



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 21st January, 2021 at 6.30 pm

### Place

<https://us02web.zoom.us/j/81867913667?pwd=VXlwNWVQOEF5WTdVNHIIGd2crYm82UT09>

Meeting ID: 818 6791 3667

Passcode: 202504

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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 21st January, 2021, at 6.30pm**. The meeting will be held remotely by 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: 21 January 2021

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



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### Prayers

Prior to the meeting prayers will be said by Revd Michael Hopkins of the Spire Church. Councillors and members of the public are welcome to attend.

Prior to the meeting, a presentation will be made by Hannah Dix, Chief Executive of Creative Response, on their work in supporting vulnerable adults of all ages with mental health issues.

### 1 Apologies

To receive apologies for absence.

### 2 Disclosures of Interest

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

#### NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Beaman, Blishen, Cockburn, Dickson, Edmonds, Gray, Hesse, Macleod, Martin, Merryweather, Mirylees, Neale, and Ward.*
- (ii) *The following councillor has made a general non-pecuniary interest declaration in relation to him being a councillor of Surrey County Council: Cllr Macleod.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to [customer.services@farnham.gov.uk](mailto:customer.services@farnham.gov.uk) by 5pm on the day before the meeting.*

*Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.*

### 3 Minutes

**(Pages 7 - 14)**

To sign as a correct record the minutes of the Farnham Town Council meeting held on 10<sup>th</sup> December 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 (Pages 15 - 26)**

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

- i) Strategy and Finance held on 12<sup>th</sup> January 2021 **Appendix B**
- ii) Any relevant updates from the Tourism and Events, Community Enhancement and Cemeteries and Appeals Working Groups

**8 Precept 2021-2022 (Pages 27 - 30)**

To consider the report at Appendix C from the Strategy & Finance Working Group and agree the level of precept for 2021-22.

**9 Planning and Licensing Applications (Pages 31 - 68)**

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 14<sup>th</sup> December 2020, and 4<sup>th</sup> January and 18<sup>th</sup> January 2021 at Appendices D, E, F.

**Part 2 - Items to Note**

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

To receive details of any actions taken under the scheme of delegation not already reported.

**11 Reports from Other Councils**

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

**12 Reports from Outside Bodies**

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

**13 Date of Next Meeting**

To note that the next meeting of Full Council will take place on Thursday 11<sup>th</sup> March 2021 at 6.30pm.

**14 Exclusion of the Press and Public**

To pass a resolution to exclude members of the public and press from the meeting at Part 3 of the agenda (if required) in view of any confidential items under discussion.

**Item 3 - Confidential Items**

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

Council Membership:

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

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# FARNHAM TOWN COUNCIL

# A

## Minutes Council

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### **Time and date**

6.30 pm on Thursday 10th December, 2020

### **Place**

Meeting 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 Michaela Gray  
Councillor George Hesse  
Councillor Andy MacLeod  
Councillor Mark Merryweather  
Councillor Kika Mirylees  
Councillor John Neale

### **Apologies for absence**

Cllrs Brian Edmonds, Michaela Martin and John Ward

### **Officers Present:**

Iain Lynch, Town Clerk  
Iain McCready, Business and Facilities Manager

There were 2 members of the public in attendance.

Prior to the meeting, prayers were led by Revd Jacqueline Drake-Smith of St Peter's Church, Wrecclesham.

### **C106/20 Apologies**

Apologies were received from Cllrs Edmonds, Martin and Ward.

**C107/20 Disclosures of Interest**

The Town Clerk declared a pecuniary interest in relation to Exempt Appendix H including the Town Clerk's appraisal and left the meeting for discussion on this item.

**C108/20 Minutes**

The minutes of the Farnham Town Council meeting held on 22<sup>nd</sup> October were agreed to be signed as a correct record.

**C109/20 Questions and Statements by the Public**

Mr David Wylde asked about the ongoing closure of the Town Hall to members of the public and what happened to members of the public who were vulnerable or needed someone to talk to.

In response, the Town Clerk advised that any members of the public who needed to see a member of staff during lockdown were invited to make an appointment and a covid-compliant meeting would be arranged. The Coronavirus Helpline was still being co-ordinated from the office and any specific help was being directed to anyone who needed it. Waverley Borough Council, who supported the community requesting benefits or had housing need had moved their appointments to the Memorial Hall.

**C110/20 Town Mayor's Announcements**

The Mayor began her announcements by saying that as lockdown continued no-one would forget 2020. She commended the staff who worked extremely hard to achieve what they achieved and continued to organise events where possible, such as the farmers' market, in accordance with the Covid restrictions.

The Remembrance Services for both schools and the wider community had been very poignant with reduced numbers.

The Mayor had attended the Christmas Beams of Light switch on which had been well received and had been participating in a range of Zoom events with young and old, most recently with the 11<sup>th</sup> Farnham Beavers group.

The Mayor has recently supported the Round Table with their Christmas Sleigh collecting for the needy and commended Farnham Assist who were distributing food parcels.

The Mayor was participating in the Farnham Civic Christmas Carol Service with the Lord Lieutenant and Leader of Surrey County Council which would be broadcast on 23<sup>rd</sup> December. She hoped that despite these difficult times, everyone would have a happy and healthy Christmas.

**C111/20 Questions by Members**

Question by Cllr George Hesse

"Can the Town Clerk please give an update on the proposal that came before Council on the 30th of July, for the re-location of the children's playground in Gostrey Meadow, the building of



a Cafe to be operated by pupils of The Ridgeway School, on the site of the disused bowling club on the south side of the River Wey and the proposal to build an additional bridge across the river.

Is this still a priority given two factors :-

- the first being the almost unanimous opposition to the proposal by a considerable number of users of the playground polled on Facebook in the last few weeks and
- the second, the budgetary constraints which are likely to result from the Covid 19 Pandemic?

Can this issue be reviewed in early 2021? “

In response, the Town Clerk advised that the Town Council had only provided landlord consent for the use of Gostrey Meadow for the building of a café. The Ridgeway School proposal was in their hands to progress and the Town Council would await further discussions and a formal application to see the details proposed.

Councillors would understand that the Town Council does not create policy or priorities based on partial information garnered on social media. The informal survey referenced by Cllr Hesse, followed a confidential Town Council Task Group meeting when potential options were being discussed but nothing had been decided at this stage. The Town Council would consult on any proposal were one to emerge.

The Town Council was currently refurbishing the current playground, repairing and updating obsolete equipment. Further plans to improve the playground and Gostrey Meadow with some funding earmarked from developments in the town would be discussed in due course.

Councillors would of course review all proposals coming forward in light of resources available and whether required funding could be met from the revenue budget, earmarked reserves or other sources.”

### **Working Group Reports**

#### **C112/20 Tourism and Events Working Group**

Cllr Earwaker reported on the meeting of the Tourism and Events Working Group held on 4<sup>th</sup> November at Appendix B. Council noted the success of recent covid-compliant events including the first trial of the West Street Arts and Crafts Market. However, the latest lockdown and subsequent restrictions meant that other events were being curtailed or cancelled and that sponsorship opportunities would be lessened.

Council welcomed the new online transactional website WeareFarnham which would provide low-cost access to ecommerce opportunities for businesses.

#### **C113/20 Strategy & Finance Working Group**

Cllr Neale introduced the notes of the Strategy & Finance Working Group held on 1<sup>st</sup> December at Appendix C to the agenda.

Cllr Neale presented the finance report advising that there was still uncertainty over the national pandemic situation.

### **Internal Audit**

CI 14/20 The Internal Auditor had presented his interim report which had been undertaken remotely as a result of covid19 restrictions. Council noted he had undertaken a review of information on the website against the requirements of the Transparency Code and that some updates had resulted.

**It was RESOLVED *nem con* that the Internal Auditor's Interim report be noted.**

### **Strategy Review meeting**

CI 15/20 Cllr Neale advised that notes of the Strategic Planning Meeting in October, which had been circulated to all councillors, had been discussed. The meeting had reviewed achievements previously agreed and considered areas for development. The work of all three tiers of Councils on the Farnham Infrastructure Programme was impacting on both workload and resources, and this was likely to continue

The Council vision was revised slightly and proposed to Council for adoption.

"The Council should be, and seen to be, the influential and effective voice for Farnham, bringing together the views of all organisations working for the good of the Town".

"Farnham Town Council aims to be an effective and efficient organisation providing high-quality, sustainable services and facilities for the residents and businesses of Farnham whilst addressing the climate challenge, with a strong and respected voice representing Farnham's best interests."

Council confirmed that there were no additional priorities for the next financial year and to continue with the same programme of work with a few adjustments including the Farnham Infrastructure Programme, and the prospect of Local Government Re-organisation whilst consolidating the work on being World Craft Town; supporting the recovery from Covid19; developing strategies for the new green spaces taken on by the Town Council and focusing on communication.

**It was RESOLVED *unanimously* to adopt the revised Vision.**

### **Task Groups**

CI 16/20 In terms of Task Groups reporting to Strategy & Finance Cllr Cockburn advised that the Design Statement was being formatted following consultation and Cllr Neale reported that the CIL Task Group was preparing a bid for Gostrey Meadow improvements. Council noted that Idverde had been commissioned to draft a report at a cost of £2,000 that would support this and the Green Flag application.

Cllr Attfield reported that the Assets Task Group had considered a wide range of matters including the need for some refurbishment of the Gostrey War Memorial ahead of its centenary in April 2021. The costs was estimated at £8,000 for the stone work and £2,000 for hedging work.

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

- 1) Farnham commemorates the centenary of the Gostrey Meadow war memorial;**
- 2) FTC refurbishes the war memorial ahead of the anniversary; and replaces the laurel hedging with yew with costs met from the 2020/21 budget.**

Council noted that Drake and Kannemeyer were being instructed to develop proposals for the refurbishment of toilets based on discussions in the Task Group and would hopefully have some links into Farnham's Craft Town status. The Task Group had agreed a design for village gateways based on what had been proposed in consultation with local members in

Wrecclesham using approved Section 106 funding. Council agreed that the format should be used across Farnham including in Hale and Weybourne.

Cllr Earwaker advised that as chair of the well-being Task Group he was involved in a project led by Farnham Connects and the Maltings to tackle loneliness and isolation, key issues emerging from the pandemic.

### **New Task Group**

C117/20

Council noted that with Section 106 funding achieved towards a sculpture, discussions would be taking place with Waverley for the transfer of a small section of the triangle of grass off Union Road but that a Task Group should be established to commission the right piece of art. Cllr Blishen and Cllr Cockburn had been agreed as members with the UCA, Public Art Trust and Farnham Maltings to be invited to participate. Cllr Mirylees encouraged commissioning a local crafts person, and it was noted that this was always encouraged but without always attracting the right people. The commission would be widely advertised.

**It was RESOLVED *nem con* that a Task Group be established with external input for the proposed sculpture for the Maltings Riverside, using the UCA Section 106 contribution and any additional funds.**

### **Farnham Infrastructure Programme**

Cllr Neale updated Council on the latest discussions and the consultation events held to date. These had been very useful with a range of matters ranging from Climate Change to HGVs, to cycling and pedestrian safety had arisen. Thematic Local Liaison Forum meetings were being held in the new year. Many people were beginning to realise some adaptation to lifestyles would inevitably come as a result of emerging proposals.

Cllr Dickson said there had been a lot of interest in Hale as a result of the Programme, and a new residents' association - Hale Voice was being established led by Catherine Powell which was a great step forward. Councillors commended Catherine Powell for her inspirational efforts noting she was thorough and professional in her approach.

Cllr Neale reported on other matters discussed including the Waverley Boundary Review; the Local Plan Part 2 consultation being co-ordinated by Cllr Cockburn and Jenny de Quervain; and the Taxi & Licensing Policy Review for which councillors needed to submit comments for the January Strategy & Finance meeting in order that a response could be submitted as the closing date was before the next Council.

C118/20

### **Budget 2021-22**

Cllr Neale introduced the budget and precept strategy report at Appendix D which was recommended by Strategy & Finance for adoption by Council.

Farnham Town Council delivered exceptional value for money when compared against local and national comparators and this proposed budget had been reduced compared with 2020-21 mindful of the pressures on the community. However, income was also forecast to be reduced as a result of the pandemic and caution about sponsorship and event income.

Council noted that with reduced income as a result of more exemptions and a reduction in the collection rate from 99% to 98%, there was still a shortfall of £47,459 in this budget and that how any shortfall would be met would be determined at the precept setting meeting in January. Options could include increasing income (as it was hoped that some events would still take place next year) or using reserves which had been set aside, to minimise any impact.

The draft budget had been drawn up based on a review of expenditure in 2020/21 and on the 2019/20 outturn but in a context of continuing uncertainty over Coronavirus. This meant a prudent approach had been taken over potential sponsorship and income from activities. In addition, investment income had reduced to virtually nothing and there was still the prospect of negative interest rates at some point in the future. The budget included fees and charges broadly based on 2020/ 1 levels, given the continuing uncertainty in the economic climate.

The draft budget attached at Annex 1 (by code) was £1,399,850 (down from £1,400,327 in 2020/21) with draft discretionary income of £204,870 (down from £254,300 budgetted in the current year) and (assuming no precept increase) a total income of £1,352,391) meaning a shortfall of income at this stage of £47,459

In discussion, Cllr Merryweather drew attention to other areas and community initiatives such as Tice's Meadow which may require additional support from Farnham town Council in the coming year. Other councillors drew attention to the pressure on staffing and that it would not be right to pare down the staffing budget, noting that no provision had been made for any pay settlement in 2021. Cllr Attfield, as Chair of the HR Panel thanked Councillors for their supportive comments and agreed that Council needed to give encouragement to staff and thank them for their contribution.

After further discussion, **it was RESOLVED unanimously to agree the budget report and that a budget of £1,399,850 be set for 2021/22.**

#### **C119/20 Planning and Licensing Applications**

In the absence of the Chair of the Planning and Licensing Consultative Group, Cllr Fraser introduced the notes commenting that a lot of time had been spent in recent Waverley meetings on matters that should not have needed to be discussed. He mentioned in particular the work on the Hop Blossom seats and the Woolmead telephone kiosks which had taken a lot of time. He congratulated Jenny de Quervain for her thoroughness in preparing agendas which saved so much time.

Council agreed and said that the Town and Parish Council comments do carry weight if put forward with passion and effectively.

The notes were agreed with a small additional amendment to WA/2020/1744 as per the additional comments from the FTC Planning Officer.

#### **C120/20 Actions taken under the Scheme of Delegation**

The Town Clerk advised there were no additional actions apart from those already referenced in the Working Group Notes.

#### **C121/20 Reports from Other Councils**

- i) Cllr Ward provided an update on matters being progressed at Waverley Borough Council including the new Corporate Strategy, the Boundary Commission Review; the KPMG report on opportunities for collaboration and the threat of unitaries and the Borough Council work on supporting the creation of vaccination centres around the Borough.
- ii) Cllr MacLeod reported on the new Surrey funding programme worth £100m over five years, which worked at around £250k per annum per councillor Division. He encouraged councillors to support their communities in developing bids.

- iii) Cllr MacLeod also advised on the County Medium Term Financial Plan which had funding allocated for Farnham through the Farnham Infrastructure Programme.

**C122/20 Reports from Outside Bodies**

- i) Cllr Cockburn reported on the excellent Farnham Sports Awards and congratulated the Sports Council under the leadership of David Gill for running the only Sports Awards in Surrey during 2020.
- ii) Cllr Cockburn advised that the Bourne Conservation Group had questioned progress on the provision of Swift Bricks in the Brightwells development and the Town Clerk said this had been followed up with the WBC project team.
- iii) The Mayor reported on the Maltings AGM.
- iv) Cllr Blishen reported on the Brightwells Gostrey Centre which had been struggling during the pandemic and would ideally like to be based in the heart of town.

**C123/20 Date of Next Meeting**

The date of the next meeting was agreed as Thursday 21<sup>st</sup> January at 6.30pm

**C124/20 Exclusion of the Press and Public**

Cllr Cockburn proposed, Cllr Blishen seconded and it was agreed unanimously to exclude the press and public in view of the exempt staffing information included in Exempt Appendix H.

**C125/20 HR matters**

Council considered the report at Exempt Appendix H with recommendations on the Christmas closure and the Town Clerk's appraisal.

**Christmas Closure**

Council noted the exceptional efforts undertaken by staff during 2020 and agreed to close the offices on 22<sup>nd</sup> December to allow staff to visit relatives during the five day Christmas bubble announced by the Government.

**Cycle to Work Scheme**

Council discussed a proposal to introduce the Government's cycle to work scheme. As well as being of benefit for the environment, fitting with the Council's climate change proposals in reducing carbon emissions, and good for the health of employees, it was also tax efficient as a salary sacrifice scheme with employees paying less tax and the employer saving 13.8% on the National Insurance contributions.

The employee is able to purchase a suitable bike (including adapted bikes for people with disabilities, e-bikes, and cargo bikes and any accessories. It was noted that a secure bike area would also need to be created depending on the take up of the scheme.

The Town Clerk left the meeting at this point

**Town Clerk Appraisal**

Cllr Attfield reported that the Town Clerk's appraisal had been undertaken on 28<sup>th</sup> October and that all the objectives from the previous appraisal had been achieved along with a substantial number of additional outcomes. New objectives for 2020/21 had been set in accordance with the Council's priorities and matters discussed at the Strategy planning meeting. In view of the performance achieved, the Panel recommended that the Town Clerk be awarded an incremental increase with effect from 1st April 2020.

It was **RESOLVED** unanimously that:

- 1) **The Town Hall close on 22<sup>nd</sup> December and that 23<sup>rd</sup> and 24<sup>th</sup> December be included as additional leave days in view of the extra work staff had undertaken during the pandemic;**
- 2) **Farnham Town Council joins the Cycle to Work Scheme;**
- 3) **The limit for the amount an employee could spend on a bike and accessories be set at £3,500;**
- 4) **The Town Clerk make the necessary arrangements for the introduction of the scheme including a legal agreement for employees and the deductions from salary for any participating employees; and**
- 5) **A secure bicycle storage area be constructed in consultation with the Assets Task Group with costs met from the 2020/21 budget.**
- 6) **The outcome of the Town Clerk's appraisal be noted and an increment be awarded effective from 1<sup>st</sup> April 2020.**

Chairman

Date



# FARNHAM TOWN COUNCIL

# B

## Notes

### Strategy & Finance Working Group

#### Time and date

9.30 am on Tuesday 12th January, 2021

#### Place

Held remotely via Zoom

#### Attendees:

Members: Councillors John Neale (Lead Member), David Attfield, David Beaman, Roger Blishen, Brian Edmonds, Mark Merryweather, Carole Cockburn, Sally Dickson, Alan Earwaker, George Hesse and Pat Evans (ex-Officio)

Officers: Iain McCready (Business and Facilities Manager), Iain Lynch (Town Clerk) and Clare Kennett (Governance & Community Engagement)

#### 1. Apologies

POINTS	ACTION
No apologies were received.	

#### 2. Declarations of interest

POINTS	ACTION
No declarations of interest were received.	

#### 3. Minutes of the last meeting

POINTS	ACTION
<p>The notes of the meeting held on 1 December 2020 were agreed.</p> <p>It was noted that the Town Clerk had not received any representations from members relating to agenda item 10.2 and the Licensing Policy Review consultation. Members agreed to send comments to the Town Clerk ahead of the deadline of 17 January so that a response could be submitted.</p>	

#### 4. Finance report

POINTS	ACTION
<p>i) Members received and noted the bank reconciliation to 31 December 2020.</p> <p>ii) Members received the budget comparison to 31 December 2020 by committee. It was noted that income was just above target at 101.7% as the precept and grants had been received. Expenditure was at 61%, which would normally be between 60-70% at this time of year. This was lower than normal due to the impact of Covid-19 and in addition were some staff vacancies. It was noted that there were still larger items of expenditure due in the final quarter of the year relating to In Boom.</p> <p>iii) Members received the comparison to 31 December 2020 by account. It was noted that the income for the cemeteries was just over half expected in a normal year and additional burials were normally expected in the first quarter of the year.</p> <p>Cllr Dickson enquired as to whether funding could be allocated towards a cycle path at Farnham Park. The Town Clerk advised that this could be possible and recommended that a report was brought to members for consideration at the next Working group meeting. It was noted that as this was another authority's project on their land using already identified Section 106 funds and SANG funds so there would need to be a clear rationale as to why it was necessary for the Town Council to contribute.</p> <p>There was a discussion on SANG and Cllr Cockburn reminded the Working Group that additional SANG was still required to ensure the delivery of all of the allocations identified in the Neighbourhood Plan.</p> <p>iv) Members received the statement of investments at 31 December 2020. It was noted that the rates of interest are currently exceptionally low and the rates were reducing to the same level as the moneymarket account at HSBC. The Town Clerk said that the Local Authority Property Fund was a medium-term investment and was expected to be in surplus from next financial year after the initial dealing costs had been paid and dividends received. The Town Clerk said that there was an opportunity to invest in projects to provide the best value of the council's purchasing power with the value of investments potentially reducing further.</p> <p>v) Members received the confirmation of reserves at 31 December 2020 and considered the detail as to why they were held and the continuing need to hold them. It was noted that members should consider the reserves to ensure they meet the Town Council's objectives.</p> <p>In response to a question on the costs for Gostrey Meadow, the Town Clerk explained that the earmarked reserve for Gostrey Meadow was £65k as it included reserves for the other Town</p>	



<p>Council assets in Gostrey Meadow pre-transfer including the war memorial and toilets. It was separate to the ongoing revenue costs for Gostrey Meadow.</p> <p>The Town Clerk said that following the sale of the sale of the Green Lane cemetery chapel, the money had to be retained for cemetery capital purposes. It could be potentially used for new land to expend cemeteries or further refurbishment of the cemeteries.</p> <p>The Town Clerk said that an earmarked reserve was available for a future replacement of the boiler at the Town Hall, and that all other general refurbishments were planned as part of general fund expenditure.</p> <p>vi) Members noted that the latest BACS and cheque payments were available for inspection.</p> <p>vii) It was noted that the report on Community Grants for 2021-22 has been deferred to the next meeting to allow for a review of the latest Covid situation implications.</p> <p>In response to a question about the availability of data in accordance with the Transparency Code with the Town Clerk advised that the Town Council complies with the requirements and all information was published on the website. There were some elements which were being updated such as land holdings after the transfers from Waverley Borough Council.</p>	<p>Grants report to next meeting.</p>
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## 5. Precept 2021-22

POINTS	ACTION
<p>Members considered the precept report.</p> <p>The Town Clerk said that due to uncertainties in the year ahead, it was difficult to calculate the right level of the precept. The budget for 2021-22 had been planned with reduced expenditure in response to challenges associated with the pandemic both for the Council and the community. There was likely to be reduced income due to the complexity of holding Covid compliant events and a reduced numbers of attendees. It was also noted that sponsors may experience financial difficulties which could limit their ability to support the Town Council's activities. It was also noted that with prudent management there was likely to be a surplus in the current financial year. The Town Clerk also reminded members of their responsibility as councillors under the code of conduct and to avoid actions that undermined the reputation of the Town Council or the work of councillors and officers in building relationships with local companies.</p> <p>In considering the level of precept, the Working Group noted that Farnham's tax base had provisionally increased by 21.8 additional band D units (equivalent to an income of £1,393 based on the 2020/21 precept of £66.09) with a provisional Band D tax base of 17,363 (up slightly from 17,341.2 Band D properties in 2019). As a result of Covid-19, there had been a significant number of people applying for financial support, including Council Tax support. This had led to a higher number of exemptions from</p>	

the calculated tax base. In addition, Waverley Borough Council had made a judgement that it needed to adjust the collection rate from 99% to 98% to make provision for difficulties it may face.

At the Council meeting in December, Members approved a reduced gross budget of £1,399,850 and, after discretionary income of £204,870 (including a reduced Council Tax support grant of £9,100) was taken into account, a revised net budget of £1,194,980 was agreed. In this budget, Council recognised the pressures on residents and also the income challenges resulting from the ongoing Coronavirus pandemic.

The Working group noted that if the 2020/21 Band D rate of £66.09 were applied it would raise £1,147,521 resulting in a shortfall of £47,459 and a 1% increase in precept would bring just over £11,475 of additional income for Farnham Town Council at a cost of just over 66p per band D dwelling per annum.

It was noted that inflation at October 2020 was running at 0.7% (Consumer Price Index) with the RPI (Retail Price Index) being approximately 1% higher but that contract price inflation and other expenditure of the Town Council did not necessarily mirror the CPI basket of goods.

In determining the level of precept members considered whether to recommend use of reserves to meet the shortfall, increase the income targets for services, or set unallocated in-year savings targets. Members also considered reducing the precept level by using more reserves; applying a freeze on the Farnham Town Council proportion of the Council tax; funding the agreed budget with an increase in the precept; or funding the budget with a combination of reserves, additional income and precept.

It was noted that many residents relied on services and activities delivered by Farnham Town Council and Members considered that it would be false economy if an increase in a few pence on the Farnham precept led to residents paying a higher cost for services directly.

After discussion, it was agreed to recommend to Council that £25,150 of reserves should be used to keep the impact on the Council tax to a minimum whilst protecting the base level for ongoing support of the community. Cllr Earwaker proposed, Cllr Edmonds seconded and the Working Group agreed unanimously to recommend to Council that the increase would be just under 2.5 pence per week (£1.28 per annum) representing 1.94% on the Farnham element of the council tax with a precept total of £1,169,830 and a Band D equivalent amount of £67.37.

**Recommendation to Council:**  
**It is recommended that the 2021/22 precept be £1,169,830 representing a Band D equivalent amount of £67.37.**

## 6. Reports from Task Groups

POINTS	ACTION
<p>I <b>Existing Task Groups</b></p> <p>i) Infrastructure Planning Group: There had been no meeting since the last Strategy &amp; Finance Working Group but work had continued on the response to Local Plan Part 2.</p>	

<p>ii) Community Infrastructure Projects Task Group: No update to report.</p> <p>iii) Assets Task Group: Assets Task Group: The Business Facilities Manager reported updates on the following</p> <ul style="list-style-type: none"> <li>a. that work was progressing on the toilet refurbishment with a meeting scheduled with Drake and Kannemeyer ( chartered surveyors) next week.</li> <li>b. The play area works in Gostrey were progressing with some replacement equipment in place and more to follow.</li> <li>c. The electrical work was nearly finished with only a meter needing to be installed by Southern Electric.</li> <li>d. The Gostrey Meadow war memorial area was to be started this week dependant on the weather. Works would include the removal of a laurel hedge to be replaced with a Yew one.</li> <li>e. There had been a water leak at the Town Hall due to a corroded pipe from the ground floor toilet. The incident had happened out of office hours night and had been discovered by staff the following day. The insurance company had carried out an inspection and works were now underway to replace the damaged flooring. Furniture had been protected as staff had lifted it onto bricks to prevent further damage and this action had been complimented by the loss adjustor. The impact to the business of the Town Council had been limited as the Town Hall was closed to the public and meetings were being held remotely due to Covid-19.</li> </ul> <p>iv) Wellbeing Task Group: There had been no further meeting. It was noted that Cllr Earwaker was representing the Town Council on the loneliness project in partnership with the Farnham Maltings using initial funding from Surrey County Council to support people during Covid-19.</p> <p>v) Younger People Task Group: A meeting of the Task Group was held on 15 December when an outline programme was discussed for the forthcoming year. It was agreed to explore opportunities with Waverley Borough Council for a youth shelter at Borelli Walk; invite youth workers and representatives to the next meeting of the group in February; meet representatives from Upper Hale to discuss The Hut at Sandy Hill; and for twin hatted councillors to discuss a possible youth facility in Farnham with Waverley Borough Council.</p> <p>vi) HR Panel: The Town Clerk informed members that an appointment had been made to the role of Governance and Community Engagement Manager and she was expected to start in March. It was also noted that Lara Miller would return at the beginning of April after lockdown following her maternity leave.</p> <p>vii) FCAMP: No meeting had been held since the last Strategy &amp; Finance Working Group.</p>	
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<p><b>2 Proposal for a Cultural Task Group</b></p> <p>The Working Group considered a proposal to recommend to Council for a new Cultural Task Group which would look at options for a suitable iconic attraction for Farnham as part of the Brightwell's Scheme or elsewhere which could complement the World Craft Town Offer. It was suggested that the Task Group comprise representatives of Waverley Borough Surrey County and Farnham Town Councils and a series of relevant external inputs including the Director of the Crafts Study Centre, the recently retired Managing Director of the Philharmonia Orchestra, the Director of the Farnham Maltings and the President of World Crafts Council. It was to recommend that the Task Group should be established and that an initial meeting should be held to scope its work.</p>	<p><b>Recommendation to Council:</b></p> <p><b>It is recommended that a new Cultural Task Group be created to look at options for a suitable iconic attraction for Farnham as part of the Brightwell's Scheme or elsewhere which could complement the World Craft Town Offer.</b></p>
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## 7. Consultations

<b>POINTS</b>	<b>ACTION</b>
<p>Members considered the draft response to Waverley Borough Council's Local Plan 2 (LPP2) pre-submission consultation. Residents' associations had been invited to give input but only a couple had responded. Cllr Cockburn informed members that the existing draft LPP2 document gave an unbalanced view of Farnham and its Neighbourhood Plan and lacked vital maps. These points formed the basis of the comments being submitted. It was agreed to submit the draft consultation response (at Annex 1) to Council.</p> <p>Members were informed of a revised HCC planning application 33619/007: Development of an Energy Recovery Facility and Associated Infrastructure at the Veolia site on the A31, Alton GU34 4JD. The closing date for comments was 15 February and this would be considered by the Planning &amp; Licensing Consultative Group.</p>	<p><b>Recommendation to Council:</b></p> <p><b>It is recommended that the draft response to Local Plan Part 2 at Annex 1 to the Strategy and Finance Notes be agreed.</b></p>

## 8. Contracts and assets update

<b>POINTS</b>	<b>ACTION</b>
<p>There was no further update beyond that reported under Task Groups.</p>	

## 9. Farnham Infrastructure Programme

<b>POINTS</b>	<b>ACTION</b>
<p>Chris Tunstall, Programme Director at Surrey County Council, and Jonathan Foster-Clark, Alkins, were invited to attend the meeting to provide an update on the programme.</p> <p>It was reported that the Local Liaison Forums (LLFs) had been completed, with the exception of one aimed at those working with young people on 14 January. It was noted that many people had attended a number of the LLFs, underlining the interest, and that the webinar for issues relating to Upper Hale had been very well attended by the local community.</p>	

Members were shown a diagram to show how consultation was incorporated into the programme along with the next steps. The Optimised Infrastructure Plan (OIP), expected to be received imminently, would give a first indication of the programme from a technical perspective. The OIP would be presented to the Farnham Board on 22 January. The OIP would be a multi-modal package that showed how traffic could be better managed in the town. It had a balanced approach so that improvements to one area did not create a problem elsewhere. In response to a question about the OIP being prepared while the LLFs were underway, Chris Tunstall confirmed that an issues log recorded all consultation comments so that they could be incorporated to the OIP. There would be further consultation in February and March ahead of Purdah for the County Council elections in May (it was possible these could be delayed because of the current Covid situation).

Chris Tunstall informed members that Surrey County Council had approved initial funding for the programme. Government funding would be required for many aspects of the programme and a business case would need to be made that met criteria on carbon reduction; supporting the local economy and 'place'. The programme team was in conversation with Guilford, Rushmoor, Hart and East Hampshire councils on neighbouring housing development issues, and Hampshire County Council on highways related issues. Whilst there were concerns that investment in infrastructure had not kept pace with new housing development locally this was considered to be the case across the whole country, and it would be difficult to make a special case for Farnham. The Government and local planning authorities were recognising the issue and funds were being set up, such as the Housing Infrastructure Fund and with more space for public transport, cycles etc

Diagrams were shown to identify the movement of vehicles which had been based on a traffic model that reflected existing movements. The solutions emerging in the OIP would be multi-modal. The proposal for an HGV ban was discussed and Chris Tunstall said that it would likely restrict through traffic 24/7 on an access only basis. There was potentially the opportunity to enforce HGV movement through cameras at entry and exit points, police questioning vehicles and working closely with the haulage industry but more work would need to be done on this in the consultation phase.

Jonathan Foster-Clark detailed the initial thinking that would be incorporated in the OIP consultation draft and further detailed work that would be required as part of making a justification for national Department for Transport Funding.

**10. Risk Management Report**

<b>POINTS</b>	<b>ACTION</b>
It was agreed to defer this item to the next meeting.	Risk Management Report to next meeting.

## 11. Town Clerk update

POINTS	ACTION
<p>The Town Clerk reported the following:</p> <ul style="list-style-type: none"> <li>• That rules for staff in the office had been tightened up because of the latest Covid-19 situation with just one member of staff working in each office. The Town Hall remained closed to the public, although individual appointments could be made.</li> <li>• The Farnham Connects meetings continued and Farnham Town Council was continuing to support local residents by answering the Helpline calls and directing them to the buddying scheme co-ordinated by the Farnham Maltings, Right at Home for shopping and volunteers for prescriptions. Trained volunteers were supporting the local vaccination programme at the hospital and there had been a good response to the Herald's call for additional vaccination volunteers.</li> <li>• The volunteers had been doing a fantastic job with the buddying network and the grants programme was continuing to help those in the community.</li> <li>• It had been decided to cancel the winter programme of Music in the Meadow and start again with the summer events which would be Covid compliant. It had been decided to run the farmers market as a masked event and signs to advise the public were being made.</li> <li>• It was noted that the Services to Farnham Awards were proposed to be delayed until April. A 'Mayor at Home' style event was being considered instead of the Mayor's coffee mornings and the Annual Town Meeting was being planned as a virtual event.</li> <li>• September would mark the 30<sup>th</sup> anniversary of the Twinning with Andernach and officers were looking at ways to celebrate the event with the Farnham Andernach Friendship Association. The Working Group agreed that the OberBurgermeister should be formally invited to visit Farnham for the celebration of the partnership (covid restrictions permitting)</li> <li>• The Councillor briefing on 28 January on Local Government Re-organisation would include the Clerks of Falmouth Town Council and Chippenham Town Council to share their experiences on preparing for a unitary structure.</li> <li>• Arrangements were beginning for the 100 year anniversary of the War Memorial in Gostrey Meadow on 12 April.</li> </ul>	<p>The OberBurgermeister to be formally invited to visit Farnham for the celebration of the 30th anniversary of the partnership between Farnham and Andernach.</p>

## 12. Date of next meeting

POINTS	ACTION
<p>Members agreed that the next meeting would take place on Tuesday 2<sup>nd</sup> March at 9.30am.</p>	

The meeting ended at 12.45 pm

Notes written by Clare Kennett

### **Draft Response to Local Plan Part 2 Consultation**

**Local Plan Part 2 Consultation opened 27 November 2020, closes 29 January 2021.**

In brief, Farnham Town Council welcomes this opportunity to comment on Local Plan Part 2 and looks forward to a robust document being adopted swiftly.

This draft response needs to be viewed in conjunction with the Local Plan Part 2 document available at: [https://www.waverley.gov.uk/info/1004/planning\\_policy/1738/local\\_plan\\_part\\_2\\_non\\_strategic\\_policies\\_and\\_sites](https://www.waverley.gov.uk/info/1004/planning_policy/1738/local_plan_part_2_non_strategic_policies_and_sites)

It is suggested that a written submission be made rather than the online form submission as responses to this consultation will go to the Examiner for review, forming part of the Examination in due course.

#### **Draft LPP2 Consultation Response**

In response to a Climate Emergency, Farnham Town Council feels climate change, protecting and enhancing the environment and net gain of biodiversity must be at the forefront of the development plan; mitigation of development is no longer enough.

Waverley Borough Council is an 'agent of change' and needs to ensure that, in conjunction with Local Plan Part 1 policies, development is more than just 'sustainable' but responds to its commitment to reduce carbon emissions and not only conserve but improve the borough's biodiversity.

(Policies in LPP1 to note: Natural Environment NE1, NE2, NE3; Rural Environment RE1, RE2, RE3; Townscape and Design TDI; Protection of Heritage Assets HAI; Spatial Strategy SP2, Sustainable Transport STI; Climate Change and Flood Risk Management CCI, CC2, CC3, CC4.)

In reviewing policies, Farnham Town Council finds that references to the Farnham Neighbourhood Plan are inconsistent and results in an unbalanced description of Farnham, missing vital contextual information such as the map of the urban boundary and the area of high landscape value. There does not appear to be a clear and consistent explanation of the complementary roles of the Farnham Neighbourhood Plan and Local Plan Part 2.

Although all planning documents stand alone in their purpose, it is often necessary to repeat or refer to items in other documents for clarity. We have included relevant references to the Farnham Neighbourhood Plan in our comments where they are missing from Local Plan Part 2.

Comments are noted in order of policy and subheadings:

#### **DMI: Environment Implications of Development**

Net gain of biodiversity needs to be strengthened throughout LPP2 policies especially in DMI:

g) biodiversity cannot be achieved with superficial landscaping of developments.

h) alternative sites must be considered if the adverse environmental impact requires unrealistic and untenable mitigation.

#### **Design**

There is great uncertainty about the future of Government planning policy but it appears that design will be at the forefront of any changes and centrally dictated. It will, therefore, be more important than ever

to define the characteristics of the Borough clearly, to ensure that new development fits well with existing stock.

With this in mind, Farnham Town Council feels that the four larger settlements should be more specifically defined in the introduction to the chapter on design. Each settlement has developed very differently. Each has an historic centre but beyond that centre, each settlement has several areas with very distinctive and varied characteristics.

Farnham has absorbed villages into its boundaries but each village retains its individuality. The Farnham Design Statement and the Farnham Neighbourhood Plan both seek to retain the distinctiveness of each character area and have had some success in protecting these areas at appeal but the Borough needs to reinforce the variety of architecture and materials in different parts of our towns and larger villages.

The wording in para 2.22 should make it clear that the character of the Borough ranges from the historic centres of the main settlements, through very distinctive character areas, exclusive to and an essential part of each settlement, to the varied character of the individual villages.

FTC asks for the wording in 2.23 to be strengthened to ensure that development takes proper account of the character and distinctiveness of the immediate area in which it is located, to ensure that local individuality is taken into account.

#### **DM4: Quality Places through Design**

FTC asks that the cumulative effects of development on the character of an area are given more weight and prominence. This should be an essential part of the policy, not a postscript. With increased pressure to build around our villages and edge of town locations this statement should be central to this policy to avoid erosion of the character of existing settlements:

a) Making the most efficient use of land, **build density should not predominate**, while being sympathetic and responsive to the prevailing pattern of development, including areas of urban-rural transition; and **regard will be had to the cumulative effects of development on the character of an area.**

Ensure over-densification does not eliminate the possibility of good design and layout. This should be a major factor in granting an outline application.

Where there are `minimum` standards they should not prejudice good design by becoming the `norm`.

**DM5: Safeguarding Amenity** – include access to outside space for mental health.

#### **DMI I: Trees, Woodland, Hedgerows and Landscaping**

The protection and planting of trees and hedges should be strengthened in line with the council's climate emergency commitments/aspirations and a reference to DMI should be included. DMI I should also be reflected in other policies.

#### **DMI3: Development within Settlement Boundaries**

Although the introductory text has now been revised to include a paragraph on the Farnham Neighbourhood Plan, the map of the Built-Up Area Boundary, map A, should be included with the maps of the other settlements, for total clarity and balance.

3.4 Settlement boundaries identify the area in which development is likely to be considered acceptable. These boundaries will reflect the extent of the main built-up area, planning permissions and site allocations. **Development outside the settlement boundaries will not be supported to help maintain the overall spatial strategy.**



## **Local Landscape Areas**

There should be a mention here of the former South Farnham Area of Special Environmental Quality. This has been replaced by the South Farnham Arcadian Areas and is now protected by policy FNP8. The policy's aims are identical to former policy BE3, to protect the well-wooded area formerly defined in the ASEQ.

Map C from the FNP should sit alongside the maps for Godalming Hillside and Haslemere Hillside.

## **DMI8: Farnham/Aldershot Strategic Gap**

The proposed Strategic Gap and the Settlement Boundary proposals are undermined by DS18 that encourages further development on a site that contravenes both of these policies.

## **Site Allocations for Gypsies and Travellers**

There is much disquiet in Farnham about extending sites into the newly-defined Strategic Gap. If the reduced area is to fulfil its function properly, there should be no such development and other sites, elsewhere in the town, should be sought for new allocations.

## **Areas of Strategic Visual Importance**

During the review of the Farnham Neighbourhood Plan in 2018, Farnham Town Council commissioned a Landscape Character Assessment of the town, to supplement the more general capacity study of the Borough's landscape by Amec.

This study by Hankinson Duckett Associates looked at all the area between the Built-Up Area Boundary and the boundary of the neighbourhood plan area. In addition to the land protected by the ASVI designation, all land, which was deemed to be of High Landscape Value and High Landscape Sensitivity, remains protected from development in the Farnham Neighbourhood Plan. Map E in the FNP shows these areas and should be included in LPP2.

## **Local Green Space**

There was some confusion when sites were put forward for inclusion. Initially FTC was told that recreation grounds did not need to be included but it was noticed that other settlements did include such land and recreation grounds were added. However, sites such as Langham's Recreation Ground and Compton Copse are not included on the list in LPP2. The status of all recreation grounds in Farnham should be checked and recreation grounds added, where necessary for their protection consistent with other parts of the Borough.

## **DMI9: Local Green Spaces**

The inclusion of some recreation grounds and open areas whilst omitting others is confusing.

## **Glossary**

Area of Special Environmental Quality (ASEQ) - add policy FNP8.

Copies of FNP2020, Maps A BUAB, Map C South Farnham Arcadian Area, Map E Areas of High Landscape Value and the Farnham Landscape Character Assessment to be attached.

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## FARNHAM TOWN COUNCIL



Report  
Council

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**Date: 21<sup>st</sup> January 2021**

**Precept 2021/22**

### **Purpose**

**To agree the precept for 2021/22**

### **Introduction**

- 1** This report is a report of the Strategy & Finance Working group and should be read in conjunction with the notes of the discussion at Appendix B.
- 2** A local council precepts on the billing/collection authority (Waverley) for an amount which it requires to deliver its agreed programme of activities for the forthcoming year. Unlike the major precepting authorities (Waverley BC, Surrey CC, Surrey Police Authority) which set a rate for the various bands described as a Band D equivalent figure, a parish sets a budget and precept. This amount is payable by the collection authority, regardless of how much is collected, as a result of the levy set by the precepting council (eg Farnham). It is good practice however, to do the calculation to understand what the Band D levy (or Council Tax amount) is going to be, in both cash and percentage increase terms, as this helps explain the budget impact to electors.
- 3** As part of the provisional Local Government Finance Settlement (SFA) announced in December, the Government again announced additional funds available for Adult Social Care via a precept of 3% on top of the 2% cap for principal authorities (or £5 if greater for shire district council Band D bills). A £15 increase is allowed for Police & Crime Commissioners.
- 4** The Government created legislation which allows a restriction on increases in Council tax. Town and Parish Councils do yet not face the risk of being 'capped' and are increasingly taking on or contributing to services being cut or stopped as a result of pressure on the principal authorities. The Secretary of State has confirmed that the referendum 'capping' principles will not be extended to the Town and Parish Council tier of local government but Town and Parish Councils are expected to demonstrate restraint and meet certain criteria when setting increases that are not a direct result of taking on additional responsibilities. However, as in previous years this likely to be dependent upon:
  - the sector taking all available steps to mitigate the need for council tax increases, including the use of reserves where they are not already earmarked for other uses or for "invest to save" projects which will lower on-going costs, and;
  - the Government seeing clear evidence of restraint in the increases set by the sector as a whole.

In 2020, the Local Councils sector as a whole received just 1.8% of money raised by Council tax (£596m out of £33.1 billion). In recent years, more services have been taken on by the Town and Parish sector from principal authorities as a result of structural change or pressures on Finance. In 2020/21 the average Parish increase was 4.0% whilst Farnham was 2.48%. The average council tax precept for Town and parish councils is £69.89 against the Farnham level in 2020/21 of £66.09.

The table below shows how Farnham has consistently managed to minimise its precept increases over the past six years and is significantly below the average for the sector.

Year	FTC precept	Average national parish precept	FTC increase	National average parish increase
2015/16	£57.59	£54.12	1.27%	3.3%
2016/17	£59.83	£57.40	3.89%	6.1%
2017/18	£61.03	£61.03	2%	6.3%
2018/19	£62.62	£64.04	2.6%	4.9%
2019/20	£64.49	£67.18	2.99%	4.9%
2020/21	£66.09	£69.89	2.48%	4.0%

### Farnham's Budget 2020/21

5 In 2020, Farnham's tax base has provisionally increased by 21.8 additional band D units (equivalent to an income of £1,393 based on the 2020/21 precept of £66.09) with a provisional Band D tax base of 17,363 (up slightly from 17,341.2 Band D properties in 2019). As a result of COVID-19, there has been a significant number of people applying for financial support including Council Tax support. This has led to a higher number of exemptions from the calculated tax base. In addition, Waverley Borough Council has had to consider the likelihood of being able to collect the same level of Council Tax as it does usually. It has made a judgement that it needs to adjust the collection rate from 99% to 98% in order to make provision for difficulties it may face. After exemptions in each area have been deducted, this percentage is multiplied against the Band D calculation in order to calculate the Band D number for each part of the Borough.

6 At the Council meeting in December, Members approved a reduced gross budget of £1,399,850 and, after discretionary income of £204,870 (including a reduced Council Tax support grant of £9,100) is taken into account, a revised net budget of £1,194,980 results. In this budget, Council has recognised the pressures on residents and also the income challenges resulting from the ongoing Coronavirus pandemic.

If the 2020/21 Band D rate of £66.09 were applied it would raise £1,147,521 resulting in a shortfall of £47,459. A 1% increase in precept would bring just over £11,475 of additional income for Farnham Town Council at a cost of just over 66p per band D dwelling per annum.

8 Inflation at October 2020 was running at 0.7% (Consumer Price Index) with the RPI (Retail Price Index) being approximately 1% higher. The Government has announced it is moving away from the RPI going for CPIH (including housing costs) going forward but the inflation forecast for 2021 to 2025 is 2.09% (source macrotrends). It should be noted that contract price inflation and other expenditure of the Town Council does not necessarily mirror the CPI basket of goods.

9 In determining the level of precept Council should consider whether it wishes to:  
1) use any of its reserves (see separate appendix for details of the current reserves) to meet the shortfall;

- 2) increase further the income targets for services, or
- 3) set unallocated in-year savings targets.

Council could also consider other options such as reducing the precept level further by using more reserves; applying a freeze on the Farnham Town Council proportion of the Council tax; funding the agreed budget with an increase in the precept; or funding the budget with a combination of reserves, additional income and precept .

Strategy & Finance Working Group looked at these options in detail and agreed unanimously to recommend that the shortfall be partly met from reserves and partly by a small increase in the precept. It was agreed to recommend that reserves of £25,150 be used to keep the level of increase at 1.94%. As a result, the proposal is that the precept be set at £1,169,830, a Band D equivalent amount of £67.37 per annum, (just under £1.30 per week). This represents less than 2.5 pence per week increase for the Farnham element of the council tax for a typical Band D property.

**Recommendation to Council:**

**It is recommended that the 2021/22 precept be £1,169,830 representing a Band D equivalent amount of £67.37.**

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# FARNHAM TOWN COUNCIL

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## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 14th December, 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

Officer: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received for Councillor Gray.  
Councillor Martin attended from 10.00am.

#### 2. Disclosure of Interests

Officer declared a non-pecuniary interest to NMA/2020/0158 due to vicinity.

#### 3. Applications Considered for Key/Larger Developments

##### **Farnham Castle**

##### **WA/2020/1785 Farnham Castle**

Officer: Philippa Staddon

Application under Section 73A to vary Conditions 1 and 8 of WA/2015/2185 (approved plan numbers and restriction on use of roof spaces) to allow use of roof area to provide shared amenity space for occupiers of units 1-6.

2 – 3 THE BOROUGH, FARNHAM GU9 7NA

**Farnham Town Council raises concerns over the safety of the use of the roof as an amenity space and questions the means of escape in the event of a fire. The use must strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan FNP1 and FNP2 Town Centre Conservation Area, FNP16 Extensions, Residential Extensions SPD, Farnham Conservation Area Management Plan (FCAMP) and have no negative impact on other residents' with overlooking from its elevated position.**

#### **WA/2020/1786 Farnham Castle**

Officer: Philippa Staddon

Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to vary Condition 1 of WA/2015/2188 (approved plan numbers ) to allow alterations to roof area to provide shared amenity space for occupiers of units 1-6.

2 – 3 THE BOROUGH, FARNHAM GU9 7NA

**Farnham Town Council raises concerns over the safety of the use of the roof as an amenity space and questions the means of escape in the event of a fire. The use must strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan FNP1 and FNP2 Town Centre Conservation Area, FNP16 Extensions, Residential Extensions SPD, Farnham Conservation Area Management Plan (FCAMP) and have no negative impact on other residents' with overlooking from its elevated position.**

#### **Farnham Moor Park**

#### **WA/2020/1777 Farnham Moor Park**

Officer: Gemma Paterson

Certificate of Lawfulness under Section 192 for erection of extension to join two existing buildings.

THE PUMP HOUSE, KIMBERS LANE, FARNHAM GU9 9PT

**Farnham Town Council requested additional time to submit comments.**

#### **4. Applications Considered**

#### **Farnham Bourne**

#### **WA/2020/1771 Farnham Bourne**

Officer: James Sackley

Erection of extension and alterations to elevations.

WHYTECROFT, 23 GONG HILL DRIVE, LOWER BOURNE GU10 3HQ

**Provided that the extensions and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design 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 approved construction hours adhered to.**

#### **WA/2020/1783 Farnham Bourne**

Officer: Jess Sullivan

Erection of extension and raised terrace with associated work.

CHERRY CORNER, 88 MIDDLE BOURNE LANE, LOWER BOURNE GU10 3NJ

**Farnham Town Council strongly objects to retrospective planning applications where the impact on the neighbours' amenity cannot be fully assessed. Extensions and alterations must be compliant with the Farnham Design Statement, Farnham**



**Neighbourhood Plan policy FNPI6 and Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design.**

**WA/2020/1798 Farnham Bourne**

Officer: Carl Housden

Erection of a dwelling.

LAND KNOWN AS 17 FRENHAM ROAD, LOWER BOURNE

**Farnham Town Council strongly objects to retrospective planning applications, or as stated in this application “as built” application. It is not acceptable to erect a dwelling to a different specification to the plans granted permission. The constructed dwelling is in a different position to that granted, higher and larger than permission granted, finished with inappropriate materials to approved plans and out of character with the local area, having a negative impact on the street scene and being more prominent in its “as built” unapproved location, contrary to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI and Local Plan policy TDI.**

**NMA/2020/0157 Farnham Bourne**

Officer: Joanna Patrick

Amendment to WA/2019/1649 To alter the chimney design to improve on the original proposed design and to be in keeping with the Great Austins Conservation Area.

1 SELWORTHY, SWINGATE ROAD FARNHAM GU9 8JJ

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP5 Great Austins Conservation Area, FNPI6 Residential Extensions and Residential Extensions SPD, Farnham Town Council has no objections.**

**CA/2020/0206 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO AND REMOVAL OF TREES

11 MIDDLE AVENUE FARNHAM GU9 8JL

**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 FNP5. It is noted a replacement tree has been planted - London Plane. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**CA/2020/0208 Farnham Bourne**

Officer: Steve Tester

OLD CHURCH LANE CONSERVATION AREA

REMOVAL OF TREE

15 VICARAGE LANE, FARNHAM GU9 8HN

**Farnham Town Council, subject to the Arboricultural Officer’s comments, strongly objects to the removal of trees, especially in a conservation area covered by FNP7, with no reason for felling being given. If removal is absolutely necessary, a replacement tree must be planted in a suitable location. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**CA/2020/0212 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO TREES

1 GREENHILL ROAD, FARNHAM GU9 8JN

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP5. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**TM/2020/0261 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 02/00  
18 BOURNE FIRS FARNHAM GU10 3QD

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

**TM/2020/0262 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 28/03  
3 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. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**TM/2020/0263 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 02/00  
9 BOURNE FIRS, FARNHAM GU10 3QD

**Farnham Town Council, subject to the Arboricultural Officer's comments, strongly objects to the removal of trees. If removal is absolutely necessary, the proposed replacement trees should be planted in suitable locations. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**TM/2020/0265 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 49/99  
21 DOUGLAS GROVE, FARNHAM GU10 3HP

**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 Climate Change and NE2 Green and Blue Infrastructure.**

**TM/2020/0267 Farnham Bourne**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREES SUBJECT TO TREE PRESERVATION ORDER 07/09  
KINGS WOOD

16 GONG HILL DRIVE FARNHAM GU10 3HQ

**Farnham Town Council, subject to the Arboricultural Officer's comments, objects to the removal of trees. If removal is necessary, replacement trees must be planted in suitable locations. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

Councillor Martin joined the meeting.

## **Farnham Castle**

### **WA/2020/1787 Farnham Castle**

Officer: James Sackley

Erection of extensions and alterations including veranda together with erection of carport following demolition of existing carport and conservatory.

THE OLD MALTHOUSE, 2 FIRGROVE HILL, FARNHAM GU9 7QS

**Provided that the extensions and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area, FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and approved by the Heritage Buildings' Officer, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

### **WA/2020/1788 Farnham Castle**

Officer: James Sackley

Listed Building consent for extensions, internal and external alterations following demolition of existing conservatory.

THE OLD MALTHOUSE, 2 FIRGROVE HILL, FARNHAM GU9 7QS

**Provided that the extensions and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area, FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and approved by the Heritage Buildings' Officer, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

Officer declared a non-pecuniary interest due to vicinity – relevant points agreed by Councillors

### **NMA/2020/0158 Farnham Castle**

Officer: Joanna Patrick

Amendment to WA/2020/0943 for minor alterations to fenestration and reduction in window size on east elevation.

3 OLD PARK LANE, FARNHAM GU9 0AH

**Farnham Town Council objects to the changes to the dormers from tiles to lead cheeks. Tile hanging is in keeping with the dwelling and will lessen with impact of the new large second storey dormer rather than stark lead and in line with the Farnham Design Statement and Local Plan policy D4. The height of the glass balustrade must meet safety standards. The amendments to the window must not impact the neighbours' amenity with light pollution in this dark location in an elevated position on the edge of countryside, an Area of Strategic Visual Importance and in the Old Park.**

### **WA/2020/1769 Farnham Castle**

Officer: Daniel Holmes

Change of Use of existing buildings from Commercial equestrian use to Storage (Use Class B8). LAND AT NORTHBROOK FARM, ALTON ROAD, FARNHAM

**In an area of Great Landscape Value, outside the built up area boundary of the Farnham Neighbourhood Plan covered by policy FNP10 Protect and Enhance the Countryside, Farnham Town Council objects to the inappropriate use of land as**

storage, resulting in further loss of equestrian facilities at the Northbrook Estate and having a negative impact on the countryside setting.

#### **WA/2020/1784 Farnham Castle**

Officer: James Sackley

Change of use from public house (Use Class A4) to 1 dwelling with provision of 3 additional windows.

JOLLY SAILOR PUBLIC HOUSE, 64 WEST STREET, FARNHAM GU9 7EH

**Provided that the change of use strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI and FNP2 Town Centre Conservation Area, FNPI6 Extensions, FCAMP, Residential Extensions SPD and LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and include Heritage rooflights for the Conservation Area and has no negative impact on the neighbours' amenity with overlooking, especially to the rear, 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.**

#### **Farnham Firgrove**

##### **WA/2020/1774 Farnham Firgrove**

Officer: Carl Housden

Erection of extensions and alterations to elevations.

11B RIDGWAY ROAD, FARNHAM GU9 8NN

**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 CC1 Climate Change and CC2 Sustainable Construction and Design 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 approved construction hours adhered to.**

##### **WA/2020/1824 Farnham Firgrove**

Officer: James Sackley

Erection of extension.

80 WEYDON HILL ROAD, FARNHAM GU9 8NY

**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 CC1 Climate Change and CC2 Sustainable Construction and Design and have 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 approved construction hours adhered to.**

##### **WA/2020/1827 Farnham Firgrove**

Officer: Jess Sullivan

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

9 BRAMBLETON AVENUE, FARNHAM GU9 8QU

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design 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 approved construction hours adhered to.**

## **Farnham Hale and Heath End**

### **WA/2020/1813 Farnham Hale and Heath End**

Officer: Daniel Holmes

Certificate of Lawfulness under Section 192 for loft conversion with hip to gable roof alterations, rear dormer and front roof lights.

9 WEST AVENUE, FARNHAM GU9 0RH

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 Extensions, Residential Extensions SPD and LPPI policy CCI Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and there is no negative impact on the neighbours' amenity with overlooking, 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/2020/1815 Farnham Hale and Heath End**

Officer: Lara Davison

Erection of extensions and alterations following demolition of existing garage.

23 WILLOW WAY, FARNHAM GU9 0NU

**Provided that the extension strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 Extensions, Residential Extensions SPD and LPPI policy CCI Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and sufficient parking being available within the boundary, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

## **Farnham Moor Park**

### **NMA/2020/0156 Farnham Moor Park**

Officer: Joanna Patrick

Amendment to WA/2019/1483 for re-positioning of pool and associated patio.

HEATHERDALE HOUSE, 5 COMPTON WAY, FARNHAM GU10 1QY

**Farnham Town Council has no objections subject to the changes being confirmed compliant with WBCs criteria for Non-Material Amendments.**

### **WA/2020/1766 Farnham Moor Park**

Officer: Lara Davison

Certificate of Lawfulness under Section 192 for double hip to gable rear dormer with roof lights, windows and Juliette balcony.

23 ST JAMES AVENUE, FARNHAM GU9 9QF

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 Extensions, Residential Extensions SPD and LPPI policy CCI Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and there is no negative impact on the neighbours' amenity with overlooking, 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/2020/1772 Farnham Moor Park**

Officer: Daniel Holmes

Erection of extensions.

HIGH VIEW, 18 MONKS WELL, FARNHAM GU10 1RH

**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 Climate Change and CC2 Sustainable Construction and Design, 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**

##### **TM/2020/0264 Farnham Shortheath and Boundstone**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 22/10  
17 BURNT HILL WAY, FARNHAM GU10 4RN

**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 Climate Change and NE2 Green and Blue Infrastructure.**

##### **WA/2020/1790 Farnham Shortheath and Boundstone**

Officer: Daniel Holmes

Erection of dwelling following demolition of existing chalet bungalow.  
SEPTEMBERS, 2 THORN ROAD, WRECCLESHAM GU10 4TU

**Farnham Town Council regrets the proposed loss of yet another bungalow.**

**Farnham Town Council objects to the proposed replacement dwelling not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI in size and scale and the multiple elements making up the built form, having a negative impact on the street scene.**

##### **WA/2020/1792 Farnham Shortheath and Boundstone**

Officer: Olivia Gorham

Erection of two storey detached garage with habitable accommodation and associated works (revision of WA/2019/1880).

LYNBANK, SUNNYDELL LANE, WRECCLESHAM GU10 4RB

**Farnham Town Council strongly objects to this retrospective planning application. Permission was granted 13 February 2020 for the previous design and variations were granted 28 May 2020 but the garage has been built to yet another specification requiring this retrospective planning application. The garage must be compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI 6 and Residential Extensions SPD and be conditioned ancillary to the dwelling.**

#### **Farnham Upper Hale**

##### **WA/2020/1764 Farnham Upper Hale**

Officer: Lara Davison

Certificate of Lawfulness under Section 192 for loft conversion with rear dormers, skylights and side window and single storey side and rear extensions.

19 HEATHYFIELDS ROAD, FARNHAM GU9 0BW

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, materials be in keeping with existing and there is no negative impact on the neighbours' amenity with overlooking or light pollution in this dark location, 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**

Amendments received

**Revised design of detached double garage**

#### **WA/2020/1364 Farnham Wrecclesham and Rowledge**

Officer: Lara Davison

Erection of detached double garage.

HILLSIDE FARMHOUSE, SUMMERFIELD LANE, FRENHAM GU10 3AN

**Farnham Town Council acknowledges the changes made to the size and scale of the propose garage to minimise the impact on this semi-rural location. Provided that the garage strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD, LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design and the green boundary be retained and maintained, 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/2020/1768 Farnham Wrecclesham and Rowledge**

Officer: Carl Housden

Erection of extension and construction of detached outbuilding following demolition of existing.  
34 HIGH STREET, ROWLEDGE GU10 4BT

**Provided that the extensions and car barn strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design 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 approved construction hours adhered to.**

#### **WA/2020/1809 Farnham Wrecclesham and Rowledge**

Officer: Ruth Dovey

Use of land for an additional 8 pitches for Gypsy/Traveller accommodation.

LAND AT LEGEND ACRES, RIVER LANE, FARNHAM

**Farnham Town Council strongly objects to the overdevelopment of the site for an additional 8 pitches. This is an inappropriate location outside the built up area boundary of the Farnham Neighbourhood Plan, contrary to FNPI and FNPI0, the proposal does not protect or enhance the countryside and is in an area prone to flooding which will be exacerbated by the proposed extensive development, increase the traffic on the narrow lane and have a negative impact on the neighbour's amenity with noise disturbance and light pollution.**

#### **WA/2020/1818 Farnham Wrecclesham and Rowledge**

Officer: Carl Housden

Certificate of Lawfulness under Section 191 for the construction of an extension for which works were completed no later than end June 2015.

SUMMERFIELD CORNER, SUMMERFIELD LANE, FRENHAM GU10 3AN

**Farnham Town Council strongly objects to retrospective planning applications where the impact on the neighbours' amenity cannot be fully assessed. Extensions and alterations must be compliant with the Farnham Design Statement, Farnham**

**Neighbourhood Plan policy FNPI6, Residential Extensions SPD, LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design.**

**WA/2020/1819 Farnham Wrecclesham and Rowledge**

Officer: Carl Housden

Certificate of Lawfulness under Section 191 for erection of a detached garage for which work was completed no later than January 2011.

SUMMERFIELD CORNER, SUMMERFIELD LANE, FRENHAM GU10 3AN

**Farnham Town Council strongly objects to retrospective planning applications. The garage must be compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6, Residential Extensions SPD, LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design and be conditioned ancillary to the dwelling.**

**WA/2020/1825 Farnham Wrecclesham and Rowledge**

Officer: Carl Housden

Erection of extension following demolition of existing detached garage.

7 RIVERDALE, WRECCLESHAM GU10 4PH

**Farnham Town Council objects to the proposed extension following the demolition of the existing garage not be compliant with Farnham Neighbourhood Plan FNPI6 Extensions and Residential Extensions SPD, resulting in insufficient parking being available within the boundary of the property and having a negative impact on the street scene.**

**TM/2020/0268 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 09/01  
4 GREYSTEAD PARK, FARNHAM GU10 4NB

**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 Climate Change and NE2 Green and Blue Infrastructure.**

**5. Surrey County Council Mineral Applications Considered**

**Farnham Moor Park**

**WA/2020/1751 Farnham Moor Park**

Officer: Gemma Paterson

Consultation on an Application under Section 96A of The Town and Country Planning Act 1990 for Non-material Amendment to planning permission ref: WA08/1848 dated 20 February 2009 to remove the end date from the description of development.

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

Chambers Runfold Plc

**Farnham Town Council is seeking further clarification from the Surrey County Council Officer on the details within this application.**

**WA/2020/1753 Farnham Moor Park**

Officer: Gemma Paterson

Consultation on an Application under Section 96A of The Town and Country Planning Act 1990 for Non-material Amendment to planning permission ref: WA11/0009 dated 7 April 2011 to remove the end date from the description of development.

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

Chambers Runfold Plc



**Farnham Town Council is seeking further clarification from the Surrey County Council Officer on the details within this application.**

**WA/2020/1754 Farnham Moor Park**

Officer: Gemma Paterson

Consultation on an Application under Section 96A of The Town and Country Planning Act 1990 for Non-material Amendment to planning permission WA10/2109 dated 17 February 2011 to remove the end date from the description of development

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

Chambers Runfold Plc

**Farnham Town Council is seeking further clarification from the Surrey County Council Officer on the details within this application.**

**WA/2020/1755 Farnham Moor Park**

Officer: Gemma Paterson

Consultation on an Application under Section 96A of The Town and Country Planning Act 1990 for Non-material Amendment to planning permission ref: WA10/2108 dated 16 February 2011 to remove the end date from the description of development.

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

Chambers Runfold Plc

**Farnham Town Council is seeking further clarification from the Surrey County Council Officer on the details within this application.**

**Concerns were raised to Surrey County Council Planning regarding the potential for an open-ended date through these various applications.**

**Clarification was given that a change to an expiry date cannot be dealt with under a s96A (NMA) application. As the expiry dates for the development are tied to conditions within the planning permissions, an applicant would require submitted a Section 73 application which, could if permitted, allow for changes to conditions applying to existing permissions. At present, no such applications have been submitted.**

**6. Public Speaking at Waverley Planning Committee**

Councillor Macleod was requested to speak as Ward Councillor for Moor Park on WA/2020/0072 Land at Rear of 9 Upper South View.

**The item was deferred to await further advice regarding an overturned Guildford BC planning application where full consideration had not been given on the impact to a heritage asset and its setting.**

**7. Date of Next Meeting**

4<sup>th</sup> January 2021.

The meeting ended at 11.16 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 4th January, 2021

#### Place

Via Zoom video conferencing

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

Councillor David Beaman  
Councillor Roger Blishen  
Councillor Alan Earwaker  
Councillor John "Scotty" Fraser (Chair for this meeting)  
Councillor George Hesse  
Councillor John Neale

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Edmonds (Chair), Gray and Martin.

Councillor Fraser was nominated by Councillor Hesse and seconded by Councillor Blishen to be Chair for this meeting.

#### 2. Disclosure of Interests

None were received.

#### 3. Applications Considered for Key/Larger Developments

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

##### **WA/2020/1934 Farnham Weybourne and Badshot Lea**

Officer: Ruth Dovey

Outline Planning Application for Open Storage (Use Class B8) and General Industrial (Use Class B2 and former Use Class B1c - now E) with associated buildings and access off existing Sainsbury's roundabout on Water Lane with all matters reserved except access

LAND SOUTH EAST OF FARNHAM SEWAGE TREATMENT WORKS, MONKTON LANE, FARNHAM

Farnham Town Council acknowledges the principle of development of this site has been long established with the allocation of the site for business in the Farnham Neighbourhood Plan adopted in July 2017 and maintained in the revised Farnham Neighbourhood Plan adopted in April 2020 and in Local Plan Part I. It was envisaged this site would be an extension to the Farnham Sewage Treatment Works to increase capacity and improve current site efficiency and tackle the ongoing odour issue negatively impacting residents and businesses within the surrounding area.

In determining this application, full consideration must be given to Farnham Neighbourhood Plan policy FNPI Design of New Development and Conservation; policy FNPI8 Business Site Allocation – Land at Water Lane; policy FNP30 Transport Impact of Development; and policy FNP31 Water and Sewerage Infrastructure Capacity.

In this application this land, adjoining the Farnham Sewage Treatment Works, is referred to as 'surplus' to Thames Water's future operational requirements. Given the limited sewage capacity for future housing numbers and outstanding remedial works to reduce the 'odour' from the site at the Farnham Sewage Treatment Works (STW), Farnham Town Council questions if the whole site should be given over to alternative use preventing any necessary expansion of the works to meet future demands on the foul water network. Thames Water cannot development on the Mesolithic site to the west further limiting land available for future expansion. Thames Water has stated in application WA/2019/0770 Land North of Coxbridge Farm that a planning condition be attached to any approval 'to ensure development doesn't outpace the delivery of essential [foul water] infrastructure'. Can assurances be sought that this land is really 'surplus' and its alternative use will not impact capacity and efficiency of the Farnham Sewage Treatment Works?

Vehicular access from the Water Lane/Sainsburys roundabout on the B3208 has also been established in policy FNP18. The Stage I Road Safety Audit included in this application raises issues with the current roundabout with the expected use being large and articulated vehicles; it cannot comfortably accommodate movements by such vehicles, this could lead to kerb strikes, possible reversing manoeuvres, and potential risk to other road users. Highways improvements will need to include changes to this roundabout, a review of traffic flow from the roundabout on the A325 and additional mitigation to prevent further queuing on the A325 roundabout.

Pedestrian and cycle access is vital to ensure sustainability as an employment site. Appropriate crossing points to the adjacent trading estate, superstore and bus stop and dedicated cycle routes and extending to existing networks will be necessary.

The loss of vegetation to create the access and allow for visibility splays needs to be mitigated with additional trees planted on the site to use as roadside screening and replacement bat roosting. The 'potential' buffer planting is noted on the key but not shown on the plan, this should be planted in addition to acoustic fencing to protect the visual amenity of the residential dwellings to the southwest and more trees generally around the site to help with the take up rainwater.

Although this is an application for 'access', the indicative plans suggest multiple buildings of 15m high and the remaining 2.9ha as open storage. With the lower-level structures on the adjacent trading estate set back from the road, 15m would be excessive and overbearing given the proposed proximity to the B3208. A

reduction in height and wider buffer would be necessary with appropriate coloured materials to lessen the impact.

Greater detail is required for the surface materials used for the 2.9ha of open storage and how/where this will be drained. The Lead Flood Authority has requested further information and data for SuDS. Monkton Lane to the northeast of the site has seen several instances of flooding with the nearby developments channelling water off their sites and silting of local drains and ditches. Surface water draining from this expansive site will cause further flooding to the northeast and to the southwest at Bourne Mill ponds. Investigation of existing contamination and contamination in potential surface water run-off needs to be conducted and the proposed type of storage be confirmed for the open storage area.

*Farnham Town Council to write to Thames Water Development Planning for clarification on future capacity, outstanding works and alternative use of land in this application.*

#### 4. Applications Considered

##### **Farnham Bourne**

###### **CA/2020/0223 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO TREE

BRYANSTON, 13 GREAT AUSTINS, FARNHAM GU9 8JQ

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP5. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

###### **CA/2020/0224 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO TREE

STANBOROUGH HOUSE, 15 GREAT AUSTINS, FARNHAM GU9 8JQ

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP5. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

###### **CA/2020/0225 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA

WORKS TO TREES

17 GREAT AUSTINS, FARNHAM GU9 8JQ

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP5. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**CA/2020/0226 Farnham Bourne**

Officer: Steve Tester

GREAT AUSTINS CONSERVATION AREA  
WORKS TO AND REMOVAL OF TREES

THE MOUNT, 19 GREAT AUSTINS, FARNHAM GU9 8JQ

**Farnham Town Council, subject to the Arboricultural Officer's comments, strongly objects to the removal of trees, especially in a conservation area covered by FNP5. No reason has been given for the need to fell two Lime trees. If removal is absolutely necessary, replacement trees must be planted in a suitable location and tree preservation orders applied. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**WA/2020/1885 Farnham Bourne**

Officer: Carl Housden

Erection of extension to garage to form garden room (revision of WA/2020/1214).

BOURNE HOUSE, LODGE HILL ROAD, LOWER BOURNE GU10 3RD

**Provided that the extension to the garage to form a garden room is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, 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/2020/1891 Farnham Bourne**

Officer: Carl Housden

Erection of extensions and alterations to existing garage.

1 KATHRINE LODGE, CLUMPS ROAD, LOWER BOURNE GU10 3HF

**Provided that the garage is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, 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/2020/1900 Farnham Bourne**

Officer: Olivia Gorham

Certificate of Lawfulness under Section 192 for construction of pitched roof over garage and portico to replace existing flat roof.

21 BOURNE FIRS, LOWER BOURNE GU10 3QD

**Provided that the changes strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design 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/2020/1901 Farnham Bourne**

Officer: Jess Sullivan

Certificate of Lawfulness under Section 192 for the erection of extensions.

VALE HOUSE, 40 FRENHAM VALE, LOWER BOURNE GU10 3HT

**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 Climate Change and CC2 Sustainable Construction and Design 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/2020/1902 Farnham Bourne**

Officer: Jess Sullivan

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

VALE HOUSE, 40 FRENHAM VALE, LOWER BOURNE GU10 3HT

**Provided that the outbuilding is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, 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/2020/1909 Farnham Bourne**

Officer: Mr Chris Turner

Erection of extensions and associated works.

31 MIDDLE BOURNE LANE, LOWER BOURNE GU10 3NH

**Already approved 28 March 2018 under WA/2018/0143, this application is requesting an extension in time to commence works but no dates have been stated. Farnham Town Council has no objections to a limited extension to the current permission due to lapse on 28 March 2021. Based on Government guidance, permissions due to lapse up to 31 December 2020 will automatically be extended to 1 May 2021, a similar timescale of 4 months is acceptable. 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/2020/1924 Farnham Bourne**

Officer: Philippa Staddon

Erection of a new dwelling and associated works.

LAND COORDINATES 485074 144731 DENE CLOSE, LOWER BOURNE

**Farnham Town Council strongly objects to the overdevelopment of the site and the modern 'twist' addition to the proposed new dwelling not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan FNPI. The development does not reflect the character and spacing of the area and the out of place Scottish Larch clad 'add-on' negatively impacts the street scene and the setting. The loss of trees on this site is unacceptable in an area covered by policy FNP8 South Farnham Arcadian Areas.**

**WA/2020/1932 Farnham Bourne**

Officer: James Sackley

Erection of extension.

92 BURNT HILL ROAD, LOWER BOURNE GU10 3LJ

**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 Climate Change and CC2 Sustainable Construction and Design and has no negative impact on the neighbour's 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.**

**WA/2020/1933 Farnham Bourne**

Officer: Jess Sullivan

Erection of double garage.

LAND ON SOUTH EAST SIDE CENTRE COORDINATES 484492 144581

GOLD HILL, LOWER BOURNE GU10 3 JH

**Farnham Town Council objects to the overdevelopment of this site not being compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI Design and Conservation and policy FNPI6 Extensions. The loss of trees on this site is unacceptable in an area covered by policy FNP8 South Farnham Arcadian Areas; the layout and siting of the proposal is adversely affecting the setting and wider character of the area.**

**Farnham Castle**

**CA/2020/0218 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA

WORKS TO TREES

53-56 CASTLE STREET FARNHAM GU9 7LN

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP2. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**CA/2020/0227 Farnham Castle**

Officer: Steve Tester

FARNHAM CONSERVATION AREA

WORKS TO TREE

WICKHAM HOUSE, 40 WEST STREET, FARNHAM GU9 7DX

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP2. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**WA/2020/1283 Farnham Castle**

Officer: Carl Housden

Application under Section 73A to vary Condition 2 of WA/2012/1151 (approved plan numbers) to allow alterations to windows, repair to brickwork, and altered design of gate and zinc seams (as amended by plans received 10/10/2020). (amended description).

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

**Farnham Town Council maintains its comments. Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions 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/2020/1887 Farnham Castle**

Officer: Jess Sullivan

Erection of extensions and alterations to elevations.

33 LARKFIELD ROAD, FARNHAM GU9 7DB



**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 Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity 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/2020/1889 Farnham Castle**

Officer: Jess Sullivan

Erection of extension and alterations to elevations; construction of swimming pool and associated works.

89 WEST STREET, FARNHAM GU9 7EN

**Provided that the extension and alterations and swimming pool are approved by the Heritage Office and strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity 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/2020/1890 Farnham Castle**

Officer: Jess Sullivan

Listed Building Consent for erection of extension with internal and external alterations.

89 WEST STREET, FARNHAM GU9 7EN

**Provided that the extension and alterations and swimming pool are approved by the Heritage Office and strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity 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/2020/1950 Farnham Castle**

Officer: Daniel Holmes

Erection of extensions and alterations to elevations including fenestration.

27 TOR ROAD, FARNHAM GU9 7BY

**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 Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity 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 Hale and Heath End**

##### Amendments received

Additional plans showing:

Existing western elevation (as viewed from no. 33);

Existing eastern elevation (as viewed from no. 37);

Proposed eastern elevation (as viewed from no. 37).

**WA/2020/1710 Farnham Hale and Heath End**

Officer: Lara Davison

Erection of extension and alterations to elevations.

35 BROOKLANDS ROAD, FARNHAM GU9 9BS

**Farnham Town Council maintains its comments. Provided that the extension and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design and has no negative impact on the neighbours' amenity with overlooking, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

**WA/2020/1857 Farnham Hale and Heath End**

Officer: Daniel Holmes

Erection of extensions and alterations to elevations including dormer window.

4 HEATH CLOSE, FARNHAM GU9 0PS

**Application WA/2020/1858 must be considered in determining this application. 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 Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity and materials match existing, Farnham Town Council has no objections. Space must be available on-site for construction and vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

**WA/2020/1858 Farnham Hale and Heath End**

Officer: Daniel Holmes

Alterations to elevations with construction of mansard roof.

4 HEATH CLOSE, FARNHAM GU9 0PS

**Application WA/2020/1857 must be considered in determining this application. Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity and materials match existing, Farnham Town Council has no objections. Space must be available on-site for construction and vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

**WA/2020/1916 Farnham Hale and Heath End**

Officer: Lara Davison

Alterations to garage to provide habitable accommodation; alterations to elevations and associated works (amended description).

11 NORTH AVENUE, FARNHAM GU9 0RE

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, materials match existing and sufficient parking being available within the boundary, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

**WA/2020/1928 Farnham Hale and Heath End**

Officer: Carl Housden

Erection of extension.

8 WILLOW WAY, FARNHAM GU9 0NT

**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 Climate Change and CC2 Sustainable Construction and Design, has no negative impact on the neighbour's amenity and materials match, 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/2020/1878 Farnham Moor Park**

Officer: Daniel Holmes

Alterations to garage to provide new dwelling.

LAND REAR OF 18 HIGH PARK ROAD, FARNHAM GU9 7JL

**Farnham Town Council strongly objects to this inappropriate development, a new dwelling in this location is not compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI and policy FNPI6, not following the pattern of residential development on Lower South View. The host and new dwelling will negatively impacted each other with overlooking, especially with the hosts elevated position and have limited amenity space with the subdivision of the garden. The ownership of the host dwelling and neighbouring dwelling is irrelevant to whether the application is appropriate. The assumption of the garage being redundant to the host is questionable given the application for parking and the now built garage were part of the same application WA/2019/1152 - an approved garage with accommodation above does not make this application for a new dwelling acceptable – conditioned ancillary to 18 High Park Road in permission granted on 13 December 2019. The parking provision is shoe-horned to the side limiting access to the proposed dwelling entrance when a car is in the bay, located between the proposed dwelling wall and the neighbouring garage.**

**WA/2020/1914 Farnham Moor Park**

Officer: Daniel Holmes

Erection of a dwelling and attached garage following demolition of existing dwelling, garage and indoor pool.

LITTLE HILL, 1 TEMPLES CLOSE, FARNHAM GU10 1RB

**Provided that the replacement dwelling and attached garage strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, 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/2020/1949 Farnham Moor Park**

Officer: Daniel Holmes

Erection of garage following demolition of existing.

LITTLEFIELD, 8 MENIN WAY, FARNHAM GU9 8DY

**Provided that the garage strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design 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 Shortheath and Boundstone**

##### **WA/2020/1882 Farnham Shortheath and Boundstone**

Officer: James Sackley

Erection of extensions and alterations to elevations including fenestration, cladding and balcony.  
4 BOURNE DENE, WRECCLESHAM GU10 4RF

**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 CC1 Climate Change and CC2 Sustainable Construction and Design, 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/2020/1892 Farnham Shortheath and Boundstone**

Officer: James Sackley

Erection of extensions and alterations to elevations; new dropped kerb access and associated works.

21 BOUNDSTONE ROAD, WRECCLESHAM GU10 4TW

**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 CC1 Climate Change and CC2 Sustainable Construction and Design, 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/2020/1919 Farnham Shortheath and Boundstone**

Officer: Carl Housden

Alterations to outbuilding including roofline to create habitable accommodation.

54 LITTLE GREEN LANE, FARNHAM GU9 8TB

**Provided that the outbuilding is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design, 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/2020/1917 Farnham Shortheath and Boundstone**

Officer: Olivia Gorham

Erection of extension and alterations to elevations including raising roof to detached garage to form habitable accommodation.

75 SHORTHEATH ROAD, FARNHAM GU9 8SF

**Provided that the outbuilding is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CC1 Climate Change and CC2 Sustainable Construction and Design, 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 Upper Hale**

### **WA/2020/1894 Farnham Upper Hale**

Officer: Jess Sullivan

Erection of extension and alterations following demolition of existing conservatory.  
CYGNETS, FERNHILL LANE, FARNHAM GU9 0JJ

**Provided that the extension and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, 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/2020/0270 Farnham Upper Hale**

Officer: Steve Tester

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 23/08  
HIGH CORNERS, 24 UPPER OLD PARK LANE, FARNHAM GU9 0AT

**Farnham Town Council strongly objects to the removal of the oak tree without confirmation from the Arboricultural Officer that the tree is a hazard. A tree that grows with a lean can have stronger roots. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

### **TM/2020/0271 Farnham Upper Hale**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 02/09  
5 DUKES CLOSE FARNHAM GU9 0DR

**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 Climate Change and NE2 Green and Blue Infrastructure.**

## **Farnham Weybourne and Badshot Lea**

### Amendments received

Application amended to provide screening in the form of hazel hurdles.

### **WA/2020/0093 Farnham Weybourne and Badshot Lea**

Officer: Ruth Dovey Erection of a balustrade at first floor level.

FLAT 1, 55 – 61 BADSHOT LEA ROAD, BADSHOT LEA GU9 9LP

**Farnham Town Council asks if the roof has planning permission to be used as a patio as the neighbouring and adjacent gardens/courtyards will be overlooked. The use must strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 and Residential Extensions SPD and not negatively impact the neighbours' amenity.**

### **WA/2020/1881 Farnham Weybourne and Badshot Lea**

Officer: Lara Davison

Certificate of Lawfulness under Section 192 for loft conversion with rear dormer and two front roof lights.

133 LOWER WEYBOURNE LANE, BADSHOT LEA GU9 9LQ

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity with overlooking 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/2020/1888 Farnham Weybourne and Badshot Lea**

Officer: James Sackley

Erection of a clubhouse following demolition of existing clubhouse; installation of LED lighting system (revision of WA/2020/1399).

BADSHOT LEA TENNIS CLUB, THE GREEN, BADSHOT LEA GU9 9LB

**Farnham Town Council acknowledges the additional mitigations put in place for the lighting and supports the improvement of sports provision at Badshot Lea Tennis Club with an accessible clubhouse and the ability to extend the use of the facilities.**

**Farnham Wrecclsham and Rowledge**

**WA/2020/1880 Farnham Wrecclsham and Rowledge**

Officer: Carl Housden

Certificate of Lawfulness Under Section 192 for porch, conservatory and garden room.

36 THE STREET, WRECCLESHAM GU10 4PR

**Farnham Town Council objects to the front porch not being in keeping with the character of the terrace and street scene within its conservation area setting and not compliant with the Farnham Design Statement or Farnham Neighbourhood Plan policy FNP6 Wrecclsham Conservation Area and FNPI 6 Extensions.**

**WA/2020/1930 Farnham Wrecclsham and Rowledge**

Officer: James Sackley

Erection of porch.

FERNBRAE COTTAGE, FERNBRAE CLOSE, ROWLEDGE GU10 4ED

**Provided that the porch strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI 6 Extensions, Residential Extensions SPD 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.**

**5. Surrey County Council Mineral and Waste Applications Considered**

**Farnham Moor Park**

**WA/2020/1925 Farnham Moor Park**

Officer: Jess Sullivan

Consultation on a County matter: Dust Management Plan submitted pursuant to Condition 10 of planning permission ref: WA/2018/0016 dated 6 November 2018.

RUNFOLD SOUTH QUARRY, GUILDFORD ROAD, RUNFOLD

SUEZ

**WA/2020/1926 Farnham Moor Park**

Officer: Jess Sullivan

Consultation on a County matter; Details of a programme of contaminated land, groundwater and gas investigation, risk assessment and analysis pursuant to Condition 6 of planning permission ref: WA/2018/0016 dated 6 November 2018.

RUNFOLD SOUTH QUARRY, GUILDFORD ROAD, RUNFOLD

SUEZ

**Communication with the Runfold Community Liaison Group (CLG) would be of benefit to the planning group. Further information was requested from Councillor Macleod.**

*Officer has requested attendance of Runfold CLG being held on 13<sup>th</sup> January 2021.*

## **6. Waverley Borough Council Street Naming Applications Considered**

### **Street Naming Application 3069A – Peace Meadow Close, Lower Bourne, Farnham**

Rascons Constructions Ltd have proposed the name **Peace Meadow Close**.

Waverley's Street Naming and Numbering policy states that the only basis for objecting to a new street name can be on the grounds of:

- duplication;
- difficulty of pronouncing or spelling; and/or
- if the name could cause offence.

**Farnham Town Council has nothing further to add to SNN3069A though does not believe the proposed street name of Peace Meadow Close is fitting for the development of 3 dwellings surrounded by woodland. Farnham Town Council is aware this does not 'fit' with reasons to object in Waverley's Street Naming & Numbering Policy and the applicant is insistent on 'peace' in the name.**

## **7. Public Speaking at Waverley Planning Committee**

Next Western Area Planning meeting is on 19<sup>th</sup> January 2021.

**Councillor David Beaman resigned from the Planning & Licensing Consultative Group given his position as Chair of Waverley Borough Council's Western Area Planning Committee.**

**No replacement is necessary as Castle Ward Councillor George Hesse is also a member.**

## **8. Date of Next Meeting**

18<sup>th</sup> January 2021.

The meeting ended at 11.57 am

Notes written by Jenny de Quervain

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# FARNHAM TOWN COUNCIL

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## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 18th January, 2021

#### Place

Via Zoom video conferencing

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

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

Officer: Jenny de Quervain

#### 1. Apologies for Absence

None were received.

#### 2. Disclosure of Interests

Councillor Martin declared a non-pecuniary interest to WA/2020/1988 as she knows the applicant.

#### 3. Applications Considered for Key/Larger Developments

##### **Farnham Castle**

##### **WA/2020/1984 Farnham Castle**

Officer: Mr Chris Turner

Erection of a replacement wing to main hotel building following demolition of existing wing to provide 50 rooms (a net increase of 32) with parking below: the erection of a conference and events venue; the erection of extensions and alterations to the main hotel including the provision of a seating area with seasonal covering, refuse storage and collection point, changes to car parking and landscaping, together with associated works.

THE BUSH HOTEL, THE BOROUGH, FARNHAM GU9 7NN

**Defer to PLCG meeting on Monday 1<sup>st</sup> February to allow for further review.**

Combined Application

**WA/2020/1985 Farnham Castle**

Officer: Mr Chris Turner

Listed building consent for the erection of an extension, provision of a seating area with seasonal covering, improvements to shop façade, shop fronts and fenestration; glazed link extension, internal works and landscaping.

THE BUSH HOTEL, THE BOROUGH, FARNHAM GU9 7NN

**Defer to PLCG meeting on Monday 1<sup>st</sup> February to allow for further review.**

### **Farnham Firgrove**

Amendments received

**Updated transport technical note including revised visibility splay plans and proposed improvements to Hookstile Lane**

**WA/2020/0558 Farnham Firgrove**

Officer: Rachel Lawrence

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 GU9 8LG

**Farnham Town Council acknowledges yet further data has been provided in response to the County Highways Authority's objections. Farnham Town Council maintains its objection to the entrance being insufficient for the potential number of vehicle movements, 7 days a week, on a single lane track with 41 parking spaces being proposed. The safety of pedestrians cannot be achieved with the narrow shared space with vehicles. Land Registry shows that 10 Firgrove Hill's boundary runs in a straight line with their building wall to the pavement, the painted curved line does not give any permission to the application site to 'enjoy prescriptive rights over that part of the access' and will in fact be harmful to the business owner by blocking customer parking spaces and hazardous to pedestrians on the pavement and those accessing the parade of shops. The suggested 'passing' point is not in the site's ownership to offer as mitigation to the inadequate access therefore should be discounted from the proposal.**

Councillor Neale left the meeting 9.56am.

### **Farnham Wrecclesham and Rowledge**

Farnham Town Council will submit comments to Hampshire County Council, comments due by 15<sup>th</sup> February 2021

**PC/2021/0001 Farnham Wrecclesham and Rowledge**

Officer: Flo Taylor

Consultation from a neighbouring authority for development of an energy recovery facility and associated infrastructure.

ALTON MATERIALS RECOVERY FACILITY, A31 ALTON

Hampshire County Council

**Defer to PLCG meeting on Monday 1<sup>st</sup> February to allow for further review.**

#### 4. Applications Considered

##### **Farnham Bourne**

###### **DW/2020/0050 Farnham Bourne**

Officer: Chris French

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4m, for which the height would be 3.4m, and for which the height of the eaves would be 2.4m.

46 LODGE HILL ROAD, LOWER BOURNE GU10 3RF

**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 Climate Change and CC2 Sustainable Construction and Design, has no negative impact on the adjoining neighbour's amenity 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/2020/1967 Farnham Bourne**

Officer: James Sackley

Erection of extension and alterations.

COTTERSTOCK HOUSE, CLUMPS ROAD, LOWER BOURNE GU10 3HF

**Provided that the extension and alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI10 Protect and Enhance the Countryside, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design and conditions applied to protect trees and tree roots on the site, 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/2020/1979 Farnham Bourne**

Officer: Philippa Staddon

Application under Section 73A to vary Condition 1 of WA/2017/0493 (approved plan numbers) to allow alterations to canopy and glazing around front door.

ROBINSWOOD, 3 PACKWAY, FARNHAM GU9 8HW

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design 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/2021/0001 Farnham Bourne**

Officer: Olivia Gorham

Application under Section 93B for extension of planning permission: additional environmental approval relating to WA/2017/0668 erection of 2 dwellings following the demolition of existing dwelling.

2 KILN LANE, LOWER BOURNE GU10 3LR

**Farnham Town Council acknowledges the need to extend permission due to coronavirus restrictions.**

###### **CA/2020/0232 Farnham Bourne**

Officer: Steve Tester  
GREAT AUSTINS CONSERVATION AREA  
WORKS TO TREES  
TENDRING, 15 GREENHILL ROAD, FARNHAM GU9 8JP

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity, especially in a conservation area covered by FNP5. In response to a climate emergency, it is vital to retain green infrastructure in line with LPPI policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

### **Farnham Castle**

#### Amendments received

**Amendment to the description of the proposal to allow for residential, ancillary and commercial parking in accordance with the parking management plan.**

#### **WA/2020/0159 Farnham Castle**

Temporary change of use to a sui generis mixed use of ancillary parking for the football club, commercial car parking and residential car parking (amended description).

FARNHAM TOWN FOOTBALL CLUB, MEAD LANE, FARNHAM

**Farnham Town Council has yet to see clarification on the subletting of the car parking as the football ground is subject to a lease from Waverley Borough Council. Farnham Town Council has no objections to the temporary use of the area for parking for a 2-year period but it must be condition to be returned to grass and with additional landscaping incorporated.**

#### Amendments received

**Amendment to floorplans.**

#### **WA/2020/1737 Farnham Castle**

Officer: James Sackley

Erection of two storey extension to provide additional student accommodation (Use Class C4).  
56 THE CHANTRY, FARNHAM GU9 7AL

**Farnham Town Council maintains its objections, the renaming of an area to 'living' does not make this application more acceptable.**

**Farnham Town Council strongly objects to the application as a two storey extension, this appears to be an application for a dwelling. The proposed extension has a separate entrance, separate staircase and separate kitchen with the only connection to the existing being a single internal door – easily removed to make a separate dwelling. This application is contrary to Farnham Neighbourhood Plan FNPI and FNPI6 and Residential Extensions SPD. Clarification must be sought as to whether this is an appropriate proposal as a two-storey extension or is it a guise for a separate dwelling. No parking provisions has been included for what could be a six bedroom property or two dwellings, one with four bedrooms and the other with two.**

Cllr Martin declared a non pecuniary interest as the applicant is known to her and left the meeting during the discussion of this application:

#### **WA/2020/1988 Farnham Castle**

Officer: Mr Chris Turner

Application under Section 73 to vary Condition 1 of WA/2020/1090 (approved plan numbers) to allow reduction of proposed first floor area.

43 CRONDALL LANE, FARNHAM GU9 7BG

It is noted that Farnham Town Council's original comment are not shown on the planning portal for WA/2020/1090 despite having been submitted on 14<sup>th</sup> August 2020 and resent at the Officer's request on 15<sup>th</sup> October 2020.

Farnham Town Council strongly objects to this application as a Section 73 to vary Condition 1. A new planning application must be submitted to fully consider the changes to the approved proposal. A reduction of nearly 150m<sup>2</sup> will considerably change the look of the approved proposal and the street scene.

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

#### **WA/2020/1968 Farnham Hale and Heath End**

Officer: Lara Davison

Construction of new vehicular access with entrance gates and associated works.

LITTLE BROOK, BROOKSIDE, FARNHAM GU9 0NY

**Farnham Town Council objects to the negative impact of the additional entrance on Oast House Crescent. This will be hazardous to children and families accessing or exiting the Oast House Crescent play area and to other residents of Oast House Crescent with the layout of existing driveways already being restricted, not being compliant with Farnham Neighbourhood Plan policy FNPI being harmful to the public realm - highways, footpath and public open space. It is disappointing that the applicant has misled Officer's and neighbours by not fully disclosing their intentions in WA/2020/1442.**

#### **WA/2020/1971 Farnham Hale and Heath End**

Officer: Carl Housden

Erection of extensions and alterations following demolition of existing extension and detached garage.

3 EAST AVENUE, FARNHAM, GU9 0RA

**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 CC1 Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity 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 Moor Park**

Amendments received

#### **Another Amended Block Plan**

#### **WA/2020/0548 Farnham Moor Park**

Officer: Olivia Gorham

Erection of extensions.

34 PARK ROAD, FARNHAM GU9 9QN

**No material change has been made to reduce the size and scale of the proposed extensions and the negative impact on the neighbours' amenity.**

**Farnham Town Council maintains its objections to the size and scale of the proposed extension having a negative impact on the neighbours' amenity with loss of light and privacy and being overbearing due to its proximity to the boundary, not being compliant with Residential Extensions SPD and Farnham Neighbourhood Plan policy FNPI6.**

#### **WA/2020/1957 Farnham Moor Park**

Officer: James Sackley

Certificate of Lawfulness under Section 192 for erection of single storey detached outbuilding.  
LITTLE FFOSYDD, 2 GREENACRES, FARNHAM GU10 1QH

**Application WA/2020/1964 must be considered in determining this application as the proposals are identical except for the roofline. Provided that the outbuilding is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design and has no negative impact on the neighbours from noise or light pollution, Farnham Town Council has no objections. Space must be available on-site for construction and vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

#### **WA/2020/1964 Farnham Moor Park**

Officer: James Sackley

Certificate of Lawfulness under Section 192 for erection of single storey detached outbuilding.  
LITTLE FFOSYDD, 2 GREENACRES, FARNHAM GU10 1QH

**Application WA/2020/1957 must be considered in determining this application as the proposals are identical except for the roofline. Provided that the outbuilding is conditioned ancillary to the dwelling and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design and has no negative impact on the neighbours from noise or light pollution, Farnham Town Council has no objections. Space must be available on-site for construction and vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

#### **TM/2021/0001 Farnham Moor Park**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 05/15  
4 MONKSHANGER, FARNHAM GU9 8BU

**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 Climate Change and NE2 Green and Blue Infrastructure.**

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

#### **TM/2020/0279 Farnham Shortheath and Boundstone**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 17/99  
MAYS COTTAGE, 1 BROAD HA'PENNY, FARNHAM GU10 4TF

**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 Climate Change and NE2 Green and Blue Infrastructure.**

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

#### **DW/2020/0048 Farnham Weybourne and Badshot Lea**

Officer: Daniel Holmes

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4m, for which the height would be 3.22m, and for which the height of the eaves would be 2.25m.

5 PARKLAND GROVE, FARNHAM GU9 9HA

**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 Climate Change and CC2 Sustainable Construction and Design 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 approved construction hours adhered to.**

#### **WA/2020/1970 Farnham Weybourne and Badshot Lea**

Officer: Carl Housden

Certificate of Lawfulness under Section 192 for loft conversion including hip to gable extension with rear dormer and front roof lights.

6 WOODLANDS AVENUE, FARNHAM GU9 9EY

**Provided that the alterations strictly adhere to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, have no negative impact on the neighbours' amenity with overlooking 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/2020/1974 Farnham Wrecclesham and Rowledge**

Officer: James Sackley

Erection of detached garage.

TALL TIMBERS BOARDING KENNELS, 32 GARDENERS HILL ROAD LOWER BOURNE

**Provided that the detached garage is conditioned ancillary to the dwelling Plot 3, strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy CCI Climate Change and CC2 Sustainable Construction and Design, 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/2020/1980 Farnham Wrecclesham and Rowledge**

Officer: Daniel Holmes

Relocation of an existing flue to a gas-fired pottery kiln and relocation of an existing rooflight  
THE FARNHAM POTTERY, POTTERY LANE, WRECCLESHAM

**The location of the flue to the rooflight must be the appropriate distance to ensure emissions do not enter the window. The flue should be more in keeping with Conservation Area setting and be coated black rather than left stainless steel. Provided that the relocation of the flue and rooflight is safe with regard to harmful emissions, a black flue and approved by the Heritage Officer and strictly adheres to the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP6 Wrecclesham Conservation Area and its setting, Farnham Town Council has no objections. Space must be available on-site for construction vehicles and materials, COVID19 Site Operating Procedures must be followed and WBC approved construction hours adhered to.**

**TM/2020/0276 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

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

BRYHER, 22A LICKFOLDS ROAD, FARNHAM GU10 4AE

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. A tree must be planted to replace the dead Ash in an appropriate place. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.**

**TM/2020/0277 Farnham Wrecclesham and Rowledge**

Officer: Steve Tester

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 03/11  
52 ECHO BARN LANE, FARNHAM GU10 4NF

**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 Climate Change and NE2 Green and Blue Infrastructure.**

**5. Appeals**

Officer advised that information had not yet been received for appeals for WA/2019/1905 Land at Lower Weybourne Lane or WA/2020/1095 Dacklewood.

Information to be circulated to Councillors when received.

**6. Licensing Applications Considered**

**New Premises Licence**

Marks and Spencer Simply Foods Ltd

Brightwells Development, Brightwells Road, Farnham, Surrey

A new premises licence was considered for Marks and Spencer Simply Foods Ltd in the Brightwells development. The application is for Off sales of alcohol and Open hours 06:00-00:00 Monday to Sunday.

**Farnham Town Council objects to the proposed hours to sell alcohol and the premises to be open to the public from 06.00 to 00.00, Monday to Sunday. These are unacceptable hours for this town centre location and beyond legal opening times for a store of this size, if over 280m<sup>2</sup>. Confirmation of premises size must be sought.**

**Shops over 280 square metres can open on Sundays but only for 6 consecutive hours between 10am and 6pm; must close on Easter Sunday; and must close on Christmas Day.**

**Within the Licensing Objectives the applicant notes 'It is very unlikely the store will trade between the hours of 0600 to 0000 but the hours have been applied for to allow some flexibility for peak trading periods such as Christmas when the store may well choose to open earlier or trade later.'**



**Farnham Town Council does not feel that this is an acceptable reason to request these year-round opening hours with a potential for public nuisance, given its vicinity to residential dwellings within Brightwells and Falkner Court.**

**7. Surrey County Council Mineral, Waste or Other Applications/Consultations**

**Farnham Moor Park**

**SCC Ref 2020/0182**

Land at Runfold South Quarry, Guildford Road, Runfold, Farnham, Surrey, GU10 1PB  
GRID REF: 486434 147319

Details of a scheme of progressive infilling and restoration pursuant to Condition 20 of planning permission ref: WA/2018/0016 dated 6 November 2018.

**Farnham Town Council supports the Runfold Community Liaison Group and is aware of community views on progress on this site and the progressive delays in site restoration.**

**Farnham Town Council acknowledges details submitted for the scheme of infilling and restoration for the Central Area in accordance with Condition 20 of planning permission WA/2018/0016 and the disruption to the timescale caused by COVID-19. However, Farnham Town Council is concerned that further delays impact on the amenity of local residents and is keen to see the site restored in accordance with existing permissions.**

FTC Planning Officer has sought advice from Jessica Darvill, SCC Planning Officer, to clarify the following applications. Response to be circulated to Councillors when received.

**WA/2021/0002 Farnham Moor Park**

Officer: Philippa Staddon

Consultation on a County Matter; Continued temporary use of the land for recycling, storage and export of soils from imported inert waste and recovery of concrete, hardcore and tarmacadam for export and processing off site without compliance with Conditions 1, 3 and 6 of planning permission ref: WA04/1876 dated 4 April 2005 to extend the time period of the development.

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

**WA/2021/0003 Farnham Moor Park**

Officer: Philippa Staddon

Consultation on a County Matter; Continued use of approximately 1.54 hectares of land for the screening and washing of inert waste, comprising power screen, washing plant, filter press building, associated tanks and equipment, conveyors and stockpile areas, underground ducting, storage bays and associated hardstanding areas without compliance with Conditions 1, 2 and 4 of planning permission ref: WA09/0856 dated 16 October 2009 to extend the time period of the development.

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

**WA/2021/0004 Farnham Moor Park**

Officer: Philippa Staddon

Consultation on a County Matter; Continued use of workshop for use in repairing onsite plant, machinery and lorries without compliance with Conditions 1 and 2 of planning permission ref: WA11/0009 dated 7 April 2011 (as amended by planning application ref: WA/2020/1753 dated 11 December 2020) to extend the time period of the development.

HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

#### **WA/2021/0005 Farnham Moor Park**

Officer: Philippa Staddon

Consultation on a County Matter; Continued use of two storey extension to side of workshop to provide welfare facilities without compliance with Conditions 1 and 2 of planning permission ref: WA10/2109 dated 17 February 2011 (as amended by planning application ref: WA/2020/1753 approved on 11 December 2020) to extend the time period of the development. HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

#### **WA/2021/0006 Farnham Moor Park**

Officer: Philippa Staddon

Consultation on a County Matter; Continued temporary use of the land for the overnight parking of up to 8 vehicles without compliance with Conditions 1 and 2 of planning permission ref: WA10/2108 dated 16 February 2011 (as amended by planning application ref: WA/2020/1755 approved on 14 December 2020) to extend the time period of the development. HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

#### **WA/2021/0007 Farnham Moor Park**

Officer: Philippa Staddon

Consultation on a County Matter; Retention of storage bays for the storage of imported limestone scalplings; and retention of a wheelwash facility and wheel spinner without compliance with Conditions 1 and 3 of planning permission ref: WA08/1848 dated 20 February 2009 (as amended by planning application ref: WA/2020/1751 approved on 14 December 2020) to extend the time period of the development. HOMEFIELD SANDPIT, GUILDFORD ROAD, RUNFOLD GU10 1PG

### **8. Public Speaking at Waverley Planning Committee**

Councillor Macleod requested to speak as Ward Councillor for Moor Park on WA/2020/0072 Land at Rear of 9 Upper South View at Western Planning on Tuesday 19<sup>th</sup> January at 6.00pm.

**This item was deferred from Western Area Planning on 22<sup>nd</sup> December 2020 to await further advice regarding an overturned Guildford BC planning application where full consideration had not been given on the impact to a heritage asset and its setting.**

### **9. Date of Next Meeting**

1<sup>st</sup> February 2021.

Deferred items to be reviewed:

#### **Farnham Castle**

#### **WA/2020/1984 Farnham Castle**

Officer: Mr Chris Turner

Erection of a replacement wing to main hotel building following demolition of existing wing to provide 50 rooms (a nett increase of 32) with parking below: the erection of a conference and events venue; the erection of extensions and alterations to the main hotel including the provision of a seating area with seasonal covering, refuse storage and collection point, changes to car parking and landscaping, together with associated works.

THE BUSH HOTEL, THE BOROUGH, FARNHAM GU9 7NN

<http://planning360.waverley.gov.uk/planning/planning-documents?SDescription=WA/2020/1984>

Combined Application

**WA/2020/1985 Farnham Castle**

Officer: Mr Chris Turner

Listed building consent for the erection of an extension, provision of a seating area with seasonal covering, improvements to shop façade, shop fronts and fenestration; glazed link extension, internal works and landscaping.

THE BUSH HOTEL, THE BOROUGH, FARNHAM GU9 7NN

<http://planning360.waverley.gov.uk/planning/planning-documents?SDescription=WA/2020/1985>

**Combined application with WA/2020/1984.**

**Farnham Wrecclesham and Rowledge**

Farnham Town Council will submit comments to Hampshire County Council, comments due by 15<sup>th</sup> February 2021

**PC/2021/0001 Farnham Wrecclesham and Rowledge**

Officer: Flo Taylor

Consultation from a neighbouring authority for development of an energy recovery facility and associated infrastructure.

ALTON MATERIALS RECOVERY FACILITY, A31 ALTON

Hampshire County Council

<http://planning360.waverley.gov.uk/planning/planning-documents?SDescription=PC/2021/0001>

Please access details of the planning application via this link and accept terms and conditions by clicking the 'accept' button: <https://planning.hants.gov.uk/ApplicationDetails.aspx?RecNo=21197>

The meeting ended at 11.26 am

Notes written by Jenny de Quervain

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