



# FARNHAM TOWN COUNCIL

Agenda  
Full Council

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## Time and date

7.00pm on Thursday 7 May 2009

## Place

The Council Chamber, South Street, Farnham

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TO: ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

You are hereby summoned to attend the Annual Meeting of **FARNHAM TOWN COUNCIL** to be held in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY** on **THURSDAY 7 MAY, 2009, at 7.00PM.**

The Agenda for the meeting is set out over.

Yours faithfully

A handwritten signature in black ink that reads 'R. Potter'.

Mr Roland Potter  
Town Clerk



# FARNHAM TOWN COUNCIL

## Agenda Annual Full Council

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### Time and date

7.00pm on Thursday 7 May 2009

### Place

The Council Chamber, South Street, Farnham

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#### 1 Apologies

To receive apologies for absence.

#### 2 Disclosure of Interests

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

#### NOTES:

- (i) *Members are requested to make declarations of interest, preferably on the form previously emailed to all members, to be returned to [office.administrator@farnham.gov.uk](mailto:office.administrator@farnham.gov.uk) by 12 noon on Wednesday 6 May 2009. Alternatively, members are requested to make declarations of interest on the form attached to this agenda and to hand to the Town Clerk before the start of the meeting.*
- (ii) *Members are reminded that if they declare a prejudicial interest they must leave immediately after having made representations, given evidence or answered questions and before any debate starts unless he/she has obtained dispensation from the Standards Committee.*

#### 3 Election of the Town Mayor

To elect the Town Mayor for the municipal year 2009/2010.

#### 4 The Town Mayor to make the Declaration of Acceptance of Office

#### 5 Election of Deputy Town Mayor

To elect the Deputy Town Mayor for the municipal year 2009/2010.

#### 6 The Deputy Town Mayor to make the Declaration of Acceptance of Office

#### 7 Vote of Thanks to Retiring Town Mayor

#### 8 Presentation of Past Town Mayor's Badge

## **9 Inspection of Regalia, Deeds and Management Agreements**

To agree the first duty of the Mayor after the meeting to inspect Regalia, Deeds and Management Agreements.

### **Part 1 – Items for Decision**

## **10 Appointment of a Leader or Spokesperson of the Council (Standing Order 57(j))**

A Leader or Spokesperson of the Council can be appointed at the Annual Council Meeting and if no appointment is made, the role of Spokesperson for the Council will be undertaken by the Lead Member of the Corporate Development and Audit Working Group.

## **11 Appointment to Working Groups and Planning Consultative Group**

To consider the Appointment of Members to Working Groups and Planning Consultative Group.

Recommendations attached at **Appendix A**.

## **12 Appointment to Outside Bodies**

To consider the Appointment of Members to Outside Bodies.

Recommendations attached at **Appendix B**.

## **13 Appointment of Representatives to attend Planning Site Inspections**

To agree that two representatives for the municipal year 2009/2010 to attend site inspections held by Waverley Borough Council should be nominated from and at the first meeting held by the Planning Consultative Group.

## **14 Dempster Trust**

To note the letter from Dr M G Lane, Chairman of the Dempster Trust, requesting the approval of the Town Council of three changes to the status of the Trustees.

Letter attached at **Appendix C**.

The Town Mayor will close the meeting.

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29 April 2009

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

Membership: Councillors Gillian Beel (Town Mayor), Lucinda Fleming (Deputy Town Mayor), David Atfield, Carole Cockburn, Victor Duckett, Pat Frost, Bob Frost, Carlo Genziani, Gillian Hargreaves, Stephen Hill, Denise LeGal, Alan Lovell, Janet Maines, Stephen O'Grady, Roger Steel, Chris Storey, Andrew Thorp, John Ward.

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

## FARNHAM TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a personal interest or a prejudicial interest in a matter under consideration at a meeting (S81 Local Government Act 2000 and the Parish Councils Code of Conduct).

As required by the Local Government Act 2000, **I HEREBY DISCLOSE**, for the information of the authority that I have [a personal interest<sup>2</sup> [a prejudicial interest]<sup>3</sup> in<sup>4</sup> the following matter:-

**COMMITTEE: ANNUAL COUNCIL**

**DATE: 7 MAY 2009**

**NAME OF COUNCILLOR: \_\_\_\_\_**

**Please use the form below to state in which Agenda Items you have an interest. If you have a prejudicial interest in an item, please indicate whether you wish to speak (refer to Farnham Town Council's Code of Conduct paragraph 12(2)).**

Agenda No	Subject	I am a Waverley Borough Councillor		Other		Reason	Speak?	
		Personal	Prejudicial	Personal	Prejudicial		Yes	No

Signed

Dated

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee – section 83, Local Government Act 2000.

<sup>2</sup> A personal interest includes:

Any matter registered in the register of interests

Any decision which affects the well-being or financial position of a member or a friend or relative to a greater extent than others.

<sup>3</sup> A prejudicial interest is a personal interest so significant that it is likely to prejudice the member's judgement of the public interest.

<sup>4</sup> State item under consideration.



# FARNHAM TOWN COUNCIL

# A

## Public Report

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### **Report to**

Full Council

### **Title**

Appointment to Working Groups and Planning Consultative Group

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#### **1 Purpose of the Report**

To consider the Appointment of Members to Working Groups and the Planning Consultative Group.

All representative positions have been offered to all Councillors for 2009/2010.

Where possible, representations have been allocated as per each individual request.

#### **2. Background**

A Working Group is appointed by Full Council and the elected members forming this group are appointed by Full Council.

The appointment of the Officers to attend the Working Group will be the responsibility of the Town Clerk. The officers appointed will be responsible for the delivery and management of the services under the terms of reference of the Working Group.

The purpose of a Working Group is to work directly with Council officers to provide guidance and support to projects and service delivery which are under the delegated responsibility of the officers. Working Groups will not normally have any decision making powers unless agreed specifically by Full Council under their terms of reference.

All decisions and recommendations outside the delegated responsibility of the Working Group or the Officers will be referred to Full Council for approval.

At the Council meeting held on 25 March 2009 the Council approved that the membership of Cemeteries and Appeals, Farnham in Bloom and Tourism and Events Working Groups should be a minimum of 5. At the same meeting the Council approved that the membership for Corporate Development and Audit Working Group should consist of a core membership of a minimum of 5 with up to 3 additional places for the Lead Members of the Cemeteries and Appeals, Farnham in Bloom and Tourism and Events Working Groups if not already elected onto the core membership of the Corporate Development and Audit Working Group.

## 2 Recommendations

The table below identifies members preferences for the membership of the Working Groups

<b>Working Group</b>	<b>Membership 2008 / 2009</b>	<b>Proposed Membership 2009 / 2010</b>
<b>Cemeteries and Appeals (Minimum 5)</b>	Carole Cockburn	Carole Cockburn
	Victor Duckett	Victor Duckett
	Lucinda Fleming	Gillian Hargreaves
	Gillian Hargreaves	Stephen O'Grady
	John Ward	John Ward
<b>Corporate Development and Audit (Minimum 5)</b>	Carole Cockburn	Carole Cockburn
	Pat Frost	Pat Frost
	Denise Legal	Gillian Hargreaves
	Janet Maines	Stephen Hill
	Roger Steel	Janet Maines
		Stephen O'Grady
		Chris Storey
		John Ward
<b>Farnham in Bloom (Minimum 5)</b>	David Attfield	David Attfield
	Victor Duckett	Victor Duckett
	Gillian Hargreaves	Gillian Hargreaves
	John Ward	Stephen O'Grady
<b>Tourism and Events (Minimum of 5)</b>	N/A	Gillian Hargreaves
		Stephen Hill
		Denise Legal
		Stephen O'Grady
		Chris Storey
<b>Planning Consultative (9)</b>	David Attfield	David Attfield
	Carlo Genziani	Carlo Genziani
	Bob Frost	Bob Frost
	Lucinda Fleming	Janet Maines
	Janet Maines	Chris Storey
	Chris Storey	Gillian Hargreaves
	Gillian Hargreaves	

## 3 Proposal

1. That the membership of the Cemeteries and Appeals Working Group for 2009/2010 as set out in the above report be agreed.

2(a) That the core membership of the Corporate Development and Audit Working Group for 2009/2010 as set out in the above report be agreed.

OR

2(b) That a vote be taken to elect 5 members to the core membership of the Corporate Development and Audit Working Group for 2009/2010.

3. That the membership of the Farnham in Bloom Working Group for 2009/2010 as set out in the above report be agreed.
4. That the membership of the Tourism and Events Working Group for 2009/2010 as set out in the above report be agreed
5. That the membership of the Planning Consultative Group for 2009/2010 as set out in the above report be agreed

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29 April 2009

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

Distribution: To all Councillors (by post)



# FARNHAM TOWN COUNCIL

# B

## Public Report

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### **Report to**

Full Council

### **Title**

Appointment to Outside Bodies

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#### **1 Purpose of the Report**

To consider the appointment to Outside Bodies as identified in **Annex A**.

#### **2 Supporting Information**

All representative positions have been offered to all Councillors for 2009/2010.

Where possible, representations have been allocated as per each individual request.

However, there a number of Outside Bodies to which more than one member has volunteered or where volunteers are required.

It is normal practice in Town and Parish Councils to vote on the basis of the majority of members present.

Standing Order 52 states that.

Where more than two people have been nominated for a position to be filled by the Council and out of the votes received there is not an absolute majority in favour of one person, the name of the person having the least number of votes will be removed from the list and a new vote will take place, and so on until a majority of votes is given in favour of one person.

In the past, the Town Council has chosen to have a confidential vote, using a prepared ballot paper to select the appropriate number of representatives. These papers have been prepared on the basis of members preferences for Outside Bodies and are available should Council wish to use this process



### **3 Proposal**

#### **To nominate representative on Outside Bodies.**

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29 April 2009

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## ANNEX A

<b>Outside Body</b>	<b>Representative 2008/2009</b>	<b>Volunteers for 2009/2010</b>
Badshot Lea Recreation Ground	Cllr D Attfield	Cllr D Attfield,
Bourne Recreation Ground	Cllr D Le Gal	Cllr D Le Gal
Hale Recreation Ground	Cllr J E Maines	Cllr J E Maines
Rowledge Recreation Ground	Cllr C Genziani	Cllr C Genziani
Weybourne Recreation Ground	Cllr G Beel	Cllr G Beel,
Wrecclesham Recreation Ground	Cllr (Mrs) P Frost	Cllr C Storey, Cllr P Frost,
Allotments Liaison Group	Cllr G Beel (Town Mayor) and Cllr D Attfield	Town Mayor, Cllr D Attfield,
The Bourne Children and Youth Initiative CYI Management Committee	Cllr C A Cockburn	Cllr C Cockburn
Blackwater Valley Recreation and Countryside Management Committee	Cllr D J Attfield	Cllr D J Attfield, Cllr S Hill (WBC Rep)
Brightwells Gostrey Centre	Cllr L Fleming	Cllr R Steel,
Farnborough Aerodrome Consultative Committee	Cllr D Attfield Alternate: Cllr S O'Grady	Cllr D Attfield, Cllr S O'Grady,
Farnham/Andernach Friendship Association	Cllr J Maines	Cllr J E Maines
Farnham Public Arts Trust	Cllr J Ward	Cllr Ward, Cllr Storey,
Farnham Community Task Force (2)	Cllr C Cockburn	Cllr Cockburn Cllr J Ward
Farnham Crime Prevention Panel	Cllr J Ward	Vacant
Farnham and District Sports Advisory Council	Cllr D J Attfield	Vacant
Farnham Maltings Association Council of Management	Cllr R Frost	Cllr C Storey,
Farnham Park Advisory Group	Cllr S O'Grady	Cllr S O'Grady
Farnham River Watch	Cllr R Frost	Cllr R Frost,
Farnham Visitors Forum	Cllr D Le Gal	Cllr D Le Gal, Cllr Storey,
Farnham Transportation Task Group	Cllr R Steel and Cllr A Lovell	Cllr A Lovell, Cllr R Steel, Cllr R Frost Cllr J Ward
40 Degreez	Cllr D Attfield	Cllr D Attfield,
Road Safety and Noise Partnership Group	Cllr S O'Grady	Cllr S O'Grady

## ANNEX A

Surrey Passenger Transport Forums	Cllr J Ward	Cllr J Ward,
Surrey County Association of Parish and Town Councils	Cllr R Frost Alternate: Cllr A Lovell	
Town Council Representatives at the Waverley Towns and Parishes Meeting	Cllr J Maines and Cllr S Storey	
Wrecclesham Community Centre	Cllr (Mrs) P Frost	Cllr (Mrs) P Frost

## APPENDIX C

### Dempster Trust

Registered Charity No 200107

Doctor M-G Lane JP  
Chairman  
3 Hollis Wood Drive  
Wrecclesham  
Farnham  
GU10 4JT

10 April 2009

Mr Roland Potter  
Town Clerk - Farnham Town Council  
Waverley Locality Office  
South Street  
Farnham GU9 7RN

Dear Mr Potter

#### **The Dempster Trust: Trustees**

I would like to inform the Farnham Town Council the following changes regarding the Dempster Trust

1 After many years in her post, one of our Trutees, Lady Vivien Holden, has sadly recently resigned from the Trust.

2 We have a Co-opted Trustee Mr George Alford of 10 Stoneyfields, Farnham GU9 8DX, who accepted to replace Vivien as a Trustee of the Trust. This was unanimously agreed by the other Trustees. (10 April' 09)

3 I am coming to the end of the latest 4 year term of my appointment as a Trustee and I am happy to continue in that capacity for another 4 years

I would be grateful if the Town Council would approve the appointments of the above changes to the Dempster Trust.

Please do not hesitate to contact me if you would like any other information in connection with these appointments.

Yours sincerely



Doctor M-G Lane  
Chairman