



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 25th May, 2023 at 7.00 pm

### Place

Council Chamber - Farnham Town Hall.

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To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** on **Thursday 25th May, 2023, at 7.00 pm** in the Council Chamber - Farnham Town Hall. The Agenda for the meeting is attached. The meeting will be followed by a Meeting of the Council in its role as Trustee of the Farnham South Street Trust.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Iain Lynch'.

**Iain Lynch**  
Town Clerk

### **Members' Apologies**

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

### **Recording of Council Meetings**

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

### **Questions by the Public**

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

**Members of the Public are welcome and have a right to attend this Meeting.** Please note that there is a maximum capacity of 30 in the public gallery.



# FARNHAM TOWN COUNCIL

## Disclosure of Interests Form

Notification by a Member of a disclosable pecuniary interest in a matter under consideration at a meeting (Localism Act 2011).

*Please use the form below to state in which Agenda Items you have an interest.*

*If you have a disclosable pecuniary or other interest in an item, please indicate whether you wish to speak (refer to Farnham Town Council's Code of Conduct for details)*

As required by the Localism Act 2011, I hereby declare, that I have a disclosable pecuniary or personal interest in the following matter(s).

FULL COUNCIL: 25 May 2023

Name of Councillor .....

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

\* Delete as appropriate



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 25th May, 2023 at 7.00 pm

### Place

Council Chamber - Farnham Town Hall, South Street, Farnham

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### Prayers

Prior to the meeting prayers will be said by Revd Sandy Clarke - Vicar of the Bourne in the Council Chamber. Councillors and members of the public are welcome to attend.

### 1 Apologies

To receive apologies for absence.

### 2 Disclosures of Interest

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

#### NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs David Beaman, George Murray, Tony Fairclough, George Hesse, Andrew Laughton, Mark Merryweather, Kika Mirylees, John Ward, and Graham White.*
- (iii) *The following councillor has made a general non-pecuniary interest declaration in relation to being a councillor of Surrey County Council: Cllr Michaela Martin;*
- (iv) *Members are requested to make any declarations of interest, on the form attached, to be returned to [customer.services@farnham.gov.uk](mailto:customer.services@farnham.gov.uk) by 5pm on the day before the meeting.*

*Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.*

### 3 Minutes

**(Pages 5 - 14)**

To sign as a correct record the minutes of the Farnham Town Council meeting held on 27<sup>th</sup> April at Appendix A and 11<sup>th</sup> May at Appendix B.

### 4 Questions and Statements by the Public

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

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

**5 Town Mayor's Announcements**

To receive the Town Mayor's announcements.

**6 Questions by Members**

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

**Part 1 - Items for Decisions**

**7 Appointment to Working Groups 2023/24 (Pages 15 - 18)**

To elect Working Groups, Task Groups and Panels in accordance with Standing Orders 15 at Appendix C.

**8 Appointment of Representatives to External Bodies 2023/24 (Pages 19 - 20)**

To appoint representatives who will attend external bodies and report back to the Council on matters of interest. Report at Appendix D.

**9 Planning and Licensing Applications (Pages 21 - 34)**

To receive a report on Planning & Licensing applications received since the last meeting and submissions made under the scheme of delegation at Appendix E.

**Part 2 - Items to Note**

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

To receive details of any actions taken under the scheme of delegation not already reported.

**11 Reports from Other Councils**

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

**12 Reports from Outside Bodies**

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

**13 Date of Next Meeting**

To agree the date of the next meeting of Council as 27 July 2023.

To note the ethics/standards training scheduled for 30<sup>th</sup> June can be attended remotely but provision will be made for collective attendance in the Council Chamber.

To note that the date of the Planning Training provisionally set for 22<sup>nd</sup> June is being rearranged to fit with the trainer's availability (likely to be 21<sup>st</sup> June). The date will be confirmed at the meeting.

**14 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. These will usually relate to exempt staffing matters or contractual matters which may be commercially sensitive.

**Item 3 - Confidential Items**

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

Council Membership:

Alan Earwaker (Mayor), David Beaman, Mat Brown, Sally Dickson, Tony Fairclough, George Hesse, Chris Jackman, Andrew Laughton, Michaela Martin, Brodie Mauluka, Mark Merryweather,

Page 4 Kyla Mirylees, George Murray, John Ward, Graham White and Tim Woodhouse



# FARNHAM TOWN COUNCIL

# A

## Minutes Council

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### Time and date

7.00 pm on Thursday 27th April, 2023

### Place

Council Chamber - Farnham Town Hall

### Councillors

Councillor Alan Earwaker (Mayor)  
Councillor Michaela Wicks (Deputy Mayor)  
Councillor David Attfield  
Councillor David Beaman  
Councillor Paula Dunsmore  
Councillor Pat Evans  
Councillor Tony Fairclough  
Councillor Andy MacLeod  
Councillor Michaela Martin  
Councillor George Murray  
Councillor Mark Merryweather  
Councillor Kika Mirylees  
Councillor John Neale  
Councillor John Ward

### Apologies for absence

Cllrs Carole Cockburn, Sally Dickson and John "Scotty" Fraser

**Officers Present:** Iain Lynch (Town Clerk), Lisa Tremeer

There were three members of the public and one member of the press in attendance.

Prior to the meeting, prayers were led by the Revd Alan Crawley of the Parish of Badshot Lea and Hale.

### C109/22 **Apologies**

Apologies were received from Cllr Cockburn, Dickson and Fraser.

### C110/22 **Disclosures of Interest**

Cllr Merryweather and Cllr Mirylees declared a disclosable interest as portfolio holders for Waverley Borough Council in relation to the Farnham Museum discussion.

#### C111/22 **Minutes**

The Minutes of the meeting held on 16<sup>th</sup> March were agreed.

#### C112/22 **Town Mayor's Announcements**

The Mayor welcomed everyone to the last meeting of the 2019-2023 administration.

He congratulated Millie Sobey Farnham's Events Apprentice who had just won Apprentice of the Year in the Great British Business and Community Awards. This was an amazing achievement beating over 70 other nominations. He added his congratulations to Oliver Cluskey who had been her mentor, and other staff colleagues who had supported her.

#### C113/22 **Questions and Statements by the Public**

Mr Graham White made observations on the ridiculous traffic situation in town as a result of the closure of West Street. He described a short journey he had just taken which had been an additional journey time of 1 hour 15 minutes because of traffic congestion. In his view, the water works should be suspended immediately until there was a proper plan to manage the traffic implications.

Cllr Beaman thanked Mr White and advised him that he had lost patience with South East Water. He had asked them three critical questions – whether they appreciated and acknowledged the significant economic consequences of their work; whether they would be paying compensation; and what was to stop them doing one lane working with traffic lights. Cllr Beaman was awaiting a response.

#### C114/22 **Questions by Members**

There were no Questions by members.

#### C115/22 **Working Group Notes**

Cllr Evans introduced the Notes of the Strategy & Finance Working Group held on 18<sup>th</sup> April 2023 at Appendix B to the Agenda advising that the end of Year Finance papers would be taken under a separate agenda item.

- i) Cllr Evans reported that the Working Group had reviewed the list of Direct Debits and Standing Orders that would be applicable in the year ahead and there had been some grant applications considered.

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

- 1) The Standing Orders and Direct Debits for 2023/24 be noted;**
  - 2) The Farnham Ukrainian Weekend Club be supported with funds for equipment and materials from donations received;**
  - 3) The Council's policy of supporting locally-based charities be re-affirmed but that an opportunity for a fundraising/profile raising event for the Air Ambulance Charity be encouraged.**
- ii) The Working Group recommended that a new door into the kitchen at Wrecclesham Community Centre to improve safeguarding be agreed.

**It was RESOLVED *nem con* that Landlord's Consent to the request for a new internal door to the kitchen at Wreclesham Community Centre be approved.**

- iii) Cllr Evans provided an update on contracts and assets matters and Council noted that the Hale Chapels Garden was almost complete. Council considered the delegated decision to finish the scheme on a recommendation from the Cemeteries & Appeals Working Group members with some mature trees and shrubs. The project was one for which the Council can be rightly proud, and an opening was provisionally scheduled for June.

Council also received details of a proposal to add another polytunnel on the allotments (reserved cemetery land) adjacent to the Nursery pending a further report on reconfiguring the Nursery.

Council noted that a tender had been undertaken for the Council's Insurances with Zurich, BHIB and Gallaghers being invited to bid. A three year deal with the potential to extend was being recommended.

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

- 1) The progress on the Hale Chapels' Garden be welcomed;**
  - 2) the decision to vary the planting scheme with additional shrubs and trees at an additional cost of up to £5,000 be endorsed.**
  - 3) a new polytunnel and equipment be purchased with the estimated cost of £10,000 to be met from the insurance earmarked reserve.**
  - 4) A new three year agreement (with the potential to extend this to five years) for the Council's Insurances be entered into with Zurich up to a cost of £12,500.**
- iv) Cllr Evans advised that the Terms of Reference for Working Groups and Panels at Annex I had been reviewed and were recommended for adoption.

**It was RESOLVED *nem con* that the Working Group Terms of Reference be approved.**

- v) Council received an update from the Infrastructure Planning Group, the Conservation Areas Task Group (CATG), and the Riverside Sculpture Task Group. Following an proposal by Cllr Beaman to strengthen the recommendation, seconded by Cllr Hesse, Council expressed great concern that the Farnham Design Statement submitted to Waverley some 15 months ago was still not agreed despite the Council's suggested changes being included as requested. It was agreed that Waverley should be advised of the extreme concern and requested to deal with the matter without further delay. Council noted the progress of the Yards of Farnham project and the repair of the Farnham Flame. Council also received details of a complaint by residents of Hawthorn Lodge about the new public art by Longbridge and the Riverside, funded by Section 106 funding from the UCA development. It was noted the residents had made a complaint to Planning Enforcement whose consideration was awaited. Councillors expressed surprise that the residents were seemingly unaware of the project which had a lot of public engagement and felt it important that the claim about this being public money should be corrected.

**It was RESOLVED *nem con* that Farnham Town Council express its deep concern and further request that Waverley Borough Council adopt the Farnham Design Statement as a minimum as a Material Planning Consideration pending work on the Local Plan and Neighbourhood Plan.**

- vi) Cllr Beaman gave an update of the work of the Farnham Infrastructure Programme, and Councillors acknowledge the detailed response he had sent following the last council. There was a debate on the ongoing position of the planters in Downing Street which were considered by some to be adding to the congestion caused by the closure of West Street.

Some Councillors felt the gridlock would have been just the same if there had been no planters, and the planters were still much better for pedestrians (noting the CCTV showed how much people stepped off the pavement) and had stopped at least two crashes into shops because they had taken the impact. Cllr MacLeod advised this was a matter for Surrey County Council to deal with particularly if there was an issue for emergency vehicles. Cllr Hesse thanked Cllr MacLeod for taking this up with Surrey and asked him to urge Surrey to get improvements on the ground sooner than later.

- vii) Cllr Evans advised that Mr Michael Stephens had been appointed as Farnham Town Crier.

Cllr Mirylees gave an update on the work of Tourism and Events and the planned programme for Coronation weekend. She also reminded Councillors of the Walking Festival programme and other events including Music In the Meadow and the sustainability Festival.

Council noted the launch of In Bloom and that the Green Flag judging would be taking place in May for Gostrey Meadow, and the West Street and Badshot Lea Cemeteries.

The Mayor proposed a vote of thanks (to a round of applause) for all staff, councillors and volunteers who had contributed to the success of the town council's activities.

#### **C116/22 Approval of End of Year Accounts 2022-23**

Cllr Evans introduced the report on the end of year accounts at Appendix C. She advised that there had been a long and thorough discussion on the detail at Strategy & Finance which was set out in the report.

Cllr Evans said that 2022-23 was a fairly unique year given the capital projects that took place (completion of the refurbishment of the Central Car Park Public Conveniences, the completion of the restoration of the listed West Street cemetery gates, the commissioning of the public art work at Longbridge with Section 106 funding from the UCA developments, and the undertaking of the conversion of the Hale Cemetery Chapels into a Community Garden. The celebration of the Platinum Jubilee of Her Majesty Queen Elizabeth II, followed by her death and the proclamation of His Majesty King Charles III, and the visit of His Royal Highness Prince Edward, gave an exceptional Royal flavour to civic and community events. In addition, the international situation with the War in Ukraine and post Brexit issues leading to rising energy prices, high inflation and supply-chain issues has led to significant cost uncertainties in managing the Council finances.

Despite this, Council made a prudent approach to the 2023-24 precept bearing in mind the pressures on the community and made a small increase in its share of the Council Tax which is expected to again be below the sector average for the 11<sup>th</sup> successive year and the financial outcome has been positive.

Cllr Evans reported that the overall income position was £1,914,697 (against a prudent budget of £1,474,800) whilst expenditure was £1,816,684 (against a budget of £1,474,800). This had resulted in a surplus of income over expenditure of £98,013. However, this was not a straight surplus with some £290,322 required to be transferred to earmarked reserves



(as budgeted or ringfenced) and there was £191,850 of reserves designated for capital projects undertaken during the year used as expected.

Council reviewed the following documents

The 2022/23 Income and Expenditure Outturn at Appendix D; the Bank Reconciliation and Balances at 31st March at Appendix E; the final Internal Auditor's Report for the Year Ended 31 March 2023 at Appendix F; the Report and Financial Statements for 2022/23 and earmarked reserves at 31st March 2023 at Appendix G; the variances list between 2021/22 and 2022/23 Annual Returns at Appendix H; the Annual Governance Statement (Section I of Annual Governance and Accountability Return at Appendix I.

Council welcomed the report of the Independent Internal Auditor and agreed all the points within it. The movement in earmarked reserves following the capital projects undertaken during the year and new requirements (including some provision for the update of the Neighbourhood Plan, and provision for improving the visitor experience at Farnham Museum following the improvements being carried out.) were agreed.

Council agreed to approve the Annual Governance and Accountability Return for the Year Ended 31st March 2023 for signature and submission for External Audit, and thanked the Town Clerk, the Bookkeeper and Accountant for the work done.

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

- 1) report at Appendix B be adopted;**
- 2) 2022-23 Outturn at the end of an exceptional year be welcomed;**
- 3) the Annual Governance Statement (Section I of the Annual Governance and Accountability Return, page 4) be approved;**
- 4) Internal Auditor's report be welcomed and the recommendations agreed;**
- 5) updated Asset Register be approved;**
- 6) Report and Financial Statements for 2022-23 be adopted for signature;**
- 7) variances list for the Annual Return be agreed;**
- 8) General and Earmarked Reserves be agreed with the addition of the Pledge for £10,000 for Farnham Museum to improve the visitor experience to be met from the CIL Earmarked Reserve;**
- 9) Annual Governance and Accountability Return and associated papers be approved for signature and submission to the External Auditor.**
- 10) Period for the Exercise of Public Rights be from 12th June to 21st July.**

#### **C117/22 Planning and Licensing Applications**

Council received the minutes of the Planning & Licensing Consultative Group meetings held on 20th March, 3rd and 17th April 2023 at Appendices J, K, and L noting that they had been busy meetings. It was hoped the new Council would pick up where the retiring Council had left off to protect Farnham in the best way it could. Applications in the meantime would be forwarded to Waverley under the scheme of delegation in consultation with councillors who were re-elected.

The Mayor thanked (to applause) Jenny de Quervain for her diligent work in support of the Planning & Licensing Working group.

#### **C118/22 Actions taken under the Scheme of Delegation**

There were no additional actions to report.

#### C119/22 **Reports from Other Councils**

- 1) Cllr Martin reported that a scoping scheme to upgrade Bourne Crossroads was the only scheme in Waverley to get support. Hopefully a signal controlled crossing would be installed within a year.
- 2) Cllr Martin reported that the proposed closure of Park Row to repair damage to the Alms Houses caused by an HGV had been deferred to avoid further problems with the West Street closure extended. Coullors hoped the Alms Houses would be able to seek compensation from South East Water for the inconvenience. Cllr Martin advised that a meeting was being organised with South East Water to discuss comepnasation for businesses affected by the closure.

#### C120/22 **Reports from Outside Bodies**

Cllr Beaman reported of the closure of Aldershot Bus Station in May which came with some timetable revisions. There was an improved bus service to Sandy Hill which was to be welcomed and the introcuction of new Sunday bus services.

#### C121/22 **Date of Next Meeting**

The Mayor announced that the initial dates in the new Council year were as follows:

- 11 May 2023 – New Council Inductions
- 18 May 2023 – Annual Meeting of Council (and Election of Mayor)
- 25 May 2023 – Election of Working Groups

#### C122/22 **Concluding Comments from the Mayor**

The Mayor closed the meeting by thanking everyone for their contribution over the past four years, Councillors, staff and Farnham's wonderful volunteers. He paid particular thanks to councillors who had decided to stand down from Farnham Town Council at this election, many from significant service to our local community including Cllrs Attfield, Dunsmore, Evans, Fraser, MacLeod, Neale, and Wicks.

No one knew what the electorate would decide, but he wished all candidate every success in the forthcoming election.

The Mayor closed the meeting at 8.56 pm

Chairman

Date



# FARNHAM TOWN COUNCIL

# A

## Minutes Council

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### **Time and date**

7.00 pm on Thursday 18th May, 2023

### **Place**

Council Chamber - Farnham Town Hall

### **Councillors**

Councillor Alan Earwaker (Mayor)  
Michaela Wicks (Deputy Mayor) items 1-9  
Councillor Brodie Mauluka (Deputy Mayor) from item 9  
Councillor David Beaman  
Councillor Mat Brown  
Councillor Sally Dickson  
Councillor Tony Fairclough  
Councillor George Hesse  
Councillor Chris Jackman  
Councillor Andrew Laughton  
Councillor Mark Merryweather  
Councillor Kika Mirylees  
Councillor George Murray  
Councillor John Ward  
Councillor Graham White  
Councillor Tim Woodhouse

### **Apologies for absence**

Michaela Martin

### **Officers Present:**

Iain Lynch (Town Clerk)  
Michael Stephens (Town Crier)

There were 30 members of the public and 1 member of the press in attendance.

Prior to the meeting, prayers were led by Revd Dr Michael Hopkins of the Spire Church.

### **C1/23 Election of the Town Mayor 2023/24**

The Mayor handed the chair to the retiring Deputy Mayor Michaela Wicks for this item.

Cllr Merryweather proposed and Cllr Murray seconded Cllr Alan Earwaker to continue as Mayor for 2023-24.

In proposing Cllr Merryweather said he was delighted to speak in favour of Cllr Earwaker. The Mayor had two distinct roles as ambassador upholding the character of the town and supporting Council in carrying out its role. In the previous two years, supported wonderfully by Claire as Mayoress, Cllr Earwaker had represented Farnham Town Council superbly; supporting his charities and excelling in chairing meetings fairly and effectively. Council is incredibly lucky to have such an able Mayor and to his credit Council wishes to have him continue for 2023-24. In seconding the proposal, Cllr Murray echoed what had been said. Having seen Cllr Earwaker in action he was an incredible Mayor and a sage-like figure with helpful advice for all councillors.

There being no other nominations, it was **RESOLVED nem con that Cllr Alan Earwaker be Mayor for 2023-24.**

#### C2/23 **Declaration of Acceptance of Office of Mayor**

Having made his declaration of acceptance of office, Cllr Earwaker said he was deeply honoured and grateful to have been elected as the Mayor of Farnham for a third year and expressed his sincere gratitude for Council's trust and support. It was a great privilege to be able to serve Farnham's wonderful community for another year and to work with all councillors at the start of the new administration.

The focus following the pandemic was "working together with the community, reviving Farnham". Strong foundations had been built, but there was more to do. The Mayor had been pleased to support his two charities, Farnham Assist and the Waverley Abbey Trust and had presented them both with a cheque for £2,500 towards their excellent work.

Cllr Earwaker said that as a theme for his new Mayoral year, he would focus on young people and how they can be better connected with each other and the Council. Farnham's youth is the future of the town, and he would offer what assistance he could to organisations across Farnham who support young people to ensure that they have improved support and opportunities to thrive. T

The Mayor looked forward to working with every one to make Farnham an even better place to live, work, and raise a family.

The Mayor presented the badge of office of Mayoress to his daughter, Mrs Alison Watts and resumed chairing the meeting.

#### C3/23 **Apologies**

Apologies had been received from Mrs Michaela Martin.

#### C4/23 **Disclosures of Interest**

There were no disclosures of interest.

#### C5/23 **Minutes**

The Minutes were deferred to the first business meeting of Council on 25<sup>th</sup> May.

**C6/23 Town Mayor's Announcements**

The Mayor began his announcements by congratulating all councillors on their election and commiserating with long-serving councillor Carole Cockburn who had not been re-elected. He announced the sad news of former Mayor Victor Duckett who had died and whose funeral was on 23<sup>rd</sup> May, and that former Mayor and Leader Pat Evans was in hospital having broken her hip. He would pass on the good wishes of Council for a speedy recovery.

The Mayor was delighted to conclude with news that the Farnham Youth Choir had won a Gold Medal in the International Choirs Competition held in Hull the previous weekend.

**C7/23 Presentation of Councillor badges to new Councillors**

The Mayor presented all new councillors with a Farnham badge of office of councillor.

**C8/23 Presentation of Past Mayoress' Badge**

The Mayor presented a past Mayoress' Badge and a bunch of flowers to Mrs Claire Earwaker Dos Reis for her support as Mayoress over the past two years.

The Mayor also presented a bunch of flowers to the outgoing Deputy Mayor, Michaela Wicks, for her assistance between 2021-2023.

**C9/23 Election of Deputy Mayor**

Cllr George Hesse proposed, seconded by Cllr Kika Mirylees, that Cllr Brodie Mauluka be Deputy Mayor for 2023-24. Cllr Hesse said that he had known Cllr Mauluka for seven years and had always enjoyed the music nights he put on at the Plough. Before coming to Farnham, he was working in Hampshire Youth Service and had a great passion for helping young people. He had no hesitation in commending him as Deputy Mayor. Cllr Mirylees agreed and said Cllr Mauluka would be a great asset to the Mayor and the Council.

There being no other nominations, it was **RESOLVED *nem con* that Cllr Brodie Mauluka be Deputy Mayor for 2023-24.**

**C10/23 Declaration of Acceptance of Office of Deputy Mayor**

After making his declaration of office and receiving his badge of office, Cllr Mauluka thanked Council for welcoming him so warmly and for giving him the honour and opportunity to be Deputy Mayor. He was looking forward to supporting the Mayor in carrying out his duties and serving the people of Farnham. He said it was a little daunting, but he was sure it would also be a very exciting year ahead.

The Mayor presented Mrs Caroline Mauluka with the badge of office of Mayoress.

**C11/23 Appointment of Leader or Spokesperson of the Council**

Cllr Ward proposed, seconded by Cllr Laughton, the continuation of a Joint Leader for the Year ahead with Cllr Graham White as Leader of the Council and Lead Member of Strategy & Resources and Cllr David Beaman as the lead for the Farnham Infrastructure Programme.

He explained the background to the importance of having a spokesperson who held a position of responsibility and as such the role of Leader avoided having a fallback situation

with a 'spokesperson' who, in many organisations is there because someone did not wish to face the public.

With the arrival of the Farnham Infrastructure Programme (FIP) and the amount of money to be invested in the town the job of Leader had become more than was appropriate for one person. Cllr Graham White had a strong business background and was an ideal leader with common sense, drive and the common touch. Cllr Beaman was an experienced councillor and had carried the FIP burden with ease in the past year and Cllr Ward was pleased he had agreed to take it on for another year.

It was **RESOLVED *nem con*** that **Cllr Graham White be Joint Leader of the Council and Lead Member of Strategy & Resources Working Group and Cllr David Beaman be the Joint Leader and Lead for the Farnham Infrastructure Programme.**

C12/23 **Adoption of the General Power of Competence**

Council considered the report at Appendix C, noting the requirement to readopt the General Power of Competence following the recent election. The Mayor confirmed that Farnham Town Council met the eligibility criteria as i) all councillors held office as a result of being declared elected (as opposed to being appointed or co-opted); ii) the Town Clerk was suitably qualified (holding the Certificate in Local Council Administration -CILCA) and iii) the Town Clerk had completed the relevant training in the exercise of the power.

It was **RESOLVED *nem con*** that **Farnham Town Council confirms that it is eligible to use the General Power of Competence and readopts the General Power of Competence as a power of first resort.**

C13/23 **Appointment of Town Council's representative on the Farnham Infrastructure Board.**

The Mayor advised that Council had appointed Cllr Beaman to lead on the Farnham Infrastructure Programme in the year ahead. It was **RESOLVED *nem con*** that **Cllr Beaman would become the Town Council representative on the Farnham Infrastructure Programme Board, along with the Town Clerk.**

C14/23 **Date of Next Meeting**

The next meeting of Council was agreed as 25<sup>th</sup> May 2023.

The Mayor closed the meeting at 7.45

Chairman

Date



## FARNHAM TOWN COUNCIL



Report  
Full Council

25<sup>th</sup> May 2023

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### **Election of Working Groups 2023/24**

- 1 Councillors have identified preferences for the Working Groups for 2023/24 in accordance with Standing Order 15. These are attached at Annex 1, in order of preference for each Working Group as indicated by each councillor.
- 2 Some councillors expressed a preference for only the Working Groups for which they were interested whilst others have given a priority listing for all the Working Groups. This does not mean they are expected to serve on every Working Group and may wish not to take up a provisional allocation as the workload would be high.
- 3 Standing Order 15.1 f states that the overall membership of the Working Groups will reflect as closely as possible the political make-up of the Council with the intention that as broad a range of councillors as possible is represented. By convention, the Mayor is not appointed to Working Groups and can attend any Group ex-officio.
- 4 There are three Working Groups plus two Standing Task Groups (HR Panel and Services to Farnham Awards) and the Planning and Licensing Consultative Group. Standing Order 15 f suggests (not mandatory) how places are to be allocated to ensure that those who are not members of the majority group are fairly represented. As such, with currently 2 out of 16 councillors, those who are not part of the majority group should have as a priority [at least] 12.5% of the available places or two places between the three Working Groups and representation on the Panels and Task Groups where possible. In practice, the Council has normally chosen councillors willing to serve rather than managing places proportionately. If a Task Group has more councillors wishing to serve than places available one place will be prioritised for a councillor not part of the majority group.
- 5 Councillors are invited to opt for or nominate for the remaining places, or withdraw if this is appropriate where there are more places than candidates. If there are more candidates than places available an election will take place for the vacant places only.
- 6 If a councillor wishes to fill a vacancy, this will still be considered by Council so that any further late additions may also be considered. In determining vacancies, the intention is usually to avoid overloading individual councillors with too many groups, and allow for as many councillors as possible to be part of Task Groups or Working Groups.

### **Working Groups**

- 7 As a result of the preference exercise, thirteen councillors expressed an interest in the Strategy & Resources Working Group, ten of whom 10 (Cllrs Beaman, Brown, Fairclough, Hesse, Laughton, Martin, Merryweather, Murray, Ward and White) put the Working Group as a first

preference. It is proposed that four of the five majority group councillors should be appointed and one of the two non-majority group be appointed. Council agreed that Cllr White will be the Lead Member for Strategy & Resources. It has been agreed that Cllr Brown will be the non-majority Group representative. As a reminder, Lead Members of the Environment & Community Working Groups are also Members of Strategy & Resources ex officio if not previously appointed. There will be an election to appoint three of the remaining first choice preferences.

- 8 In relation to the remaining Working Groups the following expressions of interest were received.
- **Community Working Group** – Nine preferences for five places four of whom made it their first preference and would be deemed elected (Cllrs Dickson, Jackman, Mauluka, and Mirylees with one of the three second preferences being selected from either Cllr Laughton, Martin or Woodhouse.
  - **Environment Working Group** – There are eight preferences for five places. There is one first preference (Cllr Woodhouse) and five second preferences (Cllrs Brown, Dickson, Hesse, Jackman and Merryweather, one of which would be prioritised for a councillor from the minority group.
  - **Planning & Licensing Consultative Group** – Seven councillors have expressed a preference for the eight places available. These are Cllr Murray (Bourne), Cllr Hesse (Castle), Cllr White (North West), Cllr Mauluka (Shortheath & Firgrove), Cllr Brown (Weybourne) and Cllr Laughton (Weybourne) and Cllr Woodhouse (Wrecclisham & Rowledge).. This means there are vacancies for Badshot Lea and Moor Park, and Hale & Heath End). The aim is, if possible, to have one councillor from each ward. Council may wish to appoint the seven councillors who have expressed a preference to be on the Consultative Group or elect one councillor per ward. All councillors are requested to review applications in their own wards and feed in to the fortnightly meetings.
  - **HR Panel** – There are six preferences for six places. These are Cllr Brown, Jackman Mirylees, Ward, White, Woodhouse. (The HR Panel has previously requested that the panel (as far as possible) retains consistency during the life of the Council. The six councillors would be deemed elected.
  - **Services to Farnham Awards Panel.** The Panel meets to agree awards and to review nominations to external Trusts (such as the Dempster Trust, the Isabella Schroder Trust, and the Farnham Parochial Charity) as and when vacancies occur for which the Council is to make appointments. The Mayor and Deputy Mayor are ex-officio members and there are places for two (normally) other councillors. Colin Channon is on the panel representing the Tindle News Group as the Awards were the Inspiration of Sir Ray Tindle CBE DL. There is also provision for an additional independent representative.

Preferences have been received from Cllrs Brown, Jackman, Laughton, Mirylees and Woodhouse. It is proposed that two councillors are appointed.

- 9 Following the election to the Working Groups and Panels it is proposed that Council is adjourned briefly so that each Working Group can elect its Lead Member to confirm the composition of the Strategy & Resources Working Group.

### Task Groups

- 10 All Task Groups cease at the end of a Council year. Council needs to confirm if the Task Groups are to be reconvened. The HR Panel (technically a Task Group of both Strategy and Resources and Council) and the Services to Farnham Awards Panel are Standing Panels and are expected to continue whilst the remaining Task Groups need a formal resolution to be re-established. There are a number of new Task Groups/advisory Groups proposed to



formalise activity that is already undertaken or to fit with the new Working Group structure. Where it is decided that a Task Group or Advisory Group is not needed, or there are insufficient members, the work of the group will be undertaken by its 'parent' Working Group.

**It is recommended that**

**1) the following be re-established as there is work to be done:**

- **Assets Task Group**
- **Cemeteries Appeals Panel**
- **Community Infrastructure Levy/Section 106 Task Group**
- **Conservation Areas Advisory Group (with external involvement)**
- **Farnham in Bloom Community Group (with external involvement)**
- **Infrastructure Planning Task Group**
- **Young People Task Group (with external involvement)**
- **Allotment Group (with allotment representatives).**

**2) the following be created/formalised to fit with the Council's priorities**

- **Craft Town Advisory Group (with external involvement)**
- **Business Advisory Group (with external involvement)**
- **Literary Festival Advisory Group (with external involvement)**
- **Well-being Task Group (with external involvement)**

11 Subject to Council's decision on Task Groups, the appointment to Task Groups will need to be agreed. In accordance with Standing Order 15 (f) membership of task groups does not need to conform to the political make-up of the council although in practice there should always be a space for the non-majority group on each Task Group. Other people outside the Council can be appointed to or co-opted onto Task Groups.

12 Subject to the decision on paragraph 10:

- **The Infrastructure Planning Group** has seven councillors offering to fill five places. Four first preferences (Cllr Beaman, Hesse, Martin, and Merryweather) with Cllr Loughton and Cllr Murray making second preferences making up the places. It is proposed either Cllr Loughton or Murray are elected for the fifth place with third preferences (Cllrs Dickson and Woodhouse) being discounted.
- **The Assets Task Group** has eight councillors for five places. There are three first preferences and two second preferences meaning Cllrs Brown, Dickson, Fairclough, White & Woodhouse would be deemed elected and Cllrs Loughton, Martin and Merryweather discounted.
- **The CIL/Section 106 Task Group** has eight preferences for the five places. With five second preferences, the following would be deemed elected (Cllrs Dickson, Fairclough, Hesse, Martin and White) with Cllrs Loughton, Merryweather and Woodhouse discounted.
- **Conservation Areas Advisory Group** has three councillors expressing a preference (Cllrs Loughton, Merryweather and Woodhouse). The expectation is that councillors who have a conservation area within their ward may wish to be part of this group. The Group is supplemented by external organisations. Ideally there will be a minimum of three councillors so all councillors are deemed elected, with scope for others if appropriate.

- **Young People Task Group.** Seven councillors for five places. Cllrs Brown, Jackman and Mauluka put this as their first preference with Cllrs Laughton, White, and Merryweather also including it as a top six preference. It is proposed that Cllrs Brown, Jackman, and Mauluka, are deemed appointed with two appointed from Cllrs Laughton, Merryweather and White. Cllr Woodhouse would be discounted.
- **Literary Festival Advisory Group.** Cllrs Jackman and Merryweather and Mirylees included this in their priority preferences and as such are deemed appointed with Cllrs Laughton discounted
- **Business Advisory Group.** Cllrs Brown, Laughton, Martin, Merryweather, Murray and Woodhouse expressed this as a priority preference. Five of the six priority preferences should be chosen with Cllr Jackman discounted.
- **Craft Advisory Group.** Cllrs Hesse, Woodhouse, Jackman, Laughton, Merryweather and Mirylees expressed an interest. Three should be appointed.
- **Wellbeing Task Group.** Only Cllr Jackman gave this a top 5 priority and it is proposed that the work of the Task Group be covered by the Community Working Group initially and that the Task Group be considered for appointment later in the year.
- **Allotment Liaison Group.** Cllrs Mauluka, Jackman and Woodhouse gave this a top three preference. It is proposed that a Lead Councillor and reserve councillor be appointed to attend.
- **Farnham in Bloom Community Group.** Cllrs Hesse, Jackman and Mauluka expressed interest in joining the Farnham in Bloom Community Group with first or second preference. It is proposed all three be appointed.

Annex I has the proposals for each Task Group for consideration by Council.

### Recommendation

It is recommended that:

- 1) the candidates for the **Strategy & Resources, Community and Environment Working Groups** be appointed as set out in Annex I along with any additional councillors to fill the remaining vacancies as set out in paragraph 7-9 above;
- 2) Council determine if the councillors willing to be on the **Planning and Licensing Consultative Group** be appointed or whether one councillor per ward is appointed;
- 3) the **Working Groups** elect their **Lead Members** (in order to do which the meeting be adjourned briefly) in order to confirm the complement of **Strategy and Resources Working Group Members**; and
- 4) Council determines which **Task Groups and Advisory Groups** be appointed and the suggested size and membership of each **Task Group or Advisory Group** as set out in Annex I.

## Annex I



### **APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2023/24**

#### **Part 1 – For agreement**

Allotment Liaison Group	Tim Woodhouse	
Badshot Lea Recreation Ground	Chris Jackman	
Creative Response	John Ward	
Farnborough Aerodrome Consultative Committee	George Hesse	
Farnham Rivers Management Committee (ideally to be a member of Environment Working Group)	Tim Woodhouse	
Hale Recreation Ground	Tony Fairclough	
New Ashgate Gallery	Sally Dickson	
North East Hants & Farnham Clinical Commissioning Group	John Ward	
Runfold Quarry Community Liaison Group (Suez/Sita)	Andrew Laughton	
Surrey Association of Local Councils (2 representatives)	Mayor/Graham White	
Surrey CC Farnham Infrastructure Programme Board	David Beaman/Town Clerk	
Waverley Borough Council Farnham Air Quality Working Group	Andrew Laughton	
Waverley Towns and Parishes Meetings	Mayor/Graham White	
Wrecclesham Community Centre	John Ward	

#### **Part 2 – For appointment**

Brightwells Gostrey Centre		
Plastic Free Farnham		
<b>Suggestions for other appropriate groups</b>		
SHIP (Sandy Hill Inclusive Partnership)		
Wey Valley Community Rail Partnership		

## Part 3 for election

Outside Body	Willing to be FTC representative 2023-24 and report back to Council	
40 Degreez	Mat Brown John Ward Graham White	
Blackwater Valley Recreation and Countryside Management Committee	David Beaman Sally Dickson John Ward	
Bourne Recreation Ground	George Murray Tim Woodhouse	
Brightwells Yard	George Hesse Andrew Laughton Andrew Laughton Kika Mirylees George Murray Graham White	
Farnham/Andernach Friendship Association	Sally Dickson Brodie Mauluka John Ward Tim Woodhouse	
Farnham Biodiversity Group	Chris Jackman Tim Woodhouse	
Farnham River Watch	Mat Brown Tim Woodhouse	
Farnham Visitors Forum	Andrew Laughton John Ward Tim Woodhouse	
Farnham Maltings Association Council of Management	Sally Dickson John Ward	
Farnham Public Art Trust	Sally Dickson John Ward	
Farnham Sports Council	Brodie Mauluka John Ward	
Wrecclesham Recreation Ground Committee	John Ward Tim Woodhouse	



# FARNHAM TOWN COUNCIL

## E

### Notes

#### Planning & Licensing Comments

During the election period to date, comments have been submitted to Waverley Planning under the Scheme of Delegation in consultation with Councillors previously on the Planning & Licensing Consultative Working Group 2022-23:

Councillor Tony Fairclough; Councillor George Hesse; Councillor Michaela Martin; Councillor George Murray

#### Key/Larger Applications Considered, 17 and 24 April 2023

##### Farnham Castle

The Officer declared an interest to the applications on this site. Comments are based on Councillors previous comments.

##### **WA/2023/00848 Farnham Castle**

Officer: Philippa Smyth

TINDLE HOUSE, HARTS YARD, FARNHAM GU9 7GZ

Listed building Consent for erection of extensions and alterations to building to provide 8 dwellings and flexible Commercial area (Use Class E) and relevant demolition of unlisted buildings in a Conservation Area, variation to WA/2020/0996

**Farnham Town Council note that character features have been removed from the dwellings across the scheme. The proposed parking space in front of the commercial unit (fitness gym) will cause obstruction to footpath 85 and have a negative visual impact on the character of the footway section of Harts Yard when viewed from West Street. Farnham Town Council has no objections to the relevant demolition of unlisted buildings in the Town Centre Conservation Area covered by Farnham Neighbourhood Plan policy FNP2. A detailed demolition and construction management plan is required. Hazardous asbestos materials from the rear garages must be removed and disposed of following Health & Safety Executive guidelines. Construction vehicles must avoid the Farnham Town Centre AQMA and waste materials in skips must be appropriately covered.**

##### **WA/2023/00849 Farnham Castle**

Officer: Philippa Smyth

TINDLE HOUSE, HARTS YARD, FARNHAM GU9 7GZ

Relevant demolition of unlisted garage buildings in a Conservation Area.

**Farnham Town Council has no objections to the relevant demolition of unlisted buildings in the Town Centre Conservation Area covered by Farnham Neighbourhood Plan policy FNP2. A detailed demolition and construction management plan is required. Hazardous asbestos materials from the rear garages must be removed and disposed of following Health & Safety Executive guidelines. Construction vehicles must avoid the Farnham Town Centre AQMA and waste materials in skips must be appropriately covered.**

### **WA/2023/00905 Farnham Castle**

Officer: Tracy Farthing

WEY COURT EAST, UNION ROAD, FARNHAM GU9 7PT

Application under Regulation 3 for external alterations to existing building for use as a GP Surgery & Pharmacy; alterations include erection of entrance canopy, alterations to elevations, installation of louvres and PV panels to roof and alterations to existing car park.

**Farnham Town Council has no objections to the proposed alterations to Wey Court East to allow the premises to be used as a GPs surgery and pharmacy. Materials must match existing, and character considered against the Farnham Design Statement and Town Centre Conservation Area guidelines.**

### **Farnham Moor Park**

#### **WA/2023/00867 Farnham Moor Park**

Officer: Michael Eastham

BRIGHTWELL HOUSE, OLD MARKET PLACE, FARNHAM

Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to vary Condition 4 of WA/2022/00548 (approved plans) to allow alteration to southern elevation and internal alterations.

**Farnham Town Council notes that WBC has been working closely with the applicant on works to the Grade II Listed Building.**

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

#### **WA/2023/00906 Farnham Weybourne and Badshot Lea**

Officer: Planning Officer (01)

SAINSBURY'S WATER LANE, FARNHAM GU9 9NJ

Erection of rooftop plant room and gantry together with installation of 2 gas coolers and 2 heat pump chillers.

Note. This is a relatively small additions compared to the extent of existing plant on the roof.

**No comment.**

### **Applications Considered, 17 and 24 April 2023**

### **Farnham Bourne**

#### **TM/2023/00886 Farnham Bourne**

Officer: Theo Dyer

118 BURNT HILL ROAD, LOWER BOURNE, FARNHAM GU10 3LJ

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 15/15

**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/2023/00875 Farnham Bourne**

Officer: Planning Officer (01)

12 LONGDOWN ROAD, LOWER BOURNE, FARNHAM GU10 3JS

Construction of garden terracing and associated works.

**No comment.**

**WA/2023/00894 Farnham Bourne**

Officer: Gillian Fensome

BRAMWELL HOUSE, MONKS WALK, FARNHAM GU9 8HT

Certificate of Lawfulness under Section 192 for creation of driveway and new vehicular access onto Monk's Walk.

**No comment.**

**WA/2023/00944 Farnham Bourne**

Officer: Planning Officer (01)

AMBERLEY, 15 CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF

Erection of a single storey extension with garage following demolition of existing garage building.

**Farnham Town Council raises objection to this application unless the extension is confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI10 Protect and Enhance the Countryside, FNPI16 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

**WA/2023/00965 Farnham Bourne**

Officer: Planning Officer (01)

4 BLACKTHORN CLOSE, LOWER BOURNE, FARNHAM GU10 3LG

Erection of extensions and alterations together with raised decking and associated works.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI16 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

**Farnham Castle****TM/2023/00888 Farnham Castle**

Officer: Theo Dyer

BOWER HOUSE, DIPPENHALL ROAD, DIPPENHALL, FARNHAM GU10 5EB

APPLICATION FOR REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER FAR45

**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/2023/00865 Farnham Castle**

Officer: Planning Officer (01)

BEAVERS LODGE, BEAVERS HILL, FARNHAM GU9 7DF

Erection of extension and alterations including installation of air source heat pump following demolition of existing conservatory; alterations to annexe and attached outbuilding.

**Farnham Town Council raises objection to this application unless the outbuilding is conditioned ancillary to the dwellinghouse and the extension and alterations confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI16 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

**WA/2023/00890 Farnham Castle**

Officer: Planning Officer (01)

9 WAYNFLETE LANE, FARNHAM GU9 7BH

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.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD, LPP I policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

**WA/2023/00940 Farnham Castle**

Officer: Planning Officer (01)

THE OAST HOUSE, 6 MEAD LANE, FARNHAM GU9 7DY

Change of use from office (use Class E) to residential (use Class C3) to provide one dwelling.

**Farnham Town Council has no objections to the change of use from office to residential. Although the application form states no internal or external works are proposed to the Grade II Listed building, the floorplan shows changes to bathrooms and kitchens. The Heritage Officer must be consulted.**

**Farnham Moor Park****PRA/2023/00950 Farnham Moor Park**

Officer: Sam Wallis

26 ABBOTS RIDE, FARNHAM GU9 8HY

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/2023/00861 Farnham Moor Park**

Officer: Planning Officer (01)

LAND AT MOOR PARK HOUSE, MOOR PARK HOUSE WAY, FARNHAM

Application under Section 73 to remove condition 8 of WA/2020/1034 (occupancy restriction condition).

**The Moor Park Estate is located in an area proposed as an extension to the AONB in the current Surrey Hills AONB consultation.**

**Farnham Town Council notes that condition 7 of WA/2010/1447 was previously amended from 'skilled labourer' to 'Estate Manager' under WA/2020/1034. This application seeks to remove occupancy restriction altogether.**

**If granted, Farnham Town Council requests that a condition be included to remove permitted development rights from the dwelling to protect the character of the area and the Grade II\* Listed Building.**

**If an Estate Manager is no longer required to manage the Moor Park Estate, agricultural land, the SSSI and SANG land, Farnham Town Council would like to see improved signage for the bespoke SANG land to ensure that the SANG is properly managed and accessible to the public – requests were made by the Town Council under WA/2020/1034 and signage was also requested by Natural England in December 2013 - see 'Accompanying Papers – SANG response MPH.pdf' in this application.**



**WA/2023/00869 Farnham Moor Park**

Officer: Planning Officer (01)

THE CHAPTER HOUSE, 13 MONKS WELL, FARNHAM GU10 1RH

Erection of extensions and alterations to existing car port and garage to provide additional habitable accommodation.

**Farnham Town Council raises objection to this application unless the garage is conditioned ancillary to the dwellinghouse and the extension and alterations confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

**WA/2023/00938 Farnham Moor Park**

Officer: Planning Officer (01)

15 OSBORN ROAD, FARNHAM GU9 9QT

Erection of extension with front porch and alterations; extension to existing garage and construction of a new vehicular access.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD and the two storey extension isn't overbearing on the neighbour at no. 17 with being a bungalow. Character must be considered against Farnham Design Statement guidelines.**

**WA/2023/00939 Farnham Moor Park**

Officer: Wanda Jarnecki

22 OSBORN ROAD, FARNHAM GU9 9QT

Alterations to existing front bay windows.

Note. The existing bays are unsafe.

**No comment.**

**Farnham Shortheath and Boundstone**

**NMA/2023/00885 Farnham Shortheath and Boundstone**

Officer: Sam Wallis

16 LONGHOPE DRIVE, WRECCLESHAM, FARNHAM GU10 4SN

Amendment to WA/2022/01019 to change the colour render to match the ground floor building.

**No comment.**

**TM/2023/00955 Farnham Shortheath and Boundstone**

Officer: Theo Dyer

BROAD HA'PENNY, WRECCLESHAM, FARNHAM GU10 4TF

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

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

## **Farnham Upper Hale**

### **WA/2023/00945 Farnham Upper Hale**

Officer: Planning Officer (01)

10 CHATSWORTH GROVE, FARNHAM GU9 0DJ

Erection of single storey extension and alterations to elevations together with alterations to integral garage to form habitable accommodation.

**Farnham Town Council raises objection to this application unless the extension and alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

### **WA/2023/00963 Farnham Upper Hale**

Officer: Planning Officer (01)

25 HOPE LANE, FARNHAM GU9 0HZ

Erection of a porch and dormer windows together with alterations to elevations.

**Farnham Town Council raises objection to this application unless the alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

## **Farnham Wrecclesham and Rowledge**

### **TM/2023/00901 Farnham Wrecclesham and Rowledge**

Officer: Theo Dyer

CLARE MEAD AND THE COPSE, ROWLEDGE, FARNHAM GU10 4BJ

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

**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, replanting is necessary in an appropriate location.**

### **WA/2023/00868 Farnham Wrecclesham and Rowledge**

Officer: Planning Officer (01)

22 ECHO BARN LANE, WRECCLESHAM, FARNHAM GU10 4NP

Erection of single storey extensions and alterations including alterations to existing garage to provide habitable accommodation.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI 6 Extensions, Residential Extensions SPD, LPP1 policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

## **Farnham Wrecclesham and Rowledge**

### **WA/2023/00969 Farnham Wrecclesham and Rowledge**

Officer: Gillian Fensome

5 RIVER ROW COTTAGES, RIVER ROW, FARNHAM GU9 8UA

Erection of extensions and alterations with associated works.

**WA/2022/00481 was granted on 8 December 2022 including a 4m ground floor extension. As with pending PRA/2023/00328, this application is for a 5.4m ground floor extension. Farnham Town Council feels that the description is insufficient as the application form states 'Proposed part ground, part two storey rear extension, floor plan redesign and all associated works'. The impact on the neighbours at no 4. and no. 6 in the terrace must be fully considered.**

## Licensing Applications Considered, 17 and 24 April 2023

### New Pavement Licence

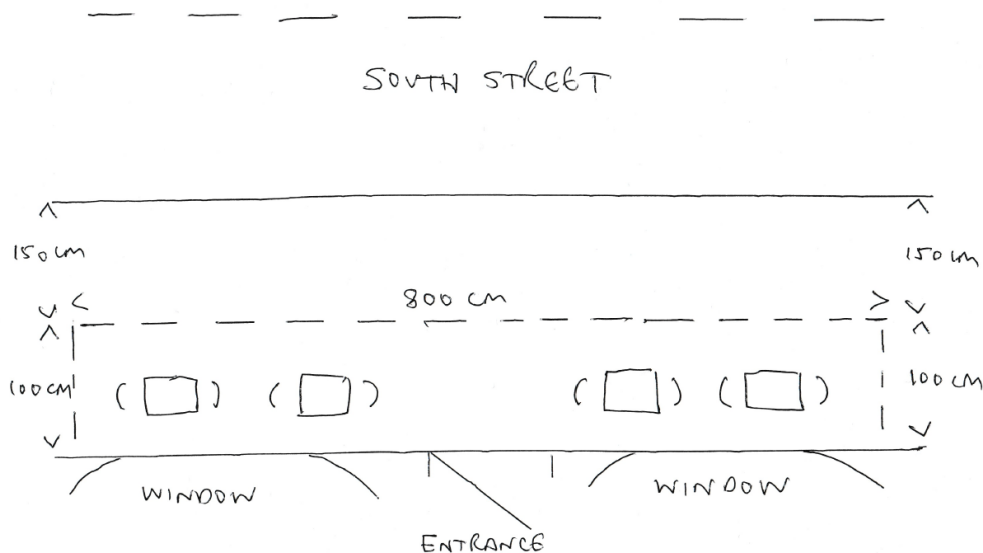
Veenas Kitchen (and Mini Mart)  
1 South Street, Farnham, Surrey, GU9 7QU  
Mr David Quick

From 01/05/2023 to 30/09/2023, 4 tables and 8 chairs, 12.00-21.00 on the pavement outside the premises on South Street.

### Proposed furniture



### Site Plan



**Farnham Town Council objects to tables and chairs outside Veenas Kitchen (and Mini Mart), 1 South Street, Farnham, due to limited pavement width and being close to the busy Royal Deer junction. The furniture will cause obstruction to pedestrians, especially those with mobility aids or pushchairs. This location is often congested with queuing traffic and likely to have higher levels of pollution.**

## Key/Larger Applications Considered, 2 May 2023

### Farnham Castle

#### **PRA/2023/00976 Farnham Castle**

Officer: Tracy Farthing

33 - 34 THE BOROUGH, FARNHAM GU9 7NJ

General Permitted Development Order 2015, Schedule 2 Part 3 Class G - Prior Approval for change of use from commercial, business and service (Use Class E) to mixed use to provide two flats (Use Class C3).

**This Grade II Listed building is situated in a prominent high street location on The Borough. Farnham Town Council has no objections to the change of use of the first-floor to two residential flats provided that the ground floor is retained for commercial use.**

### Farnham Moor Park

#### **WA/2023/01023 Farnham Moor Park**

Officer: Planning Officer (01)

ST STEPHENS HOUSE, DOGFLUD WAY, FARNHAM GU9 7UD

Erection of part second floor and third floor roof extension and change of use of second floor from offices (Class E) to create 8 residential flats (Class C3) with associated car and cycle parking, bins stores and associated communal amenity space.

**Farnham Town Council notes that the adjoining St Pauls House was granted permission for another storey in June 2022. This application will continue the roofline.**

### Farnham Weybourne and Badshot Lea

#### **WA/2023/00996 Farnham Weybourne and Badshot Lea**

Officer: Kate Edwards

LAND AT GREEN LANE FARM, GREEN LANE, BADSHOT LEA

Application under Section 106 of the Town & Country Planning Act to modify agreement relating to WA/2016/2456 to discharge Schedule 1, Part 3, 1.1 - 1.3 in relation to the management and management company.

**No comment.**

## Applications Considered (2 May 2023)

### Farnham Bourne

#### **WA/2023/00987 Farnham Bourne**

Officer: Planning Officer (01)

COLCROFT, 6 MAVINS ROAD, FARNHAM GU9 8JT

Erection of outbuilding following demolition of existing garage.

**Farnham Town Council raises objection to this application unless the outbuilding is conditioned ancillary to the dwellinghouse and confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP5 Great Austins Conservation Area and its setting, FNPI 6 Extensions, Residential Extensions SPD, LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

#### **WA/2023/01012 Farnham Bourne**

Officer: Planning Officer (01)

8 GREENHILL ROAD, FARNHAM GU9 8JW

Erection of an outbuilding to provide home gym (part of previously consented scheme WA/2022/00338). **Farnham Town Council maintains previous comments that the outbuildings and accommodations above the garage must be conditioned ancillary, approved by the Heritage Officer and confirmed compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNP5 Great Austins Conservations Area and its setting, FNP8 South Farnham Arcadian Areas, FNPI6 Extensions, Residential Extensions SPD and LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD.**

### **Farnham Castle**

#### **WA/2023/01000 Farnham Castle**

Officer: Planning Officer (01)

EAST BROOK GOSPEL HALL TRUST, THE OLD EXCHANGE, WEST STREET, FARNHAM GU9 7AS  
Continued use of the building as Place of Worship (Use Class F1).

**Farnham Town Council has no objections to the continued use of the building as a place of worship.**

#### **WA/2023/01013 Farnham Castle**

Officer: Planning Officer (01)

48 HAZELL ROAD, FARNHAM GU9 7BP

Alterations to existing garage & outbuilding roof.

**Farnham Town Council has no objections to the improved design of the garage and outbuilding roof.**

### **Farnham Shortheath and Boundstone**

#### **WA/2023/01010 Farnham Shortheath and Boundstone**

Officer: Planning Officer (01)

17 BURNT HILL WAY, WRECCLESHAM, FARNHAM GU10 4RN

Erection of extensions and alterations to existing garage to provide habitable accommodation.

**Farnham Town Council raises objection to this application unless the extensions and alterations to the garage to provide habitable accommodation are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD, LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

#### **WA/2023/01019 Farnham Shortheath and Boundstone**

Officer: Planning Officer (01)

5 BOWER ROAD, BOUNDSTONE, FARNHAM GU10 4ST

Erection of an ancillary outbuilding.

**Farnham Town Council raises objection to this application unless the outbuilding is conditioned ancillary to the dwellinghouse and confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI6 Extensions, Residential Extensions SPD, LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

## **Farnham Weybourne and Badshot Lea**

### **WA/2023/00999 Farnham Weybourne and Badshot Lea**

Officer: Planning Officer (01)

24 WOODLANDS AVENUE, FARNHAM GU9 9EY

Certificate of lawfulness under section 192 for hip to gable and dormer extension, installation of windows & rooflights to provide habitable accommodation in roof space.

**No comments.**

**Applications Consideration, 9 May 2023**

## **Farnham Castle**

### **WA/2023/01039 Farnham Castle**

Officer: Omar Sharif

HICKLEYS COURT, SOUTH STREET, FARNHAM GU9 7QQ

Change of use and alterations to first floor commercial office space (use Class E) and alterations to roof space including dormer windows and rooflights to provide 3 residential flats (use Class C3) with associated works.

**Change of use of first floor to two dwellings was granted on 5 April 2023, this application is for three dwellings. No further comments are needed.**

## **Farnham Firgrove**

### **WA/2023/01050 Farnham Firgrove**

Officer: Germaine Asabere

7 HILLARY ROAD, FARNHAM GU9 8QY

Erection of an extension together with alterations to garage.

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

## **Farnham Moor Park**

### **WA/2023/01059 Farnham Moor Park**

Officer: Germaine Asabere

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

Erection of extensions and alterations to elevations including provision of balconies, associated landscaping with extensions and alterations to roof to provide additional habitable accommodation following demolition of existing outbuildings (revision of WA/2022/00714).

**The History and Constraints document is missing from this application. Certificate of Lawfulness WA/2022/00641 and WA/2022/00714 were granted May and June 2022.**

**Development within the Green Belt must be limited to 40% increase. Farnham Town Council raises objection to this application unless the extensions and alteration are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI10 Protect and Enhance the Countryside, FNPI6 Extensions, Residential Extensions SPD, LPP1 policy TD1 Townscape and Design, CCI Climate Change and CC2 Sustainable Construction, RE2 Green Belt, RE3 Landscape Character – Surrey Hills Area of Outstanding Natural Beauty (AONB) & Area of Great Landscape Value (AGLV) and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

## **Farnham Weybourne and Badshot Lea**

### **WA/2023/01054 Farnham Weybourne**

Officer: Germaine Asabere

38 BULLERS ROAD, FARNHAM GU9 9EP

Erection of an extension.

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

### **WA/2023/01047 Farnham Weybourne and Badshot Lea**

Officer: Planning Officer (01)

123 BADSHOT LEA ROAD, BADSHOT LEA, FARNHAM GU9 9LS

Change of use to a mixed use of car sales, car wash and valeting (use class sui generis).

**This application seeks to regularise the use on the site. No comment.**

## **Farnham Wrecclesham and Rowledge**

Amendments received

### **Changes to the proposed extensions and alterations**

### **WA/2023/00691 Farnham Wrecclesham and Rowledge**

Officer: Matthew Roberts

THE PINES, 11 THE AVENUE, ROWLEDGE, FARNHAM GU10 4BD

Erection of extensions and alterations including link extensions and alterations to existing detached garage to provide habitable accommodation; erection of a detached garage.

**The applicant has reduced the scheme to appease neighbours' objections. No further comments required.**

### **Appeals Considered, 9 May 2023**

### **Appeal Ref: APP/R3650/W/22/3313759 WA/2022/01730 Farnham Bourne**

LAND CENTRED COORDINATES 484050 143037, HILLSIDE ROAD, FRENHAM, FARNHAM

Erection of a dwelling, detached garage with ancillary accommodation above and associated access, parking and landscaping. Appellant's Name: Mrs C McMillan

**Situated outside the built-up area boundary of the Farnham Neighbourhood Plan, in countryside beyond the Green Belt and a candidate area for the Surrey Hills AONB extension. Farnham Town Council objects to the urbanising effect of this application for a new dwelling and detached garage, not being compliant with the Farnham Design Statement, Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI10 Protect and Enhance the Countryside and LPP1 policy TDI Townscape and Design, RE1 Countryside beyond the Green Belt, NE1 Biodiversity and Geological Conservation, NE2 Green and Blue Infrastructure. Local Plan Part 1 (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. Comments submitted to PINS with a copy of the Farnham Neighbourhood Plan 2020 under reference 3313759.**



## Street Trading Application Considered, 9 May 2023

### **Sprinkle of Saffron** **Hale Road (layby outside Danielle Sicilian), Farnham** **Thursdays from 17:00 to 22:30**

Waverley Borough Council is currently in receipt of an application for a Street Trading Consent for a mobile food operator called '**Sprinkle of Saffron**' to trade within Waverley Borough Council's area.

The vehicle being used is approximately 5.5m long, 2.5m wide and 2.5m in height. A photo of the trading location and the vehicle is included below.

This is an existing trader who is applying to continue to trade at this location in line with the Council's updated street trading policy.

**No comment.**



## Applications Considered, 15 May 2023

### Farnham Bourne

#### **WA/2023/01077 Farnham Bourne**

Officer: Sam Wallis

PINE BROW, 5 CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF

Erection of extensions and alterations including raised roof ridge height, installation of photovoltaic panels and rooflights following demolition of existing single storey extension.

**Farnham Town Council raises objection to this application unless the extensions and alterations are confirmed compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI10 Protect and Enhance the Countryside, FNPI16 Extensions, Residential Extensions SPD, LPPI policy TDI Townscape and Design, RE2 Green Belt and RE3 Landscape Character (Surrey Hills AONB and AGLV), CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

#### Amendments received

#### **Amended plans**

#### **WA/2023/00314 Farnham Bourne**

Officer: Matt Ayscough

FOXCOMBE COTTAGE, 13 UNDERHILL LANE, FARNHAM GU10 3NF

Erection of extension to provide a two storey dwelling with alterations to elevations and fenestration; installation of solar panels and burner flue to roof; widening of existing vehicular access and associated landscaping (revision of WA/2022/03179).

**Further amendments have been made to address neighbours' objections and materials changed to compliment the character of the area. Extensions and alterations must be compliant with Farnham Neighbourhood Plan policy FNPI New Development and Conservation, FNPI16 Extensions, Residential Extensions SPD, LPPI policy TDI Townscape and Design, CCI Climate Change and CC2 Sustainable Construction and Climate Change and Sustainability SPD. Character must be considered against Farnham Design Statement guidelines.**

### Farnham Rowledge

Councillor Murray has a non pecuniary interest due to communicating with the applicant on the enforcement notice.

#### **WA/2023/01076 Farnham Rowledge**

Officer: Matt Ayscough

9 VINE LANE, WRECCLESHAM, FARNHAM GU10 4TD

Erection of boundary fence.

**Farnham Town Council notes that the replacement fence was built on the boundary line rather than the previous fence line. Vine Lane is recorded as bridleway 235.**