



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

Thursday 25th September 2014 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 25th SEPTEMBER 2014, at 7.00PM**, in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY GU9 7RN**. The Agenda for the meeting is attached.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Iain Lynch'.

Iain Lynch
Town Clerk

Members' Apologies

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

Recording of Council Meetings

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

Questions by the Public

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

Members of the Public are welcome and have a right to attend this Meeting.

Please note that there is a maximum capacity of 30 in the public gallery



FARNHAM TOWN COUNCIL

Disclosure of Interests Form

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

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

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

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

FULL COUNCIL: 25th September 2014

Name of Councillor

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

* Delete as appropriate



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 25th September 2014 at 7.00pm

Place

The Council Chamber, South Street, Farnham

Prayers

Prior to the meeting, at 6.50pm, prayers will be said in the Council Chamber by the The Reverend Canon Karen Hutchinson of St Thomas-on-the-Bourne. Councillors and members of the public are welcome to attend.

Presentation by Gillian Trippner Interim Partnerships Manager of the North East Hampshire & Farnham Community Commissioning Group.

Questions by the Public

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

1 Apologies

To receive apologies for absence.

2 Disclosure of Interests

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

NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Blagden, Cockburn, Frost, Hargreaves, Hill, J O'Grady, S O'Grady, Potts, Steel and Ward.*
- (ii) *The following councillor has made a general non-pecuniary interest declaration in relation to her being a councillor of Surrey County Council: Cllr Frost.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to ginny.gordon@farnham.gov.uk by 5pm on the day before the meeting.*

Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.

3 Minutes
To sign as a correct record the minutes of the Farnham Town Council meeting held on Thursday 24th July 2014. **Appendix A**

4 Statements by the Public
The 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 I – 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 2 nd September 2014	Appendix B
ii) Cemeteries and Appeals held on 11 th September 2014	Appendix C
iii) Strategy and Finance held on 16 th September 2014	Appendix D

7 Planning and Licensing Applications
To receive the minutes of the Planning & Licensing Consultative Group meetings held on: 28th July, 11th August, 1st September and 15th September 2014 **Appendices E, F, G and H**

Part 2 – Items to Note

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

9 Reports from Outside Bodies
To receive from Members any verbal reports on Outside Bodies.

10 Actions taken under the scheme of delegation
Town Clerk to report on any relevant matters

11 Date of next Meeting
To confirm the date of the next meeting as Thursday 23rd October 2014 at 7pm.

12 Exclusion of the Press and Public (if required)

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3, Item 13 of the agenda in view of the confidential items under discussion.

Part 3 – Confidential Items

13 Exempt notes to Strategy and Finance Working Group (Contractual matters)

The Town Mayor will close the meeting.

Membership:

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

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

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



FARNHAM TOWN COUNCIL

A

Minutes Council

Time and date

7.00pm on Thursday 24th July 2014

Place

The Council Chamber, South Street, Farnham

Councillors

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

* Present

A Apologies for absence

Officers Present:

Iain Lynch (Town Clerk)

Rachel Aves (Team Leader Corporate Governance)

14 members of the public were in attendance

Prior to the meeting prayers were said by Rev Alan Crawley from the Parish of Hale with Badshot Lea.

Presentation by the Ahmadiyya Muslim Association

Mr Luqman Chaudery and Mr Nabeel Nasir presented a cheque for £1,500 from the Ahmadiyya Muslim Association to Rose Williamson of the Farnham Foodbank and a cheque for £500 to Rob Power of the Post 19 Group and made a short presentation on their community activities. The Community had held its annual Jalsa Salana in Tilford until recently but it had now moved to Alton having outgrown its site. The Ahmadiyya Muslim Community was founded in 1889 and in the UK in 1913 with a message of Love for all Hatred for none. It serves the community by helping the underprivileged and raising funds for local charities.

Questions by the Public

Mr David Wyle referred to the Government's Screening Directive over the Environmental Impact Assessment (EIA) at the Farnham Riverside. Mr Wylde said that it appeared that Waverley Borough Council had no intention of complying with the Directive that an EIA was need for the whole site and he asked if Farnham Town Council would press Waverley to follow the EIA requirement and investigate any potentially harmful effects before any further work were done on site.

In response, Cllr Ward said the Council would consider this further and respond to Mr Wyle direct.

- C047/14 **Apologies for Absence**
Apologies were received from Councillors Attfield, Blagden, Hollins-Owen, J O'Grady, S O'Grady, Parlett, and Steel,
- C048/14 **Minutes**
The Minutes of the Farnham Town Council Meeting held on Thursday 12th June 2014 were agreed for signature by the Mayor as a correct record.
- C049/14 **Declarations of interests**
Apart from the standard declarations of personal interest by councillors who were dual or triple hatted by virtue of being elected to Waverley Borough Council or Surrey County Council, Cllr Ward declared a non pecuniary interest in relation to item 11 of Appendix D.
- C050/14 **Statements by the Public**
- i) Mrs Celia Sandars said that she was delighted as a member of the Farnham Air Quality Campaign to see the motion at item 9 on the agenda and that the Town Council was taking such a thoughtful approach in supporting the interest shown by the MP in 'attempting to resolve Farnham's congestion and air quality problems. Farnham Councillors, with local knowledge must be best qualified to advise what could work on the ground. Mrs Sandars suggested that Councillors press for an initial monitored trial of the two mini roundabouts and two-way section in Victoria Road in the example plan as these measures could reduce a significant number of vehicle movements in the most heavily congested area of the town centre. Mrs Sandars concluded that these proposals would be relatively minor and less costly and should therefore appeal to Surrey County Council.
 - ii) Mr Colin Skingle stated his appreciation for the efforts of Kevin Taitt and the Council's Outside Workforce and all responsible for the floral displays in the town which looked fantastic. He hoped that the judges would think the same.

C051/14 **Town Mayor's Announcements.**

Cllr Ricketts said the recent period had been very hectic for him and the Deputy Mayor. He had recently visited Andernach, Farnham's twin town and was initially sceptical about the relevance of the visit. However, he thought the experience was fantastic and outlined three of the main things he had learnt from the visit and the different way Andernach had of doing things for the community. He felt both communities have similar problems of an ageing population and could learn together; secondly, Andernach had got things organised with local people having a say in how services were delivered; thirdly Andernach's Edible City was an inspirational of promoting food production in the city and had many parallels with Farnham in Bloom.

C052/14 **Questions by Members**

None had been received.

Part I – Items for Decision

C053/14 **Community Enhancement Working Group**

Cllr Hill introduced the notes of the Community Enhancement Working Group, held on 18th June 2014, at Appendix B to the agenda.

Cllr Hill advised that the visits from the South and South East in Bloom Judges had gone well, and that preparations were in hand for the visit by the Britain in Bloom judges on 29th July. He congratulated the volunteers for their incredible enthusiasm and was sure they must have bowled the judges over with their knowledge.

C054/14 **Tourism and Events Working Group**

Cllr Hargreaves introduced the notes of the Tourism and Events Working Group, held on 8th July 2014, at Appendix C to the agenda.

Cllr Hargreaves provided an update on the Music in the Meadow programme and thanked the staff and councillors who had staffed the Information Tent.

Cllr Hargreaves spoke of the successful launch of the Feast of Food hosted by Main Sponsor BBS Ltd and Gold Sponsor The Wheatsheaf and attended by other Food Festival sponsors who included Belvoir Lettings, Beetlejuice, Home James Taxis, and Andrew Lodge Estate Agents.

Members noted the arrangements for the Christmas Market and the special arrangement for exhibitors to stay at the Bush Hotel. Members noted that a meeting with retailers and the Chamber of Commerce was being arranged to discuss Christmas opportunities.

Cllr Hargreaves circulated copies of the new Visitor Guide to Farnham which had been well received by both councillors and members of the public. Cllr Hargreaves also circulated a copy of the Heritage Open Days leaflet and sought volunteers to help staff the Council Offices for the Saturday opening on Saturday 13th September.

C055/14 Cllr Hargreaves spoke of the success of the Round Table Charity Bike Ride and how the ride had become a significant community event. She had held a meeting with the organisers who were planning for the future. and it was thought it could become an event with additional support from the Town Council, Cllr Hargreaves proposed,

seconded by Cllr Cockburn that the Town Council provide some support from the Tourism and Events budget towards the cost of toilets and infrastructure.

It was RESOLVED *nem con*: that the Farnham Charity Bike Ride be added to the list of Community events supported by the Tourism and Events Working Group.

Strategy and Finance Working Group

C056/14 Cllr Ward introduced the notes of the Strategy and Finance Working Group meetings held on 15th July 2014, at Appendix D to the Agenda.

Cllr Ward reported that a new instant access moneymarket call-off account had been opened paying the same interest as an investment up to three months.

It was RESOLVED *nem con*: that the new moneymarket 'call off account be linked to HSBCnet for online access.

C057/14 Cllr Ward outlined the detailed quarterly finance documents that had been circulated and considered by the Working Group, and Council reviewed the Trial balance and bank reconciliation information attached to the agenda,

It was RESOLVED *nem con*: that the quarterly finance papers be received and that the trial balance and bank reconciliation at annexes 1 and 2 be noted.

C058/14 Cllr Ward reported on the progress made in seeking replacement Council furniture to replace the unwieldy tables which also had health and safety issues when the Chamber had to be arranged for civic and community events. The Working Group was recommending purchasing solid oak tables for durability but with folding legs for ease of storage. Cllr Ward advised that the price for the ten tables should be less than £10,000 in total.

Cllr Genziani arrived at this point.

Cllr Beaman felt that following the refurbishment of the downstairs area that had yielded benefits there was not the need to spend additional money on new tables. Cllr Cockburn disagreed reminding councillors that meetings used to be held elsewhere with the Council Chamber always staying as a little used meeting room. Now it was used for exhibitions, launches and events as well, and a balance has to be struck. Cllr Potts had concerns about spending money in the current climate following the refurbishment of the offices. Cllr Parry said she had initially been concerned but the tables were not fit for purpose and many more community groups were now using the Chamber. Cllr Hill agreed saying that an enormous amount of effort had gone into finding the right solution.

Cllr Frost said she thought the refurbishment was worth every penny and that the Chamber was now getting shabby. She had not been at the Working Group but supported the replacement tables. She was however disappointed that nothing had been done about the chairs which were very heavy for people with back problems.

Cllr Ward agreed that the chairs should be reviewed further including a solution to make the current chairs easier to use.

It was RESOLVED by 8 votes to 2 with one abstention: that the Council Chamber furniture be replaced with solid oak tables and that the Town Clerk be authorised to spend up to £12,000 from the earmarked reserves for the tables and associated elements.

C059/14 Cllr Ward advised that the Working Group had reviewed the tenders for the provision of Christmas Lights. After consideration, Members had concluded that the best arrangement was to purchase the lights and have a five year contract for the installation and storage, which would bring year-on-year savings based on the current budget as set out at Exempt Annex 2, with an initially higher cost in year 1 which would be funded from existing budgets or earmarked reserves. The lowest price tenderer was the Council's current contractor. Cllr Frost advised that Surrey County Council had commissioned a structural survey of the lamp columns in Castle Street to ensure they were sound.

It was RESOLVED *nem con*: that Council purchases the Christmas lights and enters into a five year contract for the storage, installation and maintenance of the lights with Festive Lighting as set out at Exempt Annex 2.

C060/14 Cllr Ward advised on the progress of the new website and that a link would be circulated to councillors to test the site prior to a soft launch in September.

C061/14 Cllr Cockburn advised that the work of the Infrastructure Planning Group was ongoing and that there would be a stall at the Food Festival detailing the Options that would be consulted upon in the autumn.

Cllr Ward left the Chamber at this point

C062/14 Council considered the request received to use the Council's Coat of Arms received by the Freemasons of Farnham and agreed that a solution should be found, perhaps for an amended generic crest, that would be consistent for any organisation applying to use an image or brand belonging to the Town Council. Members concurred that any use should be licensed and with the ability to withdraw approval if the use were inappropriate. Cllr Frost proposed an amendment to add that any use would be subject to application to and approval by the Town Council and that terms of use should be drawn up. After further discussion, it was proposed by Cllr Frost, seconded by Cllr Cockburn and

Resolved *nem con* to refer the decision back to Strategy & Finance in view of the wider issues raised to debate the detailed use and terms of a revised generic crest.

Cllr Ward returned to the Chamber

Planning & Licensing Consultative Group
C63/14 Cllr Genziani introduced the minutes of the Planning & Licensing Consultative Group held on 16th June, 30th June, and 14th July. He highlighted the applications emerging in Badshot Lea and the significant cutting down of trees in Rowledge on the borders with Frensham Parish.

Cllr Cockburn raised again the concerns over the use of SANG (Suitable Alternative Natural Green Space) and the fact that there was only provision for some 330 homes

remaining. She highlighted the problem that just two of the proposed developments in Badshot Lea could use all the remaining SANG provision meaning that no further building would be possible on brownfield land.

Cllr Frost agreed and proposed, seconded by Cllr Cockburn, that Farnham Town Council should write formally to the Director of Planning at Waverley or Leader about the SANGS problem and invite them to come and discuss with the Town Council.

It was RESOLVED *nem con* to express concern to Waverley Borough Council expressing over the use of SANG for Greenfield development that was using up the remaining supply.

C064/14

Motion

Cllr Ward proposed the motion put forward by the Strategy & Finance Working Group, following the Referendum undertaken by the Rt Hon Jeremy Hunt MP. The motion was seconded by Cllr Hargreaves.

“This Council is encouraged by the interest shown by our MP, the Rt. Hon. Jeremy Hunt, in attempting to resolve Farnham’s congestion and Air Quality problems.

Council also takes cognisance of our MP’s statement that a “yes” vote in the recent referendum will not be deemed as approval of the specific scheme outlined but an expression of the public’s desire for some mitigation of the Town’s chaotic traffic situation and pedestrian facilities.

The Town Council, which has pressed for an holistic solution to this matter since its inception 40 years ago, notes the vote in favour of action and is always keen to respond to the wishes of its electorate.

Council is delighted with the interest shown by SCC in this result and therefore looks forward to being invited to co-operate with higher authorities and other interested parties in devising and enacting a solution to this long-running problem.”

Cllr Ward underlined the problems of air quality in Farnham and that something positive had to be done. Farnham Town Council should take the opportunity of being involved with Waverley Borough Council and Surrey County Council and other authorities in getting something done.

Cllr Frost said that she very much supported the motion. She had some concerns about the referendum proposals but Surrey County Council does want to work with the MP. Surrey had done a report on preventing HGVs using Castle Street but the police would not support the proposals because of a lack of staff to enforce.

Cllr Parry supported the motion and said that it was important that the Town Council communicated its expectation to be involved in finding a solution.

The Mayor thanked Cllr Frost for the work she did on behalf of the town at Surrey County Council.

It was RESOLVED *unanimously* to endorse the motion.

Part 2 – Items Noted

C065/14 **Reports from Other Councils**

There were no reports from other Councils.

C066/14 **Reports from Outside Bodies**

- i) Cllr Beaman reported on the Farnborough Airport Consultative Committee meeting held on 26th June.
- ii) Cllr Frost reported that Wrecclesham Community Centre now had much more use made of it since refurbishment
- iii) The Mayor congratulated the Rt Hon Jeremy Hunt MP and Mrs Hunt on the birth of their third child, Eleanor.
- iv) Cllr Ward advised members that Corinna Larby had just retired as Chief reporter on the Farnham Herald. She had been a fair and friendly reporter, and he wished her on behalf of the Council a long and happy retirement. Cllr Ward congratulated Daniel Gee on his promotion to Chief Reported.
- v) Cllr Ward reported on the Farnham Public Arts Trust and updated Council on some of its current projects. He drew attention to the proposed plaque outlining the history of Longbridge, and of the art from school and college students in the Farnham Railway Station waiting room.

C067/14 **Actions under the Scheme of Delegation**

The Town Clerk advised that he had consulted the Mayor and Leader and placed a contract for the replacement of the Catenary wires holding up the Christmas Lights, bunting and banners following a survey that found some of the wires were sub-standard. .

C068/14 **Date of next meeting**

Members noted that the next Council Meeting would take place on Thursday 25th September at 7.00pm.

The Mayor adjourned the meeting at 8.48 to enable the Meeting of the Council acting as the Trustee of the South Street Trust to be held.

The Mayor reconvened the meeting at 8.55.

C069/14 **Exclusion of Press and Public**

It was RESOLVED *nem con* to:

exclude members of the public and press from the meeting at Part 3, of the agenda in view of the confidential items under discussion.

Part 3 – Confidential Items

C070/14 Council received an update on a contract for West Street Chapel and the tenders received for the first phase of works as set out at Exempt Annex I to the Strategy & Finance Working Group.

The Town Clerk advised Members that the Council was Opting to Tax West Street Chapel and should be able to reclaim any VAT spent on the works.

It was agreed that Cllr Genziani should review the quotes of the two successful contractors in conjunction with the Council's Surveyors and officers to see if any elements could be combined with phase two of the project and that the outcome be advised to the Strategy & Finance Working Group

The Town Mayor closed the meeting at 9.10pm

Date

Chairman



FARNHAM TOWN COUNCIL

B

Notes

Tourism and Events Working Group

Time and date

2:00 pm on Tuesday 2 September 2014

Place

Byworth room, Council Offices, South Street, Farnham

Attendees: Councillors J Hargreaves, J Ward, S Hill

Officers Present: Stephanie King (Events Officer)

In attendance: Richard Bousfield and Andy Taylor: Farnham Round Table

1. Apologies

Apologies were received from Councillor Beaman and Councillor Cockburn

2. Notes of the last meeting

POINTS	ACTION
The notes of 8 July 2014 were agreed as an accurate record of the meeting.	

3. Disclosure of Interests

POINTS	ACTION
There were no disclosures of interest.	

4. Events 2014

POINTS	ACTION
Music in the Meadow i) Members received a review on the Music in the Meadow concerts in 2014. Members noted that the attendance figures have reached over 5000 including the latest Music in the Meadow, Famous in Farnham. Members noted that	Events Officer to investigate new PA system.

- having John Collins acting as compere worked well.
- ii) Members suggested bands that should be asked to attend in 2015.
 - iii) Members discussed that the PA system may need to be upgraded for 2015 and agreed that a PA system that was permanently fixed to the bandstand could be a good idea. Members noted that some bands do rely on Farnham Town Council to provide a PA system.
 - iv) Members received an update about the handbook that would be created for next year's programme. Members also noted that Farnham United Reform Church could now be used as a backup venue if St Andrew's Church was not available.
 - v) Members considered providing chairs at Music in the Meadow in exchange for a donation to the Mayor's Charity and agreed to trial the idea next year.

Feast of Food

Members received an update on the arrangements for the Food Festival. Members noted that there had been over 70 applications for a stall at the Food Festival and the site plan was nearly completed. Members noted that Richard Events had been confirmed to manage the road closure.

Members were asked for their assistance at the information tent at both the Food Festival and Italian Market. Members agreed it would be useful to ask sponsors to provide leaflets to give away from the information tent at both events.

Members noted that the postcard for the Feast of Food was being distributed to households in and around Farnham and the Herald insert would be available from Friday 5 September.

Heritage Open Days 2014

Members noted that the launch for Heritage Open Days was taking place on Tuesday 2 September at Farnham Museum. Members agreed when they could provide assistance at the Council Offices Opening on Saturday 13 September.

Christmas 2014

Christmas Lights Switch On

- i) Members agreed that as the Christmas Market was taking place for the first time this year limited stall holders (eg refreshments and other children's activities and a few other stall holders).
- ii) Members noted that ten schools had already applied to sing at the Switch on. It was agreed that the 'celebrity' to switch on the Christmas lights should be booked soon.
- iii) Members agreed the idea for a mail out similar to the Feast of Food postcard about all the Christmas events to maximise publicity of the first Farnham Christmas Market.

Events Officer to progress arrangements for Christmas and arrange production of a postcard mail out.

5. Events 2015

POINTS	ACTION
<p>Farnham Round Table Members considered a proposal from Richard Bousfield and Andy Taylor from Farnham Round Table about the possibility of moving the start of the Farnham Bike Ride to Castle Street and increased support from Farnham Town Council for the event. The background to the proposal resulted from the increase in riders taking part in the event and need for a larger space plus making the Farnham Bike Ride a bigger event for Farnham. Members agreed to the idea in principle and agreed to work with the Farnham Round Table in investigating the feasibility of the idea. It was agreed the Events Officer would arrange a meeting with the Castle Street Residents Association and Farnham Round Table in October. Based on this meeting arrangements could then be considered to request a road closure.</p> <p>Programme of Events 2015 Members received a proposed programme of events for 2015. Members agreed to start the Music in the Meadow programme a week later in 2015 as elections for the new Council would be taking place in May. It was agreed to keep the extended programme as it had worked well and finish in September. All other dates were agreed by members.</p>	<p>Events Officer to contact Castle Street Residents Association.</p>

6. Meeting with Local Businesses

POINTS	ACTION
<p>Members received an update on the meetings with Local Businesses scheduled for Wednesday 3 September at 2.30pm and Thursday 4 September at 6pm to provide an update on the Feast of Food and discuss Christmas.</p>	

7. Sponsorship

POINTS	ACTION
<p>Members received a report on sponsorship raised to date, noting figures had exceeded targets so far. Members agreed that more sponsorship was needed for Christmas. Members noted a new Bronze sponsor for Christmas Lights Switch on, The Packhouse. Members considered potential organisations that could be contacted.</p>	<p>Events Officer to seek confirmation of sponsorship.</p>

8. Publications & Social Media

POINTS	ACTION
<p>Calendar Members received an update on the position of a calendar for 2015, reviewing samples and agreeing a style. Members also</p>	

agreed to order 1000 calendars. It was agreed that other promotional items that had been considered would be reviewed again in January 2015 to be produced for the whole programme of events.

Website

Members received an update on the new website and noted that the site was now live. Members noted that officers would be provided training to edit the website so that focus could be given to their individual areas.

Residents' Guide

Members received an update on the Residents' Guide 2015. Members agreed that it should be produced earlier to maximise the potential advertising space that could be sold which would help fund the next Town Guide.

Events Officer to organise production of calendar and contact local retailers.

Events Officer to progress.

9. Updates on Other Matters and Items for Noting

POINTS	ACTION
No other relevant matters for noting.	

10. Date of Next meeting

The next meeting was agreed as Tuesday 6 January 2015 at 2.00pm.

Meeting ended at 4.00pm.

Notes taken by Stephanie King.



FARNHAM TOWN COUNCIL



Notes

Cemeteries and Appeals Working Group

Time and date

9.30am on Thursday 11 September 2014

Place

Byworth Room, South Street, Farnham

Attendees: Cllrs Carole Cockburn, Stephen Hill and Graham Parlett.

Officers present: Rachel Hammond (Corporate Governance Team Leader),
Alan Corcoran (Contracts and Facilities Officer).

1. Apologies for Absence

Apologies were received from Cllrs Genziani and Redfern.

2. Declarations of Interest

No declarations of interest were received.

3. Notes of Last Meeting

POINTS	ACTION
The notes of the meeting held on 1 st May 2014 were agreed.	

4. Cemetery Chapels

POINTS	ACTION
Members received an update on the progress of the West Street Chapel tenders. They were advised that the successful tender would be agreed at Strategy and Finance on 16 th September.	
Members were advised that the Lead Member, Leader of the Council, Upper Hale ward councillors and officers had met with the Hale History Project, who were planning on holding a public meeting to discuss the Hale Chapels as a potential home for the Hale History Project. Members expressed their desire to see the project move forward in order to find the best solution for the Hale Chapels.	

5. Appeals

POINTS	ACTION
Members received an update on two ongoing appeals and an insurance claim.	

6. Service and projects update

POINTS	ACTION
<p>i. <u>Health & Safety Memorial Fixing Programme</u> Members received an update on the memorial fixing programme. It was noted that a full report would be presented to the next meeting of the working group in November.</p>	Team Leader Corporate Governance
<p>ii. <u>Dog Control Order</u> Members were advised that training for officers to be able to implement the Orders was being sought. In the meantime, the Regulations had been updated.</p>	
<p>iii. <u>NAMM & BRAMM update</u> Members were advised that National Association of Memorial Masons (NAMM) Register of Qualified Memorial Fixers and and the British Register of Accredited Memorial Masons (BRAMM) had merged, and would be known as the new BRAMM Register.</p>	
<p>iv. <u>Other Matters</u> Members discussed the wildflower area in West Street Cemetery and were advised of a number of complaints that had been received in relation to this area. It was agreed that a report on layout and location of a “wild” section for biodiversity be presented at a future meeting, following a review by officers.</p>	

7. Date of next meeting

POINTS	ACTION
It was agreed the next meeting would be 27 th November 2014 at 9.30am.	

The meeting closed at 11.00am.

Notes by Rachel Hammond



FARNHAM TOWN COUNCIL

D

Notes

Strategy and Finance Working Group

Time and date

9.30am Tuesday 16th September 2014

Place

Town Clerk's Office, South Street, Farnham

Attendees:

Members: Councillors Paddy Blagden, Carole Cockburn, Pat Frost, Jill Hargreaves, Roger Steel, John Ward,

In attendance: Jeremy Ricketts

Officers present:

Iain Lynch (Town Clerk), Rachel Aves (Team Leader Corporate Governance), Alan Corcoran (Facilities and Contracts Officer) – part, Dixon Chau (Graduate Projects Assistant – part).

1. Apologies

Apologies were received from Councillors David Attfield, Stephen Hill

2. Declarations of Interest

There were no declarations of interest.

3. Notes of Meeting held on July 24th 2014

POINTS	ACTION
The Notes of the meeting held on 24 th July were agreed.	

4. Annual Return & Asset Register

POINTS	ACTION
1) The Town Clerk advised that the External Auditor had requested that the fixed assets valuation (box 9 of the Annual Return) be restated for 2012-13 in view of the revaluation undertaken for 2013-14. The figure for 2013/14 had also been revised upwards slightly to ensure consistency. Strategy and Finance agreed the figures sent to the External Auditor for approval by Council.	Recommendation to Council that the revised Annual Return showing a restated fixed assets valuation in box 9 be approved.

Alan Corcoran and Dixon Chau arrived at this point.

5. Contracts Update

POINTS	ACTION
<p>1) Website Members noted that the new website was now live and commented that it was a significant improvement on the old site. The Town Clerk advised that there were some post launch issues being progressed including ensuring the search box was visible on mobile devices. Members advised that the light green text was a challenge in some areas and requested that a darker colour be used.</p> <p>2) Telephone contract Dixon Chau advised that a new contract for the leasing of the telephone lines had been tendered now that the long term agreement with BT had ended. It was noted that Calibre Communications had won the tender which would bring savings in the order of £2,000 per annum. It was agreed to add Calibre Communications to the list of organisations paid by monthly Direct Debit.</p> <p>3) West Street Chapel Tender</p> <ul style="list-style-type: none"> a) Alan Corcoran reported on the outcome of the tenders for the second phase of the works at West Street Chapel. The three tenders received had been reviewed by Cllr Genziani and Drake and Kannemeyer, the Council's appointed surveyors. The two lowest tenders had been compared and analysed in detail, and it was agreed in accordance with Council resolution C032/14 that the contract be awarded to Crowzon at a cost of £57,915 as set out at Exempt Annex I. b) It was noted that the pathway resurfacing would be included in the 2014/15 pathway repairs contract. c) Members noted that following the review by Cllr Genziani and the deletion of some elements of the Phase I tenders, the agreed contract price for Phase I was £53,505.75. d) Members noted that three quotations had been received for the Phase three works to the windows. It was noted that discussions with the Historic Buildings Officer were to be held to ensure the proposals were acceptable. Members agreed that the lowest cost solution acceptable to the Historic Buildings Officer should be pursued to bring the chapel back into active use. Cllr Cockburn advised that the longer term aim would be to have stained glass windows installed, possibly after a competition. Members discussed whether the existing boarded up windows should be re-opened and agreed that all the windows should be repaired. e) The Town Clerk advised that it was hoped that the works would be around the overall budget envelope of £120,000 for the planned three phases to bring the building back into a usable condition. <p>4) Hale Chapels</p> <ul style="list-style-type: none"> a) Alan Corcoran advised members of a meeting held on 4th 	<p>Town Clerk</p> <p>Council to note</p> <p>Council to note the decision to appoint Crowzon to undertake Phase 2 of the West Street Chapel Works as set out at Exempt Annex I.</p>

<p>September and attended by representatives of the Hale History Project, Cllr Potts, Cllr Beaman, Cllr Cockburn, Cllr Ward and officers following the consultation event at the Coffee morning at the Hale Institute.</p> <p>b) It was noted that the Hale History project expressed a wish to hold a public meeting to see if local residents supported their proposed use of the Chapels.</p> <p>c) Members noted that the meeting covered the same ground as a similar meeting held in August 2013 when the History Project was advised of the need to have a suitably structured organisation to meet potential funders' requirements.</p> <p>d) Members noted that the meeting had heard the Council's commitment to improving the area whether or not this involved the Hale History Project and that funds from the sale of Green Lane Chapel had been earmarked towards the Hale Cemetery costs.</p> <p>e) Members noted that a request had been made for some interim covering of the chapels and Alan Corcoran advised that quotations had been sought to do this. In discussion, councillors expressed a desire to avoid spending too much at this stage if the future use was uncertain, but agreed to do some remedial works.</p> <p>5) Christmas Lights</p> <p>a) The Working Group was advised that the contract for the Christmas Lights had been issued and the Christmas Lights Task Group had agreed the framework for the balance of the display.</p> <p>b) Members noted that a meeting had been held with Skanska for the lights that would be put up in Castle Street and that Skanska had offered to fund the replacement of the lights on the lamp columns. This proposal was welcomed by the Working Group.</p> <p>6) IT Back up</p> <p>Members noted that the current internal IT server back-up was inadequate for the current data volumes and required upgrade. A solution recommended by the Council's IT support contractor which would give increased capacity and additional offsite resilience at a cost of £1,600, which would be met from within the IT support budget, was noted.</p> <p>7) CCTV</p> <p>Members noted that the Depot CCTV system had been installed and that the system for the offices reception would be installed shortly.</p> <p>Alan Corcoran and Dixon Chau left at this point.</p>	<p>Alan Corcoran to progress</p>
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6. Infrastructure Planning Group update

POINTS	ACTION
a) Members received a report on progress to date and the projected timetable for the next stages. The report is	Recommendations to Council that:

<p>attached at Annex 2 to the minutes for consideration by Council.</p> <p>b) Members noted the additional work requested of the Council's appointed Planning Advisor to ensure the robustness of the Plan in light of experience as other Neighbourhood Plans have emerged to Referendum Stage. It was agreed to recommend to Council that an additional £20,000 be vired from the Staffing budget to the Neighbourhood Plan budget to cover the next stages of the Neighbourhood Planning Process.</p> <p>c) Members noted the proposals for the Options Consultation and agreed to recommend this approach to Council</p> <p>d) Members noted the date of the Options Consultation Briefing and Workshop for all Farnham Town Councillors ahead of the next Strategy & Finance meeting. The workshop would take place on Monday 13th October at 6.30pm.</p>	<p>1. The contract value for the Neighbourhood Plan consultant be increased to £22,787, plus expenses and that £20,000 be vired from the staffing budget towards these costs.</p> <p>2. The Town Clerk, in conjunction with the Lead Member of the Infrastructure Planning Group and the Leader of the Council, be delegated to draft the Options Consultation literature and exhibition as outlined.</p>
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7. Waverley Borough Council Local Plan Consultation on Scenarios

POINTS	ACTION
<p>a) Members considered the Special Edition of Waverley Borough Council's <i>Making Waves</i> which set out the four proposed scenarios for where Housing Development should in Waverley for the new Local Plan.</p> <p>b) Members noted that there was considerable pressures in Farnham with speculative applications already taking place for significant housing developments. One crucial issue was the impact of the Special Protection Areas (SPA) and the requirement for there to be Suitable Alternative Natural Greenspace (SANG) for development.</p> <p>c) It was noted that there were some new proposals for development on Greenfield sites that would use up all the remaining SANG allocation (if approved) meaning that Brownfield sites in Farnham (such as the redevelopment of the Woolmead) may not be able to progress.</p> <p>d) Cllr Cockburn advised that the Waverley proposals outlined a general approach whereas the Neighbourhood Plan had been looking at detailed individual sites in Farnham to identify the most appropriate locations for development (assuming there was sufficient and appropriate SANG available). Members agreed to formally recommend to Waverley that the Borough Council should adopt, following the Town Council Consultation Process, the Site Allocations in the Neighbourhood Plan</p> <p>e) Members remained unconvinced about whether SANG actually worked, particularly as visitor numbers, according</p>	<p>Recommendation to Council that Waverley Borough Council should adopt the allocations for Farnham as agreed in the Farnham Neighbourhood Plan following the agreed consultation process.</p>

<p>to English Nature research, had increased rather than decreased. The new development proposals would be doing harm to the Special Protected Areas if SANG did not work. Developers, and Waverley, needed to demonstrate that no harm was being done to the SPA.</p> <p>f) The Waverley evidence showed that 18.4 hectares of land was required for SANG in Farnham based on Scenario 4 leading up to around 60 hectares if Option 1 were selected. Members were very concerned that even Option 4 seemed unrealistic given the pressures on Farnham, and Waverley had also acknowledged that more work need to be done on the reviewing what could actually be achieved in Farnham.</p> <p>g) Cllr Ward had undertaken some research on the scenarios and felt that the most logical scenario was Scenario 4 as this maintained the balance of growth in each of Waverley's four settlements.</p> <p>h) Cllr Cockburn tabled some initial comments for a response to the Waverley Consultation. Amendments were agreed for submission to Council, and the revised document is attached at Annex 3 to the Notes.</p>	<p>Recommendation to Council that:</p> <p>1) The comments in Annex 3 be reviewed for submission to Waverley</p> <p>2) The final submission be delegated to the Town Clerk in liaison with the Leader and Lead Member of the Infrastructure Planning Group.</p>
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8. Town Clerk Update

POINTS	ACTION
<p>The Town Clerk updated members on a number of matters including:</p> <ol style="list-style-type: none"> 1) A cemetery Insurance matter. 2) Bus shelters at Hale Road by the Hospital and outside the Railway Station 3) The proposed Flood Planning Workshop being organised by Cllr Parry in conjunction with the Environment Agency and Surrey County Council in the Farnham Maltings on 29th October 4) Planned meeting with Waverley Borough Council about Gostrey Meadow 5) The Mayor's proposals to thank volunteers and partners for the 2014 Farnham In Bloom achievements. 	

9. Date and Time of Next Meeting

POINTS	ACTION
<p>Members agreed that the next meeting would take place on Tuesday 14th October 2014 at 9.30am</p>	<p>Town Clerk to circulate agenda</p>

Meeting ended at 12.30pm

Notes written by Iain Lynch

Annex I

Section 1 – Accounting statements 2013/14 for

Enter name of reporting body here: FARNHAM TOWN COUNCIL Council/Meeting

Readers should note that throughout this annual return references to a 'local council' or 'council' also relate to a parish meeting.

	Year ending		Notes and guidance
	31 March 2013 £	31 March 2014 £	
1 Balances brought forward	995,015	1,079,232	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2 (+) Annual precept	938,117	907,859	Total amount of precept received or receivable in the year.
3 (+) Total other receipts	148,966	241,216	Total income or receipts as recorded in the cashbook less the precept received (line 2). Include any grants received here.
4 (-) Staff costs	484,742	500,951	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5 (-) Loan interest/capital repayments	10,227	10,227	Total expenditure or payments of capital and interest made during the year on the council's borrowings (if any).
6 (-) All other payments	507,897	656,434	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7 (=) Balances carried forward	1,079,232	1,060,695	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8 Total cash and short term investments	1,188,439	1,311,815	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation.
9 Total fixed assets plus other long term investments and assets	RESTATE 3,157,264 £898,322	1,049,325 1,122,759	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the council as at 31 March
10 Total borrowings	69,112	64,406	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11 Disclosure note Trust funds (including charitable)	yes ✓	no ✓	The council acts as sole trustee for and is responsible for managing trust funds or assets. The figures in the accounting statements above do not include any trust transactions.

I certify that for the year ended 31 March 2014 the accounting statements in this annual return present fairly the financial position of the council and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

[Signature]

Date 12/06/2014

I confirm that these accounting statements were approved by the council on this date:

12/06/2014

and recorded as minute reference:

C028/14

Signed by Chair of the meeting approving these accounting statements.

[Signature]

Date 13/06/2014



FARNHAM TOWN COUNCIL



Report to Council Strategy and Finance Working Group

Date: 25th September 2014

Infrastructure Planning Group Update

Neighbourhood Plan – Next Steps

a) Introduction

The Neighbourhood Plan has been in development since 2011. The Town Council is the responsible authority for undertaking the Neighbourhood Plan for Farnham and in 2013 received designation of the Town Council area as the area which the Neighbourhood Plan would cover.

b) What's been happening in the last year

Since the last public workshop in November 2013, officers and the Infrastructure Planning Group have been working with the Council's consultant to formalise and build on the important evidence base that will support the plan. This work has included appraising all the Waverley SHLAA sites in Farnham along with the employment sites in the Town Centre and in the villages.

Maps are now being produced and the consultant is in the process of writing the draft plan, ready for public consultation in late autumn.

c) Public Consultation

Public consultation has, thus far, included numerous workshops, town-wide exhibitions, newsletters and meetings with residents' associations, local agents and businesses.

The next stage of consultation is the statutory Regulation 15 consultation on "preferred options". In late 2013 the Town Council consulted on some options which included housing sites and other important facilities. The feedback from this consultation has been used to inform this formal statutory stage.

The preferred options for consultation in late autumn will be presented to Full Council in October following a Councillor workshop. It is suggested that the approach to the consultation be strong and consist of:

- New, demographic led, smart branding and strapline
- A questionnaire (in hard copy and online)
- A travelling exhibition held in various locations in each village
- Street exhibitions at weekends
- A social media campaign
- Press coverage; including newspapers, online and radio
- Pop up shops
- Posters and leaflets in local shops, bars and restaurants
- Exhibitions at local coffee mornings and residents' associations AGM's
- Mail outs to residents via post, text or email

The consultation will include options for:

- Housing sites
- Employment sites
- Local centres
- Built heritage and design
- Cultural facilities
- Green spaces

Prior to the consultation on preferred options, the Town Council can engage with the public to inform of the upcoming consultation. It is planned that an exhibition, utilising previous literature and information can be part of a Neighbourhood Plan stall at the Farnham Food Festival. The aim of this stall will be to raise awareness of the upcoming consultation.

d) **Current Timetable**

The current timetable is as follows:

Task	Date
<ul style="list-style-type: none"> • Production of draft Scoping Report and draft sustainability objectives • HRA Screening • General review of the draft Plan and advise on the Content and Format • Identification of gaps or missed opportunities 	March 2014
<ul style="list-style-type: none"> • Further Evidence Base 	April/ August 2014
<ul style="list-style-type: none"> • Preparation of Regulation 14 Farnham Neighbourhood Plan Options with Allocations including meetings with Town Council Steering Group • Prepare Evidence Base papers • Prepare Stage B Sustainability Appraisal and Appropriate Assessment 	September 2014
<ul style="list-style-type: none"> • Stakeholder Update and Next Steps 	24 September
<ul style="list-style-type: none"> • Town Council Members briefing 	13 October
<ul style="list-style-type: none"> • Town Council Strategy & Finance Committee 	14 October
<ul style="list-style-type: none"> • Full Council 	23 October
<ul style="list-style-type: none"> • Community Engagement in Options Plan with Allocations 	November/ December 2014
<ul style="list-style-type: none"> • Review and respond to Community Engagement (further evidence base; liaise with infrastructure providers; liaise with 	January/ February 2015

Task	Date
developers; resident groups etc)	
• Town Council Strategy & Finance Committee	3 March 2015
• Full Council	12 March 2015
• Production of the final Regulation 15 Farnham Neighbourhood Plan	March 2015
• Update Evidence Base Papers	
• Prepare Stage C Sustainability Appraisal and Appropriate Assessment	
• Test Conformity of Policies to the adopted Waverley Borough Local Plan (2002) and emerging Core Strategy Aims	
• Preparation of the Consultation Statement	
• Preparation of the Basic Condition Statement	
• Town Council Members briefing	April 2015
• Town Council Strategy & Finance Committee	April 2015
• Full Council	16 April 2015
• Community Engagement in Regulation 15 Farnham Neighbourhood Plan (statutory 6 week period) (NB This stage is under review by Government)	May/ June 2015
• Submission of Farnham Neighbourhood Plan	July 2015
• Waverley Borough Council publish the submitted Farnham Neighbourhood Plan (Regulation 16) (statutory 6 week consultation period)	July/ August 2015
• Examination	September 2015
• Referendum	October 2015

e) **Budget**

The 2014/15 budget for the Neighbourhood Plan was £15,000. In addition the Council has earmarked £15,000 from reserves to fund the Neighbourhood Plan.

In 2014, following a tender process, Council resolved to contract a planning consultant for £12,887 plus expenses, for a set of defined activities which assumed no further work was required on the evidence collected up to that point.

To date the Council has paid £14,756.25 for the planning consultant (less expenses). Additional tasks have needed to be undertaken by the planning consultant, in light of experiences of other authorities undertaking Neighbourhood Plans.

In reality, evidence of experiences from Neighbourhood Plans and judicial reviews elsewhere has required additional work from the planning consultant to ensure that the evidence base would be robust enough to meet the requirements of an independent examination. Also, due to pressures for the LPA in completing its programme for the Local Plan, following the withdrawal of the Core Strategy, some work it was hoped could be shared, has needed to be done by Farnham Town Council to avoid further delaying the Neighbourhood Plan timetable and ensuring that harmful speculative developments are less likely, in the absence of the local preferences for development sites.

In addition to the above points, Farnham's situation is unique in respect to constraints such as the Special Protection Areas affecting the town.

As a result, the budget for the planning consultant has been spent as follows:

Contracted Work	Additional Areas of Work
Closely examine the current draft document to ensure the vision and policy approach is supported by a sufficiently robust and up to date evidence base. Review evidence base. Advise on gaps and how best to fill them.	Review and assist with newsletter and new website content
Prepare Sustainability Appraisal to inform the plan and policy wording.	Assist with preparation of evidence base: SHLAA; employment sites review; Town Centre; Local Centres
Review the draft Plan and advise on the Policy Wording, Content and Format.	Prepare Open Space/ Sports Pitches draft evidence base and brief Steering Group
Identification of gaps or missed opportunities and draft additions to the plan as requested	Review Resident Association assessment of SHLAA sites
Assist and guide the production of the final draft neighbourhood plan.	Assist with the preparation of the SHLAA evidence base (site visits x 2)
Liaise with Borough Council policy officers	Prepare Evidence Base Position Statement for Steering Group meeting
Attendance at, and support for, meetings with the Town Council (assumed 5 meetings). In addition, prepare and deliver final presentation to the Town Council	Prepare for and attend 1 meeting with Steering Group
	Amendments to Sustainability Appraisal following
	Preparation of Regulation 14 Farnham Neighbourhood Plan Options with Allocations including meetings with Town Council steering group; Prepare Evidence Base papers
	Community Engagement in Options Plan with Allocations
	Review and respond to Community Engagement (further evidence base; liaise with infrastructure providers; liaise with developers; resident groups etc.)
	Responding to consultation representations and preparing a Statement of Consultation
	Additional liaison with Waverley Borough Council officers
	Review and respond to Community Engagement (further evidence base; liaise with infrastructure providers; liaise with developers; resident groups etc.)
	Attendance at additional Infrastructure Planning Group meetings
<u>Total Days</u>	
29.5	21.5

It is recommended that the additional work should be funded from the staffing budget.

It is anticipated that an additional £9,900 (approx.) is required for the next stages of the Neighbourhood Plan process and it is proposed that these costs be met from the existing budget provision and the Earmarked Reserve for Neighbourhood Planning. A review of costs for the next stages will be identified as part of the 2015/16 budget preparation process.

The Planning Consultant has reviewed the remaining work required for the Neighbourhood Plan, up to the referendum stage in conjunction with Infrastructure Planning Group and officers and in the light of the Waverley Local Plan timetable.

It is recommended that:

- 3. The budget for the Neighbourhood Plan consultant be increased to £22,787, plus expenses and that £20,000 be vired from the staffing budget towards these costs.**
- 4. Officers, in conjunction with the Lead Member of the Infrastructure Planning Group and the Leader of the Council, be delegated to draft the Options Consultation literature and exhibition as outlined above.**

Annex 3

Farnham Town Council **DRAFT Response to Waverley Borough Council's consultation on housing in** **Waverley**

Farnham residents are justly proud of the green and spacious setting of their town. The protection of the town's green spaces and biodiversity has been a priority throughout the development of the Neighbourhood Plan. This has resulted in the environment, both built and natural, being the plan's first priority.

The town's residents understand the unique characteristics of the Special Protection Areas, which are close to the town and remain determined to preserve the integrity of these precious habitats. The town is seeking to ensure that Waverley Borough Council provides scientific evidence that the mitigation measures, currently in place, are working and that planning permissions, either alone or in combination, have not harmed the integrity of either the Thames Basin Heaths SPA or the Wealden Heaths SPA, which enjoy the same protection under UK law.

It is proposed that Farnham Town Council respond to the numbered questions as follows:

1. In response to the question on higher densities, Farnham Town Council remains resolute that the main aims of the Farnham Design Statement are respected. Farnham is made up of several attractive areas, each with individual and distinctive characteristics and each planning application must reflect the pattern of development in those areas. There can be no single density figure across the town.
2. Farnham will accept only limited development on green-field sites, to preserve the attractive setting of the town. Any development on green-field sites must include buffer zones and landscaping, to soften the impact of the built form. Farnham has identified possible housing sites, which will go out for consultation in November. Residents have previously made it clear that they favour more, smaller sites with fewer houses than large sites. Badshot Lea is an area, in which the town will resist an inappropriate amount of housing. The local community group is actively working with a group of developers, in order to plan development in that area, which will benefit the whole village. A large development on the outskirts of the town would not only be unsustainable in terms of access to services but would also destroy the essential balance of the village. Farnham would wish to clarify whether Waverley Borough Council will be carrying out further consultation on individual site allocations and what the borough council's position will be on the results from the Neighbourhood Plan's consultation on these matters in November 2014.
3. It is essential to build in some villages, to maintain the vibrancy of those villages and support local facilities, such as village shops and schools. Housing in these villages must be of an appropriate amount and scale and must enhance the rural setting, not detract from it. More housing could also provide more leisure facilities for both young and old. Small play areas and enhanced recreation grounds could result.

4. Rural brown-field sites should be considered for housing as a first priority. There are several such sites within close proximity to a local centre and could easily be developed. A development of an appropriate scale could enhance the local economy and preserve the intrinsic natural beauty of other parts of the countryside.
5. Farnham Town Council strongly supports building on Dunsfold Park. This is a large brown-field site, which is under-used. A large housing development on that site could provide much of its own infrastructure. A development of 3,400 could provide school places, shopping facilities and other amenities, to reduce the need to travel.
6. The strategic gap is well-supported by residents across the town. It prevents the coalescence of settlements and defines their borders. Urgent consideration should be given to a further review of the Green Belt, which could further protect the important space between Badshot Lea and Aldershot.
7. Farnham Town Council would be opposed to any building in areas covered by the AONB. If housing cannot be located elsewhere and SANGS are proved to be ineffective or impossible to sustain, Waverley Borough Council should find evidence to support a lesser number of houses.
8. Waverley Borough Council should retain the AGLV designation, until the review on the Surrey Hills has been completed. The beauty of the countryside throughout the borough defines its essential nature and this should be protected.
9. Where local designations remain effective, they should be retained. It must be stressed once again that the duties under the Habitats Regulations take priority over the restrictions of all other designations.
10. Waverley Borough Council's approach to identifying sites for travellers seems entirely appropriate. It is essential that the borough provides sufficient suitable sites across the area, to give maximum choice.
11. Waverley will never be a borough, which attracts large employers in great numbers. The rural nature of the borough and the lack of good communications mean that it is more attractive to smaller businesses, which can service the needs of bigger businesses in neighbouring boroughs.
12. Farnham Town Council questions whether 470 homes a year can be delivered, while maintaining the integrity of the Special Protection Areas and without putting too much strain on existing infrastructure. The Waverley Borough Council consultation document makes only a passing mention of infrastructure but this will be crucial to the deliverability of any new housing in Farnham and elsewhere. The town council questions the lack of consultation on infrastructure. The roads around the town, which struggle to cope with existing demand, will be expected to take the traffic from 20,000 new homes in adjacent boroughs and a minimum of 1800 homes in the town, itself. Schools at all levels are already unable to cope with local demand and there are existing problems with sewerage and water supply. The main towns in the borough are all historic towns with road systems that were not designed for modern

traffic flows. In Farnham the frequent gridlock leads to poor air quality, below the EU accepted standard. The cumulative effect of increased housing must also take into account the impact on flood-risk. With fewer green spaces and more hard-standing, the possibility of increased flooding across the town becomes inevitable.

13. Scenario 4 is the only possible scenario, which Farnham could support and that support relies on a co-ordinated approach to all development near the Special Protection Areas. The question of SANGS has to be addressed with some urgency, to ensure that brown-field sites within the town can be developed. The Neighbourhood Plan is very positive in its approach to development but that development must proceed in an orderly way, to preserve the character of the town for future generations and to protect its biodiversity.

In all four scenarios, Farnham is expected to take 1100 homes on brown-field sites, 590 of which have no SANGS allocation. This is currently undeliverable, as there remains a capacity of only 300 in Farnham Park. Without further SANGS provision, no brown-field site within the town will be able to take residential development. In brief, Farnham Town Council feels that the consultation is lacking in depth. Housing numbers alone cannot provide the basis of a comprehensive consultation. There should be detailed consultation on infrastructure, site allocations and, above all, the constraints of the Special Protection Areas.

Exempt Annex I

(Circulated separately)



FARNHAM TOWN COUNCIL

E

Notes

Planning & Licensing Consultative group

Time and date

9.30 am on Monday 28 July 2014

Place

Byworth Room, South Street, Farnham

Planning Consultative Group Members Present

Cllr D Beaman
Cllr P Blagden
Cllr C Cockburn
Cllr C Genziani
Cllr R Steel

Other Councillors in attendance: None

Officers in attendance: Rachel Aves

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

1) Apologies for absence

None received.

2) Declarations of Interest

There were no declarations of Interest.

3) Applications Considered by the Planning & Licensing Consultative Group on 28 July 2014

WA/2014/1165

Farnham Castle

Erection of second storey side extension.

9 BYWORTH ROAD, FARNHAM GU9 7BT

Kathryn Pearson

Farnham Town Council has no objections.

WA/2014/1169

Farnham Castle

Erection of rear conservatory.

1 MOUNT PLEASANT, FARNHAM GU9 7AA

Rachel Kellas

Farnham Town Council has no objections.

WA/2014/1198

Farnham Firgrove

Application under Section 73 to vary Condition 3 of WA/2012/1077 (approved plan numbers) to allow reduced size of extensions and amendments to exterior and internal design.

Previous comments were as follows: Approved after consideration on 26 July 2012

22 TREBOR AVENUE, FARNHAM GU9 8JH

Kathryn Pearson

Approved after consideration.

TM/2014/0123

Farnham Hale and Heath End

Application for works to trees subject of Tree Preservation Order Far83.

SITE OF HEATH HOUSE, VICARAGE LANE, FARNHAM

Mr A Clout

Farnham Town Council is very concerned that there is not sufficient management of trees in the borough. The Town Council does not want the character of the area destroyed.

WA/2014/1167

Farnham Moor Park

Erection of extensions and alterations.

9 SUMNER ROAD, FARNHAM GU9 7JU

Tim Bryson

Farnham Town Council has no objections

TM/2014/0118

Farnham Weybourne and Badshot Lea

Application to fell a tree subject of Tree Preservation Order Far38.

HEATH END SCHOOL, HALE REEDS, FARNHAM GU9 9BN

Steve Tester

Farnham Town Council is very concerned that there is not sufficient management of trees in the borough. The Town Council does not want the character of the area destroyed.

CA/2014/0077

Farnham Wrecclesham and Rowledge

WRECCLESHAM FARNHAM CONSERVATION AREA.

Works to and removal of trees.

WEST COTTAGE, SCHOOL HILL, FARNHAM GU10 4PU

Mr A Clout

Farnham Town Council has no objections subject to the approval of the Conservation Officer.

CA/2014/0079

Farnham Castle

FARNHAM CONSERVATION AREA.

2x Hornbeam - fell.

GOSTREY HOUSE, UNION ROAD, FARNHAM GU9 7PT

Mr A Clout

Farnham Town Council is very concerned that there is not sufficient management of trees in the borough. The Town Council does not want the character of the area destroyed.

CA/2014/0081

Farnham Castle

FARNHAM CONSERVATION AREA.

Works to and removal of trees.

THE FARNHAM MALTINGS, BRIDGE SQUARE, FARNHAM GU9 7QR

Mr A Clout

Farnham Town Council is very concerned that there is not sufficient management of trees in the borough. The Town Council does not want the character of the area destroyed.

TM/2014/0126

Farnham Hale and Heath End

Application for works to a tree subject of Tree Preservation Order Far83.

SITE OF HEATH HOUSE, VICARAGE LANE, FARNHAM

Steve Tester

Farnham Town Council is very concerned that there is not sufficient management of trees in the borough. The Town Council does not want the character of the area destroyed.

TM/2014/0125

Farnham Upper Hale

Application to fell trees subject of Tree Preservation Order WAI 18.

5 WELLESLEY GARDEN, FARNHAM GU9 0JS

Steve Tester

Farnham Town Council is very concerned that there is not sufficient management of trees in the borough. The Town Council does not want the character of the area destroyed.

WA/2014/1186

Farnham Castle

Change of Use from retail (Class A1) to office (Class A2).

69 CASTLE STREET, FARNHAM GU9 7LP

Rachel Kellas

No objections. Farnham Town Council looks forward to reviewing any proposed changes to the shop frontage.

WA/2014/1177

Farnham Firgrove

Erection of a detached dwelling(revision of WA/2014/0598).

Previous comments on 28/04/2014 were as follows: Whilst the Town Council strongly objects to garden grabbing, in this instance the proposed dwelling is in character with the large plot available, but the council is concerned whether there is sufficient parking available.

17 ARTHUR ROAD, FARNHAM GU9 8PB

Mark Baker

The changes made are welcomed.

WA/2014/1176

Farnham Firgrove

Erection of single storey rear extension and detached garage, following demolition of existing garage.7 TILFORD ROAD, FARNHAM GU9 8DJ

Kathryn Pearson

No objections.

WA/2014/1194

Farnham Moor Park

Change of use within the same use class (Class B1) from light industrial to office accommodation.

UNIT 5, BOURNE MILL BUSINESS PARK, GUILDFORD ROAD, FARNHAM GU9 9PS

Kathryn Pearson

No objections.

WA/2014/1163

Farnham Moor Park

Approval of reserved matters (appearance, scale and landscaping of the development) following the outline approval of WA/2012/2003 for erection of 16 dwellings and care home together with access and communal open space. Previous comments were as follows: Outline planning application for erection of 16 dwellings and 70 bed care home, together with access and communal open space (revision of WA/2010/1967). Previous comments on 16.12.2010 were as follows: Strongly object. Concerned about the overdevelopment of the site, the impact on the residential amenities of the neighbouring properties, increased traffic at a busy crossroads. Also concerned about the extra parking needed. Strongly object. The same concerns and comments still stand as at 16.12.2010, also concerned about the wildlife, flooding and air pollution. The traffic volume is a concern. The Bourne Mill is also a Listed Building.

LAND ADJOINING BOURNE MILL, GUILDFORD ROAD, FARNHAM GU9 9PU

Mark Baker

Farnham Town Council STRONGLY OBJECTS to this proposal. The design does not take in to account the characteristics of the area such as red bricks and varied rooflines. The design is against the principles set out in the Farnham Design Statement. The yellow brick proposed is entirely unsuitable and inappropriate for this site. The unbroken line of this built form along a narrow site is unsuitable; inappropriately blocking important wildlife corridors.

WA/2014/1179

Farnham Upper Hale

Erection of single storey extension.

DELLSIDE, WINGS ROAD, FARNHAM GU9 0HN

Gemma Page

Farnham Town Council is concerned about the adverse effect on the neighbour's amenity.

WA/2014/1180

Farnham Weybourne and Badshot Lea

Change of use from class B1(c) light industrial to class B2 (general industrial).

2 FARNHAM TRADING ESTATE, WATER LANE, FARNHAM GU9 9NN

Rachel Kellas

No objections.

WA/2014/1174

Farnham Weybourne and Badshot Lea

Erection of extension to existing building.

TOOTSIES PRIVATE DAY NURSERY, MONKTON LANE, FARNHAM GU9 9AA

Mark Baker

No objections.

WA/2014/1212

Farnham Bourne

Erection of a detached dwelling with access off Longdown Road.

LAND AT LONGDOWN, 20 LONGDOWN ROAD, FARNHAM GU10 3JU

Kathryn Pearson

No objections.

WA/2014/1245

Farnham Moor Park

Erection of two storey rear extension and alterations.

24, HALE ROAD, FARNHAM GU9 9QH

Tim Bryson

Strongly objection. This proposal is not in keeping with retained Local Plan policy BE3.

This is development of garden land, to the detriment of the character of the area, not in line with the NPPF.

WA/2014/1234

Farnham Moor Park

Erection of extensions and alterations.

9 LYNCH ROAD, FARNHAM GU9 8BZ

Tim Bryson

No objections.

NMA/2014/0075

Farnham Shortheath and Boundstone

Amendment to WA/2014/0038 to relocate door and remove a side facing window to the utility room and add a high level window to playroom.

BLYTH COTTAGE, BURNT HILL WAY, FARNHAM GU10 4RN

Mrs M Knight

No objections.

NMA/2014/0074

Farnham Shortheath and Boundstone

Amendment to WA/2014/0640 for changes to roof design to remove barn hip.

CORBIERE, ROCK LANE, FARNHAM GU10 4SY

Mrs M Knight

Already been allowed at time of meeting.

WA/2014/1211

Farnham Wrecclesham and Rowledge

Erection of extensions and alterations together with erection of a detached garage; construction of a wall and alterations to access.

BELLAPAIS, THE LONG ROAD, ROWLEDGE GU10 4DP

Mark Baker

Farnham Town Council does not object to the principle of extension in this proposal. It is however concerned about the inappropriate urbanisation of the street scene within an area adjacent to the Area of Outstanding Natural Beauty.

Notes taken by Rachel Hammond

The meeting closed at 10.30am



FARNHAM TOWN COUNCIL

F

Notes

Planning & Licensing Consultative group

Time and date

9.30 am on Monday 11 August 2014

Place

Byworth Room, South Street, Farnham

Planning Consultative Group Members Present

Cllr D Beaman
Cllr P Blagden
Cllr C Cockburn
Cllr C Genziani
Cllr R Steel

Other Councillors in attendance: None

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

No apologies received.

2) Declarations of Interest

There were no Declarations of Interest.

3) Applications Considered by the Planning Consultative Group on Monday 11 August 2014

WA/2014/1268 Farnham Bourne

Erection of single-storey side extension and conversion of garage to habitable accommodation.
17 VALE CLOSE, FARNHAM GU10 3HR

No objections

TM/2014/0130 Farnham Castle

Application for works to a trees subject of Tree Preservation Order Far41.

CASTLE HILL HOUSE, CASTLE HILL, FARNHAM, GU9 7JG

Farnham Town Council has no objections subject to the approval of the Arboriculture Office

WA/2014/1288 Farnham Castle

Erection of extensions and alterations.

SHALDON, 5B WEST END GROVE, FARNHAM GU9 7EG

No objections subject to the materials used being in keeping with the existing.

WA/2014/1293 Farnham Castle

Certificate of Lawfulness under Section 191 for an existing use as a single flat (Class C3) above G Hone & Sons.

52 DOWNING STREET, FARNHAM GU9 7PH

No objections

WA/2014/1295 Farnham Firgrove

Erection of single-storey extensions and alterations (revision of WA/2014/0843). **Previous comments on 02.06.2014 were as follows: Farnham Town Council has no objections and on the condition that the materials are in keeping with existing and the extension is a 1m from the boundary.**

42 FIRGROVE HILL, FARNHAM GU9 8LQ

No objections

WA/2014/1258 Farnham Firgrove

Erection of extensions.

56 BRIDGEFIELD, FARNHAM GU9 8AW

No objections subject to the materials used being in keeping with the existing.

WA/2014/1261 Farnham Moor Park

Erection of extensions and alterations.

59 BROOMLEAF ROAD, FARNHAM GU9 8DQ

No objections

WA/2014/1296 Farnham Moor Park

Erection of extensions and alterations following demolition of existing extensions; erection of detached garage.

COMPTON ACRE, 10COMPTON WAY, FARNHAM GU10 1QZ

No objections

WA/2014/1255 Farnham Moor Park

Erection of extension following demolition of existing conservatory.

7 MENIN WAY, FARNHAM GU9 8DY

No objections

WA/2014/1273 Farnham Moor Park

Erection of single-storey extensions and alterations (follows invalid application WA/2014/0364).

Previous comments on 24.03.2014 were as follows: Farnham Town Council has no objections to the proposed extensions and alterations, provided they are in keeping with the existing and in line with the Farnham Design statement.

11 WYKEHAM ROAD, FARNHAM, GU9 7JR

The Town Council has no objections

WA/2014/1272 Farnham Shortheath and Boundstone

Erection of two-storey side extension and alterations.

3 BURNT HILL WAY, WRECCLESHAM GU10 4RN

No objections subject to the materials used being in keeping with the existing.

WA/2014/1250 Farnham Wrecclesham and Rowledge

Erection of single storey extension and alterations including a roof extension to provide additional habitable accommodation.

15 SHORTHEATH CREST, FARNHAM GU9 8SA

No objections subject to the materials used being in keeping with the existing.

WA/2014/1302 Farnham Wrecclesham and Rowledge

Erection of extensions and alterations following demolition of existing garage.

FIRLANDS, 16 THE AVENUE, FARNHAM GU10 4BD

No objections

WA/2014/1313 Farnham Wrecclesham and Rowledge

Erection of a balcony.

HAWTHORN COTTAGE, HAWTHORN LANE, FARNHAM GU10 4DJ

No objections

WA/2014/1283 Farnham Bourne

Application under Section 73A to vary Condition 3 of WA/2011/0571 (approved plan numbers) to allow change to footprint/design of extension. **Previous comments on 28.04.2011 were as follows: No objections**

6B LITTLE AUSTINS ROAD, FARNHAM GU9 8JR

No objections

WA/2014/1257 Farnham Hale and Heath End

Alterations to existing garage.

83 HEATH LANE, FARNHAM

GU9 0PY

Farnham Town Council has no objections

WA/2014/1312 Farnham Hale and Heath End

Certificate of Lawfulness under Section 191 for use of first floor as self-contained dwelling.

97A FARNBOROUGH ROAD, FARNHAM GU9 9AW

No objections

WA/2014/1265 Farnham Moor Park

Erection of extensions and alterations

KEEPERS WOOD, 9 COMPTON WAY, FARNHAM GU10 1QY

No objections

WA/2014/1263 Farnham Moor Park

Erection of a two storey rear extension.

KILN COTTAGE, MOOR PARK WAY, FARNHAM GU9 8EL

No objections

WA/2014/1294 Farnham Shortheath and Boundstone

Erection of two-storey side extension together with alterations to existing conservatory.

8 LYNTON CLOSE, WRECCLESHAM GU9 8US

No objections

WA/2014/1253 Farnham Wrecclesham and Rowledge

Erection of detached dwelling and detached garage following demolition of existing outbuildings.
LAND ADJOINING GLENWOOD COTTAGE, 22 SCHOOL HILL, WRECCLESHAM GU10 4QD
Farnham Town Council is concerned at the cramped development, which is inappropriate for the road and also the adverse effect on the neighbouring property at number 24.

WA/2014/1297 Farnham Wrecclesham and Rowledge

Erection of two storey extension following demolition of existing garage.
1 WOODCUT HOUSE, BROADWELL ROAD, WRECCLESHAM GU10 4QH
The Town Council is concerned and wondered why the end of the property is a gable end and not hip.

WA/2014/1324 Farnham Bourne

Erection of a dwelling following demolition of the existing dwelling.
25 GONG HILL DRIVE, FARNHAM GU10 3HQ
No objections

WA/2014/1317 Farnham Castle

Formation of new access to existing mobile home.
WILLEY FARM, CHAMBER LANE, FARNHAM GU10 5ES
Farnham Town Council has no objections subject to the approval of the highways officer.

WA/2014/1316 Farnham Castle

Listed Building Consent for the erection of garage and stable building following demolition of existing stables and outbuildings.
THE BARN, DIPPENHALL ROAD, DIPPENHALL GU10 5ED
Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2014/1339 Farnham Castle

Change of use from A1 (retail) to mixed use A1 & A3 (retail and restaurant).
27 SOUTH STREET, FARNHAM GU9 7QU
No objections

WA/2014/1315 Farnham Castle

Erection of garage and stable building following demolition of existing stables and outbuildings.
THE BARN, DIPPENHALL ROAD, DIPPENHALL GU10 5ED
Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2014/1329 Farnham Firgrove

Certificate of Lawfulness under Section 192 for the erection of single-storey rear extension following demolition of lobby extension.
3 ST GEORGES ROAD, FARNHAM GU9 8NA
No objections.

WA/2014/1322 Farnham Hale and Heath End

Erection of 15 dwellings, new vehicular access together with associated works following demolition of existing house and outbuildings.
SITE OF HEATH HOUSE, HEATH LANE, FARNHAM GU9 0PF
Farnham Town Council's original comments from previous applications till stand – no objections.

WA/2014/1331 Farnham Moor Park

Erection of extensions and alterations and associated works.

THE SIX BELLS, 55 HALE ROAD, FARNHAM GU9 9QZ

No objections

WA/2014/1343 Farnham Moor Park

Erection of extensions and alterations following demolition of existing extension; construction of boundary wall and new metal railings and new door to side passage.

37 GUILDFORD ROAD, FARNHAM GU9 9PU

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2014/1344 Farnham Moor Park

Listed Building Consent for erection of extensions and alterations following demolition of existing extension; construction of boundary wall and new metal railings and new door to side passage.

37 GUILDFORD ROAD, FARNHAM GU9 9PU

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2014/1341 Farnham Shortheath and Boundstone

Continued use of temporary classroom unit on a permanent basis.

ST PETERS CHURCH OF ENGLAND PRIMARY SCHOOL,

LITTLE GREEN LANE, FARNHAM GU9 8TF

No objections

WA/2014/1342 Farnham Upper Hale

Construction of a pitched roof over existing flat roof with dormer windows and rooflights to provide habitable accommodation in loft.

HEATH HILL, OLD PARK LANE, FARNHAM GU10 5AA

No objections

WA/2014/1346 Farnham Upper Hale

Certificate of Lawfulness under Section 192 for the erection of extensions and alterations including rear dormer.

22 FOLLY HILL, FARNHAM GU9 0BD

Farnham Town Council is concerned about the size of the proposed extensions and alterations in relation to the size of the plot.

WA/2014/1314 Farnham Wrecclisham and Rowledge

Erection of single storey side extension.

9 HIGH STREET, ROWLEDGE GU10 4BS

Farnham Town Council is concerned about the proximity to the boundary of the proposed extension and there should be more space for access at the side of the property.

WA/2014/1340 Farnham Wrecclisham and Rowledge

Certificate of Lawfulness under Section 192 for erection of a single storey swimming pool building.

6A ROSEMARY LANE, ROWLEDGE

GU10 4DB

No objection.

Notes taken by Ginny Gordon

The meeting closed at 10.20am.



FARNHAM TOWN COUNCIL

G

Notes

Planning & Licensing Consultative group

Time and date

9.30 am on Monday 1 September 2014

Place

Byworth Room, South Street, Farnham

Planning Consultative Group Members Present

Cllr P Blagden
Cllr C Genziani
Cllr R Steel

Other Councillors in attendance: None

Officers in attendance: Rachel Hammond

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
No apologies received.

2) Declarations of Interest
There were no declarations of Interest.

3) Applications Considered by the Planning Consultative Group on Monday 1 September 2014

CA/2014/0088

Farnham Bourne

GREAT AUSTINS FARNHAM CONSERVATION AREA.

Works to trees.

GREAT AUSTINS MANOR, 11 VICARAGE HILL FARNHAM GU9 8AF

Mr A Clout

No objections subject to the approval of the Arboriculture Officer

WA/2014/1383

Farnham Castle

Erection of extensions and alterations.
FOXHOLLOW, CASTLE HILL, FARNHAM GU9 0AD

Tim Bryson

Farnham Town Council has no objections

WA/2014/1382

Farnham Firgrove

Erection of single-storey rear extension following demolition of existing conservatory.
ORCHARD HOUSE, 17A SEARLE ROAD, FARNHAM GU9 8LJ

Kathryn Pearson

Farnham Town Council has no objections

WA/2014/1325

Farnham Firgrove

Variation of Condition 1 of WA/2014/0109 (change of use of 4 flats to form 2 dwellings) to provide entrance porch, alterations to roof, pedestrian gate and associated works to The Coach House.

Previous comments on 10.02.2014 were as follows: Farnham Town Council approves the imaginative use and the proposed dwellings will be more in keeping with the street scene and surrounding area.

1-4 WAVERLEY CLOSE, WAVERLEY LANE, FARNHAM GU9 8BE

Kathryn Pearson

Farnham Town Council retains the same comments previously made approves the imaginative use and the proposed dwellings will be more in keeping with the street scene and surrounding area.

WA/2014/1364

Farnham Wrecclesham and Rowledge

Erection of domestic barn/storage outbuilding (revision of WA/2014/0233). Previous comments on 24.02.2014 were as follows: Approved after consideration and on the condition that the materials and character are in keeping with the street scene and Farnham Design Statement.

ELM VILLA, MANLEY BRIDGE ROAD, ROWLEDGE GU10 4DA

Mark Baker

Farnham Town Council retains the same comments of: approved after consideration and on the condition that the materials and character are in keeping with the street scene and Farnham Design Statement.

TM/2014/0137

Farnham Wrecclesham and Rowledge

Application for works to a tree subject of Tree Preservation Order 18/11.

LAINSTON, THE LONG ROAD, FARNHAM, GU10 4DL

Steve Tester

No objections subject to the approval of the Arboriculture Officer

WA/2014/1420

Farnham Castle

Erection of a single storey rear extension following demolition of existing extension.
48 CASTLE STREET, FARNHAM GU9 7JQ

Kathryn Pearson

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer

WA/2014/1421

Farnham Castle

Listed Building Consent for the erection of a single storey rear extension following demolition of existing extension.

48 CASTLE STREET, FARNHAM GU9 7JQ

Kathryn Pearson

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2014/1416

Farnham Upper Hale

Erection of a single storey extension and formation of parking space and associated works.

11 BALL AND WICKET LANE, FARNHAM GU9 0PD

Gemma Page

Farnham Town Council has no objections.

NMA/2014/0090

Farnham Firgrove

Amendment to WA/2014/0566 for alterations to windows. Previous comments on 28.04.2014 were as follows: Approved after consideration and on the condition that the extension and alterations are in line with the particulars of the Farnham Design Statement.

14 LANCASTER AVENUE, FARNHAM GU9 8JY

Mrs M Knight

No objections

WA/2014/1455

Farnham Hale and Heath End

Erection of dormer windows, installation of rooflights and alterations to elevations.

62 BRICKSBURY HILL, FARNHAM GU9 0LY

Kathryn Pearson

No objections

WA/2014/1458

Farnham Shortheath and Boundstone

Erection of a detached outbuilding. 12 WESTWARD,

BIRCH CLOSE, WRECCLESHAM GU10 4TJ

Tim Bryson

No objections

WA/2014/1457

Farnham Weybourne and Badshot Lea

Erection of single storey extension and detached garage with new access following demolition of conservatory.

52 LOWER WEYBOURNE LANE, FARNHAM GU9 9HP

Kathryn Pearson

Farnham Town Council has no objections subject to materials in keeping with the existing and the street scene.

WA/2014/1386

Farnham Bourne

Insertion of six roof lights to allow conversion of loft to habitable accommodation.
1 AVELEY HOUSE, AVELEY LANE, FARNHAM GU9 8PN

Kathryn Pearson

No objections.

WA/2014/1374

Farnham Firgrove

Erection of a single storey extension and extraction units.

ST POLYCARPS RC PRIMARY SCHOOL, WAVERLEY LANE, FARNHAM GU9 8BQ

Kathryn Pearson

No objections.

WA/2014/1369

Farnham Firgrove

Erection of extensions and alterations to form two-storey dwelling.

50 ST JOHNS ROAD, FARNHAM GU9 8NU

Gemma Page

No objections.

WA/2014/1365

Farnham Hale and Heath End

Formation of vehicular access and parking area.

46 ALMA LANE, FARNHAM GU9 0LN

Rachel Kellas

No objections subject to comments from Surrey CC Highways.

TM/2014/0132

Farnham Shortheath and Boundstone

Application for works to a tree subject of Tree Preservation Order WA300.

20 LYNTON CLOSE, FARNHAM GU9 8US

Steve Tester

No objections subject to review by the Arboricultural Officer at Waverley BC.

WA/2014/1372

Farnham Upper Hale

Certificate of Lawfulness under Section 192 for alterations to elevations to allow conversion of garage to habitable accommodation.

17 SHADY NOOK, FARNHAM GU9 0DT

Kathryn Pearson

No objections.

WA/2014/1354

Farnham Weybourne and Badshot Lea

Erection of single storey garage, utility room and family area following demolition of existing garage/store.

59 WEYBOURNE ROAD, FARNHAM GU9 9EU

Rachel Kellas

No objections.

WA/2014/1406

Farnham Firgrove

Certificate of Lawfulness under Section 192 for the erection of roof extensions and installation of roof lights to allow conversion of loft space to habitable accommodation; removal of existing chimney stack; installation of a flue and alterations to elevations
23 WEYDON LANE, FARNHAM, GU9 8QG

Kathryn Pearson

Object. The proposal is inappropriate and out of character with the area. The size of the dormer window proposed is excessive for the property and would adversely affect the streetscene.

WA/2014/1412

Farnham Moor Park

Erection of 4 dwellings following demolition of existing buildings.
ABBOTT HOUSE, 14A HALE ROAD, FARNHAM GU9 9QH

Tim Bryson

No objections.

WA/2014/1422

Farnham Shortheath and Boundstone

Erection of extensions and alterations including double garage following demolition of existing garage.

12 CLIFTON CLOSE, WRECCLESHAM GU10 4TP

Tim Bryson

No objections, subject to confirmation by planning officers of effect on neighbours' amenity.

WA/2014/1423

Farnham Shortheath and Boundstone

Construction of two storey and single storey extensions with four roof windows on rear elevation following demolition of existing garage.

7 FIRFIELD ROAD, FARNHAM GU9 8SJ

Gemma Page

No objections.

WA/2014/1426

Farnham Shortheath and Boundstone

Alterations to existing garage to provide habitable accommodation.

6 THE OLD ORCHARD, FARNHAM GU9 8UR

Kathryn Pearson

No objections.

WA/2014/1409

Farnham Wrecclesham and Rowledge

Consultation under Regulation 3 for details of community use scheme for outdoor sports facilities submitted pursuant to Condition 3 of planning permission ref: WA/2013/0829 for construction of new sports pitches, reorganisation of playing field and new sc Previous comments on 26.06.2013 were as follows: Approved after consideration on 20.06.2013

WEYDON COUNTY SECONDARY SCHOOL, WEYDON LANE, FARNHAM GU9 8UG

Kathryn Pearson

No objections.

WA/2014/1471

Farnham Bourne

Erection of roof extensions and alterations.
69 AVELEY LANE, FARNHAM GU9 8PS

Tim Bryson

No objections.

WA/2014/1473

Farnham Bourne

Erection of 2 dwellings together with alterations to vehicle access and associated works.
LAND AT 39 FORD LANE, WRECCLESHAM GU10 4SF

Rachel Kellas

No objections. The design detail of this proposal is well thought out. The plot in which number 39 sits is large enough to accommodate the additional dwellings, whilst retaining a plot of a similar size as those adjacent. Similarly, the plots of the two additional dwellings are of a comparable size to other plots on this road.

WA/2014/1452

Farnham Castle

Change of Use of upper floors to provide 2 flats together with internal and external alterations.
1-2 CASTLE STREET, FARNHAM GU9 7HR

Gemma Page

No objections.

WA/2014/1453

Farnham Castle

Listed Building Consent for internal and external alterations.
1-2 CASTLE STREET, FARNHAM GU9 7HR

Gemma Page

No objections.

WA/2014/1467

Farnham Castle

Use of pavement as outdoor seating area.
CAFE NERO, 1-2 CASTLE STREET, FARNHAM GU9 7HR

Tim Bryson

Object. The position of this unit on Castle Street (i.e. at the bottom of the street close to the corner of The Borough) is not suitable for outside seating. Seating positioned outside this café would pose a danger to pedestrians at a very busy junction, where crossing is difficult even at off-peak times. The pathway outside the café is too narrow.

WA/2014/1479

Farnham Hale and Heath End

Erection of a first floor extension.
29 WEST AVENUE, FARNHAM GU9 0RB

Mrs J Hammick

No objections.

NMA/2014/0089

Farnham Moor Park

Amendment to WA/2014/0787 for alterations to windows, addition of a roof light and a change of direction of the staircase.

Previous comments on 02.06.2014 were as follows: The Town Council objects to the design and adverse effect on the street scene, which is out of character. The design and materials are not in keeping with the street scene and the Farnham Design statement.

93 BROOMLEAF ROAD, FARNHAM, GU9 8DH

Mrs M Knight

The changes made do not alter the original concerns of the Town Council objects to the design and adverse effect on the street scene, which is out of character. The design and materials are not in keeping with the street scene and the Farnham Design statement.

WA/2014/1463

Farnham Moor Park

Erection of extensions and alterations.

21 ST JAMES AVENUE, FARNHAM GU9 9QF

Mark Baker

Object. The extensions and alterations and out of keeping with the character of the area, increasing the footprint of the property dramatically.

WA/2014/1459

Farnham Wrecclesham and Rowledge

Erection of extensions and alterations together with alterations to parking layout (in conjunction with application CR/2014/0042).

1 THE SQUARE, FARNHAM GU10 4AA

Kathryn Pearson

No objections.

WA/2014/1478

Farnham Wrecclesham and Rowledge

Consultation under Regulation 3 for installation of 6 x 10m floodlight columns to provide lighting of new dual use tennis courts.

WEYDON COUNTY SECONDARY SCHOOL, WEYDON LANE, FARNHAM GU9 8UG

Kathryn Pearson

No objections.

CR/2014/0042

Farnham Wrecclesham and Rowledge

Prior Notification Application - Change of use from Class B1a (office) to Class C3 (residential) use.

1 THE SQUARE, FARNHAM GU10 4AA

No objections.

WA/2014/1461

Farnham Wrecclesham and Rowledge

Erection of extensions and alterations.

MORE HOUSE SCHOOL, MOONS HILL, FRENHAM GU10 3AW

Mrs J Hammick

No objections.

Licensing applications for consideration

New

Guildford Road, Whitbread Group Plc Beefeater and Premier Inn, Farnham

An application has been received for a new premises licence. The application is for Films, Indoor Sporting Events, Live Music, Recorded Music, Performance of Dance and On and Off Sales of Alcohol 10:00-00:30 Monday to Sunday; Late Night Refreshment 23:00-00:30 Monday to Sunday and Opening Hours 06:00-01:00 Monday to Sunday. The premises shall remain open 24 hours a day for hotel residents. For non-residents, the premises will close 30 minutes after the end of alcohol sales. If you would like to make comment or representation on this application, the last date for representations is 2nd September 2014. All correspondence in relation to this application or if you have any queries in respect of this application, please do not hesitate to contact this office via email to licensing@waverley.gov.uk.

No objections.

New

102 Upper Hale Road, Mr G S Wallace Bistro, Farnham

Please note that this premise is being sub-divided from the Ball and Wicket public house.

Please note that this application is for the old stonemasons' yard.

An application has been received for a new premises licence. The application is for Live music 20:30-23:00 Monday to Sunday; and Recorded music, On and off sales of alcohol and opening hours 10:00-00:00 Sunday to Thursday and 10:00-01:00 Friday and Saturday. If you would like to make comment or representation on this application, the last date for representations is 16th September 2014. All correspondence in relation to this application or if you have any queries in respect of this application, please do not hesitate to contact this office via email to licensing@waverley.gov.uk

No objections.

Notes taken by Rachel Hammond

The meeting closed at 10.30am



FARNHAM TOWN COUNCIL

H

Notes

Planning & Licensing Consultative group

Time and date

9.30 am on Monday 15 September 2014

Place

Byworth Room, South Street, Farnham

Planning Consultative Group Members Present

Cllr D Beaman
Cllr P Blagden
Cllr C Cockburn
Cllr C Genziani
Cllr R Steel

Other Councillors in attendance: None

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

No apologies received.

2) Declarations of Interest

There were no Declarations of Interest.

3) Applications Considered by the Planning Consultative Group on Monday 15 September 2014

TM/2014/0145 Farnham Bourne

Application for works to a tree subject of Tree Preservation Order 2/00.

18 BOURNE FIRS, FARNHAM GU10 3QD

Farnham Town Council has no objections subject to the approval of the Arboriculture Officer

WA/2014/1546 Farnham Bourne

Erection of extensions and alterations following demolition of existing sun room

51 DENE LANE, LOWER BOURNE GU10 3RJ

Farnham Town Council has no objections

CA/2014/0096 Farnham Bourne

1x Sycamore -fell.

16 OLD CHURCH LANE, FARNHAM GU9 8HQ

Farnham Town Council has no objections subject to the approval of the Arboriculture Officer

TM/2014/0143 Farnham Bourne

Application for works to trees subject of Tree Preservation Order Far21.

UPLANDS, GOLD HILL, FARNHAM GU10 3JH

Farnham Town Council has no objections subject to the approval of the Arboriculture Officer

TM/2014/0142 Farnham Shortheath and Boundstone

Application to fell a tree subject of Tree Preservation Order 6/99.

21 LONGHOPE DRIVE, FARNHAM GU10 4SN

Farnham Town Council has no objections subject to the approval of the Arboriculture Officer

WA/2014/1504 Farnham Castle

Listed Building Consent for alterations to shopfront and display of advertisements and advertising canopy.

6-7 CASTLE STREET, FARNHAM GU9 7HR

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer

WA/2014/1505 Farnham Castle

Display of illuminated signs.

6-7 CASTLE STREET, FARNHAM GU9 7HR

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer

WA/2014/1515 Farnham Castle

Use of land as outdoor seating area.

6-7 CASTLE STREET, FARNHAM GU9 7HR

Objection, Farnham Town Council is concerned about the obstruction to pedestrians in Castle Street.

WA/2014/1503 Farnham Castle

6-7 CASTLE STREET, FARNHAM GU9 7HR

Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer

CR/2014/0044 Farnham Castle

Prior Notification Application - Change of use from Class B1a (office) to Class C3 (residential) use to provide 12 dwellings.

BRIDGE HOUSE, SOUTH STREET, FARNHAM GU9 7RS

Farnham Town Council has no objections provided there is adequate parking and amenity space provided.

WA/2014/1553 Farnham Castle

Erection of detached garage following demolition of existing garage

52 CRONDALL LANE FARNHAM GU9 7DD

Farnham Town Council has no objections

WA/2014/1502 Farnham Castle

Listed Building Consent for replacement of 2 flues on roof.

6-7 CASTLE STREET, FARNHAM GU9 7HR

No objections subject to the approval of the Listed Buildings Officer

WA/2014/1501 Farnham Castle

Change of Use of ground floor and part of first floor at no. 7 Castle Street from Class A1 (retail) to Class A3 (restaurant/cafe) to create a single restaurant/cafe at ground floor and part of first floor of no 6-7 Castle Street and replacement of two flue

6-7 CASTLE STREET, FARNHAM GU9 7HR

No objections subject to the approval of the Listed Buildings Officer

WA/2014/1535 Farnham Firgrove

Erection of extensions and alterations to form two storey dwelling; alterations to parking.

9 GREENBANKS, LONGLEY ROAD, FARNHAM GU9 8LZ.

The Town Council has no objections but would request that all materials used are in keeping with the existing.

WA/2014/1556 Farnham Hale and Heath End

Erection of a part two storey/part single storey extension following demolition of existing extension and outbuildings

3 WEST CLOSE FARNHAM GU9 0RF

No comment to make as insufficient plans received.

WA/2014/1492 Farnham Moor Park

Erection of extensions and alterations

3 BRAMBLINGS CLOSE, FARNHAM GU9 8BF

The Town council has no objections provided the residential amenities of neighbouring properties are not affected.

WA/2014/1516 Farnham Shortheath and Boundstone

Erection of a single storey extension.

76 BARDSLEY DRIVE, FARNHAM GU9 8UH

Farnham Town Council has no objections

WA/2014/1541 Farnham Shortheath and Boundstone

Erection of extensions and alterations.

40 LITTLE GREEN LANE, FARNHAM GU9 8TB

The Town Council is concerned about the size and effect of this proposed extensions and alterations on neighbouring properties.

WA/2014/1549 Farnham Shortheath and Boundstone

Erection of extension to existing garage.

6 FORD LANE, WRECCLESHAM GU10 4SH

Farnham Town Council suggests this proposed extension be conditioned ancillary to the main dwelling and for use as a garage.

WA/2014/1548 Farnham Shortheath and Boundstone

Erection of a single storey extension.

42 SANDROCK HILL ROAD WRECCLESHAM GU10 4RJ

The Town Council is concerned about the adverse effects on the neighbours' amenities

WA/2014/1506 Farnham Wrecclesham and Rowledge

Erection of a first floor extension.

BROUGHAM HOUSE, 3 THE SQUARE, ROWLEDGE GU10 4AA

Farnham Town Council has no objections

WA/2014/1495 Farnham Wrecclesham and Rowledge

Erection of two storey extensions and alterations following demolition of existing garage and outbuilding.

30 COPSE WAY, WRECCLESHAM GU10 4QL

Invalid application

WA/2014/1533 Farnham Wrecclesham and Rowledge

Erection of two storey extensions and alterations following demolition of existing garage and outbuilding (follows invalid application WA/2014/1495).

30 COPSE WAY, WRECCLESHAM GU10 4QL

Farnham Town Council has no objections

Notes taken by Ginny Gordon

The meeting closed at 10.00am