



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 15th December, 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 15th December, 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 may be 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: 15 December 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 15th December, 2022 at 7.00 pm

Place

Council Chamber - Farnham Town Hall, South Street, Farnham

Prayers

Prior to the meeting prayers will be said in the Council Chamber by Revd Jane Walker of St Mary's Frensham. 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, Cockburn, Dickson, Hesse, MacLeod, Martin, Merryweather, Mirylees, Neale, Ward and Wicks.*
- (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

To sign as a correct record the minutes of the Farnham Town Council meeting held on October 20th at Appendix A.

4 Co-option of a Councillor for the vacant position in the Wrecclesham & Rowledge Ward

Following the resignation of Councillor Edmonds, five candidates have put their names forward to fill the vacant position: Mr Stephen Bennett, Mrs Pat Frost, Mr George Murray, Mr Christopher Storey, and Mr Mark Westcott. Each will be invited to make a three minute presentation which will be followed by questions from Council at the Mayor's discretion.

The order of presentations will be decided prior to the meeting by drawing lots. There will then be a vote by Council until one candidate has the majority of votes.

5 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.

6 Town Mayor's Announcements

To receive the Town Mayor's announcements.

7 Questions by Members

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

Part 1 - Items for Decisions

8 Working Group and Panel Notes (Pages 7 - 24)

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

- i) Community Enhancement held on 16th November 2022
This meeting did not take place and there are no notes for consideration.
- ii) Strategy and Finance held on 8th December 2022 **Appendix B**
- iii) Farnham Infrastructure Programme – observations for the Board **Appendix Bi**
- iv) Strategy Day Notes and new Council Structure. **Appendix C**
- iii) HR Panel **Appendix D**

To receive any relevant verbal updates from the Cemeteries and Appeals, Community Enhancement, and Tourism and Events Working Groups.

9 Budget 2023-24 (Pages 25 - 42)

To agree the draft budget for 2023-24 at Appendix E.

10 Planning and Licensing Applications (Pages 43 - 78)

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 31st October, 14th and 28th November and 12th December at **Appendices F, G, H and I**

Part 2 - Items to Note

11 Actions taken under the Scheme of Delegation

To receive details of actions under the scheme of delegation not previously reported.

12 Reports from Other Councils

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

13 Reports from Outside Bodies

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

14 Date of Next Meeting

To note the date of the next meeting as Thursday 26th January 2023.

15 Exclusion of the Press and Public

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

Item 3 - Confidential Items

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

Council Membership:

Alan Earwaker (Mayor), Michaela Wicks (Deputy Mayor), David Attfield, David Beaman, 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

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FARNHAM TOWN COUNCIL

B

Notes

Strategy & Finance Working Group

Time and date

9.30 am on Thursday 8th December, 2022

Place

Council Chamber - Farnham Town Hall

Attendees:

Members: Councillors Pat Evans (Lead Member), David Attfield, David Beaman, Carole Cockburn, Alan Earwaker (ex-Officio) and George Hesse

In attendance: Cllr Neale

Officers: Iain Lynch (Town Clerk), Iain McCready (Business and Facilities Manager), Lisa Tremeer (Communities and Administration Manager) and via Zoom (Rachel Aves (Neighbourhood Plan Advisor) and Jenny de Quervain (Planning and Civic administrator).

1. Apologies

Apologies were received from Cllrs Mirylees and Merryweather.

2. Declarations of interest

There were no declarations of interest.

3. Minutes of the last meeting

Minutes of the meeting held on 14th October 2022 were agreed.

4. Finance report

Cllr Evans introduced the item and report at Appendix B to the agenda and said that the priorities would shape the budget, with a view to achieving a balanced budget. She referenced the Strategic Planning Workshop for Councillors which was held in November and the Working Group noted the issues emerging which were not in any specific priority order.

Councillors gave their views on the priorities and then discussed the details in the report and agreed

there needs to be continued support for the hardship fund and provision for services of young people.

Town Clerk explained the pressures on the budget which included:

- Energy costs and insurance costs. These have been increased in line with advice from suppliers but energy managed down in the estimates with the new more efficient boiler Having taken on more outside space from Waverley BC which resulted in the need for more resources.
- Staffing costs – the budget had provision for all staff being at the top of their pay grade (even though not all staff are on the higher pay level).
- A built in a cost-of-living increase of 4% which was a reasonable estimate for next year as inflation (CPI) is above 11%.
- Challenges of services being cut back by principal authorities (but FTC could top them up, although at this stage, levels were not known).

The Town Clerk outlined increase income opportunities to reduce overall deficit:

- Can move around reserves, need to be prudent.
- FTC has its community and environmental initiatives fund – reduced to £40k for 2023-24 to balance the budget more.
- Increased sponsorship potential
- Increased interest and dividends from investments
- Reduced areas that had been spent below budget in the previous financial year and were below expectations for 2022/23

Town Clerk added Council had agreed to provide extra support for young people, and this is reflected in the budget with additional funding for young people for the forthcoming year. There were some changes since the last strategy meeting, with a reduced deficit from around £130,000 to £108,000. The Working Group noted there was some flexibility in reserves which would be considered as part of the precept setting meeting in January.

At this point of the year 78% of the budget had been spent (until the end of November) and income was at 117.9% of budgeted largely- because of £219,000 of CIL income which would be ringfenced for specific projects and some additional contributions for the Support Fund.

Detailed notes on the draft budget at Annex 3 were noted.

The Town Clerk went through the detail of budget which was discussed in detail by the Working Group with the following issues noted:

- In 2022/23 the Income budget was £1,474,800 increased to £1,532,681 for next year whilst Expenditure would increase to £1,641,250 with a projected deficit of £108,569, assuming the precept level remained at the same figure with a precept income of £1,253,831.
- Increased sponsorship targets were questioned, but the Town Clerk explained that he believed they were achievable.
- Grants were shown as zero as there was no confirmation of receiving any specific grants for next year.
- The budget increase in allotments for next year (billed in October). Currently charge an admin fee of £50 for an allotment and not £40 as shown in the Budget Notes.
- Potential loss in income if gin festival does not go ahead – 1% of turnover.
- Banners: balance income and expenditure as cannot make a surplus from banners over highway.
- Council tax Support grant has now stopped.
- Water charges remain the same for now.

During the discussion about the figures and budget, it was noted that Waverley had reduced the collection rate to 98%. The Town Clerk explained that when Waverley made a surplus on the fund

(most years), the principal authorities share the surplus (not shared with the town and parish councils) but when there was a deficit this was only shared between the Principal authorities,

It was noted Christmas lights, would be put out for tender next year. Currently FTC owns the lights. The installation costs had been increasing as the LEDs lose brightness and need replacing every 3 years or so. There was a reserve fund of £50 000 for the lights and it may be that the lights would be leased in the next period. It was noted that the current cost included some £6000 a year to store the Christmas lights and a more cost-effective solution would be to purchase a moisture resistant container for FTC store them. It was agreed that this should be investigated.

Action: Business and Facilities Manager.

Following recent presentations by organisations with whom there were Service Level Agreements (SLA), there was a discussion about the amount of funding for grants. Cllr Hesse asked for clarity. (£2000 for small grants – people get up to £250 for in year applications, £17,000 divided by all the applicants on specific projects; and £72,000 for SLA recipients which could be for ongoing running costs.

It was noted that at the next meeting in January there would be a discussions recommending grants for 2023/24.

Cllr Beaman proposed that an additional sum of £2,500 should be added to the overall grant pot. This was agreed. The Town Clerk advised that the separate higher budget for Young People Services could also be used to assist with funding for Young people applications if required. It was also agreed that the overall grants pot should be shown in the draft budget as £75,000 with no specific allocations for individual organisations until the report was considered at the January meeting.

With the additional sum of £2,500 to the grants pot, it was agreed the shortfall would be increased to £111,069, and Council would need to consider at the Precept meeting whether to use a blend of reserves, additional income targets, or a precept increase. It was noted that if no reserves or additional income was included, the shortfall would cost a typical Band D property £6.18 extra per annum.

Recommendation.

It is recommended that the budget for 2023/24 be set at £1, expenditure for next year be £1,643,750 (with draft income of £1,532,680 leaving a £111,069 shortfall at this stage).

5. Reports from Task Groups

- 1) Rachel Aves introduced the paper (circulated to all councillors) attached at Appendix C on the agenda, on the latest position on the proposed 'light touch' update of the Neighbourhood Plan to ensure it could retain its protection under Regulation 14. The Working Group noted that there were proposed changes expected in the National Planning Policy Framework which should assist, but currently sites not approved in the Neighbourhood Plan were going to appeal as Waverley did not currently have a five year land supply. The Minister Michael Gove had written to authorities outlining his plans but a written ministerial statement would have greater weight than an indicative letter.

Members noted that statutory consultees had been consulted and had no new evidence for inclusion in a review had been received.

Cllr Cockburn had referenced a number of other areas that had updated Made Neighbourhood Plans and these were being considered alongside advice from IPE, and Locality.

The latest position with the Waverley Local Plan Part II was noted, with only minor

modifications proposed by the Inspector, and Waverley were considering whether a Review of Part I would be beneficial.

It was agreed that a further update on the Neighbourhood Plan Review would be presented to the next meeting, along with comments on the Local Plan Part II consultation for agreement.

Members expressed concern at the recent Hawthorns appeal, noting that the Inspector sped through the appeal without considering all the elements considered important by the Town Council and an informal request had been made to the local MP to seek its Recovery by the Secretary of State.

It was agreed to **recommend to Council:**

- i) **The advice note regarding options to review and update the Neighbourhood Plan be noted.**
 - ii) **A formal request for the Secretary of State to Recover the Hawthorns Appeal in light of the anticipated changes to the NPPF be made.**
- 2) The Planning and Civic Administrator gave an update on progress on the Riverside Sculpture which had a large community participation in hammering the 105 sections which were now being fabricated into 21 cones. It was hoped the sculpture would be installed in March 2023.
 - 3) The Planning and Civic Administrator gave an update on the Conservation Areas Task Group and issues raised including advertising in the conservation area, (Regulation 7 relating to estate agent boards) and the article 4 Direction about which Cllr Hesse was asking a formal Question at the next meeting of Waverley's Council meeting. Cllr Hesse added information about fly tipping and confirmed that he was working to get rid of the bins in Dyas Yard and needed to identify the bin users to get the area tidied up.
 - 4) Town Clerk gave an update on the HR Panel which would be subject of a direct report to Council including:
 - i) The National Joint Council for Local Government Services had issued the pay agreement for 2022-23 following discussions between employers and unions. As this was a contractual entitlement, the HR Panel agreed for the increase in December to be backdated to 1st April under the scheme of delegation (Mayor, Chair of HR and Town Clerk in conjunction with Leaders)
 - ii) The Working Group agreed recommend to Council that future National Pay Awards should be implemented under the Town Clerk's scheme of delegation once Members had been informed.
 - iii) The Working Group congratulated Millie Sobey on her excellent progress in her apprenticeship and endorsed the decision to appoint her as Events Assistant with effect from March 2023.
 - iv) The Working Group supported the recommendation to Council for an additional day's leave for staff for the effort and achievements during 2022 to be taken between Christmas and the New Year, and noted the Mayor would invite the Outside Workforce team to a 'thank you' breakfast for their successes in the exceptional hot weather.

6. Contracts and assets update

1) Hale Chapels Community Garden

The Business and Facilities Manager gave an update on the Hale Chapels Community Garden Project

after visiting the site and explained there were two companies being considered to do the work. Officers had taken references and done due diligence, and both companies were considered able to do the work. On balance it was felt that with some additional project management requirements and the perceived need for an additional and contingency the contract would be awarded to Landform who had considerable experience in award-winning heritage projects. It was noted that the tenders included a provisional sum for the provision of water and electricity and the optional water feature was not priced in either contract.

Council had agreed that the decision on which company could be appointed be delegated to the Town Clerk in conjunction with the Assets Task Group, however it was felt under the circumstances Strategy & Finance should be involved in the decision. Members confirmed the desire to create a project for which the community would be proud. There was unanimous agreement to go with Landform at a cost of £164,473.

Action: Business and Facilities Manager to advise companies of the outcome.

2) Other updates

The Business and Facilities Manager updated the Working Group on other projects and confirmed that the West Street cemetery gates had been finished. Cllr Hesse asked about progress on the railings on the side and was advised that there was no definitive progress as agreement over the removal of the Leylandii on the right hand side needed to be reached.

He also confirmed the new CCTV cameras at the bottom of The Hart and Longbridge which replaced old analogue cameras had been installed and that replacement LED lights had been fitted on first and second floors of the office.

Cllr Hesse asked if Gostrey Meadow could be on the next meeting of the Assets Task Group. The Working Group noted that this was the expectation as there were a number of issues to be considered including the playground, café, toilets, gates and a request from the Farnham Croquet Club. **Action: Business and Facilities Manager**

7. Farnham Town Council Strategy Day

The Working Group reviewed the notes of the Council Strategy Day attached to the agenda at Appendix E. These were agreed for submission to Council and the proposed new structure attached as an Annex were **recommended for adoption by Council effective May 2023**.

8. Farnham Infrastructure Programme

- 1) Town Clerk advised the next date for the next Farnham Infrastructure Board meeting was set for Friday 16th December and confirmed he had, given the public interest in seeing the presentation and hearing the next steps, proposed that an alternate venue be used as the Council Chamber could be too small for this meeting and result in disappointment. However, the County Council preferred for it to go ahead as planned.

Cllr Beaman had asked Surrey County Council when the documents for the Board meeting would be available and was advised they would not be circulated until Monday. The Town Clerk said he was very disappointed that the documents had not been shared with officers ahead of the wider distribution, which gave very little time for consideration and was not a positive example of partnership working or of a Joint Board.

It was agreed that the Strategy & Finance meeting would be adjourned to 13th December in

order that consideration could be given to the anticipated documents ahead of Council.

- 2) Cllr Hesse raised an issue about the on-street parking surplus which should be spent for better materials in the Town Centre and Town Clerk suggested it could be raised in the board meeting on the 16th of December.
- 3) Way Finding: The Planning and Civic Officer gave an update on Wayfinding. Cllr Hesse asked about the finger posts being removed at the New Ashgate Gallery as they had put in ground boxes already for new signs. He felt they should not be allowed for conservation reasons and were not going to look right. It was agreed that Waverley should be made aware if not already.
Action: Planning and Civic Officer
- 4) It was noted the East Street situation was a debacle with highways progressing things that did not fit with FIP and the proposals had a number concerns. Cllr Hesse raised the issue about the conservation area and Surrey County Council should be following the Management Plan requirements as a signatory. JdeQ confirmed East Street was not a feature on the FIP plans and they were trying to achieve small things to move forward. Members noted that the taxi rank appeared to have been removed from the plans and the quality of the materials had been reduced.
- 5) It was noted that a discussion on the Brightwells Bridge was scheduled for Friday 9th.
- 6) It was noted that the next Local Cycling and Walking Infrastructure Plan discussions were deferred until January.

9. Consultations

Cllr Beaman indicated there was bus consultation which had implications in particular for the 65. He offered to draft some initial thoughts for a response, which was welcomed by the Working Group.

10. Town Clerk update

Town Clerk gave an update on the co-option of a new councillor for the vacancy in Wrecchesham & Rowledge advising that five candidates had applied. At Council, each candidate would be asked to make a presentation for three minutes (in an order drawn by lots) and there would be a short time for succinct questions. At the end of questions voting would take place and the successful candidate would be the first to gain a majority of the votes of those present. Town Clerk confirmed he would write to each candidate to inform them of the process and the biographies would be sent to councillors ahead of the council meeting.

11. Date of next meeting

The date for the next meeting was agreed as Tuesday 17th January 2023 at 9.30am and a date to discuss the FIP Board meeting was agreed as Tuesday December 13th at 9.30.

The meeting ended at 1.24 pm

Notes written by Lisa.Tremeer@farnham.gov.uk and Town.Clerk@farnham.gov.uk

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FARNHAM TOWN COUNCIL



Report
Council

Date: 15 December 2022

Strategy Day. 5th November 2022

1. Summary

The Strategy day considered a wide number of issues including the draft budget for 2023-24 in light of the current economic climate and proposals to change the committee structure effective from May 2023 in light of the expected reduction in the numbers of councillors following the Governance Review. The potential for introducing allowances for members, particularly those who had dependants was also discussed as was the vision for the Council moving forward.

2. Vision Statement Update

It was agreed to recommend an updated Vision “Farnham Town Council strives to be the influential and effective voice for Farnham bringing together the views of all organisations working for the good of the town and enhancing the well-being of all the community.

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

3. Finances

The Town Clerk outlined a range of pressures facing the Council as it prepared its budget for 2023-24 including the cost of living crisis with inflation running in double digits, the war in Ukraine, the energy crisis with prices tripling, the climate crisis and covid 19 recovery. There were a number of significant pressures on principal authority budgets and particular service pressures on services for young people and older people in particular. There was expected to be a £60bn hole in public sector budgets.

4. Service Update

Members identified the following as priorities for the year ahead (not in any particular order of priority):

- Services for young people given the success of what Godalming Town Council was taking forward
- Supporting the implementation of a Business Improvement District for Farnham
- Further consolidating Farnham as a World Craft Town as a tool for growth and tourism.
- Meeting the needs of the community where there were gaps in provision with reductions in principal authority services.
- Retaining community assets for Farnham people (including the museum and library)

- Encouraging devolution of services by principal authorities,
- Continuing well-being support and the hardship fund with community partners

It was noted that there was now some CIL coming on stream to support Farnham Infrastructure and community facilities, although there would be high demand on the fund. It would be time to review the funding/allocation processes early in 2023.

5. Members allowances

Councillors discussed the pros and cons of members' allowances which were not currently claimed by Farnham Town councillors, apart from an allowance to cover the mayoralty expenses. On the one hand councillors as volunteers enjoyed a huge amount of other volunteer support from the community. However, there were real difficulties in retaining councillors who had dependants to look after (whether young children or elderly or disabled relatives). It was noted that FTC was working with the National Association to correct the anomaly in the legislation whereby parish councillors were no longer able to claim such allowances. It was noted that allowances could encourage diversity and it was important that people were not put off standing for council because they could not afford costs they might incur. On balance, it was felt allowances should not be introduced at this time but lobbying for dependant carers' allowances should be continued.

6. Review of Administration Priorities

Members noted the wide range of achievements during the 2019-23 administration which included:

- Neighbourhood Plan Review
- Asset Transfers
- Craft Town/World Craft City Status
- Council of the Year 2021
- Not for Profit Organisation of the Year 2022
- In Bloom Gold and Category Winners 2019. Gold 2022
- First Green Flag for Gostrey Meadow
- Farnham Infrastructure Programme contribution by FTC staff and councillors to encourage community engagement
- Covid community support/Hardship Fund
- Hale Chapels progress
- West Street Cemetery Gates restoration
- Central Car Park Public Convenience refurbishment
- Young People focus, new Youth Shelter
- Support for Business through covid and beyond
- New Literary Festival launched
- Effective arrangements in line with protocols for Jubilee, death of Monarch and proclamation

This represented positive working together between councillors, officers and the wider community.

Committee Structure

The Group considered proposals for a revised structure (attached at Annex 1). It was agreed, with an expected reduction in councillors from 18 to 16 to reduce the number of main Working Groups from 4 to 3 and the number of councillors on each from 6 to 5. This was agreed by Strategy & Finance for recommendation to Council

Recommendations

It is recommended that:

- 1) The vision in section 2 be adopted;**
- 2) The achievements for the administration 2019-2023 be welcomed;**
- 3) The areas of focus for the forthcoming period be progressed;**
- 4) The new structure for Council from 2023 at Annex 1 be implemented.**

2nd slide shows current structure – for reference

1. Context is reduction of Council from 18 to 16 and to make number of meetings manageable for councillors.
2. Reduce Working Groups from 4 to 3. Suggested name for main Working Group: Strategy & Resources (SR) with a Community Working Group and Environment Working Group to cover other activities.
 1. Task Groups relate to their parent Working Groups and cover their Task Group topics directly when activity level is low. Task Groups only last for one year or until Task is complete (whichever is sooner).
 2. The Planning & Licensing Consultative Group PLCG remains outside the Working Group structure, since it has a particular focus via the scheme of delegation –its primary function is to review planning and licensing applications.
 3. Council meets 9 times a year. SR Working Group, 8 per year. Other WGs generally 4 times per year. Task Groups as appropriate. PLCG fortnightly.
 4. Councillor Briefing Meetings (informal) held when a subject of all-councillor interest arises. Any ensuing policy outcomes are referred to the appropriate Working Group and Council.

Joint Leaders 2022/23 only: Cllr Pat Evans & Cllr David Beaman **Council** **Mayor: Cllr Alan Earwaker, Deputy: Cllr Michaela Wicks**

Page 18

Planning & Licensing Consultative Group

- Cllr J Scotty Fraser** (Upper Hale)
- Cllr Roger Blishen (Bourne)
- Cllr George Hesse (Castle)
- Cllr John Neale (Firgrove)
- Cllr Michaela Wicks (Hale & Heath End)
- Cllr Michaela Martin (Moor Park)

covered by Group:
Shortheath & Boundstone,
Weybourne & Badshot Lea
Wrecclisham & Rowledge

- ### HR Panel
- Cllr David Attfield
 - Cllr Carole Cockburn
 - Cllr Pat Evans
 - Cllr Kika Mirylees
 - Cllr John Neale
 - Cllr Michaela Wicks

- ### Strategy & Finance
- Cllr Pat Evans**
 - Cllr David Attfield
 - Cllr David Beaman
 - Cllr Roger Blishen
 - Cllr Carole Cockburn
 - Cllr Sally Dickson *
 - Cllr George Hesse
 - Cllr Mark Merryweather
 - Cllr Kika Mirylees *

- ### Cemeteries & Appeals
- Cllr Carole Cockburn**
 - Cllr David Attfield
 - Cllr Pat Evans
 - Cllr J Scotty Fraser

- ### Community Enhancement
- Cllr Sally Dickson ***
 - Cllr Paula Dunsmore
 - Cllr George Hesse
 - Cllr Michaela Martin

- ### Tourism & Events
- Cllr Kika Mirylees ***
 - Cllr Roger Blishen
 - Cllr Pat Evans
 - Cllr Michaela Martin
 - Cllr Mark Merryweather
 - Cllr John Neale

- ### Assets
- Cllr David Attfield**
 - Cllr Paula Dunsmore
 - Cllr Pat Evans
 - Cllr George Hesse
 - Cllr Mark Merryweather
 - Cllr John Neale

- ### Infrastructure Planning
- Cllr David Beaman**
 - Cllr Carole Cockburn
 - Cllr J Scotty Fraser
 - Cllr Andy MacLeod
 - Cllr Mark Merryweather

- ### Community Infrastructure Projects
- Cllr David Attfield
 - Cllr Andy MacLeod
 - Cllr Michaela Martin
 - Cllr Mark Merryweather
 - Cllr John Neale

- ### Younger People
- Cllr Kika Mirylees**
 - Cllr Pat Evans
 - Cllr Michaela Martin
 - Cllr John Neale
 - Plus various external representatives

- ### Conservation Areas
- Cllr John Neale**
 - Cllr George Hesse
 - Cllr Andy MacLeod
 - Sophie Piper (WBC)
 - Ella Cattell (FPAT)
 - Brian Lowe (FBPT)
 - John Slater (TFS)
 - Tim O'Dell (GAPG)

- ### Museum
- Cllr David Beaman
 - Cllr Sally Dickson
 - Cllr Pat Evans
 - Cllr George Hesse
 - Cllr Andy MacLeod

- ### Riverside Sculpture
- Cllr Roger Blishen
 - Cllr Carole Cockburn
 - UCA representative
 - FPAT representative
 - Farnham Maltings representative
 - New Ashgate Gallery representative

- ### Trees & Hedgerows
- Cllr David Attfield
 - Cllr J Scotty Fraser
 - Cllr Andy MacLeod
 - Cllr Michaela Martin

- ### Services to Farnham Awards Panel
- Cllr Alan Earwaker (Mayor)**
 - Cllr Michaela Wicks (Deputy Mayor)
 - Cllr David Attfield
 - Cllr Kika Mirylees
- Community Representatives:*
Mr Eddie Pearce (Tindle Newspapers)
1 vacancy

- ### Cultural Projects
- Cllr Kika Mirylees
 - Cllr John Neale
 - WBC Councillor
 - SCC Councillor
 - Simon Olding (Crafts Study Centre)
 - Gavin Stride (Farnham Maltings)
 - Rosy Greenlees (Crafts Council)
 - David Whelton
 - Iain Lynch (FTC)
 - Kelvin Mills (WBC)
 - Officer - SCC

Town Clerk: Iain Lynch

Primary Working Group

Working Groups

Task Groups

Standing Panels

- *Lead members in bold*
- *Mayor is ex-officio member of all groups*



Farnham Town Council – Overview of Proposed Committee Structure 2023 onwards

Council

Planning & Licensing Consultative Group

Review of local planning and licensing applications in order to advise Local Planning Authority

HR Panel

Staff matters

Awards Panel

Awards for services to Farnham

Council Strategy & Resources Working Group

- Council governance, FTC policies and future strategy
- Managing FTC resources, assets and operations
- Co-ordination of FTC working groups.
- Public realm policies (with SCC/WBC)
- Key external liaison

Councillor Briefing Meetings

Informal all-councillor briefings, for discussion prior to formal committee or full council meetings

Community Working Group

Events, tourism and culture provision for the town

Services that FTC provides for the community and the business sector

Environment Working Group

Providing and maintaining Farnham's open spaces, streets and public facilities, where FTC is responsible.

Provision of cemetery and allotment services

Primary Working Group

Other Working Groups

Consultative Group

Panels

Informal all-councillor briefings

Working Groups operate Task Groups for detailed work as required

Farnham Town Council – Proposed Committee Responsibilities from 2023

Council

Planning & Licensing Consultative Group

*Reviews all local planning and licensing applications.
Recommends to LPA under scheme of delegation*

HR Panel

Staff matters

Awards Panel

Awards for services to Farnham

Strategy & Resources

Governance
 Council Strategy and Policies
 Financial management
 Council Assets (land & buildings) [T]
 Administration & IT
 Risk & Emergency management
 Local & central government liaison
 Key external liaison (eg UCA, schools, business)
 Communication
 Grants including Community Infrastructure Levy (T) & Hardship Fund (T)

Representation to SCC & WBC and others:
 Neighbourhood Planning [T] *FNP, FDS*
 Infrastructure [T] *FIP, highways, & utilities*
 Conservation areas [T]
 Climate Change, Air Quality
 Public buildings
Link for other Working Group activities

Councillor Briefing Meetings

Any topics requiring wide councillor / staff involvement

Community Working Group

Tourism	Community wellbeing
Events & Festivals	<i>health, fitness, active travel</i>
Culture	Community liaison & support
Markets	Schools liaison
Craft Town [T]	Young People services [T]
Publications	Community centres
Business support	COVID recovery support
BID liaison	

Environment Working Group

Parks & Open Spaces
 Cemeteries & burial matters
 Allotments
 Street furniture & decoration
 Farnham In Bloom
 Outdoor maintenance
 Public conveniences
 Biodiversity

Other Working Groups

Primary Working Group

Task Groups [T]

Consultative Group

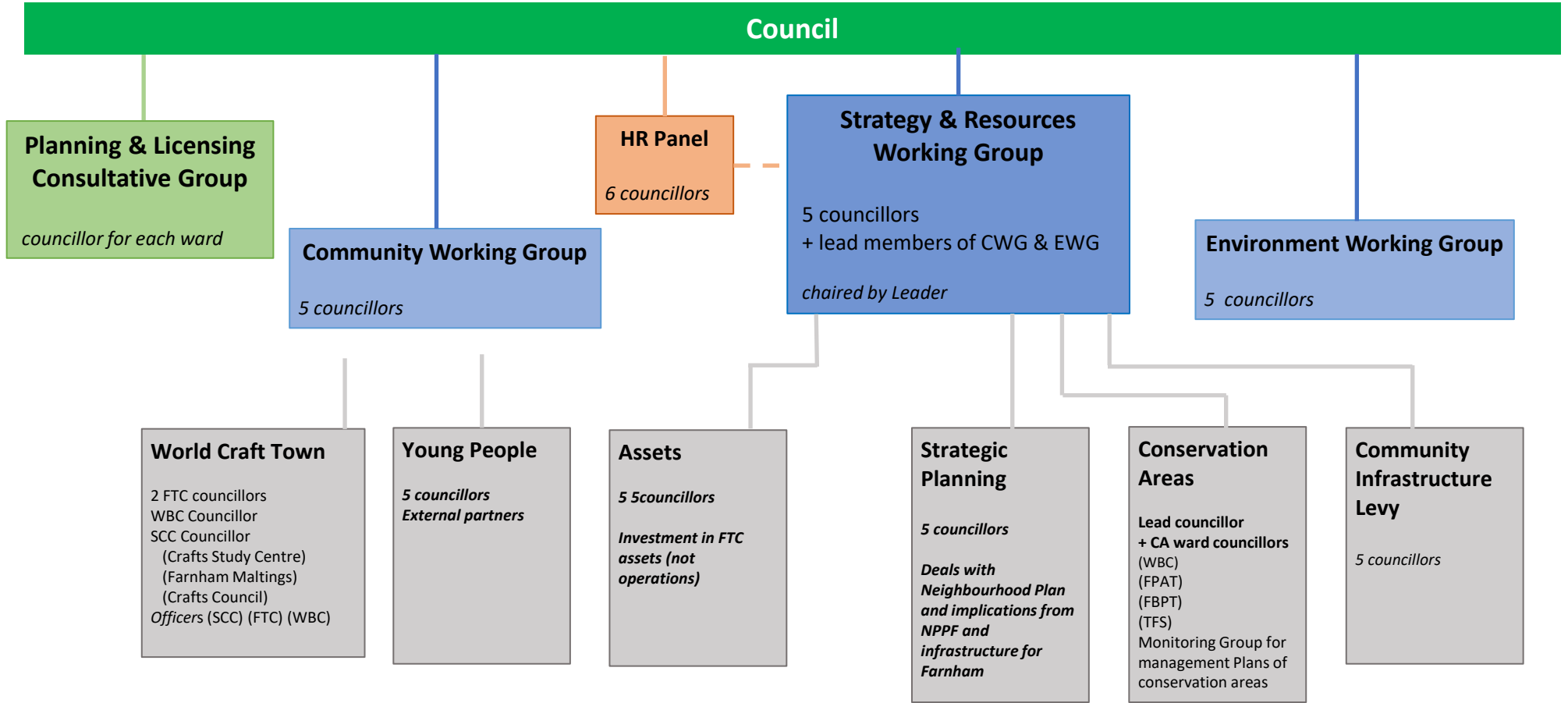
Panels

Informal all-councillor briefings

Notes:

- All Working Groups report to Council
- Mayor is ex-officio member of all Working Groups
- [T] Task Group, can include external members, may be short-term

Farnham Town Council 2023-2024 DRAFT



Primary Working Group (5 + *)

Task Groups (5)

Other Working Groups (5)

Panels (6)

Services to Farnham Awards Panel
Mayor
Deputy Mayor
2 councillors
2 Community Representatives

- Lead members in **bold**
- Mayor is ex-officio member of all groups

Town Clerk: Iain Lynch

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FARNHAM TOWN COUNCIL

D

HR Panel Notes

Time and date of meeting

2pm 2nd December 2022

Place

Town Clerk's Office

Members

Cllr David Attfield
Cllr Pat Evans
Cllr John Neale
Alan Earwaker (ex officio)

Also in attendance
The Town Clerk, Iain Lynch

- 1 Apologies**
Cllrs Carole Cockburn, Kika Mirylees, Michaela Wicks

Disclosure of Interests
There were no declarations of interest.

- 2 Minutes**
The Minutes of the meeting held on 3rd March 2022 were agreed.

- 3 HR Update.**
- i) The Panel noted that the National Joint Council for Local Government Services had issued the pay agreement for 2022-23 following discussions between employers and unions. The pay award was for £1,925 per member of staff (£1 per hour) along with an increase in the annual leave entitlement to 23 days per annum (plus an additional three days on completion of five years service). As this was a contractual entitlement, the HR Panel agreed (proposed by Cllr Attfield, seconded by Cllr Neale its implementation in the December payroll backdated to 1st April under the scheme of delegation (Town Clerk with the agreement of the Joint Leaders, Mayor and Chair of HR Panel). The Panel also agreed to **recommend to Council that future National Pay Awards should be implemented under the Town Clerk's scheme of delegation once Members had been informed.**

- ii) The Panel received the latest briefing from South East Employers including details of pay negotiations for 2023-24.
- iii) The Panel noted the new reversed NI rate for employee and employer contributions had come into effect on 6th November (removing the additional 1.25%)
- iv) The Panel agreed to defer the report on potential additional salary sacrifice scheme options (such as that already in place for the cycle to work scheme) that have been adopted by other councils and might reduce the contributions made by FTC and by employees if adopted by Farnham to the next meeting.
- v) The Panel noted the commissioned review of grading had not yet carried out and would be reported to the next meeting.
- vi) The Panel considered a proposal by Cllr Hesse for an ex gratia 'thank you' for staff for the further exceptional year's activities with the achievement of the National Gold Medal at Britain in Bloom given the exceptionally difficult weather conditions, and the considerable extra effort undertaken to a high standard by all staff which included the work around the death of the Monarch, the proclamation and the vigil. **It was agreed to recommend to Council that an additional day's leave be awarded to all staff involved in the achievements which could be taken between Christmas and the New Year.** In addition, the Mayor would invite the Outside Workforce team to a 'thank you' breakfast.
- vii) An acting-up payment for the Business and Facilities Manager during the Town Clerk's absence was agreed, proposed by Cllr Attfield, seconded by Cllr Evans. It was also agreed to **recommend to Council that a deputising payment would only come into effect after a minimum of eight working days absence of the Town Clerk.**

4 Recruitment

- i) The Panel noted that Lisa Tremeer had been appointed to the post of Communities and Administration Manager with a six month probation period, further noting that she would be undertaking the Certificate in Local Administration Qualification (CiLCA).
- ii) The Panel received notice that Millie Sobey had made excellent progress in her apprenticeship and as a result her training would end three months early. The Panel agreed with the Town Clerk's decision to appoint her as Events Assistant with effect from March 2023.
- iii) The Panel noted a recruitment process was underway for a replacement Outside Workforce operative, and that a request for support for a horticultural apprentice from Sparsholt College was being discuss.

5 Date of next meeting

It was agreed a date for the next meeting would be arranged in the new year once the Grading Review had concluded.

Notes taken by Iain Lynch.

FARNHAM TOWN COUNCIL



E

Report
Council

Date: 8th December 2022

Budget for 2023-24

Introduction

The budget recommended by Strategy & Finance for consideration by Council for 2023-24 is attached at Annex 1, with notes explaining key points or changes in the draft budget attached at Annex 2. This report should be read in conjunction with the Notes of the Strategy & Finance Working Group from 8th December.

In 2022, Farnham has a provisional Band D tax base of 17,973.5. up from 17654.4. Based on an assumed collection rate of 98%. After exemptions in each area have been deducted, this percentage is multiplied against the Band D calculation in order to calculate the Band D number for each part of the Borough. This means the precept income (with no change) would be £1,253,831 up from £1,189,377 (an increase of £64,453).

Waverley has also advised that the Local Parish Council Tax Support funding will cease in the coming year (in 2022-23 it was £3,030).

The draft budget has been drawn up based on a review of expenditure in 2022/23 and on the 2021/22 outturn but in a context of significant economic pressures particularly with energy costs and high inflation. With Inflation at a 40 year high, running at 11.1% (CPI, October 2022) or 14.2% (RPI) with the Office for Budget Responsibility not expecting target inflation to return until the end of 2025. Analysts vary in their prediction of a peak of inflation (Bank of England CPI of 13.1 % in Q1 of 2023 and Citi Group 18%) but the UK is expected to have the highest inflation among the G& nations until 2024.

In drawing up the FTC budget and mindful of the impact on residents, this is a cautious budget and with inflation provision kept low. The prudent approach over potential sponsorship and income from activities has continued but with an increase of some elements to pre-covid levels. Investment income with rising bank rates has been increased. The budget includes fees and charges broadly based on 2022-23 levels, given the continuing uncertainty in the economic climate but with provision for increases in some areas. A full list of fees and charges will be presented to the January meeting after discussion at Strategy & Finance.

The overall salary costs are based on the assumption that the full staffing establishment is employed a but with a vacancy factor and grade 'lag' built in. The budget level includes provision for a cost of living increase for 2023/24 of an estimated 4% but discussions between the Unions and the National Employers have not yet started.

Members have previously discussed the potential impact of pressures on the budgets of principal authorities and the increasing likelihood that there may be a need to further top up or take on services such as street cleansing and litter collection to meet the aspirations of the local community and there is concern about the need to extend services for young people and well-being in particular. The New Initiatives/climate change fund has been retained at a reduced level to allow for this and sums have been included again to allow for Young People support. Provision for the employment of a Craft Co-ordinator and a co-ordinator for the Literary Festival are again included. The sum for additional staffing and events is being maintained at the same level.

The Government has not yet indicated any intention to put a restriction on the level of increase in a precept (or band D council tax rise) for town and parish councils (the capping principle). This will not be known until the Local Government Finance Settlement is announced. Farnham Town Council's prudent approach in 2021/22 was again well below the average sector increase for a eighth consecutive year.

When the Council considers its precept strategy it will need to bear in mind that a 1% increase in precept would bring £12,538 of additional income for Farnham Town Council at a cost of approximately 70p per band D dwelling per annum.

In this coming Council meeting, Farnham Town Council will set its budget and in January 2023 will then agree the level of precept to deliver its services. The level of precept, which is divided by all the Band D properties to find the Band D level of council tax may be supported by the use of reserves or any changes in the income targets set by Council. Given the challenges around income uncertainty and the pressures on families facing hardship, members will no doubt wish to use every means available to minimise the impact of rising cost of services and other pressures.

The Working Group recommends (attached at Annex 1) expenditure of £1,643,750 with draft discretionary income of £278,850 (with more challenging sponsorship and events income targets) and (assuming no precept increase) a total income of £1,532,681. This represents a shortfall of income at this stage of £111,069.

There are a number of options within the budget for Council to adjust spending (up or down) or income targets. The budget notes (at Annex 2) provide clarity on how the elements of the budget are put together. There were no significant financial impacts arising from the Strategy away day in November to be reflected in the budget and those that were have been absorbed in this budget as best they can be. There are a number of earmarked reserves which can be deployed for some of the areas identified.

Recommendation

It is recommended that the budget for 2023/24 be set at £ 1,643,750.

Annual Budget - By Combined Account Code (Actual YTD Month 8)

Annex 1

Note: Draft Budget 2023/24

		<u>2021-22</u>		<u>2022-23</u>				<u>2023-24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Budget Income</u>										
1000	Hall & Room Lettings Income	6,250	5,030	6,250	6,688	0	0	8,000	0	0
1030	Commercial Lettings Income	9,000	9,000	9,000	9,000	0	0	9,000	0	0
1040	Open Spaces income	500	0	0	0	0	0	0	0	0
1060	Section 106 contributions	0	32,798	0	0	0	0	0	0	0
1065	Community Infrastructure Levy	0	141,774	0	218,812	0	0	0	0	0
1080	Allotment Rents Income	17,100	16,188	17,000	23,453	0	0	17,500	0	0
1081	Allotment admin fee	500	757	500	150	0	0	600	0	0
1100	Interment Fees Income	30,000	37,748	30,000	27,058	0	0	34,000	0	0
1120	Grave Purchases Income	40,000	32,555	40,000	56,455	0	0	44,000	0	0
1130	Memorials Income	5,000	8,575	5,000	3,665	0	0	5,000	0	0
1160	Cemeteries Other Income	0	50	0	102	0	0	0	0	0
1200	Grants Income	0	119,831	0	3,916	0	0	0	0	0
1201	Sponsorship Income (+VAT)	17,000	27,545	32,250	26,303	0	0	36,250	0	0
1202	Income - Contributions	3,000	12,973	7,000	14,784	0	0	9,000	0	0
1203	Donations - Income	0	4,482	0	29,255	0	0	0	0	0
1204	Bookings/Hire	40,000	63,341	60,000	66,443	0	0	63,500	0	0
1205	Ticket sales	10,750	4,135	13,000	0	0	0	11,000	0	0
1209	Seeds income	1,200	969	1,200	0	0	0	0	0	0
1245	Advertising income	5,000	6,593	5,000	1,200	0	0	5,000	0	0
1300	Banners Income	5,000	1,290	5,000	1,080	0	0	7,000	0	0
1522	Surrey Highways Contract	0	5,000	0	0	0	0	0	0	0
1990	Precept	1,169,830	1,169,830	1,231,570	1,231,570	0	0	1,253,831	0	0
1995	Local Parish Council Tax Grant	6,070	6,070	3,030	3,030	0	0	0	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 8)

Note: Draft Budget 2023/24

Page 28

		<u>2021-22</u>		<u>2022-23</u>				<u>2023-24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1910	Interest Received	2,000	3,104	1,000	10,649	0	0	20,000	0	0
1911	Dividends received	6,500	8,620	8,000	4,799	0	0	9,000	0	0
1920	Sale Of Assets	0	745	0	0	0	0	0	0	0
1990	Insurance claim income	0	8,764	0	0	0	0	0	0	0
1999	Miscellaneous Income	0	873	0	886	0	0	0	0	0
Total Income		1,374,700	1,728,639	1,474,800	1,739,296	0	0	1,532,681	0	0
<u>Overhead Expenditure</u>										
4000	Salaries	590,000	493,987	582,900	364,273	0	0	650,500	0	0
4001	Agency/Contract Staffing	45,000	52,194	56,000	29,990	0	0	72,000	0	0
4003	Contracted Services	54,000	100,111	57,000	125,660	0	32,371	97,000	0	0
4020	Additional Staffing & Events	11,200	7,021	11,050	6,217	0	0	12,700	0	0
4025	Farmers' Market Supervision	1,600	1,560	1,600	1,040	0	0	1,600	0	0
4030	Staff Training	3,000	160	5,000	700	0	0	3,000	0	0
4041	Staff Travel	1,000	204	2,000	215	0	0	1,000	0	0
4050	Staff Recruitment/Advertising	1,000	578	1,000	100	0	0	1,000	0	0
4070	Protective Clothing	2,500	2,074	3,000	1,410	0	36	3,000	0	0
4101	Venue hire	4,000	0	7,000	305	0	300	5,500	0	0
4110	Rates, rent	35,300	28,526	34,500	21,486	0	0	35,000	0	0
4115	Water Charges	5,000	4,662	4,700	3,201	0	0	5,300	0	0
4120	Energy Costs	10,000	18,986	10,500	18,108	0	0	40,000	0	0
4130	Insurance	11,000	9,716	12,100	9,366	0	0	13,650	0	0
4135	Insurance claim costs	0	10,858	0	0	0	0	0	0	0
4140	Office costs / consumables	6,000	8,897	4,000	6,288	0	49	8,500	0	0
4170	Property Maintenance/Refurbish	95,000	253,621	97,000	51,092	0	54,144	85,500	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 8)

Note: Draft Budget 2023/24

		<u>2021-22</u>		<u>2022-23</u>				<u>2023-24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4175	Graffiti Removal	7,000	11,950	7,000	6,327	0	0	8,000	0	0
4176	Cleaning consumables	0	0	3,500	0	0	0	2,000	0	0
4181	Equipment Maintenance	4,000	3,837	4,000	2,351	0	0	4,500	0	0
4182	Equipment Purchase	15,000	19,648	17,500	10,200	0	2,130	23,500	0	0
4190	CCTV / crime prevention	16,000	11,472	18,000	17,035	0	0	20,000	0	0
4195	Alarms - Fire, Security	5,200	6,058	6,200	3,749	0	0	6,000	0	0
4196	Crime Prevention	500	0	500	0	0	0	0	0	0
4205	Waste Disposal	7,000	8,213	7,000	5,284	0	0	8,500	0	0
4217	Buy back of EROB	0	42	0	0	0	0	0	0	0
4220	Memorials & Plaques	1,000	1,973	1,000	2,185	0	750	2,000	0	0
4225	Cemetery Memorial Maintenance	5,000	0	5,000	0	0	0	3,000	0	0
4300	Vehicle Costs - Fuel	4,000	4,450	6,000	6,006	0	0	10,000	0	0
4301	Vehicle Costs - LPG/CNG	2,000	339	2,000	293	0	0	1,000	0	0
4302	Vehicle Costs - Maintenance	5,000	6,820	6,000	2,475	0	0	6,000	0	0
4303	Vehicle Costs - Road Tax	750	849	1,000	455	0	0	1,000	0	0
4310	New Vehicles/Machinery	15,000	19,839	15,000	0	0	485	15,000	0	0
4400	Stationery	3,500	761	4,150	2,491	0	0	4,000	0	0
4410	Photocopying Charges	4,000	2,562	5,500	2,169	0	0	4,500	0	0
4411	Publications, books etc	1,000	57	1,500	168	0	0	1,000	0	0
4415	Printing & Design (External)	32,500	30,466	27,500	11,949	0	10,790	31,750	0	0
4425	Advertising	9,450	15,063	6,950	9,535	0	0	9,650	0	0
4446	Publicity and newsletter	14,000	4,735	12,500	0	0	0	14,000	0	0
4440	Telephones	7,500	7,233	7,800	4,629	0	0	8,300	0	0
4455	Postages & Distribution	10,000	6,331	11,000	1,681	0	0	10,400	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 8)

Note: Draft Budget 2023/24

		<u>2021-22</u>		<u>2022-23</u>				<u>2023-24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4460	Subscriptions & Memberships	5,500	7,089	5,650	2,071	0	0	5,650	0	0
4461	Licences	5,500	3,652	5,500	4,726	0	4,402	5,000	0	0
4480	IT Equipment	6,000	219	6,000	1,752	0	0	6,000	0	0
4481	Web Sites (FTC, Craft etc)	8,000	4,888	20,000	2,895	0	0	10,000	0	0
4482	IT Support	15,000	16,558	12,000	4,408	0	0	12,000	0	0
4483	Service software & support	2,000	19,096	0	0	0	2,520	0	0	0
4501	Mayoral Allowance 2022-23	0	0	2,700	76	0	0	0	0	0
4503	Mayoral Allowance 2023-24	0	0	0	0	0	0	2,700	0	0
4504	Mayoral Allowance 2021-22	2,700	2,700	0	0	0	0	0	0	0
4520	Members' Travel	100	50	200	265	0	0	200	0	0
4525	Members' Training	1,000	0	2,000	118	0	0	2,000	0	0
4540	Civic & Community Functions	7,500	3,824	7,500	5,102	0	0	7,000	0	0
4541	Christmas Civic Carol Service	2,000	1,363	2,000	0	0	0	2,000	0	0
4545	Twinning/Partnerships Expenses	1,000	361	1,000	871	0	0	1,000	0	0
4550	Bank Charges	1,850	1,412	1,850	1,144	0	0	1,850	0	0
4555	Legal & professional Fees	4,000	6,305	4,000	1,620	0	0	4,000	0	0
4560	Bookkeeping, accounts, payroll	21,000	26,564	21,000	15,610	0	0	26,000	0	0
4570	Audit Fees	4,500	2,825	4,500	2,250	0	0	4,500	0	0
4600	Tourism Developments & Events	2,500	0	5,000	0	0	0	5,000	0	0
4610	Horticultural Supplies	20,000	7,348	20,000	7,130	0	800	20,000	0	0
4611	Plants/Flowers/bulbs	20,000	20,888	28,000	20,234	0	3,753	28,000	0	0
4613	Community Events/FIB Friends	1,000	0	1,000	0	0	0	0	0	0
4614	Allotment seed costs recharged	1,200	889	1,200	0	0	0	0	0	0
4615	Trees/hedging	3,000	1,270	8,000	0	0	0	8,000	0	0

Continued on next page

Annual Budget - By Combined Account Code (Actual YTD Month 8)

Note: Draft Budget 2023/24

		<u>2021-22</u>		<u>2022-23</u>				<u>2023-24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4625	Entertainment - Performers	15,500	16,140	13,250	14,639	0	300	14,500	0	0
4630	Events Costs	9,500	4,971	22,500	10,590	0	205	22,500	0	0
4631	Event Costs Jubilee/Coronation	0	0	0	284	0	0	10,000	0	0
4641	Christmas Lights - Install	40,000	51,841	45,000	50,798	0	28,637	50,000	0	0
4642	Christmas Lights - Power	500	0	1,000	0	0	0	1,000	0	0
4643	Christmas Lights 2023	5,000	4,042	5,000	1,519	0	7,321	0	0	0
4650	Street Furniture	5,000	620	5,000	0	0	0	5,000	0	0
4655	Banners	5,000	1,765	5,000	6,543	0	2,660	7,000	0	0
4702	Equipment hire/replacement	20,000	26,849	20,000	19,336	0	207	27,500	0	0
4800	Grants	17,500	24,950	17,500	17,749	0	0	72,500	0	0
4801	Grant - Farnham Maltings	13,000	13,000	13,000	13,000	0	0	0	0	0
4802	Grant - Citizens Advice Bureau	17,500	17,500	17,500	17,500	0	0	0	0	0
4803	Grant - 40 Degreez	2,000	2,000	2,000	2,000	0	0	0	0	0
4804	Small Grants	2,000	401	2,000	500	0	0	2,000	0	0
4805	Farnham Carnival	1,500	1,500	1,500	1,500	0	0	2,000	0	0
4806	Hale Community Centre/Sandy Hi	1,000	1,000	2,000	2,000	0	0	2,000	0	0
4807	Environmental/community Initia	42,000	11,601	50,000	0	0	0	40,000	0	0
4808	Hoppa	10,000	10,000	10,000	10,000	0	0	0	0	0
4809	Gostrey Centre	10,000	10,000	10,000	10,000	0	0	0	0	0
4815	Hardship Fund Grants	0	64,763	0	16,957	0	0	0	0	0
4820	OLD CODE use cost centre 142	0	0	0	12	0	0	0	0	0
4821	Elections	1,000	0	5,000	0	0	0	5,000	0	0
4830	Blackwater Valley CMS	1,500	1,500	2,500	1,500	0	0	2,500	0	0
4999	Miscellaneous Expenses	0	1,058	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Combined Account Code (Actual YTD Month 8)

Note: Draft Budget 2023/24

Page 32

		<u>2021-22</u>		<u>2022-23</u>				<u>2023-24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6666	Bad Debt Write Offs	0	467	0	0	0	0	0	0	0
	Overhead Expenditure	1,399,850	1,549,122	1,474,800	995,134	0	151,859	1,643,750	0	0
	Total Budget Income	1,374,700	1,728,639	1,474,800	1,739,296	0	0	1,532,681	0	0
	Expenditure	1,399,850	1,549,122	1,474,800	995,134	0	151,859	1,643,750	0	0
	Net Income over Expenditure	-25,150	179,517	0	744,162	0	-151,859	-111,069	0	0
	plus Transfer from EMR	0	(19,049)	0	0	0	0	0	0	0
	less Transfers to EMR	0	189,661	0	12,509	0	0	0	0	0
	Movement to/(from) Gen Reserve	(25,150)	(29,193)	0	731,653	0		(111,069)		

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1200	Grants Income	100	Professional Services & Admin	Generally grants received would be offset against specific projects and activity.
4001	Agency/Contract Staffing	100	Professional Services & Admin	Agency Staff costs otherwise met under code 4000
4003	Contracted Services	100	Professional Services & Admin	Agency staff covering vacancies.
4120	Energy Costs	100	Professional Services & Admin	Cointingency for unknown energy costs increases
4480	IT Equipment	100	Professional Services & Admin	rolling upgrade and replacement. Provision for new council.
4481	Web Sites (FTC, Craft etc)	100	Professional Services & Admin	Refresh of some elements. External costs
4482	IT Support	100	Professional Services & Admin	IT support contract plus extra works as required. More use of IT services.
4555	Legal & professional Fees	100	Professional Services & Admin	Assets' licences transfers, advice etc. Combined with professional fees 4585.
4560	Bookkeeping, accounts, payroll	100	Professional Services & Admin	Book-keeping, + accountancy month end/year end/payroll costs - bookkeeping prev coded to 4001
4570	Audit Fees	100	Professional Services & Admin	Covers internal and external audit fees.
1600	Mayor's Charity	110	Governance & Democratic	No budgetted income. Paid into separate Mayor's Charity account and redistributed.
4000	Salaries	110	Governance & Democratic	Vacancy in 2022/23
4001	Agency/Contract Staffing	110	Governance & Democratic	Agency Staff costs generally covering vacancies and probationary period for outside staff
4101	Venue hire	110	Governance & Democratic	Covers Annual Town Meeting, celebratory receptions as needed
4130	Insurance	110	Governance & Democratic	New tender 2023/24. Increase expected.
4170	Property Maintenance/Refurbish	110	Governance & Democratic	Office and depot
4400	Stationery	110	Governance & Democratic	Paper costs for agendas etc
4425	Advertising	110	Governance & Democratic	Annual meeting etc. Additional newspaper and other promotion through lockdown in 2020
4426	Publicity and newsletter	110	Governance & Democratic	Vantage Point, Residents Guide, newsletter formerly 4822
4455	Postages & Distribution	110	Governance & Democratic	Residents' Guide etc
4460	Subscriptions & Memberships	110	Governance & Democratic	Inlcudes NALC/SALC/SLCC/and LGA associate
4525	Members' Training	110	Governance & Democratic	Induction in 2023/24. Additional training as required. Reduction with training covered at WBC too
4541	Christmas Civic Carol Service	110	Governance & Democratic	Aim to cover with sponsorship
4001	Agency/Contract Staffing	120	Office & Customer Services	Agency Staff costs otherwise met under code 4000 - prev bookkeeping but now shown under 4560
4003	Contracted Services	120	Office & Customer Services	Office cleaning WBC
4140	Office costs / consumables	120	Office & Customer Services	Increased to include budget from 4176

Budget Notes

<u>CA/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4195	Alarms - Fire, Security	120	Office & Customer Services	Fire, intruder and keyholding service
4804	Small Grants	130	Grants	Up to £250 during the year per request
4821	Elections	141	Elections	Expected to be £40,000 in 2023, costs covered by earmarked reserve.
1200	Grants Income	142	Neighbourhood Plan	benches etc
4000	Salaries	142	Neighbourhood Plan	Could increase significantly if Review agreed
4001	Agency/Contract Staffing	142	Neighbourhood Plan	Covers advice for Local Plan issues.
1900	Precept	150	Other Operating Income/Costs	Council Tax base of 17973.5 (98% collection rate) at Nov 2022 (up from 17654.4 at £69.76 in 2021/22)
1905	Local Parish Council Tax Grant	150	Other Operating Income/Costs	Waverley confirmed grant phased out by 2023/24
1910	Interest Received	150	Other Operating Income/Costs	interest on investments assumes increasing rates.
1911	Dividends received	150	Other Operating Income/Costs	Local authority property Fund. Income holding up. Future dividends uncertain.
4002	Actuarial Contribution	150	Other Operating Income/Costs	Previous Triennial Actuarial Review impact - No contribution for 2018/19 or 19/20
4910	Loan Repayments	150	Other Operating Income/Costs	Public Works Loan Board fully repaid. If FTC were to borrow for eg Gostrey cafe add £25k per annum
1999	Miscellaneous Income	155	Covid-19	Defra Grant for supporting hardship. Ringfenced.
4000	Salaries	155	Covid-19	Management of Support Fund. Partly offset by external grant claim in 2022/23
4070	Protective Clothing	155	Covid-19	Additional wet weather clothing etc
4425	Advertising	155	Covid-19	Hardship fund and other promotion. Some costs covered by ERDF grant.
4999	Miscellaneous Expenses	155	Covid-19	To be reallocated against grants received
1000	Hall & Room Lettings Income	160	Wrecclesham Community Centre	Review of Lease due in 2023/24
4170	Property Maintenance/Refurbish	160	Wrecclesham Community Centre	Covers FTC landowner's responsibilities
4195	Alarms - Fire, Security	160	Wrecclesham Community Centre	Fire and intruder alarms and keyholding service for landlord.
4440	Telephones	160	Wrecclesham Community Centre	Covers security/CCTV bandwidth cost
4440	Telephones	170	Community Development	Covers high bandwidth broadband for CCTV monitoring

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4806	Hale Community Centre/Sandy Hi	170	Community Development	NB other activity there also funded from grants
4120	Energy Costs	171	Community Safety & Well-being	CCTV cameras
4190	CCTV / crime prevention	171	Community Safety & Well-being	Camera repairs/maintenance/improvement.
4196	Crime Prevention	171	Community Safety & Well-being	Grant for community group to cover printing etc
4807	Environmental/community Initia	175	Localism - New Initiatives/Pro	Towards climate challenge/community initiatives and top up principal authority services
4182	Equipment Purchase	176	Younger People projects	New cost centre for Younger people projects
4630	Events Costs	176	Younger People projects	New cost centre for Younger people projects to be agreed
1920	Sale Of Assets	200	Grounds Services	Van sold in 2021.
4000	Salaries	200	Grounds Services	increase in sites managed and activity
4001	Agency/Contract Staffing	200	Grounds Services	Staffing costs otherwise met from 4000 200 for temporary cover
4003	Contracted Services	200	Grounds Services	Office cleaning WBC
4030	Staff Training	200	Grounds Services	Additional costs met from general staff training budget
4070	Protective Clothing	200	Grounds Services	Heath and Safety requirements etc
4195	Alarms - Fire, Security	200	Grounds Services	Alarm system maintenance and monitoring, keyholding at Depot
4205	Waste Disposal	200	Grounds Services	Skips etc for collected flytipping etc
4300	Vehicle Costs - Fuel	200	Grounds Services	Fuel costs increasing significantly
4302	Vehicle Costs - Maintenance	200	Grounds Services	3 vehicles MOT and servicing reflects usage
4310	New Vehicles/Machinery	200	Grounds Services	Replacement programme
4440	Telephones	200	Grounds Services	Depot broadband (cctv) and mobiles
4460	Subscriptions & Memberships	200	Grounds Services	Surrey Wildlife Trust
4610	Horticultural Supplies	200	Grounds Services	Includes tree guards and responsibility for open spaces taken on from WBC etc
1202	Income - Contributions	201	Highways	No agreement for future funding
1522	Surrey Highways Contract	201	Highways	No agreement for future contributions
4175	Graffiti Removal	201	Highways	FTC meets cost of graffiti on highways property
4611	Plants/Flowers/bulbs	201	Highways	Programme to machine plant bulbs at entrances to Town

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4170	Property Maintenance/Refurbish	205	War Memorial	Work on Hale in 2022
1201	Sponsorship Income (+VAT)	210	Farnham In Bloom	Target income to pre-covid levels.
1202	Income - Contributions	210	Farnham In Bloom	Targetted contributions for baskets, troughs and planters
1203	Donations - Income	210	Farnham In Bloom	No budgetted income as donations not guaranteed
1990	Insurance claim income	210	Farnham In Bloom	Greenhouse fire
4003	Contracted Services	210	Farnham In Bloom	In Bloom Video production and misc photography
4020	Additional Staffing & Events	210	Farnham In Bloom	Costs allocated across each event as used
4170	Property Maintenance/Refurbish	210	Farnham In Bloom	Amalgamated with 4610
4415	Printing & Design (External)	210	Farnham In Bloom	leaflets, Briefing packs, etc
4425	Advertising	210	Farnham In Bloom	Children's workshops etc
4540	Civic & Community Functions	210	Farnham In Bloom	Covers launch, awards event, community events etc
4610	Horticultural Supplies	210	Farnham In Bloom	Expenditure covers non-plants related costs mostly in last quarter of year
4611	Plants/Flowers/bulbs	210	Farnham In Bloom	Mostly covered by sponsorship income
4613	Community Events/FIB Friends	210	Farnham In Bloom	Covers sustenance for volunteers and miscellaneous expenses
4615	Trees/hedging	210	Farnham In Bloom	statement trees and hedging replacement
4830	Blackwater Valley CMS	220	Other Open Spaces	Annual contribution for advice and work done in area.
1204	Bookings/Hire	225	Gostrey Meadow	Relates to coffee/ice cream concessions
1202	Income - Contributions	230	Library Gardens	Ceased maintenance 1/12/13 as Surrey would not cover costs (their costs then increased to c £10k!
1080	Allotment Rents Income	240	Allotments	In crease in current year includes receipts in advance for 23/24 (October to October billing)
1081	Allotment admin fee	240	Allotments	£40 sadmin fee for new tenancies
1209	Seeds income	240	Allotments	Offset by expenditure
1999	Miscellaneous Income	240	Allotments	Seed sales
4130	Insurance	240	Allotments	Public liability for allotment holders. Recharged
4140	Office costs / consumables	240	Allotments	Annual lecture and meetings.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4415	Printing & Design (External)	240	Allotments	Newsletter, show booklets etc
4455	Postages & Distribution	240	Allotments	Newsletter etc
4614	Allotment seed costs recharged	240	Allotments	Met from income.
4000	Salaries	250	Public Conveniences	Weekend allocation now under contract code 4003, potentially partly back in house.
4001	Agency/Contract Staffing	250	Public Conveniences	Costs deducted from WBC contract as these relate to cover for gaps in service provision.
4003	Contracted Services	250	Public Conveniences	Contract for offices and conveniences cleaning. Will move in-house in 2022/23
4176	Cleaning consumables	250	Public Conveniences	FTC now responsible for cleaning again
1300	Banners Income	260	Town Centre & Rural Dev	Income offsets costs - aims for breakeven
4650	Street Furniture	260	Town Centre & Rural Dev	Replace finger posts, bus stops etc vinyl wrapping
4655	Banners	260	Town Centre & Rural Dev	Installation costs met by income
1245	Advertising income	300	Tourism	Relates to brochures.
4000	Salaries	300	Tourism	Split allocation with events 310
4415	Printing & Design (External)	300	Tourism	New Visitor Guide and Residents' Guide, walks leaflets
4455	Postages & Distribution	300	Tourism	Deliver leaflets to every household
4460	Subscriptions & Memberships	300	Tourism	visit surrey
4805	Farnham Carnival	300	Tourism	Shared weekend with Picnic in the Park - now shown in code 311
1200	Grants Income	301	Hidden Heritage Project	One-off project. Completed in 2019.
1204	Bookings/Hire	302	West Street Market	Contributions from 3rd party organisers
4020	Additional Staffing & Events	302	West Street Market	Partly offset by event income
4020	Additional Staffing & Events	309	Jubilee	Coronation 2023
1201	Sponsorship Income (+VAT)	310	Events	Sponsorship allocated to individual events.
1202	Income - Contributions	310	Events	Covered under hire. 1204 225
4000	Salaries	310	Events	Staff time for tourism/business support activity
4020	Additional Staffing & Events	310	Events	Costs allocated across each event as used

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4600	Tourism Developments & Events	310	Events	Allows for new developments and coronation in 2023
4630	Events Costs	310	Events	Emerging events
1202	Income - Contributions	311	Carnival Weekend (prev PITP)	Stall income
1203	Donations - Income	311	Carnival Weekend (prev PITP)	No budgetted income as donations not guaranteed
4020	Additional Staffing & Events	311	Carnival Weekend (prev PITP)	Costs allocated across each event as used
4702	Equipment hire/replacement	311	Carnival Weekend (prev PITP)	Staging, toilets etc.
4003	Contracted Services	312	Food Festival	Road closure, First aid etc. Cancelled events in 2020
4020	Additional Staffing & Events	312	Food Festival	Temporary help for event (staff/external) paid from events. L
4205	Waste Disposal	312	Food Festival	Not held 2020
1202	Income - Contributions	313	Music in the Meadow / Vineyard	Stall income
4020	Additional Staffing & Events	313	Music in the Meadow / Vineyard	Costs allocated across each event as used
4625	Entertainment - Performers	313	Music in the Meadow / Vineyard	Contributions for performers. incl Music in Vineyard.
1201	Sponsorship Income (+VAT)	314	Christmas Switch-on	Total split between Christmas activities
1204	Bookings/Hire	314	Christmas Switch-on	Stall income
4020	Additional Staffing & Events	314	Christmas Switch-on	Temporary help for event (staff/external) paid from events
4702	Equipment hire/replacement	314	Christmas Switch-on	Staging toilets etc. Beacon hire
4415	Printing & Design (External)	315	Heritage Open Days	Brochure paid for by FTC
1201	Sponsorship Income (+VAT)	316	Christmas Market	Total between Christmas activities
1204	Bookings/Hire	316	Christmas Market	Stall income
4003	Contracted Services	316	Christmas Market	Road Closure, first aid.
4020	Additional Staffing & Events	316	Christmas Market	Temporary help for event (staff/external) paid from event code.
4702	Equipment hire/replacement	316	Christmas Market	Staging, toilets etc.
1203	Donations - Income	317	Spring & Sustainability Festiv	No budgetted income as donations not guaranteed
4020	Additional Staffing & Events	317	Spring & Sustainability Festiv	Costs for temporary help for event (staff or external)

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4702	Equipment hire/replacement	317	Spring & Sustainability Festiv	Event shared with Community Farm. Stall income to them.
1201	Sponsorship Income (+VAT)	318	Gin & Fizz Festival	Based on one day event
1204	Bookings/Hire	318	Gin & Fizz Festival	Cancelled 2021 and 2022. Assumption that activity may go ahead in 2022
1205	Ticket sales	318	Gin & Fizz Festival	Cancelled in 2021 & 22. Based on 2 sessions.Event not yet confirmed.
4020	Additional Staffing & Events	318	Gin & Fizz Festival	Temporary help for event (staff/external) paid from event code.
4101	Venue hire	318	Gin & Fizz Festival	Hire of venue or staging etc for Gostrey depending on location
4415	Printing & Design (External)	318	Gin & Fizz Festival	Cancelled in 2022
4625	Entertainment - Performers	318	Gin & Fizz Festival	Cancelled in 2021. Based on 2 sessions.
4630	Events Costs	318	Gin & Fizz Festival	Cancelled 2021 & 2022
4003	Contracted Services	319	Walking Festival	Shakespeare walk production (balance carriedover from cancelled event 2020)
4415	Printing & Design (External)	319	Walking Festival	Brochure
1204	Bookings/Hire	320	Farmers' Market	£40 per pitch
4025	Farmers' Market Supervision	320	Farmers' Market	Set up, market management and dismant
4425	Advertising	320	Farmers' Market	Banners, adverts etc
4461	Licences	320	Farmers' Market	Waverley Borough Council charge of £10 per stall per market, plus other licences
1201	Sponsorship Income (+VAT)	321	Literary Festival	New event. 2nd year.
4000	Salaries	321	Literary Festival	New 2021
4003	Contracted Services	321	Literary Festival	Co-ordinator honorarium/costs
4101	Venue hire	321	Literary Festival	venue hire, Staging, sound hire etc
1200	Grants Income	330	Christmas Lights	Tender planned for 2022
1201	Sponsorship Income (+VAT)	330	Christmas Lights	Looking to replace lights in 2023/24
4641	Christmas Lights - Install	330	Christmas Lights	Sum included for scheme replacement/expansion. New scheme 2023/24.
4643	Christmas Lights 2023	330	Christmas Lights	Removed for 2023/24 as new scheme expected.
4001	Agency/Contract Staffing	350	Craft Town/Craft Cities	Co-ordinator for World Craft Town and Craft Month
4003	Contracted Services	350	Craft Town/Craft Cities	Additional filming vignettes.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4540	Civic & Community Functions	350	Craft Town/Craft Cities	Launch etc
1999	Miscellaneous Income	355	Business Support	Will be reallocated
1030	Commercial Lettings Income	400	Cemeteries	West Street Chapel
1060	Section 106 contributions	400	Cemeteries	Agreed 106 projects (Cemetery railings/environmental projects) to be offset by expenditure
1100	Interment Fees Income	400	Cemeteries	Income fluctuates.
1105	MOJ Reclaim/Grant	400	Cemeteries	New legislation allows reclaim for infant burials.
1120	Grave Purchases Income	400	Cemeteries	Income fluctuates. Discount for Farnham residents.
1130	Memorials Income	400	Cemeteries	Income fluctuates. Propose reducing cost of Garden of Reflection Memorial to increase use.
4001	Agency/Contract Staffing	400	Cemeteries	Additional maintenance bought in
4115	Water Charges	400	Cemeteries	Reflecting cemetery water costs
4170	Property Maintenance/Refurbish	400	Cemeteries	Ongoing programme to improve paths, railings etc
4205	Waste Disposal	400	Cemeteries	Special waste
4220	Memorials & Plaques	400	Cemeteries	offset by income.
4225	Cemetery Memorial Maintenance	400	Cemeteries	Ongoing memorial fixing programme
4482	IT Support	400	Cemeteries	Epitaph software
4611	Plants/Flowers/bulbs	400	Cemeteries	New code to reflect greening of cemeteries.
1920	Sale Of Assets	901	Green Lane Chapel	Sale of Green Lane Chapel - moved to ringfenced reserve
4003	Contracted Services	903	Hale Chapels	capital project
4170	Property Maintenance/Refurbish	904	Victoria Garden	Contribution from trustees to assist with costs in donations.
1060	Section 106 contributions	905	Conservation Area Capital Proj	Section 106 funding for Maltings Railings project. Final elements to be completed.
1200	Grants Income	906	Craft Town 2019	One-off project funding application for 2019.
4001	Agency/Contract Staffing	906	Craft Town 2019	Funded by Arts council grant 2019/20

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4182	Equipment Purchase	906	Craft Town 2019	Met from Arts Council grant
4415	Printing & Design (External)	906	Craft Town 2019	Funded 2019 by Arts Council
4810	Externally funded grant	906	Craft Town 2019	Grants paid out of grant income received
1200	Grants Income	910	Wrecclesham Community Centre R	Retained grants for refurbishment project
1202	Income - Contributions	910	Wrecclesham Community Centre R	Refurbishment project contributions
4003	Contracted Services	921	Central Carpark Toilets Projec	Capital project
4170	Property Maintenance/Refurbish	921	Central Carpark Toilets Projec	budget against 4170 250
4003	Contracted Services	922	UCA Riverside Sculpture Proj	Capital project funded by Section 106
1200	Grants Income	930	Farnham Support Fund (covid+)	Grants towards Hardship Fund. Ringfenced.
1203	Donations - Income	930	Farnham Support Fund (covid+)	Community contributions to Hardship Fund. Ringfenced for grants.
4815	Hardship Fund Grants	930	Farnham Support Fund (covid+)	Ringfenced and covered by grant income unless specific allocation by FTC
4999	Miscellaneous Expenses	930	Farnham Support Fund (covid+)	Hardship grants/ related support, met from donated income
4003	Contracted Services	935	Business Improvement District	Covers Mosaic and co-ordinator partly funded by grant income.
1060	Section 106 contributions	950	S106 and CIL	Applied for £19,500 sculpture, £10,500 ironstones, £3,200 signs.
1065	Community Infrastructure Levy	950	S106 and CIL	Income for specified projects ...to be offset by expenditure. Goes to Earmarked reserve
4000	Salaries	950	S106 and CIL	Estimated cost of administration of Task Group and projects run by FTC

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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 31st 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 by Councillors Blishen and Neale.

2. Disclosure of Interests

The Officer declared a non-pecuniary interest due to vicinity to WA/2022/02651.

3. Applications for Key/Larger Developments

There were none for this meeting.

4. Applications Considered

Farnham Bourne

NMA/2022/02673 Farnham Bourne

Officer: Sam Wallis

22 VICARAGE HILL, FARNHAM GU9 8HJ

Amendment to WA/2022/01455 - Change of material and revised design to the patio door openings

No comment.

WA/2022/02606 Farnham Bourne

Officer: Lauren Kitson

LAMBSWOOD, 108 LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RB
Erection of extension to dwelling and alterations to part of detached garage to provide additional habitable accommodation and store.

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

WA/2022/02615 Farnham Bourne

Officer: Doug Wright

LAND CENTRED COORDINATES 485117145597, LEIGH LANE FARNHAM

Erection of a detached dwelling with a detached garage and home office building; associated works including creating new vehicular access onto Packway.

Farnham Town Council raises objection to this application, the built form is excessive for the heavily wooded site. A new dwelling, detached garage and home office building 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, CCI Climate Change and CC2 Sustainable Construction. Trees must be protected including the green boundaries. This is a very sensitive location bounded by Footpath 71 and Paradise Wood, a local nature reserve with pedestrian access only.

WA/2022/02649 Farnham Bourne

Officer: Tracy Farthing

SPRINGFIELD LODGE, 28 LONGDOWN ROAD, LOWER BOURNE, FARNHAM GU10 3JL

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

Farnham Town Council raises objection to this application unless the detached garage is 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.

WA/2022/02655 Farnham Bourne

Officer: Lauren Kitson

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

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

Farnham Castle

CA/2022/02633 Farnham Castle

Officer: Theo Dyer

THE FARNHAM MALTINGS, BRIDGE SQUARE, FARNHAM GU9 7QR

FARNHAM CONSERVATION AREA WORKS TO TREES

Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity,

especially in the Town Centre Conservation Area covered by Farnham Neighbourhood Plan Policy FNP2. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.

PRA/2022/02626 Farnham Castle

Officer: Sam Wallis

WOODLANDS, 1 ELKINS GROVE, HAZELL ROAD, FARNHAM GU9 7XH

Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 8 m for which the height would be 3.55 M and for which the height of the eaves would be 3.48 m.

No comment.

TM/2022/02668 Farnham Castle

Officer: Theo Dyer

HAMILTON HOUSE, CASTLE HILL, FARNHAM GU9 7JG

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

WA/2022/02574 Farnham Castle

Officer: Lauren Kitson

13 CASCADE WAY, FARNHAM GU9 7GQ

Certificate of Lawfulness under Section 192 for alterations to roofspace to provide habitable accommodation including installation of rear dormer and 3 rooflights.

An application for a Certification of Lawfulness under Section 192 will be assessed against a checklist with no opportunity for local policies or neighbours' comments to be considered. Farnham Town Council acknowledges the good design and appropriate materials used for these alterations, in keeping with the character of the dwelling and, if reviewed against policy, perfectly compliant.

WA/2022/02651 Farnham Castle

Officer: Tracy Farthing

THE END HOUSE, 12 OLD PARK LANE, FARNHAM GU9 0AH

Certificate of Lawfulness under Section 192 for rear dormer extension with Juliette balcony and installation of rooflights to front roof slope.

An application for a Certification of Lawfulness under Section 192 will be assessed against a checklist with no opportunity for local policies or neighbours' comments to be considered. Farnham Town Council is disappointed by the gross lack of heritage style materials (rooflights, size and lack of symmetry - conservation rooflights would be more in keeping - and doors/windows to the rear) and consideration to the character of the area and of the overlooking of the adjoining neighbour. Another Certificate of Lawfulness for accommodation in a roofspace with dormers, WA/2022/02574, should be applauded for its consideration of character of the property and surroundings dwellings.

Farnham Firgrove

WA/2022/02619 Farnham Firgrove

Officer: Sam Wallis

20 HILLARY ROAD, FARNHAM GU9 8QX

Erection of extensions and alterations to provide a two storey dwelling.
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/2022/02639 Farnham Firgrove

Officer: Sam Wallis

9 BRAMBLETON AVENUE, FARNHAM GU9 8QU

Installation of an air source heat pump.

The previous NMA application has been withdrawn. The NMA introduced an entirely new piece of development, instead of seeking to nonmaterially amend the permitted scheme. This full application needs to assess the impact of noise pollution on the neighbour at no.7 as position close to the boundary.

Farnham Hale and Heath End

WA/2022/02608 Farnham Hale and Heath End

Officer: Doug Wright

SHAHIBAGH, OAST HOUSE LANE, FARNHAM GU9 0NW

Erection of part single storey part two storey 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. 5 with being close to the boundary.

WA/2022/02672 Farnham Hale and Heath End

Officer: Doug Wright

21 HALE REEDS, FARNHAM GU9 9BN

Erection of single storey extension; alterations to roof height including dormer extension to form 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, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Moor Park

PRA/2022/02614 Farnham Moor Park

Officer: Dylan Campbell

ST STEPHENS HOUSE, DOGFLUD WAY, FARNHAM General Permitted Development Order 2015, Schedule 2 Part 3 Class MA - Prior Notification application for change of use of second floor from commercial, business and service (Use Class E) to 3 dwellinghouses (Use Class C3).

This application should be considered with the proposed change of use of the ground floor to 3 dwellings under PRA/2022/02704 – if the ground floor and second floor are changing to residential, the first floor is likely to come forward next.

Farnham Town Council seeks clarification as to what parking provision is included; the block plan shows parking spaces within the site boundary. Communal outside

greenspace should be included for those limited to this flatted accommodation, offering minimum standards of space and light.

WA/2022/02596 Farnham Moor Park

Officer: Wanda Jarnecki
22 OSBORN ROAD, FARNHAM GU9 9QT
Erection of an outbuilding.

Farnham Town Council objects to retrospective planning applications. The impact on the Heritage Asset of Farnham Park must be assessed.

WA/2022/02603 Farnham Moor Park

Officer: Susie Blackwood
25 BROOMLEAF ROAD, FARNHAM GU9 8DG
Erection of an increased height boundary fence with a raised swimming pool and pool house.

Farnham Town Council objects to retrospective planning applications. The impact on the neighbours' amenity must be considered.

WA/2022/02620 Farnham Moor Park

Officer: Sam Wallis
19 ALLINGTON CLOSE, FARNHAM GU9 9EJ
Erection of single storey extension.

Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02644 Farnham Moor Park

Officer: Sam Wallis
67 BROOMLEAF ROAD, FARNHAM GU9 8DQ
Erection of two storey extension.

The proposed two storey extension appears to go beyond the parameters of the Residential Extensions SPD. 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, FNPI 6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02659 Farnham Moor Park

Officer: Sam Wallis
54 ABBOTS RIDE, FARNHAM GU9 8HZ
Application under Section 73 to vary condition 1 of WA/2022/00887 (approved plans) to allow alterations to second floor internal and external design.

No comment.

Councillor Martin left the meeting at 11.00am.

Farnham Shortheath and Boundstone

TM/2022/02637 Farnham Shortheath and Boundstone

Officer: Theo Dyer
1 GLYNSWOOD, WRECCLESHAM, FARNHAM GU10 4TN
APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 45/99

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.

WA/2022/02586 Farnham Shortheath and Boundstone

Officer: Sam Wallis

13 GORSE LANE, WRECCLESHAM, FARNHAM GU10 4SD

Erection of extensions, alterations to elevations and fenestrations and installation of rooflight.

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/2022/02648 Farnham Shortheath and Boundstone

Officer: Sam Wallis

67 GREENFIELD ROAD, FARNHAM GU9 8TQ

Erection of single storey extensions and alterations following demolition of detached garage.

Applications must be 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. Farnham Town Council objects to this misleading application which shows the proposed 'outbuilding' joining and accessible from the proposed extension. Rather than being an outbuilding, this is effectively an L-shaped extension. The addition of the 2m fence around the perimeter is not shown on the elevation drawings. The proposals include rendering the entire dwelling, the materials are not in keeping, having a negative impact both on the adjoining neighbour and the street scene.

Farnham Weybourne and Badshot Lea

WA/2022/02577 Farnham Weybourne and Badshot Lea

Officer: Sam Wallis

12 NEWCOME ROAD, FARNHAM GU9 9DJ

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

Farnham Town Council raises objection to this application unless the extensions and alterations and detached garaged 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/2022/02610 Farnham Weybourne and Badshot Lea

Officer: Lauren Kitson

59 WEYBOURNE ROAD, FARNHAM GU9 9EU

Erection of a shed.

Farnham Town Council objects to retrospective planning applications. The shed must be assessed against Residential Extensions SPD.

Farnham Wrecclesham and Rowledge

NMA/2022/02560 Farnham Wrecclesham and Rowledge

Officer: Philippa Smyth

HOP BARN, HOLT POUND FARM, WRECCLESHAM HILL, WRECCLESHAM

Amendment to WA/2020/1429 - Alteration to ground floor door and window openings.

No comments.

WA/2022/02576 Farnham Wrecclesham and Rowledge

Officer: Lauren Kitson

44 GREENFIELD ROAD, FARNHAM GU9 8TJ

Certificate of Lawfulness Under Section 192 for alterations to roof space to include rear dormer with two windows to front and two to rear elevation to form habitable accommodation.

No comment.

WA/2022/02609 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

30 WRECCLESHAM HILL, WRECCLESHAM GU10 4JW

Application under Section 73 to vary condition 1 of WA/2021/01352 (approved plans) to allow change to pitch of roof.

No comments.

WA/2022/02630 Farnham Wrecclesham and Rowledge

Officer: Lauren Kitson

ROSEBARTON, CHERRY TREE WALK, ROWLEDGE, FARNHAM GU10 4AD

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

Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

5. Appeals Considered

There were none for this meeting.

6. Licensing Applications Considered

New

The Bourne Club, 12 Frensham Road, Farnham, GU9 8HB

The Bourne Club Ltd

An (amended) application has been received for a new premises licence. The application is for Live Music 18:00-00:00 Friday and Saturday (New Year's Eve: As per Fridays and Saturdays - from the end of permitted hours to the start of permitted hours the following day). Recorded Music 18:00-00:00 Friday and Saturday (New Year's Eve: As per Fridays and Saturdays - from the end of permitted hours to the start of permitted hours the following day.); On and Off sales of alcohol 10:00-23:00 Sunday to Thursday and 10:00-00:00 Friday and Saturday (New Year's Eve - from the end of permitted hours to the start of permitted hours the following day.); and Opening Hours 06:30-23:00 Sunday to Thursday and 06:30-00:00 Friday and Saturday (New Year's Eve - from the end of permitted hours to the start of permitted hours the following day.).

Farnham Town Council has no objections to the new premises licence to enable the club to offer the use of their facilities to non-members.

7. Other Applications/Consultations

Consultation on updates to Waverley Borough Council's Affordable Housing SPD

WBC is consulting on some proposed changes to the Affordable Housing SPD to reflect updates to national policy, new evidence and the adopted [Affordable Homes Delivery Strategy](#).

The consultation ran for 6 weeks from 17th October to 28th November 2022.

See the highlighted changes in the [Draft Affordable Housing SPD Consultation Document](#).

Although members of the group were offered until 14th November to provide comments, Councillors felt the proposed changes were mainly reflecting updated National policy therefore had no comments to make.

8. Public Speaking at Waverley's Western Planning Committee

Councillor Mark Merryweather will speak at Waverley's Western Planning Committee meeting being held on Wednesday 9th November against:

WA/2022/01621 Land West of and Opposite Old Compton Lane, Farnham
Outline application for the erection of up to 146 dwellings (with all matters reserved except for access) together with the provision of Suitable Alternative Natural Greenspace (SANG) and other open space, parking, infrastructure and landscaping.

9. Date of next meeting

Monday 14th November at 9.30am.

The meeting ended at 12.10 pm

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL



Notes Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 14th November, 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 Councillor Wicks.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Bourne

PRA/2022/02705 Farnham Bourne

Officer: Daniel Holmes

BOURNE HALL, THE BOURNE HALL, VICARAGE HILL, FARNHAM GU9 8HG

General Permitted Development Order 2015, Schedule 2 Part 3 Class MA - Prior Notification application for change of use of from commercial, business and service (Use Class e) to 3 dwellinghouses (Use Class C3).

Farnham Town Council has no objections in principle to the development of Bourne Hall. The proposed dwellings must meet technical housing standards and policies within Climate Change and Sustainability SPD. The site is constrained by its topography with limited space for car parking, especially for three dwellings.

Farnham Moor Park

PRA/2022/02704 Farnham Moor Park

Officer: Dylan Campbell

ST STEPHENS HOUSE, DOGFLUD WAY, FARNHAM

General Permitted Development Order 2015, Schedule 2 Part 3 Class MA - Prior Notification application for change of use of ground floor from commercial, business and service (Use Class E) to 3 dwellinghouses (Use Class C3).

Although only for 3 dwellings, an application for another 3 dwelling in the same building is live under PRA/2022/02614. This application should be considered with the proposed change of use of the ground floor to 3 dwellings under PRA/2022/02614 – if the ground floor and second floor are changing to residential, the first floor is likely to come forward next. Farnham Town Council seeks clarification from the Planning Officer as to what parking provision is included; the block plan shows parking spaces within the site boundary. Communal outside greenspace should be included for those limited to this flatted accommodation, offering minimum standards of space and light.

Amendments received

Additional plan and provision of tree report to address impact on trees resulting from highways works.

WA/2021/02902 Farnham Weybourne and Badshot Lea

Officer: Ruth Dovey

LAND REAR OF MONKTON HOUSE, FORMERLY BINDON HOUSE, MONKTON LANE FARNHAM

Outline application with all matters reserved except access for the erection of 56 dwellings (of which 40% are affordable – 23 dwellings)

Farnham Town Council maintains its strong objection to the proposed development of land rear of Monkton House for 56 dwellings.

The proposal is outside the Built-up Area Boundary of the Farnham Neighbourhood Plan and not compliant with policies FNPI New Development and Conservation and FNPI4 Housing Site Allocations.

The removal of trees and vegetation to make way urbanising infrastructure does not enhance these proposals. The proposed development is detrimental to the general character and appearance of the area, in conflict with FNP10 Protect and Enhance the Countryside and FNPI1 Preventing Coalescence and have a negative impact on the listed and locally listed buildings and their setting.

The proposal is in conflict with FNP30 Transport Impact of Development.

Highways works to the site will not increase the capacity of the surrounding road network. Adding vehicle movements generated by the reduced 56 dwellings will still have a negative impact on local road, Six Bells roundabout and cause further gridlock to the narrowest junction in Farnham at St John's Church.

Sewage capacity is insufficient at the wastewater treatment site and additional development on the adjacent road has contributed to surface water flooding. Further development will exacerbate local flooding, the culverts on Weybourne Road and Monkton Lane have not been maintained, being silted by other developments, blocked with broken brickwork and damaged banks.

Previous planning application WA/2014/1957 for 61 dwellings was refused in January 2015. The Secretary of State disagreed with the appeal of WA/2015/1484 for 56

Dwellings, dismissing the planning appeal and refusing planning permission in March 2018. This application for a proposed development of 65 dwelling is not acceptable, contrary to the Farnham Neighbourhood and must be refused.

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.

4. Applications Considered

Farnham Bourne

WA/2022/02720 Farnham Bourne

Officer: Daniel Holmes

4 FRENHAM VALE, LOWER BOURNE, FARNHAM GU10 3HN

Erection of extensions and alterations to existing bungalow to provide a two storey dwelling following demolition of existing garage; erection of detached garage.

The application is misleading in that the proposals are far from extensions and alterations to existing bungalow; this is a new dwelling. Farnham Town Council raises objection to this application unless the new dwelling is confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction. The proposed detached garage is located close to the main road, a considerable distance in front of the building line, not compliant with Residential Extensions SPD.

WA/2022/02754 Farnham Bourne

Officer: Doug Wright

LAKE COTTAGE, 7 VICARAGE LANE, THE BOURNE, FARNHAM GU9 8HN

Erection of two storey extension following demolition of existing extension.

Farnham Town Council raises objection to this application unless the extension is confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP7 Old Church Lane Conservation Area and its setting, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

TM/2022/02702 Farnham Bourne

Officer: Theo Dyer

LATIMER HOUSE, FORD LANE, LOWER BOURNE, FARNHAM GU10 4SF

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 04/12

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

TM/2022/02762 Farnham Bourne

Officer: Theo Dyer

5 GARDENERS HILL ROAD, WRECCLESHAM, FARNHAM GU10 4RL

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 32/07

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

Farnham Castle

WA/2022/02740 Farnham Castle

Officer: Sam Wallis

SHALDON, 5B WEST END GROVE, FARNHAM GU9 7EG

Installation of replacement french doors and new window to ground floor side elevation.

No comment.

Farnham Firgrove

WA/2022/02734 Farnham Firgrove

Officer: Sam Wallis

WYCHWOOD, 3 OLD FARNHAM LANE, FARNHAM GU9 8JU

Erection of single storey extension and alterations following demolition of existing single storey extension.

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 Moor Park

WA/2022/02708 Farnham Moor Park

Officer: Lauren Kitson

STAR LODGE, 32 COMPTON WAY, FARNHAM GU10 1QU

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, 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/2022/02745 Farnham Moor Park

Officer: Sam Wallis

2 CROOKSBURY ROAD, FARNHAM GU10 1QE

Erection of two storey extension following demolition of existing garage and conservatory.

Although the applicant has attempted to reduce the bulk and mass of the proposed extension to lessen the impact on the neighbour, Farnham Town Council raises objection to the substantial extension unless 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.

WA/2022/02747 Farnham Moor Park

Officer: Lauren Kitson

15 LOWER SOUTH VIEW, FARNHAM GU9 7LB

Erection of extensions following demolition of existing extensions.

Farnham Town Council raises objection to this application unless the extensions are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TD1 Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

PRA/2022/02728 Farnham Moor Park

Officer: Sam Wallis

SPRINGWOOD, 9 SANDS ROAD, SANDS, FARNHAM GU10 1PX

Demolition notification: G.P.D.O. Schedule 2, Part 11, Class B: Demolition of garden shed.

Note. The applicant wishes to replace the building with a larger garage building and workshop which is subject to a separate application WA/2022/02435.

No comment.

TM/2022/02763 Farnham Moor Park

Officer: Theo Dyer

41 LYNCH ROAD, FARNHAM GU9 8BT

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER WA316

Farnham Town Council leaves to the Arboricultural Officer to conduct a site visit to confirm the condition of the Beech and if the Lime is worthy of a TPO in its place. 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 Shortheath and Boundstone

WA/2022/02710 Farnham Shortheath and Boundstone

Officer: Lauren Kitson

26 SANDROCK HILL ROAD, WRECCLESHAM, FARNHAM GU10 4SX

Certificate of Lawfulness under Section 192 for alterations to roof to provide additional habitable accommodation including dormer extension and Juliette balcony.

An application for a Certification of Lawfulness under Section 192 will be assessed against a checklist with no opportunity for local policies or neighbours' comments to be considered. The size and scale of the proposed dormer is excessive running the entire length of the roof.

TM/2022/02764 Farnham Shortheath and Boundstone

Officer: Theo Dyer

12 BOWER ROAD, BOUNDSTONE, FARNHAM GU10 4ST

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 01/10

Farnham Town Council leaves to the Arboricultural Officer. In response to a climate emergency, it is vital to retain green infrastructure in line with LPPI policy CCI Climate Change and NE2 Green and Blue Infrastructure. A replacement tree, a Himalayan Birch, is being planted.

Farnham Upper Hale

WA/2022/02737 Farnham Upper Hale

Officer: Sam Wallis

10 SPRING LANE WEST, FARNHAM GU9 0BU

Erection of extensions.

Farnham Town Council raises objection to this application unless the extensions are confirmed compliant with the Farnham Design Statement, Farnham

Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Weybourne and Badshot Lea

WA/2022/02755 Farnham Weybourne and Badshot Lea

Officer: Doug Wright

BURNSIDE, 152 WEYBOURNE ROAD, FARNHAM GU9 9HD

Erection of a detached garage.

Farnham Town Council has no objections to the detached garage subject to it being compliant with Residential Extensions SPD.

WA/2022/02733 Farnham Weybourne and Badshot Lea

Officer: Daniel Holmes

56 COPSE AVENUE, FARNHAM GU9 9EA

Erection of extensions and alterations; erection of an outbuilding.

Farnham Town Council raises objection to this application unless the extensions, alterations and outbuilding 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 Wrecclesham and Rowledge

WA/2022/02742 Farnham Wrecclesham and Rowledge

Officer: Philippa Smyth

BELLAPAI, THE LONG ROAD, ROWLEDGE, FARNHAM GU10 4DP

Erection of extensions; raising of roof ridge height and alterations to loft space including dormer windows and rooflights together with alterations to attached garage to provide additional habitable accommodation; widening of existing vehicle access and erection of entrance gates and gate piers.

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.

TM/2022/02725 Farnham Wrecclesham and Rowledge

Officer: Theo Dyer

22 ROSEMARY LANE, ROWLEDGE, FARNHAM GU10 4DD

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 12/13

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

5. Appeals Considered

Appeal Notification

WA/2022/00511 Farnham Weybourne and Badshot Lea

SUMMERFIELD COTTAGE, RUNFOLD ST GEORGE, BADSHOT LEA, FARNHAM GU10 1PP

Outline application with some matters reserved for erection of 30 dwellings with associated garages, parking and access roads following demolition of existing dwelling and outbuildings.
Appeal Reference: APP/R3650/W/22/3303228
Appellant's Name: Mr Chris Stead (Magnum Land and Homes Ltd.)

FTC previous comments:

WA/2022/00511 Farnham Weybourne and Badshot Lea

Officer: Carl Housden

SUMMERFIELD COTTAGE, RUNFOLD ST GEORGE, BADSHOT LEA, FARNHAM GU10 1PP

Outline application with some matters reserved for erection of 30 dwellings with associated garages, parking and access roads following demolition of existing dwelling and outbuildings.

The History and Constraints document is missing from this application. It is vital to include this information for those reviewing the application to understand the planning history and the policies relevant to the site.

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.

Farnham Town Council strongly objects to the Outline application for the erection of 30 dwellings. This is not an approved housing allocation in the Farnham Neighbourhood Plan, is outside the built-up area boundary and contrary to policy FNPI New Development and Conservation, FNPI0 Protect and Enhance the Countryside, FNPI1 Preventing Coalescence, FNPI3 Protect and Enhance Biodiversity due to its vicinity to Tice's Meadow and FNPI4 Housing Site Allocations and the Farnham Design Statement.

This application represents ten times the amount of development in Outline application for 3 dwellings allowed at Appeal (WA/2016/0406). The Inspector concludes that the proposal for 3 dwellings would continue the linear form of development fronting this short section of dead-end road. A larger development, including dwellings behind the frontage dwellings and away from the road frontage, would result in a negative effect on the character and appearance of the rural area.

The subsequent Reserved Matters application (WA/2021/01405) for 3 dwellings was granted permission and the area confirmed as 'outside the residential curtilage' of Summerfield Cottage by WBC Planning Officer Carl Housden therefore pending application WA/2021/02838 is not lawful. The lawful residential use of the adjoining land of Summerfield Cottage cannot be considered incidental to the enjoyment of the dwellinghouse. Areas within the boundary of the red line are managed very differently and have been fenced off and developed for other uses, including business uses, without planning permission. The images provided contradict statements within application WA/2021/02838 and do not show the extent of the land to which the application relates therefore cannot be considered 'evidence'.

The built form, density and population of a development for 30 dwellings will have a negative impact on the adjacent land to the east, Tice's Meadow Nature Reserve. Consisting of almost 140 acres of grasslands and wetland areas, it is promoting biodiversity enhancements, including restoration and re-creation of wildlife habitats, supporting many species and a growing breeding bird population within a

Biodiversity Opportunity Area. Run-off from roadways and hardstanding risks polluting the expanding wetland Nature Reserve.

6. Licensing Applications Considered

There were none for this meeting.

7. Other Applications/Consultations

There were none for this meeting.

8. Public Speaking at Waverley's Western Planning Committee

Councillor Mark Merryweather will speak at Waverley's Western Planning Committee meeting being held on Wednesday 14th December against:

WA/2022/02902 Land at Monkton House, Monkton Lane, Farnham
Outline application with all matters reserved except access for the erection of up to 56 dwellings (of which 40% are affordable).

9. Date of next meeting

Monday 28th November at 9.30am.

The meeting ended at 10.51 am

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL



Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 28th November, 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 John Neale
Councillor Alan Earwaker (Ex-officio)

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Martin and Wicks.

2. Disclosure of Interests

The Officer declared a non-pecuniary interest due to vicinity to WA/2022/02776 and WA/2022/02789.

3. Applications Considered for Key/Larger Developments

Farnham Moor Park

WA/2022/02818 Farnham Moor Park

Officer: Ruth Dovey

PLOT C I BUILDING D20, LAND CENTRED COORDINATES 484270 146934, EAST STREET, FARNHAM

Application for advertisement consent to display one illuminated fascia sign; one door vinyl; four window vinyl's alongside etched and tinted vinyl applied to windows at ground and first floor level.

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 raises concern over the internally illuminated fascia sign, though only 465 cdm², and objects to the vinyl window graphic stating ‘Farnham’s most loved gym’ being misleading in that Jetts Fitness is yet to operate in Farnham.

Farnham Weybourne and Badshot Lea

WA/2022/02819 Farnham Weybourne and Badshot Lea

Officer: Daniel Holmes

LAND AT BROOK FARM, BROOK AVENUE, FARNHAM

Erection of 4 detached dwellings with associated parking and landscaping.

Farnham Town Council strongly objects to inappropriate development, especially in flood zone 3. This application is not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI0 Protect and Enhance the Countryside, FNPI1 Preventing Coalescence and eLPP2 Aldershot and Farnham Strategic Gap, FNPI4 Housing Allocations – this site was not selected being unsuitable for development due to flooding and located within the Aldershot and Farnham Strategic Gap - and LPPI policy TDI Townscape and Design.

4. Applications Considered

Farnham Bourne

CA/2022/02834 Farnham Bourne

Officer: Theo Dyer

TIMBERS, GREENHILL ROAD, FARNHAM GU9 8JN

GREAT AUSTINS CONSERVATION AREA WORKS TO AND REMOVAL OF TREES

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

CA/2022/02860 Farnham Bourne

Officer: Theo Dyer

PELHAM HOUSE, GREAT AUSTINS, FARNHAM GU9 8JG

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, especially in a conservation area covered by Farnham Neighbourhood Plan policy FNP5 Great Austins Conservation Area and its setting. In response to a climate emergency, it is vital to retain green infrastructure in line with LPPI policy CCI Climate Change and NE2 Green and Blue Infrastructure.

TM/2022/02836 Farnham Bourne

Officer: Theo Dyer

THE STONE HOUSE, 110 LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RB

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 12/08

Farnham Town Council leaves to the Arboricultural Officer. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.

Farnham Castle

WA/2022/02776 Farnham Castle

Officer: Sam Wallis

THE END HOUSE, 12 OLD PARK LANE, FARNHAM GU9 0AH

Alterations to roofspace to provide habitable accommodation including rooflights; alterations to elevations; alterations to existing flat roof including rooflight; removal of chimney stack.

The History & Constraints document is missing from this application, it should be included to show other applications at this location. The determining of this application must be considered with WA/2022/02651 and WA/2022/02789.

Farnham Town Council objects to the installation of roof lights to the front elevation being out of character with the neighbouring dwellings and the proposed arrangement is not compliant with Residential Extensions SPD.

WA/2022/02789 Farnham Castle

Officer: Sam Wallis

THE END HOUSE, 12 OLD PARK LANE, FARNHAM GU9 0AH

Erection of extensions following demolition of existing conservatory; insertion of rooflights and alterations to elevations including removal of chimney stack.

Farnham Town Council objects to the two-storey extension on the boundary and to the bay window, both having a negative impact on the neighbour and a bay being out of character - although the applicant has proposed obscured glazing to the panel directly overlooking. The two-storey extension on the boundary with the 3m high single-storey extension will be overbearing, not compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design. The installation of roof lights to the front elevation is out of character with the neighbouring dwellings and the proposed arrangement not compliant with Residential Extensions SPD. The proposed loft conversion in this application excludes the bulky addition of a flat roof dormer to the rear with Juliette balcony, as featured in WA/2022/02651, lessening the impact on the character and reducing overlooking of the adjoining neighbour. WA/2022/02651 is still pending decision and, if deemed lawful, will impact the neighbour and the character.

WA/2022/02785 Farnham Castle

Officer: Sam Wallis

21 LARKFIELD ROAD, FARNHAM GU9 7DB

Application under Section 73a to vary condition 1 of WA/2022/01715 (approved plans) to allow changes to design.

The changes to the design must be 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.

WA/2022/02814 Farnham Castle

Officer: Doug Wright

NATIONWIDE, TOWN HALL BUILDINGS, THE BOROUGH, FARNHAM GU9 7NT

Listed building consent for alterations to elevations to provide an additional entrance; installation of a platform lift.

Similar applications (WA/2021/03078 and WA/2021/03080) for a platform lift installation at Nationwide Farnham were approved in January 2022. Farnham Town Council welcomes improved accessibility to the building with a lift platform through new matching doors. Alterations must be approved by the Heritage Officer and confirmed compliant with the Farnham Design Statement, Farnham Conservation Area Management Plan (FCAMP), Shopfront Design Guide SPD and Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting.

WA/2022/02815 Farnham Castle

Officer: Doug Wright

NATIONWIDE, TOWN HALL BUILDINGS, THE BOROUGH, FARNHAM GU9 7NT

Alterations to elevations to provide an additional entrance; installation of a platform lift.

Similar applications (WA/2021/03078 and WA/2021/03080) for a platform lift installation at Nationwide Farnham were approved in January 2022. Farnham Town Council welcomes improved accessibility to the building with a lift platform through new matching doors. Alterations must be approved by the Heritage Officer and confirmed compliant with the Farnham Design Statement, Farnham Conservation Area Management Plan (FCAMP), Shopfront Design Guide SPD and Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting.

WA/2022/02821 Farnham Castle

Officer: Lauren Kitson

RUNWICK HOUSE, RUNWICK LANE, RUNWICK, FARNHAM GU10 5EG

Listed Building Consent for alterations to entrance of former stable; re-roofing of main house; replacement of rooflights in outbuilding and re-roofing; repair and replacement windows to outbuilding; rebuilding of central valley between outbuildings; internal alterations.

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

WA/2022/02881 Farnham Castle

Officer: Sam Wallis

121 WEST STREET, FARNHAM GU9 7HH

Listed Building consent for construction of roof garden including installation of new internal staircase from ground floor to roof level together with associated works.

The Heritage Officer must be consulted. Farnham Town Council raises concern over accessibility to the proposed new roof garden, with access being via a new internal staircase only. Installation of a stairlift must be included to allow all customers access to the new roof garden.

WA/2022/02882 Farnham Castle

Officer: Sam Wallis

121 WEST STREET, FARNHAM GU9 7HH

Construction of roof garden including installation of new internal staircase from ground floor to roof level and 3 parasols together with associated works.

The Heritage Officer must be consulted. Farnham Town Council raises concern over accessibility to the proposed new roof garden, with access being via a new internal staircase only. Installation of a stairlift must be included to allow all customers access to the new roof garden.

WA/2022/02909 Farnham Castle

Officer: Dylan Campbell

121 WEST STREET, FARNHAM GU9 7HH

Alterations to front elevation, installation of extractor flue and 3 air conditioning units.

Farnham Town Council notes the appropriate type of lighting for the Town Centre Conservation Area is being proposed. The Heritage Officer must be consulted and 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 and Shopfront Design Guide SPD. The extractor flue and air conditioning units must be positioned away from any residential accommodation in the upper floors of the surrounding buildings.

WA/2022/02910 Farnham Castle

Officer: Dylan Campbell

121 WEST STREET, FARNHAM GU9 7HH

Consent to display 1 illuminated fascia sign, 2 internally lit menu boxes, 5 non illuminated fascia signs and 1 non illuminated projecting sign.

Farnham Town Council notes the appropriate type of lighting for the Town Centre Conservation Area is being proposed. 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 and Shopfront Design Guide SPD.

WA/2022/02911 Farnham Castle

Officer: Dylan Campbell

121 WEST STREET, FARNHAM GU9 7HH

Listed Building consent for internal alterations and front elevation; installation of extractor flue and 3 air conditioning units.

Farnham Town Council notes the appropriate type of lighting for the Town Centre Conservation Area is being proposed. The Heritage Officer must be consulted and 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 and Shopfront Design Guide SPD. The extractor flue and air conditioning units must be positioned away from any residential accommodation in the upper floors of the surrounding buildings.

Farnham Firgrove

WA/2022/02905 Farnham Firgrove

Officer: Sam Wallis

7 TALBOT ROAD, FARNHAM GU9 8RP

Erection of extension and alterations to elevations.

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

Farnham Hale and Heath End

TM/2022/02839 Farnham Hale and Heath End

Officer: Theo Dyer

68 UPPER HALE ROAD, FARNHAM GU9 0NZ

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 12/18

If the Lime isn't worthy of its TPO, perhaps the applicant can plant a more suitable tree and a TPO applied to it. Farnham Town Council leaves to the Arboricultural Officer. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CCI Climate Change and NE2 Green and Blue Infrastructure.

Farnham Moor Park

WA/2022/02768 Farnham Moor Park

Officer: Daniel Holmes

LAND AT RUNFOLD SOUTH QUARRY, GUILDFORD ROAD, FARNHAM

Details of the former conveyor tunnel infilling scheme pursuant to Condition 10 of planning permission ref: WA/2021/01283 dated 16 December 2021 (County matters planning application registered for County Planning Authority).

Farnham Town Council relies on the Community Liaison Group being best informed to monitor planning applications and provide comment as necessary.

WA/2022/02769 Farnham Moor Park

Officer: Daniel Holmes

LAND AT RUNFOLD SOUTH QUARRY, GUILDFORD ROAD, FARNHAM

Details of the former conveyor tunnel infilling scheme pursuant to Condition 10 of planning permission ref: WA/2021/01285 dated 16 December 2021 (County matters planning application registered for County Planning Authority).

Farnham Town Council relies on the Community Liaison Group being best informed to monitor planning applications and provide comment as necessary.

WA/2022/02770 Farnham Moor Park

Officer: Daniel Holmes

LAND AT RUNFOLD SOUTH QUARRY, GUILDFORD ROAD, FARNHAM

Details of the former conveyor tunnel infilling scheme pursuant to Condition 10 of planning permission ref: WA/2021/01284 dated 16 December 2021 (County matters planning application registered for County Planning Authority).

Farnham Town Council relies on the Community Liaison Group being best informed to monitor planning applications and provide comment as necessary.

WA/2022/02771 Farnham Moor Park

Officer: Daniel Holmes

LAND AT RUNFOLD SOUTH QUARRY. GUILDFORD ROAD, FARNHAM

Details of the former conveyor tunnel infilling scheme pursuant to Condition 10 of planning permission ref: WA/2021/01282 dated 9 December 2021 (County matters planning application registered for County Planning Authority).

Farnham Town Council relies on the Community Liaison Group being best informed to monitor planning applications and provide comment as necessary.

WA/2022/02774 Farnham Moor Park

Officer: Sam Wallis

WOODHAYES, 30 COMPTON WAY, FARNHAM GU10 1QU

Erection of extensions and alterations to elevations and roofline.

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, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02906 Farnham Moor Park

Officer: Sam Wallis

WOODHAYES, 30 COMPTON WAY, FARNHAM GU10 1QU

Certificate of lawfulness under Section 192 for the erection of 2 single storey extensions.

No comment.

WA/2022/02786 Farnham Moor Park

Officer: Sam Wallis

NORDIC HOUSE, 2 COMPTON WAY, FARNHAM GU10 1QZ

Application under Section 73a to vary condition 3 of WA/2021/0149 to allow permitted 'temporary vehicular entrance' for construction purposes to become the 'permanent vehicular entrance'.

Farnham Town Council raises objection to the temporary vehicle access becoming permanent in an area characterised by its trees. The access must be approved by Surrey Highways and be compliant with Farnham Neighbourhood Plan policy FNP8 South Farnham Arcadian Areas.

WA/2022/02788 Farnham Moor Park

Officer: Sam Wallis

66 LYNCH ROAD, FARNHAM GU9 8BT

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/2022/02829 Farnham Moor Park

Officer: Lauren Kitson

35 STOKE HILLS, FARNHAM GU9 7TF

Erection of extension and two open sided porches with associated works; installation of rooflight.

Farnham Town Council raises objection to this application unless the extensions are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the neighbour at no.36 with the height of the rear extension shown at 3.3m on the boundary.

WA/2022/02831 Farnham Moor Park

Officer: Sam Wallis

37 LYNCH ROAD, FARNHAM GU9 8BX

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 LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02866 Farnham Moor Park

Officer: Sam Wallis

GLENSIDE COTTAGE, BOTANY HILL, SANDS, FARNHAM GU10 1LZ

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

No comment.

Farnham Shortheath and Boundstone

TM/2022/02765 Farnham Shortheath and Boundstone

Officer: Theo Dyer

TRACKERS, 8 BURNT HILL ROAD, WRECCLESHAM, FARNHAM GU10 4RZ

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER

WA266

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/2022/02871 Farnham Shortheath and Boundstone

Officer: Susie Blackwood

35 LONGHOPE DRIVE, WRECCLESHAM, FARNHAM GU10 4SN

Certificate of Lawfulness under Section 192 for the erection of 2 single storey extensions following demolition of existing conservatory.

No comment.

Farnham Upper Hale

WA/2022/02825 Farnham Upper Hale

Officer: Lauren Kitson

20 WINDERMERE WAY, FARNHAM GU9 0DS

Erection of extension (as amended by email received 14/11/2022)

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

WA/2022/02855 Farnham Upper Hale

Officer: Wanda Jarnecki

51C ALMA LANE, FARNHAM GU9 0LT

Erection of an attached garage following demolition of existing attached garage.

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

Farnham Weybourne and Badshot Lea

WA/2022/02844 Farnham Weybourne and Badshot Lea

Officer: Tracy Farthing

6 FARNHAM TRADING ESTATE, FARNHAM GU9 9PL

Alterations to existing building to create 2 separate units and associated works including alterations to elevation and external servicing areas together with the additional use of Use Class B8 (storage or distribution).

Farnham Town Council has no objections to the subdivision of no. 6 Farnham Trading Estate. Unit 2, accessed from Hurlands Close, should be Conditioned with limited operating hours, being a residential road with dwellings adjoining and opposite the site.

Farnham Wrecclesham and Rowledge

WA/2022/02816 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

LAND CENTRED COORDINATES 482582 145188, THE STREET, WRECCLESHAM, FARNHAM

Erection of single storey dwelling (Use Class C3) following demolition of existing outbuilding.

It is noted that WA/2022/00404 for an outbuilding on this site has been withdrawn. The previous communication being the applicant's protest to the Town Council's objection, saying that the outbuilding would not generate vehicle movements as for incidental use. This new application for a two-bedroom dwelling shows parking for 3 vehicles which will generate vehicle movements. The plans in WA/2022/00404 shows no buildings on the site and this application is suggesting demolition of an existing building.

The proposed new dwelling must be compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP1 New Development and Conservation, FNP6 Wrecclesham Conservation Area and its setting and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and have no negative impact of the surrounding dwellings. The new access from the garden land must be suitable for the proposed number of vehicles to egress the site safely.

5. Appeals Considered

Appeal Decisions

Appeal Dismissed: WA/2020/1798 LAND KNOWN AS 17 FRENHAM ROAD, LOWER BOURNE, FARNHAM.

Appeal Dismissed: EN/2021/14 Legend Acres, River Lane, Farnham GU9 8UD
In respect of 'without planning permission the carrying out of an engineering operation to materially change the levels of the Land' at the above site.

Appeal Notification

WA/2021/03002 LAND ADJOINING WEST FARM, TONGHAM ROAD, RUNFOLD, FARNHAM

Erection of 2 three bedroom detached dwellings and 2 detached single garages (amplified by Reptile Report received 01/06/2022).

PINS Reference: APP/R3650/W/22/3304609

Starting Date: 15/11/2022

Appellant's Name: Mr John Mitchell

FTC comments 4th January 2021:

WA/2021/03002 Farnham Moor Park

Officer: Philippa Smyth
LAND ADJOINING WEST FARM, TONGHAM ROAD, RUNFOLD, FARNHAM
Erection of 2 three bedroom detached dwellings and 2 detached single garages
A similar scheme (WA/2018/1863) was refused at appeal in December 2019.

Although this application has reduced the size of the plots, Farnham Town Council strongly objects to the proposed development of two detached dwellings with two detached garages, eroding the rural setting and having an urbanising effect on this location 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, in place to ensure that development responds to the character of the area and enhances the landscape value of the countryside.

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.

Appeal Notification

WA/2022/00513 KIOSK 3A, MARKET STALL, CASTLE STREET, FARNHAM GU9 7LP
Erection of extension to existing A3 kiosk market stall.
PINS Reference: APP/R3650/W/22/3305064
Starting Date: 15/11/2022
Appellant's Name: T Lyons (Flavia Estates SARBS Ltd)

FTCs comments 28th February 2022:

WA/2022/00513 Farnham Castle

Officer: Carl Housden

KIOSK 3A, MARKET STALL, CASTLE STREET, FARNHAM GU9 7LP

Erection of extension to existing 3A kiosk market stall.

Farnham Town Council strongly objects to the proposed extension to link Kiosk 3 and Kiosk 2 and its negative visual impact on this historic location in the Town Centre Conservation Area, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan Policy FNP2, FCAMP and Shopfront Design Guide SPD. The changes to the street scene are unacceptable and, although made up of glazed panels, will create continuous built form blocking street views through. The merging of the kiosks does not preserve or enhance the Conservation Area and will be detrimental to the character of the buildings, not sympathetic to the original.

Appeal Notification

WA/2021/02458 ARDENE, 41 DENE LANE, LOWER BOURNE, FARNHAM GU10 3RJ
Erection of a dwelling and detached garage following demolition of existing garage.
PINS Reference: APP/R3650/W/22/3301731
Starting Date: 22/11/2022
Appellant's Name: Mr James Yearsley

FTCs comments 5th November 2021:

WA/2021/02458 Farnham Bourne

Officer: Lara Davison

ARDENE, 41 DENE LANE, LOWER BOURNE, FARNHAM GU10 3RJ

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

Farnham Town Council strongly object to the inappropriate development in the garden of 41 Dene Lane, being out of character and not compliant with the Farnham Design Statement and Farnham Neighbourhood Plan policy FNP1 New Development and Conservation and FNP8 South Farnham Arcadian Areas.

6. Licensing Applications Considered

New

Farnham Food & Wine, 101 Farnborough Road, Farnham, GU9 9AW

Mr H S Gulati

An application has been received for a new premises licence. The application is for Off sales of alcohol and Opening hours 08:00-23:00 Monday to Sunday.

For information, limited parking is available to the front of the premises. Other businesses in the parade of shops include a pharmacy, take away pizza and pet grooming.

Farnham Town Council has no objection.

Minor Variation

Pizza Express, 74 Castle Street, Farnham, GU9 7LP

Pizza Express (Restaurants) Ltd

This application is for the change of licensing plans to regularise the internal layout changes only. No other changes are requested to the licensable activities. See attached Plan.

For information, as a WBC Ward Councillor, Councillor Hesse has submitted his support of the application.

Farnham Town Council has no objection.

7. Other Applications/Consultations

There were none for this meeting.

8. Public Speaking at Waverley's Western Planning Committee

Councillor Mark Merryweather will speak at Waverley's Western Planning Committee meeting being held on Wednesday 14th December against:

WA/2022/02902 Land at Monkton House, Monkton Lane, Farnham

Outline application with all matters reserved except access for the erection of up to 56 dwellings (of which 40% are affordable).

9. Date of next meeting

Monday 12th December at 9.30am.

The meeting ended at 12.02 pm

Notes written by Jenny de Quervain

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FARNHAM TOWN COUNCIL



Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 12th December, 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 John Neale

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Martin and Wicks.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Castle

WA/2022/02935 Farnham Castle

Officer: Dylan Campbell

75 CASTLE STREET, FARNHAM GU9 7LT

Change of use from bank (Use Class E) to mixed use restaurant, bar and 7 room hotel (Sui Generis); alterations to elevations and creation of roof terrace following removal of rooflights; installation of plant and machinery.

Farnham Town Council has no objections to the proposed change of use subject to the roof terrace access being reviewed for DDA compliance and that procedures are put in place through Conditions to monitor potential noise disturbance. The alterations must be confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting and approved by the Heritage Officer.

WA/2022/02936 Farnham Castle

Officer: Dylan Campbell

75 CASTLE STREET, FARNHAM GU9 7LT

Listed Building consent for internal and external alterations.

Farnham Town Council has no objections to the proposed change of use subject to the roof terrace access being reviewed for DDA compliance and that procedures are put in place through Conditions to monitor potential noise disturbance. The alterations must be confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNP2 Town Centre Conservation Area and its setting and approved by the Heritage Officer.

Farnham Moor Park

WA/2022/02996 Farnham Moor Park

Officer: Dylan Campbell

UNIT 12 GUILDFORD ROAD TRADING ESTATE, FARNHAM

Change of use from alternative use depot (Sui Generis), light industrial (Use Class E) and storage (Use Class B8) to members only retail warehouse (Sui Generis) and alterations to elevation.

Farnham Town Council has no objections to the members only retail club for the Plymouth Brethren Christian Church (PBCC) members in the Farnham area. It will serve approximately 125 households and have no wider public access.

Amendments received

Amendments to colour palette and further detail provided.

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.

Following Farnham Town Council's previous comments, amendments including the RAL number for the colour green and corrections of some of the names/directions have been made. Farnham Town Council is working with Crest Nicholson, Waverley Borough Council, Farnham Public Art Trust and Farnham Theatre Association to agree interpretation board text and replacement commemorative plaque.

4. Applications Considered

Farnham Bourne

TM/2022/02959 Farnham Bourne

Officer: Theo Dyer

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

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 20/22

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

WA/2022/02954 Farnham Bourne

Officer: Sam Wallis

6 MIDDLE AVENUE, FARNHAM GU9 8JL

Erection of entrance and pedestrian gates.

Farnham Town Council objects to the proposed vehicle access. Insufficient space is shown on the plans for a vehicle to be positioned off the highway. The access must be approved by Surrey Highways and the Heritage Officer.

Farnham Castle

WA/2022/03009 Farnham Castle

Officer: Lauren Kitson

5 LARKFIELD ROAD, FARNHAM GU9 7DB

Erection of a single storey extension and alterations to existing garage to provide habitable accommodation and alterations including decking area following demolition of existing extension.

Farnham Town Council raises objection to this application unless the extension, Alterations and decking 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 and has no negative impact on the neighbour's amenity at no. 3.

Farnham Firgrove

WA/2022/02925 Farnham Firgrove

Officer: Lauren Kitson

108 WEYDON HILL ROAD, FARNHAM GU9 8NZ

Erection of extensions following demolition of existing side extension, conservatory and rear 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, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02975 Farnham Firgrove

Officer: Wanda Jarnecki

1A WEYDON LANE, FARNHAM GU9 8QQ

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

WA/2022/02990 Farnham Firgrove

Officer: Wanda Jarnecki

23 LONGLEY ROAD, FARNHAM GU9 8LZ

Construction of a vehicle cross over and a dropped kerb

Farnham Town Council has no objection subject to the access being approved by Surrey Highways.

WA/2022/02994 Farnham Firgrove

Officer: Dylan Campbell

MUNCASTER LODGE, 3 HILLARY CLOSE, FARNHAM GU9 8QZ

Erection of a dwelling following demolition of existing dwelling.

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

Farnham Moor Park

NMA/2022/02997 Farnham Moor Park

Officer: Ruth Dovey

LAND ADJACENT TO 44 CROOKSBURY ROAD, FARNHAM

Amendment to WA/2017/0111 - chimney to be removed. A balcony is to be removed. The central link is to have the flat roof removed and replaced with a pitched roof. Second floor balcony to be replaced with pitched roof. Roof covering to match existing approved materials.

No comment.

WA/2022/02961 Farnham Moor Park

Officer: Lauren Kitson

43 STOKE HILLS, FARNHAM GU9 7TE

Erection of extensions and alterations (revision of WA/2022/02130).

The bulk and mass has been reduced from in refused application WA/2022/02130. Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP16 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and has no negative impact on the street scene or the neighbour's amenity at no. 42.

WA/2022/02968 Farnham Moor Park

Officer: Lauren Kitson

11 MONKSHANGER, FARNHAM GU9 8BU

Erection of porch and alterations to elevations following demolition of existing porch and conservatory.

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

WA/2022/02988 Farnham Moor Park

Officer: Lauren Kitson

SYLVANS, TILFORD ROAD, FARNHAM GU9 8JA

Erection of a single storey extension and 3 dormer windows.

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, FNP10 Protect and Enhance the Countryside, FNP16 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02995 Farnham Moor Park

Officer: Daniel Holmes

KILNSIDE FARMHOUSE, MOOR PARK LANE, FARNHAM GU10 1NS

Creation two parking spaces with associated works.

Farnham Town Council raising concern over the proposed parking spaces. Bridleway 124 must not be obstructed, and the access arrangements must be approved by Surrey Highways.

Farnham Shortheath and Boundstone

NMA/2022/02998 Farnham Shortheath and Boundstone

Officer: Sam Wallis

37 GREEN LANE, FARNHAM GU9 8QD

Amendment to WA/2017/2116 for Single storey rear extension roof change from pitch to crown roof. Materials to be the same.

Application number WA/201/2116 is incorrect, WA/2021/0198 was the original application. The description needs to be amended.

PRA/2022/03006 Farnham Shortheath and Boundstone

Officer: Sam Wallis

31 PILGRIMS CLOSE, FARNHAM GU9 8QP

Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4.50 M for which the height would be 3.70 M and for which the height of the eaves would be 2.50 M following demolition of existing single storey rear extension.

No comment.

TM/2022/02976 Farnham Shortheath and Boundstone

Officer: Theo Dyer

BROAD HA'PENNY, WRECCLESHAM, FARNHAM GU10 4TF

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 18/99

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

WA/2022/02991 Farnham Shortheath and Boundstone

Officer: Sam Wallis

4 BOURNE DENE, WRECCLESHAM, FARNHAM GU10 4RF

Alterations and extension to existing garage to provide an annexe.

Farnham Town Council raises objection to the proposed annex unless Conditioned ancillary to the dwellinghouse 4 Bourne Dene.

Farnham Upper Hale

WA/2022/02942 Farnham Upper Hale

Officer: Sam Wallis

8 ULLSWATER CLOSE, FARNHAM GU9 0RY

Erection of extensions and associated works.

Farnham Town Council objects to the two-storey extension too close to the boundary of no. 7, not being 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.

WA/2022/03005 Farnham Upper Hale

Officer: Susie Blackwood

15 LAWDAY PLACE LANE, FARNHAM GU9 0BT

Erection of detached garage with ancillary accommodation above (revision of WA/2022/00464).

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

Farnham Weybourne and Badshot Lea

WA/2022/02924 Farnham Weybourne and Badshot Lea

Officer: Lauren Kitson

5 WOODLANDS AVENUE, FARNHAM GU9 9EY

Certificate of Lawfulness under Section 192 for hip to gable and dormer extensions with installation of rooflights and alterations to roof space to provide habitable accommodation.

No comment.

WA/2022/03011 Farnham Weybourne and Badshot Lea

Officer: Wanda Jarnecki

49 LOWER WEYBOURNE LANE, FARNHAM GU9 9HL

Erection of first floor extension and alterations to elevations; alterations to attached garage to provide 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, FNPI6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

Farnham Wrecclesham and Rowledge

NMA/2022/02999 Farnham Wrecclesham and Rowledge

Officer: Lauren Kitson

3A THE STREET WRECCLESHAM GU10 4PP

Amendment to WA/2021/0083 - retain the existing roof to the main building and extend this forward over the front extension using the same roof pitch and height as exists. The eaves height at the front of the front extension will be slightly lower than that shown on previously submitted drawings. There is no change to the side extension.

No comment.

PRA/2022/02944 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

MERRYTHOUGHT, 30 GARDENERS HILL ROAD, LOWER BOURNE, FARNHAM GU10 3HZ

Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6.97 M for which the height would be 3.21 M and for which the height of the eaves would be 3.68 M.

No comment.

PRA/2022/02979 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

MERRYTHOUGHT, 30 GARDENERS HILL ROAD, LOWER BOURNE, FARNHAM GU10 3HZ

General Permitted Development Order 2015, Schedule 2 Part 1 Class AA - Prior Notification application for enlargement of a dwellinghouse by construction of additional storey.

No comment.

WA/2022/02950 Farnham Wrecclesham and Rowledge

Officer: Lauren Kitson

4 HERON CLOSE, WRECCLESHAM, FARNHAM GU9 8WF

Installation of a roof window and conversion of roof space to form habitable room.

Farnham Town Council has no objections to the proposed loft conversion.

WA/2022/02982 Farnham Wrecclesham and Rowledge

Officer: Lauren Kitson

17 SCHOOL HILL, WRECCLESHAM, FARNHAM GU10 4QD

Erection of extensions and alterations together with alterations to existing garage to form habitable accommodation (revision of WA/2021/02262).

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, FNPI 6 Extensions, Residential Extensions SPD and LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction.

WA/2022/02983 Farnham Wrecclesham and Rowledge

Officer: Sam Wallis

LAND AT 22 POTTERY LANE, WRECCLESHAM, FARNHAM GU10 4QJ

Erection of a detached dwelling following demolition of existing detached garage together with a new vehicular access off Cokenor Wood.

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

WA/2022/03007 Farnham Wrecclesham and Rowledge

Officer: Wanda Jarnecki

TWO OAKS, 6 SCHOOL HILL, WRECCLESHAM, FARNHAM GU10 4QA

Erection of detached garage.

Farnham Town Council objects to the proposed garage not being compliant with Residential Extensions SPD.

5. Appeals Considered

Appeal Decision

WA/2021/01172 The Cherry Tree Inn, Cherry Tree Road, Rowledge

Proposed new dwelling on plot of land adjacent to Cherry Tree, Cherry Tree Road.

Appeal Dismissed

6. Licensing Applications Considered

Street Trading Consent Application

The Snack Van, Guildford Trading Estate, Farnham, Surrey, GU9 9PZ

Waverley Borough Council is currently in receipt of an application for a Street Trading Consent for a mobile food unit called 'The Snack Van'. This is an existing business, applying for their first street trading consent.

No comment.

7. Public Speaking at Waverley's Western Planning Committee

Councillor Mark Merryweather will speak at Waverley's Western Planning Committee meeting being held on Wednesday 14th December against:

WA/2022/02902 Land at Monkton House, Monkton Lane, Farnham

Outline application with all matters reserved except access for the erection of up to 56 dwellings (of which 40% are affordable).

8. Date of next meeting

Monday 9th January 2023 at 9.30am.

The meeting ended at 12.05 pm

Notes written by Jenny de Quervain