



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 29th April, 2021 at 6.30 pm

Place

Place: Remote Meeting by Zoom

<https://us02web.zoom.us/j/85679332976?pwd=ckx4VHZFL3dnRmVPQjRDZ0VNdGxSz09>

Meeting ID: 856 7933 2976

Passcode: 830027

To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** on **Thursday 29th April, 2021, at 6.30 pm** in the To be held remotely via Zoom - Zoom Remote Meeting. 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 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: 29 April 2021

Name of Councillor

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

* Delete as appropriate



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Prayers

Prior to the meeting prayers will be said by the Revd John Morris of St Thomas-on-The-Bourne. Councillors and members of the public are welcome to attend.

1 Apologies

To receive apologies for absence.

2 Disclosures of Interest

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

NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs Beaman, Blishen, Cockburn, Dickson, Edmonds, Gray, Hesse, Macleod, Martin, Merryweather, Mirylees, Neale, and Ward.*
- (ii) *The following councillor has made a general non-pecuniary interest declaration in relation to him being a councillor of Surrey County Council: Cllr Macleod.*
- (iii) *Members are requested to make declarations of interest, on the form attached, to be returned to customer.services@farnham.gov.uk 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 - 32)

To sign as a correct record the minutes of the Farnham Town Council meeting held on 11th March 2021 (Appendix A) and the minutes of the adjourned meeting held on 17th March (Appendix Ai).

4 Questions and Statements by the Public

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

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

5 Town Mayor's Announcements

To receive the Town Mayor's announcements.

6 Questions by Members

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

Part I - Items for Decisions

7 Working Group Notes (Pages 33 - 42)

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

- i) Tourism and Events held on 23rd March 2021 **Appendix B**
- ii) Strategy and Finance held on 20th April 2021 **Appendix C**

8 Year End Accounts 2020-21 (Pages 43 - 100)

The following papers are to be read in conjunction with the minutes of the Strategy and Finance Working Group held on April 10th 2021 and are for formal approval by the Council prior for submission to the External Auditor.

- i) To receive a report on the 202/21 Outturn **Appendix D**
- ii) To receive the Summary 2020/21 Income and Expenditure Outturn **Appendix Ei, Eii**
- iii) To receive and agree the draft Report and Financial Statements for 2020/21 and earmarked reserves at 31st March 2020 **Appendix F**
- iv) To consider the final Internal Auditor's Report for the Year Ended 31 March 2021 and agree the Council's response to any issues raised **Appendix G**
- v) To approve the Annual Governance Statement (Section 1 of Annual Governance and Accountability Return) **Appendix H**
- vi) To approve the variances list between the 2019/20 and 2020/21 Annual Returns as required. **Appendix I**
- vii) To approve the Annual Governance and Accountability Return for the Year Ended 31st March 2021 for signature and submission for External Audit **Appendix J**

9 Election to Working Groups 2021/22 (Pages 101 - 108)

To elect Working Groups, Task Groups and Panels in accordance with Standing Orders 15 at **(Appendix K)**

10 Appointment of Representatives to External Bodies 2021/22 (Pages 109 - 114)

To appoint Representatives to External Bodies for 2021/22 **(Appendix L)**

11 Revised Farnham Design Statement (Pages 115 - 146)

To receive and approve the Revised Farnham Design Statement April 2021 and submits the Statement to Waverley Borough Council as the Local Planning Authority for review and adoption as a material consideration. **Appendix M**

12 Planning and Licensing Applications (Pages 147 - 192)

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 15 March, 29 March, 12 April and 26 April at **Appendices N, O, P, Q.**

Part 2 - Items to Note

13 Calendar of Meeting Dates 2021/22 (Pages 193 - 196)

To note the calendar of meeting dates for 2021/22 at **Appendix R.**

14 Actions taken under the Scheme of Delegation

15 Reports from Other Councils

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

16 Reports from Outside Bodies

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

17 Date of Next Meeting

To note the date of the next meeting as the Annual Meeting and Mayor Making on Thursday 20th May 2021 at 7pm. It is planned that this meeting will be a physical meeting, held in accordance with any specific restrictions, in terms of numbers of attendees, that may apply at the time.

18 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) in view of confidential items under discussion relating to Awards and staffing matters.

Item 3 - Confidential Items

19 Services to Farnham Awards 2021

To note the proposed recipients of Services to Farnham Awards 2021 (**Exempt Appendix I**).

20 Staffing Matter

21 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 Wicks, George Hesse, Andy MacLeod, Michaela Martin, Mark Merryweather, Kika Mirylees, John Neale and John Ward