



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 25th June, 2020 at 7.00 pm

### Place

To be held remotely via Zoom.

Meeting ID: 863 7589 4888

Password: 201523

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To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** on **Thursday 25th June, 2020, at 7.00 pm** in the To be held remotely via Zoom. The Agenda for the meeting is attached.

Yours sincerely

**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 [customer.services@farnham.gov.uk](mailto:customer.services@farnham.gov.uk) by 5pm on the day before the meeting.**

### **Recording of Council Meetings**

This meeting is digitally recorded and retained until the minutes are signed.

### **Questions by the Public**

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

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



# 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: 25 June 2020

Name of Councillor .....

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

\* Delete as appropriate



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 25th June, 2020 at 7.00 pm

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To be held remotely via Zoom

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### Prayers

Prior to the meeting prayers will be said by Michael Hall of The Wey Church, Farnham. Councillors and members of the public are welcome to attend.

### 1 Apologies

To receive apologies for absence.

### 2 Disclosures of Interest

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

#### NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Beaman, Blishen, Cockburn, Dickson, Edmonds, Gray, Hesse, Macleod, Martin, Merryweather, Mirylees, Neale, and Ward.*
- (ii) *The following councillor has made a general non-pecuniary interest declaration in relation to him being a councillor of Surrey County Council: Cllr Macleod.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to [customer.services@farnham.gov.uk](mailto:customer.services@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

**(Pages 7 - 14)**

To sign as a correct record the minutes of the Farnham Town Council meeting held on 14<sup>th</sup> May 2020.

**Appendix A**

### 4 Questions and Statements by the Public

In accordance with Standing Order 10.1, the Town Mayor will invite members of the public present to ask questions or make statements.

At the discretion of the Town Mayor, those members of the public, **residing or working** within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

**5 Town Mayor's Announcements**

To receive the Town Mayor's announcements.

**6 Questions by Members**

To consider any questions from councillors in accordance with Standing Order 9.

**Part I - Items for Decisions**

**7 Appointment of Councillors to Working and Task Group Member Vacancies**

To consider appointments for vacancies in Working and Task Groups:  
Cemeteries and Appeals Working Group  
Community Enhancement Working Group  
Wellbeing Task Group

**8 Working Group Notes (Pages 15 - 34)**

To receive the notes and any recommendations of the following Working Groups:

- i) Tourism and Events held on 3<sup>rd</sup> June 2020 **Appendix B**
- ii) Community Enhancement held on 10<sup>th</sup> June 2020 **Appendix C**
- iii) Cemeteries and Appeals held on 11<sup>th</sup> June 2020 **Appendix D**
- iv) Strategy and Finance held on 16<sup>th</sup> June 2020 **Appendix E, Annex I**

**9 Planning and Licensing Applications (Pages 35 - 58)**

To receive the notes of the Planning & Licensing Consultative Group meetings held on:  
18<sup>th</sup> May, 1<sup>st</sup> June and 15<sup>th</sup> June 2020. **Appendices F, G, H**

**Part 2 - Items to Note**

**10 Actions taken under the Scheme of Delegation**

Council to note the following decision was made on 18<sup>th</sup> June 2020.  
Noting the agreement with Surrey County Council to fund up to £30,000, and in order to manage the temporary infrastructure to assist the safety of pedestrians and support businesses as they reopen following the Covid-19 outbreak, Council, under delegated decision making processes agrees to:

- 1) Purchase additional CCTV cameras at a cost of £13,986+vat;
- 2) Purchase an upgrade to the Milestone Software to enable traffic counting at a cost of £12,490+vat;
- 3) Waive Standing Orders Contracts in order that the two elements of the works can be undertaken by the Council's current CCTV supplier Shield Integrated Solutions;
- 4) Commit a contribution of £5,000 (which may be payable from the Section 106 contributions for CCTV) from FTC.

**11 Reports from Other Councils**

To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council.

**12 Reports from Outside Bodies**

To receive from Members any verbal reports on Outside Bodies where they represent Farnham Town Council.

**13 Date of Next Meeting**

**14 Exclusion of the Press and Public**

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3 of the agenda (if required) in view of any confidential items under discussion.

### **Item 3 - Confidential Items**

**15 Any confidential matters (if required) arising from discussions of the Working Group notes.**

Council Membership:

Pat Evans (Mayor), Alan Earwaker (Deputy Mayor), David Attfield, David Beaman, Roger Blishen, Carole Cockburn, Sally Dickson, Paula Dunsmore, Brian Edmonds, John "Scotty" Fraser, Michaela Gray, George Hesse, Andy MacLeod, Michaela Martin, Mark Merryweather, Kika Mirylees, John Neale and John Ward

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# FARNHAM TOWN COUNCIL

# A

## Minutes Council

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### Time and date

7.00 pm on Thursday 14th May, 2020

### Place

Held remotely via Zoom

### Councillors

Councillor Pat Evans (Mayor)  
Councillor Alan Earwaker (Deputy Mayor)  
Councillor David Attfield  
Councillor David Beaman  
Councillor Roger Blishen  
Councillor Carole Cockburn  
Councillor Sally Dickson  
Councillor Paula Dunsmore  
Councillor Brian Edmonds  
Councillor John "Scotty" Fraser  
Councillor George Hesse  
Councillor Andy MacLeod  
Councillor Michaela Martin  
Councillor Mark Merryweather  
Councillor Kika Mirylees  
Councillor John Neale  
Councillor John Ward

### Apologies for absence

Michaela Gray

### Officers Presents:

Iain Lynch, Town Clerk  
Iain McCready, Business and Facilities Manager  
Sara Jones, Assistant Town Clerk

There were 7 members of the public and 1 member of the press in attendance.

Prior to the meeting, prayers were led by Revd John Morris of the Bourne Parish.

### C1/20 **New Regulations-Remote Attendance**

The Mayor introduced the Remote Meetings Protocol at Appendix A which were proposed as a result of the Covid-19 pandemic and 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and

Wales) Regulations 2020' which had come into force. These Regulations specifically part 2, regulation 5, enable the remote attendance of committee meetings and therefore overrule any applicable FTC Standing Orders until further notice or May 2021 when the Regulations lapse.

Everyone in agreement with the protocol and that there was no need to change standing orders

It was **RESOLVED** *nem con* to adopt the new protocol.

C2/20 **Apologies**

Apologies were received from Cllr Michaela Gray.

C3/20 **Minutes**

The Minutes of the Farnham Town Council meeting held on 12<sup>th</sup> March 2020 at Appendix B were agreed to be signed by the Mayor as a correct record.

C4/20 **Disclosures of Interest**

In addition to the standard declarations by dual or triple hatted Councillors, Cllr Merryweather as the relevant Portfolio holder at Waverley Borough Council for Agenda item 8ii (Appendix D) in relation to the transfer of assets.

C5/20 **Questions and Statements by the Public**

Mr Clive Teague spoke of the Government announcement on 9<sup>th</sup> May local authorities are expected to make significant changes to road layouts to give more space to pedestrians ensuring that they can maintain a safe 2m social distancing. As many potential shoppers might be put off stepping into the busy car lanes as the lockdown eases, Mr Teague asked if the Council urgently widen the town's narrow pavements and welcome help from the public in achieving this.

The Mayor thanked Mr Teague for his question and responded the recently published Government guidance entitled 'Coronavirus (COVID-19) Safer Public Places- Urban Centre and Green Spaces' would be identified later in the meeting and Council would decide how to proceed on this issue.

C6/20 **Town Mayor's Announcements**

The Town Mayor reported Council had last met 9 weeks ago prior to Lockdown and much had happened and social contact was still restricted.

This meeting was the first Remote Council Meeting using ZOOM. It would be a learning curve for everyone, not least the Mayor as Chairman. The Mayor expressed heartfelt thanks and gratitude to every individual and organisation supporting the Farnham community at this exceptionally difficult time. An incredible amount had been achieved and to each and everyone there was an enormous debt of gratitude.

The Mayor advised there would be a break for the weekly 'Clap of Thanks' at 8 o'clock for the incredible NHS, carers, emergency service providers, those who continue to supply food and transport, volunteers and support staff including those from Farnham Town Council. The Mayor said she was immensely proud of everyone.



The Mayor advised it was important not forget those who had lost their lives to COVID-19 and their families who grieve for them and asked for a moment of silence in their memory.

The Mayor advised that on the VE Day anniversary she observed the Silence at 11 am wearing the Mayor's Chain of Office and that she had also participated in an on-line service of Thanksgiving for the NHS.

**C7/20 Questions by Members**

None were received.

**C8/20 Tourism & Events Working Group**

Cllr Earwaker introduced the notes of the Tourism and Events Working Group held on 25<sup>th</sup> March at Appendix C and updated Council on actions taken since the lockdown started:

He advised that the last two Music in The Vineyard events were cancelled along with the April Farmer's Market.

The April farmers' Market was cancelled but May would see the first farmers' market held under social distancing measures, with a new layout, only one person at a stall and controls on how many people entered the market area. In response to a question from Cllr Edmonds, Cllr Earwaker confirmed a covid risk assessment had taken place.

All other events due to happen had been postponed until further guidance was issued.

**C9/20 Strategy & Finance Working Group**

Cllr Neale introduced the notes of the Strategy & Finance Working Group held on 5<sup>th</sup> May at Appendix D.

**C10/20 Finance Report**

Cllr Neale advised that the Finance reports would be taken under agenda item 9.

**C11/20 Coronavirus Update**

Cllr Neale reported on the key activities being undertaken during the Coronavirus Pandemic:

**i) Decisions under delegated authority**

Members of the Working Group had received an update from the Town Clerk on the regular meetings held between the Town Clerk, Mayor and Leader in accordance with the delegation agreed at the last Council meeting.

**ii) Actions to support the Community**

- 1) The Farnham and Villages Coronavirus Helpline.  
The Helpline was a co-venture between Farnham Town Council and the Farnham Maltings to support the shielded, vulnerable and isolated members of the community. To date it was reported that the Helpline had responded to over 900 requests for help.
- 2) The Coronavirus Co-ordination Group.  
The Co-ordination Group was a co-venture with the Farnham Maltings that consisted of over 20 weekly attendees who represented local charities and local

- Coronavirus response groups. Each week via a Zoom call the participants discussed areas for support, the sharing of resources and new requests for help.
- 3) Coronavirus Support Fund.  
FTC had coordinated a group of representatives from local charities to create a new hardship fund financed from local charities, public donations and FTC. The Coronavirus Support Fund would review applications from referral agencies or individuals themselves experiencing financial hardship due to the Coronavirus situation. To date the Fund had raised over £28,000 made four financial awards for immediate help.
  - 4) Share Farnham Community Store.  
Share Farnham was a joint project led by the Farnham Maltings and involved Hale Community Centre. Share Farnham opened on Tuesday 12<sup>th</sup> May to serve the community in Farnham and Upper Hale providing an opportunity to share donated activity-based items focused on supporting the mental wellbeing of the community.
  - 5) Farnham Hospital Assessment centre.  
FTC in collaboration with the Farnham Hedgehogs and Farnham Lions and the Farnham Integrated Care Service had built the outdoor assessment centre in the Farnham Hospital Carpark and co-ordinated the volunteers to be the carpark marshalls.

Cllr Neale commented on the need to look forward to a recovery phase to support the community and local businesses and noted FTC officers were looking into options.

#### C12/20 **Safe Streets**

Cllr Neale reported on the proposed pavement widening initiative in the town centre that would help the community to socially distance and allow retailers to provide a safe queuing space outside their premises. It was commented the Council would need to consider a range of options and related safety issues.

Cllr MacLeod advised that the roads and pavements were the responsibility of SCC and that the safety of the public was the first priority of SCC, and there would be safety implications to the pavement widening project.

Councillors expressed support for the project and concern for the logistical challenges of such a project, the impact this would place on roads that were not in the town centre and the challenges when considering the local retailers who had no rear access to their premises.

The Town Clerk suggested the formation of a task group that would report into the Strategy & Finance Working Group to focus on recovery. With the suggestion the group could look at the pavement widening issue as a priority action point.

7.55pm - Councillors took a break from the Zoom meeting to join the Nation to clap support for the NHS and key workers.

8.05pm Council resumed.

It was suggested that a task group could look at the detail of the proposal to then forward to the Farnham Project Board (all three Councils would be represented on the Board ) to authorise swift action.

Cllr Ward proposed and Cllr Merryweather seconded the recommendation that:

FTC ask the Farnham Project Board to look at the urgent narrowing of the roads to widen the pavements in line with Government guidelines so that pedestrians can shop and queue in safety.

Cllr Neale proposed and Cllr Merryweather seconded the recommendation to Council to agree that:

FTC create a Task Group that reports into the Strategy & Finance Working Group, to agree initiatives needed in response to the COVID-19 situation.

**It was RESOLVED *unanimously* that FTC:**

- 1) Ask the Farnham Project Board to look at the urgent narrowing of the roads to widen the pavements to enable pedestrians to shop and queue in safety;**
- 2) Create a Task Group that reports into Strategy & Finance Working Group to agree initiatives needed in response to the COVID-19 situation.**

It was agreed that members on this Task Group be: Cllrs Blishen, Hesse, Martin, Merryweather, Mirylees, and Neale.

#### **C13/20 Proposed deferment of Annual Meeting until 2021**

Council noted that a decision had been made under delegated authority to defer the Annual Meeting of Council whilst the Council was unable to meet formally.

**It was RESOLVED *nem con* that:**

**The Annual Meeting be deferred until May 2021 with the extension of the terms of office of The Mayor, Deputy Mayor and Leader along with members of the Working Groups, Task Groups and Panels.**

Council noted the events programme was deferred and that the launch event and other activities for Farnham in Bloom were either postponed or cancelled and that judging of Farnham in Bloom was to be held remotely for 2020. It was further noted that a revised budget would need to be prepared to take account for the loss of income and potential sponsorship.

#### **C14/20 Contracts and Assets Update**

Cllr Merryweather recorded an interest in the transfer of assets and was moved to the Zoom remote waiting room and took no part in the discussion.

Cllr Neale commented that draft documents were available for the transfer of assets from WBC to FTC with some queries being resolved through the Council's solicitor. Councillors discussed the potential acquisition of Montrose House from WBC and suggested the intended purpose of use could be to assist in the development of craft businesses in town. It was agreed the Town Clerk should discuss the parameters further and report back in due course.

Cllr Merryweather returned.

Insurance

Council noted that the Working Group had endorsed the decision made under delegated authority to waive Standing Order Contracts and extend the Council's insurance with Zurich for three years at a reduced cost and with extended cover.

## C15/20 **Farnham Project Board Terms of Reference**

Cllr Neale advised that members of Strategy & Finance Working Group had discussed the Farnham Project Board's Terms of Reference (ToR) in detail and had proposed changes for consideration by Council.

Cllr Neale introduced a supplementary paper setting out Key Principles and Objectives to amplify and give clarity to the Project Board Terms of Reference from a Farnham Town Council perspective.

It was noted that the next meeting of the Farnham Project Board was Friday 22<sup>nd</sup> May and it would be helpful to have agreement on both documents before then for the Board's consideration.

The Town Clerk advised that as the Key Principles document had not been discussed at the Strategy and Finance meeting there would need to be a proposal and seconder for the supplementary recommendation.

Councillors discussed the two recommendations. Cllr Merryweather said the ToR could not be agreed until the Key Principles had been agreed as the Key Principles set out the basis on which FTC would be agreeing with Surrey's proposals.

In discussion Council agreed the need for FTC to work with the Farnham Project Board as an equal partner and to be involved with the decision making at the early stages to enable the right decisions for Farnham to be made.

Councillors agreed each recommendation affected the other and agreed to a proposal, proposed by Cllr Merryweather and seconded by Cllr Hesse, to merge the recommendation to Council.

The new recommendation to Council to be discussed was:

The proposed amendments to the Farnham Project Board Terms of Reference be agreed and be accompanied by the Key Principles and Objectives document attached at Annex I, to be adopted by the Farnham Project Board, and forwarded to Surrey County Council.

Cllr Merryweather said that point 13 of the Key Principles needed to have the wording to include less able-bodied giving access for all not just for pedestrians and cycles. This was agreed.

In discussion other Councillors noted the matters raised in the Strategy & Finance notes including:

- the draft ToR included policy matters such as planning and 5G that seemed beyond scope.
- the Regenco document was 'draft' and not 'extant'.
- the preamble seemed to include matters not included in the objectives.
- there were some phrases (such as meaningful co-design) required clarity.
- there was need to reference the whole of Farnham.
- The emphasis on working together on an exemplary project was welcome.

and also commented that the SCC Vision 2030 was very general and needed more focus for Farnham related matters.

**It was RESOLVED *nem con with one abstension* that:**

**The proposed amendments to the Farnham Project Board Terms of Reference be agreed and be accompanied by the Key Principles and Objectives document attached at Annex I for adoption by the Farnham Project Board, and be forwarded to Surrey County Council.**

**C16/20 Approval of Annual Accounts 2019-20**

The Town Clerk introduced the financial year end documents that had already been circulated to all Councillors and discussed by Members of the Strategy & Finance Working Group.

These included:

- i) Draft Financial Statements for 2019/20 and earmarked reserves at 31st March 2020 at Appendix E;
- ii) 2019/20 Income and Expenditure Outturn and associated documents at Appendix F;
- iii) The final Internal Auditor's Report for the Year Ended 31 March 2020 at Appendix G;
- iv) The Annual Governance Statement (Section I of Annual Governance and Accountability Return) at Appendix H;
- v) The variances list between the 2018/19 and 2019/20 Annual Returns at Appendix I;
- vi) The Annual Governance and Accountability Return for the Year Ended 31 March 2020 at Appendix J

Council welcomed the contribution to general balances of £19,063 after receipts in advance and agreed transfers for Community Infrastructure Levy and Section 106 contributions and agreed earmarked reserves had taken place. Council noted the above expected additional income received and previously reported, had been partly offset by decisions on agreed expenditure on specific project activity during the year. The proposed adjustments to the earmarked reserves were agreed.

Council welcomed the clarity of the documents that made the end of year accounts understandable and thanked those involved in their production.

**It was RESOLVED *nem con with two abstentions* that:**

- 1) The Annual Governance Statement (Section I of the Annual Governance and Accountability Return) be approved;**
  - 2) The Internal Auditor's report and officers' comments be agreed;**
  - 3) The updated Asset Register be approved;**
  - 4) The Report and Financial Statements for 2019/20 be adopted for signature;**
  - 5) The variances list for the Annual Return be agreed;**
- The Annual Governance and Accountability Return and associated papers be approved for signature and submission to the External Auditor.**

**C17/20 Planning and Licensing Applications**

Cllr Edmonds introduced the notes of the Planning and Licensing Consultative Group meetings held on: 16<sup>th</sup> March, and 30<sup>th</sup> March, and 20<sup>th</sup> April and 4<sup>th</sup> May 2020, appendices K, L and M to the agenda.

Cllr Edmonds commented the Farnham Neighbourhood Plan was critical in delivering democratic planning but not always evident in the planning applications.

Councillors were reminded to forward any observations on planning to Cllr Edmonds and the Consultative Group.

**C18/20      Actions taken under the Scheme of Delegation**

The Town Clerk commented that he had been updating the Councillors on actions taken under the Scheme of Delegation and would prepare a formal list of decisions taken under the Coronavirus Scheme of delegation.

**C19/20      Reports from Other Councils**

Cllr MacLeod reported that SCC were bidding for electric bus towns and had proposed that Farnham should be one of the towns chosen to be an electric bus town.  
The Town Clerk confirmed he would draft a letter of support from FTC as the initiative was aligned with FTC policy.

Cllr Ward commented he would be happy to take questions on the WBC webcast from Tuesday evening.

**C20/20      Reports from Outside Bodies**

There were no reports from Outside Bodies.

**C21/20      Date of Next Meeting**

Thursday 25<sup>th</sup> June

The Mayor closed the meeting at 9.37 pm

Chairman

Date



# FARNHAM TOWN COUNCIL

## B Notes

### Tourism & Events Working Group

#### Time and date

9.30 am on Wednesday 3rd June, 2020

#### Place

Remote meeting held by Zoom

#### Attendees:

Members: Councillors Alan Earwaker (Lead Member), David Beaman, Roger Blishen, Kika Mirylees, Michaela Martin, John Neale and Pat Evans (ex-Officio)

Officers: Iain Lynch (Town Clerk) and Oliver Cluskey

#### 1. Apologies

POINTS	ACTION
No apologies were received.	

#### 2. Disclosures of Interests

POINTS	ACTION
None were made.	

#### 3. Notes of the last meeting

POINTS	ACTION
The notes of the meeting held on 25 <sup>th</sup> March 2020 were agreed. It was noted that the Events Manager was unable to attend Winchester Market due to Covid-19.	

#### 4. Current Event review

POINTS	ACTION
Members agreed that all future events of 2020 remained uncertain dependant on Government guidance regarding largescale events.  I. Sustainability Festival was still scheduled to happen but not on scale originally planned. However, it was unlikely the event would go ahead.	

<p>2. Gin and Fizz Festival cancellation was confirmed.</p> <p>3. Food Festival in its current format had been cancelled due to inability to control the large number of visitors and logistically with the temporary fencing that will be in place. Discussion of alternative options for the event took place. Ideas included:</p> <ul style="list-style-type: none"> <li>- Smaller event at Maltings or Central Car Park.</li> <li>- Celebrity Chef with a ticketed event.</li> <li>- Food fortnight instead of Food Festival to concentrate on existing Town centre restaurants and businesses.</li> </ul> <p>Members were informed that the Food Festival in 2019 had a surplus due to the number of stalls and sponsorship. Officers warned that with no sponsorship and reduction number of stalls, the Food Festival would have a large deficit. It was agreed to have an extra meeting in July to review options based on guidance at that time.</p> <p>4. Christmas Light switch on would be discussed in July.</p> <p>5. Christmas Market would be discussed in July.</p> <p>6. Music in the Meadow season remained uncertain. Events Manager was currently looking at having social distancing measures ready for when events of these kind would be permitted. Members were informed that each event cost may be higher with extra staffing and resources required.</p>	<p>Events Manager to look at prices of Celebrity Chefs</p> <p>Events Manager to enquire about holding the Festival in The Maltings Car Park</p> <p>Events Manager to explore idea of Food Fortnight with existing food outlets</p>
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## 5. Farmers' Market

POINTS	ACTION
<p>The working group heard that 889 customers attended the market and that it had been a huge success with positive reports on social media and in the Herald. The market was attended by market managers from across Hampshire and Surrey who came to see what social distancing plans had been put in place. Councillors congratulated all those involved.</p> <p>The proposed West Street Market was discussed and it was agreed that it was too early to put a market on at present especially with the changes to the roads over the next few weeks. The Events Manager was asked to look at the possibility of holding the market in Central Car Park or Gostrey Meadow. However there was concern about holding markets in Gostrey Meadow in Winter or wet weather.</p> <p>It was agreed to review again in July.</p>	<p>Events Manager to contact Market operators to discuss and also arrange visit to Winchester.</p>

## 6. Sponsorship

POINTS	ACTION
<p>It was reported that all sponsorship was currently on hold due to uncertainty with all events. The Town Clerk estimated £50,000 in lost income if all events do not go ahead as planned but with some reduced expenditure offsetting some of the lost income.</p>	



## 7. Craft City

POINTS	ACTION
<p>The working group noted that the launch of Farnham's award of World Craft City status had been purposely delayed to receive the biggest impact in the media and avoid other front page headlines. Jane Friend had once again been appointed Craft co-ordinator and further meetings were set to take place to plan October Craft month. It was agreed that the World Craft City award was a big opportunity for Farnham to be classed as the craft centre of England and destination for craft tourism. A successful launch was imperative. Town Clerk estimated that a budget of £10,000 would be required from FTC.</p>	<p>Town Clerk to propose revised budget to Strategy and Finance</p>

## 8. BID

POINTS	ACTION
<p>The benefits of progressing the Farnham Business Improvement District were discussed and members were informed that the Events Manager was designating one day a week working on it. A meeting with Eddie Pearce (Chairman of Chamber of Commerce) had taken place and a steering group meeting was to be arranged.</p>	<p>Events Manager to progress</p>

## 9. Updates on other matters

POINTS	ACTION
<p>It was noted that an Electric Festival of bikes and scooters was scheduled to be held in Gostrey Meadow in September or April (dependent on Covid-19) run by the Farnham Cycle Campaign.</p> <p>Potential problems with cyclists was discussed as the temporary road scheme was unable to accommodate a separate cycle lane. The road scheme had not been confirmed with SCC with a further meeting scheduled. Members discussed Surrey County Councils bid for Electric Buses in Farnham and the letter of support from FTC.</p>	

## 10. Date of next meeting

POINTS	ACTION
<p>A new meeting was set for 9.30am on Wednesday 15<sup>th</sup> July 2020 on Zoom.</p>	

The meeting ended at 11.10 am

Notes written by [Oliver.Cluskey@farnham.gov.uk](mailto:Oliver.Cluskey@farnham.gov.uk)

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# FARNHAM TOWN COUNCIL



Notes

## Community Enhancement Working Group

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### Time and date

9.30 am on Wednesday 10th June, 2020

### Place

To be held remotely via Zoom - Zoom Remote Meeting

### Attendees:

Members: Councillors Sally Dickson (Lead Member), George Hesse, Michaela Martin and Pat Evans (ex-Officio)

In Attendance: Cllr John Neale

Officers: Iain Lynch (Town Clerk), Iain McCready (Business and Facilities Manager), Steph Jones (Community Enhancement and Projects Officer) and Stacey Wills (Community Enhancement and Projects Officer)

### 1. Apologies For Absence

POINTS	ACTION
Apologies from Councillors Dunsmore and Gray.	

### 2. Disclosure of Interest

POINTS	ACTION
There were no disclosures of interest.	

### 3. Notes of the last meeting

POINTS	ACTION
There were no notes for the meeting in March 2020 due to the meeting not being quorate.	

### 4. Extinction Rebellion

POINTS	ACTION
Councillor Dickson introduced Peppy Dadd and Thomas Lankaster from Extinction Rebellion Farnham.	

<p>Thomas Lankaster and Peppy Dadd introduced a PowerPoint presentation showing the benefits that have come out of lockdown, and also how Farnham Town Council can work with them to upkeep these benefits. This presentation is attached at Annex 1.</p> <p>Extinction Rebellion Farnham then opened the discussion to Councillors for questions. The Town Clerk updated the Working Group members on the pavement widening scheme which is going ahead from Friday 12<sup>th</sup> June. Councillor Neale mentioned that an advisory 20mph limit will be included with the pavement widening.</p> <p>Iain McCready addressed the points raised by Peppy Dadd on biodiversity matters and explained that Farnham In Bloom consults with many community groups including the Farnham Biodiversity Group, to improve our greenspaces throughout the town. 50 trees were recently planted in West Street Cemetery. West Street Cemetery's wildflower area was increased by 200% and Badshot Lea Cemetery's by 300%. The Outside Workforce team does not cut hedges between March and July. The grass in the cemeteries is cut shorter for health and safety reasons and for bereavement purposes. However biodiverse areas are still also provided.</p> <p>Councillor Dunsmore advised she was working with SCC to plant 20 trees to improve biodiversity in Wrecclesham.</p> <p>In relation to the provision of cycleways Cllr Neale commented that this is something that Farnham Project Board is looking at and will invite Extinction Rebellion Farnham to contribute.</p>	
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## 5. Electric Car Charging

<b>POINTS</b>	<b>ACTION</b>
<p>The Town Clerk advised that SCC were consulting on-street electric car charging points in Farnham, explaining that shoppers, commuters, and residents should be catered for.</p> <p>The group agreed that Falkner Road would be a good spot due to the wider roads, and distance from town, as would the Longbridge parking bays and also Abbey Street. Councillor Dickson queried how much it would cost for someone to park and charge at the same time, and this would be discussed with Surrey.</p> <p>It was agreed the Town Clerk would respond to SCC.</p>	<p>Town Clerk to advise SCC on views.</p>

Councillor Michaela Martin left the zoom call due to technical problems and the meeting was then not quorate, but continued to discuss items for information.

## 6. Farnham In Bloom

POINTS	ACTION
<p>Iain McCready reported to the group that due to the lockdown volunteer numbers had gone down, but there were still groups like the Badshot Lea Bloomers helping with planting whilst adhering to social distancing rules.</p> <p>Members noted that 26,000 plants had been planted so far, over 200 hanging baskets had gone out in and around the town and the FIB team had provided Wey Hill in Bloom with some hanging baskets and flowers for planters too.</p> <p>Iain McCready also reported that 10-12 planters would be used as a part of the pavement widening scheme and would be planted up on Saturday 13th June.</p> <p>Iain McCready outlined the desktop judging process this year for the entries to South and South East in Bloom, the introduction of Gostrey Meadow to the SSEIB entry this year and the new Farnham in Bloom Twitter account. Members were also informed about the competitions that were still going ahead remotely this year, and events that were to be confirmed.</p>	

## 7. Allotments

POINTS	ACTION
<p>Members received an update on Farnham Allotments waiting list numbers and vacant plots. Members noted that the allotments were looking better since the lockdown and there were hopes that the allotment competitions gain interest. There had also been successful progress in collecting outstanding overdue rents.</p>	

## 8. Street Furniture

POINTS	ACTION
<p>Members noted two new benches in the Bourne had been installed, and the last Hidden Heritage board put up near Farnham Hospital. Members noted an outstanding problem with graffiti in Sturt Walk due to an access issue, and that South East Water were dealing with this problem.</p> <p>Members discussed the use of Dibond on the Robert Dyas substation and as it has been previously agreed at a Working Group meeting Officers will go ahead with the works.</p> <p>The Town Clerk reported requests for more cycle stations to be installed around the town to encourage more people to cycle. Members agreed a map of existing cycle racks should be created, and the cost of a cycle station will need to be considered. Councillor Hesse raised concerns about a cycle storage shed and how this would</p>	<p>Officers to proceed with the Dibond works at the Robert Dyas Substation. Officers to prepare map of existing cycle racks.</p>

look aesthetically. Iain McCready reported that four of the Farnham In Bloom black banners were fitted to the railings earlier in the week.	
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## 9. Famous Names Wall

POINTS	ACTION
Members discussed the nomination of Russ Mantle for the Famous Names wall and agreed he should be honoured due to his long-term ties to Farnham and achievements. It was reported that the next famous name's event has been postponed due to the current Covid-19 situation and that the officers are in contact with the recipient's granddaughter to make arrangements.	Community Enhancement Officer to progress plans.

## 10. Bush Hotel Bins

POINTS	ACTION
Members noted that signs would be going up in the bin alleyway this week, and there were currently no bins in the alleyway.	

## 11. Date of the next meeting

POINTS	ACTION
It was agreed that the next scheduled meeting will be held on the 23 <sup>rd</sup> September 2020.	

The meeting ended at 11.40 am

Notes written by [Iain.McCready@farnham.gov.uk](mailto:Iain.McCready@farnham.gov.uk)



# FARNHAM TOWN COUNCIL

# D

## Notes

### Cemeteries and Appeals Working Group

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#### Time and date

9.30 am on Thursday 11th June, 2020

#### Place

Held remotely via Zoom

#### Attendees:

Members: Councillors Carole Cockburn (Lead Member), David Attfield, Alan Earwaker, Kika Mirylees, John Neale and Pat Evans (ex-Officio)

Officers: Iain Lynch (Town Clerk), Iain McCready (Business and Facilities Manager) and Adrienne Owen (Cemeteries and Memorials Administrator)

#### 1. Apologies for Absence

POINTS	ACTION
Apologies were received from Cllr Fraser.	

#### 2. Declarations of Interest

POINTS	ACTION
There were no declarations of interest.	

#### 3. Minutes of the previous meeting

POINTS	ACTION
The minutes of the previous meeting held on the 16 <sup>th</sup> January 2020 were agreed.	

#### 4. Maintenance of the Cemeteries

POINTS	ACTION
1. The Working Group were updated on the current Maintenance schedule and noted that due to the recent Covid outbreak the Outside Workforce had been busier than normal with more work being carried out at the Nursery as a result of volunteers self-isolating.	

<p>2. The Working Group were informed that John Cooksley will be removing the Cemetery Gates in the next couple of weeks and they will be taken to a forge in Guildford where they will be stripped and a plan will be formed on how best to refurbish them.</p> <p>3. The Working Group noted the recent expansion of Wildflower areas at West Street and Badshot Lea Cemeteries and the new area at Green Lane Cemetery. Officers also informed the Working Group of the plan to place 6 benches within the old part of West Street Cemetery at the end of June which would be made available as memorials.</p> <p>4. Farnham Town Council Officers updated the Working Group on burials over the last three months.</p>	
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**5. Removal of trees at West Street Cemetery**

<b>POINTS</b>	<b>ACTION</b>
<p>The Working Group discussed the possibility of removing 6 fir trees at the entrance to West Street Cemetery showing signs of ageing. The Working Group were shown pictures of how the trees look at the moment and also an old photograph showing that the trees have been in situ a long time. The Working Group agreed to employ a professional Arboriculturist to write a report which will be submitted to the next meeting on the health of the trees. It was also thought that some dead wooding could be actioned at the same time.</p>	<p>The Business and Facilities Manager to progress</p>

**6. Cemetery Regulations**

<b>POINTS</b>	<b>ACTION</b>
<p>The Working Group received an update on implementing and enforcing the current Rules and Regulations with regard to over planting of graves and memorials.</p>	

**7. Recent Appeals**

<b>POINTS</b>	<b>ACTION</b>
<p>The Working Group noted there were no new appeals.</p>	

**8. Memorial Update**

<b>POINTS</b>	<b>ACTION</b>
<p>The Working Group discussed the outcome of the recent Memorial Testing carried out by Haven Memorials. The Working Group noted that there had been 82 memorial failures and Farnham Town Council staff would try to contact the owners of the memorials and that the stones would be laid down instead of being staked where appropriate. Memorials which had failed and were of significant artistic merit will be fixed by a qualified Stonemason.</p>	



## 9. Items for future meetings

<b>POINTS</b>	<b>ACTION</b>
The Working Group agreed the following items for future discussion#; <ol style="list-style-type: none"><li>1. Columbaria in West Street Cemetery: A meeting had been set up before the recent Covid outbreak and it was hoped that a meeting could be arranged prior to a report being prepared.</li><li>2. Hale Chapels: The Working Group discussed the future of the Hale Chapels and were informed that work commissioned for a local Architect to show 4 options for the future of the Chapels had not been delivered. A detailed report showing a what has been discussed previously on the future of the Chapels will be provided for the next meeting in order that a decision can be made.</li></ol>	The Business and Facilities Officer to progress

## 10. Date of the next meeting

<b>POINTS</b>	<b>ACTION</b>
The date of the next scheduled meeting is the 24 <sup>th</sup> September 2020.	

The meeting ended at 11.00 am

Notes written by [Iain.McCready@farnham.gov.uk](mailto:Iain.McCready@farnham.gov.uk)

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# FARNHAM TOWN COUNCIL

# E

## Notes

### Strategy & Finance Working Group

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#### Time and date

9.30 am on Tuesday 16th June, 2020

#### Place

Held remotely via Zoom

#### Attendees:

Members: Councillors John Neale (Lead Member), David Attfield, David Beaman, Roger Blishen, Brian Edmonds, Mark Merryweather and Pat Evans (ex-Officio)

Additional Lead Members: Councillors Carole Cockburn, Sally Dickson and Alan Earwaker

Officers: Iain Lynch (Town Clerk), Sara Jones (Assistant Town Clerk) and Iain McCready (Business and Facilities Manager)

#### 1. Apologies

POINTS	ACTION
There were no apologies received.	

#### 2. Declarations of interest

POINTS	ACTION
Cllr Merryweather declared an interest in item 5.1 Asset Task Group regarding the transfer of assets.	

#### 3. Minutes of the last meeting held on 5th May 2020

POINTS	ACTION
The notes from the previous meeting were agreed.	

#### 4. Finance report

POINTS	ACTION
The Town Clerk confirmed the annual budget would be reviewed at the next Strategy & Finance meeting to coincide with the first financial quarter.	<b>Recommendation to Council: The Direct Debit List at Annex I be agreed.</b>
I. Direct debits for 2020/21 at Appendix B	

<p>The Town Clerk informed Members of the direct debit payment process system whereby direct debits were paid automatically before they were authorised. Members were asked to review the list to confirm that the direct debits listed could continue to be paid monthly.</p> <p>Cllr Attfield confirmed that he regularly reviewed the direct debit payments.</p> <p>Cllr Beaman noted the Public Works Loan Board was being listed and queried the payment of the business rates on the public toilets. The Town Clerk confirmed the removal of the Public Works Loan Board payment from the list and that the toilet rates were still due.</p> <p>II. Financial Regulations Review at Appendix C Review of the Financial Regulations deferred to the July Strategy &amp; Finance meeting.</p> <p>III. Grants Update. At appendix D The Town Clerk introduced the Grants Update reminding the Working Group that the grant awards had been agreed previously at Full Council but due to Coronavirus some events and services the awards funded had been suspended. Members to reviewed the Grant Update to confirm grant awards were still applicable.</p> <p>Members were encouraged to hear that many activities were still taking place, albeit slightly differently due to Coronavirus and social distancing guidelines.</p> <p>The change of use of the grant for Space2Grow was agreed.</p> <p>Members considered the request from four grant recipients to defer the payment of the grant for their annual events as they had been cancelled and could not be postponed for later in the year. The Town Clerk suggested the deferred payment would be for the annual events planned for 2021 but could be paid in March 2021 as the money had already been allocated from the current FTC budget.</p> <p>Members discussed the Service Level Agreements (SLA) previously agreed and confirmed payment could be made for all SLAs apart from Hoppa. Members requested more detail to be obtained from Hoppa regarding the Dial-a-Ride and Demand Responsive Transport services for the Farnham Community.</p> <p>IV. Wrecclesham Community Centre The Town Clerk reminded Members that Wrecclesham Community Centre was managed by the Wrecclesham Community Centre Trust on behalf of the Town Council and paid rent monthly to FTC for use of the centre. During the Coronavirus lockdown all activities and events held at the community centre had been cancelled, and a request for a rent waiver had been received from the Trustees.</p>	<p>Action: Town Clerk to remove the Public Works Loan Board.</p> <p>Action: Asst Town Clerk to administer agreed grant payments.</p> <p>Action: Asst Town Clerk to contact Hoppa for more information regarding the restart of the Farnham services.</p> <p>Action: Asst Town Clerk to contact the Wrecclesham Community Centre.</p> <p><b>Recommendation to Council: FTC to waive the rent paid by</b></p>
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<p>Members agreed for a recommendation to be made to Council. It was suggested for Sara Jones contact Christopher Ellis to check they had applied for all potential grants.</p> <p>V. Other financial matters The Town Clerk informed the Working Group of the recent Government Guidance regarding the 'Reopening High Streets Safely Fund' which stated the fund could not be used to pay for planters being used to help define the new widened footpaths in the town centre. As it had been agreed for FTC to purchase new planters, the order had already been placed and officers were looking at other funds that could be used to pay for them. Cllr Attfield suggested the Community Initiatives Fund could be used if required, or CIL or alternatively the Surrey Carparking Fund.</p>	<p><b>Wrecclesham Community Centre until September 2020 amounting to £3750</b></p>
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## 5. Reports from Task Groups

POINTS	ACTION
<p><b>I) Assets Task Group</b> Iain McCready reported to Members on the following initiatives:</p> <p>I. Electric Supply to Gostrey Meadow. It was previously agreed by Members to increase the electric supply to Gostrey Meadow. The quote received to upgrade the supply to 400amp was for £15,000. This quote included SSE to provide a 400amp power point next to the substation located in Gostrey Meadow, for a separate company to install electric supply points around the park and for the Outdoor Workforce to prepare the groundworks for this. Members agreed to recommend to Council to agree to this expenditure.</p> <p>II. Decoration of Council Chamber due to start in July. It was confirmed the Chamber would be redecorated in July and August. It was also reported that research was being undertaken to upgrade the sound and vision provision in the Chamber to enable remote access to face to face meetings held in the Chamber. This would upgrade the hearing loop and audio system that had been in situ for over ten years.</p> <p>III. Maltings Railings. It was confirmed the coping stones for the Maltings railings were in the process of being replaced.</p> <p>IV. Public Toilets. It was confirmed new hand sanitisers had been ordered to be fitted in the public toilets.</p> <p>V. Council Offices. It was confirmed the repair to the cracking of the walls on council building had been completed and the walls would be redecorated to make good.</p>	<p><b>Recommendation to Council: FTC agree to spend £15,000 on the new and improved electric supply to Gostrey Meadow to be met from the Tourism and Events Budget.</b></p>

<p><b>2) Community Infrastructure Levy Task Group</b>  Members noted another reminder to Councillors should be made to remind Councillors to submit CIL projects for their Wards.</p> <p>It was noted a new meeting date would need to be set ahead of the date for submission of comments to Waverley (18<sup>th</sup> September).</p> <p><b>3) Infrastructure Planning Group</b></p> <p>I. Farnham Design Statement (FDS)  Cllr Cockburn confirmed a process and date was being sought to involve all resident and community groups to review the slightly adjusted version 4 of the FDS. A survey would be circulated.</p> <p>II. Farnham Programme Board  Farnham Local Liaison Forum (LLF)  The Working Group discussed the composition of the LLF and the appointment of the Joint Chairs and Vice Chair. Members expressed reservations about the way in which the appointments were announced and agreed and looked forward to being more engaged as the LLF progressed.  It was noted the LLF would be holding a meeting for all Councillors to hear the scope of the LLF on 29<sup>th</sup> June and that a public meeting was planned for July.</p> <p>11.15am Cllr Dickson left the meeting.</p> <p><b>4) Trees and Hedgerows Group</b>  The town Clerk noted the group had not met recently and a date would be planned to meet soon. The ongoing work by Cllr Fraser was noted and would be shared at the next meeting. It was confirmed this work would inform the FTC response to planning applications.</p> <p><b>5) Wellbeing Task Group</b>  It was confirmed the task group had not met. It was noted Cllr Dickson would not be continuing as Lead Member for the group.</p> <p>The Town Clerk advised Members that there would be an agenda item at the next Council Meeting in June asking Councillors to consider vacancies.</p> <p><b>6) HR Panel</b>  Cllr Attfield reported the Members of the Panel had not met since the last Working Group.</p> <p>The Town Clerk updated Members on the current staffing situation.</p> <p><b>7) Recovery Task Group</b>  The Town Clerk updated Members on the current footpath widening initiative. It was noted the success of the Task Group to persuade SCC to make Park Row a no entry from Castle Street and other amendments including the use of the planters.  It was noted that signage on the approach to Farnham requesting</p>	<p>Action: Asst Town Clerk to arrange date for the next CIL Task Group.</p> <p>Action: Planning and Civic Administrator to conclude survey and distribute.</p> <p>Action: Asst Town Clerk to set a date for the next meeting of the Trees and Hedgerows Group.</p>
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<p>HGV lorries to avoid the town centre had been ordered by SCC, and that Farnham was the first town in Surrey to adopt the new initiatives. Discussion was still ongoing regarding the use of the barriers and planters.</p> <p>It was noted that FTC had recruited volunteer Town Centre Ambassadors to help customers and retailers in the first weeks of the scheme.</p> <p>Members proposed using flags to signpost pedestrians and alert car drivers of the pedestrian crossing points and this would be raised with SCC.</p> <p>Cllr Neale thanked the work of the officers on this project and thanked Oliver Cluskey for producing the information leaflet for businesses and the Outdoor Workforce and volunteers for planning up the new planters.</p> <p>The Town Clerk advised a discussion was underway on using CCTV to monitor the trial and that this could have wider benefits for the Farnham Infrastructure Project with vehicle counting software. SCC had indicated they could fund a large proportion of the cost.</p>	
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**6. Town Clerk update**

POINTS	ACTION
There were no additional items to update.	

**7. Date of next meeting**

POINTS	ACTION
The date of the next meeting is Tuesday 21 <sup>st</sup> July at 9.30am.	

The meeting ended at 11.45 am

Notes written by sara.jones@farnham.gov.uk

## Annex I

### Direct Debit Payments

Set out below is a list of the direct debit payments for 20/21.

Company	Description	Date of DD	Frequency	Approx Amount (net)	Comments
BT	Phone lines, fax, broadband and Depot BT Internet lines	26th of month	Quarterly	£320	Previously invoiced separately
BT	Wrecclesham CC – Broadband (principally for CCTV) and telephone lines		Quarterly	£270	Previously invoiced separately
Calor	Depot, bulk gas delivery	variable	infrequently as necessary five or six times a year,	Up to £1,000.00 per annum	
Calor	Standing charge for gas	28th of month	Quarterly	£101	
Chambers	Special rubbish collection at West Street Cemetery	End of month	Monthly	Approx. £160 per month	
Chambers	Rubbish collection Council offices and after big events	End of month	Monthly	Approx. £76 per month	
Fuel Genie	Fuel for all OWF vehicles, paid on Fuel cards	variable, as card is used	variable	£500 average	Previously Direct Fuels
Focus -	Switchboard lines and calls	28 <sup>th</sup> of the month	Monthly	£153	Formerly Calibre
HSBC	Charge cards for designated staff	middle of month	monthly	variable	Supporting documentation reviewed by RFO and Members
HSBC	Charges for HSBCNet services and facilities, eg BACS payments, online statements	second week of month	monthly	Approx £170	
Kent County Council	Photocopier leases	second week of month	quarterly	Varies according to usage £800 to £1200	
Land Registry			Variable, when documents ordered	Variable (£3 per use)	
Neopost Crediton/Pitney Bowes	Franking of post and lease of franking machine	Whenever system is re-credited for franking	Monthly for franking/ quarterly lease payments	Currently £400 each re-credit. Average cost £250 a month. Lease of equipment £179	



Company	Description	Date of DD	Frequency	Approx Amount (net) per quarter	Comments
Lynx Digital formerly Plug & Play	Website hosting and support	10 <sup>th</sup> of month	Monthly	£300	
Net Technical Services	IT services	New	Monthly	NEW	Previously used ISS
PHS	Public toilets	August	Yearly	£1551	
Royal Mail	Prepaid envelopes	as used	on average once a year	£120.00	Will increase if more surveys undertaken
Southern Electric	multiple accounts	variable	each account quarterly, but dates differ	Approx £1400 each quarter	9 locations. Separate schedules available
TV Licence	TV Licence	October	Annually	£155	
Vodafone	Mobile telephones	Last day of month	Monthly	£200	Lone workers & Outside Workforce
WBC	Cemetery rates	1st	monthly, 1st	Approx. £540	
WBC	Depot rates	1st	monthly, 1st	Approx. £349	
WBC	Public toilets rates	1st	monthly, 1st	Approx. £260	
WBC	Town Hall rates	1st	monthly, 1st	Approx. £1,621	
Mailchimp	Newsletter mailing system	18th	Monthly	Approx £22	

Castle Water – now pay on invoice by cheque to ensure payment allocated to correct account after significant unauthorised direct debit taken.

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# FARNHAM TOWN COUNCIL

# F

## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 18th May, 2020

#### Place

Via Zoom video conferencing

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#### Planning & Licensing Consultative Working Group Members Present:

Councillor Brian Edmonds (Lead Member)  
Councillor David Beaman  
Councillor Roger Blishen  
Councillor Alan Earwaker  
Councillor John "Scotty" Fraser  
Councillor George Hesse  
Councillor John Neale

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Gray and Martin.

#### 2. Disclosure of Interests

Jenny de Quervain declared a pecuniary interest to WA/2020/0622 and WA/2020/0623. Castle Ward Councillors and group members agreed the response to these planning applications.

#### 3. Applications considered for key/ larger developments

##### **Farnham Weybourne and Badshot Lea**

##### **NMA/2020/0061 Farnham Weybourne and Badshot Lea**

Officer: Joanna Patrick

Amendment to WA/2018/1230 for alterations to landscaping plans to include substation.  
GREEN LANE FARM, GREEN LANE, BADSHOT LEA

**Farnham Town Council objects to this application as a Non-Material Amendment as it includes a new structure on the site and alterations to landscaping with the access to the sub-station. This application must be resubmitted as a full application to be properly determined.**

#### **WA/2020/0651 Farnham Weybourne and Badshot Lea**

Officer: Philippa Staddon

Outline application with all matters reserved for the erection of 5 dwellings with detached garages, associated works including vehicle access.

LAND COORDINATES 486010 148400, CROWN LANE, BADSHOT LEA

**Farnham Town Council objects to the erection of 5 dwellings in Crown Lane, Badshot Lea.**

The location is outside the **Built Up Area Boundary** and not an allocated site for development through policy **FNPI4** of the **Farnham Neighbourhood Plan**, contrary to policy **FNPI**, **FNPI0** protect and enhance the countryside, **FNPI1** prevent coalescence, **Farnham/Aldershot Strategic Gap** retained policy **C4**, and countryside beyond the green belt policy **RE1**. The proposed 5 dwellings would have a negative impact on the character of the countryside and an urbanising effect of the open area. There are currently 5 homes in **Crown Close** therefore this development would double the number of dwellings along this section of **Crown Lane**.

**Crown Lane** is narrow and unlit with no pedestrian footway limiting the sustainability of the location as all movement will be by car. Due to the lanes width, no space is available for the addition of a footway and the lane is becoming an increasingly important part of the local cycle network though approximately one third of its length is so narrow that it is impossible for a car and a cyclist to pass.

The application highlights its objective as providing bungalows for retired people wanting to downsize however, the site is detached from the village and the severe limitations of **Crown Lane** mean that pedestrian access is dangerous. The proposed erection of 5 dwellings must be refused planning permission being unacceptable development in this location, contrary to several policies.

#### **4. Applications considered**

##### **Farnham Bourne**

#### **WA/2020/0626 Farnham Bourne**

Officer: James Sackley

Erection of extensions and alterations.

10 DOUGLAS GROVE, LOWER BOURNE GUI0 3HP

**Subject to the extensions and alterations being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

#### **WA/2020/0633 Farnham Bourne**

Officer: Philippa Staddon

Erection of detached garage building.

FOREST HOUSE, 15 OLD FRENHAM ROAD, LOWER BOURNE GUI0 3HD

**Subject to the detached garage being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and having no negative impact on the trees and green boundary, Farnham Town Council has no objections.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

**WA/2020/0668 Farnham Bourne**

Officer: Philippa Staddon

Erection of extensions; alterations to driveway and landscaping.

25 MIDDLE BOURNE LANE, LOWER BOURNE GU10 3NH

**Allowed at appeal 18 February 2020. The appealed scheme has been resubmitted as two separate planning applications so the existing property avoids CIL charges applied to the combined planning application. Farnham Town Council objects to this approach however it is legal and there are no policies to prevent it.**

**WA/2020/0669 Farnham Bourne**

Officer: Philippa Staddon

Erection of a dwelling and associated works.

LAND AT 25 MIDDLE BOURNE LANE, LOWER BOURNE GU10 3NH

**Allowed at appeal 18 February 2020. The appealed scheme has been resubmitted as two separate planning applications so the existing property avoids CIL charges applied to the combined planning application. Farnham Town Council objects to this approach however it is legal and there are no policies to prevent it.**

**WA/2020/0676 Farnham Bourne**

Officer: Jess Sullivan

Erection of detached garage.

26 - 28 DOGFLUDD HOUSE, FRENHAM ROAD, LOWER BOURNE GU10 3PA

**Farnham Town Council objects to the proposed detached double garage being cramped, reducing parking and space for turning to access the A287 in forward gear and having a negative impact on the streetscene, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 or Residential Extensions SPD - the garage design does not complement the character of the house or the street. Part of the dwelling is a Building of Local Merit and benefits from garaging in a coach house style building, now partially converted to accommodation (WA/2017/2101).**

**Farnham Castle**

Combined application

**WA/2020/0622 Farnham Castle**

Officer: James Sackley

Alterations to elevations.

WICKHAM HOUSE, 40 WEST STREET FARNHAM GU9 7DX

**Subject to approval of the Heritage Buildings Officer and being confirmed compliant with the Town Centre Conservation Area, Farnham Neighbourhood Plan policy FNP2, FCAMP and Farnham Design Statement, Farnham Town Council has no objections to the proposed external and internal alterations and reinstatement of the configuration of the Grade II listed building.**

#### **WA/2020/0623 Farnham Castle**

Officer: James Sackley

Listed Building consent for external and internal alterations.

WICKHAM HOUSE, 40 WEST STREET, FARNHAM GU9 7DX

**Subject to approval of the Heritage Buildings Officer and being confirmed compliant with the Town Centre Conservation Area, Farnham Neighbourhood Plan policy FNP2, FCAMP and Farnham Design Statement, Farnham Town Council has no objections to the proposed external and internal alterations and reinstatement of the configuration of the Grade II listed building.**

#### **WA/2020/0649 Farnham Castle**

Officer: Carl Housden

Erection of extensions and alterations to elevations including dormer window.

10 LARKFIELD ROAD, FARNHAM GU9 7DB

**Farnham Town Council is concerned about the sloping roof appearing to overhang the boundary with 8 Larkfield Road. A drawing states 'gutter not to exceed the boundary line' however, the existing ground floor wall appears to be already on the boundary line.**

**Subject to the gutter being within the boundary line of the property and not having a negative impact on the neighbour's amenity, the extensions and alterations being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and materials being in keeping with existing, Farnham Town Council has no objections.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

#### **Farnham Firgrove**

##### **WA/2020/0624 Farnham Firgrove**

Officer: Carl Housden

Erection of extension; erection of double garage following demolition of existing  
MUNCASTER LODGE, 3 HILLARY CLOSE, FARNHAM GU9 8QZ

**Subject to the extensions and double detached garage being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and no negative impact on the neighbours' amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

#### **Farnham Hale and Heath End**

##### **WA/2020/0671 Farnham Hale and Heath End**

Officer: Daniel Holmes

Erection of extensions.

50 KNIGHTS ROAD, FARNHAM GU9 9DA

**Subject to the extensions being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with**

existing and no negative impact on the neighbours' amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.

**WA/2020/0678 Farnham Hale and Heath End**

Officer: Olivia Gorham

Certificate of Lawfulness under Section 192 for provision of three parking spaces; alterations to elevations including glazed doors and dormer window.

4 KNIGHTS ROAD, FARNHAM GU9 9BX

**Farnham Town Council objects to the size and scale of the flat roof dormer not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan policy FNP16. No application has been made for a dropped kerb required to allow access for 3 parking spaces. The loss of the entire green boundary to the front of the property is unacceptable.**

**WA/2020/0680 Farnham Hale and Heath End**

Officer: Jess Sullivan

Erection of extension and alterations to elevations.

41 WHITMORE GREEN, FARNHAM GU9 9AF

**Farnham Town Council objects to the extensions to the flat roof dormer not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan policy FNP16.**

**Farnham Moor Park**

**WA/2020/0550 Farnham Moor Park**

Officer: Philippa Staddon

Application under Section 73a to vary Condition 3 of FAR248/73 to remove agricultural occupancy condition from Kilnside Farmhouse, Moor Park Lane, Farnham (follows invalid application WA/2020/0438).

KILNSIDE FARMHOUSE, MOOR PARK LANE, FARNHAM GU10 1NS

**Concerns have been raised about the restricted access to the property. Farnham Town Council has no objections subject to the access on a bridleway (BW124) being suitable for the potential increase in vehicle movements.**

**WA/2020/0672 Farnham Moor Park**

Officer: Carl Housden

Erection of extensions and alterations.

15 ABBOTS RIDE, FARNHAM GU9 8HY

**Subject to the extensions and alterations being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and no negative impact on the neighbours' amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

**TM/2020/0068 Farnham Moor Park**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 34/06 HOPE COTTAGE 17 STONEYFIELDS, FARNHAM GU9 8DU

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

## **Farnham Shortheath and Boundstone**

### **WA/2020/0631 Farnham Shortheath and Boundstone**

Officer: Jess Sullivan

Erection of extensions.

RYE COTTAGE, 33 JUBILEE LANE, FARNHAM GU10 4TA

**Subject to the extensions being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and materials be in keeping with existing, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

## **Farnham Upper Hale**

### **WA/2020/0603 Farnham Upper Hale**

Officer: Gemma Paterson

Erection of a dwelling.

LAND ADJOINING 4 QUEENS ROAD, FARNHAM GU9 0HP

**Farnham Town Council objects to the erection of a dwelling in the garden of 4 Queens Road. Farnham Town Council could not find details of planning permissions for recent alterations to 4 Queens Road and removal of the flint wall to the rear to divide the garden area – the new materials are not in keeping with the character of the area. The subdivision of the restrictive plot is not compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI. The host property is utilising an area recently cleared in the garden for parking, insufficient parking has been included for the proposed and existing dwelling and no consideration have been given for the traffic implications and additional vehicle movements on the partially tarmac narrow lane. The proposed dwelling sits in an elevated position close to the boundary of the neighbouring property and will have a negative impact on their amenity and overshadow the existing roof light.**

### **WA/2020/0629 Farnham Upper Hale**

Officer: Daniel Holmes

Erection of extension.

4 THE GLEN, NUTSHELL LANE, UPPER HALE GU9 0FF

**Subject to the extension being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and materials in keeping with existing, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

### **WA/2020/0675 Farnham Upper Hale**

Officer: Carl Housden

Erection of extensions; alterations to elevations including dormer windows.

21 BALL AND WICKET LANE, FARNHAM GU9 0PD

**Subject to the two storey extension and alterations being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials in keeping with existing and no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction**



vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.

#### **Farnham Weybourne and Badshot Lea**

##### **WA/2020/0619 Farnham Weybourne and Badshot Lea**

Officer: Ruth Dovey

Use of curtilage building as habitable accommodation for a temporary period.

6 LOWER WEYBOURNE LANE, FARNHAM

**Farnham Town Council questions if the 'craft studio' for 'incidental use' is suitable habitable accommodation for a period of 24 months. The suitability of the outbuilding cannot be assessed without access and given the current COVID-19 restrictions, this is not possible and the planning application cannot be approved.**

##### **WA/2020/0635 Farnham Weybourne and Badshot Lea**

Officer: Daniel Holmes

Erection of extension to form habitable accommodation over garage.

24 BROOK AVENUE, FARNHAM GU9 9HB

**The proposed and existing elevations do not show the close proximity of the adjoining garage of no. 22. The existing garage does not seem structurally suitable for the addition of a first floor extension therefore the application should be resubmitted for a two storey extension. Farnham Town Council objects to the proposed extension being overbearing and having a negative impact on the neighbour's amenity, not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan policy FNPI 6.**

#### **Farnham Wrecclesham and Rowledge**

##### **WA/2020/0689 Farnham Wrecclesham and Rowledge**

Officer: Daniel Holmes

Alterations to existing detached garage including pitched roof to form ancillary habitable accommodation.

69 BOUNDSTONE ROAD, ROWLEDGE GUI0 4AT

**Subject to the alterations being confirmed compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 Extensions, Residential Extensions SPD and LPP1 policy CC1 and CC2 and the accommodation being conditioned ancillary to 69 Boundstone Road, Farnham Town Council has no objections. Hazardous materials must be removed and disposed of appropriately, space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

##### **TM/2020/0064 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 08/07

20 LICKFOLDS ROAD, ROWLEDGE GUI0 4AE

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

**5. Other applications considered**

**PC/2020/0010**

Officer: Philippa Staddon

Consultation from a neighbouring authority for refurbishment, extension and amalgamation of Units 3 and 4 Solartron Retail Park to facilitate new enlarged single retail premises (Class A1) to be used as a 'foodstore' and associated works to Unit 2 Solartron Retail Park, service yard and reconfiguration of the car park.

**LAND AT SOLARTRON RETAIL PARK, SOLARTRON ROAD, FARNBOROUGH GU14 7QJ  
Farnham Town Council has no comments on the proposed changes at Solartron Retail Park.**

**6. Date of next meeting**

1<sup>st</sup> June 2020.

The meeting ended at 11.11 am

Notes written by Jenny de Quervain



# FARNHAM TOWN COUNCIL



## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 1st June, 2020

#### Place

Via Zoom video conferencing

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#### Planning & Licensing Consultative Working Group Members Present:

Councillor Brian Edmonds (Lead Member)  
Councillor David Beaman  
Councillor Roger Blishen  
Councillor Alan Earwaker  
Councillor John "Scotty" Fraser  
Councillor George Hesse  
Councillor Michaela Martin  
Councillor John Neale

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillor Gray.

#### 2. Disclosure of Interests

None were received.

#### 3. Applications considered for key/larger developments

##### **Farnham Bourne**

##### **WA/2020/0755 Farnham Bourne**

Officer: Olivia Gorham

Alterations to existing barn to provide 5 dwellings together with landscaping and associated works to provide parking and amenity space.

STORAGE BARN AT WAVERLEY COURT FARM, MONKS WALK, FARNHAM

**Surrey Highways consultation is vital to ensure the suitability of Monks Walk for the additional vehicle movements generated by 5 dwellings and visitors in this rural location.**

Provided that the County Highways Authority assess the local road and access and the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI, FNPI0, FNPI3, FNP30 and LPP1 policy RE2, RE3 and CCI and CC2, landscape designations AONB and AGLV and provision is made for sustainable transportation including electric charging points for vehicles and bicycles, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.

#### 4. Applications considered

##### **Farnham Bourne**

###### **WA/2020/0706 Farnham Bourne**

Officer: Daniel Holmes

Erection of extension (revision of WA/2019/1071).

CHRISTMAS COTTAGE, 57 BURNT HILL ROAD, LOWER BOURNE GU10 3NA

Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.

###### **WA/2020/0713 Farnham Bourne**

Officer: Olivia Gorham

Erection of extensions and alterations including raising ridge height (revision of WA/2019/0453).

36 BURNT HILL ROAD, LOWER BOURNE GU10 3LZ

Provided that the extensions and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and no trees are damaged by the proposed works, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.

###### **WA/2020/0764 Farnham Bourne**

Officer: Daniel Holmes

Erection of a dwelling with new vehicular access and associated works following demolition of existing detached garage.

LAND ADJACENT TO 1 GROVELANDS, LOWER BOURNE GU10 3RQ

Farnham Town Council objects to the subdivision of plots not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI and having a negative impact on the streetscene and the neighbour's amenity. The host dwelling is orientated end-on to the road resulting in the front elevation overlooking the proposed new dwelling, with limited space to the proposed new side elevation. The area is characterised by larger plots allowing space between dwellings, this site will appear cramped with two dwelling on one plot. The proposed additional dwelling cannot be justified by a previously approved large residential extension on the northern side.

**WA/2020/0766 Farnham Bourne**

Officer: Carl Housden

Erection of extension to outbuilding and associated works.

3 PARKLANDS CLOSE, FARNHAM GU9 8AZ

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

**TM/2020/0076 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 02/00

17 BOURNE FIRS, FARNHAM GU10 3QD

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

**TM/2020/0077 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 26/00

1 AND 2 CEDARWAYS, FARNHAM GU9 8SW

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

**TM/2020/0079 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER FAR2

MANATOBA, DENE CLOSE, FARNHAM GU10 3PP

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal of trees especially in an area covered by Farnham Neighbourhood Plan policy FNP8 South Farnham Arcadian Areas.**

**Farnham Castle**

**WA/2020/0705 Farnham Castle**

Officer: James Sackley

Listed Building consent for replacement windows.

2, 3, 4, 5, 6 & 7 MCDONALDS ALMSHOUSES, WEST STREET, FARNHAM GU9 7AE

**Provided that the replacement windows are approved by the Heritage Buildings Officer, Farnham Town Council has no objections.**

**WA/2020/0726 Farnham Castle**

Officer: Ruth Dovey

Certificate of Lawfulness under Section 192 for minor alterations to front entrance.

UNIVERSITY FOR THE CREATIVE ARTS, FALKNER ROAD, FARNHAM GU9 7DS

**Provided that the signage is not internally illuminated, Farnham Town Council has no objections. Internally illuminated signage would be contrary to the Shop Front Design Guide SPD, and with being adjacent to the Town Centre Conservation area, FCAMP and Farnham Neighbourhood Plan policy FNP2 and FNP3.**

#### **WA/2020/0759 Farnham Castle**

Officer: Mr Chris Turner

Erection of a dwelling following demolition of existing barn and ancillary building.

BARN, 11 OLD PARK LANE, FARNHAM

**The west elevation has been mislabelled as 'east' in the Design and Access Statement.**

**Farnham Town Council objects to the size and scale of the proposed new dwelling and the excessive overlooking of the neighbouring property to the west. The small replacement 'barn' dwelling (WA/2018/0791) approved at appeal states 'A window is proposed in the west elevation at first floor level from which direct views of the neighbouring garden would be possible. I therefore agree that a condition should be imposed regarding the form of that window and to impose a condition to restrict the insertion of windows (other than the one permitted) in that elevation, in order to protect the living conditions of the neighbouring residents.' In this application, the excessive number of windows in the west elevation is contrary to the inspector's condition imposed on the allowed application. The division line of the proposed plots has been moved compared with the extant consent, locating the much larger proposed dwelling (previously allowed footprint of 6m x 12.6m compared to 12.7m x 13.9m in this application) closer to the neighbouring property.**

#### **WA/2020/0767 Farnham Castle**

Officer: Carl Housden

Erection of extension following demolition of existing (revision of WA/2019/1587).

2 RIDGEWAY COTTAGES, RUNWICK LANE, RUNWICK GU10 5EE

**Farnham Town Council objects to the two storey extension and its negative impact on the neighbours' amenity not being compliant with Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD.**

#### **NMA/2020/0066 Farnham Castle**

Officer: Joanna Patrick

Amendment to WA/2018/0830 for Reconfiguration of proposed car parking layout.

UNIVERSITY FOR THE CREATIVE ARTS, FALKNER ROAD, FARNHAM GU9 7DS

**In accordance with Waverley Borough Council's list of what 'we will not consider' [https://www.waverley.gov.uk/info/200350/submit\\_an\\_application/796/changes\\_to\\_existing\\_planning\\_permission](https://www.waverley.gov.uk/info/200350/submit_an_application/796/changes_to_existing_planning_permission) this application cannot be determined as a non-material amendment. Farnham Town Council asks if the 14 lost parking spaces can be made up in another area elsewhere on the campus site? Farnham Town Council notes the scheme includes an additional 126 bicycle parking facilities on top of the existing 60 to encourage sustainable transportation to the University's town centre location.**

#### **Farnham Firgrove**

#### **WA/2020/0728 Farnham Firgrove**

Officer: Carl Housden

Erection of single storey extensions.

12 ARTHUR ROAD, FARNHAM GU9 8PB

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

### **WA/2020/0733 Farnham Firgrove**

Officer: Philippa Staddon

Erection of detached garage with new vehicular access and associated works.

ROWAN TREE COTTAGE, 1 RIDGEWAY HILL ROAD, FARNHAM GU9 8LS

**Farnham Town Council objects to the location of the proposed detached garage and its negative impact on the neighbours' amenity. It is positioned too close to the southwest boundary with proposed 'new planting'. 800mm is insufficient space for a new hedgerow and maintenance of the hedge and garage. Farnham Town Council objects to the proposed 1800mm high garden wall and any loss of the existing green boundary. Clarification should be sought for the exact location of the boundary line as drawings labelled 'exact unknown'. Building outside of the exact boundary line will encroach on the narrow track and restrict access to other residential garages and the rear access of other properties.**

### **WA/2020/0760 Farnham Firgrove**

Officer: Mr Chris Turner

Application under Section 73 to vary Condition 1 of WA/2018/0817 (approved plan numbers) to allow alterations to design.

54 UPPER WAY, FARNHAM GU9 8RF

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPPI policy CCI and CC2 and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

### **Farnham Moor Park**

Combined application

#### **WA/2020/0703 Farnham Moor Park**

Officer: Carl Housden

Erection of an extension.

BOURNE PLACE, 5 MOOR PARK LANE, FARNHAM GU9 9JB

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPPI policy CCI and CC2 and is approved by the Heritage Buildings Officer, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

#### **WA/2020/0704 Farnham Moor Park**

Officer: Carl Housden

Listed Building consent for erection of an extension.

BOURNE PLACE, 5 MOOR PARK LANE, FARNHAM GU9 9JB

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPPI policy CCI and CC2 and is approved by the Heritage Buildings Officer, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

**WA/2020/0731 Farnham Moor Park**

Officer: Jess Sullivan

Erection of extensions.

THE SPINNEY, 17 CROOKSBURY ROAD, FARNHAM GU10 1QB

**Farnham Town Council strongly objects to the proposed brick wall on the boundary with Crooksbury Road in this application. Located in land Outside the Built-up Area Boundary, in a semi-rural area, the extensive built form on the boundary would be inappropriate development, contrary to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI, FNPI0, FNPI6 and LPPI policy RE2, RE3 landscape character policy AGLV and AONB. The enclosing of the green boundary would be contrary to natural environment policy NE2 with an excessive impact on biodiversity, wildlife habitat and wildlife corridors.**

**WA/2020/0772 Farnham Moor Park**

Officer: Daniel Holmes

Erection of 3 dwellings with access and associated works.

REAR OF 9 UPPER SOUTH VIEW, FARNHAM GU9 7JW

**Farnham Town Council strongly objects to the proposed erection of 3 dwellings in the garden of 9 Upper South View being contrary to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI in density, orientation, overlooking and having a negative impact on the neighbours' amenity on Upper South View and High Park Road. Upper South View is narrow and congested with limited parking. The proposed access to the rear of 9 Upper South View is through the small area of demolished single garage, encroaching on the emergency access gate and public footpath to the historic Farnham Park.**

The proposal for the adoption of the private land of the old garage area as public highway to make access improvements is unacceptable and will impact further on the limited access and on-street parking for Upper South View residents and other users of the Zone A parking bays. The site borders the historic Farnham Park, AHLV and AGLV, all related policies (HA1, HE9, HE12, NE1, RE1 and RE3) should be considered as the visual aspect from the park will be impacted. The garden and park boundary has had a close boarded fence erected the entire length of the garden and a large amount of vegetation removed from the site. The example that the northern part of Sumner Road reflects the proposed layout cannot be compared it is an old quarry site several metres below the sightline to and from Farnham Park.

**WA/2020/0756 Farnham Moor Park**

Officer: James Sackley

Erection of detached garage following demolition of existing; alterations to driveway and associated works (revision of WA/2019/2136).

21 ST JAMES TERRACE, FARNHAM GU9 7JT

**Farnham Town Council objects to the two storey garage with toilet and shower not being compliant with Farnham Neighbourhood Plan FNPI, FNPI6 and Residential Extensions SPD, having a negative impact on the neighbours' amenity with overlooking, not in keeping with the streetscene or dwelling, being bulky in appearance with a top-heavy mansard roof and several rooflights. The main dwelling already has an extensive rear extension extending 7m from the rear of the property and 5m wide, not shown on the plans in this application, detailed in WA/2019/2110 Certificate of lawfulness under section 191, limiting the space available for such a large two storey structure. The site is on the boundary of the historic Farnham Park, AHLV and AGLV, all related policies (HA1, HE9, HE12, NE1,**



**RE1 and RE3) should be considered as the visual aspect from the park will be impacted.**

#### **TM/2020/0071 Farnham Moor Park**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 10/15 COMBE END, 8 MOOR PARK LANE, FARNHAM GU10 1QS

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

#### **Farnham Shortheath and Boundstone**

#### **TM/2020/0074 Farnham Shortheath and Boundstone**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 04/99 9 LONGHOPE DRIVE, FARNHAM GU10 4SN

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

#### **Farnham Upper Hale**

#### **WA/2020/0348 Farnham Upper Hale**

Officer: Philippa Staddon

Erection of two storey dwelling following demolition of existing bungalow with amended vehicular access.

4 BISHOPS ROAD, FARNHAM GU9 0JA

**Farnham Town Council maintains its objections to the size and scale of the proposed replacement dwelling on this restrictive site, not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan Policy FNPI, being overdevelopment, not in keeping with the character of the area or the streetscene and having a negative impact on the neighbours' amenity. The amendments do not overcome that the site is too small for the proposed 4 bedroom dwelling on the site of a 4 room bungalow.**

#### **Farnham Weybourne and Badshot Lea**

#### **WA/2020/0762 Farnham Weybourne and Badshot Lea**

Officer: Philippa Staddon

Approval of reserved matters (appearance, landscaping, layout and scale) following the outline approval of WA/2018/1972) erection of a new dwelling.

LAND AT 1 WATER LANE, FARNHAM

**Farnham Town Council objects to the lack of details in this application to make appropriate comments on the appearance of the proposed new dwelling. Further review of the application is being deferred to 15 June 2020 to allow for more details to be submitted.**

#### **Farnham Wrecclisham and Rowledge**

#### **DW/2020/0022 Farnham Wrecclisham and Rowledge**

Officer: Carl Housden

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 8.00m, for which the height would be 3.53m, and for which the height of the eaves would be 2.60m.

TALL TIMBERS, 32 GARDENERS HILL ROAD, LOWER BOURNE GU10 3HZ

**Farnham Town Council objects to the size and scale of the proposed extensions not being compliant with Farnham Neighbourhood Plan policy FNP16 and Residential Extensions SPD. The extension extends 8m beyond the wall of the property to the limits of permitted development and is the full width of 11.8m. Extending the ground floor by 94.4m<sup>2</sup> is excessive for permitted development and should be considered through a full application.**

**WA/2020/0702 Farnham Wrecclesham and Rowledge**

Officer: Jess Sullivan

Listed Building consent for demolition and rebuilding of a chimney stack.

THE ROYAL OAK, 59 THE STREET, WRECCLESHAM GU10 4QS

**Provided that the works are approved by the Heritage Buildings Officer and all materials be in keeping with existing, Farnham Town Council has no objections.**

**CA/2020/0061 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

WRECCLESHAM CONSERVATION AREA

WORKS TO TREES

CEMETERY, SCHOOL HILL, FARNHAM GU10 4PU

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity especially in the Wrecclesham Conservation Area covered by Farnham Neighbourhood Plan policy FNP6.**

**5. Licensing Applications Considered**

**Variation**

**Lidl, Dogflud Way, Farnham, GU9 7UD**

Farnham Town Council objects to the variation of the premises licence for Lidl, Dogflud Way, Farnham, GU9 7UD. The non-standard timings in relation to bank holidays, in particular Christmas Day, should not be removed. Proposing hours from 07.00-23.00, 7 days a week all year round is excessive for the sale of alcohol. These extended hours has the potential to increase crime and disorder and cause public nuisance, impacting public safety and being harmful to children. The premises is located opposite a skate park used by children and young adults and may be an area susceptible to anti-social behaviour with easy access to alcohol for increased hours, especially on Sundays and bank holidays.

Please can the overall size of the premises be confirmed? Trading hours for large shops over 280m<sup>2</sup> is restricted on Sundays to 6 consecutive hours between 10.00 and 18.00, therefore a variation for Sunday from 07.00-23.00 would not be lawful. Shops of this size must close on Easter Sunday and Christmas Day, no sales are allowed on Easter Sunday and Christmas Day.

**6. Date of next meeting**

15<sup>th</sup> June 2020.

The meeting ended at 11.10 am

Notes written by Jenny de Quervain



# FARNHAM TOWN COUNCIL



## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 15th June, 2020

#### Place

Via Zoom video conferencing

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#### Planning & Licensing Consultative Working Group Members Present:

Councillor Brian Edmonds (Lead Member)  
Councillor Roger Blishen  
Councillor Alan Earwaker  
Councillor John "Scotty" Fraser  
Councillor John Neale

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Beaman, Gray, Hesse and Martin.

#### 2. Disclosure of Interests

None were received.

#### 3. Applications considered for key/larger developments

##### **Farnham Moor Park**

##### **WA/2019/2097 Farnham Moor Park**

Officer: Ruth Dovey

Application under Regulation 3 for the permanent use of the Riverside 3 car park. This application is accompanied by an Environmental Statement (further information as addendum to EIA provided 27/05/2020) - Copies of the addendum can be obtained from AECOM RIVERSIDE 3 CAR PARK, MIKE HAWTHORN DRIVE, FARNHAM

**Farnham Town Council notes that the land in the applicant's control (see Location Plan - 60617441 PA02) includes the service road through the Riverside Industrial Park. The creation of a new vehicle and pedestrian access via Riverside Industrial Park would mitigate the negative impact on Mike Hawthorn Drive residents with the additional road and foot traffic to Riverside 3 Car Park. As located in flood zone 3 and prone to flooding, the installation of a constructed car park with an upper**

deck should be considered. Farnham Town Council welcomes the proposed reduced car parking charges for long stay car parking for people working in the town centre.

#### 4. Applications considered

##### **Farnham Bourne**

###### **NMA/2020/0074 Farnham Bourne**

Officer: Joanna Patrick

Amendment to WA/2019/0246 for minor internal and external changes. All proposed changes are marked and listed on each drawing for ease of reference.

BARN, WAVERLEY COURT FARM, MONKS WALK FARNHAM GU9 8HT

**Farnham Town Council objects to the number of changes as a non-material amendment. Significant changes have been made to the windows, hard and soft landscaping beyond Waverley Borough Council's criteria of non-material and moving away from the agricultural design of the development.**

###### **WA/2020/0798 Farnham Bourne**

Officer: Carl Housden

Erection of an extension and associated works.

3 UNDERHILL LANE, FARNHAM GU10 3NF

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPPI policy CC1 and CC2 and materials be in keeping with existing, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC construction hours adhered to.**

###### **TM/2020/0089 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 15/15 DALWOOD, 4 GOLD HILL FARNHAM GU10 3JH

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal of trees especially in an area covered by Farnham Neighbourhood Plan policy FNP8 South Farnham Arcadian Areas. The proposed replacement Red Oak would be acceptable if removal is necessary.**

##### **Farnham Castle**

###### **WA/2020/0796 Farnham Castle**

Officer: Jess Sullivan

Certificate of Lawfulness under Section 191 for alterations to approved scheme WA/2011/1949 including repairs to brickwork and alterations to windows, zinc cladding and gate. The alterations were substantially completed more than 4 years before the date

THE FORGE, 5 UPPER CHURCH LANE, FARNHAM GU9 7PW

**Provided that the alterations are deemed lawful, Farnham Town Council has no objections.**

## **Farnham Firgrove**

### **WA/2020/0790 Farnham Firgrove**

Officer: Daniel Holmes

Erection of extensions including raising pitch of roof and dormer window.

36 EDWARD ROAD, FARNHAM GU9 8NP

**Farnham Town Council objects to the two storey side extension, large flat roof dormers and the raising of the pitch roof not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 Extensions and Residential Extensions SPD, having a negative impact of the neighbours' amenity. The bulky extensions and extensive flat roof dormers are much larger than the previously approved application WA/2017/0867 valid until 10 July 2020.**

### **WA/2020/0799 Farnham Firgrove**

Officer: Philippa Staddon

Erection of extension.

30 ARTHUR CLOSE, FARNHAM GU9 8PE

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

### **WA/2020/0806 Farnham Firgrove**

Officer: Jess Sullivan

Erection of extensions; demolition of garage and associated works.

43 THE FAIRFIELD, FARNHAM GU9 8AG

**Provided that the extensions strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing, has no negative impact on the neighbour's amenity and sufficient parking within the boundary of the property, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

### **WA/2020/0849 Farnham Firgrove**

Officer: Mr Chris Turner

Application under Section 73 to vary Condition 3 of WA/2018/0191 restricting use of outbuilding to allow it to be used as an ancillary annex.

28 WEYDON HILL ROAD, FARNHAM GU9 8NX

**Farnham Town Council strongly objects to the proposed removal of Condition 3. Condition 3 is in place to stop inappropriate development and alternative use of ancillary accommodation and would be contrary to LPP1 policy TDI, Farnham Neighbourhood Plan policy FNPI and FNPI6 and the Farnham Design Statement. Permission was granted for a garden room and store which has now been divided to include a home office, separate bathroom, utility sink area and communal area beyond its original intended use.**

## **Farnham Hale and Heath End**

### **NMA/2020/0076 Farnham Hale and Heath End**

Officer: Joanna Patrick

Amendment to WA/2020/0680 for: Two additional velux roof windows in the front elevation to provide more light to the attic and staircase.

41 WHITMORE GREEN FARNHAM GU9 9AF

**Farnham Town Council objects to the changes as a non-material amendment. The addition of windows is beyond Waverley Borough Council's criteria of non-material.**

Amendments received 12/06/20

### **WA/2020/0680 Farnham Hale and Heath End**

Officer: Jess Sullivan

Erection of extension and alterations to elevations.

41 WHITMORE GREEN, FARNHAM GU9 9AF

**Farnham Town Council objects to the extensions to the flat roof dormer not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan policy FNPI 16 but has no objection on the additional roof lights to the front of the property.**

### **WA/2020/0793 Farnham Hale and Heath End**

Officer: James Sackley

Certificate of Lawfulness under Section 192 for a single storey rear extension.

24 WHITE COTTAGE CLOSE, FARNHAM GU9 0NL

**Farnham Town Council objects to the full width extension on the boundary with both adjoining properties and the negative impact on the neighbours' amenity not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan policy FNPI 16 Extensions.**

### **WA/2020/0809 Farnham Hale and Heath End**

Officer: Carl Housden

Erection of extension.

36 UPPER HALE ROAD, FARNHAM GU9 0NS

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 16 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

### **WA/2020/0841 Farnham Hale and Heath End**

Officer: Ruth Dovey

Erection of detached dwelling with associated works following demolition of existing garage.

115 UPPER WEYBOURNE LANE, FARNHAM GU9 9DD

**Provided that the County Highways Authority is satisfied with the revised access to both dwelling, sufficient off-street parking is available for both properties and that the proposed dwelling strictly adheres to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI, LPP1 policy CCI and CC2 and all materials in keeping with the streetscene, Farnham Town Council has no objections to the erection of the detached dwelling following the demolition of the existing garage. The loss of the green boundaries should be minimised across the site, planting a hedge for the new boundary with 115 Upper Weybourne Lane rather than dividing**

with a close-boarded fence to support green infrastructure policy NE2 in LPPI. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC construction hours adhered to.

### **Farnham Moor Park**

Amended description 10/06/2020

Erection of extensions and replacement of roadside boundary with 1.8 metre high brick wall

#### **WA/2020/0731 Farnham Moor Park**

Officer: Jess Sullivan

Erection of extensions and replacement of roadside boundary with 1.8 metre high brick wall (amended description 10/06/2020)

THE SPINNEY, 17 CROOKSBURY ROAD, FARNHAM GU10 1QB

**Farnham Town Council maintains its objection to the roadside boundary 1.8m high brick wall, now detailed in the amended description of WA/2020/0731.**

**Farnham Town Council strongly objects to the proposed brick wall on the boundary with Crooksbury Road in this application. Located in land Outside the Built-up Area Boundary, in a semi-rural area, the extensive built form on the boundary would be inappropriate development, contrary to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI, FNPI0, FNPI6 and LPPI policy RE2, RE3 landscape character policy AGLV and AONB. The enclosing of the green boundary would be contrary to natural environment policy NE2 with an excessive impact on biodiversity, wildlife habitat and wildlife corridors. The sound deflected from the wall would have a negative impact on the neighbour.**

#### **WA/2020/0785 Farnham Moor Park**

Officer: James Sackley

Erection of extension and alterations.

11 THOROLD ROAD, FARNHAM GU9 7JY

**Provided that the extension and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPPI policy CC1 and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

#### **WA/2020/0801 Farnham Moor Park**

Officer: Gemma Paterson

Erection of a two storey dwelling and associated works following demolition of existing dwelling.

23 ABBOTS RIDE, FARNHAM GU9 8HY

**Farnham Town Council objects to the size and scale of the proposed replacement two storey dwelling not being in keeping with the character of the streetscene, causing light pollution from the excessive front first floor glazing, having a negative impact on the neighbours' amenity, not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan FNPI.**

#### **WA/2020/0804 Farnham Moor Park**

Officer: Mr Chris Turner

Relocation of loose boxes and construction of a sandschool with fencing.

KILNSIDE FARM, MOOR PARK LANE, FARNHAM GU10 1NS

**Farnham Town Council strongly objects to the proposed stabling and sandschool on land adjacent to Kilnside Farm adjoining flood zone 3. The land is outside the Built-**

up Area Boundary of the Farnham Neighbourhood Plan and the nature and appearance of the proposal would have an urbanising impact on the river bank, failing to enhance the landscape value or to protect the intrinsic character and beauty of the countryside. This development would be contrary to policy FNPI New Development and Conservation, FNPI0 Protect and Enhance the Countryside, FNPI3 Protect and Enhance Biodiversity, on the edge of a Biodiversity Opportunity Area and in an area of High Landscape Value and Sensitivity, LPP1 policy Countryside beyond the Green Belt RE1 and Area of Great Landscape Value RE3, NE1 Biodiversity and Geological Conservation and NE2 Green and Blue Infrastructure.

This is a rural location accessed via bridleway 123 and 124, intersecting the historic North Downs Way and Greensands Way, neither suitable for the potential increase in vehicle movement. The conversion of agricultural and equestrian buildings needs to be limited in this area to stop the urbanisation of the countryside and to restrict inappropriate use of these bridleways by motorised vehicles.

#### **Farnham Weybourne and Badshot Lea**

##### **TM/2020/0081 Farnham Weybourne and Badshot Lea**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 01/02 29 WOODBOURNE, FARNHAM GU9 9EE

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity.**

#### **Farnham Wrecclesham and Rowledge**

##### **CA/2020/0066 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

WRECCLESHAM CONSERVATION AREA

REMOVAL OF A CONIFER TREE

21 POTTERY COURT, FARNHAM GU10 4QW

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal of trees especially in a Conservation area covered by Farnham Neighbourhood Plan policy FNP6. If removal is necessary, a replacement is required.**

##### **TM/2020/0090 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 09/01

11 GREYSTEAD PARK, FARNHAM GU10 4NB

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal. The proposed replacement Turkish Hazel, as it forms a tree rather than a bush, would be acceptable if removal is necessary.**

##### **WA/2020/0784 Farnham Wrecclesham and Rowledge**

Officer: Carl Housden

Erection of dwelling and associated works (revision of WA/2020/0256).

LAND COORDINATES 483477 143666 GARDENERS HILL ROAD, LOWER BOURNE

**Farnham Town Council objects to the erection of a dwelling in this location.**

**Located outside the Built-up Area Boundary of the Farnham Neighbourhood Plan, development would be contrary to FNPI, FNPI0 and FNPI1, the Farnham Design Statement and LPP1 policy RE1. The access is inappropriate for the additional**



vehicle movements for a permanent residential dwelling and would have a negative impact on the neighbours' amenity with increased vehicle movement.

**WA/2020/0800 Farnham Wrecclisham and Rowledge**

Officer: Mr Chris Turner

Alterations to elevations.

36A THE STREET, WRECCLESHAM GUI0 4PR

**Provided that there is no negative impact on the neighbours' amenity with overlooking, Farnham Town Council has no objections to the 2 roof lights.**

**WA/2020/0811 Farnham Wrecclisham and Rowledge**

Officer: Daniel Holmes

Erection of extensions; alterations to elevations and fenestrations

53A BOUNDSTONE ROAD, ROWLEDGE GUI0 4AT

**Provided that the extension and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

**WA/2020/0837 Farnham Wrecclisham and Rowledge**

Officer: Jess Sullivan

Certificate of Lawfulness under Section 192 for erection of extension.

TALL TIMBERS, 32 GARDENERS HILL ROAD, LOWER BOURNE GUI0 3HZ

**The History and Constraints list does not include application DW/2020/0022 or WA/2020/0838 at Tall Timbers, 32 Gardeners Hill Road. Farnham Town Council objects to the proposed extension and the cumulative impact of application DW/2020/0022 for a 94m<sup>2</sup> extension to the western elevation and WA/2020/0838 for a 68.2m<sup>2</sup> extension to the northern elevation extension of Tall Timbers. This application is for a 47.4m<sup>2</sup> extension on the southern elevation, giving a total increase of 210m<sup>2</sup> to the dwellinghouse. These 3 separate 'salami slicing' applications evade CIL charges applied to development in zone A for extensions of 100m<sup>2</sup> or more.**

**WA/2020/0838 Farnham Wrecclisham and Rowledge**

Officer: Jess Sullivan

Certificate of Lawfulness under Section 192 for the erection of a single storey side extension.

TALL TIMBERS, 32 GARDENERS HILL ROAD, LOWER BOURNE GUI0 3HZ

**The History and Constraints list does not include application DW/2020/0022 or WA/2020/0837 at Tall Timbers. Farnham Town Council objects to the proposed extension and the cumulative impact of application DW/2020/0022 for a 94m<sup>2</sup> extension to the western elevation and WA/2020 0837 for a 47.4m<sup>2</sup> extension on the southern elevation of Tall Timbers. This application is for a 68.2m<sup>2</sup> extension to the northern elevation giving a total increase of 210m<sup>2</sup> to the dwellinghouse. These 3 separate 'salami slicing' applications evade CIL charges applied to development in zone A for extensions of 100m<sup>2</sup> or more.**

**WA/2020/0842 Farnham Wrecclisham and Rowledge**

Officer: James Sackley

Erection of extension with alterations to elevations and fenestrations.

19 LICKFOLDS ROAD, ROWLEDGE GUI0 4AF

**Provided that the extension and alterations strictly adhere to the Farnham Design**

**Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials be in keeping with existing and has no negative impact on the neighbour's amenity, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed, and WBC construction hours adhered to.**

**WA/2020/0844 Farnham Wrecclesham and Rowledge**

Officer: Daniel Holmes

Erection of extensions and alterations to existing bungalow to form a three storey dwelling. ELBURY, 56 WRECCLESHAM HILL, WRECCLESHAM GU10 4JS

**Provided that sufficient parking is available as the proposed extension creates a 5 bedroom dwelling, the extensions and alterations strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6, LPP1 policy CCI and CC2, has no negative impact on the neighbours' amenity with overlooking and light pollution from the 5 large roof lanterns, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC construction hours adhered to.**

**5. Appeals**

**WA/2018/2196 Land at Green Lane Farnham**

Outline application for erection of up to 50 dwellings (15 affordable) with access from Badshot Lea Road (only access to be determined).

Appeal reference APP/R3650/W/20/3249930

Written representations to PINS by 2<sup>nd</sup> July 2020

Farnham Town Council's objection is being formulated and will be circulated for review. To be finalised at the planning meeting on Monday 29<sup>th</sup> June 2020.

**6. Licensing Applications**

**Minor Variation**

**Giggling Squid, 67-68 Castle Street, Farnham, GU9 7LN, Chokdee Ltd**

Farnham Town Council objects to the minor variation to allow off-sales delivered to homes and business premises. Concerns were raised of the reliance on third party individuals making deliveries and their ability to deliver adhering to Government Coronavirus Guidance for social distancing when required to make a visual check and 'Challenge 25' to verify ID. The impact on public safety and the protection of children from harm outweighs the convenience of having alcohol delivered to your door with a take-away meal.

Objection emailed 16<sup>th</sup> June 2020 to [licensing.policy@waverley.gov.uk](mailto:licensing.policy@waverley.gov.uk)

**7. Date of next meeting**

29<sup>th</sup> June 2020.

The meeting ended at 11.26 am

Notes written by Jenny de Quervain