



# FARNHAM TOWN COUNCIL

## Agenda Council

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**Time and date**

Thursday 28th October, 2021 at 7.00 pm

**Place**

Council Chamber - Town Council Offices.

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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 28th October, 2021, at 7.00 pm** in the Council Chamber - Town Council Offices. 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.** Please note that there is a maximum capacity of 30 in the public gallery.



# 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: 28 October 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



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 28th October, 2021 at 7.00 pm

### Place

Council Chamber - Town Council Offices, South Street, Farnham. This meeting will be available to view on Zoom.

<https://us02web.zoom.us/j/89695227125?pwd=d2lhN0pwSTRHdTdVb0xVVkk0TGtGUT09>

Meeting ID: 896 9522 7125 Passcode: 709248

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### Prayers

Prior to the meeting prayers will be said by Revd. Alan Crawley, Parish of Badshot Lea and Hale in the Council Chamber. 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 - 14)**

To sign as a correct record the minutes of the Farnham Town Council meeting held on 16<sup>th</sup> September (Appendix A).

### 4 Questions and Statements by the Public

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

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

**5 Town Mayor's Announcements**

To receive the Town Mayor's announcements.

**6 Questions by Members**

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

**Part I - Items for Decisions**

**7 Working Group and Panel Notes (Pages 15 - 38)**

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

- |  |                   |
|--|-------------------|
| a. Community Enhancement held on 23 <sup>rd</sup> September 2021 | <b>Appendix B</b> |
| b. Tourism and Events held on 12 <sup>th</sup> October 2021      | <b>Appendix C</b> |
| c. Strategy and Finance held on 19 <sup>th</sup> October 2021    | <b>Appendix D</b> |
| d. Cemeteries and Appeals held on 21 <sup>st</sup> October 2021  | <b>Appendix E</b> |
| e. HR Panel held on 20 <sup>th</sup> October 2021                | <b>Appendix F</b> |

f. Younger People Task Group

**To note the receipt of a grant of £10,000 from the Police & Crime Commissioner Community Safety Fund towards the costs of the purchase and installation of a Youth Shelter in Borelli Walk (Waverley Borough Council permission received). To agree to waive Standing Orders Contracts to purchase an Upton Shelter from Lightmain Ltd (following consultation with young people and quotes received) at a cost of £8,850.**

**8 Planning and Licensing Applications (Pages 39 - 90)**

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 20<sup>th</sup> September, and 4<sup>th</sup> and 18<sup>th</sup> October at Appendices F, G, H.

**Part 2 - Items to Note**

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

**10 Reports from Other Councils**

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

**11 Reports from Outside Bodies**

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

**12 Date of Next Meeting**

To agree the date of the next meeting as Thursday December 16<sup>th</sup> at 7pm.

**13 Exclusion of the Press and Public**

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3 of the agenda (if required) in view of any confidential items under discussion in accordance with legislation for commercial sensitivity or staffing reasons.

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

#### **14 Any confidential matters (if required) arising from discussions of the Working Group/Panel notes.**

Council Membership:

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

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# FARNHAM TOWN COUNCIL

# A

## Minutes Council

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### Time and date

7.00 pm on Thursday 16th September, 2021

### Place

Council Chamber - Farnham Town Hall

### Councillors

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

### Apologies for absence

Cllr Alan Earwaker and Cllr Brian Edmonds

### Officers Present:

Iain Lynch, Town Clerk

There were 3 members of the public and 1 member of the press in attendance.

Prior to the meeting, prayers were led by Revd David Uffindell, Rector of St Andrew's Church.

C43/20     **Apologies**  
Apologies were received from the Mayor and Cllr Edmonds.

C44/20     **Disclosures of Interest**

In addition to disclosures from those who were double and triple hatted councillors, Cllr Cockburn declared an interest as a Trustee of the Ridgeway School.

**C45/20 Minutes**

The Minutes of the meeting held on 29<sup>th</sup> July were agreed as a correct record for signature by the Deputy Mayor.

**C46/20 Questions and Statements by the Public**

Mr Peter Goodman raised a question about the mobile coffee seller in Gostrey Meadow commenting that it had had an adverse impact on his business. He asked whether the impact on local coffee shops in Downing Street was taken into consideration when the licence to sell coffee on Gostrey Meadow on Mondays to Saturdays was granted. He also asked whether the council had considered that it would be better to have more diversity amongst retailers in this part of the town to attract shoppers rather than having a regular coffee van on Gostrey Meadow suggesting that a vendor selling products other than coffee would provide this. He also drew attention to environmental concerns with disposable coffee cups being used in town.

Cllr Evans responded as Lead Member of the Tourism and Events Working Group which supported business as part of its programme. She advised that there had been a concession selling coffee in Gostrey Meadow since 2015 when the owner of the Vintage Cake House, a previous owner of the premises occupied by the Electric Cycle Café, entered into an agreement with Waverley Borough Council. Subsequent traders have also had a similar concession providing a valuable service to families and users of Gostrey Meadow. The Tourism and Events Working Group reviewed this arrangement recently and considered the wider offer in town, but determined that the benefits of continuing with the service to users of Gostrey meadow outweighed the potential disbenefits.

Cllr Evans added that Farnham Town Council had worked with Waverley Borough Council, retailers and the Chamber of Commerce to support businesses during the emergence from the pandemic and would continue to do so as it promoted the rich variety of independent shops and businesses that made Farnham such a delightful place to visit. Unfortunately, national planning legislation and individual entrepreneurs determined which businesses take up retail opportunities in the town but the Town Council welcomed innovation, such as the Electric Cycle Café, choice and excellent customer service.

**C47/20 Deputy Town Mayor's Announcements**

The Deputy Town Mayor wished the Mayor, who was in attendance from home whilst recovering from Coronavirus, a speedy recovery.

**C48/20 Questions by Members**

There were no Questions by Members.

**C49/20 Working Group Notes**

**C50/20 Strategy & Finance**

Cllr Neale introduced the notes of the Strategy & Finance Working Group held on 7<sup>th</sup> and 10<sup>th</sup> September at Appendix B.



- i) The recommendation for a grant of £500 to the organisers of the Pilgrim Marathon was agreed.
- ii) Council noted arrangements to tender the West Street Cemetery Gates.

Cllr Cockburn declared an interest and absented herself for discussion on the next item.

- iii) Council reviewed the revised location for the café in Gostrey Meadow proposed by the Ridgeway School and discussed an additional option that Farnham Town Council investigate whether it should undertake the proposed works and lease the completed building to the Ridgeway School. The removal of the dilapidated old pavilion was also agreed ready for the moving of the Borelli Shelter in future.

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

- 1) **The Town Clerk discuss options further with Ridgeway School;**
  - 2) **Approval for Council to construct the building as an alternative to Ridgeway be agreed;**
  - 3) **The Town Clerk be authorised to go to the Public Loans Board to outline a request for funding to build of the Cafe in Gostrey Meadow; and**
  - 4) **The old Bowling Green Pavilion and fencing be removed.**
- iv) Council noted that the tenders for the refurbishment of the Victoria Road Public Conveniences refurbishment were being prepared, and that TUPE information for the in-sourcing of the offices and public convenience cleaning contract was awaited. Council further noted the latest position with the Hale Chapels and the Community meeting that had been held to offer the opportunity for the community to raise the funds for a full refurbishment. A representative of the Farnham Society was meeting with Cllr Fraser to consider whether there were any unexplored opportunities.
  - v) Council discussed the proposal to formalise permission for fishing in Gostrey Meadow now the Council had taken responsibility for the area and following concerns raised about the safety of visitors to the Meadow. It was noted that informal fishing had taken place over many years and that a trial arrangement in a designated zone should be made provided those fishing had the relevant Environment Agency licence.  
**It was RESOLVED, with Cllr Dickson and Fraser objecting, that:**
    - 1) **A fishing Zone be designated under the trees in Gostrey Meadow with appropriate signage;**
    - 2) **Anyone fishing be required to have the appropriate Environment Agency licence; and**
    - 3) **The new arrangement be kept under review.**
  - vi) Council received the report of the FCAMP walk-round meeting with Sarah Wells and Sophie Piper looking at the proposed 20MPH zone signage and ev charger points. It had been agreed that the bollards should be conservation area style. Significant concern had been raised about the impact of the potential build outs in Castle Street proposed by Surrey CC to manage the 20MPOH Zone.

The location and style of the proposed bike shelters was also discussed. Council felt it was important to support local business and crafts people in the design in the conservation area and that any new shelter was cleaned and maintained. With Cllr Fraser abstaining, **it was RESOLVED *nem con*:**

- 1) **The location for the bike shelter be the former 'Bring' site in Victoria Road Car Park;**

- 2) **The shelter be built with high quality materials ideally by a local craftsman;**
- 3) **Waverley be asked to ensure the shelter is cleaned and maintained.**

- vii) Council was updated on the work of other Task Groups including the Younger People Task Group, the Cultural Projects Task Group, and the Riverside Sculpture Task Group. It was noted that the commission for the Riverside Sculpture would soon be published and councillors were encouraged to suggest names and circulate details as widely as possible.
- viii) Cllr Neale introduced a proposal to extend the role of the Farnham Conservation Area Management Plan Group to incorporate all of the town's Conservation Areas and include its work within a Town Council Task Group replacing the current informal arrangements of FCAMP and with wider membership reflecting the other conservation areas. With Cllr Cockburn abstaining, **it was RESOLVED *nem con* that:**
  - 1) **A new Farnham Conservation Areas Task Group be created;**
  - 2) **The Town Clerk draw up Terms of Reference; and**
  - 3) **Membership include representation of all Farnham conservation areas, statutory bodies and organisations with an interest in conservation and historic buildings.**
- ix) Council noted its responsibilities to appoint Trustees to the Dempster Trust noting the relevant extract from the Trust Deed. Jon Curtis JP Chairman of the Dempster Trust had proposed that the Trustee body comprise George Alford, Peter Jeans JP, Paul Whitlock, Cathryn Trezise with two co-opted Trustees: Keith Newman, Alan Hunt. Noting that the balance of trustees might need to be reviewed for future nominations to ensure it was in accordance with charity commission expectations: **It was RESOLVED *nem con* that the Trustees of the Dempster Trust be approved.**
- x) Council noted the arrangements in hand to celebrate the 30<sup>th</sup> anniversary of the signing of the Deed of Friendship with Andernach; the Queen's Jubilee Weekend in 2022; and the rededication of the War Memorial as part of Remembrance Sunday.
- xi) Council considered the detailed reports attached at Annex 2 and Annex 3 to Appendix B with details of the proposed response to Surrey County Council on the Farnham Infrastructure Programme Short and Medium Term Interventions (formerly known as 'quick wins'). Cllr Neale said the Working Group had worked through issues discussed over the summer led by the County Councillors with additional inputs received in advance of the meeting by other councillors. It was noted that individual councillors or groups of councillors were not delegated authority to speak on matters in their own wards and Council had to come to a collective view. Overall, Council felt that the analysis on responses to the public consultation put forward by the consultants at the joint Councillor briefing had been disappointing as they seemed to propose more studies rather than action. Council noted that the outline proposals for the A31 corridor would not now be presented by Surrey to the Department for Transport until November.

The following points were made to enhance the response:

- a) Cllr Merryweather congratulated everyone for the work done to date but was very disappointed that Badshot Lea and Weybourne were not even on the map for action in the new 20MPH zones. Whilst he agreed with the detail of problems with overgrown routes, there was a broader point that infrastructure

would be improved if it were maintained and matters of enforcement and drainage were addressed.

- b) Council noted that the comments attributed to Waverley Borough Council which had not been formally adopted should be removed from the compiled response.
- c) Cllr MacLeod considered the Borough was critical to the connection between Castle Street and Brightwells and the narrow parts should receive some attention rather than all the focus being on Castle Street and Downing Street.
- d) Cllr Hesse was concerned that Surrey and the Consultants appeared to be pushing back on the 'café culture' ideas and a trail should be implemented without delay.
- e) Cllr Ward said it was positive that FTC was putting forward ideas for agreement and felt that with some adjustments, Annex 2 was a good document for sending but Annex 3 needed additional input from councillors. He suggested that 20MPH zones should be targeted but extended to cover all schools and the Wrecclesham Bridge and that the initial list should be expressed as being in no particular order as all were important and Café Culture was not the top priority in his view.
- f) Cllr Dickson agreed that these were positive proposals but the 'devil was in the detail' and suggested some changed to Annex 3 to reflect concerns in Hale and Upper Hale around Willow Way and the Alma Lane junction.

Cllr Hesse proposed, seconded by Cllr Mirylees, that the order of priorities supported by FTC be as in Annex 2.

Cllr Ward proposed seconded by Cllr Cockburn, that the list be amended and that the first item be moved to the bottom of the list and but that it be deemed as not in any particular order of priority. The amendment was carried with 7 in favour, five against and 2 abstaining and

**It was RESOLVED *nem con* that Annex 2 be submitted to Surrey County Council.**

- g) After further discussion, it was agreed that comments on Annex 3 which needed further work be submitted to the Town Clerk by the end of the following week and that the Town Clerk prepare an amended version based on the discussion at Council and comments received.

#### C51/20 **Updates on other Working Groups**

Council welcomed the excellent results received in South and South East in Bloom and congratulated the community groups including Space2grow for their achievements.

Cllr Evans advised that over 5,500 people had attended the successful Music in the Meadow season despite the restrictions in place and provided an update on preparations for forthcoming events including the Food Festival, Craft Month and the Christmas Lights.

#### C52/20 **Planning and Licensing Applications**

Cllr Fraser reported on the three Planning & Licensing Consultative Group meetings that were attached at Appendices C, D and E. There had again been a large number of applications (99) with 4 large or controversial, 79 routine and 16 others including 4 appeals and 3 licensing. He expressed concern again about the ponderous website of the Borough Council that severely hampered preparation for meetings both by the FTC officer and councillors.

Cllr Fraser advised that the responses from FTC to the Borough Council had now changed after the continued omission of Town Council caveats and provisos in respect of specific applications. Now FTC “objects unless” caveats are taken into account.

Cllr Fraser raised a number of concerns around national planning policy which were being advocated elsewhere and also advised on the reinstatement of quarterly planning meeting with the Borough Council.

The reports were agreed.

**C53/20 Actions taken under the Scheme of Delegation**

The Town Clerk reported that he had purchased 20 ‘Portrait of Farnham’ books published by the Farnham Hedgehogs which would be used as civic gifts.

**C54/20 Reports from Other Councils**

Cllr Cockburn raised concern about the consultation on Local Plan Part 2 and resulting delay which would potentially cause issues for the Farnham Neighbourhood Plan land allocations and hoped it would be completed as soon as possible.

She advised that she had met with local MP the Rt Hon Jeremy Hunt and with his support was taking up the need for additional support for Neighbourhood Plans with the new Secretary of State Michael Gove.

**C55/20 Proposal under Standing Order 11.9**

The Deputy Mayor advised that as it was a suitable point in the agenda approaching 10pm, Council needed to consider whether to agree an half an hour extension; to continue the meeting until business was finished or to adjourn the meeting.

**It was RESOLVED *nem con* to continue the meeting until business was finished.**

**C56/20 Reports from Outside Bodies**

- i) Cllr Cockburn advised of the Surrey Hills Forum discussion on the AONB extension which was referenced in the Neighbourhood Plan and affected Rowledge and Moor Park in Particular.
- ii) Council welcomed the news that the New Ashgate Gallery had won the prestigious Art Gallery of the Year Award 2021.
- iii) Cllr Evans reported that she had attended the Lord Lieutenant’s award presentation to the Hale Community Centre where she represents the Council.

**C57/20 Date of Next Meeting**

The date of the next meeting was agreed as Thursday 28<sup>th</sup> October at 7pm.

**C58/20 Exclusion of the Press and Public**

The Deputy Mayor proposed the Exclusion of the Press and Public in view of the confidential item (commercial sensitivity) to be discussed at Exempt Annex 1 **and it was RESOLVED *nem con* to do so.**

C59/20 **Tices' Meadow**

Council noted it had agreed to support the community's efforts to retain Tice's meadow for public access and sustain the excellent achievements of the Tice's Meadow Bird Group. Over the past year, officers and members from Surrey, Waverley and Farnham had created a positive relationship with Hanson to facilitate a public sector or community bid for the site. Separately, the political leaders of the principal authorities around the area, led by Surrey CC, agreed to collaborate to purchase the site and agreement had now been reached with Hanson for SCC to purchase the site with each of the authorities making a financial contribution. It was expected that the sale would be completed at the end of 2021.

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

- 1) Farnham Town Council contributes £10,000 to the local authority consortium bid to purchase Tice's Meadow;**
- 2) FTC continues to have representation on any Board overseeing the future management of Tice's Meadow.**

The Deputy Mayor closed the meeting at 10pm.

Chairman

Date

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# FARNHAM TOWN COUNCIL

## B

### Notes Community Enhancement Working Group

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#### Time and date

9.30 am on Thursday 23rd September, 2021

#### Place

Byworth Room - Town Council Offices

#### Attendees:

Members: Councillors Sally Dickson (Lead Member), Paula Dunsmore, Alan Earwaker (ex-Officio), George Hesse and John Neale

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

#### 1. Apologies For Absence

POINTS	ACTION
Apologies were received from Cllr Martin.	

#### 2. Disclosure of Interest

POINTS	ACTION
None received.	

#### 3. Notes of the last meeting

POINTS	ACTION
The notes of the previous meeting were agreed.	

#### 4. Plastic Free Farnham

POINTS	ACTION
The members welcomed Colin Shearn from Plastic Free Farnham. Colin explained about the Deposit Return Scheme that the Government are introducing. This scheme aims to reduce plastic waste and involves returning used plastic items to the retailer. Colin informed members that	

retailers will need infrastructure such as electricity and space for bottle banks to be stored.	
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## 5. Farnham In Bloom

POINTS	ACTION
<p>1. Farnham Town Council officers updated members on the recent South and South East in Bloom results. Farnham received Gold for Large Town, Town Centre, Badshot Lea Cemetery and West Street Cemetery and Silver Gilt for Gostrey Meadow.</p> <p>The Working Group agreed the officer suggestion to enter Green Lane Cemetery and Hallifax Garden, Rowledge into South and South East in Bloom. The members agreed that the community benefits of Farnham in Bloom with regards to schools, volunteers and community groups getting involved, were all extremely beneficial. RHS Community Awards and Green Flag results were expected in the next few weeks.</p> <p>Members noted the upcoming events and projects for the year including the Bloomin' Litter pick which will take place on Saturday 6<sup>th</sup> November from 10am – 12.</p>	<p>Extend entry in South and South East in Bloom to cover Green Lane Cemetery and Hallifax Gardens.</p>
<p>2. Members discussed the possibility of large bulb planting schemes using mechanised planting and agreed in principle to pursue. This would be suitable for large areas and a mixture of bulbs would be planted to create interest from early Spring through to Summer. Location would be looked at once more detailed costs had been sought.</p>	<p>Officers to prepare costs for large bulb planting trial to be shared at the next meeting.</p>

## 6. Allotments

POINTS	ACTION
<p>Members noted that four plots were vacant and that over the summer work had been carried out on water pipes and general maintenance</p> <p>Councillor Dickson updated members following her correspondence with Waverley Borough Council regarding the Weybourne Road allotment ownership transfer to Farnham Town Council. The ownership of the access to the site is still an issue and Councillor Dickson agreed to follow up with Waverley Borough Council's legal team for further information.</p>	<p>Councillor Dickson to follow up access issue with Waverley Borough Council for Weybourne Road Allotment site.</p>

### Street Furniture

POINTS	ACTION
<p>i) Farnham Town Council had received several memorial bench requests for Gostrey Meadow. Officers advised that hardwood benches could be installed to replace existing black plastic benches and that these benches could be adopted by residents as memorial benches. The cost for a memorial bench is £600 and includes a memorial plaque and maintenance and upkeep for several years. This was agreed by members.</p>	<p>Bench replacement of benches in Gostrey Meadow to be progressed within existing budgets.</p>



<p>ii) The Working Group noted there were no outstanding graffiti issues to report.</p> <p>iii) The Working Group noted that Farnham Town Council had recently received a letter from Biffa about Towns and Parishes being charged for street bin collection. FTC staff currently empty any bins on Farnham Town Council land. The Town Clerk had raised this matter with Richard Homewood of Waverley Borough Council and he was investigating the circumstances. This item would be discussed at the next meeting when additional information had been received from Waverley Borough Council but FTC should not be paying for public realm bins that were Waverley responsibility.</p> <p>iv) Members requested that the Wrecclesham bus stop be renovated with wood stain. Town Clerk reminded members that there is additional money from the Welcome back scheme that can be used for bus stop improvements.</p> <p>v) There has been a request from members for Christmas themed railing banners to encourage shoppers to shop locally and support businesses at Christmas time. Officer to look at costs and designs.</p> <p>vi) Members noted the recent adoption of the Redphone boxes in Rowledge, Boundstone and West Street and the suggestions that had been made for their use. First refusal was given for defibrillator use. The Working Group agreed on the proposed 'Little Library' for the phone box in Rowledge (defibrillator already on co-op wall next to phone box). The Scouts were scheduled to help repaint the phone box and some reglazing of panels would be needed. There has been a suggestion that the phone box on West Street (near the library) could be made into a Gold 'cultural' box initially depicting the recent success of Kylie Grimes in the Paralympics, Rachel Morris and other Farnham Sporting heroes.</p> <p>vii) Councillor Dickson suggested that Farnham had a 'Dogs welcome' sticker scheme for businesses. These stickers would indicate if dogs were welcome to come into the shop or business. The Town Clerk advised that this item would need to be discussed at the Tourism and Events Working Group as part of the business liaison activity.</p>	<p>Officers to follow up with Waverley Borough Council regarding proposed bin charges for the town.</p> <p>Bus Stop maintenance be progressed by officers.</p> <p>Officers draft designs for Christmas railing banners.</p> <p><b>Recommendation: It is recommended That the phone box on West Street be used as a 'culture box' and that the initial use be to celebrate Farnham's Sporting heroes in conjunction with the Farnham Sports Council.</b></p> <p>Item for T&amp;E Working Group</p>
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**The meeting ended at 11.30 am and it was agreed that the remaining items would be added to the agenda on 18<sup>th</sup> November.**

## **8. Finance**

<b>POINTS</b>	<b>ACTION</b>
This item was held over to the next meeting Thursday 18 <sup>th</sup> November.	

**9. Famous Names Wall**

<b>POINTS</b>	<b>ACTION</b>
This item was held over to the next meeting Thursday 18 <sup>th</sup> November.	

**10. Trees**

<b>POINTS</b>	<b>ACTION</b>
This item was held over to the next meeting Thursday 18 <sup>th</sup> November.	

**11. Air quality**

<b>POINTS</b>	<b>ACTION</b>
This item was held over to the next meeting Thursday 18 <sup>th</sup> November.	

**12. Date of the next meeting**

<b>POINTS</b>	<b>ACTION</b>
The date of next meeting was agreed as Thursday 18 <sup>th</sup> November at 9:30am	

Notes written by [stacey.wills@farnham.gov.uk](mailto:stacey.wills@farnham.gov.uk)



# FARNHAM TOWN COUNCIL



## Notes Tourism & Events Working Group

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### Time and date

9.30 am on Tuesday 12th October, 2021

### Place

Council Chamber - Town Council Offices

### Attendees:

Members: Councillors Roger Blishen, Mark Merryweather and Pat Evans (Lead Member)

Officers: Oliver Cluskey and Millie Sobey (Events Apprentice)

### 1. Apologies

POINTS	ACTION
Apologies were received from Cllrs Martin, Mirylees, Neale, Earwaker and the Town Clerk.	

### 2. Disclosures of Interests

POINTS	ACTION
None were made.	

### 3. Notes of the last meeting

POINTS	ACTION
The notes of the last meeting held on 14 <sup>th</sup> July 2021 were agreed.	

### 4. Visitors Forum update

POINTS	ACTION
Members were given a Visitors Forum update by Chris Shepheard. The Forum had not met since the pandemic and were arranging to meet again on at Waverley Abbey House on 9 <sup>th</sup> November 2021 at 3pm. The Forum was concerned it was not achieving its purpose and potential and there	

needed to be more representation by groups/event organisers in Farnham. It was suggested that a diary of events be held either at the Herald or the Town Council and that it would be helpful if event organisers confirmed their event dates by November for the coming year. There were to be two annual meetings one of which could be a mini tourism conference. Members thanked Chris for the update and Chris left the room.

## 5. Recent events

POINTS	ACTION
<p>A) Music in the Meadow Members were happy with the variety of music and agreed for the Events Manager to schedule a similar programme for 2022. Members asked if it was possible to book and Abba tribute but were informed that an Abba tribute would be out of budget but that an Abba duo could be a possibility.</p>	<p>Events Manager to progress</p>
<p>B) Farmers' Market Members agreed that the market was much better without the vans but stallholders needed further encouragement to park in Waggon yard car park to free up space in Central Car park for customers. This would be discussed in the forthcoming producer meeting. It was noted that Hunts Hill Farm were retiring after 20 years at the market and suggested that the Emersons be presented with a gift to mark their contribution as representatives of the stallholders.</p>	<p>Events Manager to progress</p>
<p>C) West Street Market Members agreed that the general market was well received but any future market should not be on the same weekend as the farmers' market due to the food sold on West Street. Members agreed to schedule another general market in March.</p>	
<p>D) BMX Mountain Bike Extreme The Working Group noted the event attracted families rather than teenagers but was successful and received good front page coverage in the Herald. Members supported the idea of another similar event in 2022 but suggested trying to get 40 degrees, Hale Community centre and UCA involved.</p>	
<p>E) Food Festival Members complimented the Events Manager on a 'remarkable' event under testing circumstances with the hired generator involved in an accident on the way to the event. Members agreed that the chilli eating competition was a good 'fun' addition to the festival and to consider other similar additions for 2022. Members agreed that the compere, Paul Evers had done a very good job. The Events Manager informed members that there had been problems with the brochure printing by the Herald and a follow-up meeting was planned.</p>	<p>Events Manager to arrange meeting</p>

## 6. Future events and projects

POINTS	ACTION
<p><b>Craft Month</b> 1) The late delivery of the brochure was discussed but members were very pleased with the quality. Nicola Lightfoot, the new co-</p>	

<p>ordinator had also done a very good job in the programming.</p> <p><b>West Street Markets</b></p> <p>2) Members approved the dates for ACVR Event markets for 2022 but asked to check that the June date did not clash with the Festival of Transport. Members agreed that the markets should be an event rather than too regular.</p> <p><b>Christmas Lights Switch-on</b></p> <p>3) The Events Manager informed members of issues obtaining 8 searchlights for the Christmas Lights switch and it was agreed to hire 4 for Hale, Badshot Lea, Wrecclesham and Rowledge. Members agreed to go ahead with booking the large screen for Gostrey (same as 2019), a snowglobe and a rocking reindeer. It was agreed to book an Abba band as a closing act and potential celebrities for the switch-on were discussed..</p> <p><b>Music in the Vineyard</b></p> <p>4) All agreed to proceed.</p> <p><b>Book and literary Festival</b></p> <p>5) Events Manager reported good progress. Members suggested getting others involved including WH Smith and the Library.</p> <p><b>Walking Festival</b></p> <p>6) Members agreed that further discussions on how to progress the 2022 walking festival were needed.</p> <p><b>Sustainability Festival</b></p> <p>7) Farnham Community Farm had requested to move the festival to June. It was suggested that due to June already having two large events (Platinum Jubilee and Carnival weekend) with significant FTC involvement it should either stay in May or be moved to a Saturday with infrastructure only support from FTC due to Officer commitments.</p> <p><b>Platinum Jubilee</b></p> <p>8) It was agreed that Music in the Meadow on Sunday 5<sup>th</sup> June would be an extended Music in the Meadow with a ‘proms’ and ‘picnic’ theme to tie in with the Big Lunch nationally. Members discussed the desire to have the new Town Crier in place for the Jubilee and suggested that a competition could be held at the Christmas Market. [Subsequently agreed to be launched at the Christmas market].</p>	<p>Events Manager to check proposed market on 12th June does not clash with Festival of Transport.</p> <p>Events Manager to progress</p> <p>Events Manager to progress</p> <p>Events Manager to initiate</p>
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## 7. Business update

POINTS	ACTION
<p>1) <b>Welcome Back Fund</b> The Events Manager went through the agreed expenditure outlined in appendix G. Members welcomed the signage proposed for Gostrey Meadow.</p> <p>2) <b>Update on Business Improvement District (BID) proposal</b> The Working Group noted £7500 had been agreed as part of the Welcome back Fund to supplement the monies earmarked by FTC towards the cost of a co-ordinator to develop a BID proposal with the business community. Officers to progress.</p> <p>3) <b>Shop units</b> A meeting was due to be held on Thursday with WBC to secure funding for ‘snow windows’ which could be the basis for the 2021</p>	

<p>Christmas Trail.</p> <p><b>4) Refreshment on Gostrey Meadow</b> Members agreed for the existing 3 day agreement to be maintained as agreed at Council.</p>	
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## 8. Sponsorship

POINTS	ACTION
The overall sponsorship position was noted with the Christmas sponsorship welcomed.	

## 9. Risk Assessment Review

POINTS	ACTION
The Working Group reviewed the Risk Assessment relating to its activities and agreed it with the addition of a small COVID section.	Iain McCready to add COVID section to risk assessment

## 10. Financial update

POINTS	ACTION
The current budget position was noted.	

## 11. Date of next meeting

POINTS	ACTION
The date of the next meeting was agreed as Tuesday 12 <sup>th</sup> January 2022 at 9.30am	

The meeting ended at 12.45 pm

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



# FARNHAM TOWN COUNCIL

# D

## Notes

### Strategy & Finance Working Group

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#### Time and date

9.30 am on Tuesday 19th October, 2021

#### Place

Council Chamber - Town Council Offices

#### Attendees:

Members: Councillors John Neale (Lead Member), David Attfield, Roger Blishen, Carole Cockburn, Pat Evans, George Hesse and Sally Dickson.

In attendance: Cllr Alan Earwaker, Cllr Mark Merryweather.

Officers: Iain Lynch (Town Clerk), Iain McCready (Business and Facilities Manager), Jenny de Quervain (planning and Civic Administrator) – part.

#### 1. Apologies

POINTS	ACTION
All Members were present. Cllr Dickson and Cllr Merryweather attended remotely.	

#### 2. Declarations of interest

POINTS	ACTION
There were no declarations of interest. Cllr Merryweather spoke as a member of the Executive of Waverley Borough Council in the item relating to Farnham Museum.	

#### 3. Minutes of the last meeting

POINTS	ACTION
The Minutes of the meeting held on 7 <sup>th</sup> September were agreed.	

#### 4. Finance report

POINTS	ACTION
<p>The following financial reports as presented with the agenda were reviewed with attention drawn to the following matters:</p> <p>i) <b>Conclusion of External Audit.</b> The Working Group welcomed the Notice of Completion of Audit 2020-21 at Appendix B, with no matters raised by the External Auditor. The Conclusion of Accounts was recommended for adoption by Council.</p> <p>ii) <b>Trial Balance at 30th September 2021.</b> The trial balance was reviewed and noted.</p> <p>iii) <b>Income and expenditure report at 30<sup>th</sup> September 2021 at appendices D and E to the S&amp;F agenda:</b> The reports showed that overall income and expenditure was broadly on target noting that budgetted income had been reduced for prudent reason but bookings for events and activities after lockdown were strong. The end of year income would be above 100%, although some of the income to date related to earmarked funds for CIL and the Support Fund. In terms of expenditure overall it was running at 44% at the six month period with lower than budgeted costs for staffing as vacancies had been held and some areas of expenditure where spend was greater in the second half of the year. The Town Clerk went through the detail of the budget codes drawing attention to variations and responding to questions from Councillors</p> <p>iv) <b>Debtors at 30<sup>th</sup> September 2021</b> – Members reviewed the debtors list at 30<sup>th</sup> September and the Town Clerk provided explanations against the debtors over 3 months old and said none were of cause for concern.</p> <p>v) <b>Statement of Investments at 30th September and 10<sup>th</sup> October 2021.</b> Members reviewed the investments at the six month point and following investment of the second half of the precept.</p> <p>vi) Members noted that the payment slips for BACS and cheque payments were available for inspection as required, having already been reviewed in detail by two councillors.</p> <p>vii) <b>Farnham Support Fund.</b> The Strategy &amp; Finance Working Group noted the continued work of the Farnham Coronavirus Support fund and two specific proposals to rename it to the Farnham Support Fund and to increase the amount that can be requested from £300 to £350 with the possibility of making a grant of up to £500 in exceptional circumstances. It was noted that the other funding partners supported this move and it was agreed for recommendation to Council.</p> <p>viii) <b>Wrecclesham Community Centre.</b> The Town Clerk advised that the Trustees had requested that the Council consider extending the rent waiver agreed in 2020/21 for the first quarter of 21/22 as they were unable to open the centre until the end of May. Cllr Attfield proposed, Cllr Cockburn seconded, and it was agreed <i>nem con</i> to recommend to Council a rent waiver of £1,500.</p>	<p><b>Recommendation:</b> <b>It is recommended that:</b> <b>The Conclusion of the unqualified External Audit of the 2020/21 Accounts be welcomed .</b></p> <p><b>Recommendation:</b> <b>It is recommended that:</b> <b>The update on finances at the six month period be agreed.</b></p> <p><b>Recommendation:</b> <b>It is recommended that:</b></p> <p>i) <b>The Farnham Coronavirus Support fund be renamed the Farnham Support Fund;</b></p> <p>ii) <b>the amount that can be requested be increased from £300 to £350 with the possibility of making a grant of up to £500 in exceptional circumstances.</b></p> <p><b>Recommendation:</b> <b>It is recommended that:</b> <b>A rent waiver of £1,500 be agreed</b></p>



## 5. Grants Review

POINTS	ACTION
<p>The Town Clerk introduced the Grants Review report at Appendix H by Wendy Varcoe MBE (former Chief Executive of the Surrey Community Foundation) who had been commissioned to undertake an independent review. The full report has been circulated to all councillors and is available upon request.</p> <p>The review concluded that the framework and process were very good and robust with a clearly worded and logical grants policy. Overall, the grant programme is being delivered to a high standard with the right level of due diligence in relation to the level of grants awarded.</p> <p>Wendy identified a few areas which would assist the Council in managing a limited funding pot to help meet the Council's priorities and supporting community groups as well. The Working Group reviewed each suggestion in turn and recommends to Council the following:</p> <p><b>Recommendation 1</b> The Council defines the specific priorities it wishes to address each year and includes the priorities in the Grant Policy and Guidelines. This will enable the funding to be more focused and meet the specific aims of the Council.</p> <p><b>Recommendation 2</b> A summary of grants awarded over the last 3 years and the monitoring summary of the previous year's grants is included within the Grant Programme report as part of the decision-making process. A simple pie chart would help to summarise the split of grants for:</p> <ol style="list-style-type: none"> <li>a. Categories of projects</li> <li>b. Geographical areas awarded</li> <li>c. Number of residents supported</li> </ol> <p><b>Recommendation 3</b> Organise and promote an annual Grants Workshop to provide information and support:</p> <ul style="list-style-type: none"> <li>• The Farnham Town Council grant programme and its specific funding priorities for the coming year</li> <li>• Other sources of funding with key speakers</li> <li>• Tips and best practice in competing funding applications</li> </ul> <p><b>Recommendation 4</b> Develop a system on the Council's</p>	<p><b>Recommendation:</b> <b>It is recommended that:</b></p> <ol style="list-style-type: none"> <li>1) <b>The response of the Strategy &amp; Finance Working group to the recommendations of the Grants review be agreed.</b></li> <li>2) <b>Councillors encourage community groups to apply for the community grants</b></li> </ol>

<p>website for the application form to be submitted on-line. Clearer information about the annual grants timetable would be of benefit to community groups.</p> <p><b>Recommendation 5</b></p> <p>Applicants are invited to offer feedback on the Grants process to enable the programme to improve each year and be responsive to local needs.</p> <p>Councillors are encouraged to invite community groups in their own area to apply for community grants. Officers to circulate press release with 2022/23 application details.</p>	<p>Agreed. Should help streamline applications and evaluation.</p> <p>Agreed. Would assist in making improvements for the future.</p>	
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## 6. Contracts and assets update

POINTS	ACTION
<p>The Working Group considered an update on Contracts at Appendix I covering the following in details:</p> <ol style="list-style-type: none"> <li>1) <b>West Street Cemetery Gates.</b> Tender briefing document sent to 7 specialist contractors listed in the Heritage Directory and published on the Contracts Finder website due for return on 25<sup>th</sup> November. The complexities with the fixing the gates and the likely increased costs for this additional element of work was noted. External funding was also being sought for the whole project but likelihood of success was uncertain.</li> <li>2) <b>Central Car Park Toilet refurbishment.</b> Following agreement to progress with a refurbishment rather than a rebuild, detailed specifications had been drawn up for a tender with some additional elements identified (design development, baby changing facilities, increasing the size of the accessible toilet to more modern standards, improving the service room at the rear of the toilets) and a significant increase in the contingency based on uplift in materials costs. The impact would require increasing the earmarked reserve to £160,000 rather than the agreed sum of £90,000, although the amount required would be subject to tender prices. Investigations had also taken place into the possibility of creating a ‘Changing Places’ toilet as a prefabricated pod attached to the toilet. However given the expected additional costs (in the region of £80,000) consideration of this proposal is deferred to a later date to take account of other providers, locations and grant funding that may be available.</li> <li>3) <b>Gostrey Meadow</b> The Working Group welcomed the news of the Green Flag for Gostrey Meadow which reflected the Management Plan for the years ahead as well as the current standards. Members felt the Green Flag standard was a good measure for future action plans being prepared for other sites. The Working Group noted that a meeting with the Ridgeway School and its architect in early November.</li> <li>4) <b>Tree Inspections.</b> Initial prices for the Quinquennial tree survey had been received. The survey would be more extensive covering the new land ownership albeit that surveys had been undertaken prior to transfer but it was expected the work could be undertaken for a cost within a budget of</li> </ol>	<p><b>Recommendation:</b> It is recommended that:</p> <ol style="list-style-type: none"> <li>1. The Victoria Road (Central Car Park) Public Conveniences refurbishment set out be progressed and the earmarked budget approval for the project be increased to £160,000;</li> <li>2. The Town Clerk be authorised to accept the most economically advantageous tender for the public convenience refurbishments, and undertake any necessary post tender negotiations and issue a letter of intent to the successful contractor subject to a further report on funding.</li> <li>3. The Town Clerk be authorised to accept the most economically advantageous tender for the West Street Cemetery gates, undertake any necessary post tender negotiations and issue a letter of intent to the successful contractor, subject to a further report on funding;</li> </ol>

<p>£7,000.</p> <p><b>5) Nursery Greenhouse</b> The Working group noted that the contractors working for the insurers had been tardy in removing the site of asbestos and the electricity supply had still not been connected. Officers had chased both matters and the removal of asbestos should take place in early November. An initial quotation had been received for a replacement greenhouse and further prices were being sought for the Insurers to determine the next steps.</p> <p><b>6) Contract renewals</b> The Working group noted the latest position on the Cleaning Contract Insourcing and the IT support contract.</p> <p><b>7) Hale Recreation Ground</b> The Town Clerk advised he had received correspondence from the Hale Recreation Committee regarding the potential transfer of Hale Recreation Ground from Waverley BC to Farnham TC. The Town Clerk advised that the land ownership includes the Hale War Memorial which FTC had previously expressed an interest in taking ownership for as it currently maintains the area around the War Memorial. The Working Group agreed to recommend pursuing the discussion for a transfer.</p>	<p><b>4.A Councillor oversee the tender opening ceremony for the bids for both the West Street Gates and the Central Car Park Toilets on 25 November at 1.30pm;</b></p> <p><b>5.The Town Clerk be authorised to award the Quinquennial Tree survey to the most economically advantageous tender within an earmarked budget of £7,000;</b></p> <p><b>6.The Town Clerk continue discussions with Waverley Borough Council and the Hale Recreation Ground Management Committee regarding the potential transfer of ownership to Farnham Town Council.</b></p>
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## 7. Farnham Infrastructure Programme

POINTS	ACTION
<p>Cllr Neale provided an update on the latest Farnham Infrastructure Board meeting which had agreed the Final Version of the Optimised Infrastructure Plan. He advised that the Workshop planned for 20<sup>th</sup> October by Surrey officers was involving wider partners on the Town Centre but an agenda had not been circulated. The date for the briefing for FTC councillors was awaited.</p> <p>In response to a question from Cllr Hesse, the Town Clerk confirmed that the response to the Short and Medium Term Interventions as agreed at full Council had been submitted to the Programme team.</p> <p>In terms of Wayfinding, comments from FTC had also been submitted and were with the consultants for the detailed walk round on placement which was imminent. Jenny de Quervain confirmed that FTC had not had a response back on its comments but she would be part of the walk round.</p>	

## 8. Local Transport Plan 4

POINTS	ACTION
<p>Cllr Neale tabled a paper that had been circulated overnight as a draft response to the LTP4. The Town Clerk advised that the draft was at a very high level and there would be an element of 'be careful of what you wish</p>	

<p>for' if the response were sent without relevant caveats on matters such as broadly welcoming 5G, restricting use of personal transport and demand management.</p> <p>Cllr Merryweather observed that some e-scooter trials appeared to be working well, and wondered if an e-scooter rental scheme should be considered for Farnham.</p> <p>It was agreed to ask all councillors for further comments on the consultation (which had initially been circulated to all Councillors in August) by the end of the week in order that Cllr Neale could finalise his paper ahead of Council.</p>	<p>All Councillors to respond to Cllr Neale</p>
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## 9. Museum of Farnham

<b>POINTS</b>	<b>ACTION</b>
<p>Cllr Neale reported that a meeting between FTC and WBC had now been held with Cllrs Earwaker, Evans, Dunsmore, Neale and the Town Clerk representing the Town Council and senior officers and Executive members from Waverley. Papers following the meeting were expected.</p> <p>Cllr Merryweather offered to update the Working Group (as a WBC portfolio holder) and said that WBC had been seeking help from a wide range of people on the difficult problem of the Museum since 2019. An application to the MEND funding scheme had been unsuccessful and WBC had appointed consultants to better understand the way forward and whether the Museum can be separated from Willmer House and operate elsewhere. Repairs to the Grade I listed building still needed to be undertaken. What was clear was that Waverley cannot afford to maintain Willmer House and run an effective museum with half the collection stored elsewhere.</p> <p>Cllr Merryweather said that Waverley would welcome ideas and suggestions and ideas from FTC or others to find a workable solution. It was good that the meeting between FTC and WBC had taken place and he hoped both councils could be on the same page.</p> <p>After further discussion in which some councillors expressed a view that this should be a matter for Waverley to resolve without FTC involvement as the problem is one of lack of investment by WBC over many years, it was agreed to recommend the creation of a Farnham Museum Task Group to work alongside Waverley Borough Council, the Farnham Maltings and other interested parties to support Waverley in managing the challenges around restoring Willmer House and the future of the Museum. It was agreed that the Task Group should include the Leader, the Lead Member for the Tourism and Events Working Group, Cllr Hesse as a ward member, and the Town Clerk.</p>	<p><b>Recommendation:</b> <b>It is recommended that:</b></p> <ol style="list-style-type: none"> <li><b>1. A Farnham Museum Task Group be created to work alongside Waverley Borough Council, the Farnham Maltings and other interested parties to support Waverley in managing the challenges around restoring Willmer House and the future of the Museum.</b></li> <li><b>2. The Task Group should include the Leader, the Lead Member for the Tourism and Events Working Group, Cllr Hesse as a ward member, and the Town Clerk.</b></li> </ol>

## 10. Reports from Task Groups

POINTS	ACTION
<p><b>1) Riverside Sculpture Task Group</b> Jenny de Quervain confirmed that the brief had been prepared and that invitations for people to submit proposal were being sought from as wide an area as possible.</p> <p><b>2) Cultural Projects Task Group</b> The Town Clerk advised that the draft report was ready and a presentation would be made to the Task Group once a suitable date had been identified.</p>	

## 11. Boundary Commission Review of Waverley - draft proposals

POINTS	ACTION
<p>The Working group reviewed the Boundary Commission proposals for Waverley (at Appendix L to the agenda) and the implications for elected representatives covering Farnham. The proposals saw the number of Borough councillors for Farnham reduced from 18 to 16 and the number of wards reduced from 9 to seven with the deletion of the Moor Park Ward and amalgamation of other area with a mix of 2 and three member wards. The consequence for the Town Council was that the Boundary Commission were recommending new Riverside and Runfold Wards, increasing the number of wards, and requiring a number of one two or three member wards.</p> <p>Cllr Neale had prepared a number of alternate options for consideration by the Town Council.</p> <p>After a detailed discussion, it was agreed to recommend the following to Council:</p> <ol style="list-style-type: none"> <li>1) Alignment of Town wards within the Borough wards was a requirement;</li> <li>2) A reduction of Town Council members from 8 to 16 should be investigated;</li> <li>3) Where possible a pattern of 2 member wards was preferred;</li> <li>4) The merging of the Bourne and Runfold was not supported;</li> <li>5) The Moor Park area and name should be retained as a preference;</li> <li>6) A balance of 8 representatives south and north of the A31 would be preferred if achievable;</li> <li>7) A Community Governance Review by the Borough Council be undertaken by the Borough Council to determine the best pattern of options</li> </ol> <p>Cllr Cockburn and Cllr Merryweather left at this point</p>	<p><b>Recommendations:</b> <b>It is recommended that:</b></p> <ol style="list-style-type: none"> <li><b>1. Alignment of Town wards within the Borough wards is a requirement;</b></li> <li><b>2. A reduction of Town Council members from 8 to 16 should be investigated;</b></li> <li><b>3. Where possible a pattern of 2 member wards is preferred;</b></li> <li><b>4. The merging of the Bourne and Runfold is not supported;</b></li> <li><b>5. The Moor Park area and name should be retained as a preference;</b></li> <li><b>6. A balance of 8 representatives south and north of the A31 would be preferred if achievable;</b></li> <li><b>7. A Community Governance Review by the Borough Council be undertaken by the Borough Council to determine the best pattern of options</b></li> </ol>

## 12. Review of the Surrey Hills Area of Outstanding natural Beauty

POINTS	ACTION
<p>The Working Group received details of the Surrey Hills Area of Outstanding natural Beauty Candidate Area. Cllr Cockburn advised that the designated area affecting Farnham had been incorporated into the Neighbourhood Plan and Farnham Town Council should actively support the extension to the AONB.</p> <p>It was agreed to recommend to Council that officers work with the Surrey Hills AONB to optimise the extension around the Farnham area.</p>	<p><b>Recommendation:</b>  <b>It is recommended that:</b>  <b>officers work with the Surrey Hills AONB to optimise the extension around the Farnham area.</b></p>

## 13. Review of the Great Austins Conservation Area

POINTS	ACTION
<p>The Working Group noted that the review of the Conservation Area was proposing the reduction of part of the area that no longer reflected the Conservation Area characteristics. There was concern that the County Council had stated it would no longer repair the cobbled area because of cost. It was noted that there was a consultation event on 27<sup>th</sup> October.</p> <p>It was agreed to recommend that Council supports the realigned boundary for the Great Austins Conservation Area and presses for the maintenance of features such as cobbles that enhance the Conservation Area in accordance with the Farnham Neighbourhood Plan and Design Statement.</p>	<p><b>Recommendations:</b>  <b>It is recommended that the realigned boundary for the Great Austins Conservation Area be supported; and the maintenance of features such as cobbles that enhance the Conservation Area in accordance with the Farnham Neighbourhood Plan and Design Statement be sought.</b></p>

## 14. Review of Council Policies/Strategy

POINTS	ACTION
<p>It was agreed that a meeting to review the FTC Strategy and implications for the 2022/23 budget should be held in November.</p> <p>[Subsequent to the meeting a an invitation to a Workshop from 6-9pm on Thursday 18<sup>th</sup> November was circulated]</p>	

## 15. Town Clerk update

POINTS	ACTION
<p>The Town Clerk provided an update on a range of matters including FTC involvement in a National Cyber Security Centre Pilot for Town councils; the Surrey ALC AGM at which congratulations for the achievement of Council of the Year were given; a request for an update meeting with the CAB; Surrey collaboration in Farnham for COP26 on 10<sup>th</sup> November; restarting</p>	

arrangements for the recruitment of Town Crier with a launch activity at the Christmas Market; details for Remembrance Sunday and a request to replace the flags at the Badshot Lea Memorial; and the proposed Christmas Closure from Midday on Friday 24 <sup>th</sup> December to Tuesday 3 <sup>rd</sup> January.	
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**16. Date of next meeting**

<b>POINTS</b>	<b>ACTION</b>
The date of the next meeting was agreed as Tuesday 7 <sup>th</sup> December at 9.30.	

The meeting ended at 2.30pm Notes written by Town.Clerk@farnham.gov.uk

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# FARNHAM TOWN COUNCIL

# E

## Notes Cemeteries and Appeals Working Group

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### Time and date

9.30 am on Thursday 21st October, 2021

### Place

Council Chamber

### Attendees:

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

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

### 1. Apologies for Absence

POINTS	ACTION
Apologies were received from Cllr Mirylees and Cllr Fraser	

### 2. Declarations of Interest

POINTS	ACTION
There were no declarations of interest.	

### 3. Minutes of the previous meeting

POINTS	ACTION
The minutes of the previous meeting were agreed.	

### 4. Cemeteries Update

POINTS	ACTION
Working Group members were updated on the grounds maintenance programme and noted that whilst “No Mow May” was not pursued by FTC in the cemeteries, experience elsewhere underlined it was difficult to	The Working Group welcomed the Gold awards at this year’s SSEiB

manage and had a knock-on effect afterwards. The Outside Workforce were able to control the spring growth but it was a struggle at times. It was agreed not to focus on “No Mow May” in 2022.

The Working Group were informed of the further planting of the Garden of Reflection of annual planting of spring and summer bulbs. Officers informed the Working Group of the work carried out by the Probation Services in maintaining the Garden of Reflection.

Officers went through the comments of the recent South and South East in Bloom (SSEiB) judges, and the Working Group welcomed the remarks. Officers asked the members if they would consider placing Green Lane Cemetery into next year’s SSEiB competition and this was welcomed.

It was agreed that a cemetery management plan based on the Green Flag template would also be prepared ready for a future submission into the Green Flag awards.

The Working Group discussed the entrance trees at West Street Cemetery. The Assets Task Group had recommended that the trees should be looked at and included within the refurbishment project to restore the Cemetery Gates and pillars. Members were advised the trees were past their prime and were impacting on each other. The Working Group agreed it would be a good idea to look at replacing some of them with mature alternatives at this stage and that any tree that was replaced should be considered for appropriate wood carvings. Officers also informed the Working Group that the quinquennial tree survey would be conducted shortly and the entrance trees would be a part of the survey along with all other trees in the cemeteries. Particular attention would be given to the entrance trees.

Officers gave Members an update on the current status of the Green Lane Cemetery perimeter fence. John Cooksley of Tilford Forge who had successfully tendered the work had nearly completed the railings and gate which were due to be installed in 10 weeks time. In the interim the Outside Workforce would tidy up the fence line and place more appropriate temporary fencing where there were gaps.

and the noted the work the Outside Workforce had achieved throughout the summer.

Green Lane Cemetery to be included in next year’s SSEiB submission.

Officers prepare a cemetery management plan based on the Green Flag template.

**It is recommended that some of the conifers at the entrance of West Street Cemetery be removed and replaced with mature trees as part of the cemetery gates refurbishment project.**

The Working Group noted the progress of the Green Lane cemetery fence project.

**5. Finance and Budget**

<b>POINTS</b>	<b>ACTION</b>
The Working Group reviewed the budget position, and discussed potential reallocations for the property maintenance.	

**6. Risk Assessments**

<b>POINTS</b>	<b>ACTION</b>
The Working Group reviewed the 2021 Risk Assessment and were happy to submit it to Strategy and Finance for adoption.	Officers to progress

## 7. Recent Appeals

<b>POINTS</b>	<b>ACTION</b>
Members noted that there were no current appeals.	

## 8. Items for future meetings

<b>POINTS</b>	<b>ACTION</b>
The Working Group asked Officers to look into placing a Christmas memorial tree at West Street Cemetery and also to arrange a coffee morning with Local Funeral Directors before Christmas.	Officers to progress.

## 9. Date of the next meeting

<b>POINTS</b>	<b>ACTION</b>
The date for the next meeting was agreed as 13 <sup>th</sup> January 2022 at 9.30	

The meeting ended at 10.49 am

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

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# FARNHAM TOWN COUNCIL

# F

## HR Panel Notes

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### **Time and date of meeting**

9.30 on October 20th 2021

### **Place**

Council Offices, South Street, Farnham

### **Members**

Cllr David Attfield  
Cllr Michaela Wicks  
Cllr John Neale,  
Cllr Pat Evans  
Cllr Carole Cockburn

Also in attendance

Cllr Alan Earwaker, Mayor(ex officio); the Town Clerk, Iain Lynch, and Iain McCreedy (Business and Facilities Manager) (from item 5b)

### **1 Election of Chair**

Cllr Cockburn proposed, and Cllr Evans seconded and it was agreed that Cllr Attfield be Chair of the HR panel for 2021/22.

### **2 Apologies**

Cllr Kika Mirylees,

### **3 Disclosure of Interests**

None received

### **4 Minutes**

The Minutes of the previous meeting held on 3<sup>rd</sup> December 2020 were approved as a correct record

### **5 A) HR Update.**

- i) The Panel noted and agreed action taken to regularise a discrepancy that had been identified in the automated hourly rate calculation of a part-time member of staff.
- ii) The Panel received the latest staffing structure and individual payscales for staff.
- iii) The Panel noted that negotiations between the National Employer Organisations and Unions for the National Pay Claim due for implementation in April 2021 (of 1.75%)

- had not concluded and the employers' offer rejected by the Unions. An update would be provided in due course.
- iv) The Panel received details of a limited job evaluation review recently completed by South East Employers and agreed the recommendations for some specific adjustments and a wider review to be commissioned in 2022. Details attached at Exempt Annex I.
  - v) The Panel received details of recent legislative changes and reviews underway as a result of covid, the health and social care levy; GDPR as it affects employees; and new duties to safeguard employees from harassment.
  - vi) The Panel noted that the Council's contact with Ellis Whittam (now Worknest) had been renewed and a review of the Employees handbook would be undertaken to incorporate any changes in legislation if required.
  - vii) The Panel agreed that the 2021/22 appraisal process would follow the forthcoming Strategy Workshop.

Iain McCready joined at this point

**B) Recruitment Update**

- i) The Panel noted the current position of the in-sourcing of the cleaning contract which had been delayed as the TUPE information had not been provided.
- ii) The application for the Government's Kickstart scheme for a horticultural apprentice had not progressed as the scheme was coming to an end, but opportunities for an apprentice were being explored with Sparsholt and Merrist Wood being the most local training providers.
- iii) The Panel agreed the changed emphasis for the replacement Assistant Town Clerk role and that the title should be focussed on communities rather than 'governance' as this was perhaps an inhibitor for candidates.
- iv) The Panel raised observed the enormous work carried out with the Town Council's limited resource and the continued stretch of staff and hoped the vacancy would be filled in the near future. There was also discussion about the need for Councillors to only channel requests for projects or work via the Town Clerk and Business and Facilities Manager to avoid duplication of effort and ensure work was allocated appropriately.
- v) The Panel suggested some mid-term refresher training for councillors could be considered.

**6 Appointment of HR Appeal Panels.**

Two appeal panels were appointed to hear any grievances or disputes. The panel noted that by having two panels there is an inbuilt appeals panel for an initial appeal. If any member is involved in an issue or grievance or involved at an earlier stage, the alternate panel is appointed or if this were not possible he/she would be replaced on the panel.

The membership of the Appeals Panels was agreed as follows:

**Panel A: Cllrs Mirylees, Neale, Wicks**

**Panel B: Cllrs Attfield, Cockburn, Evans**

**7 Date of next meeting**

It was agreed a date for the next meeting would be in January.

Meeting concluded at 12 Noon.

Notes taken by Iain Lynch.



## FARNHAM TOWN COUNCIL

# G

## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 20th September, 2021

#### Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN and via Zoom

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

Councillor John "Scotty" Fraser (Lead Member)  
Councillor Brian Edmonds  
Councillor Roger Blishen  
Councillor George Hesse  
Councillor John Neale  
Councillor Alan Earwaker (ex-Officio)

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Edmonds, Martin and Wicks.

#### 2. Disclosure of Interests

Councillor Fraser declared a non-pecuniary interest for WA/2021/02125 due to a connection with no. 7 Arthur Road.

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

##### **Farnham Castle**

##### **WA/2021/02087 Farnham Castle**

Officer: Carl Housden

THE MEADS GUEST HOUSE, 48 WEST STREET, FARNHAM GU9 7DX

Installation of mansard dormer and roof lights.

**The quality of the drawings included in this application are poor, with no roof plan or indicative floorplans to the layout of the development.**

**Farnham Town Council strongly objects to the addition of a large dormer to the rear and nine rooflights. The property was approved for change of use from a Guest House to an HMO for 16 occupants for student accommodation in WA/2019/214.**

**Extending into the roof and adding a mansard dormer to the length of the roofline to the rear to create additional bedrooms is gross overdevelopment of what is already a large HMO. Minimum standards for living accommodation cannot be achieved with this density. The proposals do not respond to or respect the site situated in the Town Centre Conservation Area and conflict with Farnham Neighbourhood Plan FNP1 Design of New Development and Conservation, FNP2 Farnham Town Centre Conservation Area and its setting and will have a negative impact on the surrounding neighbours from noise. Insufficient bin and bicycle storage is available for potentially 24 occupants.**

**Local Plan Part I (LLPI) policy TD1 Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02096 Farnham Castle**

Officer: Alex Inglis

16B WEST STREET, FARNHAM

Alterations to west facing elevation of the main office block (building to the rear) to be considered with the prior approval application under reference PRA/2021/01346 for change of use from offices (Class B1(a)) to 16 dwellings (Class C3).

**Waverley Borough Council's Heritage Office must be consulted.**

**Farnham Town Council strongly objects to the proposed changes to Elevation 01, see images below. The majority of the changes are within the courtyard and will not impact the street scene. Improvements have been made to the windows of the (east) Proposed Elevation 02 running along Church Passage.**

**Elevation 01 is unacceptable and detrimental to the Grade I Listed Building of St Andrew's Church and Grade II Listed Churchyard Wall Bounding West Side of the Churchyard, negatively impacting the Town Centre Conservation Area and its setting and being wholly inappropriate in design and materials, contrary to the Farnham Design Statement, Farnham Neighbourhood Plan FNP1 Design of New Development and Conservation and FNP2 Farnham Town Centre Conservation Area and its setting.**

**Local Plan Part I (LLPI) policy TD1 Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within**



subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.



Existing Elevation 01  
Scale: 1:100

Proposed Elevation 01  
Scale: 1:100

#### 4. Applications Considered

##### **Farnham Bourne**

###### **WA/2021/02090 Farnham Bourne**

Officer: Sam Wallis

COTTERSTOCK HOUSE, CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF

Certificate of Lawfulness under S192 for erection of extensions and detached 4 bay garage.

**Farnham Town Council objects to the size and scale of the proposals and believes they are beyond the scope of parts A and E of Permitted Development Rights. The extensions and detached 4 bay garage must be deemed lawful.**

###### **WA/2021/02095 Farnham Bourne**

Officer: Brett Beswetherick

KIRKSTONE, 11 DOUGLAS GROVE, LOWER BOURNE, FARNHAM GU10 3HP

Erection of extension and alterations to elevations following demolition of existing extension.

**The History and Constraints document is missing from this application.**

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved onstruction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02117 Farnham Bourne**

Officer: Lara Davison

2 KILN LANE, FARNHAM GU10 3LR

Application under Section 73A to vary Conditions 1 and 6 of WA/2017/0668 and subsequent amendment under NMA/2018/0071 (approved plans and first floor windows in the west and south elevations are to be openable above a height of 1.7m above floor level) to allow alterations to improve design.

**Farnham Town Council raises objection to this application unless the alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation and LLPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account**

**any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02123 Farnham Bourne**

Officer: Sam Wallis

6 AVELEY LANE, FARNHAM GU9 8PN

Certificate of Lawfulness under S192 for erection of extensions and conversion of garage to habitable space with alterations to elevations.

**Farnham Town Council raises objection to this application unless the extensions and conversion of the garage are confirmed lawful and sufficient parking is available within the boundary.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02126 Farnham Bourne**

Officer: Sam Wallis

FOREST VIEW, 5 LATCHWOOD LANE, LOWER BOURNE, FARNHAM GU10 3HA

Erection of extension.

**The History and Constraints document is missing from this application.**

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TD1 Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TD1 Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02143 Farnham Bourne**

Officer: Sam Wallis

1 LATCHWOOD LANE, LOWER BOURNE, FARNHAM GU10 3HA

Erection of detached garage with habitable space, following demolition of existing garage.

**Farnham Town Council raises objection to this application unless the outbuilding is Condition ancillary to the dwellinghouse and confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CC1 Climate Change and CC2 Sustainable Construction.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02144 Farnham Bourne**

Officer: Edward Hill

FERNSHAW, 4 CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF

Erection of extensions and alterations to elevations, part conversion of existing garage to habitable space and conversion of loft to habitable space, increases to roofline with addition of dormers.

**The History and Constraints document is missing from this application.**

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CC1 Climate Change and CC2 Sustainable Construction. The location is outside the built-up area boundary and in an area of High Landscape Value and Sensitivity and within the Surrey Hills Area of Outstanding Natural Beauty (ANOB).**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within**

subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02152 Farnham Bourne**

Officer: Lara Davison

THE SPOTTED COW, 3 BOURNE GROVE, LOWER BOURNE, FARNHAM GU10 3QT  
Erection of a dining canopy.

Farnham Town Council raises objection to this application unless the canopy is Condition to remain an open structure and confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP8 South Farnham Arcadian Areas, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CC1 Climate Change and CC2 Sustainable Construction.

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**CA/2021/02178 Farnham Bourne**

Officer: Jack Adams

3 LITTLE AUSTINS ROAD, FARNHAM GU9 8JR

GREAT AUSTINS CONSERVATION AREA  
REMOVAL OF TREES

The **NPPF** states explanation for felling of trees in conservations areas must be detailed – this application does not include reasons for felling the Yew or Silver Birch.

Farnham Town Council strongly objects to the removal of trees, especially in a conversation area covered by Farnham Neighbourhood Plan policy FNP5 Great Austins Conservation Area and its setting – and no reason has been given for felling the Yew or the Silver Birch. 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, if removal is absolutely necessary, replacement trees must be planted.

**TM/2021/02141 Farnham Bourne**

Officer: Jack Adams

5 PANNELLS, FARNHAM GU10 3PB

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 27/03

**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/2021/02169 Farnham Bourne**

Officer: Jack Adams

SYLVAN COTTAGE, LONGDOWN ROAD, FARNHAM GU10 3JL

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

**Farnham Town Council strongly objects to the removal of trees, especially in an area defined by its trees and covered by Farnham Neighbourhood Plan policy FNP8 South Farnham Arcadian Areas, at a property named 'Sylvan'. 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, if removal is absolutely necessary, replacement trees must be planted and TPOs applied.**

**Farnham Castle**

Amendments received

**Amended plans and additional Ecology report**

**WA/2020/1323 Farnham Castle**

Officer: James Sackley

Erection of stables and store buildings and regrading of land.

KNOWLE FARM, 19 OLD PARK LANE, FARNHAM GU9 0AN

**The amended plan is misleading as it shows the area to the south prior to it being developed into residential for 9 dwellings. Farnham Town Council maintains its objections to the proposed stables and stores and the erosion of the landscape with the proposed excessive built form encroaching further into the countryside, in an area of High Landscape Value and Sensitivity and Historic Value with being in the Historic Old Park, outside the built-up area boundary of the Farnham Neighbourhood Plan covered by policy FNPI0 and policy RE1 of LPP1.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and**

village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02094 Farnham Castle**

Officer: Daniel Holmes

15 MOUNT PLEASANT, FARNHAM GU9 7AA

Erection of a single storey side and rear extension

**The History and Constraints document is missing from this application.**

Farnham Town Council raises objection to this application unless the extensions are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CC1 Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour's amenity at no. 11a.

Local Plan Part 1 (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02099 Farnham Castle**

Officer: Sam Wallis

1 TIMBER CLOSE, THE HART, FARNHAM GU9 7HE

Certificate of Lawfulness under S192 for erection of extension following demolition of existing lean-to.

**The History and Constraints document is missing from this application.**

**Farnham Town Council raises objection to this application unless the extension is confirmed lawful.**

**Space must be available off-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

#### **CA/2021/02179 Farnham Castle**

Officer: Jack Adams  
RUSTLINGS, CASTLE HILL, FARNHAM GU9 7JG  
FARNHAM CONSERVATION AREA  
WORKS TO AND REMOVAL OF TREES

**Farnham Town Council leaves to the Arboricultural Officer. 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 Firgrove**

#### **WA/2021/02100 Farnham Firgrove**

Officer: Sam Wallis  
1 BRAMBLETON AVENUE, FARNHAM GU9 8QU  
Erection of outbuilding with attached decking.

**Farnham Town Council raises objection to this application unless the outbuilding is Condition ancillary to the dwellinghouse and confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CC1 Climate Change and CC2 Sustainable Construction.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**



**WA/2021/02102 Farnham Firgrove**

Officer: Sam Wallis

58 TILFORD ROAD, FARNHAM GU9 8DW

Erection of extensions and alterations.

**The History and Constraints document is missing from this application.**

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour's amenity at no. 60.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

Cllr Fraser declared a non-pecuniary interest due to a connection with no. 7 Arthur Road and did not take part in discussions.

**WA/2021/02125 Farnham Firgrove**

Officer: Sam Wallis

5 ARTHUR ROAD, FARNHAM GU9 8PB

Erection of extension.

**The History and Constraints document is missing from this application.**

**Farnham Town Council raises objection to the size and scale of the proposed two storey extension close to the boundary of no. 7. The extension must be confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and have no negative impact on the neighbour's amenity at no. 7 due to proximity to the boundary.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development**

briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

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

##### **TM/2021/02187 Farnham Hale and Heath End**

Officer: Jack Adams

33 WHITE COTTAGE CLOSE, FARNHAM GU9 0NL

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 33/99

**Farnham Town Council leaves to the Arboricultural Officer. 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 Moor Park**

Amendments received

**Design & Fenestration alterations**

##### **WA/2021/01188 Farnham Moor Park**

Officer: Carl Housden

8 ABBOTS RIDE, FARNHAM GU9 8HY

Erection of first floor extensions and alterations to elevations.

**Farnham Town Council maintains its strong objections to the proposed extensions and alteration, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design. The alterations do not make the design more acceptable; the proposals are still wholly out of character and dominant in the street scene and will cause excessive light pollution to the front and rear.**

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02139 Farnham Moor Park**

Officer: Sam Wallis

2A SWIFTS CLOSE, FARNHAM GU10 1QX

Erection of two storey side extension.

**The History and Constraints document is missing from this application.**

Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP8 South Farnham Arcadian Areas, FNPI6 Extensions, Residential Extensions SPD and LLPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02183 Farnham Moor Park**

Officer: Sam Wallis

31 HIGH PARK ROAD, FARNHAM GU9 7JJ

Erection of extensions following demolition of existing single storey extension.

**The application form states 'Refer to the drawings and the design and access statement', no design and access statement is included in the documents list.**

Farnham Town Council raises objection to this application unless the extensions are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions,

**Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CC1 Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02184 Farnham Moor Park**

Officer: Sam Wallis

31 HIGH PARK ROAD, FARNHAM GU9 7JJ

Certificate of Lawfulness under Section 192 for alterations to roofspace to provide habitable accommodation including dormer window, rooflights and removal of chimney.

**Farnham Town Council raises objection to this application unless confirmed lawful.**

**Space must be available for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**Farnham Shortheath and Boundstone**

**TM/2021/02136 Farnham Shortheath and Boundstone**

Officer: Jack Adams

28 SANDROCK HILL ROAD, FARNHAM SURREY  
GU10 4SX

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 22/10

**Farnham Town Council leaves to the Arboricultural Officer. 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 Upper Hale**

Amendments received

**Size of garage/workshop extension reduced to avoid loss of daylight to adjoining property. Design of dormer windows amended to reduce overlooking.**

#### **WA/2021/02051 Farnham Upper Hale**

Officer: Edward Hill

155 UPPER HALE ROAD, FARNHAM GU9 0JE

Erection of a roof extension with dormer and front porch; erection of a single storey extension; erection of a garage and associated works following demolition of existing conservatory and garage.

**Farnham Town Council acknowledges the amendments made but maintains concerns of the potential negative impact on the amenity of the property below on Spring Lane named 'Brambleside' from overlooking and light pollution.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

#### **WA/2021/02188 Farnham Upper Hale**

Officer: Sam Wallis

14 LAWDAY PLACE LANE, FARNHAM GU9 0BT

Erection of a single storey front extension.

**Farnham Town Council raises objection to this application unless the extension is confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

Space must be available for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

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

Amendments received

**Removal of second storey elements**

#### **WA/2021/01209 Farnham Weybourne and Badshot Lea**

Officer: Carl Housden

27 ST GEORGES ROAD, BADSHOT LEA, FARNHAM GU9 9LX

Erection of single storey and two storey rear extensions and alterations following demolition of existing extension.

Farnham Town Council acknowledges the amendments made by removing the upper story elements but maintains concerns of the negative impact on the amenity of no. 29 with the length of the ground floor extension against their boundary and, being full width of the plot, the negative impact on no.25.

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

#### **TM/2021/02109 Farnham Weybourne and Badshot Lea**

Officer: Jack Adams

HALE PLACE, FARNHAM GU9 9BJ

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER FAR 38

Farnham Town Council leaves to the Arboricultural Officer. In response to a climate emergency, it is vital to retain green infrastructure in line with LLPI policy CCI Climate Change and NE2 Green and Blue Infrastructure.

## **Farnham Wrecclesham and Rowledge**

### **TM/2021/02180 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

4 MAYFIELD, ROWLEDGE, FARNHAM GU10 4DZ

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 47/99

**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.**

Councillor Neale left the meeting 11.48.

## **5. Licensing Applications Considered**

### **New Pavement Licence**

The Slug and Lettuce, 9-11 East Street, Farnham, G9 7RX  
Mr J A Clarke/Stonegate Pub Co Ltd

**Farnham Town Council has no objections to the continued use of the street furniture in Cambridge Place, noting the restrictions to times of use, expiry date and the amount of street furniture to be set out (five tables and twenty chairs).**

**The tables and chairs must not cause a public nuisance to pedestrians and businesses in Cambridge Place; the use of A-boards must be kept to a minimum to avoid further obstruction to pedestrians; the use of the pavement in Cambridge Place is limited to 10.00-18.00 Monday to Sunday for the period 30/09/2021 to 30/09/2022.**

For information only

### **Pavements Licence**

The Castle Inn, 5 Castle Street, Farnham, GU9 7HR  
Red Lion Holdings Ltd/Red Mist Leisure Ltd

Note. Comments submitted prior to meeting due to limited consultation period for Pavements Licence applications.

**Though Farnham Town Council has no objections to the continued use of 5 tables and 10 chairs to the front of the premises, The Castle Inn trades on an outdated A3 Restaurant licence. It would therefore be appropriate to limit the use of the tables in line with serving of meals and be no later than one hour after the last service of food.**

## **6. Date of next meeting**

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

The meeting ended at 12.03.

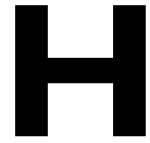
Notes written by Jenny de Quervain

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# FARNHAM TOWN COUNCIL



## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 4th October, 2021

#### Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN and via Zoom

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

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

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Edmonds and Wicks.

#### 2. Disclosure of Interests

None were received.

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

There were none for this meeting.

#### 4. Applications Considered

##### **Farnham Bourne**

##### **WA/2021/02213 Farnham Bourne**

Officer: Tracy Farthing

LAND AT 73 FRENHAM ROAD, LOWER BOURNE, FARNHAM

Erection of a detached dwelling and associated works.

**The History and Constraints document is not accessible. It is essential to review this information to understand the planning history on the site that has been subdivided into plots.**

**Farnham Town Council raises objection to this application unless the new dwelling is confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02277 Farnham Bourne**

Officer: Tracy Farthing

LAND ADJACENT I GROVELANDS, LOWER BOURNE, FARNHAM GU10 3RQ

Erection of an attached dwelling together with associated works.

**The History and Constraints document is not accessible. It is essential to review this information to understand the planning history on the site with the previous application WA/2020/0764 for a new dwelling being dismissed at appeal.**

**An application for an 'attached' dwelling does not make this application more acceptable, in fact an attached dwelling would be out of character given the surrounding pattern of development of individual detached properties on larger plots.**

**Farnham Town Council strongly objects to this application being out of character and contrary to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation and FNPI6 Extensions and LPP1 policy TDI Townscape and Design. Please refer to the Inspectors decision on WA/2020/0764.**

**WA/2021/02295 Farnham Bourne**

Officer: Jessica Sullivan

DACKELWOOD, OLD FRENHAM ROAD, LOWER BOURNE, FARNHAM GU10 3PU

Certificate of Lawfulness under S192 for erection of single storey rear extension and roof enlargement (rear dormer window) under Classes A and B of the GPDO 2015, following demolition of existing conservatory.

**Farnham Town Council raises objection to the extension and dormer with its potential for overlooking.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by**

parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02317 Farnham Bourne**

Officer: Jessica Sullivan

1 LONGDOWN CLOSE, LOWER BOURNE, FARNHAM GU10 3JN

Erection of garage and associated works.

**Farnham Town Council strongly objects to the proposed location of the detached garage not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions and Residential Extensions SPD.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02324 Farnham Bourne**

Officer: Philippa Smyth

20A OLD FRENHAM ROAD, LOWER BOURNE, FARNHAM GU10 3HD

Erection of a single storey extension and alterations to elevations of existing dwelling including carport/annexe elevations.

**Farnham Town Council strongly objects to the proposed extension and alterations with inappropriate materials of slate, larch cladding and grey aluminium frames, being out of character and not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02328 Farnham Bourne**

Officer: Jessica Sullivan

74 MIDDLE BOURNE LANE, LOWER BOURNE, FARNHAM GU10 3NJ

Erection of roof extension with alterations to roof space including dormer windows and roof lights to provide habitable accommodation: alterations to elevations following removal of chimney stack.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02321 Farnham Bourne**

Officer: Errol Reid

5 GROVELANDS, LOWER BOURNE FARNHAM GU10 3RQ

Erection of extensions, alterations to elevations and associated works.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

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

hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**TM/2021/02268 Farnham Bourne**

Officer: Jack Adams

LAND AT 8 KILN LANE, FARNHAM GU10 3LR

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

**This site is subject to development for a new dwelling. Farnham Town Council strongly objects to the removal of trees, extensive tree works and felling has taken place over the past 10 years. 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 Town Council requests that the Arboricultural Officer visits the site to confirm if removal is absolutely necessary.**

**TM/2021/02302 Farnham Bourne**

Officer: Jack Adams

34 FORD LANE, LOWER BOURNE, FARNHAM GU10 4SF

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 06/11

**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/2021/02306 Farnham Bourne**

Officer: Jack Adams

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

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 02/15

**Farnham Town Council leaves to the Arboricultural Officer but requests a replacement tree is planted. 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 Castle**

**WA/2021/02314 Farnham Castle**

Officer: Lara Davison

67-68 CASTLE STREET, FARNHAM GU9 7LN

Listed Building Consent for proposed repainting of existing shopfront, 2No fascia sign, 1No menu box, 1No hanging sign and 1No projecting sign.

**Farnham Town Council has no objections to the repainting of the shopfront and signage. Works must adhere to Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, Farnham Conservation Area Management Plan (FCAMP) and Shopfront Design Guide SPD.**

**CA/2021/02209 Farnham Castle**

Officer: Jack Adams

4 CASTLE COURT, CASTLE HILL, FARNHAM GU9 7JE  
FARNHAM CONSERVATION AREA WORKS TO TREES

**Farnham Town Council leaves to the Arboricultural Officer. 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.**

**TM/2021/02271 Farnham Castle**

Officer: Jack Adams

9 THREE STILES ROAD, FARNHAM GU9 7DE

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER FAR 85

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

**Farnham Firgrove**

**WA/2021/02192 Farnham Firgrove**

Officer: Sam Wallis

4 HILLARY CLOSE, FARNHAM GU9 8QZ

Erection of outbuilding.

**Farnham Town Council raises objection to this application unless the outbuilding is Condition ancillary to the dwellinghouse and confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02232 Farnham Firgrove**

Officer: Sam Wallis

48 UPPER WAY, FARNHAM GU9 8RF

Erection of extensions following demolition of existing garage and conservatory.

**Farnham Town Council raises objection to this application unless the extensions are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP1 New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and**

**Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour's amenity at no. 50.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02242 Farnham Firgrove**

Officer: Jessica Sullivan

36 EDWARD ROAD, FARNHAM GU9 8NP

Erection of a front and side extension and alterations; construction of a new dormer and replacement dormer.

**Farnham Town Council objects to the proposed extensions, alterations and construction of dormers, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LLPI policy TDI Townscape and Design, having a negative impact on the street scene with the inappropriate materials and the potential for overlooking from the glazed sided dormers.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02263 Farnham Firgrove**

Officer: Sam Wallis

59 BRIDGEFIELD, FARNHAM GU9 8AW

Erection of extensions including roof extension following partial demolition.

**Farnham Town Council raises objection to this application unless the are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02316 Farnham Firgrove**

Officer: Jessica Sullivan

41 BRIDGEFIELD, FARNHAM GU9 8AW

Erection of single storey extension and installation of a bay window.

**Farnham Town Council raises objection to this application unless the extension is confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account**



any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

### **Farnham Moor Park**

#### **WA/2021/02218 Farnham Moor Park**

Officer: Carl Housden

LAND AT 18 MOOR PARK LANE, FARNHAM GU9 9JB

Application under section 73 to vary condition 2 (approved plan numbers) of WA/2019/1610 under

**Farnham Town Council objects to the additional excavation required for a basement level. The proposed new dwelling, approved at appeal, is within Flood Zone 2 and has the potential to exacerbate flooding on the bridleway, not compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation and LPP1 policy TDI.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

#### **WA/2021/02235 Farnham Moor Park**

Officer: Carl Housden

THE ABBEY SCHOOL, MENIN WAY, FARNHAM GU9 8DY

Consultation under Regulation 3 for the remodelling of the school buildings, erection of extensions, construction of a hard play area and associated landscaping and parking followed by the demolition of the caretaker's bungalow.

**Farnham Town Council acknowledges the need for additional facilities on the site.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02318 Farnham Moor Park**

Officer: Daniel Holmes

5 EAST STREET, FARNHAM GU9 7RX

Change of use of Unit 5 from Betting Office (Use Class sui generis) to (Use class E).

**Farnham Town Council questions the time it has taken for this application to be determined having been validated on 8 July 2021.**

**Although Farnham Town Council has no objections to the change of use of 5 East Street, a business is already trading under Class E at the premises - The Cedrus Butchers.**

Councillor Martin left the meeting at 11.00am.

**Farnham Shortheath and Boundstone**

**WA/2021/02227 Farnham Shortheath and Boundstone**

Officer: Brett Beswetherick

NORTH LODGE, 7 BOUNDSTONE ROAD, WRECCLESHAM, FARNHAM GU10 4TH

Certificate of Lawfulness under S192 for erection of automated driveway gates, rendered piers and fencing.

**Permitted Development allows for replacement fencing, the application is looking to replace a hedge with fencing, this is not acceptable. Farnham Town Council objects to the removal of green boundaries and the installation of fencing having a negative impact on the street scene and contrary to the Farnham Design Statement, LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**Farnham Upper Hale**

**WA/2021/02194 Farnham Upper Hale**

Officer: Sam Wallis

130 BROUGHAM PLACE, FARNHAM GU9 0EB

Erection of extension and alterations.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. Concern is raised about the impact on the neighbour's amenity at no.131 due the size and scale of the proposed two storey extension.**

**Local Plan Part 1 (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within**

subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

#### **WA/2021/02230 Farnham Upper Hale**

Officer: Errol Reid

3 HEREFORD LANE, FARNHAM GU9 0JQ

Erection of a single storey extension.

**Farnham Town Council raises objection to this application unless the extension is confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and approved by the Heritage Office with being locally listed as a Building of Local Merit.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

#### **Farnham Upper Hale**

#### **WA/2021/02320 Farnham Upper Hale**

Officer: Errol Reid

31A WINGS ROAD, FARNHAM GU9 0HN

Erection of replacement roof with raised ridge height, dormer and rooflight to create a two storey dwelling.

**Farnham Town Council regrets the loss of yet another single storey dwelling.**

**Farnham Town Council raises objection to this application unless the alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbours' amenity at no. 31 and 33.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

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

##### Amendments received

**Amendments of plans to remove the erection of a detached garage element**

#### **WA/2021/01692 Farnham Weybourne and Badshot Lea**

Officer: Jessica Sullivan

11 THE MULBERRIES, FARNHAM GU9 9JQ

Conversion of existing attached garage to habitable space with alterations to elevations, erection of detached garage with associated landscaping.

**Farnham Town Council acknowledges the removal of the proposed inappropriately positioned garage from the application.**

**The extension and alterations must be confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account**

**any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02238 Farnham Weybourne and Badshot Lea**

Officer: Sam Wallis

1 WOODSIDE ROAD, FARNHAM GU9 9DS

Certificate of Lawfulness under S192 for conversion of loft to habitable space with hip to gable extension, dormer extension and rooflights.

**Farnham Town Council raises objection to the dormer extensions and potential for overlooking unless the application is deemed lawful.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02299 Farnham Weybourne and Badshot Lea**

Officer: Errol Reid

39 WENTWORTH CLOSE, FARNHAM GU9 9HJ

Erection of extensions and alterations following demolition of existing conservatory.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD and LLPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. Concern is raised about the impact on the neighbour's amenity at no.41 due the location of the extension on the boundary.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**TM/2021/02269 Farnham Weybourne and Badshot Lea**

Officer: Jack Adams

31 WOODBOURNE, FARNHAM GU9 9EE

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 01/02

**Farnham Town Council acknowledges the need to remove the Alder and, subject to the Arboricultural Officer's comments, welcomes a replacement tree being planted in an appropriate 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.

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

##### **WA/2021/02262 Farnham Wrecclesham and Rowledge**

Officer: Errol Reid

17 SCHOOL HILL, WRECCLESHAM, FARNHAM GU10 4QD

Erection of extensions, alterations to elevations and conversion of garage to habitable space.

**The Application Form is not accessible.**

**Farnham Town Council raises objection to this application unless the alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbours' amenity at no. 19 to the rear of the property.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

##### **CA/2021/02300 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

2 SCHOOL HILL, WRECCLESHAM, FARNHAM GU10 4PU

WRECCLESHAM CONSERVATION AREA REMOVAL OF TREES

**Farnham Town Council leaves to the Arboricultural Officer but requests replacement trees be planted. 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/2021/02304 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

10 QUENNELLS HILL, WRECCLESHAM, FARNHAM GU10 4ND

APPLICATION FOR WORKS TO TREE SUBJECT TO TREE PRESERVATION ORDER WA151

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

## **5. Licensing Applications Considered**

### **Hearing - New Premises Licence**

Kilinside Farm Shop, Kilinside Farm, Moor Park Lane, Farnham, GU10 1NS  
Romilt Ltd

**A hearing is being held on Wednesday 13<sup>th</sup> October 2021 at 10.00am, Councillor Mark Merryweather will represent Farnham Town Council, Suez and local residents.**

### **Pavement Licence**

Gail's, 3 Castle Street, Farnham, GU9 7HR  
Mr Thomas Molnar

4 tables and 8 chairs, 07.00-19.00, for the period 30<sup>th</sup> September 2021 to 30<sup>th</sup> September 2022

Comments approved with Castle Ward Councillors Beaman and Hesse and submitted ahead of the meeting to adhere to the deadline of 30<sup>th</sup> September 2021:

**Farnham Town Council has no objection to the use of the 4 tables and 8 chairs positioned on the pavement to the front of Gail's, 3 Castle Street, Farnham GU9 7HR for the period 30 September 2021 to 30 September 2022. The queuing of customers in front of the adjoining premises must be appropriately managed as this can cause obstruction and nuisance to other pavement users.**

### **New Premises Licence**

The Farnham Wine Yard, 113 West Street, Farnham, GU9 7HH  
Mr N C Mantella

An application has been received for a new premises licence. The application is for On and off sales of alcohol and Opening hours 08:00-23:00 Monday to Saturday and 09:00-22:00 Sunday (Normal hours of trade Monday-Wednesday 10:00-20:00, Thursday-Saturday 10:00-22:30 and Sunday 11:00-20:00. For private parties to known customers only. Closed to the public but open for limited invite number of guests with a guest list. Maximum guests 49. Number of events per year limited to 6 - Until 01:00 hours. Monday-Wednesday 09:30-21:00, Thursday-Saturday 09:00-23:00 and Sunday 10:00-22:00 May-August and December dependent on demand; Christmas Eve 08:00-01:00; and New Year's Eve 09:00-01:00).

**Farnham Town Council has no objections to the new premises licence for The Farnham Wine Yard, 113 West Street, Farnham GU9 7HH. The late-night events until 01.00 must be limited to 6 per year, including Christmas Eve and New Year's Eve.**

## **6. Public speaking at Waverley's Western Planning Committee**

Councillor Macleod, Ward Councillor, will be speaking against WA/2020/0804 Land at Kilinside Farm, Moor Park Lane, Farnham GU10 1NS.

**7. Date of next meeting**

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

The meeting ended at 12.05 pm

Notes written by Jenny de Quervain





# FARNHAM TOWN COUNCIL

## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 18th October, 2021

#### Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN and via Zoom

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

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

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Martin and Wicks.

#### 2. Disclosure of Interests

None were received.

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

##### **S52/2021/02389 Farnham Weybourne and Badshot Lea**

Officer: Ruth Dovey

LAND ON WEST SIDE OF GREEN LANE, BADSHOT LEA

Request to modify a S106 legal agreement (WA/2015/2283) to remove the obligation to Taylor Wimpey to construct a shared pedestrian/cycling facility on Green Lane between its junctions with Lower Weybourne Lane and Crown Lane and, instead, instantiate a monetary contribution equivalent to the cost of works to the council so that the Council may provide the facility at a later date

**Confirmation has been sought from Surrey County Council's Farnham Infrastructure Programme Team and Atkins Consultants working on the Farnham Local Cycling and Walking Infrastructure Plan (LCWIP) as to the inclusion of routes in Badshot Lea, currently listed as 'least important'.**

A response has been received from Beatriz Campos (Atkins on behalf of SCC) which states “Badshot Lea is a mix of ‘mid to least important’, which I must admit is not the most appropriate name; we should have used ‘phase 2 and phase 3 routes’. When we carried out the study a few months ago, for phase 1 we limited the design development to 5 routes, and the remaining ones to phases 2 and 3. In the context of the city centre, routes such West Street and South Street took priority. However since then, with the development of other workstreams such as the City Centre and Quick Wins, West Street and South Street could be part of these schemes and we will be able to add Badshot Lea (the section between Lower Weybourne Lane and Crown Lane) as Priority 1 route.”

Farnham Town Council does not accept that these works should be delayed. Works on Green Lane, from Lower Weybourne Lane to Crown Lane, should be carried out as a priority by the developer and not through an instantiated monetary contribution that may take years to complete. If Section 106 monies from WA/2015/2283 Land on West Side of Green Lane, Badshot Lea, contribute to the wider Farnham Infrastructure Programme, these works must be categorised in Phase 1 and implemented without delay.

Farnham Town Council has grave concerns about residents’ safety on this narrow road without the implementation of defined shared pedestrian/cycling facility, on Green Lane between Lower Weybourne Lane and Crown Lane, especially as the original agreement with Taylor Wimpey was for implementation ‘prior to occupation’. This was a key requirement contributing to the sustainability of the site.

#### 4. Applications Considered

##### **Farnham Bourne**

###### **CA/2021/02333 Farnham Bourne**

Officer: Jack Adams

3 LITTLE AUSTINS ROAD, FARNHAM GU9 8JR

GREAT AUSTINS CONSERVATION AREA REMOVAL OF TREE

**Farnham Town Council objects to this application and raises concern to the number of applications submitted at 3 Little Austins Road.**

No reason has been given for felling. Farnham Town Council strongly objects to the removal of trees, especially in an area covered by Farnham Neighbourhood Plan policy FNP5 Great Austins Conservation Area and its setting and FNP8 South Farnham Arcadian Areas. 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. If removal is absolutely necessary, a replacement tree must be planted.

###### **CA/2021/02336 Farnham Bourne**

Officer: Jack Adams

18 BOURNE GROVE, FARNHAM GU10 3QU

OLD CHURCH LANE CONSERVATION AREA REMOVAL OF TREES

**Farnham Town Council strongly objects to the removal of trees, especially in an area covered by Farnham Neighbourhood Plan policy FNP7 Old Church Lane Conservation Area and its setting. 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.**

**CA/2021/02337 Farnham Bourne**

Officer: Jack Adams

JASMINE LODGE, LITTLE AUSTINS ROAD, FARNHAM GU9 8JR

GREAT AUSTINS CONSERVATION AREA REMOVAL OF TREE

**Farnham Town Council leaves to the Arboricultural Officer. 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. If removal is absolutely necessary, a replacement tree must be planted.**

**TM/2021/02356 Farnham Bourne**

Officer: Jack Adams

62 A MIDDLE BOURNE LANE, FARNHAM GU10 3NJ

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 24/18

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

**WA/2021/02384 Farnham Bourne**

Officer: Daniel Holmes

18 MIDDLE BOURNE LANE, FARNHAM GU10 3NH

Erection of a single storey extension and garage following demolition of existing garage outbuilding.

**Farnham Town Council raises objection to this application unless the extension and garage are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour's amenity at no. 20.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02387 Farnham Bourne**

Officer: Brett Beswetherick

CHIPCHASE, 10 GONG HILL DRIVE, LOWER BOURNE, FARNHAM GU10 3HG

Erection of extensions, alterations to elevations and part conversion of garage to habitable space.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02438 Farnham Bourne**

Officer: Sam Wallis

LAVENDER COTTAGE, 40 FRENHAM ROAD, LOWER BOURNE, FARNHAM GU10 3NY

Erection of extensions, alterations and associated works following demolition of existing conservatory and utility room.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and its setting, FNP16 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

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

hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

#### **NMA/2021/02388 Farnham Bourne**

Officer: Philippa Smyth

ROBINSWOOD, 3 PACKWAY, FARNHAM GU9 8HW

Amendment to WA/2017/0493 Panels above the front door of the front entrance (first floor) have been reduced from 5 no. to 3 no. The glazed panels each side of the front door on the ground floor have been reduce from 2 no. to 1 no.

**Farnham Town Council has no objection to the reduction in glazed panels.**

#### **Farnham Castle**

#### **WA/2021/02369 Farnham Castle**

Officer: Jessica Sullivan

41 CASTLE STREET, FARNHAM GU9 7JB

Infilling of undercroft to create habitable space and alterations to elevations.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and approved by the Heritage Office with being a Grade II Listed building (grouping with 39, 40 and 41 Castle Street).**

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available off-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account

**any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02370 Farnham Castle**

Officer: Jessica Sullivan

41 CASTLE STREET, FARNHAM GU9 7JB

Listed Building consent for infilling of undercroft to create habitable space, alterations to elevations and internal alterations.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and approved by the Heritage Office with being a Grade II Listed building (grouping with 39, 40 and 41 Castle Street).**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available off-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02371 Farnham Castle**

Officer: Daniel Holmes

MERRIOTT HOUSE, 26 WEST STREET, FARNHAM GU9 7DR

Erection of extensions and alterations to existing elevations.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and approved by the Heritage Office with being a Grade II Listed building.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within**

**subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available off-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02372 Farnham Castle**

Officer: Daniel Holmes

MERRIOTT HOUSE, 26 WEST STREET, FARNHAM GU9 7DR

Listed building consent for erection of extensions and alterations to existing elevations.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and approved by the Heritage Office with being a Grade II Listed building.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available off-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

### **WA/2021/02425 Farnham Castle**

Officer: Carl Housden

FARNHAM CRICKET CLUB, FOLLY HILL, FARNHAM GU9 0AU

Application under Section 73a to vary Condition 2 of WA/2019/1305 (siting of a storage container for a temporary period which expires on 23/10/2021) to allow for temporary siting of the container for a further two years.

**Farnham Town Council wish to see some progress in long planned improvements on the site to provide new facilities including storage. Permission must be limited to two years as this is an inappropriate location for shipping container storage in the vicinity of Farnham Castle, a Scheduled Ancient Monument and Grade I Listed Outer Curtain Wall.**

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

#### **WA/2021/02374 Farnham Hale and Heath End**

Officer: Sam Wallis

39 WILLOW WAY, FARNHAM GU9 0NU

Erection of extensions and alterations to roofline and elevations with associated landscaping following demolition of garage and store.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LLPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the at no. 41.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

### **Farnham Moor Park**

#### **TM/2021/02340 Farnham Moor Park**

Officer: Jack Adams

27 COMPTON WAY, FARNHAM GU10 1QT

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 11/15



**Farnham Town Council leaves to the Arboricultural Officer. 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/2021/02367 Farnham Moor Park**

Officer: Brett Beswetherick

9 SANDS ROAD, FARNHAM GU10 1PX

Certificate of Lawfulness under Section 192 for construction of a garage building, driveway and access onto private road.

**Farnham Town Council objects to the garage building, driveway and new access unless confirmed lawful. Additional planting is requested on the site with the loss of green boundary.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02407 Farnham Moor Park**

Officer: Daniel Holmes

BRAMBLEDENE, 15 SANDS ROAD, SANDS, FARNHAM GU10 1QA

Extension of existing garden outbuilding to provide ancillary habitable accommodation with alterations to elevations and associated works.

**Farnham Town Council raises objection to this application unless the outbuilding is Condition ancillary to the dwellinghouse and confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP16 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part 1 (LLP1) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02408 Farnham Moor Park**

Officer: Jessica Sullivan

KILNSIDE FARMHOUSE, MOOR PARK LANE, FARNHAM GU10 1NS

Certificate of Lawfulness under Section 191 for occupation of dwelling in breach of agricultural occupancy for a period in excess of 10 years.

**Farnham Town Council strongly objects to the removal of the agricultural occupancy condition. Kilnside Farmhouse has been subject to applications claiming**

that the farm is operational and that it produces lamb, beef and now cider, to be sold at their farm shop. If the occupation of Kilnside Farmhouse has not been agricultural for 10 years, the licensing application for the farm shop and planning application for the sand school contain misleading statements, resulting in permissions being granted on contradictory information. When determining an application, the history on the site is a material consideration. Evidence is available that this is an operational farm and that agricultural occupancy is not in breach.

**WA/2021/02437 Farnham Moor Park**

Officer: Sam Wallis

SOMERSBY, 18 COMPTON WAY, FARNHAM GU10 1QZ

Erection of extensions and alterations to elevations following demolition of existing extension.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**Farnham Shortheath and Boundstone**

**TM/2021/02355 Farnham Shortheath and Boundstone**

Officer: Jack Adams

29 SHORTHEATH ROAD, FARNHAM GU9 8SN

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

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

## **Farnham Upper Hale**

### **TM/2021/02341 Farnham Upper Hale**

Officer: Jack Adams

15 PARKSIDE, FARNHAM GU9 0JP

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 16/99

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

### **TM/2021/02346 Farnham Upper Hale**

Officer: Jack Adams

13 BALL AND WICKET LANE, FARNHAM GU9 0PD

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 07/14

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

### **TM/2021/02439 Farnham Upper Hale**

Officer: Jack Adams

THE SPINNEY, 9 PARKSIDE, FARNHAM GU9 0JP

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 16/99

**Farnham Town Council strongly objects to the removal of trees. 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. If removal is absolutely necessary, replacement trees must be planted.**

### **WA/2021/02368 Farnham Upper Hale**

Officer: Sam Wallis

21 SPRING LANE, FARNHAM GU9 0JD

Erection of extensions and alterations with dormer, glazed veranda and associated works.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TD1 Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour's amenity at no.15 Spring Lane.**

**Local Plan Part I (LLPI) policy TD1 Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02376 Farnham Upper Hale**

Officer: Sam Wallis

3 BECK GARDENS, FARNHAM GU9 0SE

Erection of extension and alterations to elevations following demolition of existing conservatory. Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour's amenity at no. 4.

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

**WA/2021/02385 Farnham Upper Hale**

Officer: Sam Wallis

2A BISHOPS ROAD, FARNHAM GU9 0JA

Erection of extension, alterations to elevations and conversion of loft to habitable space with dormer and rooflights.

Farnham Town Council strongly objects to the excessive flatroof dormer not being compliant with Residential Extensions SPD.

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within

subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

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

##### **WA/2021/02405 Farnham Weybourne and Badshot Lea**

Officer: Daniel Holmes

121 LOWER WEYBOURNE LANE, BADSHOT LEA, FARNHAM GU9 9LQ

Erection of extensions and alterations to elevations of garage to create a two storey outbuilding (revision of WA/2021/0435).

**Farnham Town Council objects to the extensions and alterations to create a two storey outbuilding with accommodation of the first floor and shower and toilet facilities on the ground floor, having a negative impact on the neighbours' amenity with the potential to be used as a permanent residence, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions and Residential Extensions SPD, located in Flood Zone 2.**

Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.

To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.

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

##### **WA/2021/02402 Farnham Wrecclesham and Rowledge**

Officer: Jessica Sullivan

7 HOLLIS WOOD DRIVE, WRECCLESHAM, FARNHAM GU10 4JT

Erection of first floor side and single storey rear extensions and alterations.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LLPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**Space must be available on-site for construction vehicles and materials, COVID-19 Site Operating Procedures must be followed and WBC approved construction hours be a standard condition: Construction works, including works of site clearance and ground preparation, and including deliveries to and from the site, shall not take place other than between 08.00-18.00 hours Monday-Friday, 08.00-13.00 hours on Saturdays and at no time on Sundays or on Bank or Public holidays.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02350 Farnham Wrecclesham and Rowledge**

Officer: Lara Davison

VINERS MEAD, WRECCLESHAM ROAD, FARNHAM GU10 4PT

Alterations and extension to an existing ancillary building to provide a dwelling; alterations to existing garage and provision of an additional parking space.

**Farnham Town Council objects to this application for an additional dwelling in this location. Ancillary use is acceptable with the outbuilding's vicinity to Pitfield Cottage however, a separate dwelling will create additional noise and light pollution and have a negative impact on the neighbour's amenity. Pitfield Cottage appears to have a large dormer on the northeast elevation in full view from the proposed extension to the outbuilding.**

**This is a cramped proposal, having a negative impact on Pitfield Cottage, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions and Residential Extensions SPD.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's**

**report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**WA/2021/02357 Farnham Wrecclesham and Rowledge**

Officer: Lara Davison

VINERS MEAD, WRECCLESHAM ROAD, FARNHAM GU10 4PT

Listed Building Consent for alterations and extension to an existing ancillary building to provide a dwelling

**Farnham Town Council objects to this application for an additional dwelling in this location. Ancillary use is acceptable with the outbuilding's vicinity to Pitfield Cottage however, a separate dwelling will create additional noise and light pollution and have a negative impact on the neighbour's amenity. Pitfield Cottage appears to have a large dormer on the northeast elevation in full view from the proposed extension to the outbuilding.**

**This is a cramped proposal having a negative impact on Pitfield Cottage, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions and Residential Extensions SPD.**

**Local Plan Part I (LLPI) policy TDI Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**To enable those reviewing and determining this application, Farnham Town Council's comments must appear in full on the planning portal and in the Officer's report. In accordance with the provisions of the Town and Country Planning (Development Management Procedure) Order 2015, Article 25: Representation by parish councils before determination of application; the LPA must take into account any representations received from the council of the parish; the appropriate authority must notify the council of the parish the terms of the decision.**

**CA/2021/02334 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

8 LUFFS COTTAGES, CHURCH LANE, WRECCLESHAM, FARNHAM GU10 4PX

WRECCLESHAM CONSERVATION AREA REMOVAL OF TREE

**Farnham Town Council leaves to the Arboricultural Officer. 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.**

**CA/2021/02335 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

49 THE STREET, WRECCLESHAM, FARNHAM GU10 4QS

WRECCLESHAM CONSERVATION AREA WORKS TO AND REMOVAL OF TREES

**Farnham Town Council leaves to the Arboricultural Officer. 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.**

**CA/2021/02423 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

3 BEALES LANE, FARNHAM GU10 4PY

WRECCLESHAM CONSERVATION AREA REMOVAL OF TREES

**Farnham Town Council strongly objects to the removal of trees, especially where no reason is given. 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.**

**TM/2021/02364 Farnham Wrecclesham and Rowledge**

Officer: Jack Adams

YATESBURY HOUSE, YATESBURY CLOSE, FARNHAM GU9 8UF

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT TO TREE

PRESERVATION ORDER 07/11

**Farnham Town Council leaves to the Arboricultural Officer. 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.**

**5. Surrey County Council mineral, waste, or Other Applications/Consultations Considered**

**Farnham Moor Park**

**WA/2021/02431 Farnham Moor Park**

Officer: Daniel Holmes

LAND AT RUNFOLD SOUTH QUARRY (AREA C), GUILDFORD ROAD, RUNFOLD

Consultation on a County Matter; The continued restoration of the land to agriculture by infilling with non-hazardous waste materials and temporary diversion of public footpath 121, without compliance with Condition 3 of planning permission ref: WA/2019/1678 dated 7 February 2020 as amended by ref: WA/2021/0346 dated 24 March 2021, to allow additional time for restoration of the site.

**Farnham Town Council notes that permission has been granted for an extension to the restoration of the wider site from December 2021 until December 2025. All subsequent applications must be time limited, and restoration must be completed as soon as possible, well in advance of 31 December 2025.**

**WA/2021/02432 Farnham Moor Park**

Officer: Daniel Holmes

LAND AT RUNFOLD SOUTH QUARRY (AREA C), GUILDFORD ROAD, RUNFOLD

Consultation on a County Matter; The continued use of temporary haul road to access Area C without compliance with Condition 3 of planning permission ref: WA/2019/1681 dated 7 February 2020 as amended by ref: WA/2021/0353 dated 23 March 2021, to allow additional time for use of the haul road until Area C is restored.

**Farnham Town Council notes that permission has been granted for an extension to the restoration of the wider site from December 2021 until December 2025. All subsequent applications must be time limited, and restoration must be completed as soon as possible, well in advance of 31 December 2025.**



## **6. Licensing Applications Considered**

### **New Premises Licence**

Maison Restaurant, Wrecclesham House, Wrecclesham Road, Wrecclesham, Farnham, GU10 4PS

Maison Restaurant Ltd

An application has been received for a new premises licence. The application is for Live music 11:00-00:00 Monday to Saturday and 11:00-23:00 Sunday; Recorded music 11:00-00:30 Monday to Sunday; Late night refreshment 23:00-00:30 Monday to Sunday (Public holidays, Christmas Eve, New Year's Eve, Christmas Day, New Year's day and small private functions until 01:00); On and off sales of alcohol 11:00-00:00 Monday to Sunday (Christmas Eve, New Year's Eve, private functions and special events 11:00- 01:00); and Opening hours 11:00-00:30 Monday to Sunday (Christmas Eve and New Year's Eve 11:00-01:00. Private functions and special events (maximum of 12 per year) 11:00-01:00).

**Farnham Town Council notes that the opening hours and light night refreshments are requested until 00.30, 7 days a week, and asks that this be reviewed. This is a residential area with no other facilities in the area operating until 00.30. The premises has previously been an office with daytime use only.**

**Patrons must use the car park to the rear of the premises and must not park on the residential road of Riverdale. This road has issues with excessive on-street parking and is particularly congested in the evening.**

## **7. Public speaking at Waverley's Western Planning Committee**

There were none for this meeting.

## **8. Date of next meeting**

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

The meeting ended at 12.08 pm

Notes written by Jenny de Quervain

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