



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 20th October, 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 20th October, 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: 20 October 2022

Name of Councillor

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

* Delete as appropriate



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 20th October, 2022 at 7.00 pm

Place

Council Chamber - Farnham Town Hall, South Street, Farnham

The meeting will be followed by a meeting of Council acting as Trustee of the Farnham South Street Trust.

Prayers

Prior to the meeting prayers will be said 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 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 5 - 14)

To sign as a correct record the minutes of the Farnham Town Council meeting held on 4th August 2022 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.

Part I - Items for Decisions

7 Working Group Notes (Pages 15 - 40)

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

- i) Tourism and Events held on 12th October 2022 **Appendix B**
- ii) Strategy and Finance held on 14th October 2022 **Appendix C**

2) To receive a verbal update from:

- i) The informal Community Enhancement Working Group meeting on 7th September which was not quorate; and
- ii) The Cemeteries and Appeals visit to West Street Cemetery on 29th September .

8 Planning and Licensing Applications (Pages 41 - 68)

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 15th August, 5th and 26th September, and 3rd and 17th October at Appendices D, E, F, G, H.

Part 2 - Items to Note

9 Actions taken under the Scheme of Delegation

To receive details of any matters taken under the Scheme of Delegation not already reported.

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 which will be held on Thursday 15th December at 7.00pm.

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 relating to staffing or contractual matters.

Item 3 - Confidential Items

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

- i) Hale Chapels Community Garden Tenders.

Council Membership:

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



FARNHAM TOWN COUNCIL

Minutes Council

Time and date

7.00 pm on Thursday 4th August, 2022

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 Andy MacLeod
Councillor Kika Mirylees
Councillor John Neale
Councillor John Ward

Apologies for absence

George Hesse, Michaela Martin and Mark Merryweather

Officers Present:

Iain Lynch (Town Clerk), Iain McCready (Business and Contracts Manager)

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

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

C27/20 Apologies

Apologies were received from Cllrs Hesse, Martin and Merryweather.

C28/20 Disclosures of Interest

There were no disclosures of interest.

C29/20 **Minutes**

The Minutes of the meeting held on June 23rd were agreed as a correct record for the signature of the Mayor.

C30/20 **Questions and Statements by the Public**

There were no questions from members of the public.

C31/20 **Town Mayor's Announcements**

The Mayor announced he had attended the National Association of Local Councils Annual Parliamentary Reception in the House of Lords. Farnham was invited as being the Council of the Year and it was a useful opportunity to help raise the profile of all the good things happening in Farnham. He reaffirmed his thanks to the community, staff and councillors for their contribution.

The Mayor said he was delighted to announce that Farnham had been re-awarded its Green Flag for Gostrey Meadow which was a good indication that things were progressing well in the Management Plan for Gostrey Meadow.

The Mayor had been pleased to be part of the team hosting the Britain in Bloom judges. Farnham was second on the list of the eight towns the judges were visiting, and Farnham's volunteers, as always, did a fantastic job. The judges were very positive in their comments but there was now a wait until October to hear Farnham's result.

The Mayor advised Council that 24th August was the National Day of Ukraine and Farnham's community of visitors from Ukraine was hosting a family afternoon and evening of activities with a focus on Ukrainian cooking.

C32/20 **Questions by Members**

Although Cllr Edmonds was not present, he had asked the following question: "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?"

In response, the Town Clerk advised that the meeting times of Working Groups and Task Groups were 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 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 were also challenges in terms of availability of councillors when meetings take place in the evening especially when councillors were representatives on more than one council and also had evening meeting commitments (examples of this were the Overview and Scrutiny or planning meetings at the District Council).

When Councillors on a specific Group 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 were 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 was taken off during the working day, there would inevitably be inefficiencies as the staff members would not be able to progress matters with colleagues or external partners. In addition, when offered a choice of meeting times, partner organisations had more often than not requested a day time meeting because of other conflicts.

C33/20 **Working Group Notes**

C33/1 **Tourism and Events Working Group**

Cllr Mirylees introduced the notes of the Tourism and Events Working Group held on 13th July at Appendix B to the agenda.

She reported that Helen Lewis has been appointed as the new Craft Co-ordinator, and that the Literary Festival arrangements for 2023 were underway. With Sue Keogh continuing as co-ordinator.

Council noted progress made on the 2022 events which had been very successful, including the Jubilee Big Lunch and the Sustainability Festival. It was noted that Farnham Community Farm had requested a mid-June date for 2023 and this had been agreed. The West Street Markets had continued to be popular with both ACVR events and the Ethical Vegan market performing well and requesting additional dates for 2023. This was agreed subject to having one event a month.

Council noted the full programme for the rest of the year and that matched funding for the Snow Windows from Waverley Borough Council was being sought to enable the programme to continue again at a subsidy for participating businesses.

Council noted the progress on the Business Improvement District and the new Business-led committee that had been formed working with consultants MOSAIC.

Cllr Mirylees advised that a request for staff support for the Fringe Festival had been requested, and that whilst a grant had been agreed by Council, there was insufficient capacity to provide further FTC staff support for the event which took place at the busiest time of year but assistance in promoting the need for volunteers would be given.

Council welcomed the report.

C33/2 **Strategy & Finance Working Group**

Cllr Evans introduced the Notes of the Strategy & Finance Working Group held on 26th July at Appendix C to the agenda. The meeting had covered a lot of ground and had a particular focus on the draft response to the Farnham Infrastructure Programme and a paper drafted by Cllr Beaman which was attached at Annex 1 to Appendix C.

- A) Cllr Beaman introduced the recommendations of Strategy & Finance to Council by stating that all councillors shared a united vision to preserve the integrity of Farnham that makes it such a desirable place to live and to improve standards of air quality recognising that “something needs to be done” to resolve the traffic problems that cause congestion in Farnham.

He acknowledged that the ultimate desired objective would be the pedestrianisation of Central Farnham but there were clear differences over the speed at which this end objective could be achieved. If there was an easy solution, it would have been

identified by now and implemented and councillors needed to be realistic about what could be achieved in the short to medium term.

Cllr Beaman said the Farnham Infrastructure Programme (FIP) represented the first time all 3 tiers of local government in Surrey (SCC, WBC and FTC) had worked together with a single focus of improving traffic flow and creating a more attractive town centre environment with consequential benefits to air quality.

There was a public consultation exercise being undertaken on proposals to improve the town centre and a number of options regarding the A31. As of 4th August there had been 200 public responses to the town centre proposals whilst the options for the A31 which would require significant Central Government funding had 114 public responses. He advised the public consultation period had been extended to 2nd October.

The Strategy & Finance Working Group meeting was attended by many FTC councillors and generated a lively and broadly constructive debate a number of recommendations at Annex I.

It was noted that when the FIP was first established it was hoped that measures could be identified that would result in radical changes being implemented that would allow the long desired pedestrianisation of Farnham Town Centre. Whilst FTC still wishes for this objective to be achieved it is clear that this was now a longer-term aspiration that requires a change in public attitudes and behaviour regarding use of private transport which has wider national and global implications if Climate Change objectives are to be achieved.

Cllr Beaman said it was disappointing that i) the provision of an improved and better bus service necessary to encourage modal shift had been frustrated by the recent Department of Transport's decision not to allocate any funding for the ambitious Bus Service Improvement Plans of both Surrey and Hampshire County Councils; and ii) that the FIP had not yet included any evaluation of the construction of either a Wrecclesham Bypass (given the number of bridge strikes at the Wrecclesham railway bridge) or the Western Relief Road which previous studies had identified as being essential pre-requisites before any pedestrianisation of Central Farnham could be realistically considered.

FTC urges SCC to take advantage of the current consultation by Transport for the South East on its draft 30 year Strategic Investment Plan to actively promote the construction of both these strategic road schemes.

Council went through each of the proposed recommendations in turn:

- 1) 20MPH.
Whilst Council supported the extension of the 20MPH zones across town there was concern about how such a scheme could be enforced noting that other towns had substantial cameras or had been spoilt by additional paint and street furniture. It was noted proposals to extend the zones around schools was already Council policy and that a wider zone could limit street furniture to the gateways of the zones.
This was agreed nem con.
- 2) Downing Street.
The recommendation supporting Option A for the permanent widening of footways in Downing Street **was agreed nem con** with Cllr Neal abstaining.
- 3) Castle Street.

The Option A proposals for Castle Street that involve narrowing of the road on a permanent basis so long as there is recognition that part of the character and setting of Castle Street is its broad width and that proposals do not inhibit future community events in Castle Street **was agreed by 12 votes to 1** with Cllr Cockburn objecting and Cllr Neal abstaining.

- 4) Materials
The proposal for high quality materials being used **was agreed unanimously**.
- 5) On Street parking surplus
The proposal that the accumulated on-street parking surplus being used to provide the high quality materials **was agreed unanimously** noting that the agreement for the introduction of on-street paid parking was agreed on the basis that monies would be reinvested in Farnham.
- 6) Option B Proposals
Option B proposals to replace the present one way town centre gyratory system with two way traffic flow on most roads **were agreed unanimously** with the proviso that there were concerns over the effect on the character of the town centre Conservation Area of the consequential significant increase in traffic light controlled junctions. In addition FTC requests that alternative methods of traffic calming and controlling traffic flow at road junctions is investigated for implementation.
- 7) It **was agreed** that Option B have the following changes implemented:
 - i) making Downing Street between Waggon Yard car park and Longbridge two-way (agreed unanimously);
 - ii) removal of proposed bus stop on west side of South Street to allow all buses to Farnham Hospital and Aldershot to continue departing from the same stop (**agreed nem con**, Cllr Neale abstaining);
 - iii) making Woolmead Road (one of the widest roads in central Farnham) two-way throughout (**agreed nem con** Cllrs Fraser, MacLeod and Mirylees abstaining).
- 8) Underlining the importance of the Conservation Area, **it was agreed unanimously** that there were no circumstances under which FTC would support the junction of Castle Street with The Borough becoming traffic light controlled.
- 9) It was **agreed nem con** (with Cllr Neale abstaining) that with proposed road narrowing on The Borough, it is essential that any bus stop is located in a pull-in layby to ensure that other traffic can continue to flow freely when buses are stopped to allow passengers to alight and board.
- 10) It was **agreed unanimously** to propose that East Street should have limited access from Threadneedle Street with one-way from East to West for delivery vehicles, buses, bicycles and taxis only.
- 11) There was substantial discussion on the proposal for a Link Road from Castle Street to the Upper Hart Car Park with an aspiration for a longer-term connection to West Street. Council noted its previous request for this option to be included as part of the Option B proposal had been ignored and there had been a last-minute report to the last FIP Board to dismiss this as an option on the grounds of cost but it had been agreed that the decision be deferred for consideration by FTC.

Cllr Ward reminded Council that Surrey CC had often said the Town Council was not clear in its views, and it was time to say what FTC wanted. On a proposal by Cllr Ward, seconded by Cllr Attfield, **it was agreed nem con** (with Cllr Beaman abstaining) that FTC reaffirms its aspiration for construction of a link road between Castle Street and the Upper Hart and its continuation to West Street as an essential element to any measures to provide access and remove town centre improvements.

- 12) Council noted that SCC has not yet been allocated any funds from The Department of Transport to implement its countywide Bus Service Improvement Plan. However FTC i) believes that it is essential that at least the existing level of bus service is maintained and should be significantly improved and enhanced to encourage use of alternate modes of transport; and ii) Seeks confirmation that the proposed electric bus route east-west and north-south will still be progressed. **This was agreed unanimously.**
- 13) With regard to the A31 proposals FTC is concerned that apart from the Firgrove Hybrid Option, which it was recognised would present significant engineering challenges if implemented, none of the proposals would resolve the current problems of connectivity between North and South (A287) which was one of the agreed key objectives. This was agreed unanimously.
- 14) FTC noted the latest Transport for The South East's current consultation on its draft Strategic Investment Plan and seeks support from SCC for both the Wrecclesham Bypass and Western Relief Road to remain on the priority list for investment. **This was agreed unanimously.**
- 15) In light of yet another near fatality at the railway bridge in July 2022 the Wrecclesham Bypass remains a key priority for local people. **This was agreed unanimously.**

Cllr Dunsmore suggested it would be a good time to clarify the Council's position on pedestrianisation and whether it should be permanent or one-off for events etc as was currently the case and which worked successfully. She said there were differing views being proposed in the press and elsewhere.

The Mayor agreed and invited Cllr Neale to make an initial contribution. Cllr Neale said he thought the majority would like to get pedestrianisation in the not-too-distant future and that if FTC did not tackle the question, there was a danger of not doing what the community wanted. It was part of Surrey's adopted Transport Plan to move to less car use and more cycling and walking, yet the FIP project was not converging strategic plans with its proposals for Farnham and Farnham will be left behind other towns. What was being proposed was not what FTC proposed at the beginning nor what was in the Optimised Infrastructure Plan response from FTC and the main objective should be kept and find ways of seeing how the community responds.

Cllr Neale proposed, seconded by Cllr Wicks, to maintain the objective of being a pedestrianised town as soon as practicable with experimental options to more actively engage the community and gauge the level of support for greater pedestrianisation.

Cllr MacLeod said he did not see the demand for pedestrianisation that Cllr Neale says there was, and without alternative routes inadequate roads would be used such as Crondall lane to avoid the area. Modal shift was required to make it work but a lot needed to be done first. Most of the proposals in the Town Council's response would lead to changes in time.

Cllr Evans was concerned about the years of disruption that would be caused by experiments and years of road works. Cllr Fraser said the limited number of closures for events was acceptable but more permanent measures would not be. Cllr Dickson was concerned about shifting the air pollution problem in the town

centre to the Upper Hale Road. Cllr Mirylees liked the idea of experimentation for people to see what it was like and what the impacts were but wondered about mitigation. The need for a Western bypass was talked about but she was concerned that young people who had strong views on pollution and its impact on the planet and may not agree. She felt what was being proposed was the best that could be done at this time.

On being put to a vote, **the motion was LOST by 13 votes to 1 with 1 abstention.**

It was RESOLVED *nem con* that the full response be finalised by Cllr Beaman in consultation with the Infrastructure Planning Group for submission to the Farnham Infrastructure Programme Team.

B) Wrecclesham Bridge Strikes

Council noted the discussion on the latest Wrecclesham Bridge Strike and **RESOLVED unanimously to**

- 1) deplore the latest bridge strike in Wrecclesham
- 2) support the local community in pressing the need for a Wrecclesham Relief Road before a death occurs especially given the significant amount of development taking place;
- 3) support the actions being taken by Surrey County Council to implement effective measures to prevent bridge strikes;
- 4) Seek support again for the case for a relief road from SCC , WBC, the local MPs and Transport for the South East.

C) Hale Chapels

Council received the draft designs for the Hale Chapels Community Garden noting that consultation in Hale through the Coffee morning and from an online survey was overwhelmingly in favour of Option A and **RESOLVED unanimously that the Graduate Landscapes design of 'the Folly' (option A) be worked up into a tender document with a view to commencing a formal tender process.**

D) Design Statement

Council noted the response from Waverley Borough Council on the draft Design Statement and received suggested comments (attached at annex 3 of the notes of Strategy & Finance) for incorporation. Discussion also took place on the potential of creating a Design Code to update the Neighbourhood Plan and it was **RESOLVED *nem con* that**

- 1) **The comments at Annex 3 be incorporated into the FTC Design Statement and submitted to the Local Planning Authority for adoption;**
- 2) **Design codes for the designated development sites in the Neighbourhood Plan be incorporated if appropriate, with professional support commissioned where needed;**
- 3) **Waverley be asked to adopt the Design Statement/Design Code with a view to strengthening the Neighbourhood Plan.**

E) Ukrainian National Day

Arrangements for supporting the local Ukrainian visitors mark their National Day on 24th August were noted. **It was RESOLVED unanimously that Farnham Town Council works with Homes for Ukraine, Farnham Stands with Ukraine, the Farnham Rotary Clubs, Farnham Hedgehogs and other**

partners in marking the National Day of Ukraine, with costs met from the Community Initiatives budget and a contribution from the Farnham Rotary.

F) Dempster Trust

The Dempster Trust had written seeking confirmation of a nomination to the Trust by the Council in accordance with the Trust Deed. **It was RESOLVED nem con that agreed to recommend the nominee Jackie Cassidy be confirmed.**

C34/20 **Planning and Licensing Applications**

Cllr Fraser introduced the Notes of the Planning & Licensing Consultative Group meetings held on 4th and 18th July, and 1st August. In these three meetings 188 applications were considered.

Items of particular note were a re-applications for proposed development in Waverley Lane and on a site called Hawthorns which were not in accordance with the Neighbourhood Plan and was stoutly resisted; a proposal for a 5G mast outside Sainsburys in South Street that was inappropriately located and alternate locations were suggested; and a scoping option for a significant Amazon distribution depot on 32 acres of agricultural land just off the M3. There was concern about the significant traffic increase if this were to go ahead.

Cllr Fraser advised that in the previous seven meetings there were applications for 464 new homes in Farnham, an average of 64 new houses every two weeks.

Cllr Fraser advised that two pre-application meetings has been held, one in Monkton Lane and one on land East of Farnham Park. Cllr Cockburn reminded Council that the latter was on land designated as a Woodland Cemetery and that in the Neighbourhood Plan it had been proposed as extra SANG.

Cllr Dickson reference the considerable complaints received from residents about the activities of toob, the fibre broadband provider, about their lack of consultation, poor planning and methods of working.

C35/20 **Actions taken under the Scheme of Delegation**

The Town Clerk advised that comments on the Waverley Sustainability Supplementary Planning Document had been submitted.

C36/20 **Reports from Other Councils**

- 1) Cllr Cockburn advised she had met with Waverley officers over the Neighbourhood Plan to discuss the importance of the Neighbourhood Plan and its adopted sites as part of the Development Plan. She remained concerned as evidenced in a recent report on Hawthorns that this was not fully appreciated.
- 2) Cllr Beaman advised Council that two Farnham bus services were up for review (46 and 74) and was concerned about the possible outcome.
- 3) Cllr MacLeod advised that he had raised the issue of the proposed mast in South Street with highways officers and an objection was anticipated on highway grounds.

C37/20 **Reports from Outside Bodies**

Cllr Dickson advised that the Farnham Fringe Festival had taken place in July, and was planning for 2023.

C38/20 **Date of Next Meeting**

The date of the next meeting was agreed as Thursday September 15th 2022 at 7pm.

The Mayor closed the meeting at 9.42 pm

Chairman

Date

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FARNHAM TOWN COUNCIL

C

Notes

Strategy & Finance Working Group

Time and date

9.30 am on Friday 14th October, 2022

Place

Council Chamber - Farnham Town Hall

Attendees:

Members: Councillors David Beaman, Carole Cockburn, Alan Earwaker (ex-Officio), George Hesse, Kika Mirylees and Mark Merryweather

Officers: Iain Lynch, Iain McCreedy, Rachel Aves and Jenny de Quervain (via Zoom)

1. Apologies

Apologies were received from Cllrs Evans (Lead Member), Attfield, Blishen, Dickson, and Mirylees (for the first half)

2. Declarations of interest

There were no declarations of interest.

3. Minutes of the last meeting

The minutes of the meeting held on 6th September were agreed.

4. Finance report

i) External Audit. Notice of Completion of Audit at Appendix B.

The result of the External Audit (attached as Annex 1 to these minutes) which was again unqualified was welcomed by councillors and its acceptance by Full Council was recommended.

Recommendation to Council: To welcome the unqualified Audit for 2021-22

ii) Trial Balance to 30th September 2022 at Appendix C

The financial position at the 6 month point was noted. The Town Clerk pointed out that there were some areas where significant additional expenditure had taken place, due to contracted works undertaken. Some areas also needed following up, in particular some sponsorship income which had not yet been invoiced. Income generated from events was higher than expected at 6 month point, due to some Christmas Market income being received early. The trial balance was noted and no questions were raised.

The Town Clerk brought councillors attention to page 7 and the detailed level of reserves which would be discussed in detail when agreeing the budget for 23/24. It was noted that there were some transfers to take place from CIL to the public conveniences project and that the remaining funds in reserves under 336 was for the Gostrey Meadow toilet project which was not funded by the revenue fund for public conveniences.

iii) Budget Comparison by Committee and account to 30th September 2022 at Appendices D and E

Councillors noted the budget comparison and were advised that income, despite invoicing for additional sponsorship, was at 54% and that expenditure was running at 58.5%, which was as expected for the time of year. The cancellation of the Gin Festival meant the surplus expected was not going to be made but the overall expenditure was low as most suppliers had refunded cancellation costs.

There was no budget for CIL income, but the next amount was due, although the amount had not yet been confirmed. The balance of previous year's CIL was earmarked in reserves the public conveniences.

The town Clerk also advised of the following points:

- Allotment income showing partial amount as invoices were being raised in October for remainder of the year.
- 1205 showed the loss of income for Gin Festival.
- The remaining part of the precept would be received in October.
- Savings on vacancies would be offset by agency or contracted staff and contracted services.
- Under professional maintenance and refurbishment, the Council Office boiler replacement and West Street gates would be paid soon.

Cllr Merryweather asked about energy costs and the expected budget variance. The Town Clerk advised that electricity and gas was purchased under a framework agreement from Kent County Council via WBC and he had asked for information on anticipated costs which he was waiting for. It was noted that the expectation was for this to be 3-4 times the previous amount but that this could be absorbed in the current year. The new boiler was significantly more efficient and so expected savings would mitigate to a limited extent the increase.

Councillors discussed the budget for the provision of Christmas lights as the commitment exceeded the budget. The Town Clerk advised that the expenditure would exceed budget due to the replacements needed as LED lights fade over time. It was noted that there were also requests for additional lighting in 2022 and the cost of installation had gone up due to supplier costs increasing.

Cllr Beaman asked about the contract length for Christmas Lights. It was noted that the Council was not now tied in to a contract and that this could be reviewed in 2023.

Action: Town Council to review the Christmas Lighting contract next year.

The grant for CAB had not yet been paid as the signing of documents was delayed by the transfer of management at CAB. Cllr Beaman flagged that the Town Council still owed the Blackwater Valley Countryside Partnership £1k as the grant was increased from the prior year. The Town Clerk agreed to follow up on this.

Action: Town Clerk follow up on the outstanding Blackwater Valley payment.

iv) Statement of Investments at 30th September 2022 at Appendix F

The statement of investments was reviewed. It was noted that the interest rates had all changed since this was written and a further rise was expected in November. It was noted that the Council

does not invest for more than 12 months due to accounting practices.

It was noted that HSBC were no longer offering a relationship manager and the service was no online or via a centralised call centre. It was noted that a banking review would be picked up soon.

v) Outstanding and aged debtors at Appendix G

The list of aged debtors, including longstanding debtors which may require writing off, due to the business closing down was considered. The Town Clerk explained that processes were in place to mitigate against aged debtors and there were just three debtors of concern totalling about £350.

Cllr Mirylees joined the meeting at 10.25am

vi) Latest BACS and cheque payments (documents available for inspection)

The availability of the BACs and cheque payments for review was noted.

vii) Other financial matters to report

The Town Clerk gave an important update regarding the ownership of the accounting software, RBS (Rialtas Business Systems). The company had been bought by Harris Computer Incorporation and the existing owners of RBS were being kept on as advisors. Councillors were advised that there would be no immediate financial impact as the Town Council had just signed a new deal with RBS.

viii) Request from 40 Degreez for Young People outreach work at Appendix H.

A request for grant funding had been received from 40 Degreez to fund a Young People Outreach service, in the town centre. It was agreed to support this initiative with a review of its effectiveness after six months requested.

Recommendation to Council: A grant of £2,500 be made to 40 Degreez for the youth worker and assistant outreach.

5. Farnham Infrastructure Programme

It was noted that the FTC response to the latest Consultation had been submitted (attached at Appendix I to the agenda) and Cllr Beaman had requested to make a formal presentation on the Town Council position at the next Board.

The Working Group was disappointed to note that the latest Farnham Infrastructure Board meeting been deferred again to December 16th, and that the Officers Board had not met since June.

6. Co-option of Councillor

The Working Group reviewed and agreed the proposed process, at Annex 2 to these minutes, for the co-option of a councillor to represent Wrecclesham & Rowledge following the resignation of Councillor Edmonds and with no poll being claimed. The appointment would be made at the December Council meeting.

Recommendation to Council: The process for the co-option of a councillor to represent Wrecclesham & Rowledge be endorsed.

7. Reports from Task Groups

a) Infrastructure Planning Group

Rachel Aves gave an update on the progress of discussing the process for developing a Design Code for Farnham. It was noted that Locality had not yet responded and that there had been a positive meeting

with Waverley Borough Council officers who were supportive of the Town Council developing a Design code in principle. It was noted that more research was needed on the best process for updating the Neighbourhood Plan or developing a Design Code as there were advantages and disadvantages. It was noted that the Brixworth Neighbourhood Plan update process seemed to fit what Farnham was after and would be investigated.

The Town Clerk also advised that at the meeting with Waverley officers, he had raised the frustration of councillors regarding applications being recommended for approval by planning officers, against policies in the Neighbourhood Plan.

It was noted Waverley were now also responding with final comments on the Farnham Design Statement and a timetable for the completion of this was being agreed.

b) Younger People Task Group

It was noted the meeting was being held later on the 14th October.

c) Riverside Sculpture Task Group

Jenny de Quervain gave an update on the Sculpture project taking place during Craft month with community involvement. She said that working with UCA had been very positive and that the two ambassadors from UCA (year 3 students) had been fantastic.

d) Museum Task Group

The Task Group had met with Waverley representatives and the MEND application had been submitted. The outcome was not expected until March. The funding had been pledged by FTC included an earmarked reserve of £15,000 to support work required for fitting out inside the museum after the MEND project was completed.

The museum had to be resurveyed as part of the application so an additional sum had been identified for window repairs but this was not added to the application. The total bid submitted was around £734k and included contingency funding. Waverley was approaching a number of other trusts and foundations for support and there was hope that a specialist local contractor would be able to undertake the work if the application was successful. It was noted that there were conversations on going with the Maltings regarding the future running of the museum.

e. Assets Task Group

It was noted that the Assets Task Group would be meeting shortly. The Town Clerk advised that the West Street Cemetery gates would be completed in 2-3 weeks with the stonework preparation now completed.

f) HR Panel

The HR panel had not met since the last meeting but the Town Clerk advised he had commissioned the grading review. Cllr Hesse asked if staff would be recognised for their exceptional work during a difficult year. It was noted that this would be discussed at the next with the aim of making any recommendation to the December Council.

g) Community Infrastructure Projects Task Group

The Town Clerk has been asked by the Farnham Infrastructure Programme Team to write a letter of support for an application to Waverley for CIL fund regarding Water Lane improvements. He had asked for details of costs and an outline of the scheme and was awaiting a response.

h) Coronation Task Group

The Working group noted that the date of the Coronation of King Charles III had been confirmed as 6th May 2023. The Town Clerk confirmed that despite the elections on 4th May, all serving councillors would still be in office until 4 days after the election.

It was agreed to recommend to Council the creation of a Coronation Task Group as a Task Group of Strategy & Finance to review the Council's arrangements. Cllrs Mirylees, Hesse and Cockburn agreed to be part of the group.

Recommendation to Council:

A coronation Task Group comprising five members be created reporting to Strategy & Finance with membership to include Cllrs Mirylees, Hesse, Cockburn the Lead Member of Strategy & Finance and one other councillor.

The Farnham Society had offered to purchase a brazier to be used as a Beacon for future events. Councillors agreed that if a brazier were to be purchased it should be commissioned from a local creator as part of Farnham World Craft Town and details of ownership and location for its use needed to be agreed. It was noted that the Town Clerk was meeting with the Farnham Society and Farnham Park Ranger with Cllr Mirylees to discuss this on 24 October.

8. Contracts and assets update

a) Hale Chapels Community Garden

Town Clerk advised that tenders for the Hale Chapels Community Garden had been opened and the bids were tabled. It was noted that officers were analysing the tenders for accuracy and in accordance with the Tender documentation and that they varied significantly in terms of cost and experience. An Exempt report would be submitted to Council.

b) IT

The Working Group noted that the significant IT issues of the past fortnight following the failure of an Uninterrupted Power Supply device meant that the main drives were being restored. A replacement NAS drive had been purchased and alternate back-up options were being investigated to provide greater resilience going forward.

c) Boiler installation

The installation works had taken longer than anticipated with the old flue being replaced in the chimney and some covid impacts, but the new boiler was expected to be working within a week.

Iain McCready left the meeting at 11.55

9. Review of Council Policies

Civility and Respect Pledge

Following the adoption of the new Code of Conduct, Councils have been invited to adopt the new Civility and Respect Pledge (at Annex 3 to these minutes) which has been developed by the National Association of Local Councils, the Society of Local Council Clerks and One Voice Wales. The Town Clerk advised it reinforced the principles already in the FTC Councillor/staff policies but was a positive statement of the commitment of the Council. The Working Group recommends its adoption to Council.

Recommendation to Council:

The Civility and Respect pledge be adopted.

10. Consultations

Interim Polling District and Polling Place Review 2022

The Town Clerk advised that an email had been sent to all councillors inviting comments on the polling districts and polling places review which Waverley Borough Council were undertaking until 11 November (Representations and comments are invited by email to polling.review@waverley.gov.uk). As the number of councillors was reducing, this would impact on polling stations and councillors

were encouraged to review their own proposed (new) ward although official confirmation from the Boundary Commission that these had been adopted was still awaited.

11. Town Clerk update

There were no further matters to report.

12. Date of next meeting

The date of the next meeting was agreed as Tuesday 6th December at 9.30am.

The meeting ended at 12.15 pm

Notes written by rachel.aves@farnham.gov.uk



FARNHAM TOWN COUNCIL

B

Notes Tourism & Events Working Group

Time and date

10.00 am on Wednesday 5th October, 2022

Place

Council Chamber - Farnham Town Hall

Attendees:

Members: Councillors Pat Evans, Kika Mirylees (Lead Member), John Neale and Alan Earwaker (ex-Officio)

Officers: Iain Lynch (Town Clerk) and Oliver Cluskey

1. Apologies

POINTS	ACTION
None were received.	

2. Disclosures of Interests

POINTS	ACTION
None were made.	

3. Notes of the last meeting

POINTS	ACTION
Notes of the last meeting on 13 th July 2022 were agreed.	

4. Recent events

POINTS	ACTION
A) Music in the Meadow There were 13 Music in the Meadow events with a total band cost of £2980. The summer events were sponsored by Kidd Rapinet who paid £3000 covering the cost of the bands. The variety of	

<p>music genres were evident in the line-up poster (App B).</p> <p>B) Farmers' Market The Events Manager reported that Trader numbers were between 35 and 45 which was good. Live music had returned. The Working Group noted additional seating was being purchased to fill gaps when traders did not turn up</p> <p>C) Extreme Bike Show & Ramp Jam Both events which were led by the young persons group and supported by the Events team were well attended. Although the events were principally targeting young teenagers, the Extreme Mountain Bike Show in particular was more popular with young families. Ramp Jam had a larger number of teenagers. On a positive note this did offer young families a free day out. To encourage more teenagers it was suggested that the skate park may work better but this posed more risk and costs for FTC. It was also suggested that it may be a good idea to ask teenagers more directly how they would spend the allocated funding. A noise complaint received about the commentator was discussed and would be considered in future planning.</p> <p>D) Gin and Fizz Festival The Gin and Fizz Festival was cancelled due to the Queen's passing. Irrecoverable costs incurred were £1,360.63 (Toilets, Brochure design, marketing). Glass printing and purchase was £1,800 which would be used for a future event. It was reported that 500 tickets had been sold at that point and had been refunded at no cost by Eventbrite. Festoon lighting had been purchased and was used at the Food Festival and would be used at further events.</p> <p>The cost of toilet hire was discussed and it was suggested to look into the cost of potentially purchasing a unit as the annual fee for hire was estimated at £5,000. It was noted there would still be associated costs of cleaning and disposal. Cllrs agreed to try any future event at The Kiln but the date should be looked at as it clashed with other Festivals.</p> <p>Cllrs agreed that the event should still be in September as it was part of the Food and Drink month but the possibility of moving the date to the first week of September should be progressed as it would clash with Cider and Sausage Festival and would need to be discussed with the Lions.</p> <p>E) Food Festival Members agreed that the event went was a success with a very big turnout. Members looked over the draft outturn budget which showed an estimated surplus of £6000. Members discussed the effect of the FIP which would reduce the number of stalls significantly which was of huge concern since the possibility of expanding to different areas all faced difficulties.</p>	<p>Events Manager to discuss change of date with Lions</p>
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5. Future events and projects

POINTS	ACTION
<p>1) October Craft Month The launch event of Craft month was held at Farnham Pottery and featured Kate Malone from BBC2's Great Pottery Throw down. The event was a huge success and the venue was perfect for the occasion with various workshops happening. There were over 100 events organised over the month with 50% being free. Many of the workshops had sold out. Evaluation and final figures would be presented at the next Tourism and Events working group meeting.</p> <p>2) West Street Market Art and Craft Market – 23rd October Antiques and Brocante – 20th November</p> <p>Members discussed proposed dates for 2023 ACVR Markets: Antiques and Brocante: April 2nd, June 11th, Sept 10th, Nov 19th</p> <p>Art and Craft: May 7th , October 22nd</p> <p>7th May market would need to be changed due to the Coronation happening on the 6th May. 22nd October would need to be moved as it clashed with the Farmers' Market. It was agreed that Ethical Vegan Markets should be offered March and July. The use of Gostrey Meadow should also be offered.</p> <p>3) Christmas Light Switch on 12 schools and groups were confirmed alongside Father Christmas, Nativity Farm, snow globe and bucking reindeer. It was confirmed that the reindeer was being paid for by new sponsors Swoosh. The Events Manager had looked into the idea of hiring a high-powered projector to project snowflakes on the trees but was quoted £2,000. The company suggested looking at snowflake gobo projectors as an alternate. Members agreed to further research. Members suggested a pantomime Reindeer to bring in Santa.</p> <p>Cllr Mirylees suggested having a lantern procession but it was considered that there was not enough time for this to be organised for 2022. Members agreed to the idea of making lanterns in Craft Month 2023 to then holding a procession to Gostrey Meadow along Borelli walk. Funding could come potentially from a South Street Trust application. Members suggested a potential celebrity to switch on the lights.</p> <p>4) Christmas Market The Market was fully booked and oversubscribed by 40 stalls. The market would once again extend into the Ivy Lane Club as well as the Bush Hotel Courtyard.</p> <p>5) Music in the Vineyard The Events Manager was due to meet Guy Pritchard but the last</p>	<p>Events Manager to move ACVR's May and October Dates and offer Ethical Vegan Markets March and July</p> <p>Events Manager to research snowflake gobo lights and pantomime reindeer</p> <p>Events Manager and Cllr Mirylees to contact suggested celebrity or their agent.</p> <p>Events Manager to</p>

<p>Sunday of January, February and March was booked. Guy Pritchard had asked whether Carols in the Meadow could take place on 11th December in Gostrey Meadow. Members agreed this was a good idea.</p> <p>6) Literary Festival Good progress was being made. Jacqueline Wilson was being confirmed but was only available on Sunday 5th March which the chosen venue, St Andrews was not available for. Members discussed venues and agreed that it should be a Town Centre venue. The PR Company, MIDAS was being employed to contact publishers and gain coverage in trade press. The contract that had just been received would need to be scrutinised to ensure there were sufficient effective outcomes.</p> <p>7) Coronation The Coronation had just been confirmed as Saturday 6th May 2023. Strategy and Finance would be setting up a Task Group to discuss the scale of the event. Members noted that any decisions regarding any hiring of infrastructure and entertainment would need to be done very soon to ensure availability. Members were informed that a meeting had been arranged with the Ranger and FTC to discuss the Farnham Society's proposed contribution for a Beacon for Farnham Park noting there were issues of ownership, storage and insurance. Members confirmed their preference for a brazier beacon to be constructed by a local blacksmith as part of Farnham World Craft Town activities.</p>	<p>inform Guy Pritchard Town Clerk and Events</p> <p>Town Clerk and Events Manager to review outcomes from MIDAS contract</p>
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6. Renewal of Farnham Visitors Guide

POINTS	ACTION
<p>Members were informed that a new Visitor Guide was being designed as there had not been one for 8 years. It was hoped that the brochure would be funded by advertisements.</p>	

7. Business Update

POINTS	ACTION
<p>1) BID Members discussed the roles of the Chamber, BID and Visitors Forum. The BID was a designated area of business rate payers in the Town Centre rather than the chamber which was any business operating in the whole of Farnham. The most recent Visitors Forum had disappointing attendance but it was believed there was a role to play if businesses and individuals in the sector invested more time into it.</p> <p>2) Snow Windows Waverley Borough Council had agreed to put match fund FTC with a £50 contribution per window up to 25 windows. 16 shops had so far signed up. Members agreed it would be good to have Farnham Town Hall windows sprayed as well.</p>	<p>Events Manager to progress</p>

<p>3) Farnham App and Trails Members downloaded the Discover Farnham app which had just gone live and approved in the App stores. Members were very impressed the initial content. Members noted the a collaboration with UCA for a 'Haunted Farnham' audio trail to be live for Halloween 2022.</p>	
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8. Risk Assessment Review

POINTS	ACTION
<p>The Working Group reviewed the Risk Assessment relating to its activities. No changes were proposed.</p>	

9. Sponsorship

POINTS	ACTION
<p>The Events Manager provided an update confirming that sponsors for 2022-23 now totalled £15,300 with new sponsors confirmed for Christmas (Swish Fibre and Abbeyfield)</p> <p>Members were asked to contact the Events Manager if they had any ideas for 2023 sponsors.</p> <p>Cllr Evans left the meeting at this point.</p>	

10. Financial Update

POINTS	ACTION
<p>Members looked over the latest budget position. The Town Clerk advised that at this stage nothing stood out as being of concern and that it looked healthy.</p>	

11. Date of next meeting

POINTS	ACTION
<p>The proposed date of the next meeting is Wednesday 11th January 2023 at 2pm</p>	

The meeting ended at 4.50 pm

Notes written by Oliver.Cluskey@farnham.gov.uk

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Farnham Town Council

Notice of conclusion of audit

Annual Governance & Accountability Return for the year ended 31 March 2022

Sections 20(2) and 25 of the Local Audit and Accountability Act 2014

Accounts and Audit Regulations 2015 (SI 2015/234)

	Notes
1. The audit of accounts for Farnham Town Council for the year ended 31 March 2022 has been completed and the accounts have been published.	This notice and Sections 1, 2 & 3 of the AGAR must be published by 30 September. This must include publication on the smaller authority's website. The smaller authority must decide how long to publish the Notice for; the AGAR and external auditor report must be publicly available for 5 years.
2. The Annual Governance & Accountability Return is available for inspection by any local government elector of the area of Farnham Town Council on application to: (a) <u>Iain Lynch, Town Clerk and RFO</u> <u>South Street, Farnham, GU9 7RN</u> <u>email:customer.services@farnham.gov.uk</u> (b) <u>10am and 4pm</u>	(a) Insert the name, position and address of the person to whom local government electors should apply to inspect the AGAR (b) Insert the hours during which inspection rights may be exercised
3. Copies will be provided to any person on payment of £ <u>0.50</u> (c) for each copy of the Annual Governance & Accountability Return.	(c) Insert a reasonable sum for copying costs
Announcement made by: (d) <u>Iain Lynch</u>	(d) Insert the name and position of person placing the notice
Date of announcement: (e) <u>29th September 2022</u>	(e) Insert the date of placing of the notice


Section 2 – Accounting Statements 2021/22 for

FARNHAM TOWN COUNCIL

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	1,551,865	1,736,178	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2. (+) Precept or Rates and Levies	1,146,027	1,169,830	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	284,551	558,809	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	485,358	502,568	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	760,907	1,045,903	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	1,736,178	1,916,346	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	1,857,988	2,177,447	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
9. Total fixed assets plus long term investments and assets	2,393,841	2,634,489	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10. Total borrowings			The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
	✓			N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date 22/04/2022

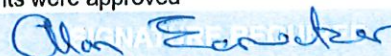
I confirm that these Accounting Statements were approved by this authority on this date:

28/04/2022

as recorded in minute reference:

MINU C132/22 (7) CE

Signed by Chairman of the meeting where the Accounting Statements were approved



Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

FARNHAM TOWN COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

28/04/2022

and recorded as minute reference:

MINUC132/22 (2)

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

Alan Emswiler

Clerk

Lauren

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Section 3 – External Auditor Report and Certificate 2021/22

In respect of **Farnham Town Council – SU0036**

1 Respective responsibilities of the body and the auditor

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with Proper Practices which:

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

2 External auditor report 2021/22

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None.

3 External auditor certificate 2021/22

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

External Auditor Name

PKF LITTLEJOHN LLP

External Auditor Signature

PKF Littlejohn LLP

Date

10/09/2022

* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

Procedure for the co-option of a Councillor for the Wrecclesham & Rowledge Ward

This procedure is based on the National Association of Local Councils (NALC) Legal Briefing LI5-08 – Good practice for selection of candidates for co-option to local Councils.

Parish Councils are permitted to exercise the power to co-opt a person on to the Council to fill a casual vacancy when the requirements to hold an election have not been met (i.e. the vacancy was the subject of a public notice and less than 10 registered electors requested a by-election by the published deadline).

NALC recommends that Councils always give public notice of vacancies because this makes the process of co-option open and transparent and should attract more potential candidates.

Farnham Town Council is advertising the vacancy in the Farnham Herald on 26th October, on its noticeboards, on its website www.farnham.gov.uk and through social media with an application form to be completed by 30th November 2022.

All potential candidates should put their application in writing (an application form is attached) with the following information to assist Council in making its decision:-

- i. Name, address and contact details.
- ii. Reason for wishing to be co-opted as a councillor;
- iii. Confirmation of eligibility to become a councillor

Prior to the next Full Council meeting on 15th December:

- i) The Town Clerk will check that each candidate is qualified to become a Councillor and is not disqualified from being a Councillor as set out in the Local Government Act 1972 s79 and s80;
- ii) The completed application forms will be circulated to Councillors with the agenda for the meeting. All such documents will be treated by the Clerk and Councillors as strictly private and confidential.

At the meeting on 15th December:

- i. The election of the councillor will be an agenda item on the public part of the agenda. Candidates will be invited to speak for three minutes in support of their statement of why they would like to be co-opted. Councillors may ask questions of each candidate for a further three minutes.
- ii. If a Councillor is a relative or has connections with any candidate which may be perceived as prejudicial, that Councillor should declare an interest and withdraw from the meeting and will not be allowed to vote.

- iii. Voting is in accordance with standing orders and will be in public. A voting form may be produced depending on the number of candidates.
- iv. The successful candidate should receive an absolute majority vote of those present and voting. So if there are more than two candidates for the vacancy and none of them at the first count has an overall majority, the candidate with the fewest votes should be eliminated and the remainder put to the vote again. The process should be repeated as necessary until one candidate has an overall majority. The Mayor has a second and casting vote in the event of a tie.
- v. The successfully co-opted candidate will become a Councillor in his/her own right, with immediate effect once the Declaration of Acceptance of Office has been signed. The successful candidate will also need confirm that they will comply with and abide by the Town Council's Code of Conduct, The Registration of Interests Form must be completed within 28 calendar days of appointment.
- vi. Any application can be considered in the candidate's absence.
- vii. As soon as practicable following co-option, the successful councillor will be invited to attend an Induction and Training session with the Town Clerk.
- viii. The co-opted councillor is no different to any other councillor and will serve until the next elections on 4th May 2023, retiring four days after the date of election.

For more details on the role of a councillor please see: www.nalc.gov.uk

Any queries in relation to the application process should be directed to the Town Clerk, Iain Lynch, on 01252 712667. Email: town.clerk@farnham.gov.uk



**Co-option of a Town Councillor for the
Wrecclesham & Rowledge Ward
Application Form**

Full Name:	
Address:	
Telephone: Home	Mobile:
Email:	
I confirm I am over 18 years old?	

Please say why you would like to be co-opted as the Town Councillor for Wrecclesham & Rowledge and include any relevant skills, knowledge or experience (continue on a separate sheet if necessary):

Signed

Dated

Please return your completed application form, together with the co-option eligibility form, to the Town Clerk, Iain Lynch by email to town.clerk@farnham.gov.uk or by post to Farnham Town Council, Council Offices, Farnham, Surrey GU9 7RN by 30th November 2022.

Applicants will be invited to the Council meeting on **Thursday 15th December 2022 at 7pm** to make a statement in support of their application when the co-opted councillor will be elected.

Please complete and sign this eligibility form.



Co-option Eligibility Form

To qualify as a Parish or Town Councillor, and to hold this position, an applicant must be:

A British, Irish or qualifying Commonwealth citizen, or a citizen of any other member state of the European Union and on the relevant day (the day of nomination or election) have reached 18 years of age or over. They must also meet at least one of these four qualifications (please indicate any which apply):

- on the relevant day and thereafter they continue to be on the electoral register for Farnham
- during the whole of the twelve months before that day, they have owned or tenanted land or premises in the parish of Farnham;
- during the whole of the twelve months before that day their principal or only place of work has been in the parish of Farnham;
- during the whole of the twelve months before that day, they have lived in the Farnham Town Council area or within 4.8km (3 miles) of the Town boundary.

Under the Local Government Act 1972, an applicant may be disqualified from standing (or being co-opted), if they are employed by the council, have had bankruptcy restriction orders made against them or they have a previous criminal conviction with a prison sentence of three months or more or are otherwise disqualified under Part III of the representation of the People Act 1983 for corrupt or illegal practices. If you are in any doubt whether you would be able to stand for election please contact Waverley Borough Council Electoral Services on 01483 523116 or see the Electoral Commission website <https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-and-community-council-elections-in-england-and-wales>

I (insert full name) hereby confirm that I am eligible to apply for the vacancy of Farnham Town Councillor and that the information provided on this form is a true and accurate record of my circumstances.

Signed Dated

All completed applications and eligibility forms must be received by the Town Clerk by 5pm on Wednesday 30th November 2022.

Please note it is a condition of being a Councillor that a means of contact by telephone and/or e-mail will be published as public information. A declaration of interests form will also need to be completed.

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Background

Farnham Town Council has already adopted the LGA model Code of Conduct, which is designed to protect the democratic role, encourage good conduct, and safeguard the public's trust and confidence in the role of councillor in local government.

While the Code of Conduct sets out the minimum standards of behaviour expected, together with the guidance, it is designed to encourage councillors to model the high standards expected and to set out the type of conduct that could lead to complaints being made of behaviour falling below the standards expected of councillors and in breach of the code. It is also to protect councillors, the public, local authority officers and the reputation of the local government.

Throughout the sector, there are growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils. The National Association of Local Councils (NALC), One Voice Wales (OVW), the Society of Local Council Clerks (SLCC) and county associations responded to this by setting up a Civility and Respect Working Group to oversee a Civility and Respect Project.

Civility and Respect Project

The Civility and Respect project is a joint venture between NALC, SLCC, and OVW and its aim is to support Councils through training, intervention and governance, to avoid reaching a critical stage where issues relation to bullying, harassment and intimidation are unresolved.

The Civility and Respect Working Group is working deliver tangible resources, actions and interventions in four main areas:

- providing councils with the tools to support good governance
- lobbying to strengthen the standards regime and encouraging more people to get involved
- training
- processes to intervene to provide support to struggling councils.

The Project is asking Town Councils to support the initiative by signing a Civility and Respect pledge.

The Pledge

The pledge is to enable councils to demonstrate that they are committed to standing up to poor behaviour across the sector and to driving through positive changes which support civil and respectful conduct.

NALC has supplied a template Civility and Respect pledge, attached at Annex 1 to this report, and Councils are being asked to pass a resolution to sign up to the pledge.

By signing the Pledge, Farnham Town Council is agreeing that it will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will seek professional help at the early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment when it happens
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the Local Council Award Scheme
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate

Support and training

One of the project's key workstreams is to deliver training packages to support councillors, clerks, and employees experiencing difficulties with bullying and harassment. The project has created packages covering local council and councillor communications and engagement. Each package comprises useful guides, custom-designed toolkits, and access to on-demand and live virtual training events. There are separate packages for clerks/officers and councillors, covering the themes of emotional intelligence and resilience, leadership in challenging situations, and how councils and councillors can avoid negative engagement on social media.

Councillors should advise the Town Clerk if they wish to attend any of the training courses, information on which is available on the [NALC website](#).

The training available will also be built into the new Councillor induction plans for 2023 and officers ongoing training plans.

Recommendations:

It is recommended that the Civility and Respect pledge be adopted.

FARNHAM TOWN COUNCIL

Civility and Respect Pledge

Definition of Civility and Respect: *Civility means politeness and courtesy in behaviour, speech, and in the written word. Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people’s feelings, following protocols and rules, showing appreciation and thanks, and being kind.*

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By Farnham Town council signing up to the civility and respect pledge we are demonstrating that Farnham Town Council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Statement	Tick to agree
Farnham Town Council agrees that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Farnham Town Council has put in place a training programme for councillors and staff	
Farnham Town Council has signed up to the Code of Conduct for councillors	
Farnham Town Council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Farnham Town Council commits to seeking professional help in the early stages should civility and respect issues arise.	
Farnham Town Council commits to calling out bullying and harassment when it happens.	
Farnham Town Council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Farnham Town Council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	

Agreed and pledged by Full Council on:

Signed:

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FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 15th August, 2022

Place

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

Planning & Licensing Consultative Working Group Members Present:

Councillor John "Scotty" Fraser (Lead Member)
Councillor Roger Blishen
Councillor John Neale

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Edmonds, Hesse, Martin and Wicks.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Castle

PRA/2022/01889 Farnham Castle

Officer: Philippa Smyth

11 SOUTH STREET, FARNHAM GU9 7QX

General Permitted Development Order 2015, Schedule 2 Part 3 Class MA - Prior Notification Application for change of use from commercial, business and service (Use class E) to 7 dwellings (Use class C3).

Farnham Town Council cannot see that the viability of the building remaining commercial has been explored. Farnham Town Council objects to ground floor residential accommodation in the Town Centre.

Farnham Firgrove

WA/2022/01984 Farnham Firgrove

Officer: Carl Housden

UNITS 1 – 5 HOOKSTILE LANE, FARNHAM GU9 8LG

Outline application for up to 7 dwellings (no more than 1,000 sq m of floorspace) with vehicular access off Hookstile Lane, all matters reserved except for access.

Farnham Town Council maintains its objections to residential development in this location. The limitations of the access cannot be overcome and although the number of dwellings has been reduced, previous objections remain valid.

The entrance is insufficient for the intensification of vehicle movements, 7 days a week, on a single lane track. The additional generated vehicle movements associated with residential dwellings has not been fully considered for the ever-increasing home deliveries.

The safety of pedestrians accessing the site cannot be achieved sharing the narrow space with vehicles, not allowing for appropriate separation and putting those accessing the site on foot in grave danger.

Vehicle access on to the highway is at a severely congested location, in the vicinity of 3 busy junctions on an A-road, with limited visibility due to the railway bridge. Pedestrian using the pavement will be at risk from the inadequate access, lack of visibility approaching from the railway bridge and increased vehicle movement.

The Land Registry shows that 10 Firgrove Hill's boundary runs in a straight line with their building wall to the pavement, the painted curved line does not give any authorisation to the application site and will in fact be harmful to the business owner by blocking customer parking spaces and hazardous to pedestrians on the pavement and those accessing the parade of shops.

Although only indicative, the proposals offer limited amenity space for future occupants, not compliant with policy FNPI New Development and Conservation and the Farnham Design Statement for Firgrove.

The site is better suited to its current use of light industry and should be classified as an employment site.

Farnham Weybourne and Badshot Lea

WA/2022/01910 Farnham Weybourne and Badshot Lea

Officer: Carl Housden

DAVID LLOYD LEISURE LTD, DAVID LLOYD LEISURE CLUB, WILKINSON WAY,
FARNHAM GU9 9ND

Installation of outdoor pool, children's pool with water features, 3G Pitch, air dome above the existing tennis courts, covered terrace, related infrastructure and engineering works following the removal of the existing four tennis courts.

Farnham Town Council raises objection to the additional features for the outdoor children's pool unless screened from the road. The air dome must be limited to seasonal use only, November to March.

4. Applications Considered

Farnham Bourne

CA/2022/01924 Farnham Bourne

Officer: Theo Dyer

1 MIDDLE AVENUE, FARNHAM GU9 8JL
GREAT AUSTINS CONSERVATION AREA WORKS TO TREE

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. Though more relevant to hedge cutting, the bird nesting season is generally March to August – checking for active nests is essential, prior to cutting and pruning during this period.

CA/2022/01952 Farnham Bourne

Officer: Theo Dyer

2 GREENHILL ROAD, FARNHAM GU9 8JN

GREAT AUSTINS CONSERVATION AREA REMOVAL OF TREES

Farnham Town Council requests that the Arboricultural Officer visits the site to assess the impact on the Conservation Area. 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. The bird nesting season is generally March to August – checking for active nests is essential, prior to cutting and pruning during this period.

TM/2022/01922 Farnham Bourne

Officer: Theo Dyer

LAUREL BANK, BOURNE GROVE, LOWER BOURNE, FARNHAM GU10 3QT

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE

PRESERVATION ORDER WA74

Farnham Town Council objects to the removal of TPO trees and requests that the Arboricultural Officer confirm the condition of the Oak and Pine. 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 necessary, replacement native trees must be planted.

Though more relevant to hedge cutting, the bird nesting season is generally March to August – checking for active nests is essential, prior to cutting and pruning during this period.

NMA/2022/01974 Farnham Bourne

Officer: Lara Davison

2 KILN LANE, FARNHAM GU10 3LR

Amendment to WA/2017/0668 - Erection of 2 dwellings following the demolition of existing dwelling.

Farnham Town Council objects to this application as non-material. The number of proposed changes will materially impact the development. A previous Section 73 application WA/2021/02117 has been withdrawn, this would be more appropriate for this number of changes.

WA/2022/01943 Farnham Bourne

Officer: Lauren Kitson

BRAMWELL HOUSE, MONKS WALK, FARNHAM GU9 8HT

Creation of new vehicular access onto Monk's Walk.

Farnham Town Council raises objection to the new vehicle access unless approved by the County Highways Authority.

WA/2022/01960 Farnham Bourne

Officer: Sam Wallis

18 MIDDLE BOURNE LANE, FARNHAM GU10 3NH

Application under Section 73 to vary condition 1 of WA/2021/02834 (approved plans) to allow change to roof design to create dutch hipped ridge.

No comments.

Farnham Castle

WA/2022/01876 Farnham Castle

Officer: Sam Wallis

6 MARSTON ROAD, FARNHAM GU9 7BN

Application under Section 73 for variation of condition 1 of WA/2021/01746 to allow layout changes, alterations to windows and doors, an additional extension/porch to the front elevation.

No comments.

WA/2022/01880 Farnham Castle

Officer: Lauren Kitson

4 WEST STREET, FARNHAM GU9 7DN

Listed building consent for installation of fascia sign and projecting sign on front elevation.

Farnham Town Council has no objections. The applicant has considered local policies for the town centre including Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, Policy FNP3 Shop Fronts within Farnham Town Centre Conservation Area and its setting, FNP4 Advertisement Control. Shopfront Design Guide SPD, Farnham Conservation Area Management Plan (FCAMP) and the Farnham Design Statement must also be considered.

WA/2022/01928 Farnham Castle

Officer: Sam Wallis

10 WAYNFLETE LANE, FARNHAM GU9 7BH

Certificate of Lawfulness under Section 191 for hip to gable and dormer extensions together with installation of roof lights to provide additional habitable accommodation in roof space.

No comments.

WA/2022/01968 Farnham Castle

Officer: Sam Wallis

9 LONG GARDEN WALK WEST, FARNHAM GU9 7HX

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

No comments.

Farnham Firgrove

WA/2022/01901 Farnham Firgrove

Officer: Sam Wallis

5 BRIDGEFIELD, FARNHAM GU9 8AN

Erection of extensions and alterations together with alterations to attached garage to provide additional habitable accommodation and dormer and gable extensions to provide additional habitable accommodation in roof space along with installation of rooflights.

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 TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/01964 Farnham Firgrove

Officer: Daniel Holmes

LAND ADJACENT 24 WEYDON HILL CLOSE, FARNHAM

Erection of a detached dwelling together with vehicular access, parking and landscaping.

Farnham Town Council objects to the proposed new dwelling in what should remain as green space and the inappropriate fencing be removed.

WA/2022/01969 Farnham Firgrove

Officer: Adam Constantinou

39 THE FAIRFIELD, FARNHAM GU9 8AG

Certificate of Lawfulness under Section 192 for extensions and alterations to roof along with installation of rooflights to provide additional habitable accommodation in loft.

No comments.

WA/2022/01970 Farnham Firgrove

Officer: Adam Constantinou

4 HILLARY ROAD, FARNHAM GU9 8QY

Erection of extensions and alterations to elevations with 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, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Hale and Heath End

WA/2022/01909 Farnham Hale and Heath End

Officer: Lauren Kitson

27 UPPER HALE ROAD, FARNHAM GU9 0NX

Certificate of Lawfulness under Section 192 for erection of extension and alterations to roof to provide habitable accommodation including a dormer window.

No comments.

WA/2022/01944 Farnham Hale and Heath End

Officer: Lauren Kitson

20 ELM CRESCENT, FARNHAM GU9 0QW

Erection of extensions and alterations including dormer extension to provide habitable accommodation in roofspace following removal of existing chimney stack.

Farnham Town Council objects to the bulky extensions to the front, rear and extensive flat dormer sitting above the ridge line, having a negative impact on the street scene and not being 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.

Farnham Moor Park

TM/2022/01951 Farnham Moor Park

Officer: Theo Dyer

COMBE END, 8 MOOR PARK LANE, FARNHAM GU10 1QS

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 10/15

Farnham Town Council objects to the removal of TPO trees and requests that the Arboricultural Officer confirm the condition of the Mountain Ash and four Sycamores. 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.

Though more relevant to hedge cutting, the bird nesting season is generally March to August – checking for active nests is essential, prior to cutting and pruning during this period.

Amendments received

Change of materials and fenestrations on rear elevation. Reduction in roof height of rear dormer.

WA/2022/01414 Farnham Moor Park

Officer: Sam Wallis

63 ST JAMES AVENUE, FARNHAM GU9 9QF

Erection of extensions and alterations to roofspace to provide additional habitable accommodation

Further amendments have been made to WA/2022/01414. Farnham Town Council maintains is raises objection to the proposed development not being compliant with the Farnham Design Statement, with extensions having a terracing effect on the semi-detached properties and a negative impact on the character of the street scene.

Marginally improvements have been made compared to withdrawn application WA/2022/00810 and vast improvements to withdrawn application WA/2021/01859.

WA/2022/01877 Farnham Moor Park

Officer: Lauren Kitson

HOLLY HOUSE, SANDS ROAD, THE SANDS, FARNHAM GU10 1PX

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

No comments.

WA/2022/01896 Farnham Moor Park

Officer: Sam Wallis

31 HALE ROAD, FARNHAM GU9 9QQ

Erection of single storey extension following demolition of detached garage.

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.

WA/2022/01929 Farnham Moor Park

Officer: Daniel Holmes

9 UPPER SOUTH VIEW, FARNHAM GU9 7JW

Certificate of Lawfulness under Section 192 for erection of a detached outbuilding for the garaging of vehicles.

No comments.

WA/2022/01985 Farnham Moor Park

Officer: Sam Wallis

12 STONEYFIELDS, FARNHAM GU9 8DX

Application under Section 73 to vary Conditions 1 & 10 (approved plans & restrictions relating to obscure glazing) of WA/2022/00223 to allow alterations to roof space to provide additional habitable accommodation; alterations to car port to provide boot room and plant store; alterations to elevations and design; dressing room first floor window on southwest elevation to be obscure glazed.

Farnham Town Council raises objection to the misleading floorplans. The number of bedrooms is now increased to nine. By not adding a bedroom number to the drawings does not reduce the number of bedrooms - the bedroom in the northeast wing has been omitted. The symmetry of the rooflights has been lost with the addition of a third rooflight in the northeast wing.

Farnham Shortheath and Boundstone

TM/2022/01888 Farnham Shortheath and Boundstone

Officer: Theo Dyer

8 BROAD HA'PENNY, WRECCLESHAM, FARNHAM GU10 4TF

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 17/99

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. Though more relevant to hedge cutting, the bird nesting season is generally March to August – checking for active nests is essential, prior to cutting and pruning during this period.

WA/2022/01894 Farnham Shortheath and Boundstone

Officer: Daniel Holmes

30 BURNT HILL WAY, WRECCLESHAM, FARNHAM GU10 4RP

Erection of a detached dwelling and associated works following demolition of existing detached dwelling and garage.

Farnham Town Council raises objection to the proposed materials of the replacement dwelling, being out of character the street scene. The new dwelling must be compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP8 South Farnham Arcadian Areas and LPPI policy TDI Townscape and Design.

WA/2022/01930 Farnham Shortheath and Boundstone

Officer: Sam Wallis

24 BEACON CLOSE, WRECCLESHAM, FARNHAM GU10 4PA

Certificate of Lawfulness under Section 192 for erection of a single storey extension and alterations to elevations.

No comments.

WA/2022/01946 Farnham Shortheath and Boundstone

Officer: Sam Wallis

GARDEN HOUSE, WHITE POST LANE, WRECCLESHAM, FARNHAM GU10 4TS

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, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Upper Hale

TM/2022/01976 Farnham Upper Hale

Officer: Theo Dyer

12 PARKSIDE, FARNHAM GU9 0JP

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

Farnham Town Council objects to the removal of TPO trees and requests that the Arboricultural Officer confirm the condition Red Western Cedar. 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 necessary, a replacement tree must be planted.

WA/2022/01945 Farnham Upper Hale

Officer: Lauren Kitson

9 AMBLESIDE CRESCENT, FARNHAM GU9 0RZ

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, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Weybourne and Badshot Lea

TM/2022/01972 Farnham Weybourne and Badshot Lea

Officer: Theo Dyer

22 WOODBOURNE, FARNHAM GU9 9EF

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 01/02

Farnham Town Council objects to the removal of TPO trees and requests that the Arboricultural Officer confirm the condition of the Oak and the impact on the neighbour. 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 necessary, a replacement native tree must be planted.

WA/2022/01899 Farnham Weybourne and Badshot Lea

Officer: Sam Wallis

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

Erection of single storey extensions following demolition of existing flat roof extension and porch.

Farnham Town Council objects to the overdevelopment of the restrictive site with permission already in place for double garage and playroom not shown on the plans. The proposals are more extensive than the application description in that the roof is being altered considerably to include an even larger area of flat roof, and two roof lights, to facilitate the extensions.

WA/2022/01900 Farnham Weybourne and Badshot Lea

Officer: Lauren Kitson

3 BADSHOT LEA ROAD, BADSHOT LEA, FARNHAM GU9 9JR

Erection of extension and alterations, erection of detached garage with associated works following demolition of existing extension and detached garage.

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, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Wrecclesham and Rowledge

CA/2022/01953 Farnham Wrecclesham and Rowledge

Officer: Theo Dyer

1 WRECCLESHAM HILL, WRECCLESHAM, FARNHAM GU10 4JN

WRECCLESHAM CONSERVATION AREA REMOVAL OF TREE

Farnham Town Council strongly objects to the removal of trees and requests that the Arboricultural Officer visits the site to assess the impact on the Conservation Area. 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 necessary, a replacement tree must be planted.

Amendments received

Amended plans have been submitted which have proposed minor amendments to the dwelling design and have sited the dwelling a further metre away from the south-western boundary.

WA/2021/03198 Farnham Wrecclesham and Rowledge

Officer: Philippa Smyth

THE GRANARY, WRECCLESHAM HILL, WRECCLESHAM FARNHAM GU10 4JS

Erection of a new dwelling.

Farnham Town Council strongly objects to the proposed development in this location, adjusting the proposed dwelling's location 'a further metre away' will not lessen the impact on the setting of the Ancient and Semi Natural Woodland (ASNW). Farnham Town Council maintains its previous objections and clarification is still outstanding about application WA/2021/02992 from both Farnham Town Council and the Forestry Commission.

A second application is still pending for the erection of a new two storey residential dwelling under WA/2021/02992 at this location. Farnham Town Council asked why two applications had been submitted on 11 January 2022, no response has been received from the Planning Officer.

Previous application WA/2018/1777 for a similar scheme was withdrawn and another application WA/2019/1163 was refused in May 2020.

WA/2019/0439 for a Certificate of Lawfulness under Section 192 for erection of a domestic outbuilding was granted lawful in April 2019 and is being used as a veiled threat for granting permission for a dwelling in the same location as a 'fallback' option.

Farnham Town Council strongly objects to the proposed two storey dwelling outside of the Built-up Area Boundary, not being compliant with Farnham Neighbourhood Plan policy FNPI Design of New Development and Conservation and FNPI10 Protect and Enhance the Countryside and having a negative impact of the setting of the Ancient and Semi Natural Woodland (ASNW) and a detrimental effect on biodiversity and character of the site. It is likely the development will lead to the loss or deterioration of the ancient woodland within the redline with 'garden creep', as termed by the Forestry Commission.

The Forestry Commission has commented on WA/2021/02992 and is now seeking clarification of whether this is the same or a duplication application. They have raised several concerns about the false statements made within documentation, these inaccuracies must be addressed. Building within the ancient woodland buffer and felling trees within a woodland Tree Preservation Order is unacceptable.

WA/2022/01897 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

1A GREENFIELD ROAD, FARNHAM GU9 8TN

Erection of extensions and alterations with associated landscaping following demolition of attached garage.

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, FNPI16

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. 3 with the two-storey extension close to the boundary.

WA/2022/01966 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

BAY TREE COTTAGE, 10A WRECCLESHAM HILL, WRECCLESHAM, FARNHAM GU10 4JW
Erection of single storey extension together with roof extension to create additional habitable accommodation in roof space.

The quality of the drawings is very poor. Farnham Town Council objects to the bulky extensive dormer which appears to sit above the ridge line, having a negative impact on the street scene and not being 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.

5. Appeals Considered

There were none for this meeting.

6. Licensing Applications Considered

There were none for this meeting.

7. Public Speaking at Waverley's Western Planning Committee

Noone was put forward to speak at Waverley's Western Planning Committee on Wednesday 17th August on:

WA/2022/00906 Springfield, 30 Frensham Vale, Lower Bourne, Farnham GU10 3 HT
Erection of 2 (further) detached dwellings and associated garaging, parking and vehicular access.

Other applications on the agenda included:

WA/2022/00131 22 POTTERY LANE WRECCLESHAM FARNHAM GU10 4QJ
Erection of extension and alterations with associated works and relocating and widening of existing vehicle crossover following demolition of existing detached garage.

WA/2022/00699 12 WINGS ROAD, FARNHAM GU9 0HW

Erection of extension and alterations to elevations with associated works (as amended by plans received 06/07/2022).

WA/2022/00955 LAND CENTRED COORDINATES 482046 143525 FULLERS ROAD
ROWLEDGE FARNHAM GU10 4DF

Erection of a new village hall including new vehicular and pedestrian accesses, with associated parking and landscaping.

8. Date of next meeting

Due to the bank holiday on 29th August, the next meeting will be held on 5th September at 9.30am.

The meeting ended at 11.25 am

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 5th September, 2022

Place

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

Planning & Licensing Consultative Working Group Members Present:

Councillor John "Scotty" Fraser (Lead Member)

Councillor Roger Blishen

Councillor John Neale

Councillor Alan Earwaker (Ex-officio)

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Edmonds, Hesse, Martin and Wicks.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Castle

WA/2022/02148 Farnham Castle

Officer: Tracy Farthing

LAND WEST OF THE OLD EXCHANGE, WEST STREET, FARNHAM

Construction of a new temporary vehicular access off West Street to facilitate the installation of a new water main.

Farnham Town Council has no objections to the temporary vehicular access off West Street to facilitate the installation of a new water supply main pipeline. As detailed in the Planning Support Statement, the temporary access will be through an existing gap in the hedgerow and, upon completion of the water main and associated pipework construction, a hedgerow will be either planted at the Site to fill this gap or planted elsewhere within the land parcel, subject to confirmation from the developer.

WA/2022/02149 Farnham Castle

Officer: Tracy Farthing

LAND OFF RUNWICK LANE, RUNWICK, FARNHAM

Construction of a new temporary vehicular access off Runwick Lane to facilitate the installation of a new water main.

Farnham Town Council has no objections to the temporary vehicular access off Runwick Lane to facilitate the installation of a new water supply main pipeline. As detailed in the Planning Support Statement, the single tree being removed at the Site will be replanted following the works and will maintain a 3m distance from the proposed water main. The section of hedgerow removed at the Site will be replanted with broadleaved native species and the post-and-rail fence reinstated.

Farnham Moor Park

WA/2022/01997 Farnham Moor Park

Officer: Ruth Dovey

BUILDING D21, UNIT 07, LAND CENTRED COORDINATES 484270 146934, EAST STREET, FARNHAM

Display of 3 non-illuminated fascia signs.

Local policies for Farnham's town centre must be considered, including the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, FNP4 Advertisement Control, FNP21 East Street, South Street and Dogflud Way and Shopfront Design Guide SPD.

Farnham Town Council has no objections to the non-illuminated fascia signs.

WA/2022/02015 Farnham Moor Park

Officer: Ruth Dovey

BUILDING D8 UNIT L1, LAND CENTRED COORDINATES 484270 146934, EAST STREET, FARNHAM

Display of 2 illuminated fascia signs, 3 LCD screens and 8 poster frames.

Local policies for Farnham's town centre must be considered, including the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, FNP4 Advertisement Control, FNP21 East Street, South Street and Dogflud Way and Shopfront Design Guide SPD.

Although internally illuminated signage is discouraged in the Town Centre and not permitted in the Conservation Area, the cinema signage is simplistic in design and limited to 500 candela/sqm. The static illuminated displays are contained within the development site and limited to 350 candela/sqm.

WA/2022/02036 Farnham Moor Park

Officer: Ruth Dovey

(UNIT 8, BUILDING D1, EAST STREET) 19 OLD MARKET PLACE, FARNHAM GU9 7SF

Display of 1 illuminated fascia sign and 1 wall sign.

Local policies for Farnham's town centre must be considered, including the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, FNP4 Advertisement Control, FNP21 East Street, South Street and Dogflud Way and Shopfront Design Guide SPD.

Farnham Town Council has no objections to the externally illuminated fascia sign and wall sign.

WA/2022/02037 Farnham Moor Park

Officer: Ruth Dovey

(UNIT 8, BUILDING D1, EAST STREET) 19 OLD MARKET PLACE, FARNHAM GU9 7SF

Installation of shop fronts for Building D1 unit 8 in relation to details required for Condition 10 of planning permission WA/2016/0268.

Local policies for Farnham's town centre must be considered, including the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, FNP4 Advertisement Control, FNP21 East Street, South Street and Dogflud Way and Shopfront Design Guide SPD.

Farnham Town Council has no objections to the externally illuminated fascia sign and wall sign.

WA/2022/02116 Farnham Moor Park

Officer: Ruth Dovey

LAND AT EAST STREET, FARNHAM

Application under Section 73 for variation of condition 2 of WA/2016/0268 (approved plans) to allow change of use of the consented units 1-24 to Use Class E (a,b,c,d,e) and the consented units RUI-RU8 to Use Class E (b).

Farnham Town council has no objections to units being Use Class E.

WA/2022/02117 Farnham Moor Park

Officer: Ruth Dovey

BRIGHTWELLS, EAST STREET, FARNHAM

Display and installation of 6 wayfinding totems, 2 illuminated digital totems, 5 finger posts, 3 illuminated projecting signs, 5 wall mounted signs, 2 overhead signs, 1 interpretation lectern, 3 interpretation plaques and 1 high level wall sign across the Brightwells development site.

Farnham Town Council objects to the lack of prior consultation on the content of the wayfinding totems, interpretation lecterns and plaques. The Town has a wealth of local knowledge and would welcome the opportunity to provide input.

Historical information about the site must be introduced to record the locations connection with Florence Nightingale – as referenced with a street within the development named 'Nightingale Walk' – and the addition of a plaque commemorating The Redgrave Theatre being part of Brightwell House.

Further amendments are required:

Farnham Town Council objects to 'Brightwells Park' this must be changed to 'Brightwell Garden' (the name of the greenspace to the south of Brightwell House)

- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__2.pdf
- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__4.pdf
- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__5.pdf
- Accompanying Papers – 60615_BRIGHTWELLS_rev2_3.pdf
- Proposed Plans – 60615_BRIGHTWELLS_rev2_4.pdf
- Proposed Plans – 60615_BRIGHTWELLS_rev2_12.pdf

Brightwell House not Brightwells House (WA/2022/02174 has correct spelling)

- Accompanying Papers – 60615_BRIGHTWELLS_rev2_3.pdf
- Proposed Plans – 60615_BRIGHTWELLS_rev2_4.pdf
- Proposed Plans – 60615_BRIGHTWELLS_rev2_6.pdf

Brightwells Rd North is incorrect as has been renamed to Threadneedle Road

- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__4.pdf

Marks & Spencer is now obsolete

- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__2.pdf
- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__4.pdf
- Additional Plans - BRIGHTWELLS_WALLSIGN_locations_revA__5.pdf
- Accompanying Papers – 60615_BRIGHTWELLS_rev2_3.pdf
- Proposed Plans – 60615_BRIGHTWELLS_rev2_4.pdf
- Proposed Plans – 60615_BRIGHTWELLS_rev2_12.pdf

A town centre wayfinding project is underway with the Farnham Infrastructure Programme and funded by the Brightwells development. A standardisation of the green colour is important for the integration of the site, please use RAL 6016.

The installation of ‘The Farnham Flame’ public art sculpture, retained from the Woolmead building, has been agreed with all parties. This is to be install on D20 adjacent to the ‘High Level Site ID’ referenced as 9A on the Site Plan, facing South Street. Clarification is being sought if Waverley Borough Council will be submitting a planning application for its installation.

- Accompanying Photographs-60615_BRIGHTWELLS_rev2_14.pdf

WA/2022/02174 Farnham Moor Park

Officer: Ruth Dovey

BRIGHTWELL HOUSE, OLD MARKET PLACE, FARNHAM

Display and installation of four illuminated hanging projecting signs; one brass plate fascia sign; one illuminated brass menu holder; five brass colour window vinyl logo signs; one free standing sign and hand painting of three fascia signs on the existing fascia in antique gold paint.

To be compliant with LPP1 policy TDI, local policies for Farnham’s town centre must be considered, including the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting, FNP4 Advertisement Control, FNP21 East Street, South Street and Dogflud Way and Shopfront Design Guide SPD.

Farnham Town Council has no objections to the Coppa Club signage at Brightwell House.

4. Applications Considered

Appeals Considered

Application Reference: APP/R3650/W/22/3299393

WA/2021/01172 LAND WEST OF FORMER CHERRY TREE INN, SCHOOL ROAD, ROWLEDGE, FARNHAM

Erection of a new dwelling and detached garage with associated work.

Appellant’s Name: Mr M Hurley

Representations submitted to PINS quoting the appeal reference 3299393 via <https://acp.planninginspectorate.gov.uk>.

WA/2021/01172 Farnham Wrecclesham and Rowledge

Officer: Daniel Holmes

LAND WEST OF FORMER CHERRY TREE INN, CHERRY TREE ROAD, ROWLEDGE GU10 4AB

Erection of a new dwelling and detached garage with associated work.

The Town and Country Planning (Development Management Procedure) Order 2015, Article 22 (4) states: The information to be provided to the consultee for the purposes of the consultation, pursuant to section 54(5)(b) of the 2004 Act, is such information as will enable that person to provide a substantive response. This application appeared on the weekly list, unhelpfully labelled as Binsted Parish in the ward of Binsted and Bentley. Given it is registered with WBC as the LPA, Farnham's details should come first.

The History and Constraints document is not included on the planning portal for this application. Given the planning history of the site, it is vital this information is available to those reviewing and determining this application.

Farnham Town Council strongly objects to the proposed new dwelling and detached garage in the former car park of The Cherry Tree, converted to residential through change of use application WA/2017/1770 granted 18 December 2017, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, being overdevelopment of the site, dominant in what is currently an open corner with the Rowledge War Memorial and out of character with the street scene and having a negative impact on the host dwelling - 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.

5. Appeals Considered

Application Reference: APP/R3650/W/22/3299393

WA/2021/01172 LAND WEST OF FORMER CHERRY TREE INN, SCHOOL ROAD, ROWLEDGE, FARNHAM

Erection of a new dwelling and detached garage with associated work.

Appellant's Name: Mr M Hurley

Representations submitted to PINS quoting the appeal reference 3299393 via

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WA/2021/01172 Farnham Wrecclesham and Rowledge

Officer: Daniel Holmes

LAND WEST OF FORMER CHERRY TREE INN, CHERRY TREE ROAD, ROWLEDGE GU10 4AB

Erection of a new dwelling and detached garage with associated work.

The Town and Country Planning (Development Management Procedure) Order 2015, Article 22 (4) states: The information to be provided to the consultee for the

purposes of the consultation, pursuant to section 54(5)(b) of the 2004 Act, is such information as will enable that person to provide a substantive response. This application appeared on the weekly list, unhelpfully labelled as Binsted Parish in the ward of Binsted and Bentley. Given it is registered with WBC as the LPA, Farnham's details should come first.

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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.

6. Licensing Applications Considered

Street Trading Consent Application Considered

Stable and Ground

Waverley Borough Council is currently in receipt of an application for a Street Trading Consent for a mobile food unit called 'Stable and Ground. This is an existing business, applying for a second location in the Farnham area.

The proposed location, days and times of trading are as follows:

Lower Road, off of Hale Road, Farnham (in layby/access road outside *Daniele Sicilian*)
Monday – Friday, 6am-11am

One of two units will be used at this location. These are either:

Converted Horsebox trailer – dimensions 3m in height, 5m long and 2m wide, or

Converted van (currently awaiting conversion and repaint)- dimensions 2.3m in height, 5.4m long and 2m wide.

Farnham Town Council has no objections. No comments are required to be submitted.

7. Public Speaking at Waverley's Western Planning Committee

Members agreed to rely on Waverley's Western Planning Committee to determine planning applications listed on the agenda on 14th September 2022.

See Farnham Town Council's previous objections below.

Reference: WA/2022/00705

Proposal: Listed Building consent for internal and external alterations

Location: 44 BEAVERS ROAD FARNHAM GU9 7BD

Amendments received

Alterations to roofline to sloped roof. Changes to fenestrations – comments submitted to meet the deadline of 01/07/22.

WA/2022/00705 and WA/2022/00706 Farnham Castle

Officer: Sam Wallis

44 BEAVERS ROAD, FARNHAM GU9 7BD

Listed Building consent for internal and external alterations

Farnham Town Council maintains its strong objection to the inappropriate development to the rear of the Grade II Listed mid-terrace property, the materials and design are unacceptable, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Farnham Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design.

This application must be reviewed by the WBC Heritage Officer and Historic England.

Local Plan Part I (LPP1) 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.

Previous comments:

WA/2022/00705 Farnham Castle

Officer: Sam Wallis

44 BEAVERS ROAD, FARNHAM GU9 7BD

Listed Building consent for internal and external alterations

This application must be reviewed by the WBC Heritage Officer and Historic England.

Farnham Town Council strongly objects to the inappropriate development to the rear of the Grade II Listed mid-terrace property, the materials and design are unacceptable, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Farnham Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design.

Local Plan Part I (LPP1) 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/2022/00706 Farnham Castle

Officer: Sam Wallis

44 BEAVERS ROAD, FARNHAM GU9 7BD

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

This application must be reviewed by the WBC Heritage Officer and Historic England.

Farnham Town Council strongly objects to the inappropriate development to the rear of the Grade II Listed mid-terrace property, the materials and design are unacceptable, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP2 Farnham Town Centre Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design.

Local Plan Part I (LPP1) 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.

Further notifications have been received for items on Western Planning:

Revised extension and parking Layout

WA/2021/01400 Farnham Castle

Officer: James Kidger

THE BISHOPS TABLE, BISHOPS TABLE HOTEL, 27 WEST STREET, FARNHAM GU9 7DR

Erection of extension and alterations to existing Hotel to create 7 dwellings, associated parking and amenity space.

Farnham Town Council strongly objects to the proposed change of use from hotel to residential and extensions and alterations to The Bishops Table to create 7 dwellings.

The loss of the business is unacceptable with its unique offering as a boutique hotel in the town centre. The application has not sufficiently demonstrated that the business is no longer viable as a hotel. In line with LPP1 polices EE1 and EE2, Farnham Town Council requests that Waverley Borough Council's Economic Development department review this application.

An additional 7 dwellings is overdevelopment with the existing 4 dwellings to the rear of the hotel, not compliant with the Farnham Design Statement and Farnham Neighbourhood Plan polices FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and FNPI6 Extensions. The proposed development will cause overlooking of both existing and new dwellings, have a negative impact on the neighbours' amenity and the listed building and its setting.

The shared vehicle and pedestrian access is very narrow and unsuitable for the additional vehicle movement. The parking provision of double bays are inaccessible with no space for vehicles to turn within the site, not compliant with Farnham Neighbourhood Plan FNP30.

Revised extension and parking Layout

WA/2021/01401 Farnham Castle

Officer: James Kidger

THE BISHOPS TABLE, BISHOPS TABLE HOTEL, 27 WEST STREET, FARNHAM GU9 7DR

Listed building consent for the erection of extension and alterations to existing Hotel to create 7 dwellings.

Farnham Town Council strongly objects to the proposed change of use from hotel to residential and extensions and alterations to The Bishops Table to create 7 dwellings.

The loss of the business is unacceptable with its unique offering as a boutique hotel in the town centre. The application has not sufficiently demonstrated that the business is no longer viable as a hotel. In line with LPP1 polices EE1 and EE2, Farnham Town Council requests that Waverley Borough Council's Economic Development department review this application.

An additional 7 dwellings is overdevelopment with the existing 4 dwellings to the rear of the hotel, not compliant with the Farnham Design Statement and Farnham Neighbourhood Plan polices FNPI New Development and Conservation, FNP2 Town Centre Conservation Area and FNPI6 Extensions. The proposed development will cause overlooking of both existing and new dwellings, have a negative impact on the neighbours' amenity and the listed building and its setting.

The shared vehicle and pedestrian access is very narrow and unsuitable for the additional vehicle movement. The parking provision of double bays are inaccessible with no space for vehicles to turn within the site, not compliant with Farnham Neighbourhood Plan FNP30.

Local Plan Part I (LPPI) 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.

WA/2022/00256 Farnham Castle

Officer: James Kidger

Land to the rear of PENNYS, 88B WEST STREET, FARNHAM GU9 7EN

Erection of a three bedroom dwelling.

Farnham Town Council objects to a second dwelling in the garden land between 88a fronting West Street and 88b to the rear to create 88c West Street.

The application does not enhance and protect the Conservation Area, not compliant with the Farnham Design Statement, Farnham Neighbourhood policy FNPI New Development and Conservation, FNP2 Farnham Town Centre Conservation Area and its setting and LPPI policy TDI. The proposed development will be harmful to the amenity of the surrounding dwellings, mainly Listed buildings including with the garden wall to the west, and detrimental to the impressive Limes and the large Yew on the boundary. The Arboricultural Officer must be consulted on the impact to the trees and tree roots. The proposal will increase vehicles movements in an already congested area.

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.

8. Date of next meeting

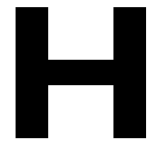
Monday 19th September at 9.30am.

The meeting ended at 11.50 am

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL



Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 17th October, 2022

Place

Council Chamber - Farnham Town Hall and via Zoom

Planning & Licensing Consultative Working Group Members Present:

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

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Blishen and Wicks.

2. Disclosure of Interests

Councillor Martin declared an interest due to vicinity to NMA/2022/02554 and left the room during the discussion of this application.

3. Applications for Key/Larger Developments Considered

There were none for this meeting.

4. Applications Considered

Farnham Bourne

CA/2022/02549 Farnham Bourne

Officer: Theo Dyer

FAREKNOWE, 1A GREENHILL ROAD, FARNHAM GU9 8JN

GREAT AUSTINS CONSERVATION AREA REMOVAL OF TREE

Note. Fir situated in the garden of 1A Greenhill road/ felled to ground level. Causes excessive shading. It has outgrown the area it is situated.

Farnham Town Council strongly objects to the removal of trees, especially in a Conversation Area covered by Farnham Neighbourhood Plan policy FNP5 and asked the Arboricultural Officer to visit the site. 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 necessary, a replacement tree must be planted.

NMA/2022/02505 Farnham Bourne

Officer: Daniel Holmes

FARTHINGS, DENE LANE WEST, LOWER BOURNE, FARNHAM GU10 3PS

Amendment to WA/2021/01107 to amend roof materials; colours of windows as well as the addition of velux windows and sun tunnel.

No comments.

TM/2022/02494 Farnham Bourne

Officer: Theo Dyer

8 ANNANDALE DRIVE, LOWER BOURNE, FARNHAM GU10 3JD

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 26/03

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.

WA/2022/02463 Farnham Bourne

Officer: Doug Wright

25 LONGDOWN ROAD, LOWER BOURNE, FARNHAM GU10 3JL

Alterations to dwelling including solar panels, cladding and windows together with removal of door openings and chimney.

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, FNP8 South Farnham Arcadian Areas, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02473 Farnham Bourne

Officer: Sam Wallis

32 BURNT HILL ROAD, LOWER BOURNE, FARNHAM GU10 3LZ

Erection of extensions following demolition of existing extension.

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, FNP8 South Farnham Arcadian Areas, 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.34.

WA/2022/02474 Farnham Bourne

Officer: Lauren Kitson

24 VALE CLOSE, LOWER BOURNE, FARNHAM GU10 3HR

Erection of extensions and alterations to elevations; hip to gable and dormer extensions together with alterations to attached garage to provide additional habitable accommodations.

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. 23 being close to the boundary.

WA/2022/02502 Farnham Bourne

Officer: Sam Wallis

32 BURNT HILL ROAD, LOWER BOURNE, FARNHAM GU10 3LZ

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, FNP8 South Farnham Arcadian Areas, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02503 Farnham Bourne

Officer: Lauren Kitson

LITTLE GABLES, 13 GONG HILL DRIVE, LOWER BOURNE, FARNHAM GU10 3HQ

Erection of single storey extension and alterations.

Farnham Town Council strongly objects to the inappropriate materials and design proposed for the single storey extension, not being 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.

WA/2022/02546 Farnham Bourne

Officer: Sam Wallis

30 BURNT HILL ROAD, LOWER BOURNE, FARNHAM GU10 3LZ

Erection of extensions and alterations to provide a two storey dwelling; erection of a detached garage; erection of a detached outbuilding for ancillary use and associated hard landscaping following demolition of existing detached garage.

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 LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. The outbuilding must be Conditioned ancillary to the dwellinghouse.

Farnham Castle

CA/2022/02477 Farnham Castle

Officer: Theo Dyer

75A WEST STREET, FARNHAM GU9 7EH

FARNHAM CONSERVATION AREA WORKS TO TREE

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.

CA/2022/02478 Farnham Castle

Officer: Theo Dyer

CRAVEN HOUSE, 98 WEST STREET, FARNHAM GU9 7EN

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 LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.

WA/2022/02483 Farnham Castle

Officer: Carl Housden

AGRICULTURAL BARN, GROVERS FARM, RUNWICK LANE, FARNHAM

Erection of a detached garage, entrance piers and gates with associated works.

The access must be approved by the County Highways Authority and the gates be positioned far enough back to allow sufficient space for a vehicle to be off the highway.

WA/2022/02515 Farnham Castle

Officer: Wanda Jarnecki

FARNHAM LODGE, UNION ROAD, FARNHAM GU9 7PT

Installation of solar panels on roof and associated works.

Farnham Town Council questions if solar panels are acceptable on a Listed building in a Conservation Area. Panels visible from the street scene should be discouraged. The Heritage Officer must be consulted.

WA/2022/02516 Farnham Castle

Officer: Wanda Jarnecki

FARNHAM LODGE, UNION ROAD, FARNHAM GU9 7PT

Listed Building Consent for installation of solar panels on roof and associated works.

Farnham Town Council questions if solar panels are acceptable on a Listed building in a Conservation Area. Panels visible from the street scene should be discouraged. The Heritage Officer must be consulted.

WA/2022/02525 Farnham Castle

Officer: Sam Wallis

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

Application under Section 73A to vary condition 1 of WA/2020/1784 (approved plans) to allow for two rear facing ground floor windows to replace the 6 small windows to the existing toilets.

Farnham Town Council objects to the proposed windows proportions, size and materials, being out of character and inappropriate for a Building of Local Merit in the Conservation Area covered by Farnham Neighbourhood Plan FNP2 Town Centre Conservation Area and its setting and the Farnham Design Statement.

Farnham Moor Park

Councillor Martin left the room during the discussion.

NMA/2022/02554 Farnham Moor Park

Officer: Philippa Smyth

KILNSIDE FARMHOUSE, MOOR PARK LANE, FARNHAM

Amendment to WA/2020/1108 - Remove roof lights on the southern elevation and widen existing bedroom windows. Remove staircase window on the northern elevation and replace with two roof lights. South elevation to retain the clean roof line with no loss of light to the two bedrooms. North elevation to retain the privacy on the staircase.

Farnham Town Council requests that the glazing be Conditioned obscured of the additional two roof lights, as shown in the drawings within this application.

WA/2022/02482 Farnham Moor Park

Officer: Sam Wallis

BUSH COTTAGE, 31 CROOKSBURY ROAD, FARNHAM GU10 1QD

Alterations to roofspace including additional dormer and alterations to existing dormers.

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, FNP10 Protect and Enhance the Countryside, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02514 Farnham Moor Park

Officer: Daniel Holmes

LAND AT MONASTERY CLOCK, OLD COMPTON LANE, FARNHAM GU9 8EG

Erection of a dwelling and detached garage with new vehicular access.

Farnham Town Council raises objection to the subdivision of plots in an area characterised by its spacious feel. New development must strictly adhere to the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. The location of the access is dangerous close to the junction with Moor Park Way and must be reviewed by the County Highways Authority. Trees and the green boundary must be protected in this semi-rural location.

WA/2022/02517 Farnham Moor Park

Officer: Doug Wright

HOMEFIELD SANDPIT, LAND FORMERLY WHITEWAYS FARM, GUILDFORD ROAD, FARNHAM GU10 1PG

Erection of storage building following demolition of existing building.

Farnham Town Council relies on Surrey County Council to ensure this application is appropriate for the site.

Councillor Martin left the meeting at 11.20am.

Farnham Shortheath and Boundstone

TM/2022/02493 Farnham Shortheath and Boundstone

Officer: Theo Dyer

23 LONGHOPE DRIVE, WRECCLESHAM, FARNHAM GU10 4SN

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 06/99

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.

Farnham Upper Hale

WA/2022/02520 Farnham Upper Hale

Officer: Carl Housden

17 & 19 HOPE LANE, FARNHAM GU9 0HZ

Erection of 4 dwellings with new vehicular access following demolition of 2 dwellings garages and outbuildings.

Farnham Town Council strongly objects to the overdevelopment of this restrictive site in an already congested area, with a pattern of development out of character with the street scene, not being compliant with the Farnham Design Statement and

Farnham Neighbourhood Plan policy FNPI New Development and Conservation and LPPI policy TDI Townscape and Design.

WA/2022/02532 Farnham Upper Hale

Officer: Lauren Kitson

8 BECK GARDENS, FARNHAM GU9 0SE

Erection of a single storey extension and alterations to existing integral garage to provide additional habitable accommodation.

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 LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. Sufficient parking must be available within the boundary of the property with the loss of the garage.

Farnham Weybourne and Badshot Lea

PRA/2022/02495 Farnham Weybourne and Badshot Lea

Officer: Carl Housden

OLD BARN, CROWN LANE, BADSHOT LEA, FARNHAM GU9 9JP

Demolition notification: G.P.D.O. Schedule 2, Part 1 I, Class B: Demolition of a brick barn building with extensions.

Farnham Town Council strongly objects to the proposed demolition of the Old Barn, part of which is a Building of Local Merit. Further comments will be made following consultation with the Ward Councillors.

PRA/2022/02509 Farnham Weybourne and Badshot Lea

Officer: Carl Housden

KINETROL MANUFACTURING, 10A-12 FARNHAM TRADING ESTATE, FARNHAM GU9 9NU

General Permitted Development Order 2015, Schedule 2 Part 14 Class J - Prior Approval for installation of a 240.12 KW roof mounted solar PV system, comprising of 522 JA Solar Holdings Co modules and 4 Ginlong (Solis) Inverters.

Farnham Town Council has no objection to the proposed installation on the roof.

WA/2022/02542 Farnham Weybourne and Badshot Lea

Officer: Sam Wallis

59 BARTLETT AVENUE, FARNHAM GU9 9GD

Erection of extension and alterations; alterations to detached garage to provide additional habitable accommodation and store.

Farnham Town Council raises objection to the proposed alterations to the garage to provide habitable accommodation. The new development has been built out with parking provision allocated to driveways and garages, and car parks with the flatted development. The loss of the garage will reduce the off-street and have a negative impact on the parking provision, forcing residents to park inappropriately in the street.

Farnham Wrecclesham and Rowledge

CA/2022/02552 Farnham Wrecclesham and Rowledge

Officer: Theo Dyer

FLAT 4, THE OLD VICARAGE, THE STREET, WRECCLESHAM, FARNHAM GU10 4PS
WRECCLESHAM CONSERVATION AREA WORKS TO 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.

WA/2022/02475 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

60 ECHO BARN LANE, WRECCLESHAM, FARNHAM GU10 4NF

Erection of extensions and alterations to 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, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02534 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

83 RIVERDALE, WRECCLESHAM, FARNHAM GU10 4QT

Erection of extensions and alterations following demolition of existing garage.

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 TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. Sufficient parking must be available within the boundary of the property with the loss of the garage.

WA/2022/02544 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

18 BROADWELL ROAD, WRECCLESHAM, FARNHAM GU10 4QH

Erection of 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 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. 16.

WA/2022/02557 Farnham Wrecclesham and Rowledge

Officer: Doug Wright

VINERS MEAD, WRECCLESHAM ROAD, WRECCLESHAM, FARNHAM GU10 4PT

Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to vary Condition 1 of WA/2022/01195 (approved plans) to allow alterations to design to increase number of parking spaces.

No comments.

WA/2022/02558 Farnham Wrecclesham and Rowledge

Officer: Doug Wright

VINERS MEAD, WRECCLESHAM ROAD, WRECCLESHAM, FARNHAM GU10 4PT

Application under Section 73 to vary condition 1 of WA/2022/01192 (approved plans) to allow alterations to design to increase number of parking spaces.

No comments.

5. Appeals Considered

The Consultative Group noted the Appeal for WA/2021/03131 at 86A Tilford Road, Farnham had been dismissed.

Two appeal hearings had been notified:

- 1) 17 Frensham Road, Lower Bourne (WA/2020/1797, APP/R3650/W/22/3291680) which would be heard on 1st November 2022.
- 2) Old Stone Yard, Tongham Road Runfold (WA/2019/1021, APP/R3650/W/21/3288515) which would be heard on 2nd November.

6. Licensing Applications Considered

There were none for this meeting.

7. Waverley Borough Council Street Naming Applications

A copy of a new Waverley Street naming leaflet was noted..

8. Public Speaking at Waverley's Western Planning Committee

There were not for this meeting.

9. Date of next meeting

Monday 31st October 2022 at 9.30am.

The meeting ended at 12.10 pm

Notes written by Jenny de Quervain