



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 4th August, 2022 at 7.00 pm

Place

Council Chamber - Farnham Town Hall.

To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** on **Thursday 4th August, 2022, at 7.00 pm** in the Council Chamber - Farnham Town Hall. The Agenda for the meeting is attached.

Yours sincerely

Iain Lynch
Town Clerk

Members' Apologies

Members are requested to submit their apologies and any Declarations of Interest on the relevant form attached to this agenda to customer.services@farnham.gov.uk by 5pm on the day before the meeting.

Recording of Council Meetings

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

Questions by the Public

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

Members of the Public are welcome and have a right to attend this Meeting. 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: 4 August 2022

Name of Councillor

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

* Delete as appropriate



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Council Chamber - Farnham Town Hall, South Street, Farnham

Prayers

Prior to the meeting prayers will be said in the Council Chamber by Pastor Michael Hall of the Wey Church. 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 councillors have made a general non-pecuniary interest declaration in relation to being councillors of Surrey County Council: Cllr Macleod and Cllr Martin; and*
- (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 June 23rd at 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.

Question from Cllr Edmonds:

"Why are work group meetings held during the normal working day as this is a barrier to councillor diversity? Such scheduling makes it difficult or even impractical for the employed and perhaps other groups to attend workgroup meetings?"

Answer from the Town Clerk

"The hours of Working Groups and Task Groups are determined at the first Working Group/Task Group of the year. This is set out when Members opt for which groups they wish to serve on during the year. In practice, most members have adjusted their diaries to allow for meetings first thing or at the end of the day although it is recognised that this can cause a difficulty for some. In practice there are also challenges in terms of availability of councillors when meetings take place in the evening especially when councillors are representatives on more than one council and also have evening meeting commitments (examples of this are the Overview and Scrutiny or planning meetings at the District Council).

When Councillors are on a specific Group and have had difficulties because of work commitments officers do try to find the optimum time as the aim is that Working/Task Group meetings are arranged at a time that provides the best result for the organisation.

It should be recognised that if all the meetings are all held in the evening, then there could well be a staffing impact since staff would be working in excess of their working week without taking compensatory time off during the day. If time is taken off during the working day, there is inevitable inefficiency as the staff members will not be able to progress matters with colleagues or external partners. In addition, when offered a choice of meeting times, partner organisations have more often than not requested a day time meeting because of other conflicts."

Part 1 - Items for Decisions

7 Working Group Notes (Pages 15 - 54)

- 1) To receive the notes and any recommendations of the following Working Groups:
 - i) Tourism and Events held on 13th July 2022 **Appendix B**
 - ii) Strategy and Finance held on 26th July 2022 **Appendix C**
- 2) To receive a verbal update on any significant matters from the Community & Enhancement and Cemeteries and Appeals Working Groups

8 Planning and Licensing Applications (Pages 55 - 86)

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 4th July, 18th July and 1st August at Appendices D, E, and F.

Part 2 - Items to Note

9 Actions taken under the Scheme of Delegation

10 Reports from Other Councils

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

11 Reports from Outside Bodies

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

12 Date of Next Meeting

To note the date of the next meeting as September 15th 2022.

13 Exclusion of the Press and Public

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

Item 3 - Confidential Items

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

Council Membership:

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