Leisure Centre.
2. Councillor Parry updated Council on the work of the Farnham Riverwatch and the Wey landscape partnership that were working to improve the diversity of the River Wey.

C048/12 **Date of next meeting**

The Mayor confirmed that the next meeting would be held on 13th September

The Town Mayor closed the meeting at 8.38

Date

Chairman



Annex I

FARNHAM TOWN COUNCIL

Resolution of Farnham Town Council 12th July 2012

Brightwells, Land at East Street, Farnham

Consultations on Applications for Extension of Time – WA/12/0912 and WA/12/0911

Applications under Town and Country Planning (General Development Procedure) (Amendment No.3) (England) Order (SI 2009 / 2261)

RESOLUTION

At its meeting on Thursday 12th July 2012 and after discussion and consideration of the applications, informed by presentations, by Jim Duffy, Architect and Geoff Reeve of Wadham and Isherwood, Chartered Surveyor at the Planning Consultative Group on 5th July, **Farnham Town Council resolved to:**

1) Object to Application Waverley WA/12/0912

On the grounds that there is substantial doubt and uncertainty as to the suitability of the current scheme to meet the future needs of Farnham and is not sustainable development. Whilst strongly of the view that positive proposals are needed to secure the timely regeneration of the East Street Area with an appropriate scheme, Farnham Town Council would wish to work cooperatively with Waverley Borough Council, landowners and developers to achieve this. Farnham Town Council regards the uncertainties of viability, design and traffic as set out in the report of the Planning Consultative Group to render the proposed development flawed and not justifying the extension of the previous permission.

2) Support Application Waverley WA/12/ 0911

On the grounds that the option of securing of a proper means of access into the site is important for any regeneration of the East Street Area

Proposals for EAST STREET DEVELOPMENT, FARNHAM

The current applications for consideration were referred to Council from the Planning Consultative Group

WA/2012/0911	Farnham Moor Park	Provision of temporary construction access to the A31, comprising bridge across the River Wey, pedestrian underpass, other supporting infrastructure and re-instatement works including re-siting of the proposed footbridge across the River Wey	LAND TO THE SOUTH OF EAST STREET, FARNHAM
WA/2012/0912	Farnham Moor Park	Application for a new planning permission to replace extant permission WA/2008/0279 (time extension). Mixed-use redevelopment comprising: 9,814 sq m of retail, restaurant and cafe-bar accommodation (Use Classes A1, A3 & A4, including changes of use	LAND AT EAST STREET, FARNHAM

1) Background

1.1 Councillors were aware:

- Of the long planning history of schemes for the comprehensive redevelopment of site from at least early 2001 culminating in a consent granted in 2008.
- That the status of these schemes is not recognised as a priority in any designated Development Plan for the Area,
- From initial consultations carried out for the Farnham Neighbourhood Plan that there is widespread support (and also reservations) for a new initiative for the East Street area and to remove delay and uncertainty for this area having a depressing effect on this and other parts of the Town Centre
- That a new National Planning Policy Framework has now been published in 2012 for which material regard needs to be taken.

1.2 The Town Council's Planning Advisor explained that the procedures for the consideration of the proposals as they stand, by Waverley Borough Council as local planning authority, are relatively new, as explained in the Guidance in October 2010 by the Department for Communities and Local Government on the various expedited procedures that were brought into force on 1 October 2009 via the Town and Country Planning (General Development Procedure) (Amendment No. 3) (England) Order 2009 (SI 2009 No. 2261) and the Planning (Listed Buildings and Conservation Areas)(Amendment) (England) Regulations 2009 (SI 2009 No. 2262).

- 1.3 The intention of these changes was the use of measures, introduced following consultation, to give greater flexibility for planning permissions and covering such matters as amendments to existing planning permissions and extensions of time for applications that were granted before October 2009. This was to take into account the unusually difficult economic climate first arising around 2008 where it was believed schemes that otherwise had every reasonable prospect of advancing were caught by funding difficulties and should not be frustrated by overly fussy planning stipulations as there was reasonable prospect that given a longer time period the planning benefits of carrying out these schemes would be realised.
- 1.4 The applicant's agent has pointed out that under this streamlined process where schemes wishing to exercise such flexibility under the new regulations have previously been judged to be acceptable, the presumption is that extensions in time should be granted – unless there are any material changes in policy or circumstances that have occurred since the grant of approval that would suggest otherwise.
- 1.5 In this case the extant consent for the scheme (not including the bridge to the A31), is under WA/2008/0279. The developer has already been given leave by the local planning authority to carry out amendments to the scheme, which were judged by the planning authority to be Non Material Amendments. The merits or otherwise of these amendments was not the subject of consideration at this meeting and as the local planning authority as decision taker had already approved these they need to be regarded as part of the extant consent.

2. Evidence as material planning considerations.

- 2.1 Councillors had received an initial presentation on design and layout considerations from Jim Duffy, an experienced architect in historic centre regeneration, and on commercial property considerations from Geoff Reeve of Wadham and Isherwood, retail and commercial property surveyors and with longstanding and practical experience of the local property market in Farnham.
- 2.2 A summary of these expert opinions is provided in a separate Annex and which indicate in planning terms:
- In retailing terms the mix of retailing units envisaged would detract rather than reinforce the vitality and viability of the town centre given the retailers now likely to be seeking a presence in the town in the future.
 - The location of types of marginal shopping which might locate in the proposed development is away from the cohesive core retailing area of the town centre and will dilute and disperse the retail offer and make character retailing, sympathetic to the character of historic Farnham and which is essential to the continuing prosperity of the centre, harder to achieve
 - The design of the retail components is poorly thought out and is compromised by the scale and design of the residential components and thus cannot be regarded as likely to attract investors and suitable operators, post 2008, as in the current and likely future.

- There is little to suggest that the vision behind the scheme is not backward and regressive, reflecting a failure of the scheme to evolve beyond shopping centre design practices of the previous decades
 - As a result of this scheme, it was considered that shopper pedestrian flows in the town centre would become disrupted and less commodious.
 - There are doubts from the evidence seen that the funding mechanisms are in place to ensure long term viability of the scheme and that extraordinary and unrealistic assumptions are made about tenant mix, future rents and yields. The retail market is significantly different to when the original application was approved and significant discounts, rent free deals and capital contributions are now required to generate occupants in these types of schemes severely impacting on funding provisions.
 - The housing elements are sub-optimal and fail to meet the potential of the site to meet recognised housing needs in the area as these are now emerging post 2008
- 2.3 Councillor Genziani explained to the Planning Consultative Committee that he had discussed the residential market in Farnham with five residential agents and provided an overview of the views received to the Planning Consultative Group. Four of the five agents consulted were pessimistic as to the composition, mix and suitability of the residential components and that the large number of units appearing on the market in one go would depress prices and potential rental income.
- 2.4 Councillors raised questions about perceived design flaws in the details of delivery vehicles accessibility and backups affecting the town's road network, poorly considered vehicle circulation, waste collection facilities, inconvenient levels and potential for inundations from the adjacent river and water table.
- 2.5 This additional evidence, not available at the time that the Local Planning Authority considered the "parent" application WA/2008/0279, indicates that the reasonable prospect of the scheme as envisaged going ahead and providing the basis for the secure and orderly prosperity of the town centre is rendered in doubt and that the creativity of the scheme in contributing to the future prosperity and to secure the pride of place and local distinctiveness of Farnham is compromised.
- 2.6 The Town Council recognises that there are benefits from the proposed scheme, if it were to go ahead (although this is in doubt in the foreseeable future given the lack of viability in current economic climate) but the adverse impacts set out would, significantly and demonstrably outweigh these benefits.
- 2.7 Farnham Town Council wished to make it clear that they believed that in cooperation with the developer, the landowners and the Borough and County Councils, together with the Farnham community, and through the exercise of development plan making powers, significant improvements are readily achievable which would improve the prospects of timely and suitable development of this key site. Extending the time period as contemplated under the current application under consideration, Farnham Town Council believed, would not assist but instead frustrate the achievement of these mutual objectives.
- 2.8 Concern was expressed over the scheme as it now stands which has unresolved issues in relation to traffic movement which appear to be ill-thought out and potentially dangerous.

- 2.9 Farnham Town Council having been alerted to the need to reconsider the evidence on changing market conditions and viability would urge Waverley Borough Council to consider such matters as relevant when determining this current application. It is apparent to Farnham Town Council based on the evidence it had available that the current application promulgates an unsuitable and unrealistic scheme, and thus does not meet the requirement for sustainable development.
- 2.10 Waverley Borough Council should take this evidence on housing, and retail business, supplemented by any other up to date additional independent and realistic viability investigations that Waverley Borough Council deems appropriate, to consider whether the current application has the ability to deliver an optimal scheme for the East Street area and Farnham Town Centre as a whole.

3. National Planning Policy Framework (NPPF).

- 3.1 Since the “parent” application WA/2008/0279 was determined, the National Planning Policy Framework has been provided by Government, in 2012, as a basis for decision taking by local planning authorities and others involved in the statutory planning process.
- 3.2 The Planning Advisor pointed out to the Planning Consultative Committee that the NPPF provides a basis for their consideration of this matter, as no up-to-date development plan has existed in their area for some time.
- 3.3 Whilst it is highly desirable that local planning authorities should have up-to-date development plans in place, in the absence of an up-to-date and relevant development plan the NPPF now provides a basis of guidance upon which planning decisions should be made. This was not available to the Local Planning Authority when they previously considered the “parent” application in 2008.
- 3.4 It was important, as had been pointed out by the Courts, that a selective or partial approach towards Government Guidance should not be adopted. The spirit and intent of the NPPF is important as well as precise turns of phrase.
- 3.5 As is explained in the Ministerial foreword to the NPPF, the purpose of planning is to help achieve sustainable development where sustainable means change for the better including for our historic environment that includes towns being better cherished to ensure their spirit of place thrives rather than withers.
- 3.6 The NPPF points out that development that is sustainable should go ahead without delay should be the basis for every plan and every decision but also sets out what could make a development unsustainable. Farnham Town Council consider that this development, that is not likely to go ahead without any more than a short delay as envisaged under the recently changed regulations, does not meet the test of sustainable development.
- 3.7 The NPPF is emphatic that planning is not just about scrutiny but instead a creative exercise in finding ways to enhance and improve the places in which we live our lives. Every effort should be made objectively to identify and then meet the housing, business and other development needs of an area, to respond positively to wider opportunities for growth and to take account of market signals, to seek to ensure high quality design and to take account of the different roles and character of areas and promoting the vitality of urban areas.

4 Other Concerns

- 4.1 Farnham Town Council is very concerned about the lack of a masterplan for the site and that some important details in the application are still missing relating to changes necessary for the implementation of the application. These include legally required flood risk assessments and modelling of traffic flows especially at important junctions in the Town Centre where air quality is poor and which will be exacerbated by additional congestion and waiting times. The traffic modelling for the A31 bridge access already shows increased congestion in the town centre at off peak times, and this will be significantly worse at peak times.

4.2 Conditions

Farnham Town Council is very concerned about the requested amendments to conditions which would see the development built over a six year period rather than three years. It is further concerned of a request for a 'phased development' and the partial occupation of the site before the whole development is completed which gives Farnham protection. The Town Council believes that the proposed changes to the conditions, whilst being beneficial to the developer, would have an extremely detrimental effect on the economic, social and environmental well-being of the town which is in direct contrast to agreements previously made. The Town Council believes there are no good reasons given for changing the original timescale.

- 4.4 Farnham Town Council believes there is real concern that if the application is approved, it will have a detrimental impact on opportunities to support sustainable development as retailers might avoid Farnham rather than go to a location, which would not be viable. This is a matter that also requires further consideration in the production of an up to date development plan framework for the Town Centre.
- a. Under application WA/2008/0279 a retail impact assessment was provided in support of the retail proposals. The Planning Advisor explained that now, under the NPPF, the East Street area would be regarded as a "sustainable location" (i.e in a town centre and therefore as set out in Section 2 of the NPPF) and would meet the sequential tests and any requirement to provide a new retail impact assessment would not be reasonable in planning terms. In the context of overall viability Waverley Borough Council as a development partner may wish to consider providing an updated retail impact assessment beyond the normal requirement in order to satisfy disquiet in the Town on this point.
- b. The proposals for the relocation and replacement of the tennis courts and bowling green were also a cause for concern. There is a need for equally suitable replacement provision for these leisure facilities and this does not appear to be assured in accordance with the NPPF.

5 Conclusions

- 5.1 Waverley Borough Council needs to be satisfied, as local planning authority that by granting this application for an extension of time, that there is a ready prospect that significant enhancement and improvement would now be achieved notwithstanding the evidence that suggests this scheme as currently formulated be now regarded as sub-optimal and a wasted opportunity to enhance the Town.

- 5.2 Waverley also needs to be satisfied that by granting this extension of time that the funding and financial viability of the scheme is in place to ensure that these planning advantages can be secured given that there are material doubts as shown by the expert evidence considered by Farnham Town Council.
- 5.3 The evidence considered by the Planning Consultative Group and Farnham Town Council, presented by acknowledged experts, should be sufficient to alert Waverley Council of substantial concerns that there has been a change to material circumstances.
- 5.4 Farnham Town Council would be happy to share and jointly investigate as appropriate with others these matters further in the context of planning applications for the East Street Area, the Waverley Core Strategy and the Farnham Neighbourhood Plan.
- 5.5 As has been set out in this report there are clearly new policy circumstances against which the current application needs to be assessed and over which Farnham Town Council considers the application fails to meet the new requirement in the NPPF to achieve sustainable development
- 5.6 The Town Council is committed to working with Waverley Borough Council and others in securing development that is viable, will be sustainable, and will enhance the economic social and environmental roles of Farnham as a vibrant community.



FARNHAM TOWN COUNCIL

B

Notes

Tourism and Events Working Group

Time and date

7.00pm on Tuesday 24 July 2012

Place

Council Chamber, South Street, Farnham

Attendees: Cllrs Jill Hargreaves, David Attfield, David Beaman, Paddy Blagden, and Stephen O'Grady.

In attendance Richard Elmer (Farnham Chamber of Commerce)

Officers Present: Iain Lynch (Town Clerk)
Eleanor Bradfield (Project & Events Co-ordinator)

1. Apologies

There were no apologies for absence.

2. Notes of the last meeting

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

Matters Arising

POINTS	ACTION
<p>Cllr O'Grady asked:</p> <ul style="list-style-type: none">• Whether the decision made by Strategy and Finance on 17 July 2012 in reference to the bandstand could be put on the next agenda.• Why Twinning was the responsibility of Strategy and Finance. The Town Clerk advised that Strategy and Finance was responsible for the strategic overview or formal parts of the relationships with other	<p>Project Co-ordinator to put on Agenda for October 2012.</p>

organisations, whilst the Tourism and Events Working Group was responsible for the activity undertaken whilst visiting groups were in Farnham.	
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3. Disclosure of Interests

POINTS	ACTION
Cllr O'Grady declared a personal interest in relation to item 7 as portfolio holder responsible for Gostrey Meadow at Waverley Borough Council.	

4. Picnic in the Park

POINTS	ACTION
<p>Members received a verbal update from EB following the officer de-brief held with the Carnival, who felt that the relationship worked particularly well in 2012.</p> <p>Members discussed concerns that the event may be losing audience due to the busy nature of the Carnival the day before. Based on the extreme weather at the event over the past two years, members decided it was hard to determine the Carnival's effect on the numbers.</p> <p>Richie Elmer, as an organiser of Weyfest and having played a role in organising the music at the Carnival, offered to get involved in 2013 to boost publicity.</p> <p>Cllr Beaman commended the musical entertainment, which seemed just right, and thanked Cllr O'Grady for his contribution.</p>	<p>Project Co-ordinator to liaise with Weyfest in the run up to Picnic in the Park 2013.</p>

5. Farnham Grows

POINTS	ACTION
<p>Members were advised that the Maltings were considering adapting the Festival of Gardening in 2013 to incorporate food and other types of markets, although a debrief was yet to be held.</p> <p>Members requested that ideas for future development of the project were referred to the next meeting, following a discussion with the Maltings.</p>	<p>Project Co-ordinator to put on agenda for October 2012.</p>

6. Heritage Open Days

POINTS	ACTION
<p>1) Members considered extent of Farnham Town Council's opening hours over the Heritage weekend, and were advised that Councillor participation was well received by the public.</p> <p>2) It was noted that an architectural display of Farnham's public houses would be shown. Members agreed to follow the same opening hours as 2011, opening on Thursday 6 and Friday 7 September, 10am-4.30pm, and Saturday 8 September from 10am-4pm. It was decided not to open on the Sunday.</p> <p>3) EB advised Members that the HODs committee had requested permission to have a youth band play at the last Music in the Meadow as Gostrey Meadow was booked on Saturday 8 September. Members discussed implications on future Music in the Meadows if they allowed band performance extension.</p> <p>Members agreed to allow the additional band performance prior to the Music in the Meadow event, as a continuation of the support to the Heritage Open Days Weekend, and to encourage a larger audience for Music in the Meadow.</p>	<p>Project co-ordinator to organise rota in run up to weekend.</p> <p>Project co-ordinator to organise with Heritage Open Days committee.</p>

7. Farnham Live in Gostrey Meadow

POINTS	ACTION
<p>Members discussed matters arising following the presentation at Full Council on 12 July 2012.</p> <p>Members discussed the possible noise levels of the event. Cllr O'Grady advised the working group that Waverley Officers have requested music finishes at 9pm.</p> <p>The Town Clerk advised Councillors that future complaints regarding Gostrey Meadow could potentially impact any subsequent requests to use the Meadow or renew Farnham Town Council's premises license.</p>	

8. Feast of Food

POINTS	ACTION
<p>Members received a further verbal update to the report attached to Appendix B.</p>	

<p>The Town Clerk advised Members of the potential for legal proceedings following the non-payment by some vendors and participants in 2011. These vendors were not invited to any other Town Council events.</p> <p>Members discussed the format of the children’s focussed event in Gostrey Meadow. Cllr Stephen O’Grady suggested that FTC should approach the sports portfolio holder at Waverley Borough Council to organise a ‘sports day’ type activities along the lines of the event held when the Olympic torch relay went to Godalming.</p> <p>Project Co-ordinator advised Members that the Council was seeking permission to use St George’s Yard as an extension to the Castle Street Market as the pitches were at capacity.</p> <p>Cllr Stephen O’Grady commented on the efficiency of the traffic management company used in 2011, and that more volunteers would be needed for the 2012, particularly during set-up and close-down times.</p>	<p>Town Clerk to progress.</p> <p>Project Co-ordinator to contact Cllr Potts.</p> <p>Project Co-ordinator to seek volunteers from voluntary organisations such as Rotary/Lions.</p>
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9. Christmas in Farnham

POINTS	ACTION
<p>1) Members received a further verbal update to the report attached to Appendix C.</p> <ul style="list-style-type: none"> • Members considered the financial and logistical implications in closing Long Bridge as an extension to the event in the Meadow. Members agreed to use the area near the War Memorial in the Meadow instead. Cllr O’Grady advised Officers that most vehicles were not suited to drive over the bridge connecting both sides of the Meadow. • Members considered the pitch fees for stall holders trading at the event, noting the option for stall holders to bring their own marquee would not be available in 2012. Members also considered the financial implications of allowing charities to attend for free, which may impact negatively on the Council achieving its income targets. • Members agreed pitches would be sold at £120 + VAT to commercial vendors, and that charities would have a separate charity market. This would require charities to provide their own marquees, or for a larger marquee to be donated to the charity market area. <p>2) Members considered the involvement, co-ordination and promotion of business in the run up to Christmas. Richard Elmer was invited to make suggestions as a representative of Farnham Chamber of Commerce.</p> <ul style="list-style-type: none"> • Members agreed to hold a meeting in September of all retailers to ask for their input when considering promotion of Christmas Shopping in Farnham. • Members agreed invitations should be hand delivered 	<p>Project Co-ordinator to consider transport methods of amenities when organising event, and liaise with Waverley Borough Council.</p> <p>Project Co-ordinator to approach Hedgehogs.</p> <p>Project Co-ordinator to liaise with Richard Elmer</p>

<p>to each shop by Councillors.</p> <p>3) The Town Clerk advised Members that the contract for the Christmas lights will be up for renewal following instillation over Christmas 2012.</p> <ul style="list-style-type: none"> The Town Clerk advised Members that the lights that were removed last year and stored were to be put in the trees in Gostrey Meadow. This would also add impact to the Switch-On event. 	<p>when organising.</p>
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10. Publications

POINTS	ACTION
<p>1) <u>Town Guide</u> Members received notes of the Officer de-brief. Members noted the conflict created by a commercial company selling advertising at the same time as the Guide, and also considered the possibility of incorporating similar data to the Residents Guide for the 2013-2015 publication.</p> <p>2) <u>Visitor Information Map</u> Members were advised on the progress of the Visitor Information Map, and that the publication is expected to be complete by September 2012.</p>	<p>Project Co-ordinator to investigate and put on the January agenda.</p> <p>Project Co-ordinator to bring copies to the October meeting.</p>

11. Tourism South East and Visit Surrey

POINTS	ACTION
<p>The Town Clerk updated members on the activity of Tourism South East and of Visit Surrey. Members discussed the benefits of becoming a member of Visit Surrey with networking and collaborative marketing opportunities. Members considered the implications on officer time as well as financial implications.</p> <p>Cllr Beaman proposed, seconded by Cllr Hargreaves, that Farnham Town Council joins Visit Surrey for one year at a cost of £250, and then review membership. This was agreed.</p> <p>Cllrs Hargreaves, Beaman, Attfield and Blagden voted in favour of motion. Cllr Stephen O'Grady voted against motion.</p> <p>Members agreed the Lead Member for Tourism and Events would be the Council's representative, and would attend with a relevant Officer.</p>	<p>Town Clerk to action. Lead Member to attend with relevant Officers throughout the year.</p>

12. Work Programme

POINTS	ACTION
Cllr Hargreaves requested that officers research options for a new PA system for events in the Meadow.	Project Co-ordinator to put on October Agenda.

13. Press Releases

POINTS	ACTION
Members requested that a press release is issued for retailers who want to be involved in Christmas Shopping schemes.	Project Co-ordinator to action.

14. Updates on Other Matters

POINTS	ACTION
There were no other matters raised.	

15. Date of the Next Meeting

POINTS	ACTION
It was agreed that the date and time of the next meeting would be 16 October 2012 at 7.00pm.	Project Co-ordinator to circulate Agenda.

Notes taken by Eleanor Bradfield



FARNHAM TOWN COUNCIL



Notes

Strategy and Finance Working Group

Time and date

10.00am Monday 17th July 2012

Place

Town Clerk's Office, South Street, Farnham

Attendees:

Appointed Members: Councillors David Attfield, Jeremy Ricketts, Roger Steel, John Ward.

Lead Members: -

Other Councillors: Stephen Hill (Mayor), Paddy Blagden

Officers present:

Iain Lynch (Town Clerk), Russell Reeve (Team Leader Corporate Governance - part), Alan Corcoran (Facilities and Contracts Officer - part)

1. Apologies

Apologies were received from Cllr Cockburn, Cllr Hargreaves, Cllr Frost, and Cllr Potts

2. Declarations of Interest:

There were declarations of interest.

3. Notes of Meeting held on 18th June 2012

POINTS	ACTION
1) The notes were agreed.	
2) Matters Arising Cllr Ricketts referred to the cluster meeting with Waverley Borough Council. He was concerned that there appeared to be a discrepancy on the importance of air quality in Farnham and he quoted the House of Commons Environmental Audit Committee Air Quality Follow Up Report 2012 which underlined the importance of local authorities and Local Enterprise Partnerships working together and the importance of public awareness.	

<p>Cllr Ricketts was concerned that the view put across by Cllr Morgan – as portfolio holder at Waverley - was unproductive and would put people off from coming to Farnham. Cllr Ricketts would like Farnham Town Council to get behind a campaign to connect with the community on air pollution with the same energy put into Farnham in Bloom.</p> <p>Cllr Ward commented on the grant application to DEFRA. If it were successful the Council would be able to go one way, if not, then another way would be needed.</p> <p>Cllr Attfield suggested a short factual and focussed report be prepared for a future meeting seeking wider council support. Cllr Blagden offered to work with Cllr Ricketts on preparing a draft report.</p>	
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4. Quarterly Finances

POINTS	ACTION
<p>1) The Town Clerk introduced the papers produced on the RBS system which had been reconciled to the end of the first quarter. He highlighted a number of matters in progress which included prior year allocations that had yet to be done and that there were some issues as a result of the new coding system not mirroring the old coding system on edge. However he was pleased to report that Members were receiving the printout three months ahead of schedule thanks to a lot of hard work by officers, and Catherine O’Grady in particular and excellent support from RBS and Claire Connell. There were as expected some issues about transferring budgets and accruals from the old system, and the new purchase and sales ledgers were yet to be started in earnest.</p> <p>2) A question was asked about the Mayor’s budget and whether it could be paid on a quarterly basis. The Clerk explained that it could, and that if receipts were supplied for relevant expenditure then the VAT could also be claimed back. The Draft Annual Return for 2011/12 Appendix J</p> <p>3) Members noted the trial balance to 30th June.</p> <p>4) Members appreciated the new format which would enable Working Groups to monitor their expenditure better, and congratulated officers for the work done on the implementation of the new system to date.</p>	

5. Localisation of Council Tax Support

POINTS	ACTION
<p>1. The Town Clerk drew attention to changes in the benefits system that looked like they would have an adverse effect on</p>	

<p>the Town Council. The Government were intending to reduce the amount in the benefits pot by 10% and would reduce the grant payable to local authorities. With other changes proposed there would be a reduction in the Council Tax Base. Regulations had not yet been issued, but if any transitional grant were not shared with the Town and parish Councils then the Town Council element of the Council Tax would increase by 11.5% just as a result of this change, and not taking into account any contractual or inflationary pressures.</p> <p>2. The Town Clerk had mentioned the issue to Jeremy Hunt MP at a recent surgery and provided him with the NALC briefing on the subject. The matter had also been raised at the Cluster Meeting with Waverley who was still considering the implications.</p> <p>3. It was agreed that it would be a useful topic for the larger councils to discuss</p>	<p>Town Clerk to contact other larger councils in Waverley</p>
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6. Extension of the Bandstand – Gostrey Meadow

POINTS	ACTION
<p>1) The report at Appendix E was discussed. It was noted that an indication of the design and construction costs had been received from the original designers and that it would cost in the region of £20,000.</p> <p>2) Cllr Attfield pointed out that the original design had been chosen to ensure that the bandstand was not a dominant feature in Gostrey Meadow. He wondered if it would be possible to get a temporary structure which could be erected when needed rather than having a permanent extension which would be used a few days a year.</p> <p>3) Cllr Hill felt the cost outweighed the benefit and agreed that a temporary solution would be more appropriate.</p> <p>4) Members agreed not to pursue an extension but that officers should investigate other options for a temporary structure.</p>	<p>Facilities and Contracts Officer to pursue.</p>

7. Contracts Update

POINTS	ACTION
<p>Members discussed the report at Appendix F.</p> <p>1) Telecommunications</p> <p>A) Following a procurement exercise a preferred contractor for the replacement for the MITEL telephone system was agreed bringing a saving in excess of 25% per annum. The new system is a Panasonic system and will cost an average of £2,851 per annum for the next three years against a current cost of £4132.</p> <p>B) A procurement exercise for telephone line and call charges</p>	<p>Recommendation to Council to approve the new telephone contract with Calibre Communications at a</p>

<p>had also been undertaken and savings of around 50% were expected (subject to final confirmation) despite staying with the current provide (BT).</p> <p>C) The Council's Mobile Telephone contract was also tendered bringing in a small annual saving of about 10% of current charges by staying with the existing provider.</p> <p>D) Members noted the UNICORN (Unified Communications over Regional Networks proposal) being considered with the public sector in Surrey and Berkshire. It was noted that the potential savings being discussed were similar to what the Council had achieved but that no contracts were yet in place. It was agreed not to participate in this but that the arrangement would considered after three years for possible involvement in future.</p> <p>2) Street party Insurance Members noted that Diamond Jubilee Street Party of £531.80 had been incurred from six of the potential applicant with half of the costs met from Cllr Frost's agreed County Council allocation.</p> <p>3) Secondary Glazing Members noted that the first phase of the secondary glazing had been completed to good effect and agreed to move to phase 2 at a cost of £7,300, funded from the earmarked reserves.</p> <p>4) Wreclesham Community Centre Roof Members noted that the outcome of the temporary repairs to the Wreclesham Roof had only achieved partial success and it was agreed that officers continue to seek alternative means of funding a more effective solution. Members wondered whether a thermal imaging camera might be deployed to identify the areas of water entry, but it was noted that the roof covering was now very old and deteriorating in a number of areas and a long term solution needs to be found.</p> <p>5) Key Holding Service Members noted the current arrangements for responding to an out-of-hours fire or intruder alarm call relied on a nominated member of staff being available and able to respond. Now that the Council was responsible for the building it was more appropriate to have a formal arrangement which met health and safety requirements. It was agreed that Chubb Monitoring Services be appointed to cover both the Depot and Council Offices at a cost of £640 per annum with an hourly call out cost of £30 per hour to deal with any incidents.</p> <p>Members thanked Alan Corcoran for his hard work on the contracts outlined above.</p>	<p>cost of £2851 per annum.</p> <p>Officers to finalise agreements with existing providers on best terms possible.</p> <p>Recommendation to Council to approve Phase 2 of the Secondary Glazing Project at a cost of £7,300 with the costs met from the earmarked reserves.</p> <p>Officers to discuss further with Wreclesham Community Centre.</p> <p>Officers to implement with costs met from Office Services Budget.</p>
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8. CCTV Partnership

POINTS	ACTION
<p>CCTV</p> <p>I) Members received a detailed report at Appendix G setting</p>	

<p>out how the partnership had operated, details of logged incidents from 2009-2012 and with a new proposed Memorandum of Understanding between Farnham Town Council, Surrey Police, Guildford Borough Council and Surrey County Council for 2012-15.</p> <p>2) It was agreed to recommend that the Town Clerk be delegated to agree and sign a copy of the Memorandum of Understanding for 2012-15.</p> <p>3) Members noted that with the closure of the Police Station and its redevelopment, the CCTV hub would need to be relocated. The former Waverley Cash office had been identified as a space that could be partitioned to accommodate the equipment in a secure and air conditioned space. Members felt that this was a good use of the space and that Surrey Police should be asked to pay for the costs of relocation. It was noted that there was limited contiguous space to make the area easily lettable to other tenants.</p> <p>Licensing Application</p> <p>1) Cllr Attfield raised concerns over the licence application for the new Farnham Rugby Club. There were a number of concerns in relation to the nature of the licence, community safety, environmental factors and impacts on the local economy.</p> <p>2) It was agreed that representation would be made under the urgency powers by the Town Clerk in consultation with the Mayor and Lead Member of Strategy and Finance.</p>	<p>Recommendation to Council to approve the Town Clerk being delegated to agree and sign a copy of the Memorandum of Understanding for 2012-15.</p> <p>Recommendation to Council to agree to host the CCTV hub in the Town Council Offices and that Surrey Police be asked to meet the costs of the relocation.</p> <p>Town Clerk to send response to Waverley Licensing</p>
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9. Development of Cemetery Chapels

POINTS	ACTION
This matter was deferred to the next meeting.	Town Clerk to put on next agenda

16. Date and Time of Next Meeting

POINTS	ACTION
The next meeting would take place on 28 th August at 9am.	Town Clerk to circulate agenda

Meeting ended at 12.50

Notes written by Iain Lynch



FARNHAM TOWN COUNCIL



Notes

Strategy and Finance Working Group

Time and date

10.00am Tuesday 28th August 2012

Place

Town Clerk's Office, South Street, Farnham

Attendees:

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

Lead Members: Carole Cockburn

Other Councillors: Stephen Hill (Mayor), David Beaman, Paddy Blagden

Officers present:

Iain Lynch (Town Clerk), Alan Corcoran (Facilities and Contracts Officer) - part

2. Apologies

Apologies were received from Councillors Potts and Steele.

2. Declarations of Interest:

The following declaration of interest was made:

Item 5 Cllr Jill Hargreaves declared a Personal interest as the charity supported during her Mayoral year was potentially involved.

3. Notes of Meeting held on 17th July 2012

POINTS	ACTION
The Notes were agreed.	

4. Development of Cemetery Chapels – Progress Report

POINTS	ACTION
<p>5) Members received and discussed the reports, attached at Appendix B to the agenda, which had been circulated to all councillors following a presentation by the architect.</p> <p>6) Members agreed that the best solution was to dispose of Green Lane Chapel, having sought planning permission for conversion to residential, without spending any significant funding on the building. This appeared to give the best return for investing in the other chapels. The disposal could be an outright sale or a long lease.</p> <p>7) Members noted the options for the West Street Chapel and the interest that had been shown. It was agreed that the West Street Chapel proposal should be progressed to bring the building back into active use.</p> <p>8) Members noted that the Hale Chapels solution was more complex because of the dilapidated buildings. It would also be a longer term project.</p> <p>9) Members noted that the Governors at Hale School had responded to the Council's offer to make the building available to them after restoration by saying that they did not need additional accommodation.</p> <p>10) It was noted that the Hale History Project was interested in creating a museum for its research to be on display, and that this could be similar to reuse of other cemetery buildings in other boroughs. It was noted that such a use may be eligible for Heritage Lottery project funding.</p> <p>11) Members felt that demolition of all or part of the Hale Chapels could also be one of the options but that planning permission for change of use should be sought first if there was a useful purpose for the buildings.</p>	<p>Recommendations to Council:</p> <ol style="list-style-type: none"> 1. that planning and related permissions be sought for the conversion of Green Lane Chapel into residential use; 2. that planning and related permissions be sought for the conversion of West Street Chapel into a workshop of other community use. <p>Town Clerk to discuss options with the Hale History project and review funding options</p>

5. Offices Group Report

POINTS	ACTION
<p>4. Alan Corcoran introduced the report at Appendix C.</p> <p>5. Members discussed and agreed a five year maintenance and development plan for the council offices (at Annex I to the agenda) which set out legal, health and safety and renewals works as well as general maintenance.</p> <p>6. Members noted the works done to date and that the programme was front loaded to catch up with items needing investment following the Town Council taking responsibility for the building. The programme was, by its nature, subject to change and some items may be brought forward or slipped depending on opportunities that arose.</p> <p>7. Members reviewed plans and discussed ideas for bringing back into use areas on the ground floor that included the former Waverley cash office. Options included potentially letting part of the building to a local</p>	

<p>charity, but members confirmed that the space should be used for the Council's evolving use and for ad-hoc use by community groups rather than a longer term lease to an individual organisation.</p> <p>8. It was agreed that revised plans should be brought back to the Working Group following the ideas discussed, that would see the public toilets are improved, a storage area for the Council chamber equipment created, and additional facilities on the ground floor including a room for the CCTV hub and an additional meeting room.</p> <p>9. It was noted that there were also updated works required for the fire and intruder alarms.</p> <p>10. A proposal for the re-carpeting of the public areas on the ground floor, stairs and first floor landing was agreed for recommendation to Council at a cost of £2,474 plus any preparatory works with the costs met from the maintenance budget. Officers were asked to clarify that the surface was wheelchair friendly.</p> <p>11. Members noted that Waverley Borough Council had rethought its reception requirements and would no longer be progressing its request for Farnham to manage the Waverley reception service on an agency basis.</p>	<p>Further report to next Corporate Development and Audit Working Group.</p> <p>Recommendation to Council: that the reception area, corridor and stairs including the first floor landing be recarpeted at a cost of £2,474.</p>
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6. Waverley Borough Council's Core Strategy

POINTS	ACTION
<p>1) Members noted that Waverley published its Pre-Submission consultation on 16th August. The Pre-Submission Core Strategy represents Waverley's chosen strategy for the Borough having considered alternatives, including Farnham's "Developing Our Community" document, and other relevant matters. It sets out the spatial planning strategy for the area up to 2028.</p> <p>2) The Pre-Submission documents are published for a period of 7 weeks to give the public the opportunity to formally comment on the legal compliance or soundness of the plan. Representations can be made during until 5.00pm on Friday 5 October 2012.</p> <p>3) Councillor Cockburn confirmed that comments needed to be on the soundness of the plan and it was noted that all councillors had been invited to submit comments on the document to inform Farnham's response.</p> <p>4) It was agreed that the Infrastructure Planning Group, which has been working hard on preparing further comments would report to Council on 13th September with input from the Council's Planning Advisor.</p> <p>5) It was agreed to recommend to Council that the Town Clerk be delegated to send the final response with advice from the Infrastructure Planning Group.</p>	<p>Infrastructure Planning Group to prepare the Council's response.</p> <p>Recommendation to Council: that the Town Clerk be delegated to submit the Council's final response to Waverley's Pre-Submission consultation with advice from the Infrastructure Planning Group subject to any final comments from Council on 13th September 2012</p>

7. Code of Conduct

POINTS	ACTION
<p>6) Members considered the report at Appendix D and the requirements for a new Code of Conduct as a result of the implementation of the Localism Act 2011.</p> <p>7) It was noted that the Town Clerk had circulated the required new forms on disclosable pecuniary interests for completion by all councillors.</p> <p>8) Members considered the options available for the new Code which included a model form produced by the National Association of Local Councils and a code similar to the one adopted by Waverley Borough Council which was expected to be adopted by a number of other districts in Surrey.</p> <p>9) It was agreed to recommend to Council the adoption of the Code attached at Annex I to Appendix D (based on the Waverley Code) with a proposal to increase the amount in section 4 (3) from £25 to £50; and with a further recommendation for training of all members in the new code following its adoption. (Copy attached at Annex I to these minutes)</p> <p>10) It was noted that the Town Clerk was the Proper Officer for determining dispensations for individual town councillors in accordance with section 33 of the Localism Act. It was agreed that in consultation with the Monitoring Officer, if appropriate, these would normally be in the following circumstances (also attached as Annex 3 to the Code of Conduct for information) where –</p> <ul style="list-style-type: none"> (i) so many Members of the decision-making body have disclosable pecuniary interests in a matter that it would “impede the transaction of the business”. In practice this means that the decision-making body would be inquorate as a result; (ii) without the dispensation, the representation of different political groups on the body transacting the business would be so upset as to alter the outcome of any vote on party lines on the matter, in which case, it would be inappropriate not to grant a dispensation to enable them to participate; (iii) the authority considers that the dispensation is in the interests of persons living in the authority’s area; iv) the Council considers that it is otherwise appropriate to grant a dispensation. This will inevitably be fact specific. 	<p>Recommendation to Council that:</p> <ol style="list-style-type: none"> 1. the Code of Conduct at Annexe I to the minutes be adopted as Farnham Town Council’s Code of Conduct with immediate effect and be published on the Council’s website with the sum at section 4 (3) being £50; 2. The arrangements approved by Waverley Borough Council at Annexe 3 to Appendix D of the Strategy and Finance agenda for investigating Standards Allegations be noted; 3. The Town Clerk publish the Register of Interests to comply with the Localism Act for Waverley and for each Town and Parish Council; 4. The Town Clerk be authorised to approve any dispensations to comply with the provisions of the Localism Act 5. The Town Clerk arrange training for all councillors on the new Code of Conduct.

8. Payments by parish and community councils & charter trustees

POINTS	ACTION
<p>1) Members noted that the Government was consulting, until 11th September, on proposals to modernise rules on how parish and town councils can make payments. Currently, all 9,000 English local councils must adhere to the 1894 Local Government Act which requires the signature of two members of the council on every payment or cheque. A ten-year campaign by NALC has resulted in the Government consulting on proposals to allow local councils to move to electronic banking and modernise how they make payments.</p> <p>2) Although Farnham Town Council does make electronic payments it is allowed to do this because of the way its account with HSBC is run.</p> <p>3) It was noted that the new rules will be accompanied by guidance on payments procedures to help councils comply with their existing general statutory duties to make proper arrangements for their financial affairs and to have a sound system of internal control. It was also noted that organisations will be free to retain the two signature rule if they consider that appropriate.</p> <p>4) In view of the timescale, it was recommended that the Town Clerk, in consultation with the Mayor and Lead Member for Strategy and Finance, responds to the consultation welcoming the proposals which have been long sought by the sector.</p>	<p>Town Clerk to respond in consultation with Mayor and Lead Member</p>

9. Future issues

POINTS	ACTION
<p>1) It was noted that the timetable of future meetings had been circulated. It was agreed that an updated list of dates for each committee would also be helpful.</p> <p>2) It was agreed that the current work programme for future meetings be discussed at next meeting.</p> <p>3) Agreed that a further visit to consider options for Council Chamber furniture should be arranged</p> <p>4) Now Defra Air Quality bid had been unsuccessful, a rethink would be required after data from Waverley was received.</p>	<p>Town Clerk to prepare and circulate</p> <p>Town Clerk to prepare</p> <p>Town Clerk to arrange</p>

10. Date and Time of Next Meeting

POINTS	ACTION
<p>Members agreed that the next meeting would take place on 9th October at 9am.</p>	<p>Town Clerk to circulate agenda</p>

Meeting ended at 11.29
Notes written by Iain Lynch



The Farnham Town Council Members' Code of Conduct 2012

On their election or co-option to Farnham Town Council members are required to sign an undertaking to comply with the authority's Code of Conduct.

The Code of Conduct, adopted by the authority on 13 September 2012 is set out below. It is made under Chapter 7 of the Localism Act 2011 and includes, as standing orders made under Chapter 7 of that Act and Schedule 12 of the Local Government Act 1972, provisions which require members to leave meetings in appropriate circumstances, while matters in which they have a disclosable pecuniary interest are being considered.

If you need guidance on any matter under this Code you should seek it from the Town Clerk or your own legal adviser – but it is entirely your responsibility to comply with the provisions of this Code. Please note that it is a criminal offence to fail to notify the Town Clerk of a disclosable pecuniary interest, to take part in discussions or votes at meetings, or to take a decision where you have disclosable pecuniary interest, without reasonable excuse. It is also an offence to knowingly or recklessly provide false or misleading information to the authority's clerk.

Introduction and Interpretation

- I. (1) This Code applies to you as a Member of **Farnham Town Council** ("the Council") when you act in your role as a Member.
- (2) You are a representative of the Council and the public will view you as such. Your actions can impact on how the Council as a whole is viewed.
- (3) This Code is based on and is consistent with the seven principles of public life set out in Section 28 Localism Act 2011 and attached at Annex ii which **Farnham Town Council** endorses: -
 - selflessness
 - integrity
 - objectivity
 - accountability
 - openness
 - honesty
 - leadership

Farnham Town Council is under a duty to promote and maintain high standards of conduct by members.

- (4) It is your responsibility to comply with the provisions of this Code when acting in your capacity as a Member.
- (5) In this Code –
 - “meeting” means any meeting of
 - (a) the Council;
 - (c) any of the Council’s committees, Working Groups, Task Groups, Panels, sub-committees, joint committees, joint sub-committees, area committees, Special interest Groups or other similar groups;
 - “Member” includes a co-opted member and an appointed member.

General Obligations

- 2.
 - (1) **You must** always treat member-colleagues, officers, other organisations and members of the public with respect and comply with Farnham Town Council’s Member-Officer Working Protocol.
 - (2) **You must not** conduct yourself in a manner which is contrary to the Council’s duty to promote and maintain high standards of conduct by Members.
 - (3) **You must not** disclose information given to you in confidence by anyone, or information acquired by you which you believe, or ought reasonably to be aware, is of a confidential nature, except where –
 - (i) you have the consent of a person authorised to give it;
 - (ii) you are required by law to do so;
 - (iii) the disclosure is made to a third party for the purpose of obtaining professional legal advice provided that the third party agrees not to disclose the information to any other person; or
 - (iv) the disclosure is –
 - (aa) reasonable and in the public interest;
 - (bb) made in good faith and in compliance with the reasonable requirements of the Council; and
 - (cc) you have consulted the Town Clerk, Monitoring Officer or taken other independent legal advice prior to its release.
 - (4) **You must not** prevent another person from gaining access to information to which that person is entitled by law.
 - (5) **You must not** use or attempt to use your position as a Member improperly to confer on or secure for yourself or any other person an advantage or disadvantage.
- 3. When using or authorising the use by others of the resources of the Council -
 - (1) **Do** act in accordance with the Council’s reasonable requirements and policies;
 - (2) **Do** ensure that such resources are not used improperly for political purposes (including party political purposes); and
 - (3) **Do** have regard to any applicable Local Authority Code of Publicity made under the Local Government Act 1986.

Gifts and Hospitality

4. (1) **Do** exercise caution in accepting any gifts or hospitality which are (or which you reasonably believe to be) offered to you because you are a Member.
- (2) **Do not** accept significant gifts or hospitality from persons seeking to acquire, develop or do business with the Council or from persons who may apply to the Council for any permission, licence or other significant advantage.
- (3) **Do** register with the Town Clerk any gift or hospitality with an estimated value of at least £50 within 28 days of its receipt.

Registration of Interests

5. (1) **You must** notify the Monitoring Officer of your disclosable pecuniary interests, or other interests which the Council has decided are appropriate for registration. On election, you must do this within 28 days of being elected or appointed to office. Details of disclosable pecuniary interests are set out in the Annex I to this Code.
- (2) **Do** similarly notify the Monitoring Officer of any disclosable pecuniary or other interests not already registered within 28 days of your re-election or re-appointment to office.
- (3) **Do** be aware that disclosable pecuniary interests include not only your interests but also the interests of your spouse or civil partner, a person with whom you are living as husband or wife or a person with whom you are living as if they were a civil partner, so far as you are aware of the interests of that person.
- (4) **Do** be aware that the Council has decided that it is appropriate for you to register and disclose non-pecuniary interests that arise from your membership of or your occupation of a position of general control or management in the following bodies -
 - (i) bodies to which you have been appointed or nominated by the Council;
 - (ii) bodies exercising functions of a public nature;
 - (iii) bodies directed to charitable purposes;
 - (iv) bodies one of whose principal purposes include the influence of public opinion or policy.

Disclosure of Interests and Participation

6. (1) **Do** disclose to a meeting at which you are present any disclosable pecuniary interest, or other interest which the Council has decided is appropriate for disclosure.
- (2) **Do** notify the Monitoring Officer of any interest not already registered that is disclosed to a meeting under paragraph 6(1) above within 28 days of the disclosure.
- (3) **Do not** participate in any discussion, or vote, where you have a disclosable pecuniary interest in a matter. **Do** withdraw from the meeting during the consideration of the matter unless a dispensation has been authorised by the Town Clerk under section 33(1) of the Localism Act (Annex 4 refers).

Decision-making and Predetermination

7. (1) Where you have been involved in campaigning in your political role on an issue which does not impact on your personal and/or professional life, you should not be prohibited from participating in a decision in your political role as a Member.
- (2) However, **do not** place yourself under any financial or other obligation to outside individuals or organizations that might seek to influence you in the performance of your official duties.
- (3) When making a decision, **do** consider the matter with an open mind and on the facts before the meeting at which the decision is to be made, listening to the advice of

relevant parties, including advice from officers, and taking all relevant information into consideration, remaining objective and making decisions on merit.

ENDS

DISCLOSABLE PECUNIARY INTERESTS

- 1. Employment, office, trade, profession or vocation**
Any employment, office, trade, profession or vocation carried on for profit or gain.
- 2. Sponsorship**
Any payment or provision of any other financial benefit (other than from the Council) made or provided within the period of 12 months ending with the day on which you give a notification for the purposes of section 30(1) or section 31(7) of the Localism Act 2011 in respect of any expenses incurred in carrying out your duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
- 3. Contracts**
Any contract which is made between you (or a body in which you have a beneficial interest) and the Council-
 - (a) under which goods or services are to be provided or works are to be executed; and
 - (b) which has not been fully discharged.
- 4. Land**
Any beneficial interest in land which is within the area of the Council.
- 5. Licences**
Any licence (alone or jointly with others) to occupy land in the area of the Council for a month or longer.
- 6. Corporate Tenancies**
Any tenancy where (to your knowledge)-
 - (a) the landlord is the Council; and
 - (b) the tenant is a body in which you have a beneficial interest.
- 7. Securities**
Any beneficial interest in securities of a body where-
 - (a) that body (to your knowledge) has a place of business or land in the area of the Council; and
 - (b) either-
 - (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you have a beneficial interest exceeds one hundredth of the total issued share capital of that class.

THE SEVEN PRINCIPLES OF PUBLIC LIFE

Selflessness

1. Members should serve only the public interest and should never improperly confer an advantage or disadvantage on any person.

Integrity

2. Members should not place themselves in situations where integrity may be questioned, should not behave improperly and should on all occasions avoid the appearance of such behaviour. Members should show integrity by consistently treating other people with respect, regardless of their race, age, religion, gender, sexual orientation, disability or position, for example as an officer or employee of the authority.

Objectivity

3. Members should make decisions in accordance with the law and on merit, including when making appointments, awarding contracts, or recommending individuals for rewards or benefits.

Accountability

4. Members should be accountable to the public for their actions and the manner in which they carry out their responsibilities, and should co-operate fully and honestly with any scrutiny appropriate to their particular office.

Openness

5. Members should be as open as possible about their actions and those of their authority, and should be prepared to give reasons for those actions.

Honesty

6. Members should not place themselves in situations where their honesty may be questioned, should not behave dishonestly and should on all occasions avoid the appearance of such behaviour. Members should declare any private interests relating to their public duties and take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership

7. Members should promote and support these principles by leadership, and by example, and should act in a way that secures or preserves public confidence.

FARNHAM TOWN COUNCIL

D

Notes

Cemeteries and Appeals Working Group

Time and date: 13th September 2012

Place: Council Chamber, Council Offices, South Street, Farnham.

NOTES TO FOLLOW



FARNHAM TOWN COUNCIL

E

Minutes

Planning Consultative Group

Time and date

7.00pm on Thursday 26 July 2012

Place

Council Offices, South Street, Farnham

Planning Consultative Group Members Present

Cllr C G Genziani
Cllr P Blagden
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 D Beaman, Stephen O'Grady, J Parry, J Ricketts

2. Disclosure of Interests

There were no disclosures of interests.

3. Applications Considered By the Planning Consultative Group on Thursday 26 July 2012

WA/2012/1048	Farnham Bourne	Erection of extensions and alterations following demolition of part of existing building.	LAKE COTTAGE, 7 VICARAGE LANE, FARNHAM GU9 8HN
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		Approved after consideration on 26 July 2012	
WA/2012/1056	Farnham Firgrove	Erection of first floor extension.	16 WEYDON LANE, FARNHAM GU9 8QF
		Approved after consideration on 26 July 2012	
WA/2012/1039	Farnham Firgrove	Erection of first floor extension.	1 ST GEORGES ROAD, FARNHAM GU9 8NA
		Approved after consideration on 26 July 2012	
WA/2012/1049	Farnham Hale and Heath End	Erection of extensions and alterations.	78 UPPER WEYBOURNE LANE, FARNHAM GU9 9DE
		Approved after consideration on 26 July 2012	
TM/2012/0108	Farnham Hale and Heath End	Application for works to a tree subject of Tree Preservation Order 24/07.	11 ELM CRESCENT, FARNHAM GU9 0QW
		No objection subject to the approval of the Arboriculturalist Officer	
WA/2012/1023	Farnham Shortheath and Boundstone	Erection of extensions to garage (revision of WA/2012/0156). - Previous comments: Considered on 23.02.2012. Concerned about the impact on neighbouring properties	THE SPINNEY, 1 BOUNDSTONE ROAD, FARNHAM GU10 4TH
		Approved after consideration on 26 July 2012	
TM/2012/0110	Farnham Shortheath and Boundstone	Application for works to a tree subject of Tree Preservation Order 6/99.	43 LONGHOPE DRIVE, FARNHAM GU10 4SN
		No objection subject to the approval of the Arboriculturalist Officer	
WA/2012/1036	Farnham Wrecclesham and Rowledge	Listed Building Consent for internal and external alterations.	FARNHAM POTTERY, POTTERY LANE, WRECCLESHAM GU10 4QJ

		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1047	Farnham Wrecclesham and Rowledge	Erection of conservatory.	4 THE STREET, WRECCLESHAM GU10 4PR
		Approved after consideration on 26 July 2012	
NMA/2012/0085	Farnham Wrecclesham and Rowledge	Amendment to WA/2011/1470 to reposition the door and create a ramp. Previous comments: No further comment required on 22.09.2011	MAGNOLIA HOUSE, 10 THE AVENUE, ROWLEDGE GU10 4AL
		Same comments still stand - no further comment required	
WA/2012/1062	Farnham Bourne	Erection of extensions and alterations.	29 DENE LANE, FARNHAM GU10 3RH
		No objection subject to the approval of the Arboriculturalist Officer	
CA/2012/0072	Farnham Bourne	GREAT AUSTINS FARNHAM CONSERVATION AREA. 1x Poplar - fell.	VINE HOUSE, 86 TILFORD ROAD, FARNHAM GU9 8DS
		No objection subject to the approval of the Arboriculturalist Officer	
WA/2012/1077	Farnham Firgrove	Erection of two storey side and rear extension.	22 TREBOR AVENUE, FARNHAM GU9 8JH
		Approved after consideration on 26 July 2012	
TM/2012/0112	Farnham Weybourne and Badshot Lea	Application for works to a tree subject of Tree Preservation Order WA46.	7 ROWHILLS CLOSE, FARNHAM GU9 9EQ
		No objection subject to the approval of the Arboricultural Officer	

NMA/2012/0092	Farnham Castle	Amendment to WA/2007/2580 to alter the lightwell on plot 2, addition of window on plot 1 and reposition garden wall. Previous comments on 03.01.2008 Concerned about the increase of traffic and access along this unmade road. Concerned about the adverse impact on the residential amenities of neighbouring properties, particularly number 13.	LAND TO REAR OF 7 - 12 MEAD LANE, FARNHAM
		Approved after consideration on 26.07.2012	
WA/2012/1097	Farnham Castle	Erection of raised external access ways and alterations.	2- 3 WEST STREET, FARNHAM GU9 7DN
		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1098	Farnham Castle	Listed Building Consent for external and internal alterations.	2- 3 WEST STREET, FARNHAM GU9 7DN
		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1034	Farnham Bourne	Construction of an all-weather surface.	BOURNE COUNTY INFANTS SCHOOL, SCHOOL LANE, LOWER BOURNE GU10 3PE
		Approved after consideration on 26 July 2012	
WA/2012/1029	Farnham Castle	Certificate of Lawfulness under Section 192 for alterations to elevations and conversion of garage to habitable accommodation.	HILLVIEW, 25A BYWORTH ROAD, FARNHAM GU9 7BT
		Concerned that this is a retrospective application and proper planning application should have been gained before starting.	

WA/2012/1017	Farnham Firgrove	Change of use of ground floor from sui generis use to sandwich bar (class A3) with ancillary cafe.	12 FIRGROVE HILL, FARNHAM GU9 8LQ
		Approved after consideration on 26 July 2012	
WA/2012/1032	Farnham Upper Hale	Change of Use of building from Class B8 (storage) to Class B1 (light industry).	TECH RECYCLE HOUSE, ODIHAM ROAD, FARNHAM GU10 5AB
		Approved after consideration on 26 July 2012	
WA/2012/1042	Farnham Weybourne and Badshot Lea	Erection of first floor extension and alterations.	16 WEYWOOD LANE, FARNHAM GU9 9DP
		Approved after consideration on 26 July 2012	
WA/2012/1086	Farnham Bourne	Erection of fence along part of boundary (revision of WA/2011/1011). Previous comments on 14.07.2011 - concerned about the overall appearance of proposed fence - it looks out of place next to the hedge and does not improve the street scene.	42 FORD LANE, LOWER BOURNE GU10 3NB
		The same comments above still stand.	
WA/2012/1072	Farnham Castle	Erection of decking and stone wall base to rear.	4 UPPER CHURCH LANE, FARNHAM GU9 7PW
		No objection subject to the approval of the Conservation Officer	
WA/2012/1070	Farnham Castle	Alterations to front elevation to add a door surround.	51A WEST STREET, FARNHAM GU9 7DX
		No objection subject to the approval of the Conservation Officer	
WA/2012/1064	Farnham Firgrove	Erection of a two storey extension and removal of temporary building. (Option 2).	CHAPMAN HOUSE, FARNHAM BUSINESS PARK, WEYDON LANE, FARNHAM GU9 8QL

		Approved after consideration on 26 July 2012	
WA/2012/1063	Farnham Firgrove	Erection of a two storey extension and removal of temporary buildings. (Option 1).	CHAPMAN HOUSE, FARNHAM BUSINESS PARK, WEYDON LANE, FARNHAM GU9 8QL
		Approved after consideration on 26 July 2012	
WA/2012/1059	Farnham Wrecclesham and Rowledge	Erection of two outbuildings following demolition of existing outbuildings.	HAWTHORN COTTAGE, HAWTHORN LANE, ROWLEDGE GU10 4DJ
		Approved after consideration on 26 July 2012	
WA/2012/1095	Farnham Firgrove	Certificate of Lawfulness under Section 192 for the erection of a side bay window.	26 BRIDGEFIELD, FARNHAM GU9 8AN
		Concerned that this is a retrospective application and proper planning application should have been gained before starting.	

The meeting closed at 8.00pm



FARNHAM TOWN COUNCIL

F

Minutes

Planning Consultative Group

Time and date

7.00pm on Thursday 9 August 2012

Place

Council Offices, South Street, Farnham

Planning Consultative Group Members Present

Cllr C G Genziani
Cllr D Beaman
Cllr P Blagden
Cllr J Parry

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 Ricketts, S O'Grady and R Steel

2. Disclosure of Interests

There were no disclosure of interests

Applications Considered by the Planning Consultative Group on Thursday 9 August 2012

CA/2012/0076	Farnham Bourne	OLD CHURCH LANE, FARNHAM CONSERVATION AREA. Works to trees.	9 VICARAGE LANE, FARNHAM GU9 8HN
		No objections subject to the approval of the Arboriculturist Officer	

WA/2012/1139	Farnham Castle	Erection of a detached garage following demolition of existing outbuildings.	5 WEST END GROVE, FARNHAM GU9 7EG
		Approved after consideration on 9 August 2012	
WA/2012/1116	Farnham Castle	Erection of a conservatory and alterations.	45A WEST STREET, FARNHAM GU9 7DX
		Approved after consideration on 9 August 2012	
WA/2012/1127	Farnham Moor Park	Erection of two storey rear extension and garage following demolition of existing garage.	19 OSBORN ROAD, FARNHAM GU9 9QT
		Approved after consideration on 9 August 2012	
TM/2012/0118	Farnham Wrecclesham and Rowledge	Application for works to trees subject of Tree Preservation Order 14/99.	WOODWIND, THE AVENUE, FARNHAM GU10 4BD
		No objections subject to the approval of the Arboriculturist Officer	
WA/2012/1138	Farnham Wrecclesham and Rowledge	Erection of single storey rear extension.	15 MAYFIELD, ROWLEDGE GU10 4DZ
		Approved after consideration on 9 August 2012	
CA/2012/0083	Farnham Bourne	GREAT AUSTINS FARNHAM CONSERVATION AREA. 1x Conifer - reduce by approx. 8m.	11B GREAT AUSTINS, FARNHAM GU9 8JQ
		No objections subject to the approval of the Arboriculturist Officer	
CA/2012/0079	Farnham Bourne	GREAT AUSTINS FARNHAM CONSERVATION AREA. Removal of various trees.	5 LITTLE AUSTINS ROAD, FARNHAM GU9 8JR
		No objections subject to the approval of the Arboriculturist Officer	
WA/2012/1151	Farnham Castle	Change of use from residential unit (Class C3) to office (Class B2) and internal and external alteration (revision of WA/2011/1949). Previous comments on 24.11.2011 were as follows: No comment, subject to the approval of the	THE FORGE, 5 UPPER CHURCH LANE, FARNHAM GU9 7PW

		Listed Buildings Officer. Previous comments still stand	
WA/2012/1152	Farnham Castle	Listed Building Consent for internal and external alterations (revision of WA/2011/1949).	THE FORGE, 5 UPPER CHURCH LANE, FARNHAM GU9 7PW
		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1163	Farnham Castle	Listed Building Consent for erection of conservatory.	24 WEST STREET FARNHAM GU9 7DR
		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1162	Farnham Castle	Erection of conservatory.	24 WEST STREET, FARNHAM GU9 7DR
		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1170	Farnham Moor Park	Application under Section 73 to vary Condition 4 (plan numbers) of WA/2011/2113 to allow for amended fenestration. Previous comments on 05.01.2012: No comment	THE SEVEN STARS, 88 EAST STREET, FARNHAM GU9 7TP
		Previous comment still stands	
WA/2012/1157	Farnham Shortheath and Boundstone	Erection of single storey extension following demolition of garage.	8 THORN ROAD, FARNHAM GU10 4TU
		Approved after consideration on 9 August 2012	
WA/2012/1183	Farnham Wrecclesham and Rowledge	External alterations and alterations to access to improve sight-lines.	UNIT 1 GROVEBELL INDUSTRIAL ESTATE, WRECCLESHAM ROAD, FARNHAM GU10 4PL
		Approved after consideration on 9 August 2012	
WA/2012/1178	Farnham Bourne	Erection of detached garage following demolition of existing shed.	78 BURNT HILL ROAD, FARNHAM GU10 3LN
		Approved after consideration on 9 August 2012	
WA/2012/1158	Farnham Bourne	Erection of a dwelling.	LAND AT SILVER HILL, 53 DENE LANE, FARNHAM GU10 3RJ

		Object, Dene Lane is covered by BE3 which seeks to avoid the fragmentation of plots.	
WA/2012/1164	Farnham Bourne	Application under Section 73 to vary Conditions 4 (no external lighting) and 5 (no transport vehicles) of WA/2011/0537 to allow for lighting and one horse trailer to be kept on site. Previous comments on 28 April 2011: No objections	LAND AT HILLSIDE ROAD, FARNHAM GU10 3AJ
		Although the lighting is acceptable the condition should not be removed and the use of stabling should be limited to domestic use only.	
WA/2012/1154	Farnham Castle	Erection of single storey rear extension and alterations	30 CRONDALL LANE, FARNHAM GU9 7BQ
		Approved after consideration on 9 August 2012	
WA/2012/1159	Farnham Hale and Heath End	Display of non-illuminated fascia sign.	174 FARNBOROUGH ROAD, FARNHAM GU9 9AX
		Approved after consideration on 9 August 2012	
WA/2012/1169	Farnham Moor Park	Erection of detached dwelling and associated works (revision of WA/2010/1769). Previous comments on 25 November 2010: Object, the proposed development in keeping with the Design Statement & overdevelopment of the site.	LAND AT 53 WAVERLEY LANE, FARNHAM GU9 8BW
		No comment	
WA/2012/1174	Farnham Moor Park	Erection of detached garage.	COBURG, 4 MONKS WELL, FARNHAM GU10 1RH
		Approved after consideration on 9 August 2012, but would suggest that the garage be conditioned for garage use only.	
WA/2012/1179	Farnham Shortheath and Boundstone	Erection of single storey side and first floor rear extensions.	10 BARDSLEY DRIVE, FARNHAM GU9 8UH
		Concerned about the size of the first floor extensions.	

WA/2012/1155	Farnham Weybourne and Badshot Lea	Erection of extensions and alterations following demolition of existing garage and extension	2 PINE VIEW CLOSE, BADSHOT LEA GU9 9JS
		Approved after consideration on 9 August 2012	

The meeting closed at 7.30pm



FARNHAM TOWN COUNCIL

G

Minutes

Planning Consultative Group

Time and date

7.00pm on Thursday 6 September 2012

Place

Council Offices, South Street, Farnham

Planning Consultative Group Members Present

Cllr C G Genziani
Cllr D Beaman
Cllr J Ricketts
Cllr J Parry

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 R Steel and P Blagden

2. Disclosure of Interests

There were no disclosures of interests

3 Applications Considered By the Planning Consultative Group on Thursday 6 September 2012

WA/2012/1219	Farnham Bourne	Erection of detached garage.	LATCHWOOD, 12 LATCHWOOD LANE, FARNHAM GU10 3HB
		Approved after consideration on 06.09.2012	

WA/2012/1203	Farnham Moor Park	Application under Section 73 to vary Condition 3 of WA/2010/0896 to allow for the retention of existing driveway. Previous comments on 01.07.2010 were as follows: No objections	53 WAVERLEY LANE, FARNHAM GU9 8BW
		There are valid reasons for imposing Condition 3 and there does not seem to be a reason to change this condition	
NMA/2012/0101	Farnham Moor Park	Amendment to WA/2011/2062 to remove lift shaft and flat roof area, minor extensions and new door to hall. Previous comments on 05.01.2012 were as follows: No comment	MONKS WELL HOUSE, 1, MONKS WELL, FARNHAM GU10 1RH
		Same comments as before still remain	
WA/2012/1227	Farnham Moor Park	Erection of extensions and alterations.	21 OSBORN ROAD, FARNHAM GU9 9QT
		Approved after consideration on 06.09.2012	
TM/2012/0123	Farnham Wrecclesham and Rowledge	Application for works to trees subject of Tree Preservation Order 09/01.	11 GREYSTEAD PARK, FARNHAM GU10 4NB
		No objection subject to the approval of the Arboriculturalist Officer	
WA/2012/1251	Farnham Bourne	Erection of extensions and alterations following demolition of existing single storey side extension and garden store (revision of WA/2011/0975). Previous comments on 30.06.2011 were as follows: No comment	HOPE COTTAGE, DEEPEENE, LOWER BOURNE GU10 3QP
		No comment	
CA/2012/0084	Farnham Bourne	OLD CHURCH LANE, FARNHAM CONSERVATION AREA. 1x Sycamore - fell.	HOPE COTTAGE, DEEPEENE, FARNHAM GU10 3QP
		No objection subject to the approval of the Arboriculturalist Officer	

WA/2012/1256	Farnham Bourne	Construction of dormer window.	WOODLANDS, BOURNE GROVE DRIVE, FARNHAM GU10 3QX
		Approved after consideration on 06.09.2012	
WA/2012/1243	Farnham Moor Park	Erection of extensions and alterations following the demolition of parts of existing building.	11 CROOKSBURY ROAD, FARNHAM GU10 1QB
		Approved after consideration on 06.09.2012	
TM/2012/0126	Farnham Moor Park	Application for works to a tree subject of Tree Preservation Order 24/06.	COLEY HOUSE TILFORD ROAD FARNHAM
		No objection subject to the approval of the Arboriculturalist Officer	
WA/2012/1299	Farnham Bourne	Erection of garage following demolition of existing garage.	13 PINE RIDGE DRIVE, FARNHAM GU10 3JP
		Approved after consideration on 06.09.2012	
WA/2012/1289	Farnham Shortheath and Boundstone	Erection of extensions and alterations.	28 THORN ROAD WRECCLESHAM GU10 4TU
		Approved after consideration on 06.09.2012	
TM/2012/0131	Farnham Shortheath and Boundstone	Application for works to trees subject of Tree Preservation Order 02/08.	7 BOUNDSTONE ROAD, FARNHAM GU10 4 TH
		No objection subject to the approval of the Arboriculturalist Officer	
WA/2012/1284	Farnham Wrecclesham and Rowledge	Listed Building Consent for repairs to existing building.	BEAR AND RAGGED STAFF, 48, THE STREET, WRECCLESHAM GU10 4QR
		No objections subject to the approval of the Listed Buildings Officer	

WA/2012/1328	Farnham Castle	Listed Building Consent for internal alterations.	THE QUEENS HEAD, 9 THE BOROUGH, FARNHAM GU9 7NA
		No objections subject to the approval of the Listed Buildings Officer	
WA/2012/1304	Farnham Moor Park	Erection of a conservatory.	AMBULO, THE CLOSE, FARNHAM GU9 8DR
		Approved after consideration on 06.09.2012	
WA/2012/1340	Farnham Weybourne and Badshot Lea	Erection of extensions and alterations.	46 COPSE AVENUE, FARNHAM GU9 9EB
		Approved after consideration on 06.09.2012	
TC/2012/0006	Farnham Firgrove	G.P.D.O Part 24; Siting and appearance of equipment cabinet.	LAND OPPOSITE 2 GREAT AUSTINS, FARNHAM GU9 8JG
		No comment	
WA/2012/1202	Farnham Hale and Heath End	Change of Use from retail (Class A1) to takeaway (Class A5).	45 FARNBOROUGH ROAD, FARNHAM GU9 9AQ
		Concerned about the adverse effect on parking and possible increase in traffic	
WA/2012/1259	Farnham Bourne	Erection of extensions, detached garage and alterations following demolition of existing extension, garage and chimney.	14 BLACK POND LANE, FARNHAM GU10 3NN
		No objections, but would suggest that the garage be conditioned for use as a garage only for the main plot.	
WA/2012/1254	Farnham Bourne	Temporary Change of Use of forestry land for filming purposes.	LAND AT BOURNE WOOD, TILFORD ROAD, FARNHAM GU10 3RW
		No comment	

WA/2012/1291	Farnham Bourne	Change of Use from residential (Class C3) to a Residential Care Home (C2) for a temporary period of 2 years. (Revision of WA/2012/0831).	WAVERLEY COURT FARM, MONKS WALK, FARNHAM GU9 8HT
		There is not sufficient enough information or plans to make a comment	
WA/2012/1300	Farnham Bourne	Erection of double garage/store, car port and associated works.	59 AVELEY LANE, FARNHAM GU9 8PS
		The garage should be conditioned for use a garage only.	
WA/2012/1288	Farnham Bourne	Erection of extensions and alterations.	73 FRENHAM ROAD, FARNHAM GU10 3HL
		Approved after consideration on 06.09.2012	
WA/2012/1297	Farnham Castle	Erection of extension, alterations and detached garage following demolition of existing extension and garage.	20 BEAVERS ROAD, FARNHAM GU9 7BD
		Approved after consideration on 06.09.2012	
WA/2012/1301	Farnham Firgrove	Erection of first floor extension.	84 WEYDON HILL ROAD, FARNHAM GU9 8NZ
		Concerned about the possible adverse effect on the amenities of the neighbours.	
WA/2012/1333	Farnham Bourne	Erection of first floor extension and alterations.	82 BURNT HILL ROAD, FARNHAM GU10 3LN
		Approved after consideration on 06.09.2012	
WA/2012/1334	Farnham Castle	Erection of a stable block, siting of storage container and laying of hard standing.	LAND AT RUNWICK LANE, RUNWICK GU10 5ER
		Approved after consideration on 06.09.2012	

WA/2012/1314	Farnham Firgrove	Erection of extensions and alterations following demolition of existing conservatory.	2A ST JOHNS ROAD, FARNHAM GU9 8NT
		Approved after consideration on 06.09.2012	
WA/2012/1324	Farnham Firgrove	Erection of extensions and alterations.	58 BRIDGEFIELD, FARNHAM GU9 8AW
		Concerned about the adverse effect on the neighbours in relation to the roof and its height.	
WA/2012/1330	Farnham Moor Park	Erection of a dwelling following demolition of existing dwelling.	5 STONEYFIELDS, FARNHAM GU9 8DX
		No comment	
WA/2012/1340	Farnham Weybourne and Badshot Lea	Erection of extensions and alterations.	46 COPSE AVENUE, FARNHAM GU9 9EB
		Approved after consideration on 06.09.2012	
WA/2012/1318	Farnham Wrecclesham and Rowledge	Certificate of Lawfulness under Section 192 for single storey extension following demolition of extension and outbuildings.	HAWTHORN COTTAGE, HAWTHORN LANE, ROWLEDGE GU10 4DJ
		No comment	
WA/2012/1319	Farnham Wrecclesham and Rowledge	Certificate of Lawfulness under Section 192 for the erection of a single storey side extension following demolition of conservatory.	2 FAIRACRES, ROWLEDGE GU10 4AQ
		No comment	

The meeting closed at 7.50pm