



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 30th July, 2020 at 7.00 pm

### Place

To be held remotely via Zoom  
Meeting ID: 864 8913 9186  
Password: 244347

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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 30th July, 2020, at 7.00 pm** 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: 30 July 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 30th July, 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 Revd Jane Walker, Vicar of the Benefice of Frensham. 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

To sign as a correct record the minutes of the Farnham Town Council meeting held on 25<sup>th</sup> June 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 1 - Items for Decisions**

**7 Working Group Notes**

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

i) Tourism and Events held on 15<sup>th</sup> July 2020

**Appendix B**

ii) Strategy and Finance held on 21<sup>st</sup> July 2020

**Appendix C**

**8 Planning and Licensing Applications**

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 29<sup>th</sup> June, 13<sup>th</sup> July and 27<sup>th</sup> July 2020. **Appendices D, E, F**

**Part 2 - Items to Note**

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

**10 Reports from Other Councils**

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

**11 Reports from Outside Bodies**

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

**12 Date of Next Meeting**

To note the date of the next meeting of full Council on Thursday 17<sup>th</sup> September 2020.

**13 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**

**14 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



# FARNHAM TOWN COUNCIL

# A

## Minutes Council

### **Time and date**

7.00 pm on Thursday 25th June, 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 John "Scotty" Fraser  
Councillor George Hesse  
Councillor Andy MacLeod  
Councillor Mark Merryweather  
Councillor John Neale  
Councillor John Ward

### **Apologies for absence**

Brian Edmonds, Michaela Gray, Michaela Martin and Kika Mirylees

### **Officers Presents:**

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

There was 1 member of the public and 1 member of the press in attendance.

Prior to the meeting, prayers were led by the Pastor Michael Hall of The Wey Church, Farnham.

### **C22/20 Apologies**

Apologies were received from Cllrs Edmonds, Gray, Martin and Mirylees.

**C23/20 Disclosures of Interest**

In addition to the standard declarations by the dual and triple hatted Councillors, Cllr Merryweather recorded an interest in item 8 on the transfer of assets as Portfolio Holder for Finance, Assets and Commercial Services at Waverley Borough Council.

**C24/20 Minutes**

The Minutes of the Farnham Town Council meeting held on 14<sup>th</sup> May 2020 at appendix A were agreed to be signed by the Mayor as a correct record.

**C25/20 Questions and Statements by the Public**

There were no questions from the public.

**C26/20 Town Mayor's Announcements**

The Mayor thanked all present on behalf of the Farnham community for the outstanding achievements made to support Farnham during the Coronavirus lockdown. The Mayor mentioned the swift implementation by FTC of the most recent Coronavirus recovery project: 'Safer Streets', a Government initiative to help keep customers socially distanced while shopping in the town centre to help the economic recovery of Farnham's retailers and businesses.

The Mayor praised Farnham for being the first community in England to achieve World Craft City status recognising the history and quality of craft in the town. The Mayor congratulated the Farnham Herald for receiving the prestigious accolade of 'Weekly Paper of the Year' at the Regional Press Awards.

The Mayor commented on the gradual return of civic engagements including the attendance to the Raising of the Flag ceremony at the Town Council Offices to mark Armed Forces week and the visit to one of the Mayor's chosen charities, Space2 Grow. The Mayor reported she would be recording a podcast for Greener Surrey on the merits of Space 2Grow and The Repair Café and would also be attending the Farmers' Market.

**C27/20 Questions by Members**

None were received.

**C28/20 Appointment of Councillors to Working and Task Group Member Vacancies**

Cllr Neale added his praise for the work of the Councillors and FTC Officers during the Coronavirus lockdown working alongside volunteers.

Cllr Neale reminded Council that the Working Groups and Task Group membership would largely retain the same membership as the previous year but there were some vacancies to fill.

The following appointments were made:  
Cllr Earwaker joined the Community Enhancement Working Group.  
Cllr Fraser joined the Cemeteries and Appeals Working Group.

Cllr Dickson confirmed she would step down from the Wellbeing Task Group.

**C29/20 Tourism & Events Working Groups**

Cllr Earwaker introduced the notes of the Tourism and Events Working Group held on 3<sup>rd</sup> June at appendix B and updated Council on actions since the last meeting. It was reported that due to the Government Coronavirus guidelines planned events could still not take place.

Cllr Earwaker reported on the success of the first Farmers' Market since the Coronavirus lockdown, held in May. He advised that the market was well organised by FTC officers and that social distancing guidelines were well observed by the public. The market was well attended and numbers of people in the market at any one time was carefully monitored.

Cllr Earwaker confirmed Farnham had been awarded World Craft City status by the World Crafts Council. He advised that FTC was working closely with The Maltings to finalise an application for the National Lottery Emerging Futures Fund to help fund promotional activities to heighten awareness of the World Craft City status but that the costs for the Craft month would be underwritten by the Town Council

Cllr Earwaker confirmed FTC was working collaboratively with the Farnham Chamber of Commerce to progress awareness of the benefits of forming a Business Improvement District (BID).

Cllr Ward congratulated FTC for the success of the Farmers Market and for Farnham being one of only thirty-six Craft Cities in the World.

The notes of the meeting were adopted.

**C30/20 Community Enhancement Working Group**

Cllr Dickson introduced the notes of the Community Enhancement Working Group held on 10<sup>th</sup> June at appendix C. Cllr Dickson congratulated the Business and Facilities Officer and the Outdoor Workforce for having planted over 36,000 plug plants and over 200 hanging baskets as many of the normal volunteers were having to self-isolate as a result of Coronavirus.

The Town Clerk updated Council on the location of proposed car charging points in Farnham and confirmed that FTC had sent the proposed locations to SCC for consideration.

The notes of the meeting were adopted.

**C31/20 Cemeteries & Appeals Working Group**

Cllr Cockburn introduced the notes of the Cemeteries and Appeals Working Group held on 11<sup>th</sup> June at Appendix D. Cllr Cockburn praised Officers and the Outdoor Workforce for the good service residents had received on cemetery issues.

Councillors had raised the ongoing issue of the Hale Chapels. Cllr Cockburn commented that FTC was determined to achieve closure on Hale Chapels. The Town Clerk advised that as the commissioned report author had presented only one option, officers would present a summary of the options considered for the Hale Chapels to enable a decision to be made.

The notes of the meeting were adopted.

**C32/20 Strategy & Finance Working Group**

Cllr Neale introduced the notes of the Strategy and Finance Working Group held on 16<sup>th</sup> June at Appendix E.

Cllr Neale presented the direct debit list that had been reviewed by members of the Working Group.

**It was RESOLVED *nem con* that:  
The Direct Debit List at Annex I be agreed.**

**C33/20 Grants Update**

Cllr Neale reported that due to Coronavirus some of the Community Grant payments had been deferred due to the cancellation of events.

Council noted that a report on the activities of the recipients of the Service Level Agreement (SLA) grants confirmed that for five of the SLA recipients services were continuing, albeit different to normal due to Coronavirus. The Working Group was waiting for further information regarding the Waverley Hoppa services.

**C34/20 Wrecclesham Community Centre**

Council discussed the Working Group proposal that as Wrecclesham Community Centre had been closed due to Coronavirus the rent paid by the Wrecclesham Community Centre until September be waived.

**It was RESOLVED *nem con* that:  
FTC waive the rent paid by Wrecclesham Community Centre until September 2020, amounting to £3,750.**

**C35/20 Assets Task Group**

Council received the report on assets and contracts considered by the Working Group noting the redecoration of the Council Chamber would start in July and finish during August; arrangements put in place for public safety as a result of coronavirus; and that the repairs to the cracked wall in the front of the Council office had been completed.

Council considered the extension to the electric supply in Gostrey Meadow as part of the planned environmental improvements to Gostrey Meadow to avoid the use of diesel generators during future FTC events.

**It was RESOLVED *nem con* that:  
£15,000 be invested in the new and improved electric supply to Gostrey Meadow to be met from the Tourism and Events Budget.**

**C36/20 Infrastructure issues**

It was noted a date would be arranged for the Community Infrastructure Projects Task Group to meet ahead of comments on the Waverley Infrastructure Development Plan Review in September. Councillors were reminded of the need to submit project ideas to utilise CIL to support projects within their wards and across Farnham. It was noted that the



Younger People Task Group was considering forwarding project proposals to increase provision for young people throughout Farnham.

Cllr Cockburn updated Councillors on the Farnham Design Statement advising that a Survey Monkey consultation had been sent to all the residents' associations to validate comments received to date and as a precursor to a more formal consultation which would be arranged for September.

#### C37/20 **Farnham Infrastructure Programme**

Cllr Neale provided an update on the work of the Farnham Infrastructure Programme and Farnham Programme Board. He advised that the inaugural Local Liaison Forum (LLF) event would be an open forum for all Farnham Councillors on 2<sup>nd</sup> July prior to a wider public forum. He advised that it had been agreed that there would be joint chairs, the Leader of Farnham Town Council and Cllr MacLeod and a vice-Chair Cllr Ramsdale.

Council discussed the formation of the LLF and the process for the appointment of the Joint Chairs and vice chair expressing frustration and reservations on the way in which the appointments were agreed. It was stated that decisions made by members of the LLF needed to be open and transparent and that the Farnham Programme Board needed to follow the Governance procedure for appointing the LLF chairs. Concern was raised that consultation on decisions with Farnham stakeholders would be made too late and that decisions would be too far progressed for Farnham's opinion to make a difference. Council was advised by the Leader that this would not be the case.

Councillors debated the benefits of the informal arrangement agreed, and after much discussion, the Town Clerk advised that FTC needed a formal recommendation to endorse the role of Joint Chairs for the LLF as the assumption otherwise was that the FTC representative would Chair the LLF. It was noted that FTC could not propose Cllr MacLeod as Joint Chair as his was a WBC appointment.

Cllr Fraser proposed, seconded by Cllr Merryweather and **RESOLVED unanimously that FTC:**

- 1) Endorses the concept of joint chairs from Farnham Town Council and Waverley Borough Council in view of the benefits accruing;**
- 2) Confirms the leader of FTC as the Joint Chair from FTC.**

Cllr Cockburn commented that the key stakeholders needed to include all community and business groups within Farnham and to be an 'engage with' Farnham not a 'done for' Farnham.

Cllr Beaman commented that the meetings needed to be public and the Programme should start with a 'clean sheet of paper'.

#### C38/20 **Coronavirus Recovery Task Group**

Council considered the Government's pavement widening scheme and the swift implementation in Farnham and initial feedback on the impact of the scheme.

Cllr Neale reported on the implementation of a new CCTV system to be installed with funding from SCC to monitor the impact of the pavement widening scheme on traffic and pedestrians as well as replacing the obsolete cameras used for crime prevention.

Councillors discussed the relationship between FTC and SCC during the implementation of the scheme and noting changes that were made to the scheme following consultation with FTC. Continued changes were being implemented which included the use of more planters to help soften the look of the streets.

The Recovery Task Group had worked swiftly and effectively to support the implementation of the scheme with Surrey supporting HGV advisory notices and a 20MPH zone and it was noted that the implementation of the scheme was covered by the Scheme of Delegation.

#### **C39/20 Planning and Licensing Applications**

Cllr Blishen introduced the notes of the Planning and 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 and H to the agenda.

Cllr Cockburn commented the appeal against the land on Green Lane would need to be robust. It was noted that this appeal was on the next agenda for the Planning and Licensing Consultative Group.

The Notes were agreed.

#### **C40/20 Actions taken under the Scheme of Delegation**

No additional items to advise other than those already reported.

#### **C41/20 Reports from Other Councils**

- i) Cllr MacLeod informed Councillors of the sad news of the sudden passing of David Hill CBE, the SCC Executive Director for Children's Services.
- ii) Cllr MacLeod advised that SCC had announced the new £100m Communities Projects Fund which would be funding capital projects over the next 5 year. Details on the fund application process would be announced in the autumn.
- iii) Cllr MacLeod informed Councillors that he would be chairing a new task group to look at the tendering process for the Surrey waste contract as the Suez contract would expire in 2024.
- iv) Cllr Dickson reported on recent Western Planning at WBC and noted that all Councillors had voted against the Berkeley Group change to planning on the Woolmead development.
- v) Cllr Ward commented that WBC was in the process finalising an emergency budget for the current year due to the impact of Coronavirus on the Council's income and expenditure. The Government had allocated grants to councils but the amount allocated for Waverley was less than 20% of the additional spend.

**C42/20 Reports from Outside Bodies**

- i) Cllr Blishen congratulated Brightwells Gostrey on the delivery of double the usual amount of community meals during the Coronavirus lockdown.
- ii) The Mayor reported on her attendance at the management meetings at The Farnham Maltings and the Hale Community Centre.
- iii) Cllr Attfield commented on the passing of Marion Stockley, a previous recipient of the Services to Farnham Award, and key member of the Farnham Sports Council for many years.

**C43/20 Date of Next Meeting**

The date of the next meeting was confirmed as Thursday 30<sup>th</sup> July.

The Mayor closed the meeting at 9.10 pm

Chairman

Date

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# FARNHAM TOWN COUNCIL

# B

## Notes

### Tourism & Events Working Group

#### Time and date

9.30 am on Wednesday 15th July, 2020

#### Place

Held remotely via Zoom

#### Attendees:

Members: Councillors Alan Earwaker (Lead Member), David Beaman, 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 3 <sup>rd</sup> June 2020 were agreed.	

#### 4. Current events update

POINTS	ACTION
<p><b>Music in the Meadow</b></p> <p>The events manager updated members with the most recent guidance for events including a plan of Gostrey Meadow with social distancing bubbles. It was agreed to commence the programme in August with the following measures proposed for consideration:</p> <ol style="list-style-type: none"> <li>1) Event to be ticketed using an online company like Eventbrite.</li> <li>2) Gostrey Meadow to be closed off to restrict entry and manage</li> </ol>	<p>Events Manager to start Music in the Meadow in August</p>

<p>numbers.</p> <ol style="list-style-type: none"> <li>3) 4m 'social distancing bubbles' to be sprayed on grass.</li> <li>4) Trained 'door staff' to be hired for entrance.</li> <li>5) Bridge to be used for entrance so queuing would be away from the roadside pavement</li> </ol> <p><b>Sustainability Festival</b> The events manager informed members that the Sustainability Festival with The Farnham Community Farm had been postponed by mutual agreement until 2021</p> <p><b>Food Festival</b> Members agreed that it would not be possible to have the food festival on Castle Street and the Borough due to COVID-19 as well as the barriers that are currently on the roads. Members agreed to pursue the possibility of using the Maltings Carpark. The events manager informed members that the carpark would fit between 60 and 70 stalls and that under current guidelines it would not be possible to have the theatre cookery stage. This would mean that there would not be the surplus that previous festivals had to sustain other activities. Members also discussed prioritising local producers within a 50 mile radius and a possible temporary rebrand for this year.</p> <p><b>Craft Month</b> The Events Manager informed members that good progress was being made with the Craft month events schedule and that 'virtual events' had been discussed with partners as back up. Members were also informed that Key Productions had been assigned to film the World Craft City promotional film that will be used to promote Farnham as a World Craft Town. It was agreed by members that committed monies from cancelled events like Carnival and Heritage open Days may be transferred to the Craft Town budget if required.</p> <p><b>Christmas Light Switch on</b> The net cost of £9,500 for the switch-on was discussed and along with uncertainty with Covid-19 it was agreed to look at an alternative event, possibly virtual.</p> <p><b>Christmas Market</b> Members agreed to defer decision until the next meeting.</p> <p>Members discussed the possibility of introducing a shop window trail around Farnham Town Centre for Halloween and Christmas.</p>	<p>Events Manager to progress with booking the Food Festival</p> <p>Events Manager to explore alternative ideas for the Christmas lights switch-on</p> <p>Events Manager to explore trail idea for Halloween</p>
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## 5. Future projects

POINTS	ACTION
<p><b>West Street Market</b> Members agreed by vote to start the West Street market in October with an arts and craft market as part of Craft month followed by another in November.</p> <p><b>Youth Event</b> Members agreed to support self managed events in Hale and Wrecclesham rather than create an event in the Town Centre.</p>	<p>Events Manager to confirm October and November markets</p> <p>Cllr Mirylees to discuss with Assistant Town Clerk</p>

## 6. Business update

POINTS	ACTION
<p><b>BID progress</b> The Events Manager informed members that a meeting had been set up on Thursday 23<sup>rd</sup> July with the Colin Channon, the chair of the Chamber of Commerce and Eddie Pearce from the Herald to set an agenda for a future meeting with the BID steering group.</p> <p><b>Town centre recovery</b> The Events Manager shared images of the adverts, barrier banner and bunting that had been designed by 'we are the Langtons' who had been commissioned to produce branding for the High Street recovery and safe shopping. Members were also shown the illustrated images of prominent buildings of Farnham that was an integral part of the branding. Councillor Martin reported that whilst footfall was lower, shoppers were purchasing rather than browsing. Councillor Beaman reported the figure of 35% reduction on WBC car park income from last year. Members noted the application for ERDF recovery funding was being progressed.</p>	

## 7. 2021 event schedule

POINTS	ACTION
<p>Members felt it too early to discuss 2021 but it was agreed for the Events Manager to check the cost of hiring the Maltings for Music in the Vineyard as it was felt that if social distancing measures were still in place in the winter period, the Vineyard would not be big enough.</p>	<p>Events Manager to establish cost of hiring the Maltings</p>

## 8. Budget

<b>POINTS</b>	<b>ACTION</b>
The Town Clerk reported that whilst there were challenges with the loss of income, FTC may receive a Government grant towards some of the losses during COVID but that WBC had indicated they would only pass on 30% of these costs. Members were informed that the bigger challenge may be 2021-2022. Members confirmed that funding should be used from unspent funds to create a £10,000 craft month budget for 2020-21	Town Clerk to prepare revised budget for Councillors

## 9. Date of next meeting

<b>POINTS</b>	<b>ACTION</b>
A new meeting was set for 9.30am on Wednesday 2 <sup>nd</sup> September 2020.	

The meeting ended at Time Not Specified

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





# FARNHAM TOWN COUNCIL



Notes

## Strategy & Finance Working Group

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### Time and date

9.30 am on Tuesday 21st July, 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)

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

In attendance: Councillors Andy MacLeod and John Ward

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.	

### 2. Declarations of interest

POINTS	ACTION
Cllr Cockburn declared an interest in item 7 as a trustee of the Ridgeway School. Cllr Merryweather declared an interest in item 7 as a WBC Portfolio Holder for Finance, Assets and Commercial Services.	

### 3. Minutes of the last meeting

POINTS	ACTION
The notes of the meeting held on 16 <sup>th</sup> June were agreed.	

#### 4. Finance report

POINTS	ACTION
<p>The first financial quarter documents were reviewed as set out at Item 4 on the agenda including the detailed income and expenditure reports, the bank reconciliation and detailed balance sheet, confirmation of earmarked reserves and investments.</p> <p>In discussion, the Working Group:</p> <ul style="list-style-type: none"> <li>• Noted the impact on Tourism and Events budget affected by the cancellation of events due to Coronavirus and reduced sponsorship.</li> <li>• Confirmed the allocation of £10,000 for Craft Month which would underwrite costs for advertising, the promotional Craft City video and the Craft Month Co-ordinator.</li> <li>• Noted the COVID-19 initiatives were funded from the allocated earmarked reserves but an application for ERDF funding to offset some of the costs had been made.</li> <li>• Noted the COVID-19 capital funding budget account covered the income and expenditure for the Coronavirus Hardship Fund. The Hardship Fund was administered from a separate account that was shared with the partners of the Hardship Fund.</li> </ul> <p>Town Clerk had estimated that the funding shortfall due to the cancellation of events and additional Coronavirus activity would have a negative impact on the budget of £75,000 partially offset by a reduction in expenditure costs due to the cancellation of events of approximately £25,000. WBC had requested details at short notice for an allocation of the available Government Grant provisionally but had indicated they would potentially pay towns and parishes only 30% of the estimated losses. Town Clerk was in the process of challenging this suggestion as it was based on partial information.</p> <p>Cllr Merryweather commented that the Government had not confirmed to WBC the criteria of the losses that would be covered by this funding.</p> <p>The Town Clerk advised that although there are earmarked reserves to cover any issues in 2020/21, the budget planning for 2021/22 would be a challenge.</p> <p>The Town Clerk confirmed that FTC had applied for the Government's allocation of European Regional Development Fund (ERDF) for some £50,000 to cover the additional costs for the Safer Streets initiative and supporting businesses. WBC had indicated FTC would receive the original allocation of £33,600 to cover the cost of the banners, planters and promotional activity.</p> <p>The Town Clerk confirmed that SCC was contributing towards the installation of the new CCTV cameras to monitor the traffic and people footfall in the Town. The SCC funding added to the original Section 106 money enabled FTC to purchase the software so that the new CCTV cameras would be able to count traffic and people and differentiate between HGVs, buses and cars as well as upgrading the obsolete cameras used for crime prevention and community safety.</p>	<p>Action: Town Clerk to present a revised budget at the next S&amp;F meeting which will include necessary virements.</p>



reviewed and championed by all councilors for specific wards and submitted to WBC by 18<sup>th</sup> September.

**ii) Infrastructure Planning Group**

Cllr Cockburn reported to Members the latest update on the Farnham Design Statement (FDS) with relatively few replies received but noted that this was expected as many of those representatives had already submitted text that was in the FDS. The next version of the FDS would be designed (similar to the Neighbourhood Plan layout and be available for wider consultation in September.

**iii) Wellbeing Task Group**

The Asst Town Clerk reported that the Task group meeting would be arranged for the end of August. She updated Members on The Farnham Neighbours Network – a new buddying scheme that was a joint project with The Farnham Maltings. So far 53 Helpline volunteers had come forward as potential Buddies and just over 30 callers had said they would like ongoing support. Further work was being undertaken by FTC and Farnham Maltings to ensure key safeguarding issues were addressed before a formal launch including insurance for the volunteers, onward financial support, policies and guidance, confidentiality, data protection and creating a volunteer handbook, webpage information, branding and social media. The Working Group agreed safeguarding and liability needed to be clarified before a formal launch to ensure there was clear financial accountability and future liability issues were understood.

**iv) Younger People Task Group**

The Asst Town Clerk reported to members that the task group had met on 24<sup>th</sup> June. A key action from the meeting was to initiate engagement with the groups of young people who regularly met at Gostrey Meadow and other meeting places around Farnham. Joyce Quinell from Surrey Clubs for Young People (SCYP) had already carried out similar engagement across Surrey and proposed three sessions at a cost of £600 would be appropriate.

The Working Group agreed to recommend this initiative to Council and underwrite the funding that will be sought for elsewhere.

As part of the engagement the young people could be asked how young people could be represented at Council and whether something like a Youth Council might be appropriate.

Councillors discussed the recent incidents of anti-social behaviour across Farnham including the Middle Bourne Lane Garden, Gostrey Meadow and in Hale. Recent damage caused in Gostrey Meadow had resulted in the person responsible undertaking a Restorative Intervention programme that FTC were supporting.

The Working Group discussed the potential installation of shutters in the Borelli shelter at Gostrey Meadow, as previously agreed, as this would have a benefit for the events programme and help resolve the issues caused by anti-social behaviour. Councillors had mixed views and agreed that this be delegated to the Assets Task Group for discussion.

**It is recommended that: FTC commission SCYP to undertake engagement project at the cost of £600.**

<p><b>v) Coronavirus Recovery Task Group.</b>  The Town Clerk commented that at the meeting held on Monday 20<sup>th</sup> July, Members were pleased with the improvements made to the pavement widening scheme and with working with SCC to soften the look of the barriers further and new banners, funded by the ERDF had gone up.</p> <p>It was noted that FTC had received positive feedback from the community, with some concerns also expressed. The issue of using the widened pavements for café dining was changing with imminent new legislation transferring the responsibility for licensing from Surrey County Council Highways team to the Waverley Borough Council licensing team.</p>	
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## 6. Financial Regulations Review

POINTS	ACTION
In view of other items on the agenda, the Working Group agreed to defer this item until the September meeting.	Action: Place on the September agenda.

## 7. Contracts and assets update

POINTS	ACTION
<p>The Town Clerk introduced the reports at Appendix I and J.</p> <p>Cllr Cockburn took no part in the discussion as a Trustee of the Ridgeway School.</p> <p><b>1) The Ridgeway School café at Gostrey Meadow proposal:</b>  The Town Clerk reported on the request from the Ridgeway School to move to the next phase of developing the disused bowling green in Gostrey Meadow to create a café that would be partly used to train older pupils at The Ridgeway School as part of an extra-curricular career development activity. The Working Group discussed a range of issues noting that this was part of a larger project that including additional public toilets in Gostrey Meadow, the playground and a new footbridge. FTC could potentially invest funds more cost-effectively in better toilet provision attached to the proposed café rather than refurbishing the existing toilets. It was noted that a lease of 50 years at a peppercorn or non-commercial rent was likely to be required. It was noted that any decision at this stage would need to go through the Planning Application process and was landlord approval only.</p> <p><b>The Working Group agreed to recommend to Council:</b>  <b>Farnham Town Council agree to:</b></p> <ol style="list-style-type: none"> <li>1) Lease the land occupied by the former Bowling Club, on terms to be agreed, to the Ridgeway School;</li> <li>2) Support the concept of a new footbridge to connect the café to Gostrey Meadow;</li> <li>3) Investigate the possibility of additional public toilets connected to the café with funding from FTC in lieu of providing new toilets elsewhere;</li> <li>4) Explore the possibility of moving the playground to be adjacent to the Café area; and</li> <li>5) Authorise the Town Clerk to progress these issues in</li> </ol>	<p>It is recommended that Farnham Town Council agree to:</p> <ol style="list-style-type: none"> <li>1) Lease the land occupied by the former Bowling Club, on terms to be agreed, to the Ridgeway School;</li> <li>2) Support the concept of a new footbridge to connect the café to Gostrey Meadow;</li> <li>3) Investigate the possibility of additional public toilets connected to the cafe with funding from FTC in lieu of providing new toilets elsewhere;</li> <li>4) Explore the possibility of moving the playground to be adjacent to the café area; and</li> <li>5) Authorise the Town Clerk to progress these issues in conjunction with</li> </ol>



SCC had preempted this and announced a proposed unitary system based on the County boundary and this was due to be debated at WBC Full Council.

Cllr Neale suggested that FTC have an informal discussion on localism and FTC's view on a unitary system.

Cllr Ward stated that WBC was strongly opposed to a single unitary council and would be proposing to create three unitaries in Surrey of approximately 400,000 population each in line with the Government's outlined target population.

Cllr MacLeod advised that SCC had identified 25 natural communities in Surrey, with Farnham forming one of these communities, but he was concerned that this could undermine the locally elected towns and parishes.

Cllr Beaman commented that FTC needed to be prepared to take on more powers of a wider Farnham for the good of our residents.

Cllr Cockburn commented that FTC needed to review which services the residents of Farnham really valued and would want decisions on to be decided locally.

The Town Clerk referred Members to the NALC consultation paper on the proposed Devolution White Paper requesting Members to consider how FTC should respond especially as Farnham was one of the larger Town Councils well placed to take on more services but the vast majority of parish councils were very small.

Councillors agreed more time was needed to discuss this matter and it was agreed to adjourn the Strategy and Finance meeting until Tuesday 28<sup>th</sup> July.

## 10. Consultations

POINTS	ACTION
Councillors agreed to postpone the agenda item until the adjourned Strategy & Finance meeting to be held on Tuesday 28 <sup>th</sup> July.	

## 11. Town Clerk update

POINTS	ACTION
Councillors agreed to postpone the agenda item until the adjourned Strategy & Finance meeting to be held on Tuesday 28 <sup>th</sup> July.	

## 12. Date of next meeting

POINTS	ACTION
The meeting was adjourned to continue on Tuesday 28 <sup>th</sup> July at 9.30am.	

The meeting ended at 12.00 pm

Notes written by Town.Clerk@farnham.gov.uk





## FARNHAM TOWN COUNCIL

# D

## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 29th 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 John Neale

Officer: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Gray and Martin.

#### 2. Disclosure of Interests

None were received.

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

Amendments received 24/06/20 – part of The Woolmead development  
Relocation of telephone box adjacent to bus stop on South Street

#### **WA/2020/0564 Farnham Castle**

Officer: Ruth Dovey

Provision of a public payphone kiosk.

PUBLIC FOOTWAY, LAND OUTSIDE 16 SOUTH STREET, FARNHAM

**Farnham Town Council maintains its strong objection to the proposed payphone kiosk on South Street being unnecessary clutter and having a negative impact on the street scene on the edge of the Town Centre Conservation Area, contrary to Farnham Neighbourhood Plan policy FNP2, FNP4 and FCAMP. Relocating the proposed payphone kiosk to the south of the bus stop is not a more acceptable position, it will cause obstruction to pedestrians and bus passengers with the frequent**

bus services at this stop. It has been confirmed by the Officer that the Woolmead permission does not require the reinstatement of the removed payphone kiosks however, BT would like one retained. The reinstatement of a payphone kiosk can be kept to the Berkeley Homes Woolmead site, if retention is necessary.

Amendments received 22/06/20

7 of the 24 dwellings to be affordable units; Submission of Transport Assessment and framework Travel Plan; Updated ecology report to reflect further site assessment end of Feb 2020; Information on existing use of site.

#### **WA/2020/0558 Farnham Firgrove**

Officer: Rachel Kellas

Proposal: Outline application with all matters reserved for erection of 24 apartments with underground parking following demolition of existing bungalow The Old Mission Hall (revision of WA/2018/1879) (as amplified by Transport Assessment, Travel Plan, updated ecology report, and amendment to proposed housing to include 7 of the 24 dwellings as affordable units).  
THE OLD MISSION HALL, HOOKSTILE LANE, FARNHAM

**This location is not a housing site allocation in policy FNPI4 of the Farnham Neighbourhood Plan adopted 3 April 2020. Farnham Town Council maintains its objection to the entrance being inadequate for the potential number of vehicle movements on a single lane track for 24 dwellings. The site is maybe better suited to light industry. Access on to the highway has limited visibility due to the railway bridge and is within a severely congested area, adjacent to a pedestrian crossing, in the vicinity of 3 busy junctions, on an A-road.**

Councillor Earwaker left the meeting 09.55.

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

##### **Farnham Bourne**

#### **WA/2020/0854 Farnham Bourne**

Officer: Gemma Paterson

Erection of extensions and alterations to elevations (revision of WA/2020/0199).  
9 BOURNE FIRS, LOWER BOURNE GU10 3QD

**Farnham Town Council notes the previously approved plans 7580D-02b in application WA/2020/0199 have been altered in this application to include a larger porch to the front of the property and two storey extension to the rear. Provided that the two storey extension has no negative impact on the neighbour's amenity at no. 8 and the front dormer windows over the garage be Conditioned obscured glazing (windows of the en-suite and family bathroom) to protect the neighbour's amenity at no. 9 and strictly adhere to the Farnham Design Statement, 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.**

**NMA/2020/0080 Farnham Bourne**

Officer: Joanna Patrick

Amendment to WA/2018/1741 for removal of an external chimney.

LAND ON SOUTH EAST SIDE CENTRE COORDINATES 484492 144581

GOLD HILL, FARNHAM

**Provided that the removal of the chimney is acceptable within Waverley Borough Council's criteria for non-material, Farnham Town Council has no objections.**

**CA/2020/0074 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

REMOVAL OF TREE

4 SWINGATE ROAD, FARNHAM GU9 8JJ

**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 FNP5. If removal is necessary, a replacement is required.**

**CA/2020/0079 Farnham Bourne**

Officer: Steve Tester

OLD CHURCH LANE CONSERVATION AREA

WORKS TO AND REMOVAL OF TREES

THE WHITE HOUSE, 2A VICARAGE HILL, FARNHAM GU9 8HG

**Farnham Town Council welcomes the maintenance of trees to extend their life and associated amenity but, subject to the Arboricultural Officer's comments, objects to the removal of trees especially in a Conservation area covered by Farnham Neighbourhood Plan policy FNP5. If removal is necessary, a replacement is required.**

**CA/2020/0080 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO AND REMOVAL OF TREES

4 MIDDLE AVENUE FARNHAM GU9 8JL

**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 FNP5. If removal is necessary, a replacement is required.**

**CA/2020/0081 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

REMOVAL OF TREES

6 MIDDLE AVENUE FARNHAM GU9 8JL

**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 FNP5. If removal is necessary, a replacement is required.**

**TM/2020/0095 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT TO TREE PRESERVATION ORDER 28/03  
10 ANNANDALE DRIVE, FARNHAM GU10 3JD

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

**Farnham Castle**

**WA/2020/0872 Farnham Castle**

Officer: James Sackley

Use of land for siting of benches, plant pots, bins and an A board in connection with the public house formalising 20 years established use.

THE HOP BLOSSOM, 50 LONG GARDEN WALK, FARNHAM GU9 7HX

**Farnham Town Council has no objections to the formalising of the use of the pavement subject to the licensing restrictions being adhered to and no drinks outside after 21.00. Clutter should be kept to a minimum, for example A-boards, to minimise obstructions to pedestrians accessing Long Garden Walk.**

**WA/2020/0875 Farnham Castle**

Officer: Daniel Holmes

Erection of extension.

50 HAZELL ROAD, FARNHAM GU9 7BP

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 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.**

**CA/2020/0071 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA

REMOVAL OF TREE

WICKHAM HOUSE, 40 WEST STREET, FARNHAM GU9 7DX

**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 FNP2. If removal is necessary, a replacement is required.**

**CA/2020/0078 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA

REMOVAL OF TREE

17 CASTLE STREET FARNHAM GU9 7JA

**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 FNP2. Removal is not necessary.**

### **CA/2020/0082 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA  
WORKS TO AND REMOVAL OF TREES  
BORELLI MEWS FARNHAM GU9 7YZ

**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 FNP2. If removal is necessary, a replacement is required.**

### **Farnham Firgrove**

#### **CA/2020/0072 Farnham Firgrove**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA  
REMOVAL OF TREE  
TREBOR AVENUE FARNHAM GU9 8JH

**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 FNP5. If removal is necessary, a replacement is required.**

### **Farnham Moor Park**

#### **WA/2020/0860 Farnham Moor Park**

Officer: Philippa Staddon

Erection of a dwelling.

LAND ADJACENT 9 DOLLIS DRIVE, FARNHAM

Note. Previously approved single storey dwelling WA/2017/2384 and 2 storey dwelling WA/2019/0664 – exempt from £30k CIL charge as a 'self-build'.

**Farnham Town Council strongly objects to this application. This is a restrictive site with no more than a wide grass verge for the proposed 3 storey dwelling. Two applications, WA/2107/2384 for a single storey, 1-bedroom dwelling and WA/2019/0664 for a 2 storey dwelling, have been previously approved on this site. The applicant has classed the development as a 'self-build' and claiming exemption of £30,062.85 Community Infrastructure Levy charges on WA/2019/0664.**

**The site was well-kept with a boundary fence and gate, these have been removed over time and rental occupation, hence the site being 'unkept and is unsightly'. The negative impact on the neighbours' amenity can no longer be disregarded with this proposed 3 storey dwelling. 'The test is whether having regard to the changes, the current proposal is materially more harmful than the approved scheme and is acceptable in its own right' was the basis of the approval for WA/2019/0664 over WA/2017/2384.**

**This enlarged proposal will cause overlooking and is now dominate in the street scene regardless of still being subordinate to the 4 storey no. 9 Dollis Drive. The second parking spaces to meet recommended guidance for the number of bedrooms has taken away most of the amenity space for future occupants and will be difficult to access due to the existing on-street parking opposite and it being a very congested location. This development is not compliant with Farnham Neighbourhood Plan policy FNPI or FNPI6 and does not fit unobtrusively into the street scene.**

**WA/2020/0861 Farnham Moor Park**

Officer: Carl Housden

Erection of extensions with alterations to elevations and fenestrations.

SUMMERWOOD, 4 GREENACRES FARNHAM GU10 1QH

**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, 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/2020/0864 Farnham Moor Park**

Officer: Philippa Staddon

Erection of a garage and change of use of land from agriculture to residential (Use Class C3) to serve the barn granted under PRA/2016/0002.

LAND AT KILNSIDE FARMHOUSE, MOOR PARK LANE, FARNHAM GU10 1NS

**Farnham Town Council objects to the erection of a garage and change of use from agriculture to residential. No access has been formalised to allow for residential development in this location, only served by bridleways BW123 and BW124. The development is outside the Built-up Area Boundary and is not compliant with Farnham Neighbourhood Plan policy FNPI, having a negative impact on the public realm and an urbanising effect on the semi-rural location.**

**WA/2020/0867 Farnham Moor Park**

Officer: Jess Sullivan

Erection of extensions; erection of detached outbuilding following demolition of existing.

16 CROOKSBURY ROAD, FARNHAM GU10 1QE

**The outbuilding must have no negative impact on the neighbour's amenity with its location to the boundary fence and be conditioned ancillary to the dwelling house. 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, have no negative impact on the neighbours' amenity 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.**

**WA/2020/0879 Farnham Moor Park**

Officer: Carl Housden

Erection of detached garage and new vehicular access.

HEATHERDALE HOUSE, 5 COMPTON WAY, FARNHAM GU10 1QY

**Farnham Town Council objects to the relocation of the vehicular access and amount of the green boundary required to be removed for adequate visibility splay, having a negative impact on the character of the area and street scene contrary to Farnham Neighbourhood Plan policy FNP8 South Farnham Arcadian Areas. It is vital to have input from the CHA as the proposed access is on a bend closer to a junction on this narrow lane, its relocation will be a danger to motorists.**

## **Farnham Shortheath and Boundstone**

### **WA/2020/0924 Farnham Shortheath and Boundstone**

Officer: Carl Housden

Certificate of Lawfulness under Section 192 for alterations to roof space to provide habitable accommodation including roof lights and dormer window.

107 GREENFIELD ROAD, FARNHAM GU9 8TH

**Farnham Town Council objects to flat roof dormers and the enlarging of the main roof not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan FNP16, these alterations do not fit unobtrusively with the street scene.**

### **TM/2020/0096 Farnham Shortheath and Boundstone**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 45/99

10 GLYNWOOD, FARNHAM GU10 4TN

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

### **TM/2020/0097 Farnham Shortheath and Boundstone**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER WA64

2 SHORHEATH BEACON, 95 SHORHEATH ROAD FARNHAM GU9 8RZ

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

## **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

**Sample materials have been requested by WBC. It is noted that access is still to be consulted upon. Provided that the new dwelling strictly adheres to Farnham Neighbourhood Plan policy FNPI and LPP1 policy CC1 and CC2, 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/2020/0857 Farnham Weybourne and Badshot Lea**

Officer: James Sackley

Certificate of Lawfulness under Section 192 for erection of detached single storey outbuilding.

7 ST DAVIDS CLOSE, FARNHAM GU9 9DR

**Provided that the outbuilding is condition ancillary and has 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 Wrecclesham and Rowledge**

### **WA/2020/0851 Farnham Wrecclesham and Rowledge**

Officer: Carl Housden

Erection of extensions following demolition of existing.

LITTLE GORSEDENE, THE LONG ROAD, ROWLEDGE GU10 4EB

**Farnham Town Council strongly objects to the two storey extensions not being compliant with Farnham Neighbourhood Plan policy FNPI6 in scale and height to existing building and the adjoining buildings, partly owned by the neighbours' with flying freehold over the property. The form does not fit unobtrusively, the spacing between the buildings does not respect the character of the property and it is attached without permission to the neighbouring property. The neighbours' privacy, daylight, sunlight and outlook will all be negatively impacted by the bulky extensions. The omissions of windows, boundary lines and misleading ownership within this application make it impossible to grant planning permission.**

### **WA/2020/0859 Farnham Wrecclesham and Rowledge**

Officer: Philippa Staddon

Erection of a chalet bungalow.

LAND AT 24 ROSEMARY LANE, ROWLEDGE GU10 4DD

**Previously approved chalet bungalow at this location through planning application WA/2017/1232.**

**Provided that the access on the corner of Fullers Road and Rosemary Lane is approved by the County Highways Authority and new dwelling strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI and LPP1 policy CCI and CC2, 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/2020/0896 Farnham Wrecclesham and Rowledge**

Officer: James Sackley

Erection of extensions and alterations to elevations including dormer window.

22 MEADOW WAY, ROWLEDGE GU10 4DY

**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, 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.**

### **CA/2020/0075 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

WRECCLESHAM CONSERVATION AREA

WORKS TO AND REMOVAL OF TREES

41 THE STREET, FARNHAM GU10 4QS

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



## 5. Appeals

Appeal reference APP/R3650/W/20/3249930

WA/2018/2196 Land at Green Lane Farm, Green Lane, Badshot Lea, Farnham

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

### **Farnham Town Council's response submitted via PINS portal 30<sup>th</sup> June 2020:**

Farnham Town Council strongly objects to the proposed inappropriate development on Land at Green Lane Farm, PINS reference APP/R3650/W/20/3249930, and raises the following points to be included in this appeal:

- 1) The Revised Farnham Neighbourhood Plan (rFNP) was formally adopted by Waverley Borough Council on 3 April 2020, with 95.5% support at referendum on 12 March 2020, as the Plan which must be used to determine planning applications in the area covered by Farnham Town Council.
- 2) The Secretary of State's dismissal of Land at Hawthorns, Bells Piece, Farnham, Surrey GU9 9RL, appeal reference 3211033 (see attached), notes that:
  - a) The rFNP was made in the last two years
  - b) The rFNP contains policies and allocations to meet its identified housing requirement
  - c) The local planning authority can demonstrate at least a three-year supply of deliverable housing sites
- 3) Land at Green Lane Farm is not an allocated site for development in the Revised Farnham Neighbourhood Plan Policy FNPI4: Housing Site Allocations.
- 4) The Revised Farnham Neighbourhood Plan includes sufficient site allocations to meet the entire housing requirement set out the Waverley Borough Council's Local Plan Part I (WLPPI Policy ALH1: The Amount and Location of Housing).
- 5) The proposed site is land outside the Built-up Area Boundary of the Revised Farnham Neighbourhood Plan, see attached Map A.
- 6) Being outside the Built-up Area Boundary and land located between settlements, development would be contrary to Revised Farnham Neighbourhood Plan Policy FNPI0: Protect and Enhance the Countryside and Policy FNPI1: Preventing Coalescence.
- 7) Unauthorised use of land see Waverley Borough Council's Enforcement Notice service on 24 June 2020 (see attached notice) with a breach of planning control 'Without planning permission, the material change of use of the Land from use for agriculture to a use for the commercial storage of vehicles and the laying of hardstanding to facilitate the commercial storage of vehicles.'
- 8) The access and scale of the proposed development will have an urbanising effect and negative visual impact on the character and street scene with the loss of the hedgerow, change in road layout, proposed traffic island and an excessive amount of signage and barriers required in an attempt to mitigate multiple road hazards for motorists and pedestrians.

- 9) The appellant's Transport Statement – RM01-CM-Transport State Final 2018-10-11, appendix G includes a road safety audit conducted by Gateway TSP, highlights the dangers in point 5:

5. PROBLEMS IDENTIFIED BY THIS ROAD SAFETY AUDIT

General Matters

5.1 Problem

Embankment may lead to loss of control collisions

Location: northbound approach to railway bridge

There is currently a railing within the hedgerow on the northbound approach to the railway bridge. The exact location of the proposed access is unclear and it is therefore unknown how close to the access the embankment would be. When the footway is installed there may be a change in levels which could lead to an errant vehicle leaving the carriageway and losing control.

Recommendation

The need for safety barrier should be assessed on the approach to the bridge.

- 10) The proposed access is a danger to pedestrians and motorists. Surrey County Council's Road Safety Audit Stage 1 dated July 2019 (see attached, SCC ref 51160H48) lists several problems with the proposed access: risk of overtaking conflicts; risk of right turning conflict; unclear sightline from the proposed development access; restricted footway width; lack of tactile paving within proposed pedestrian refuge; risk of pedestrian conflict (in multiple locations); restricted visibility for and of pedestrians; risk of vehicles striking pedestrian refuge.

Farnham Town Council relies on the Planning Inspectorate to give full weight to the Revised Farnham Neighbourhood Plan in the determination of this appeal. The appellant's significant breach of planning control on this site should not be rewarded with permission for housing. This is not an allocated site for development in the Revised Farnham Neighbourhood Plan adopted on 3 April 2020, a Plan with sufficient allocations to meet its housing needs and that of the local planning authority, with at least a three-year supply of deliverable housing. This location is inappropriate for development being outside the built-up area boundary, between settlements, urbanising the area with extensive changes to the character of the land and street scene and an access hazardous to pedestrians and motorists.

Other FTC documents included:

Land at Hawthorns Bells Piece 3211033;

Map A rFNP BUAB 2020;

Green Lane Farm Enforcement Notice served 24-6-20;

SCC ref 51160H48

## 6. Licensing Applications

For information only:

### Variation

#### **Lidl, Dogflud Way, Farnham**

Lidl will maintain their original licence of 08:00-23:00 Monday to Saturday and 10:00-22:30 Sunday, Good Friday 08:00-22:30, Christmas Day 12:00-15:00 and 19:00-22:30.

Due to the store size, Lidl is not permitted to open extended hours on Sundays or open on Christmas Day, regardless of having these hours included.

### New

#### **Blue Bear Bookshop, 3 Town Hall Buildings, The Borough, Farnham**

Following the hearing on 15<sup>th</sup> June 2020, sale of alcohol permitted on/off the premises.

Sale of Alcohol: (on/off the premises) 11:00 to 23:00 Monday to Sunday; Opening hours 07:00 to 23:30.

Non-standard timings – those hours were not granted.

Regulated Entertainment (Films): 11:00 to 23:00 Monday to Sunday, subject to the following conditions: a) Films shall be shown in the basement area only and by way of pre-sold/ticketed events.

### 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. Concern were raised at 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.

Awaiting the outcome from WBC.

## 7. Date of next meeting

13<sup>th</sup> July 2020.

The meeting ended at 10.55 am

Notes written by Jenny de Quervain

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# FARNHAM TOWN COUNCIL

# E

## Notes

### Planning & Licensing Consultative Working Group

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#### **Time and date**

9.30 am on Monday 13th July, 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**

The following declarations of interest were recorded:

WA/2020/0995 and WA/2020/0996 combined application  
Officer declared a pecuniary interest as associated with adjacent building.

WA/2020/0943  
Officer declared a non pecuniary interest due to vicinity.

WA/2020/0999  
Councillor Hesse declared a pecuniary interest as applicant.

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

Officer declared a pecuniary interest as associated with adjacent building

Defer to 27/07/20

Combined applications as listed elements included in the application.

#### **WA/2020/0995 Farnham Castle**

Officer: Philippa Staddon

Erection of extensions and alterations to building to provide 8 dwellings and flexible Commercial area (Use Classes B1A, A2 and D1) together with associated parking and relevant demolition of unlisted buildings in a Conservation Area.

TINDLE HOUSE, HARTS YARD, WEST STREET, FARNHAM GU9 7GZ

<http://planning360.waverley.gov.uk/planning/planning-documents?SDescription=WA/2020/0995>

#### **WA/2020/0996 Farnham Castle**

Officer: Philippa Staddon

Listed Building Consent for erection of extensions and alterations to building to provide 8 dwellings and flexible Commercial area (Use Classes B1A, A2 and D1) and relevant demolition of unlisted buildings in a Conservation Area.

TINDLE HOUSE, HARTS YARD, WEST STREET, FARNHAM GU9 7GZ

#### **NMA/2020/0089 Farnham Castle**

Officer: Joanna Patrick

Amendment to WA/2016/2455 for an extension of working hours for Saturday to be the same as those hours between Monday and Friday; which will run up to the 13th May 2021.

LAND AT CRONDALL LANE, FARNHAM

**In line with the draft Business and Planning Bill, if an application is approved, Farnham Town Council accepts this will temporarily amend planning restrictions on construction working hours until 1 April 2021. Permission must not extend beyond 1 April 2021 and 'noisy works' kept within previously approved hours.**

#### **Farnham Upper Hale**

#### **NMA/2020/0083 Farnham Upper Hale**

Officer: Joanna Patrick

Amendment to WA/2016/1224 for alterations to elevations and amendments to the design in Block A.

LAND SOUTH OF JUNCTION WITH UPPER OLD PARK LANE, FOLLY HILL, FARNHAM

**This application is incomplete as only proposed elevations are included. Farnham Town Council strongly objects to the proposed non-material amendments as comparisons cannot be made on 'amend the position of the windows in the rear elevation very slightly' without seeing existing elevations.**

### 4. Applications considered

#### **Farnham Bourne**

#### **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

**Farnham Town Council maintains its objection of the inappropriate development for a new dwelling to the rear of 1 Grovelands. An additional car parking space and**

a 2m high close boarded fence does not make the application acceptable. Farnham Town Council objects to the subdivision of plots not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP1 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/2020/0974 Farnham Bourne**

Officer: Jess Sullivan

Installation of replacement windows and doors with UPVC assemblies.

10 FERNDOWN COURT, 43 FRENHAM ROAD, LOWER BOURNE GU10 3PZ

**Farnham Town Council has no objections to the replacement windows to support LPP1 policy CCI and CC2. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

**NMA/2020/0088 Farnham Bourne**

Officer: Joanna Patrick

Amendment to WA/2018/1670 for change from rendered to cladding on north and west walls.

55 BURNT HILL ROAD, LOWER BOURNE GU10 3NA

**Provided that the change from rendered to cladding on north and west walls is acceptable within Waverley Borough Council's criteria for non-material, 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 approved construction hours adhered to.**

**CA/2020/0094 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO AND REMOVAL OF TREES

3 VICARAGE HILL FARNHAM GU9 8HG

**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 FNP5. If removal is necessary, replacements are required and should be safeguarded with Tree Preservation Orders. In response to a climate emergency, the loss of green infrastructure is unacceptable and not compliant with LPP1 policy CCI and NE2.**

**TM/2020/0109 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 15/15

LAND ON SOUTH EAST SIDE CENTRE COORDINATES 484492 144581 GOLD HILL,

FARNHAM GU10 3JH

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal of trees. If removal is necessary, and the proposed replacements are deemed appropriate, these new trees should be safeguarded with Tree Preservation Orders. In response to a climate emergency, the loss of green infrastructure is unacceptable and not compliant with LPP1 policy CCI and NE2.**

**TM/2020/0115 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREE SUBJECT TO TREE PRESERVATION ORDER 08/13  
3 PARKLANDS CLOSE, FARNHAM GU9 8AZ

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal of trees. If removal is necessary, a replacement is required and should be safeguarded with a Tree Preservation Order. In response to a climate emergency, the loss of green infrastructure is unacceptable and not compliant with LPP1 policy CCI and NE2.**

**Farnham Castle**

**CA/2020/0090 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA  
WORKS TO TREE

6 BORELLI MEWS, FARNHAM GU9 7YZ

**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 Town Centre Conservation Area covered by policy FNP2. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI and NE2.**

**CA/2020/0091 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA  
WORKS TO AND REMOVAL OF TREES

THE OLD MALTHOUSE 2 FIRGROVE HILL FARNHAM GU9 7QS

**Farnham Town Council objects to trees being remove on the edge of the Town Centre Conservation Area. With the extent of felling proposed, Farnham Town Council requests the Arboricultural Officer visit the site if possible. If removal of all these trees is necessary, replacements should be planted and safeguarded with Tree Preservation Orders. In response to a climate emergency, the loss of green infrastructure is unacceptable and not compliant with LPP1 policy CCI and NE2.**

**TM/2020/0110 Farnham Castle**

Officer: Steve Tester

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE  
PRESERVATION ORDER 12/12

THE OLD MALTHOUSE 2 FIRGROVE HILL FARNHAM GU9 7QS

**Farnham Town Council objects to trees being remove on the edge of the Town Centre Conservation Area. With the extent of felling proposed, Farnham Town Council requests the Arboricultural Officer visit the site if possible. If removal of all these trees is necessary, replacements should be planted and safeguarded with Tree Preservation Orders. In response to a climate emergency, the loss of green infrastructure is unacceptable and not compliant with LPP1 policy CCI and NE2.**



#### **WA/2020/0943 Farnham Castle**

Officer: Jess Sullivan

Erection of extensions and alterations to elevations and fenestrations.

3 OLD PARK LANE, FARNHAM GU9 0AH

**Farnham Town Council notes a group of Poplar trees, in Planning Statement figure 6 on page 4 and figure 7 on page 5, on the western boundary of the property where removed on 17 and 18 June 2020. They do not appear in the Arboricultural Impact Assessment dated 26 June 2020, though according to the Planning Statement, the survey was conducted in April 2020 (or possibly April 2019 when instructed, as in the Arboricultural Impact Assessment) prior to the Poplars being removed. Removing trees may cause ground heave and impact the integrity of the proposed extension to the west elevation.**

**Located in an elevated position, in a semi-rural location outside the Built-up Area Boundary and in an Area of Strategic Visual Importance, there is concern of light pollution from the excessive glazing across three storeys to the rear of the property. Provided that the extensions and alterations strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 and Residential Extensions SPD, Farnham Town Council has no objections.**

#### **WA/2020/0994 Farnham Castle**

Officer: Carl Housden

Certificate of Lawfulness under Section 192 for the erection of an orangery.

3 OLD KNOWLE SQUARE, FARNHAM GU9 0EZ

**Provided that the orangery strictly adheres to Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2, materials match existing brickwork and no negative impact of the neighbours' amenity from light pollution, 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 approved construction hours adhered to.**

*Defer to 27 July 2020 to confirm policy on Councillor's applications*

Councillor Hesse declared a pecuniary interest as applicant

#### **WA/2020/0999 Farnham Castle**

Officer: Philippa Staddon

Change of use from shop (Use Class A1) to residential studio flat (Use Class C3).

37 WEST STREET, FARNHAM GU9 7DR

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

#### **WA/2020/0937 Farnham Hale and Heath End**

Officer: Carl Housden

Certificate of Lawfulness under Section 192 for erection of 2 single storey extensions.

1 ELM ROAD, FARNHAM GU9 0QD

**Provided that the 2 orangery's strictly adhere to Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI and CC2 and no negative impact of the neighbours' amenity of light pollution from the extensive glazing, 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 approved construction hours adhered to.**

## **Farnham Moor Park**

### **WA/2020/0926 Farnham Moor Park**

Officer: James Sackley

Erection of extensions and alterations to elevations including raising pitch of roof.

BUSH COTTAGE, 31 CROOKSBURY ROAD, FARNHAM GU10 1QD

**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, 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 approved construction hours adhered to.**

### **WA/2020/0988 Farnham Moor Park**

Officer: Olivia Gorham

Certificate of Lawfulness under Section 192 for formation of habitable room in loft with dormers.

45 ST JAMES AVENUE, FARNHAM GU9 9QF

**Farnham Town Council objects to flat roof dormers not being compliant with Residential Extensions SPD.**

### **WA/2020/0991 Farnham Moor Park**

Officer: Carl Housden

Erection of extension.

25 BROOMLEAF ROAD, FARNHAM GU9 8DG

**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 match existing and no negative impact of the neighbours' amenity from light pollution, 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 approved construction hours adhered to.**

## **Farnham Shortheath and Boundstone**

### **WA/2020/0936 Farnham Shortheath and Boundstone**

Officer: Jess Sullivan

Erection of extension.

2 BEACON CLOSE, WRECCLESHAM GU10 4PA

**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 match existing and no negative impact of 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 approved construction hours adhered to.**

### **WA/2020/0989 Farnham Shortheath and Boundstone**

Officer: Daniel Holmes

Erection of an extension.

28 BEACON CLOSE, WRECCLESHAM GU10 4PA

**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 and materials match 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** approved construction hours adhered to.

**TM/2020/0111 Farnham Shortheath and Boundstone**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 15/06  
6 FORD LANE FARNHAM GU10 4SH

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPPI policy CCI and NE2.**

**Farnham Upper Hale**

**WA/2020/0394 Farnham Upper Hale**

Officer: Jess Sullivan

Erection of extensions and alterations.

JERHOME, WINGS ROAD, FARNHAM GU9 0HN

**Farnham Town Council welcomes the reduction in the amount of glazing to the first-floor rear elevation. Provided that the extensions and alterations strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 and Residential Extension SPD and has no negative impact on the neighbour to the rear with overlooking and light pollution, Farnham Town Council has no objections.**

**Farnham Weybourne and Badshot Lea**

**WA/2020/0929 Farnham Weybourne and Badshot Lea**

Officer: Jess Sullivan

Alterations to elevations with erection of pitched garage roof.

38 BADSHOT PARK, BADSHOT LEA GU9 9JZ

**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, materials match existing and no negative impact of 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 approved construction hours adhered to.**

**WA/2020/0930 Farnham Weybourne and Badshot Lea**

Officer: Daniel Holmes

Erection of extensions.

30 WEYBOURNE ROAD, FARNHAM GU9 9HG

**Farnham Town Council strongly objects to this application. The application form is misleading stating 'The proposal is for a ground floor rear extension and a new front porch to create additional space. The previous 6m rear extension has already been approved via Prior Notification Application'. Whereas the proposed elevations, roof plan and floorplans show a two-storey rear extension. The History and Constraints report is incomplete as it does not include application DW/2020/0016 for the 6m rear extension. Clarification must be provided as to what this application is for.**

**WA/2020/0990 Farnham Weybourne and Badshot Lea**

Officer: Jess Sullivan

Erection of extensions and alterations to elevations including dormer window.

6 BROOK AVENUE, FARNHAM GU9 9HB

**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, materials match existing and no negative impact of 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 approved construction hours adhered to.**

**WA/2020/0998 Farnham Weybourne and Badshot Lea**

Officer: Carl Housden

Erection of extensions and alterations to elevations with increased ridge height and dormers (revision of WA/2019/2124)

CAMELOT, 101 LOWER WEYBOURNE LANE, BADSHOT LEA GU9 9LQ

**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 materials match 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 approved construction hours adhered to.**

**Farnham Wrecclesham and Rowledge**

**WA/2020/0944 Farnham Wrecclesham and Rowledge**

Officer: Olivia Gorham

Erection of extensions.

12 BUTTERMER CLOSE, WRECCLESHAM GU10 4PN

**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 and materials match 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 approved construction hours adhered to.**

**WA/2020/0934 Farnham Wrecclesham and Rowledge**

Officer: Jess Sullivan

Erection of detached outbuilding.

ELLERSLIE LODGE, THE LONG ROAD, ROWLEDGE GU10 4DH

**Farnham Town Council strongly objects to the proposed outbuilding and the loss of 8 trees. In response to a climate emergency it is unacceptable for the loss of green infrastructure and not compliant with LPP1 policy CCI. The positioning of the outbuilding to the front of the dwelling and the removal of the trees will have a significant negative impact on the street scene, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 and Residential Extensions SPD. The plot is extensive to the rear with plenty of space to erect a 7.5x3.5m outbuilding without the need to remove trees and change the street scene.**

### **WA/2020/0983 Farnham Wrecclesham and Rowledge**

Officer: Olivia Gorham

Conversion of existing annex to a residential dwelling including erection of an extension and associated work.

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

**Farnham Town Council objects to the proposed conversion, the building was not deemed lawful as a separate dwelling in application WA/2020/0110. The building forms part of the 1994 permission for a chalet bungalow and double garage/store. No planning history is shown for the conversion of the double garage/store to a residential annex. The History and Constraints Report is incomplete as it does not include DW/2020/0022. The host dwelling has extensive proposed extensions including a 47.5m<sup>2</sup> single storey extension on its southern flank over the supposed new boundary. The proposed separate dwelling will be overlooked and cause overlooking, having a negative impact on the amenity of the existing and proposed dwelling with little space between the buildings, not being compliant with Farnham Neighbourhood Plan policy FNPI and FNPI6.**

### **TM/2020/0108 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 14/00  
9 THE CHINE, FARNHAM GUI0 4NN

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI and NE2.**

### **TM/2020/0117 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 19/11  
BRAMBLINGS, 22 QUENNELLS HILL FARNHAM GUI0 4NE

**Farnham Town Council relies on the Arboricultural Officer's comments. If removal is necessary, appropriate replacements are required and should be safeguarded with Tree Preservation Orders. In response to a climate emergency, the loss of green infrastructure is unacceptable and not compliant with LPP1 policy CCI and NE2.**

## **5. Appeals**

For information, Farnham Town Council's response submitted to PINS 30<sup>th</sup> June 2020:

[Appeal reference APP/R3650/W/20/3249930](#)

WA/2018/2196 Land at Green Lane Farm, Green Lane, Badshot Lea, Farnham

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

Farnham Town Council strongly objects to the proposed inappropriate development on Land at Green Lane Farm, PINS reference APP/R3650/W/20/3249930, and raises the following points to be included in this appeal:

- 1) The Revised Farnham Neighbourhood Plan (rFNP) was formally adopted by Waverley Borough Council on 3 April 2020, with 95.5% support at referendum on 12 March 2020, as the Plan which must be used to determine planning applications in the area covered by Farnham Town Council.

- 2) The Secretary of State's dismissal of Land at Hawthorns, Bells Piece, Farnham, Surrey GU9 9RL, appeal reference 3211033 (see attached), notes that:
  - a) The rFNP was made in the last two years
  - b) The rFNP contains policies and allocations to meet its identified housing requirement
  - c) The local planning authority can demonstrate at least a three-year supply of deliverable housing sites
- 3) Land at Green Lane Farm is not an allocated site for development in the Revised Farnham Neighbourhood Plan Policy FNPI4: Housing Site Allocations.
- 4) The Revised Farnham Neighbourhood Plan includes sufficient site allocations to meet the entire housing requirement set out the Waverley Borough Council's Local Plan Part 1 (WLPPI Policy ALH1: The Amount and Location of Housing).
- 5) The proposed site is land outside the Built-up Area Boundary of the Revised Farnham Neighbourhood Plan, see attached Map A.
- 6) Being outside the Built-up Area Boundary and land located between settlements, development would be contrary to Revised Farnham Neighbourhood Plan Policy FNPI0: Protect and Enhance the Countryside and Policy FNPI 1: Preventing Coalescence.
- 7) Unauthorised use of land see Waverley Borough Council's Enforcement Notice service on 24 June 2020 (see attached notice) with a breach of planning control 'Without planning, permission, the material change of use of the Land from use for agriculture to a use for the commercial storage of vehicles and the laying of hardstanding to facilitate the commercial storage of vehicles.'
- 8) The access and scale of the proposed development will have an urbanising effect and negative visual impact on the character and street scene with the loss of the hedgerow, change in road layout, proposed traffic island and an excessive amount of signage and barriers required in an attempt to mitigate multiple road hazards for motorists and pedestrians.
- 9) The appellant's Transport Statement – RM01-CM-Transport State Final 2018-10-11, appendix G includes a road safety audit conducted by Gateway TSP, highlights the dangers in point 5:

#### 5. PROBLEMS IDENTIFIED BY THIS ROAD SAFETY AUDIT

##### General Matters

##### 5.1 Problem

Embankment may lead to loss of control collisions

Location: northbound approach to railway bridge

There is currently a railing within the hedgerow on the northbound approach to the railway bridge. The exact location of the proposed access is unclear and it is therefore unknown how close to the access the embankment would be. When the footway is installed there may be a change in levels which could lead to an errant vehicle leaving the carriageway and losing control.

### Recommendation

The need for safety barrier should be assessed on the approach to the bridge.

- 10) The proposed access is a danger to pedestrians and motorists. Surrey County Council's Road Safety Audit Stage 1 dated July 2019 (see attached, SCC ref 51160H48) lists several problems with the proposed access: risk of overtaking conflicts; risk of right turning conflict; unclear sightline from the proposed development access; restricted footway width; lack of tactile paving within proposed pedestrian refuge; risk of pedestrian conflict (in multiple locations); restricted visibility for and of pedestrians; risk of vehicles striking pedestrian refuge.

Farnham Town Council relies on the Planning Inspectorate to give full weight to the Revised Farnham Neighbourhood Plan in the determination of this appeal. The appellant's significant breach of planning control on this site should not be rewarded with permission for housing. This is not an allocated site for development in the Revised Farnham Neighbourhood Plan adopted on 3 April 2020, a Plan with sufficient allocations to meet its housing needs and that of the local planning authority, with at least a three-year supply of deliverable housing. This location is inappropriate for development being outside the built-up area boundary, between settlements, urbanising the area with extensive changes to the character of the land and street scene and an access hazardous to pedestrians and motorists.

Other FTC documents included: Land at Hawthorns Bells Piece 3211033; Map A rFNP BUAB 2020; Green Lane Farm Enforcement Notice served 24-6-20; SCC ref 51160H48

## **6. Licensing Applications**

For information only.

Farnham Town Council's objection submitted to Waverley Borough Council Licensing Policy on 16<sup>th</sup> June 2020:

### **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. Concern were raised at 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.

Waverley Borough Council concluded the following when the outcome was requested on 7<sup>th</sup> July 2020:

The Giggling Squid minor variation was discussed between Richard Homewood (Head of Environmental and Regulatory Services) and Paul Hughes (Licensing Manager). Following discussions and having regard to the application, the conditions added, the representation received and taking to account the Kit Malthouse's communication re. supporting business (Covid-19) and the current Business and Planning Bill which refers to on sale alcohol businesses being able to provide off sales facilities also without the need for a variation it was felt that this application would not impact adversely on any of the four Licensing objectives and was therefore deemed granted.

**7. Date of next meeting**

27<sup>th</sup> July 2020.

The meeting ended at 11.10 am.

Notes written by Jenny de Quervain