



FARNHAM TOWN COUNCIL

Minutes Council

Time and date

7.00 pm on Thursday 19th December, 2019

Place

Council Chamber - Town Council Offices

Councillors

Councillor David Attfield
Councillor Paula Dunsmore (Deputy Mayor)
Councillor Roger Blishen
Councillor Carole Cockburn
Councillor Sally Dickson
Councillor Michaela Gray
Councillor Andy MacLeod
Councillor Michaela Martin
Councillor Mark Merryweather
Councillor Kika Mirylees
Councillor John Neale

Apologies for absence

Pat Evans(Mayor), Alan Earwaker(late arrival), David Beaman, Brian Edmonds, John "Scotty" Fraser, George Hesse and John Ward

Officers Presents:

Iain Lynch, Town Clerk
Sara Jones, Assistant Town Clerk
Jenny De Quervain, Planning & Civic Administrator

There was 1 member of the public and no members of the press in attendance.

Prior to the meeting, prayers were led by Revd Jane Walker, Farnham Area Dean.

C111/19 Election of Chairman

In the absence of the Mayor due to illness and the Deputy Mayor on a Civic appointment, Cllr Attfield was agreed as Chair of the meeting.

C112/19 Apologies

Apologies were received from Cllrs Pat Evans (Mayor), Pat Evans, Alan Earwaker, David Beaman, Brian Edmonds, John "Scotty" Fraser, George Hesse and John Ward.

C113/19 **Disclosures of Interest**

In addition to the standard declarations by dual or triple hatted Councillors, Cllr Merryweather declared a disclosable pecuniary interest on agenda item 7 point 7, re Waverley Borough Council Asset Transfers to Farnham Town Council, arising from his position as WBC Portfolio Holder for Finance, Assets and Commercial Services.

C114/19 **Minutes 7 November 2019**

The minutes of the Farnham Town Council meeting held on 7th November were agreed to be signed as a correct record.

C115/19 **Questions and Statements by the Public**

There were no questions or statements from the public.

C116/19 **Town Mayor's Announcements**

Cllr Attfield reported that Mayor's diary had continued to be busy with appointments that included a number of Remembrance services, a Britain In Bloom Celebration reception for volunteers, school Christmas fayres, Christmas lights switch-ons and musical concerts. The Town Council's Christmas Market had been a great success and the Civic Candlelit Carol Service with the Farnham Youth Choir had been wonderful.

C117/19 **Questions by Members**

There were no questions by members in accordance with Standing Order 9.

C118/19 **Notes of the Strategy & Finance Working Group held on 10th December 2019**

Cllr Neale introduced the notes of the Strategy & Finance Working Group at Appendix B to the agenda.

The Working Group had given detailed consideration to the draft budget which had been drawn up based on a review of expenditure in 2019/20 and on the 2018/19 outturn. The budget included fees and charges broadly based on 2019/20 levels, given the continuing uncertainty in the economic climate and it was noted that allotment rents would be increasing to £60 in 2021. The budget included a sum for taking on transferred property on a freehold basis rather than a leasehold basis. Provision had been made for meeting some of the climate emergency challenges with the Community Initiatives Fund incorporating environmental projects. It was noted that the budget had been constrained as a result of efficiencies and because there were some earmarked reserves for some of the activity proposed.

Cllr Neale advised that the draft budget had therefore come out at £1,400,327 which after a small rise in the number of Band D properties meant there would be a shortfall in income of some £27,693. How this would be met (whether from reserves, precept or additional fees and charges) would be determined at the January meeting.

It was RESOLVED *nem con*:

- 1) To agree the budget report and that the budget for 2020/21 be set at £1,400,327.**

2) The standard Allotment Fee be increased to £60 with effect from 1st January 2021

C119/19 Infrastructure Planning Group

Cllr Neale introduced the notes of the Task Groups reporting to Strategy & Finance. It was noted that the Infrastructure Planning Group work on the Design Statement was progressing. Cllr Cockburn advised that some submissions had been received and an initial draft would be circulated for wider consultation in the new year.

In terms of the Neighbourhood Plan, the Independent Examiner's report had been received and considered by Strategy & Finance. There were a number of proposed minor modifications which gave clarity and the Examiner's summary was excellent. He had said *"It is clear that the Farnham Neighbourhood Review Plan is the product of much hard work undertaken since early 2018 by the Town Council, the Neighbourhood Planning Team and by the many individuals and stakeholders who have contributed to the preparation and development of the Review Plan. In my assessment, the Review Plan reflects the aspirations and objectives of the Farnham community for the future development of their community up to 2032. The output is a Review Plan which should help guide the area's development over that period, making a positive contribution to informing decision-making on planning applications by Waverley Borough Council."*

Council welcomed the Independent Examiner's report.

It was RESOLVED *nem con* that:

- 1) The minor changes proposed by the Independent Examiner of the Review of the Farnham Neighbourhood Plan be adopted;**
- 2) Waverley Borough Council be asked to expedite the Referendum.**

Cllr Earwaker arrived at this point.

C120/19 Consultations

The Working Group had been advised that two consultations by Surrey County Council were underway but neither had been sent to the Town Council. One was for the future of the Highways service contract and the other was on Surrey CC priorities. It was agreed that the Town Clerk, in consultation with the Leader, respond to the SCC Reviews.

C121/19 Contracts and Assets

Cllr Neale updated Council on a range of contract and property matters. Council noted that it had been agreed to refurbish the clock whilst the scaffolding was in place and that the worsening crack in the front of the town hall was being investigated by Drake & Kannemayer alongside other work they were carrying out for the Council. Council also noted that discussions on property transfers with Waverley Borough Council were progressing and that Montrose House was also under consideration and would be subject to a further report.

The Working Group had reviewed security following the recent break-in at the depot and it had been agreed to recommend the replacement of the external fence by Jackson's fencing who had installed the cemetery fencing after tender.

It was RESOLVED *nem con* that:

Council waives Standing Orders contracts to appoint Jackson Fencing to erect a new front fence and gate at the depot to improve security at an estimated cost of £10,000.

C122/19

Council noted the research undertaken to replace one of the obsolete vehicles and that an Iveco Daily CNG gas vehicle was available at that would meet the Council's requirement. Other options and prices were being reviewed although it was noted that there were no electric vehicles available that would be able to tow or carry the weight of the equipment. The cost would be between £20k and £30k depending on the costs of additional items required.

It was RESOLVED *nem con that*:

The Town Clerk in consultation with the Assets Task Group be authorised to progress the purchase of a replacement vehicle for the Outside workforce at the most economically advantageous price.

C123/19

The Strategy & Finance Working Group had considered the proposed removal of telephone boxes by British Telecom. It was proposed that any boxes, particularly red ones, that could be repurposed (such as for defibrillators) should be adopted by Farnham Town Council whilst others which were in key locations where mobile coverage was poor should be retained.

It was RESOLVED *nem con that*:

- 1) Phone boxes in key areas with poor mobile coverage should be retained;
- 2) The Town Clerk be authorised to progress phone boxes for community use.

C124/19 **Planning and Licensing Applications**

Cllr Gray introduced the notes of the Planning and Licensing Consultative Group meetings held on 11th November (Appendix C), 25th November (Appendix D) and 8th December (Appendix E). The reports were agreed.

C125/19 **Actions taken under the Scheme of Delegation**

The Town Clerk reported that he had written to Surrey County Council for evidence that they owned the cobbles in Castle Street when previously they had denied on several occasions that this was the case.

The Town also reported that he had again chased Surrey County Council property team about the Library Gardens and requested a meeting early in the new year.

C126/19 **Reports from Other Councils**

Cllr MacLeod reported that the new flythrough for the Brightwell Scheme, commissioned from a UCA student was now on the website.

Cllr Cockburn advised that she had raised a question at the Surrey Local Committee about the lack of consultation on the County Council's proposed Hickley's Corner scheme and the need for a meeting with the Town Council. It was also noted that some research on weight restrictions in towns would be undertaken. Cllr Attfield advised that he had found it beneficial to take number of HGVs using small roads as a cut through and contacted the company's traffic manager reminding them that their 'O' Licence depended on their drivers traffic requirements.

Cllr Neale agreed that a meeting on Hickley's Corner was required and that one was scheduled for January with senior staff and the Deputy Leader of Surrey. In response, Cllr Cockburn said that it was important Surrey engaged directly with the Town Council.

Cllr Neale advised that Zac Ellwood had been appointed as the new Head of Planning at Waverley and that he would lead on place making.

C127/19 Reports from Outside Bodies

There were no reports from Outside Bodies.

C128/19 Date of Next Meeting

The date of the next meeting of full Council was agreed as Thursday 23rd January 2020 at 7pm and would be followed by the Council meeting as the South Street Trust.

C129/19 Exclusion of the Press and Public

It was RESOLVED *nem con* to exclude members of the public and press from the meeting at in view of the confidential staffing items under discussion

C130/19 Exempt Annex I. Any issues arising from the HR Panel held on 16th December

Cllr Attfield reported on the meeting of the HR Panel and the actions agreed.

The Mayor closed the meeting at 8.00 pm

Chairman

Date