



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 2 December 2010.

Place

The Council Chamber, South Street, Farnham

1 Apologies

To accept apologies for absence.

2 Minutes

To sign as a correct record the minutes of the Farnham Town Council meeting held on Thursday 21 October 2010 – attached at **Appendix A**.

3 Disclosure of Interests

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

NOTES:

- (i) *Members are requested to make declarations of interest, preferably on the form previously emailed to all members, to be returned to ginny.gordon@farnham.gov.uk by 12 noon on Wednesday 1 December 2010. Alternatively, members are requested to make declarations of interest on the form attached to this agenda and to hand to the Town Clerk before the start of the meeting.*
- (ii) *Members are reminded that if they declare a prejudicial interest they must leave immediately after having made representations, given evidence or answered questions and before any debate starts unless he/she has obtained dispensation from the Standards Committee.*

4 Statements by the Public

The Town Mayor to invite members of the public present, to indicate on which item on the agenda if any, they would like to speak.

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to speak forthwith, in relation to the business to be transacted at the meeting for a maximum of 3 minutes per person or 15 minutes overall.

5 Town Mayor's Announcements

To receive the Town Mayor's announcements.

Part 1 – Items for Decision

6 Farnham Town Council Draft Budget 2011/2012

To consider the recommendations of the Corporate Development and Audit Working Group for the Council Budget for the Financial Year 2011/2012.

(RPT) Appendix B.

7 Heritage Open Days – Administration

To consider whether the Town Council should take on the organisation and administration of the Heritage Open Days.

(RPT with letters) Appendix C.

Part 2 – Items to Note

8 Working Group Notes

To receive notes from the Cemeteries and Appeals Working Group Meeting held on 3 November 2010 – **Appendix D.**

To receive the notes from the Farnham in Bloom Working Group Meeting held on 8 November 2010 – **Appendix E.**

To receive the notes from the Tourism and Events Working Group held on 18 October 2010 – **Appendix F.**

To receive the notes from the Corporate Development and Audit Working Group held on 15 November 2010 – **Appendix G.**

9 Reports from Outside Bodies

To receive from Members any verbal reports on Outside Bodies.

10 Planning Applications

To receive the minutes of the meetings of the Planning Consultative Group held on:

11 November 2010 attached at **Appendix H.**

The above actions are taken with delegated authority.

11 Christmas Opening Hours

To note that the Town Council Offices will be closed from **5pm on Thursday 23 December**

2010 and will re-open at 9am on Tuesday 4 January 2011.

12 Date of Next Meeting

To note the date of the next Council Meeting – Thursday 20 January 2011, at 7pm in the Council Chamber, South Street, Farnham.

Part 3 – Confidential Items

There are no Part 3 Items.

The Town Mayor will close the meeting.

18 November 2010

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

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

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



FARNHAM TOWN COUNCIL

A

Minutes Council

Time and date

7.00pm on Thursday 21 October 2010

Place

The Council Chamber, South Street, Farnham

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

- * Present
- o Apologies for absence

Officers Present:

Wendy Coulter (Committee and Members Services Coordinator)(taking the minutes)

Ginny Gordon (Town Clerk's PA) (taking the recording of the meeting)

Robin Pellow (Waverley Borough Council)

The proceedings of the meeting of Farnham Town Council held on Thursday 21 October 2010 were digitally recorded for Council purposes only.

Prior to the commencement of the meeting Super Intendant Rachel Tilsey made a presentation to the Town Council on the 'Future of Policing in Surrey'.

QUESTIONS BY THE PUBLIC

There were no questions by the public.

C 084/10 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Cockburn, Lovell, O'Grady, Steel and Thorp.

C 085/10 MINUTES

The Minutes of the Farnham Town Council Meeting held on Thursday 23 September 2010 were signed by the Town Mayor as a correct record.

C 086/10 DISCLOSURE OF INTERESTS

There were no disclosures of interests.

C 087/10 STATEMENTS BY THE PUBLIC

There were no statements by the public.

C 088/10 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor announced that he had recently awarded the prizes for the Schools Hanging Basket Competition.

The Town Mayor reported to Members that Farnham had achieved a Silver Gilt Award for its entry into the South and South East in Bloom Competition.

The Town Mayor had also attended a dinner with representatives from the Andernach Association.

The Town Mayor reminded Members that the Christmas Lights Switch on would be taking place on 27 November 2010 and if Members were able to assist with the day, all help would be gratefully received.

The Town Mayor also reminded Members that the Remembrance Sunday Parade would take place on Sunday 14 November 2010, There would be a March Past the Town Council Offices, a ceremony at the Gostrey War Memorial and a short Remembrance Service at St Andrews Church.

Part 1 – Items for Decision

C 089/10 ANNUAL RETURN FOR YEAR ENDING 31 MARCH 2010

Members received the unqualified report and Annual Return from the External Auditor for the year ending 31 March 2010.

Resolved: That the unqualified report and Annual Return from the External Auditor for the year ending 31 March 2010 be received. (Copy of Annual Return and Report from External Auditor are attached to record minutes).

Part 2 – Items Noted

C 090/10 WORKING GROUP NOTES

Members received the notes from the Cemeteries and Appeals Working Group held on 4 October 2010 – copy of notes **attached to record minutes.**

C 091/10 REPORTS FROM OUTSIDE BODIES

Cllr P Frost reported that the Wrecclisham Community Centre was going from strength to strength. She thanked Cllr Fleming for the recent meeting held with Members of the Wrecclisham Community Centre Management Committee.

Cllr Maines reported that the recent meeting with representatives from the Andernach Association had been a very positive and jovial event. She reminded Members that in 2011 the Andernach Association would be celebrating the 20 year anniversary of the signing of the Twinning Agreement.

Cllr Attfield asked whether any Member would be able to attend the Blackwater Valley AGM in his place. Cllr Maines agreed to attend the meeting.

C 092/10 PLANNING APPLICATIONS

Members received the minutes of the meeting of the Planning Consultative Group held on the 22 September 2010.

RESOLVED: That the observations made by the Planning Consultative Group held on, 22 September 2010 and dealt with in accordance with delegated authority, be noted.

C 093/10 DATE OF NEXT MEETING

Members noted that the date of the next Council Meeting was Thursday 2 December 2010 at 7pm in the Council Chamber.

C 094/10 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That in view of the confidential nature of business to be transacted at Agenda Items 12 and 13, Confidential Minutes and Staffing Issues, it was advisable in the public interest that the public and press be temporarily excluded and they were instructed to withdraw at Item 11.

Part 3 – Confidential Items

C 095/10 CONFIDENTIAL MINUTES

The confidential minutes of the meeting held on Thursday 23 September 2010, were sined as a correct record.

C 096/10 STAFFING ISSUES

Members considered staffing issues.

The Town Mayor closed the meeting at 9.00pm.

Date

Chairman



FARNHAM TOWN COUNCIL

B

Report

Report to

Full Council 2 December 2010

Report of

Acting Town Clerk

Title

Proposed Budget 2011/2012

PROPOSED BUDGET 2011/12

AUTHOR:

Acting Town Clerk

PRESENTED BY:

*Cllr L Fleming
Lead Member of Corporate Development and
Audit Working Group*

PRODUCED FOR:

FULL COUNCIL 2 December 2010

DATE OF REPORT:

23 November 2010

PURPOSE OF REPORT

Is to consider the recommendations of the Corporate Development and Audit Working Group for the Council Budget for the Financial Year 2011/2012.

SUMMARY OF KEY ISSUES

The draft budget as recommended by the Corporate Development and Audit Working Group is attached at **Annexe A** together with associated notes where relevant for consideration by the Council. It is not the intention of this paper to agree the precept which will be considered by Full Council in January 2011.

The Draft Budget contains two sections.

1. The Draft Budget for 2011/2012 with notes on variations between the actual figures for 2009/10 and the draft budget for 2010/11. **(Annexe A)**
2. The Consolidated budget for 2011/12 **(Annexe B)**

NOTES TO THE BUDGET:

1. The staff cost for the delivery of services and central costs could be allocated to all cost centres to give a more accurate picture of the cost of services.
2. The budget does not make any allowance for speculative income e.g. donations or sponsorship as these cannot be guaranteed.

Legal and Policy Implications

The Council are required to make a decision at this meeting to inform Full Council at the meeting to be held in January 2011 to set the Precept for 2011/2012.

Financial Implications

The financial implications are stated within the report.

Recommendations

To approve the draft budget for 2011/2012.

23 November 2010

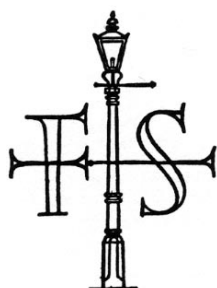
Note: The person to contact about this report is Robert Burn (Acting Town Clerk),
Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN. Tel: 01252 712667

Distribution: To all Councillors (by post)

Farnham Town Council		ANNEX B		
Consolidated Draft Budget for 2011/12				
	2009/10	2009/10	2010/11	2011/12
	Actual	Budget	Budget	Estimate
	£	£	£	£
Services				
Central Services				
Corporate Management	35,256	32,775	35,975	43,250
Democratic Representation	6,097	8,700	9,700	6,400
Administration Rechargeable	375,425	398,693	402,400	421,530
Other Services to the Public	2,846	9,000	5,500	5,000
Non Distributed Costs	4,220	4,350	4,350	4,350
Other Services				
Grant Aid	78,800	79,902	60,000	50,454
Community centres	-2,088	2,500	1,000	-200
Cultural & Related Services				
External Works	170,943	148,689	160,175	169,120
Parks and Public Spaces	20,720	27,450	31,300	30,800
Gardens & Open Spaces	-2,937	-2,000	-2,000	-3,000
Allotments	-4,007	-2,305	-3,275	-3,675
Tourism	48,096	30,700	57,550	42,175
Environment Services				
Cemetery and Burials	-36,405	2,051	-24,200	2,875
Community Safety	39,372	15,000	15,000	15,000
Public Conveniences	36,157	57,000	63,600	69,450
Farnham Town Council				

Consolidated Draft Budget for 201/12				
	2009/10	2009/10	2010/11	2011/12
	Actual	Budget	Budget	Estimate
	£	£	£	£
Planning & Development Services				
Farmers Market	-4,263	-8,216	-10,216	-11,580
Development Projects				
Town development	43,362	55,800	55,800	35,000
Rural development	10,127	19,350	19,350	11,000
Capital and Special project Exper	30,990	0	51,500	0
NET COST OF SERVICES	852,711	879,439	933,509	887,949
Interest and Investment Income	-2,904	-22,000	-3,500	-2,500
Loan Charges	10,227	10,230	10,230	10,230
NET OPERATING COST	860,034	867,669	940,239	895,679
Town Precept	-886,960	-866,960	-875,939	-875,939
SHORTFALL	-26,926	709	64,300	19,740

C



Registered Charity No 283335 Member of CPRE

THE FARNHAM SOCIETY

President: Sir RAY TINDLE, CBE, DL

Chairman: Alan Gavaghan

Linden House

Compton Way

Moor Park

Farnham

Surrey GU10 1QT

Tel 01252 724714

11th. September 2010.

Mr. Roland Potter.
Town Clerk.
Farnham Town Council,
Council Offices,
South Street,
Farnham,
Surrey.
GU9 7RN.

Dear Mr. Potter,

Heritage Open Days 2011.

As you are aware, this event has traditionally been organised by the Society and the Town Council in partnership. You will also know that between 2007 and 2009 under the guidance of Maggie Blyth of the Society, working closely with Sheila Rayner of the Council and assisted by a group of Society members, the event grew considerably in scope and success. This year the Society member working with Sheila Rayner was Mike Bryan who has expanded it still further but does not wish to carry on in 2011.

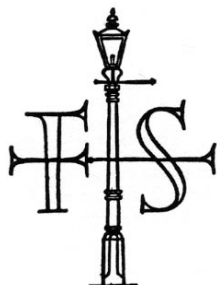
The Society has tried and failed to find a member willing to take on this responsibility now that the event has grown so large and become more complex. However, we feel that it is extremely important for the Town for Heritage Open days to continue successfully to attract visitors. We also think it important that the local amenity society and local people should be involved as much as possible.

Therefore, we would like to suggest that we continue to work in partnership but with the administration mainly being carried out by the Council. The Society would continue to provide members of the Working Group to help with the identification and organisation of events. We would also provide volunteers to assist with preparing and disseminating publicity and to assist over the four days as we have always done.

I trust that you will find this suggested solution satisfactory. Should you require further information or detail, please do not hesitate to let me know.

Yours sincerely,
Alan Gavaghan.
Chairman.

C



Registered Charity No 283335 Member of CPRE

THE FARNHAM SOCIETY

President: Sir RAY TINDLE, CBE, DL

Chairman: Alan Gavaghan

Linden House

Compton Way

Moor Park

Farnham

Surrey GU10 1QT

Tel 01252 724714

26th. October

2010.

Mr. Roland Potter.
Town Clerk.
Farnham Town Council,
Council Offices,
South Street,
Farnham,
Surrey.
GU9 7RN.

Dear Mr. Potter,

Heritage Open Days 2011.

I refer to my letter of the 11th. September and would welcome a reply. In the event that this earlier communication did not reach you, I am attaching a copy.

I would appreciate a reply as soon as possible, as we need to identify volunteers who will be able to take on this task. We know from past experience that we need to obtain their commitment before they accept other activities for next year, which would then preclude them from becoming involved with HODs.

I am hopeful that some of our old team, who have worked so well with Sheila Rayner, would be available and I therefore hope that you will agree that we revert to our previous arrangement which worked so effectively.

It is apparent from this year's statistics that HOD,s was effective in pulling in many more visitors into the Town with the associated financial advantages to local traders.

I look forward to hearing from you as soon as possible.

Yours sincerely,

Alan Gavaghan.

Chairman.



FARNHAM TOWN COUNCIL

D

Notes

Cemeteries and Appeals Working Group

Time and date

10.00am on Wednesday 3 November 2010

Place

Council Chamber, South Street, Farnham

Attendees: Cllr C Cockburn, Cllr V Duckett, Cllr Fleming and J Hargreaves.

Officers present: W Coulter (Members and Committee Services Coordinator)

1. Apologies

Apologies for absence were received from Cllr C Genziani.

2. Cemetery works and costings up to 31 March 2011

POINTS	ACTION
Members noted and approved the schedule of works for the Cemeteries up to 31 March 2011 and noted the costings.	Work schedule to be given to all Cemeteries staff.

3. Cemeteries Budget for 2011/2012

POINTS	ACTION
Members considered the Draft Budget for Cemeteries for 2011/2012. It was agreed that the Draft Budget would be recommended to the Corporate Development and Audit Working Group for consideration before being recommended to Full Council.	WRC to include Cemeteries Budget in Draft Budget for recommendation to Full Council.

4. Friends of Cemeteries

POINTS	ACTION
Members received a verbal update on the progress of the Friends of Cemeteries Project from Cllr Cockburn.	

She reported that an open day had been held at West Street Cemetery on Wednesday 27 October 2010. Approximately 20 people attended and had registered an interest in becoming involved with the group.	
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5. Date of next meeting

POINTS	ACTION
Members noted that the next scheduled meeting would take place on 9 December 2010.	Agenda to be circulated via email.



FARNHAM TOWN COUNCIL

E

Notes

Farnham in Bloom Working Group

Time and date

10.00 am on Monday 08 November 2010

Place

Council Chamber, South Street, Farnham

Attendees: Cllr Jill Hargreaves, Cllr Victor Duckett, Cllr Pat Frost, Cllr Janet Maines, Cllr David Attfield, Kevin Taitt, Cath Sydenham

1. Apologies

No apologies were received.

2. Minutes of the last meeting

The last FIB working group was not quorate, Kevin Taitt explained how the community group would work and why it was needed.

Cllr Duckett made a recommendation to make it an official group called the 'Farnham in Bloom Community Group', seconded by Cllr Frost.

Cllr Frost proposed to approve the actions at the inquorate meeting on 07 October 2010, seconded by Cllr Duckett.

3. To report on the 1st meeting of Farnham in Bloom Community group

POINTS	ACTION
<p>KT ran through the minutes of the Farnham in Bloom community group (attached).</p> <p>Points made include schools comp should have 2 criterias of keystone 1&2. Schools first judge and men submit top 1/2/3 (depending on no. of schools entering). Schools should be contacted now.</p> <p>Cllr Frost said she can ask the community going to clean Farnham Central road signs before the judges arrive.</p> <p>Minutes to go to all members of the Farnham in Bloom working group.</p> <p>Contact the Herald for the design of a flowerbed competition. Cllr Duckett suggested that he could ask Sir Ray Tindle if offices felt appropriate.</p> <p>Bells Piece should be asked if they would like to</p>	<p>Kevin to contact Schools.</p>

participate. Minutes of the community group to be circulated to all members of Farnham in Bloom Working Group.	
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4. FIB arrangements for late night opening in Farnham

POINTS	ACTION
<p>Group discussed where extra trees should be considered, and finalised on Woolmead & traffic island at top of Downing Street (subject to approved permissions). Mulled wine at Cote (Lion and Lamb yard) and La Castilla (Castle Street). 181 extra shops will be opening on 16th & 23rd December, plus two extra Sunday's. Photographs to be taken of each of the Christmas lights. Cllr Duckett agreed to be Father Christmas on 23rd December & hand out sweets. All take photo's of decorations in other places that are liked. Festive Lighting giving Farnham Town Council old decorations from Downing Street which could be used for decoration.</p>	<p>David Stallard and Mike Moore (Jeep), late night opening and Sunday's. Cllr Frost ask Highways about tree at top of Downing Street. Cath to action photo's of Christmas lights. Cath to action Festive Lighting decorations.</p>

5. Farnham in Bloom Mayor's presentation evening, Wednesday 13 October, To review the evening

POINTS	ACTION
Very good coverage in media and all agreed the evening went very well.	

6. Rural planting in 2011

POINTS	ACTION
<p>Planting in all the same places as last year apart from the Bourne. Other locations could be:</p> <ul style="list-style-type: none"> • Railings outside Rowledge Village Hall • Wrecclesham – possibly outside Elms Houses • Around Weybourne Village Hall • Near to dress shop on ridgeway 	<p>Kevin & Cath to look at locations.</p>

7. Roll up banners/Colour scheme for 2011

POINTS	ACTION
Discussed purchasing 2 roll out banners – agreed to purchase but after colour scheme has been agreed.	KT to address.

Costs of changing colour scheme needs to be looked at.	CS/KT to prepare a budget breakdown.
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8. Six Bells Corner clear up on 9th November

POINTS	ACTION
Blackwater Valley Partnership group are bringing 12 volunteers on Tuesday 9 th November to tidy up Six Bells corner. Mllr Maines asked of the milestone could become visible. Farnham Town Council ground staff will help.	CS to let Cllr Hargreaves know times.

9. Any other business

POINTS	ACTION
Cllr Attfield reported he was meeting Charles Bone & Alfred Rave on 08/11/10 to look at locations for the Cobbett horse statue in Gostrey Meadow.	Cllr Attfield to report back in next meeting.

10. Date of next meeting

POINTS	ACTION
The next meeting will be held on Wednesday 19 Jan, 10.00am.	



FARNHAM TOWN COUNCIL

F

Notes

Tourism & Events Working Group

Time and date

08:00 on Monday 18 October 2010

Place

Council Chamber, Town Council Offices, South Street, Farnham

Attendees: Cllr Hargreaves, Cllr Hill, Cllr Le Gal and Cllr O' Grady.

Officers present: C Turness (Major Projects Co-ordinator).

1. Apologies

Apologies were received from Cllr Storey.

2. Feast of Food

POINTS	ACTION
Members discussed the outcome of the Food Festival held on 2 nd October 2010.	
Members felt the event was a success and that the layout was better than last year.	
It was agreed that feedback needed to be sought from Max Lyons and Bob Stevens of the Castle Street Residents Association.	CT to contact the Castle Street Residents Association for feedback.
It was agreed that Sunnyfields who brought the stage should be asked to bring the generator for the stage activities next year.	CT to take this into consideration when planning the date of next year's event.

3. Christmas Lights Switch-on

POINTS	ACTION
Members received a verbal update on the progress of the	

<p>project.</p> <p>Members were asked to consider a proposal from The Band Project and the Farnham Community Voices Choir to perform at the event.</p> <p>It was agreed that there was not enough time available for both the acts to perform and it was agreed that the Farnham Community Voices Choir could be offered a 10 minutes slot as there was less set up time needed.</p> <p>Members were asked to consider a proposal from Mrs Donna Smith to sell flashing novelties at the event.</p> <p>It was agreed that no flashing novelties would be sold at the event due to complaints in previous years.</p> <p>Members were asked to consider whether to hire temporary flooring for the event.</p> <p>It was agreed that the hire cost for temporary flooring was too expensive for just one day.</p> <p>It was noted that the Royal Engineers have said they should be able to provide a 4 x 4 truck to tow any vehicles that get stuck it was a</p> <p>Members were asked if they wanted to introduce a charge for the grotto.</p> <p>It was agreed that there would be no charge for the grotto.</p> <p>Members were asked to consider whether to have a procession just before the lights switch-on.</p> <p>It was agreed that there would be no procession as Abi Titmuss and Andrew Agnew were turning the lights on.</p>	<p>CT to contact The Band Project and the Farnham Community Voices Choir with the decisions.</p> <p>CT to inform Mrs Donna Smith.</p>
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4. Future Opportunities Group

POINTS	ACTION
<p>It was noted that the next meeting of the Future Opportunities Group will be on Thursday 28th October 2010.</p> <p>It was agreed that an e-mail should be sent to the retailers inviting them to the meeting.</p> <p>The members were informed that the landlord of the Lion & Lamb Yard has been approached about getting permission to organise entertainment and refreshments on the Late Night evenings and Sundays.</p>	<p>CT to e-mail the retailers.</p>

The members were also informed that Waitrose, Cote and La Castilla had been approached about providing mulled wine at late night shopping.

The members were also informed various choirs had been approached about carol singing but there were no confirmed bookings yet.

5. Town Guide 2011

POINTS	ACTION
<p>The members were asked if they wanted to make any changes to the 2010 guide for the 2011 edition.</p> <p>It was noted that members would like to use the front cover used for 2009 edition.</p> <p>It was also noted that the accommodation section should be expanded to include providers within a 10 mile radius.</p>	<p>CT to note changes when designing 2011 edition.</p>

6. Visit Surrey 2011

POINTS	ACTION
<p>The members were asked whether Farnham Town Council wanted to buy a full page in the Visit Surrey 2011 guide.</p> <p>It was agreed that due to a lack of resources, Farnham Town Council would not be buying a full page in Visit Surrey 2011 guide.</p>	

7. Date of Next Meeting

POINTS	ACTION
<p>It was agreed that the date and time of the next meeting would be Wednesday 17th November at 12 Noon.</p>	<p>CT to email Members Agenda and papers nearer the time.</p>



FARNHAM TOWN COUNCIL

G

Notes

Corporate Development and Audit Working Group

Time and date

09.00am Monday 15 November 2010

Place

Town Clerk's Office, South Street, Farnham

Attendees: Cllr C Cockburn, Cllr L Fleming, Cllr J Hargreaves, Cllr S Hill, Cllr J Maines, Cllr S O'Grady.

Officers present: R Burn (Acting Town Clerk), W Coulter (Committee and Members Services Co-ordinator).

1. Apologies

There were no apologies

2. Budget 2011/2012

POINTS	ACTION
Members considered the Draft Budget for recommendation to Full Council. It was agreed that there would be the following changes before the budget was recommended to Full Council: Staff Training – increased from £2,000 to £3,000 Tourism Developments and Events – reduced from £41,850 to £35,000 (Cllr O'Grady abstained from voting) Town Centre Development (Projects) – reduced from £15,800 to £0 Rural Development (Projects) – reduced from £12,100 to £4,000.	To recommend the Draft Budget to Full Council for consideration.

3. Staffing

POINTS	ACTION
Members noted that following the resignations of Mrs Turness and Miss Coulter, two temporary members of staff had been appointed.	

4. Consultations

POINTS	ACTION
<p>Members considered two recently received consultations:</p> <p>1. Local Government Boundary Commission – ‘Council size’ Members agreed that there ought to be a reduction in the overall number of County Councillors. Members agreed that the Town Council would give a more detailed response to the next consultation due to be published in January 2011 on ‘division boundaries’.</p> <p>2. Surrey-Wide Scrutiny Proposals – electronic survey It was agreed that the Acting Town Clerk would respond to the survey on behalf of the Town Council.</p>	

5. Interim Internal Auditors Report

POINTS	ACTION
<p>Members received the Internal Auditors Interim Report. As the Town Council was moving towards FRSSE accounting for the Year End 31 March 2011, the Town Council received an interim Internal Audit.</p> <p>Members noted the findings of the report and agreed to recommend the report and its findings to Full Council.</p>	<p>To recommend the Internal Auditors Interim Report to Full Council.</p>

6. Date and Time of Next Meeting

POINTS	ACTION
<p>Members agreed that the next meeting would take place on Tuesday 14th December 2010 at 9am.</p>	<p>Acting Town Clerk to circulate agenda</p>

7. Staffing Review

POINTS	ACTION
<p>Members considered the next steps for the Staffing Review.</p>	



FARNHAM TOWN COUNCIL

H

Minutes

Planning Consultative Group

Time and date

6.00pm on Thursday 11 November 2010

Place

Town Clerks Office, South Street, Farnham

Members Present

- * Cllr C G Genziani (Lead Member)
- * Cllr D J Attfield (Deputy Lead Member)
- o Cllr V Duckett
- o Cllr L Fleming
- o Cllr R D Frost
- o Cllr G Hargreaves
- o Cllr J E Maines
- * Cllr O'Grady
- o Cllr C Storey (Left the meeting at 7.30pm)

* Present

o Apologies for absence.

PCG 000/10

PLANNING APPLICATIONS - CONSIDERATIONS

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**

Apologies for absence were received from Councillors Duckett, Maines and O'Grady.

2. **Disclosure of Interests**

There were no disclosures of interest.

3.

Planning Applications Considered

NMA 10/0150 – Amendment to WA 10/0607 to change the type of trees approved from willow or ash, to cherry.
16a Fullers Road, Farnham

No objection.

NMA 10/0151 – Amendment to WA/2007/2572 to alter windows and doors, retain existing chimney and render brick elevations.
1 Shortheath Crest, Farnham

No objection.

NMA 10/0152 – Amendment to WA/2008/1423 to provide relocation of access and amendment to siting of visitor parking and cycle and bin store.
Land At 41 Frensham Road, Farnham

No objection.

TM 10/0128 – Application for works to trees subject of Tree Preservation Order WA7.
1 Oak Tree View, Runfold St George, Badshot Lea, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0134 – Application for works to tree the subject of Tree Preservation Order Far83.
More House School, Moons Hill, Frensham, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0137 – Application for works to trees the subject of Tree Preservation Order 24/01.
64 Copse Avenue, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0139 – Application for works to trees subject of Tree Preservation Order WA302.
64 Copse Avenue, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0139 – Application for works to a tree subject of Tree Preservation Order 19/01.
104 & 106 Copse Avenue, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0141 – Application for works to a tree the subject of Tree Preservation Order 28/00.
2 The Alders, The Green, Badshot Lea, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0145 – Application for works to tree subject of Tree Preservation Order WA217.
12 Latchwood, Latchwood Lane, Farnham.

No objection subject to the approval of the Arboricultural Officer.

TM 10/0147 – Application for works to a tree subject of Tree Preservation Order 39/99.
25 White Cottage Close, Farnham.

No objection subject to the approval of the Arboricultural Officer.

NMA 10/0156 – Amendment to WA/2010/0358 to introduce chimney on east elevation.
53 Grove End Road, Farnham

No objections.

NMA 10/0157 – Amendment to WA/2010/0838 to provide revised disabled access.
1 – 3 East Street, Farnham.

No objections.

NMA 10/0160 – Change of use from office to residential and alterations to the Listed mansion and associated buildings to provide 10 residential dwellings; Erection of 14 new dwellings (as enabling development), estate workers dwelling, a spa building, associated garaging, parking and landscaping following demolition of curtilage stables and outbuilding (as corrected by plans received 20/11/2010).
Moor Park House, Moor Park Lane, Farnham.

Farnham Town Council requests a site visit. Concerned about the cumulative effect of all the recent applications and the move away from the integrity of the original planning application.

NMA 10/0168 – Amendment to WA 10/0543 to provide changes to windows on side elevations.
33 Sheephouse, Farnham.

No objections.

NMA 10/0169 – Amendment to WA 08/0248 to provide changes to the roof of the sunroom.
60 Middle Bourne Lane, Farnham.

No objections.

NMA 10/0173 – Amendment to WA 08/0111 to provide changes to internal layout to plots 3 & 5 to use the roof space over the attached garage as accommodation for bedroom 2 and the formation of a study at first floor level.

Land to rear of 5 – 11 Old Compton Lane, Farnham.

No objection.

NMA 10/0175 – Amendment to WA 10/0363 to provide changes to: window panels in rear and side elevations, roof glazing panels and to the timber frame.

86 Farnborough Road, Farnham.

No objections.

NMA 10/0176 – Amendment to WA 10/0551 to provide: removal of existing dormer, repositioning of windows, cladding of outside walls and photovoltaic cells on roof.

Woodlarks Workshop Trust, Lodge Hill Road, Lower Bourne, Farnham.

No objections.

NMA 10/0179 – Amendment to WA 08/0944 for alterations to windows.

51 South Avenue, Farnham.

No objections.

NMA 10/0181 – Amendment to WA 09/0848 omitting mezzanine and providing raised timber floor, fire protection and amended wall and display areas.

Farnham Castle Stables, Old Park Lane, Farnham.

No objections.

NMA 10/0183 – Amendment to WA 10/0315 to provide an additional door on the southwest external wall.

9 Middle Bourne Lane, Lower Bourne, Farnham.

No objections.

WA 10/1531 – Conversion of rural building and stable building for residential use.

Farnham Castle Stables, Old Park Lane, Farnham

WA 10/1532 – Erection of single storey rear and side extensions.

15 Bullers Road, Farnham.

No objections provided the neighbours' amenities are not adversely affected.

WA 10/1533 – Erection of two storey extensions and alterations.

19 Aveley Lane, Farnham

As per the Farnham Design Statement, page 27:

“Land subject to planning policies C3 and C5 in the Waverley local Plan (2002) should retain its protected status and no development should be permitted, which harms its natural beauty”.

“The rural nature of the Old Park and Dippenhall areas should be preserved and new development should be strictly controlled”.

WA 10/1536 – Erection of two storey orangery (revision of WA/2010/0921)

2 Broomleaf Corner, Farnham

Previous comments on 8 July 2010 were: Strongly object, out of keeping with the street scene.

Same comments still stand - Strongly object, out of keeping with the street scene.

WA 10/1539 – Erection of replacement dwelling and garage following demolition of existing dwelling.

The Gateway, 48 Compton Way, Farnham

No objections.

WA 10/1561 – Erection of single storey extension, first floor and second floor – alterations and new dormer window. New front garden wall.

33 Firgrove Hill, Farnham.

Concerned about the adverse impact on the residential amenities of the neighbouring properties.

WA 10/1569 – Replacement of existing wooden gates at eastern and western drives with iron gates and brick piers.

Southlands, 29 Compton Way, Farnham

No objection.

WA 10/1570 – Erection of single storey rear extension and single storey infill side extension.

34 Grove End Road, Farnham

Concerned about the adverse impact on the residential amenities of the neighbouring properties.

WA 10/1571- Application for new planning permission to replace extant permission WA/2007/2309 for the erection of extensions and alterations.

77 Burnt Hill Road, Farnham

Previous comments on 22 November 2007 were: Concerned about the potential adverse impact on the residential amenities of the neighbouring properties.

Same comments still stand: Concerned about the potential adverse impact on the residential amenities of the neighbouring properties.

WA 10/1575 – Erection of two storey extension to side, single storey extension to rear, first floor extension, new porch and alterations following demolition of existing conservatory to rear.
36 Broomleaf Road, Farnham

Concerned about the adverse impact on the residential amenities of the neighbouring properties.

WA 10/1578 – The erection of 14 dwellings together with associated access, parking and landscaping
Land at Stockwood Way, Farnham

Strongly object. This area is subject to flooding as shown on the Environment Agency Flood Plain Maps. As per the Farnham Design Statement:
“The essential rural character of Badshot Lea should be preserved, by respecting the pattern of development in the village”.
“Green spaces around the village of Badshot Lea should be protected....”.
“The impact of new development should be carefully considered, to avoid putting undue pressure on the existing infrastructure and issues of flooding should always be addressed”.

AG 10/0008 – G.P.D.O Parts 6 & 7; erection of agricultural secure storage barn.
Grovers Cottage, Runwick Lane, Farnham

No comment.

AG 10/0009 – G.P.D.O Parts 6 & 7; erection of agricultural open fronted barn.
Grovers Cottage, Runwick Lane, Farnham

No comment.

AG 10/0010 – G.P.D.O Parts 6 & 7; construction of road.
Grovers Cottage, Runwick Lane, Farnham

No comment.

WA 10/1593 – Erection of single storey and two storey extensions
11 Wykeham Road, Farnham

Object. Overdevelopment, concerned about the adverse impact on the residential amenities of the neighbouring properties.

WA 10/1598 – Erection of two storey rear extension and single storey conservatory.
115 Burnt Hill Road, Farnham

No objections.

WA 10/1601 – Erection of a new detached house and garage following demolition of existing house and garage.
14 Monks Well, Farnham

No objections.

WA 10/1602 – Erection of replacement shed.
31 Lynch Road, Farnham

No objections.

WA 10/1606 – Provision of door access to existing offices.
The Courtyard, 17 West Street, Farnham

No objections.

WA 10/1608 – Construction of tree house.
9 Gong Hill Drive, Lower Bourne, Farnham

No objections, subject to Arboricultural Officer being consulted.

WA 10/1612 – Application for Listed Building Consent for restoration of exposed interior timber beams.
Viners Mead, Wrecclesham Road, Farnham

No objections.

WA 10/1632 – Erection of 2 storey design technology building following demolition of pavilion.
More House School, Moons Hill, Frensham, Farnham.

No objections.

WA 10/1634 – Erection of tow storey extension, loft conversion to provide habitable accommodation including provision of dormer window.
111 Weybourne Road, Farnham.

Concerned about the possible adverse impact on the residential amenities of the neighbouring properties.

WA 10/1635 – Advertisement consent for the display of two non-illuminated fascia signs.
15-16 Farnham Business Centre, Dogflud Way, Farnham.

No objections.

WA 10/1642 – Erection of single storey rear extension following demolition of existing utility room/conservatory.
31 Upper Hale Road, Farnham.

Object. As per the Farnham Design Statement, page 23:

“New development should reflect the pattern of existing houses in Hale. Further infill development should be discouraged where it is considered to harm the character of the area”.

“New development should reflect the surrounding area in terms of scale, mass and bulk. Care must be taken to ensure that any new development sits well in the street-scene and the form of any new development must be appropriate for the site in which it sits”.

WA 10/1650 – Provision of temporary construction access to the A31, comprising bridge across the River Wey, pedestrian underpass, other supporting infrastructure and re-instatement works including re-siting of the proposed footbridge across the River Wey from that approved under WA 08/0278. This application is accompanied by an Environmental Impact Assessment. Land to south of East Street, Farnham.

Farnham Town Council considers that this proposal is more acceptable than the construction traffic moving through the centre of the town.

WA 10/1655 – Application for a new planning permission to replace extant permission WA 05/1629 (erection of a two storey extension).
69 Alma Lane, Farnham.

No objections.

WA 10/1661 – Erection of 2 storey extension and single storey extension and conservatory, following demolition of existing single storey garage.
9 Bat and Ball Lane, Farnham.

No objections.

WA 10/1665 – Consultation under Regulation 3 for the construction of outdoor play equipment incorporating activity tower.
Ridgeway Community School, 14 Frensham Road, Farnham.

No objections.

WA 10/1667 – Erection of porch and shower room following demolition of existing porch (revision of WA 10/1132).
56 Riverside, Wrecclesham, Farnham.

No objections.

WA 10/1668 – Erection of a building for BI(c) industrial purposes, associated works and car parking.
Plot 7, Coxbridge Business Park, Alton Road, Farnham.

No objections.

WA 10/1678 – Erection of extensions and alterations.
59 Copse Avenue, Farnham.

Concerned about the possible adverse impact on the residential amenities of the neighbouring properties.

WA 10/1679 – Application for a Certificate of Lawfulness under Section 192 of the Town and Country Planning Act 1990 for side and rear extensions (revision of WA 10/1244).
8 Templar Avenue, Farnham.

No objection provided the neighbouring properties are not adversely affected.

WA 10/1680 – Erection of extensions and alterations together with the insertion of a dormer window and solar tube/square.
Beavers, 8 High Street, Rowledge, Farnham.

**No objection, however subject to the Farnham Design Statement Page 29:
“Any new development should maintain the character of the village and respect the local architecture in terms of scale, form and materials”.**

WA 10/1693 – Erection of single storey front extension.
10 Kingham Place, West Street, Farnham.

No objections.

WA 10/1696 – Erection of two storey side extension, single storey rear extension, addition of bay window and dormer windows to rear, and front entrance canopy, following demolition of garage.
5 Longley Road, Farnham.

Concerned about the size of the extensions and the possible adverse impact on the residential amenities of the neighbouring properties.

WA 10/1701 – Erection of a new dwelling with onsite parking.
Land adjoining 19b, Upper Hale Road, Farnham.

**Object. As per the Farnham Design Statement, page 23:
“New development should reflect the pattern of existing houses in Hale. Further infill development should be discouraged where it is considered to harm the character of the area”.
“New development should reflect the surrounding area in terms of scale, mass and bulk. Care must be taken to ensure that any new development sits well in the street-scene and the form of any new development must be appropriate for the site in which it sits”.
“New development near the older areas of Hale and Heath End should reflect the existing materials and pattern of existing development. Space around development is of as much significance as its architecture”.**

WA 10/1702 – Extension to depth of existing garage and store of one metre; addition of pitched roof.

The Towers, Guildford Road, Farnham.

No objections.

WA 10/1708 – Erection of single and two-storey extensions and alterations; porch extension and provision of solar tubes.

Tree Creepers, 4 Green Lane, Farnham.

Concerned about the adverse impact on the residential amenities of the neighbouring properties, in particular, overlooking.

WA 10/1709 – Erection of garage, store and workshop following demolition of existing garage and two timber outbuildings (revision of WA 09/1487).

7a Middle Avenue, Farnham.

No objections.

WA 10/1715 – Erection of rear/side extension and a front extension and demolition of rear extension.

12 Hazell Road, Farnham.

No objection provided there are no adverse effects to the residential amenities of the neighbouring properties.

WA 10/1722 – Installation of a replacement shop front.

1 Town Hall Buildings, The Borough, Farnham.

No objection, subject to materials used, being in keeping with the conservation area and the approval of the Listed Buildings Officer and the Conservation Area Officer.

WA 10/1723 – Application for Listed Building Consent for the installation of a replacement shop front.

1 Town Hall Buildings, The Borough, Farnham.

No objection, subject to materials used, being in keeping with the conservation area and the approval of the Listed Buildings Officer and the Conservation Area Officer.

WA 10/1724 – Erection of two storey front extension.

17 Weydon Lane, Farnham.

No objections.

WA 10/1729 – Erection of 4 new dwellings.

Land between 5 & 9 Beavers Road, Farnham.

Object to the loss of this green access to Potters Gate School.

As per the Farnham Design Statement, page 19:

“Green spaces within Farnham are part of the character and charm of the town and these should be retained and enhanced”.

WA 10/1733 – Erection of triple garage with room over (following invalid application WA 10/1501).

Brookley Lodge, 26 Crooksbury Road, Farnham.

This should be conditioned for use as a private garaging only and not for residential accommodation.

WA 10/1735 – Erection of a detached double garage.

35 Ford Lane, Farnham.

No objections.

WA 10/1736 – Application for a new planning permission to replace extant permission WA 07/2371 (erection of extensions and alterations to existing bungalow to provide a chalet bungalow).

Rymans, Lickfolds Road, Rowledge, Farnham.

Previous comments of the Plans Panel held on 22 November 2007 still stand: No objections in principle, however, concerned about the proximity of the extension to the boundary and the impact on the residential amenity of neighbouring properties.

WA 10/1746 – Erection of single storey ground floor porch extension, first floor extension including dormer windows and roof lights and alterations (revision of WA 10/0322).

6 Lickfolds Road, Farnham.

Object, concerned about size and mass of development and impact on the residential amenities of the neighbouring properties.

WA 10/1750 – Erection of single storey and first floor extensions, conversion of garage into habitable accommodation, conversion of loft space to bedroom and bathroom and alterations (revision of WA 10/0897).

Pine Ridge West, 16 Longdown Road, Farnham.

Objections. The rear elevation does not follow the period detail of the existing building and the materials and style should be in keeping with the existing building.

WA 10/1753 – Application for a Certificate of Lawfulness under Section 191 of the Town and Country Planning Act 1990 for the use of land as a residential mobile home park.

J Mar, Badshot Farm Lane, Badshot Lea, Farnham.

Object. This is not a suitable site for a mobile home park as it lies within the

strategic gap.

As per the Farnham Design Statement, page 37:

“Green spaces around the village of Badshot Lea should be protected...”.

WA 10/1764 – Erection of single storey extension, provision of solar tube, external and internal alterations.

2 Vale Close, Lower Bourne, Farnham.

No objection provided neighbours amenities are not adversely affected.

WA 10/1765 – Erection of fencing.

The Lookout, 10 Trinity Hill, Farnham.

No objections.

The meeting closed at 7.45pm.

Date

Chairman