

## FARNHAM TOWN COUNCIL

### MINUTES OF THE TOWN COUNCIL MEETING HELD ON THURSDAY 27<sup>th</sup> APRIL, 2006 AT 7.00PM IN THE COUNCIL CHAMBER, SOUTH STREET, FARNHAM

- \* Cllr M A Clark (Town Mayor)
- \* Cllr D J Attfield (Deputy Town Mayor)
- o Cllr P G Burden OBE
- \* Cllr C A Cockburn
- \* Cllr S Farrow
- \* Cllr (Mrs) P M Frost
- \* Cllr R D Frost
- \* Cllr C G Genziani
- \* Cllr J M Harris
- \* Cllr S A G Lang
- \* Cllr J E Maines
- \* Cllr (Mrs) A E Mansell MBE
- \* Cllr C H Mansell
- \* Cllr P G Marriott
- \* Cllr (Mrs) P M Marriott
- \* Cllr M W Norris
- \* Cllr (Mrs) S Scrivens
- \* Cllr V K Scrivens
  
- \* Present
- o Apologies for absence

#### C 392/05 QUESTIONS BY THE PUBLIC

There were no members of the public present to ask questions.

#### C 393/05 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor P G Burden.

#### C 394/05 MINUTES

The minutes of the meeting held on 2<sup>nd</sup> March, 2006, were signed by the Town Mayor as a correct record.

#### C 395/05 DISCLOSURE OF INTERESTS

Name of Councillor	Agenda /Minute No.	Subject	Type of Interest	Reason
D J Attfield	Item 8	Essential works to trees in Cemeteries	Personal/ Prejudicial	Personal friend of one of the contractors tendering for the work.
M A Clark	Item 10	Capital Programme – Additional Office Space	Personal	Member of Waverley Borough Council
C A Cockburn	Item 10	Capital Programme – Additional Office Space	Personal	Member of Waverley Borough Council

(Mrs) P M Frost	Item 10	Capital Programme – Additional Office Space	Personal	Member of Waverley Borough Council
(Mrs) P M Frost	PS 340/05	Capital Programme 2006/2007	Personal	Surrey County Councillor
(Mrs) P M Frost	ES 355/05	HOPPA	Personal	Surrey County Councillor
(Mrs) P M Frost	ES 357/05	Surrey Waste and Minerals Development Plan	Personal	Surrey County Councillor
R D Frost	Item 10	Capital Programme – Additional Office Space	Personal	Member of Waverley Borough Council
J E Maines	WA 06/0624	Erection of a conservatory	Personal/Prejudicial	Neighbour
J E Maines	WA 06/0592	Erection of extensions and alterations	Personal	Within 400 Metres of home
(Mrs) A E Mansell	Item 10	Capital Programme – Additional Office Space	Personal/Prejudicial	Husband is the Waverley Borough Council Portfolio Holder for Property
C H Mansell	Item 10	Capital Programme – Additional Office Space	Personal/Prejudicial	Waverley Borough Council Portfolio Holder for Property
(Mrs) P M Marriott	Item 10	Capital Programme – Additional Office Space	Personal	Member of Waverley Borough Council
(Mrs) S Scrivens	WA 06/0428	Planning Application	Personal/Prejudicial	Know the architect
(Mrs) S Scrivens	Item 6	Graffiti	Personal/Prejudicial	Husband is Portfolio Holder for Waverley Borough Council
(Mrs) S Scrivens	Item 10	Capital Programme – Additional Office Space	Personal	Husband is Portfolio Holder for Waverley Borough Council
(Mrs) S Scrivens	ES 357/05	c) Surrey Waste Management	Personal	Husband is Waverley borough Council representative on Surrey SLGA.
(Mrs) S Scrivens	ES 363/05	Free Bus Travel Scheme	Personal	Over 60
V K Scrivens	WA 06/0428	Planning Application	Personal	Wife knows the architect
V K Scrivens	Item 6	Graffiti	Personal/Prejudicial	Environmental Portfolio Holder at Waverley Borough Council.
V K Scrivens	Item 10	Capital programme – Additional Office Accommodation	Personal	Environmental Portfolio Holder at Waverley Borough Council.
V K Scrivens	ES 357/05	c) Surrey Waste Management	Personal	Waverley Borough council representative on Surrey SLGA
V K Scrivens	ES 363/05	Free Bus Travel Scheme	Personal	Over 60

## Part 1 – ITEMS FOR DECISION

### C396/05 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor highlighted two events that he had attended since the last Council Meeting.

The first was a "Thank You" lunch with the ladies of Farnham in Bloom and the unveiling of a sculpture in Long Garden Walk by Sue Broadhead which encapsulated the work achieved by the ladies of Farnham in Bloom over the years.

The second event highlighted to the Mayor what a fantastic town Farnham is and how wonderful the people of Farnham are. He wished to express his thanks.

### C397/05 GRAFFITI MANAGEMENT IN FARNHAM

Councillor V K Scrivens and Councillor (Mrs) S Scrivens left the meeting having declared a Prejudicial interest in this item.

Members noted that the Town Council's existing graffiti removal contractor, Aquarius Solutions, had continued to provide a good value for money service which had received favourable comments from the public. It was noted that the contractor was willing to continue to provide the flexible and responsive service for a further 12 months.

Members considered the difficulties of obtaining three quotations as required by Standing Orders due to the limited number of specialist companies available locally to undertake this type of work.

Officers informed the Members how graffiti can be reported.

Members of the public should contact the Assistant Town Clerk Mr Nick Goddard by email on [nick.goddard@farnham.gov.uk](mailto:nick.goddard@farnham.gov.uk) or telephone directly 01252 823195. Members noted that it was also possible to report graffiti online at [WWW.farnham.gov.uk](http://WWW.farnham.gov.uk) or by calling the Town Council office on 01252 712667.

**RESOLVED: That due to the limited number of companies engaged in the specialist field of graffiti removal, and the proven ability of Aquarius Solutions, Standing order 11.1 (c) be waived in order that Aquarius Solutions continue to provide a graffiti removal service in the 2006/2007 financial year.**

Councillor V K Scrivens and Councillor (Mrs) S Scrivens returned to the meeting.

C398/05 ROLLOVER OF FUNDS FROM 2005/2006 TO THE FINANCIAL YEAR 2006/2007

Members received a report identifying the current situation regarding the under spend of 2005/06 funds at 31 March 2006 due to the delayed implementation of capital/projects and considered the recommendations of the Policy and Resources Committee regarding the actions to be considered:

- To roll over of funding for projects not completed at 31<sup>st</sup> March, 2006, to the financial year 2006/2007 for completion in 2006/2007.
- To approve the virement and roll over of budget funding for works not finalised at 31<sup>st</sup> March 2006.

**RESOLVED:**

1. That capital / project funding totalling £120,520 be rolled over to ear marked reserves for 2006/07.
2. That the 2005/06 grants' budget under spend totalling £9,500 be rolled over to 2006/07.
3. That the 2005/06 Election Expenses under spend be rolled over to ear marked reserves.
4. That the 2005/06 CCTV replacement under spend totalling £5,000 be rolled over to ear marked reserves.
5. That the 2005/06 cemeteries' building maintenance under spend totalling £25,000 be rolled over to ear marked reserves.
6. That the virement of budget under spends and additional rollovers should be considered on the closure of the accounts

C399/05 HEALTH AND SAFETY: ESSENTIAL TREE WORKS IN CEMETERIES

Councillor D J Attfield left the meeting as he had declared a Prejudicial interest in this item.

Members considered a report on Health and Safety: Essential Tree Works in Cemeteries.

Members noted the health and safety implications of the tree surgeons report on the condition of trees in the Council Cemeteries.

Members considered the awarding of a contract from approved tree surgeons to address the health and safety implications.

In accordance with Standing Orders quotations were obtained from three companies

<b>Company</b>	<b>Cost (£)</b>
Cedardale Arboriculture Specialists	10,585
Dryad Tree Specialists	14,970
T & S Tree Surgeons	11,071

Members clarified that the tree surgeons applying for the contract had been chosen from an approved list from Waverley Borough Council.

It was agreed that the least expensive quote be awarded the contract for the tree work.

Members considered how the approved work should be funded as this work had not been budgeted for in 2006/07. Members considered the release of funding from the Cemeteries Building Reserves to undertake the appropriate tree work.

Members considered additional tree works as a result of issues raised by local residents with regard to leaf fall blocking guttering. Members expressed concern that it would be difficult for the Council to take responsibility for leaf falls and that the most practical way was to address only issues where the trees were dead, dying or dangerous.

**RESOLVED:**

- 1. That the tree work identified by the tree surgeons should be undertaken.**
- 2. To appoint Cedardale Arboricultural Specialists to undertake the work identified in the health and safety report at a cost of £10,585.**
- 3. That funds be released from the cemeteries building fund to undertake the work**
- 4. To adopt a policy of only approving work on trees when they are classified as being dead, dying or dangerous.**

Councillor D J Attfield returned to the meeting.

C400/05 EXTERNAL AND INTERNAL AUDIT

Members received the reports of the external Auditor BDO Stoy Hayward LLP and the Internal Auditor for 2004/05 and 2005/06 respectively. Members also considered the recommendations from the Policy and Resources Committee:

- To note the provision management letter from the external auditors BDO Stoy Hayward LLP
- To note the change in audit regulations for 2005/2006
- To note the report of the Internal Auditors
- To note the delegation of the appointment of Internal Auditors
- To agree the standard for the production of annual accounts

**RESOLVED:**

- 1. That the management letter from BDO Stoy Hayward LLP and the Councils Responses be noted and approved.**
- 2. That the report of the Internal Auditor and the recommended actions be noted approved.**
- 3. To note the resignation of the Internal Auditor and delegation of the authority to officers to appoint a new Internal Auditor.**

4. **To note the change in Audit Regulations for 2005/06.**
5. **That the Council should still produce accounts to Best Value Accounting Standards (SORP).**

C402/05 CAPITAL PROGRAMME: ADDITIONAL GROUND FLOOR OFFICE ACCOMMODATION

Councillor C H Mansell and Councillor (Mrs) A E Mansell left the meeting having declared a Prejudicial interest in this item.

The members were asked to grant permission on behalf of the Policy and Resources Committee to Council Officers to open discussions with Waverley Borough Council regarding the renting of additional ground floor office accommodation and to consider relocating Town Council staff within the South Street Offices.

Members received a report which explained that the Waverley Borough Council might be prepared to consider a move to the left hand side of the lower floor of the building. This would allow Farnham Town Council to move into the right hand side of the lower floor of the building which would enable the Town Council to maintain a reception and remain open to the public on a Monday afternoon.

**RESOLVED:**

**To authorise officers to open discussion with Waverley Borough Council opportunities to utilise additional office space in the Locality offices.**

Councillor C H Mansell and Councillor (Mrs) A E Mansell returned to the meeting.

C403/05 HOME SECRETARY'S REQUEST FOR SURREY POLICE TO VOLUNTARILY MERGE WITH SUSSEX POLICE

The members considered initial comments on the proposed voluntary merger of the Surrey and Sussex Police Services.

Cllr M Norris circulated a draft response on behalf of the Town Council for Members to consider.

Members requested that the Councils objection should be strengthened within the letter and that the final letter should be forwarded to the relevant organisations

**RESOLVED:**

**That Cllr M Norris would liaise with the Town Clerk to finalise the letter and that the letter containing the following comments be forwarded to the Surrey Police Authority, the Surrey and Sussex County Association for Parish and Town Councils and be copied to other Town and Parish**

**Councils throughout Surrey and Sussex.**

**Farnham Town Council notes the announcement in September 2005 by the Home Secretary to reduce the existing 43 police forces in England and Wales and the request from the Home Secretary on 20<sup>th</sup> March 2006 that Surrey accepts a voluntary merger with Sussex Police. The Town Council further notes that that a four month objection period starts in May to the Home Secretary's proposals starts in May and therefore resolves to submit the following comments in response: -**

- 1. Farnham Town Council supports the request by the Surrey Police Authority that Surrey remain a stand-alone force and it strongly objects to the decision by the Home Secretary on the 11<sup>th</sup> April 2006 to proceed with the merger of Surrey and Sussex Police.**
- 2. The Town Council notes that Surrey suffers from considerable under funding compared with other forces, receiving only £87 per head of population in central grant from the government compared to a national average of £106 per head, with neighbouring Kent and Hampshire receiving £108 and £105 respectively.**
- 3. The Town Council cannot therefore support a merger which does not address the long-term under funding suffered by Surrey. Though the Home Office has indicated it would meet some of the estimated £27 million start up costs for a new force and authority, the merger would create one larger poorly funded force from two smaller poorly funded forces. Without additional funding the new force will not be able to improve its protective services, which appears to be the fundamental need driving the reorganisation. The only consequence of such a plan would be reduced police cover in the county, most likely at a community level, which is not acceptable.**
- 4. Furthermore the Town Council cannot support the merger as the pressure to provide improved protective services in the new force, responding to crime hot-spots across two counties, and presumably also covering conferences in Brighton could impact on community policing. Surrey is already considerably under resourced when it comes to community policing. Waverley with a population of 115,000 currently only has 17 dedicated police officers and PCSOs on neighbourhood policing duties. Kingston-upon-Thames, bordering Surrey, with a population of 150,000 has 96 police officers and PCSOs in the same role, over five and a half times the level of Waverley. Given the failure to address Surrey's funding, the new force will be in no better a financial position. The merger proposal is therefore like to reduce the resources available for community policing in Surrey rather than increase them.**

5. Farnham Town Council also objects to a proposal that will see the eighteen councillors currently exercising democratic accountability on behalf of the 2.62 million residents of Surrey and Sussex reduced by a third to 12 councillors in one police authority. The government has been stressing the need for the police to be more responsive to their local communities. The Town Council cannot see how reducing the number of community representatives on the authority will make the police more responsive.

## Part 2 – ITEMS TO NOTE

### C404/05 REPORTS OF COMMITTEES

#### Public Services Committee

It was proposed by Councillor (Mrs) A E Mansell and seconded by Councillor (Mrs) S Scrivens and

**RESOLVED: That the minutes of the meeting of the Public Services Committee held on 16<sup>th</sup> March, 2006, be adopted.**

#### Environmental Services Committee

It was proposed by Councillor S Farrow and seconded by Councillor S A G Lang and

**RESOLVED: That the minutes of the meeting of the Environmental Services Committee held on 30<sup>th</sup> March, 2006, be adopted.**

#### Policy and Resources Committee

It was proposed by Councillor M W Norris and seconded by Councillor C A Cockburn and

**RESOLVED: That the minutes of the meeting of the Policy and Resources Committee held on 13<sup>th</sup> April, 2006, be adopted.**

### C 405/05 PLANNING APPLICATIONS

#### **RESOLVED:**

**That the observations made by the Plans Panel held on 2<sup>nd</sup> March, 2006, 16<sup>th</sup> March, 2006, 20<sup>th</sup> March, 2006 and 30<sup>th</sup> March, 2006 and dealt with in accordance with delegated authority, be noted.**

### C406/05 ITEMS TABLED

None.



C407/05 PUBLICITY

The members decided to issue press releases on the following items:

Graffiti Management in Farnham  
Home Secretary's Request for Surrey Police to Voluntarily Merge with Sussex Police.

C408/05 EXCLUSION OF THE PRESS AND PUBLIC

**RESOLVED: That in view of the confidential nature of business about to be transacted, namely signing of confidential minutes and recommendations for Town Honours it was advisable in the public interest that the public and press be temporarily excluded and they were instructed to withdraw at Item 17.**

**Part 3 – Confidential Items**

The Confidential minutes of Council held on 5<sup>th</sup> January, 2006, were signed by the Town Mayor as a correct record.

The Confidential minutes of the Policy and Resources Committee held on 16<sup>th</sup> February, 2006, were adopted.

Town Honours

Members considered the recommendations of the Policy and Resources Committee for Town Honours.

The Town Mayor closed the meeting at 8.25pm.

Date

Chairman