



# FARNHAM TOWN COUNCIL

# A

## Minutes Council

---

### Time and date

7.00pm on Thursday 10 March 2011

### Place

The Council Chamber, South Street, Farnham

---

- \* Cllr J Ward (Town Mayor)
- \* Cllr G Hargreaves (Deputy Town Mayor)
- \* Cllr D Attfield
- \* Cllr G Beel
- \* Cllr C Cockburn
- \* Cllr V Duckett
- o Cllr (Mrs) P Frost
- \* Cllr R Frost
- \* Cllr L Fleming
- \* Cllr C Genziani
- \* Cllr S Hill
- \* Cllr D Le Gal
- o Cllr A Lovell
- \* Cllr J Maines
- \* Cllr S O'Grady
- \* Cllr R Steel
- \* Cllr C Storey
- o Cllr A Thorp
  
- \* Present  
Apologies for absence

### Officers Present:

Iain Lynch (Interim Town Clerk)

The proceedings of the meeting of Farnham Town Council held on Thursday 10 March 2011 were digitally recorded for Council purposes only.

## QUESTIONS BY THE PUBLIC

- 1) Mr Skingle said that he liked the new coloured version of the shield but wondered why the coloured version was different to the printed crest.

Cllr Attfield advised that it was based on the Crest of Farnham Urban District Council pre 1974 and not Farnham Town Council.

- 2) Mr Skingle noted that there was a substantial commitment to being a councillor and that there appeared to be a lack people wishing to become a councillor. He believed civil servants and council officers received reimbursement for expenses and wondered why councillors were not reimbursed. He also wondered if the same rules applied at district and county levels.

The Town Mayor responded by saying that at district and county levels councillors receive an allowance and travel expenses but at Farnham Town Council councillors, by custom and practice, have not received such allowances. The Mayor does receive a small allowance for the expenses of Office.

### C 131/10 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs Frost, Lovell, and Thorp and Mrs Legal who indicated that she would arrive late.

### C 132/10 MINUTES

The Minutes of the Farnham Town Council Meeting held on Thursday 20 January 2011 were agreed and signed by the Town Mayor as a correct record. He advised Councillors that he had arranged for Notes of Working parties to be included as Part I items on the Agenda, as requested at the last meeting.

### C 133/10 DISCLOSURE OF INTERESTS

Name of Councillor	Agenda/Minute Number	Subject	Type of Interest	Reason
S O'Grady	9 (i) 15 (2)	Grants Staffing	Trustee of Rural Life Centre Related to a member of staff	Personal and prejudicial Personal
C Genziani	6	Contract Renewals	Contractor	Personal and Prejudicial
I Lynch (Interim Town Clerk)	9 (i)	Grants	Trustee of Rural Life Centre	Personal and Prejudicial

### C 134/10 STATEMENTS BY THE PUBLIC

Bill Baxter, Chairman of the Farnham Maltings, commented on how the Maltings was going from strength to strength and how it valued its long term relationship with both Waverley Borough Council and Farnham Town Council. He noted that the Council was considering Grants at this meeting and was aware that the Town Council had agreed three years of cuts

at 20% per annum but that a further round of 20% reduction appeared to be applied this year as well but there was a minimal discussion with the Maltings over the policy.

It was, he said, a critical time to make a decision, with the Arts Council looking at its funding for organisation over the next three years, and a reduction in local support could impact on funding. The Maltings' footfall had increased by 15% and it had embarked on three new festivals in the past year. The Maltings looked forward to strengthening the relationship with the Town Council and its continued support.

## C 135/10 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor announced that he had:

- Hosted the Annual Town Meeting of Electors would be held in the Council Chamber on 3<sup>rd</sup> March and it had attracted 50 people compared with 23 in the previous year. It seemed to go well and a number of encouraging comments were received on the work the Council was undertaking;
- Held a further four coffee mornings for residents of Moor Park, Rowledge and Wrecclesham, Hale & Heath End and for representatives of Residents' Associations. A number of issues had been raised that were being progressed;
- Discussed Governance with pupils of Rowledge School;
- Attended the Lord Lieutenant's Poppy Appeal Awards and was delighted to see that TS Swiftsure in Farnham had received three awards;
- Attended the Women's day of Prayer with the Mayoress;

The Mayor also announced that he would be hosting a visit from a school in the Council's Twin Town of Andernach

### **Part I – Items for Decision**

## C 136/10 CONTRACT RENEWALS

Members discussed a report on a series of contracts that were due for renewal. Members noted the advantages of agreeing one year extensions to some existing contracts to enable further contract reviews over the coming year. Members did not feel convinced that there was merit at this time in drawing up a Standing list of contractors for minor works.

### **RESOLVED**

- 1) **Authority be delegated to the Corporate Development and Audit Working Party to determine contracts due for renewal; for new contracts required as a result of the Transfer of the Council Offices; and for contracts relating to the new roof for the Wrecclesham Community Centre;**
- 2) **Standing Orders be waived, in view of the timescales involved, to allow negotiations of extensions to existing contracts at the most economically advantageous rates;**
- 3) **A review of Contracts be brought to Council in the new Council year;**
- 4) **Authority be delegated to the Corporate Development and Audit Working Party to update the Financial Regulations and in particular the Contract Procedures and values to ensure they are fit for purpose.**

C 137/10 FINANCE

Members received a report on the end of year arrangements and on the appointment of auditors.

**RESOLVED :**

- 1) **To note the provisional timetable for the closure of accounts;**
- 2) **To agree the fees and charges for the current financial year; and**
- 3) **To consider a further report on the fees and charges that will come into effect from January 2012.**

**Working Group Notes**

C 138/10 The notes of the Corporate Development and Audit Working Group held on 10<sup>th</sup> February 2011 and attached to the record minutes as **Appendix D** were agreed.

C 139/10 The notes of the Corporate Development and Audit Working Group held on 22<sup>nd</sup> February 2011, attached to the record minutes as **Appendix E**, were agreed. Members discussed the allocation of grants in detail and confirmed that the Council was committed to a percentage of 5.67% of the precept being allocated to grants. Discussion took place on the merits of allocating all of the available funds now, or on retaining some for a second round of applications in the Summer for organisations that may not have been able to submit applications in February. Some Councillors did not feel comfortable in holding back funds whilst others felt a second round would be good for local organisation. It was agreed that under the circumstances, retaining some funds for a second round of applications this year would be helpful. It was also agreed that those organisations that had applied for funding but had not received all their funds would be automatically be considered for the second round. Organisations that did not meet the criteria and were not being given a grant in this round would not be considered in the next round.

Cllr Beel proposed that the recommendations from Corporate Development should go through as printed. This was seconded by Cllr Hargreaves.

**RESOLVED**

**to allocate a total of £34,932 out of the budget available of £50,454, giving other organisations the opportunity of applying for the balance of £15,522 in a second tranche later which would be consider by Corporate Development at its June meeting.**

C 140/10 The notes of the Cemeteries and Appeals Working Group held on 1<sup>h</sup> February 24<sup>th</sup> attached to the record minutes as **Appendix F**, were agreed

C 141/10 The notes of the Farnham in Bloom Working Group held on February 9<sup>th</sup> 2011 attached to the record minutes as **Appendix G**, were agreed. It was noted that Farnham in Bloom had achieved a lot but was looking as though it would be under budget. If this was the case, it was agreed that £3,000 would be carried forward to help meet the 2011/12 shortfall. Members noted that the new logo was very good and were looking forward to the new work in surrounding villages. Discussion took place on a special planting feature for 2011 and this was referred back to the working group for further consideration.

C 142/10 PLANNING APPLICATIONS

Members received the minutes of the meeting of the Planning Consultative Group held on the 27<sup>th</sup> January 2011, 10<sup>th</sup> February 2011 and 24<sup>th</sup> February 2011. Councillors discussed the weight given to Farnham's comments when applications were considered by Waverley Borough Council. It was felt that ward councillors should give more input to enable more robust views to be put forward by the Planning Consultative Group.

C143/10 It was noted that a special planning meeting to discuss the proposed Bridge for the East Street development was taking place. Cllr Fleming proposed that Cllr Genziani speak on behalf of the Council at this meeting. This was seconded by Councillor Bob Frost and agreed.

**Part 2 – Items Noted**

C 144/10 REPORTS FROM OUTSIDE BODIES

None received.

C 145/10 Members noted that the Government's intent for light touch administration for street parties was not being followed by Surrey County Council and there were onerous conditions being imposed on local communities.

C 146/10 The report on Purdah was noted.

C 147/10 Cllr Steel reported on the first meeting of the Conservation Area Review which had been positive and outlined the work programme for coming meetings. Discussion took place on the need for consistent signage; reduced signage; new street lighting that was in keeping with the Georgian street, the need for tighter management of Utility contractors so they replaced surfaces in keeping with the existing conservation areas.

C 148/10 DATE OF NEXT MEETING

Members noted that the date of the next Council Meeting was Thursday 14<sup>th</sup> April 2011 at 7pm in the Council Chamber, and that the Annual Meeting would take place on Thursday 12<sup>th</sup> May..

C 149/10 EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED: That in view of the confidential nature of business to be transacted at Agenda Item 15, Staffing Situation, it was advisable in the public interest that the public and press be temporarily excluded and they were instructed to withdraw at the end of Item 14.**

**Part 3 – Confidential Items**

C 150/10 STAFFING MATTERS

to C155/10

Members considered the staffing matters.

The Town Mayor closed the meeting at 8.45.

Date

Chairman