



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

Thursday 19th December, 2024 at 6.00 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 19th December, 2024, at 6.00 pm** in the Council Chamber - Farnham Town Hall. The Agenda for the meeting is attached.

Yours sincerely

Iain Lynch
Town Clerk

Members' Apologies

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

Recording of Council Meetings

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

Questions by the Public

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

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



FARNHAM TOWN COUNCIL

Disclosure of Interests Form

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

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

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

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

FULL COUNCIL: 19 December 2024

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

Time and date

Thursday 19th December, 2024 at 6.00 pm

Place

Council Chamber - Farnham Town Hall, South Street, Farnham

Prayers

Prior to the meeting prayers will be said in the Council Chamber by Pastor Michael Hall of The Wey Church. Councillors and members of the public are welcome to attend.

1 Apologies

To receive apologies for absence.

2 Disclosures of Interest

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

NOTES:

- (i) *The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs David Beaman, Alan Earwaker, 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 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 24 October at Appendix A.

4 Questions and Statements by the Public

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

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

5 Town Mayor's Announcements

To receive the Town Mayor's announcements.

6 Questions by Members

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

Part 1 - Items for Decisions

7 Working Group Notes (Pages 5 - 14)

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

- Environment held on 29th November 2024 **Appendix B**
- Strategy and Resources held on 11th December 2024 **Appendix C**

2 To receive any relevant update from the Communities & Culture Working Group

8 Budget 2025-26 (Pages 15 - 46)

To agree the draft Budget for 2025-26 **Appendix D.**

9 Planning and Licensing Applications (Pages 47 - 76)

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 28th October, 11th November, 25th November, and 9th December and at **Appendices E, F, G and H.**

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 as Thursday January 23rd 2025.

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.

- 1) Website Contract
- 2) Any HR or other matters

Council Membership:

Alan Earwaker, David Beaman, Mat Brown, Sally Dickson, Tony Fairclough, George Hesse, Chris Jackman, Andrew Laughton, Michaela Martin, Brodie Mauluka (Mayor), Mark Merryweather, Kika Mirylees, George Murray (Deputy Mayor), John Ward, Graham White and Tim Woodhouse

FARNHAM TOWN COUNCIL



B

Notes Environment Working Group

Time and date

November 29th 2024

Place

Council Chamber

Environment Working Group Members Present:

Councillor Mat Brown (Lead Member)
Councillor Alan Earwaker
Councillor George Hesse
Councillor Mark Merryweather
Councillor White (present but not a member of the group)

Officers: Iain Lynch (Town Clerk) and Iain McCready (Business and Facilities Manager)

1. Apologies for absence

Apologies were received from Councillor Jackman.

2. To receive any declarations of interest

None were declared.

3. Notes of the previous meeting

The minutes of the previous meeting held on the 25th September was agreed.

Hive Helpers

The Working Group received an informative presentation from Hive Helpers. This organisation works hard to improve wellbeing in the community through beekeeping and nature conservation activities. Hive Helpers were asking for the Councillors support with a Farnham Bee Trail showcasing and creating awareness of pollinators and their habitats.

Members agreed for Officers to meet directly with Hive Helpers to see how they can work together on this project.

4. **Farnham in Bloom**

The Working Group covered several important topics related to Farnham in Bloom and community activities:

Proposed dates for 2025: Councillors agreed the proposed dates for 2025.

Farnham in Bloom Celebration: The group members agreed for officers to arrange the Farnham in Bloom celebration in December to thank volunteers, community groups, sponsors and businesses for their contributions towards another successful year.

Proposed South and South East in Bloom entries for 2025: Members agreed to enter all of the proposed categories for 2025 and it was noted that the Town Centre Category may need to be withdrawn at a later date if the planned FiP (Farnham Infrastructure Programme) works disrupt the judging route.

Contracts: The group noted the additional contract supplying floral display to the not-for-profit organisation InOdiham.

Recommendation: Councillors agreed to enter all five categories in the South and South East in Bloom Awards and to withdraw the Town Centre if needed due to the planned FiP (Farnham Infrastructure Programme)

5. **Parks and Open Spaces**

The Working Group received and welcomed the officers' report, acknowledging the seasonal planting and the tree planting taking place on the 6th December. It was noted that the Riverside pathway improvements had been postponed until January. Members have also agreed to 5-metre heritage style lighting columns along Riverside.

Officers informed the group that all Farnham sites with Green Flag status will be judged in April except Hale Cemetery which will be mystery-shopped. Members noted the ongoing discussions with SCC regarding the management of Library Gardens.

6. **Street Scene**

Graffiti

The Working Group were informed graffiti had been removed from the entrance to The Chantrys, training for the Councillors to remove graffiti and the retendering for the cleaning contract will take place in the new year.

Benches

Following on from the vandalism of some wooden benches in Gostrey Meadow, Members would like officers to bring some alternative metal bench examples to the next working group meeting.

Notable names of Farnham

Councillors noted the information regarding the nomination for Roger Remmington, the Leader will do some further research and bring his findings to the next meeting.

Bus stops

Following on from the boarding up of the brick bus shelter, members requested that the sign on the metal boards be removed.

Litter Picking

The revamped Bloomin' Litter Campaign will be launched at the Farnham in Bloom Community Day in March.

7. Climate Change

Members agreed to take part in Surrey County Council's Parish Pilot Engagement project where officers will be supported to develop a climate and nature action plan. This will start in December.

Recommendation: For Farnham Town Council to take part in the Parish Pilot project to support the development of a climate and nature action plan.

8. Cemeteries and Burial Matters

The Working Group noted the current burial figures and that the Cemetery Officer will be visiting Brookwood Cemetery to share best practice.

Members noted that a member of the Outside Workforce had accidentally clipped a memorial stone when they were cutting the grass. It was agreed that the repairs would be completed at a cost of £220 and members applauded the honesty of the staff.

9. Allotments

Councillors noted the current position with regards to the vacancies and that 6 of the 7 vacant plots had been allocated to new plot holders. Following a series of harassment incidents at one of the allotment sites, it was agreed that the Town Clerk will be inviting the Site Rep and the allotment holder in for a meeting.

Recommendation: For the Town Clerk to invite the Site Rep and the Allotment Holder in for a meeting.

10. Date of next scheduled meeting

The date of the next meeting is the 5th February 2025.

The meeting ended at 6.32 pm

Notes written by Iain McCready

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FARNHAM TOWN COUNCIL



Notes Strategy & Resources

Time and date

2.00 pm on Tuesday 10th December, 2024

Place

Council Chamber - Farnham Town Hall

Strategy & Resources Members Present:

Councillor David Beaman
Councillor Mat Brown
Councillor Tony Fairclough
Councillor Andrew Laughton
Councillor Brodie Mauluka (ex-Officio)
Councillor Kika Mirylees
Councillor George Murray
Councillor Graham White (Lead Member)

In attendance:

Cllr George Hesse

Officers: Iain Lynch (Town Clerk), Iain McCready (Business & Facilities Manager)

1. Apologies

Apologies were received from Cllr Michaela Martin

2. Declarations of interest

There were no declarations of interest.

3. Minutes

The minutes of the previous meeting held on October the 14th were approved.

4. Council Business Plan Review 2024

Councillor White introduced the report of the Council's strategy review 2024 at appendix B to the agenda. The Working Group noted that the refurbishment of the Hart toilets would be a

capital project item and not necessarily a revenue impact. Similarly, the suggestion that the Library Gardens be not progressed would have a revenue impact since the budget contained income for the management of the gardens, and a response from Surrey CC was still awaited.

In terms of the Badshot Lea community hub proposal, the Working Group noted that the land at the Kiln was owned by a separate charity and its trustees would need to make a specific approach to the town council for support rather than the town council leading a project on behalf of another organisation. It was agreed that councillors Brown, Jackman and Fairclough would suggest that the trustees present a formal proposal for the town council's consideration. The Town Clerk advised that the proposed project (or a feasibility study) could potentially be supported through the community initiatives budget allocation.

The Working Group endorsed suggestions for the town council's presence in the wards being more engaging such as the Mayor's coffee mornings and the council Civic Service taking place across the town but there was mixed support for the idea of the councillor-led ward walks continuing. It was agreed that community events in the wards as part of the various festivals such as Literary Festival, the upcoming film festival and world craft town would be welcomed and promoted and supported by the town council rather than be led by the town council.

In terms of administrative matters discussed at the strategy workshop the suggestions for an improved sound system for broadcast and the suggestion to aim for a decision notice list being published within 48 hours of Council was agreed for implementation.

After a discussion on the pros and cons of moving all Working Group meetings to a specific day such as a Thursday to assist double hatted councillors was not agreed. The Town Clerk advised that if a regular evening meeting were adopted, it should be expected that staff would need to take time off in lieu the following day (which does not currently take place with the varied meeting times). It was agreed that the Strategy & Resources meeting would move to a Monday afternoon to assist double hatted councillors who were Executive members at the Borough Council.

The idea of limiting councillors to speaking once per item and for four minutes was discussed but not agreed for recommending to Council as it was considered it would stifle debate and flexibility.

In terms of the transfer of properties from Waverley Borough Council, it was noted that Waverley had requested Farnham Town Council propose one property for transfer now. It was agreed that the Waggon Yard car park garages was the highest priority as there was already a plan for converting them into makers' spaces' and a World Craft Town asset. In response to a separate proposal to add the Badshot Lea Orchard onto the list, it was noted it was already included in the Business Plan.

The Working Group considered services at risk because of funding pressures at Waverley BC and Surrey CC. In particular, the Working Group noted the position at the Museum of Farnham which was about to be renovated. The Museum service was being managed by the Farnham Maltings and its Trustees were concerned about continuing to support the running costs from its own funds. A meeting was due to be held with the Farnham Maltings and Waverley representatives to consider the idea of a joint board or advisory group being formed and some ongoing funding support from the Town Council. It was agreed to recommend a new budget line for a contribution to the Museum be included in the Communities and Culture budget with an initial sum of £10,000.

Recommendations:

- 1) Councillors speak with the Trustees of the Badshot Lea Kiln;**

- 2) **The Waggon Yard garages be the priority for a transfer from Waverley Borough Council;**
- 3) **The project to improve the clarity of the sound system for remote participants/listeners of meetings be progressed;**
- 4) **The idea of further activities and community engagement in the wards be supported;**
- 5) **A new budget line be created within the Communities and Culture Working Group budget to support the Farnham Museum.**

5. Finance Report

The Working Group considered the Bank Reconciliation and Income and Expenditure reports at Appendices C & D noting the additional CIL funding received that would go into earmarked reserves. Income and expenditure was broadly as expected with £125% of budgeted income (100.1% excluding CIL contributions) and 67% of budgeted expenditure.

The Working Group discussed the levels of reserves noting, in particular, the balance of the general and earmarked reserves and also the composition of the earmarked reserves and the CIL receipts. The Working Group discussed how the CIL receipts could be utilised to deliver the Gostrey Meadow playground project in 2025 without external contributions, and how earmarked reserves and CIL could be used to help progress the public conveniences and storage project in Gostrey Meadow and be used to support the Hart toilets refurbishment.

Cllr White left the meeting at this point and Cllr Laughton was elected as chair for the remainder of the meeting.

6. Budget 2025-26

The Working Group discussed in detail the budget report attached at Appendix E which had been circulated to all councillors. No specific comments had been received by other councillors.

The budget had been drawn up based on ideas emerging from the Strategy Workshop noting that the workshop attendees had not wanted to reduce any current activities but had suggested an extra £50,000 be added to the budget to support community groups providing important services for local residents who were facing reductions in grants from principal authorities.

The Working Group noted the budgetary impact arising from national finance changes (such as the increase in employers national insurance contributions), additional staffing costs (pay award, extra outside workforce member and fundraising officer) and inflationary pressures still running at over 3%. These were mitigated by some increased investment income but the implied budget shortfall created some difficult decisions. The Working Group noted that the funding of the shortfall could be from additional income from activities and fees and charges, a use of reserves or precept income. The precept would be decided in January. After discussion on where further pruning of expenditure items amounting to £65,000 could take place, it was agreed to propose to Council a budget of £1,946,650.

Recommendation:

The budget to deliver Farnham Town Council services for 2025/26 be set at £1,946,650

7. Contracts & Assets update

The Working Group received an update on contracts and assets matters at Appendix F to its agenda introduced by the Business & Facilities Manager.

i) General

The Working Group noted:

- 1) The schedule of works for Hale Cemetery;
- 2) The need for additional scalping at the depot;
- 3) The proposal for repairs to the Badshot Lea Cemetery railings which would be subject to a further report;
- 4) The update on council vehicles and equipment
- 5) The proposal for 'green gym' equipment and outdoor table tennis funded by applications for county councillor funds was being progressed.
- 6) A tender process for the toilet cleaning and litter picking contract would begin in the new year.

ii) Gostrey Meadow Play area and planning application

The Working Group noted the tender applications were due on 18th December and evaluation would take place in early January prior to a public consultation on the five most suitable designs. It was agreed to recommend that the sandpit be filled in and the new fence be installed early in the new year as the first stage of the installation of the playground. The initial quotes received indicated budget provision for the fence in the region of £15,000 should be allowed. Information boards would update the community. The latest design was considered and agreed for submission with the planning application. The Working Group noted that most external supporting documents for the planning application had been completed and it was expected the application would be submitted before Christmas. It was agreed that the public conveniences be enhanced with some commissioned craft elements to depict the makers in Farnham World Craft Town.

iii) Farnham Riverside

The Working group noted the latest proposed time for the works on the riverside pathway between the Riverside 3 Car Park and Brightwells was January. After further discussion with SCC lighting contractors, heritage lighting had been chosen. A request for lighting Borelli Walk had also been made and the response would be reported back.

iv) Assets Transfers

It was noted that of the four proposed sites suggested to Waverley only one could progress in the current financial year and agreed to endorse the proposal that the Waggon Yard Car Park garages transfer was the priority.

v) Website tender

The Working Group received a report on the outcome of the website tender where 28 proposals had been received by the closing date. Of these five were shortlisted for interview and whilst it was felt four of these could create what the Council was after, the decision came down to two. The recommendation for the final choice would go to Council in Exempt.

Recommendations:

- 1) The sandpit be filled and the new fence be installed early in the new year.**
- 2) The new fence be installed early in 2025 with the costs met from the 204/2025 budget and that the most economically advantageous tenderer be appointed up to a cost of £15,000.**
- 3) Farnham makers be invited to submit ideas for enhancing the public conveniences and raising the profile of Farnham's World Craft Town Status.**
- 4) The successful website tender be appointed as set out in Exempt Annex 1.**
- 5) Progress in preparing the planning application for Gostrey Meadow be welcomed.**

8. Farnham Infrastructure Programme

Cllr Beaman introduced the latest reported position with the Farnham Infrastructure Programme including suggested timeframes for each stage. These included Phase I (Borelli Walk/Riverside now commencing in January 2025); and the second phase seeing the removal of the traffic islands and preparations for two way flows in the Borough and at the bottom of Downing Street (Wagon Yard to Longbridge) scheduled for February/March.

Cllr Beaman advised he still had reservations about a number of aspects but there was positive news that SCC had agreed to fund additional buses during the works to minimise delays and interruptions.

Cllr Beaman proposed Council reconsider who represents FTC as the project moves into the implementation phase and suggested this could perhaps be a ward councillor.

Cllr Hesse drew attention to some concerns around the latest drawing for Castle Street which showed the ironstone removed despite several representations from the Town Council that these should be retained outside Tellers Arms and Piza Express. He also suggested the raingardens outside hospitality businesses should move further up Castle Street. Cllr Hesse also advised that it had been agreed by the FIP Board that hospitality and public seating should be kept separate. The Working Group agreed to endorse these points being pursued again with SCC who seemed reluctant to change what they say are fixed final arrangements even though the work in Castle Street is not scheduled until 2026.

Recommendation to Council:

- i) FTC confirm to SCC its previously advised position that the ironstone outside Pizza Express and Tellers arms be retained;**
- ii) The greening raingardens outside 74/75 hospitality areas be moved further up Castle Street such as 70/71.**

9. Reports of Task Groups

i) Younger People Task Group

The Working Group reviewed the notes of the Younger People Panel at Appendix G and the outcomes of the Westco research. It welcomed the summary of the prestart meeting with Participation People for the second stage research and received the proposed timescale. The Working Group noted that the questions would be focussed on wellbeing issues and would be aimed at a wide group of young people.

ii) Neighbourhood Plan

The Working group noted that the Government's anticipated paper on changes to the Planning System was expected imminently.

10. Consultations

The Working Group considered the Government's consultation 'Enabling remote attendance and proxy voting at local authority meetings' set out at Appendix H of its agenda and which had been circulated separately to all councillors for individual representation.

The Working Group recognised the benefits of councillor involvement in meetings remotely and fully encouraged change that would help broaden diversity and widen participation. There were concerns about the idea of proxy voting, but there was support for the idea of substitutes being able to participate when a councillor had to send apologies to a meeting.

There was a strong view that Councillors should not vote remotely in decision making meetings (ie Full Council) and should be present in person to vote.

After discussion, the **Working Group** recommended:

- 1) **FTC welcomes and encourages wider part participation;**
- 2) **Hybrid access to Working Group and Consultative Group meetings should be allowed;**
- 3) **Voting at Full Council should be based on being present in person.**
- 4) **Substitutes should be allowed for meetings but proxies should not be allowed.**

11. Town Clerk update

There were no additional matters reported by the Town Clerk.

12. Date of next meeting

The date of the next meeting was agreed as Monday 13th January 2025 at 2pm (please note revised date).

The meeting ended at 5.47pm

Notes written by town.clerk@farnham.gov.uk

Date of next meeting Monday 13 January 2025

FARNHAM TOWN COUNCIL



D

Report
Council

Date: 19th December 2024

Budget for 2025-26

Introduction

1. The draft budget recommended by Strategy & Finance for consideration by Council for 2025-26 is attached at Annex 1, with notes explaining key points or changes in the draft budget attached at Annex 2.
2. In 2024, Farnham has a provisional Band D tax base of 18,398.9, up from 18,231.9. Based on an assumed collection rate of 98.5%. 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 £1,437,874 up from £1,424,818 (an increase of £13,056).
3. The draft budget has been drawn up based on a review of expenditure in 2024/25 and on the 2023/24 outturn but in a context of continuing economic pressures. It also takes into account evolving priorities of the new administration elected in May 2023 and the Strategy Workshop held on November 29th which was further discussed at the December Strategy & Resources Working Group. The most significant changes have been an addition of £25,000 in the grants budget to meet the increasing needs of community organisations, a new allocation for the Farnham Museum service run by the Farnham Maltings of £10,000, and additional costs in the personnel budgets as a result of the increase in the National Insurance contribution for employers and provision for an inflationary cost of living increases for employees (subject to national pay negotiations).
4. Inflation over the past 18 months has been at a 40 year high (11% at the in 2023 but falling to 3.2% (CPI, October 2024) or 3.4% (RPI). November figures are due for publication on 18th December.
5. In drawing up the FTC budget, Council is very mindful of the impact on residents especially with the forecast increases of both the Borough and County Councils council tax levels. However, there has been a transfer of some costs of the principal authorities as FTC is picking up reductions in grants to community organisations to support those most in need in the community. The increase for support for younger people is continuing at the same level at in 2024-2025 but with a reduction of £10,000 as the 2024 research will not be repeated at the same level. An increase in income from sponsorship and activities has been taken based on experience in 2024-25.
6. Investment income with rising bank rates has been increased with the expectation that they will continue at a higher level but drop during 2025. The budget assumes fees and charges broadly based on 2024-25 levels but these are being reviewed to help meet the budget gap and a full list of

fees and charges will be presented to the January Council meeting after discussion at Strategy & Finance and prior to a decision on the precept level being made.

7. The overall salary costs are based on the assumption that the full staffing establishment is employed but with a vacancy factor and grade 'lag' built in. A job evaluation review of all staff was completed in 2024 and the budget reflects some adjustments that resulted from this. The 2024 cost of living employers' offer (a flat rate of £1,290 - pro rata for part time employees - was announced in October and has been implemented in the December payroll. The budget level includes provision for a cost of living increase for 2025/26 of an estimated 3% but discussions between the Unions and the National Employers have not yet started.
8. 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. In 2025/26, there will be a new playground implemented in Gostrey Meadow and planning permission sought for the new toilets and storage in Gostrey Meadow. A tender for the replacement Christmas lights will be progressed and a new website will also be implemented in the coming financial year, with other proposals for improvements funded by Community Infrastructure Levy, grants or borrowing if required to spread the costs and minimise the impact on the precept.
9. The New Initiatives/climate change fund has been maintained to allow for continued sustainability and climate change actions. Provision is made for continuing the Craft Co-ordinator throughout the year to support the impact of World Craft Town on the economy and Tourism, and continuing the co-ordinator for the successful Literary Festival. Provision has been made for a new Film Festival and for activities taking place in each ward in partnership with community organisations.
10. 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 around Christmas. Farnham Town Council's precept level in 2024/25 was again below the average sector increase for an fourteenth consecutive year as it used reserves and savings targets to minimise the impact of residents.
11. When the Council considers its precept strategy it will need to bear in mind that a 1% increase in precept would bring £14,248 of additional income for Farnham Town Council at a cost of approximately 77p per band D dwelling per annum.
12. In this Council meeting, Farnham Town Council set its budget requirement to deliver its services for the local community and in January 2024 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 its activities and other pressures.
13. The Strategy & Resources Working Group is proposing (attached at Annex 1) expenditure of £1,946,650 draft discretionary income of £399,550 (with more challenging sponsorship and events income targets along with investment income) and (assuming no precept increase) a total income 1,837,424. This represents a shortfall of income at this stage of £109,226 which will be reduced by the review of fees and charges. If funded by precept alone would represent 11 pence a week per band D property.
14. 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. The main financial impacts arising from the Strategy workshop in November and

the discussion at Strategy & Resources was the addition of £25,000 extra in the grants budget, provision for the Film Festival, provision for a contribution towards the running costs of the Farnham Museum service and provision for impacts arising from government announcements and inflation. In coming to a final decision on the budget, Council is asked to consider whether there are any further reductions it wishes to make or any specific additional increases in income in any areas. This will then set the budget ahead of the review in fees and charges and the draft precept report being prepared in January.

Recommendation

It is recommended that:

- 1) the gross expenditure budget for 2024/25 be set at £1,946,650**

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Annual Budget - By Combined Account Code (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

D1a

	<u>2023-24</u>		<u>2024-25</u>						<u>2025-26</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>Budget Income</u>											
1000 Hall & Room Lettings Income	8,000	7,836	0	0	10,000	0	10,000	4,500	10,000	0	0
1030 Commercial Lettings Income	9,000	9,000	0	0	9,000	0	9,000	9,000	9,500	0	0
1040 Open Spaces income	0	40	0	0	0	0	0	0	0	0	0
1060 Section 106 contributions	0	0	0	0	0	0	0	90,052	0	0	0
1065 Community Infrastructure Levy	0	97,516	0	0	0	0	0	443,689	0	0	0
1080 Allotment Rents Income	17,500	15,360	0	0	16,250	0	16,250	17,917	16,800	0	0
1081 Allotment admin fee	600	1,100	0	0	500	0	500	550	500	0	0
1082 Terminated Allotment Plots	0	-643	0	0	0	0	0	-468	0	0	0
1083 Allotment Insurance	0	0	0	0	0	0	0	342	0	0	0
1100 Interment Fees Income	34,000	36,048	0	0	35,000	0	35,000	20,545	35,000	0	0
1120 Grave Purchases Income	54,000	56,362	0	0	55,000	0	55,000	28,960	55,000	0	0
1130 Memorials Income	5,000	7,340	0	0	6,000	0	6,000	4,085	6,000	0	0
1160 Cemeteries Other Income	0	76	0	0	0	0	0	156	0	0	0
1200 Grants Income	19,000	0	0	0	10,000	0	10,000	0	12,000	0	0
1201 Sponsorship Income (+VAT)	36,250	19,900	0	0	36,750	0	36,750	27,965	43,250	0	0
1202 Income - Contributions	9,000	11,792	0	0	9,250	0	9,250	14,319	33,000	0	0
1203 Donations - Income	0	29,523	0	0	1,000	0	1,000	7,895	0	0	0
1204 Bookings/Hire	63,500	75,780	0	0	69,500	0	69,500	60,753	68,500	0	0
1205 Ticket sales	11,000	10,449	0	0	12,500	0	12,500	-16	9,500	0	0
1206 Literary Prize Entry Fee	0	567	0	0	0	0	0	58	0	0	0
1207 Sale of books etc	0	3,450	0	0	0	0	0	220	0	0	0
1208 Sale of Refreshments	0	979	0	0	0	0	0	0	500	0	0
1209 Seeds income	0	0	0	0	500	0	500	0	0	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>						<u>2025-26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1245	Advertising income	5,000	6,695	0	0	8,500	0	8,500	8,540	10,500	0	0
1300	Banners Income	7,000	2,685	0	0	5,000	0	5,000	1,030	2,500	0	0
1900	Precept	1,315,900	1,315,900	0	0	1,424,818	0	1,424,818	1,424,818	1,437,874	0	0
1910	Interest Received	20,000	90,162	0	0	65,000	0	65,000	76,972	75,000	0	0
1911	Dividends received	9,000	11,126	0	0	10,000	0	10,000	5,712	12,000	0	0
1999	Miscellaneous Income	0	28	0	0	0	0	0	0	0	0	0
Total Income		1,623,750	1,809,072	0	0	1,784,568	0	1,784,568	2,247,594	1,837,424	0	0
<u>Overhead Expenditure</u>												
4000	Salaries	645,500	594,807	0	0	698,500	0	698,500	440,182	733,500	0	0
4001	Agency/Contract Staffing	60,000	96,796	0	0	65,000	0	65,000	72,255	96,000	0	0
4003	Contracted Services	111,000	105,577	0	0	93,500	0	93,500	81,144	88,500	0	0
4020	Additional Staffing & Events	12,700	10,223	0	0	12,700	0	12,700	4,830	12,000	0	0
4025	Farmers' Market Supervision	1,600	1,560	0	0	1,800	0	1,800	1,040	1,800	0	0
4030	Staff Training	3,000	3,219	0	0	3,000	0	3,000	2,704	4,000	0	0
4041	Staff Travel	1,000	737	0	0	1,000	0	1,000	576	1,000	0	0
4050	Staff Recruitment/Advertising	1,000	542	0	0	1,000	0	1,000	879	1,000	0	0
4070	Protective Clothing	3,000	1,600	0	0	3,000	0	3,000	720	3,000	0	0
4101	Venue hire	5,500	692	0	0	5,000	0	5,000	0	3,000	0	0
4110	Rates, rent	35,000	35,707	0	0	35,000	0	35,000	33,990	38,200	0	0
4115	Water Charges	5,300	8,733	0	0	6,500	0	6,500	5,438	9,000	0	0
4120	Energy Costs	40,000	60,204	0	0	47,000	0	47,000	15,075	54,200	0	0
4130	Insurance	13,650	13,279	0	0	13,650	0	13,650	18,541	18,800	0	0
4140	Office costs / consumables	8,500	8,794	0	0	8,500	0	8,500	7,695	9,250	0	0
4170	Property Maintenance/Refurbish	85,500	56,806	0	0	90,500	0	90,500	8,294	80,500	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>						<u>2025-26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4175	Graffiti Removal	8,000	9,846	0	0	6,000	0	6,000	7,242	10,000	0	0
4176	Cleaning consumables	2,000	4,314	0	0	2,000	0	2,000	1,070	4,000	0	0
4181	Equipment Maintenance	4,500	9,335	0	0	6,000	0	6,000	619	6,000	0	0
4182	Equipment Purchase	23,500	21,335	0	0	23,000	0	23,000	11,532	22,500	0	0
4190	CCTV / crime prevention	20,000	12,002	0	0	20,000	0	20,000	7,927	15,000	0	0
4195	Alarms - Fire, Security	6,000	12,837	0	0	6,000	0	6,000	2,204	6,000	0	0
4205	Waste Disposal	8,500	13,050	0	0	8,500	0	8,500	6,494	15,000	0	0
4217	Buy back of EROB	0	0	0	0	0	0	0	210	0	0	0
4220	Memorials & Plaques	2,000	436	0	0	2,000	0	2,000	1,034	1,000	0	0
4225	Cemetery Memorial Maintenance	3,000	69	0	0	3,000	0	3,000	0	3,000	0	0
4300	Vehicle Costs - Fuel	10,000	5,664	0	0	10,000	0	10,000	4,140	8,000	0	0
4301	Vehicle Costs - LPG/CNG	1,000	576	0	0	1,000	0	1,000	957	1,000	0	0
4302	Vehicle Costs - Maintenance	6,000	7,517	0	0	8,000	0	8,000	3,312	8,000	0	0
4303	Vehicle Costs - Road Tax	1,000	1,135	0	0	1,250	0	1,250	393	1,250	0	0
4310	New Vehicles/Machinery	15,000	7,045	0	0	15,000	0	15,000	7,500	15,000	0	0
4311	New machinery reserve	0	0	0	0	0	0	0	0	5,000	0	0
4400	Stationery	4,000	1,107	0	0	4,000	0	4,000	829	2,000	0	0
4410	Photocopying Charges	4,500	3,418	0	0	4,300	0	4,300	1,273	4,300	0	0
4411	Publications, books etc	1,000	63	0	0	1,000	0	1,000	42	1,000	0	0
4415	Printing & Design (External)	31,750	25,885	0	0	38,000	0	38,000	17,896	37,000	0	0
4425	Publicity/Adverts/Photography	23,650	17,729	0	0	21,600	0	21,600	11,985	20,800	0	0
4440	Telephones	8,300	6,071	0	0	8,300	0	8,300	4,805	8,100	0	0
4455	Postages & Distribution	10,400	5,718	0	0	8,150	0	8,150	3,308	7,450	0	0
4460	Subscriptions & Memberships	5,650	6,083	0	0	6,500	0	6,500	6,024	6,750	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>						<u>2025-26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4461	Licences	5,000	5,790	0	0	5,150	0	5,150	5,138	5,700	0	0
4480	IT Equipment	6,000	6,014	0	0	6,000	0	6,000	1,358	6,000	0	0
4481	Web Sites (FTC, Craft etc)	10,000	5,256	0	0	10,000	0	10,000	2,967	10,000	0	0
4482	IT Support	12,000	16,231	0	0	15,000	0	15,000	6,477	14,000	0	0
4483	Service software & support	0	12,811	0	0	0	0	0	8,427	15,000	0	0
4502	Mayoral Allowance 2024-25	0	0	0	0	2,700	0	2,700	200	0	0	0
4503	Mayoral Allowance 2023-24	2,700	2,700	0	0	0	0	0	0	0	0	0
4504	Mayoral Allowance 2025-26	0	0	0	0	0	0	0	0	2,700	0	0
4520	Members' Travel	200	258	0	0	200	0	200	166	200	0	0
4525	Members' Training	2,000	2,037	0	0	2,000	0	2,000	376	2,000	0	0
4540	Civic & Community Functions	7,000	3,973	0	0	7,500	0	7,500	3,471	7,500	0	0
4541	Civic Carol Service - USE 4540	2,000	973	0	0	2,000	0	2,000	0	0	0	0
4545	Twinning/Partnerships Expenses	1,000	853	0	0	1,000	0	1,000	932	1,000	0	0
4550	Bank Charges	1,850	1,908	0	0	2,000	0	2,000	981	2,000	0	0
4555	Legal & professional Fees	4,000	10,312	0	0	4,000	0	4,000	20,730	6,000	0	0
4560	Bookkeeping, accounts, payroll	26,000	28,459	0	0	26,000	0	26,000	19,217	28,000	0	0
4570	Audit Fees	4,500	3,817	0	0	4,500	0	4,500	2,100	4,500	0	0
4600	Tourism Developments & Events	5,000	3,757	0	0	5,000	0	5,000	1,000	5,000	0	0
4610	Horticultural Supplies	20,000	9,809	0	0	20,000	0	20,000	3,171	20,000	0	0
4611	Plants/Flowers/bulbs	28,000	25,224	0	0	28,000	0	28,000	18,889	28,000	0	0
4613	Community Events/FIB Friends	0	76	0	0	0	0	0	0	0	0	0
4614	Allotment seed costs recharged	0	0	0	0	500	0	500	0	500	0	0
4615	Trees/hedging	8,000	9,903	0	0	8,000	0	8,000	0	5,000	0	0
4618	Green Flag Costs	0	0	0	0	0	0	0	1,476	0	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>						<u>2025-26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4625	Entertainment - Performers	20,500	22,205	0	0	18,000	0	18,000	11,385	16,250	0	0
4630	Events Costs	22,500	28,176	0	0	28,250	0	28,250	31,765	36,000	0	0
4631	Event Costs Jubilee/Coronation	3,000	2,038	0	0	0	0	0	0	0	0	0
4641	Christmas Lights Install/Store	50,000	73,005	0	0	50,000	0	50,000	59,680	60,000	0	0
4642	Christmas Lights - Power	1,000	0	0	0	1,000	0	1,000	0	900	0	0
4643	Christmas Lights 2025	0	0	0	0	5,000	0	5,000	3,545	5,000	0	0
4650	Street Furniture	5,000	3,382	0	0	5,000	0	5,000	481	5,000	0	0
4655	Banners	7,000	2,590	0	0	5,000	0	5,000	1,465	2,500	0	0
4702	Equipment hire/replacement	31,500	33,804	0	0	31,900	0	31,900	14,192	29,500	0	0
4800	Grants	20,500	27,875	0	-59,000	79,500	0	20,500	19,385	111,000	0	0
4801	Grant - Farnham Maltings	10,000	10,000	0	10,000	0	0	10,000	10,000	0	0	0
4802	Grant - Citizens Advice Bureau	20,000	20,000	0	20,000	0	0	20,000	20,000	0	0	0
4803	Grant - 40 Degreerz	2,000	2,000	0	5,000	0	0	5,000	5,000	0	0	0
4804	Small Grants	2,000	1,110	0	0	2,000	0	2,000	0	0	0	0
4805	Farnham / Hale Carnival	2,000	2,000	0	0	0	0	0	0	3,000	0	0
4806	Hale Community Centre/Sandy Hi	7,000	7,000	0	5,000	0	0	5,000	5,000	0	0	0
4807	Environmental/community Initia	40,000	26,000	0	0	40,000	0	40,000	1,500	40,000	0	0
4808	Hoppa	10,000	10,000	0	10,000	0	0	10,000	10,000	0	0	0
4809	Gostrey Centre	5,000	5,000	0	9,000	0	0	9,000	9,000	0	0	0
4810	Externally funded grant	0	0	0	0	0	0	0	0	10,000	0	0
4811	Youth Initiatives	0	0	0	0	90,000	0	90,000	34,582	90,000	0	0
4815	Hardship Fund Grants	0	15,455	0	0	0	0	0	8,028	0	0	0
4821	Elections	5,000	52,673	0	0	10,000	0	10,000	0	10,000	0	0
4830	Blackwater Valley CMS	2,500	2,500	0	0	2,500	0	2,500	2,500	2,500	0	0

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Annual Budget - By Combined Account Code (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>						<u>2025-26</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
6666	Bad Debt Write Offs	0	383	0	0	0	0	0	0	0	0	0
	Overhead Expenditure	1,643,750	1,667,867	0	0	1,806,950	0	1,806,950	1,138,743	1,946,650	0	0
	Total Budget Income	1,623,750	1,809,072	0	0	1,784,568	0	1,784,568	2,247,594	1,837,424	0	0
	Expenditure	1,643,750	1,667,867	0	0	1,806,950	0	1,806,950	1,138,743	1,946,650	0	0
	Net Income over Expenditure	<u>-20,000</u>	<u>141,205</u>	<u>0</u>	<u>0</u>	<u>-22,382</u>	<u>0</u>	<u>-22,382</u>	<u>1,108,851</u>	<u>-109,226</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	(397)	0	0	0	0	0	0	0	0	0
	less Transfers to EMR	0	106,554	0	0	0	0	0	516,932	0	0	0
	Movement to/(from) Gen Reserve	<u>(20,000)</u>	<u>34,254</u>			<u>(22,382)</u>		<u>(22,382)</u>	<u>591,919</u>	<u>(109,226)</u>		

		<u>2023-24</u>		<u>2024-25</u>			<u>2025-26</u>			
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Strategy & Resources</u>										
100	Professional Services & Admin									
	Total Income	19,000	83	0	516	0	0	0	0	0
	Overhead Expenditure	127,850	139,199	130,000	90,388	0	1,928	148,450	0	0
	Movement to/(from) Gen Reserve	<u>(108,850)</u>	<u>(139,115)</u>	<u>(130,000)</u>	<u>(89,872)</u>	<u>0</u>		<u>(148,450)</u>		
110	Governance & Democratic									
	Total Income	0	21	0	65	0	0	0	0	0
	Overhead Expenditure	131,750	118,166	134,500	83,103	0	0	126,300	0	0
	Movement to/(from) Gen Reserve	<u>(131,750)</u>	<u>(118,145)</u>	<u>(134,500)</u>	<u>(83,038)</u>	<u>0</u>		<u>(126,300)</u>		
120	Office & Customer Services									
	Total Income	0	1,594	0	0	0	0	0	0	0
	Overhead Expenditure	137,900	155,709	145,900	95,838	0	1,500	153,250	0	0
	Movement to/(from) Gen Reserve	<u>(137,900)</u>	<u>(154,114)</u>	<u>(145,900)</u>	<u>(95,838)</u>	<u>0</u>		<u>(153,250)</u>		
130	Grants									
	Overhead Expenditure	76,500	78,682	81,500	80,983	0	0	116,000	0	0
	Movement to/(from) Gen Reserve	<u>(76,500)</u>	<u>(78,682)</u>	<u>(81,500)</u>	<u>(80,983)</u>	<u>0</u>		<u>(116,000)</u>		
140	Planning									
	Overhead Expenditure	37,100	38,443	38,350	39,851	0	0	39,050	0	0
	Movement to/(from) Gen Reserve	<u>(37,100)</u>	<u>(38,443)</u>	<u>(38,350)</u>	<u>(39,851)</u>	<u>0</u>		<u>(39,050)</u>		
	Elections									
	Overhead Expenditure	5,000	52,673	10,000	0	0	0	10,000	0	0

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	plus Transfer from EMR	0	-5,000	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(5,000)</u>	<u>(57,673)</u>	<u>(10,000)</u>	<u>0</u>	<u>0</u>		<u>(10,000)</u>		
142	Neighbourhood Plan									
	Total Income	0	3,350	5,000	0	0	0	5,000	0	0
	Overhead Expenditure	14,000	9,364	14,500	4,147	0	0	15,000	0	0
	Movement to/(from) Gen Reserve	<u>(14,000)</u>	<u>(6,014)</u>	<u>(9,500)</u>	<u>(4,147)</u>	<u>0</u>		<u>(10,000)</u>		
150	Other Operating Income/Costs									
	Total Income	1,344,900	1,417,188	1,499,818	1,507,501	0	0	1,524,874	0	0
	Movement to/(from) Gen Reserve	<u>1,344,900</u>	<u>1,417,188</u>	<u>1,499,818</u>	<u>1,507,501</u>	<u>0</u>		<u>1,524,874</u>		
160	Wrecclesham Community Centre									
	Total Income	8,000	6,250	10,000	4,500	0	0	10,000	0	0
	Overhead Expenditure	6,500	13,781	6,500	2,598	0	0	6,800	0	0
	Movement to/(from) Gen Reserve	<u>1,500</u>	<u>(7,531)</u>	<u>3,500</u>	<u>1,902</u>	<u>0</u>		<u>3,200</u>		
170	Community Development									
	Overhead Expenditure	30,250	40,354	32,250	37,157	0	0	35,250	0	0
	Movement to/(from) Gen Reserve	<u>(30,250)</u>	<u>(40,354)</u>	<u>(32,250)</u>	<u>(37,157)</u>	<u>0</u>		<u>(35,250)</u>		
171	Community Safety & Well-being									
	Overhead Expenditure	22,000	14,195	22,000	8,726	0	8,297	17,000	0	0
	Movement to/(from) Gen Reserve	<u>(22,000)</u>	<u>(14,195)</u>	<u>(22,000)</u>	<u>(8,726)</u>	<u>0</u>		<u>(17,000)</u>		
175	Localism - New Initiatives/Pro									
	Overhead Expenditure	45,000	24,308	45,000	10,326	0	0	45,000	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(45,000)</u>	<u>(24,308)</u>	<u>(45,000)</u>	<u>(10,326)</u>	<u>0</u>		<u>(45,000)</u>		
176 Younger People projects									
Total Income	0	75	0	0	0	0	0	0	0
Overhead Expenditure	16,000	14,419	106,000	57,269	0	55,710	109,000	0	0
Movement to/(from) Gen Reserve	<u>(16,000)</u>	<u>(14,344)</u>	<u>(106,000)</u>	<u>(57,269)</u>	<u>0</u>		<u>(109,000)</u>		
180 Farnham Infrastructure									
Overhead Expenditure	20,500	20,826	21,500	11,778	0	0	22,500	0	0
Movement to/(from) Gen Reserve	<u>(20,500)</u>	<u>(20,826)</u>	<u>(21,500)</u>	<u>(11,778)</u>	<u>0</u>		<u>(22,500)</u>		
199 Rechargeable Costs									
Total Income	0	28	0	0	0	0	0	0	0
Overhead Expenditure	0	0	0	6,069	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>28</u>	<u>0</u>	<u>(6,069)</u>	<u>0</u>		<u>0</u>		
921 Central Carpark Toilets Projec									
Overhead Expenditure	0	781	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>(781)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
930 Farnham Support Fund (covid+)									
Total Income	0	19,890	0	4,370	0	0	0	0	0
Overhead Expenditure	0	15,455	0	8,059	0	0	0	0	0
930 Net Income over Expenditure	0	4,435	0	-3,689	0	0	0	0	0
plus Transfer from EMR	0	4,603	0	0	0	0	0	0	0
less Transfers to EMR	0	9,038	0	-16,809	0	0	0	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>13,120</u>	<u>0</u>		<u>0</u>		
935 Business Improvement District									
Overhead Expenditure	12,000	14,940	2,000	1,180	0	0	3,200	0	0
Movement to/(from) Gen Reserve	<u>(12,000)</u>	<u>(14,940)</u>	<u>(2,000)</u>	<u>(1,180)</u>	<u>0</u>		<u>(3,200)</u>		
950 S106 and CIL									
Total Income	0	97,516	0	533,741	0	0	0	0	0
Overhead Expenditure	10,000	284	10,000	0	0	0	10,000	0	0
950 Net Income over Expenditure	<u>-10,000</u>	<u>97,232</u>	<u>-10,000</u>	<u>533,741</u>	<u>0</u>	<u>0</u>	<u>-10,000</u>	<u>0</u>	<u>0</u>
6001 less Transfers to EMR	0	97,516	0	533,741	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(10,000)</u>	<u>(284)</u>	<u>(10,000)</u>	<u>0</u>	<u>0</u>		<u>(10,000)</u>		
Strategy & Resources - Income	1,371,900	1,545,995	1,514,818	2,050,693	0	0	1,539,874	0	0
Expenditure	692,350	751,577	800,000	537,472	0	67,435	856,800	0	0
Net Income over Expenditure	<u>679,550</u>	<u>794,419</u>	<u>714,818</u>	<u>1,513,221</u>	<u>0</u>	<u>-67,435</u>	<u>683,074</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	(397)	0	0	0	0	0	0	0
less Transfers to EMR	0	106,554	0	516,932	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>679,550</u>	<u>687,468</u>	<u>714,818</u>	<u>996,289</u>	<u>0</u>		<u>683,074</u>		
<u>Environment</u>									
200 Grounds Services									
Overhead Expenditure	144,100	126,669	150,850	76,227	0	20,000	173,750	0	0
Movement to/(from) Gen Reserve	<u>(144,100)</u>	<u>(126,669)</u>	<u>(150,850)</u>	<u>(76,227)</u>	<u>0</u>		<u>(173,750)</u>		

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
201 Highways									
Overhead Expenditure	0	5,594	0	4,356	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(5,594)	0	(4,356)	0		0		
205 War Memorial									
Overhead Expenditure	5,000	1,109	5,000	0	0	0	5,000	0	0
Movement to/(from) Gen Reserve	(5,000)	(1,109)	(5,000)	0	0		(5,000)		
210 Farnham In Bloom									
Total Income	25,000	16,305	26,000	14,980	0	0	27,000	0	0
Overhead Expenditure	166,800	165,618	165,950	104,350	0	8,977	163,450	0	0
Movement to/(from) Gen Reserve	(141,800)	(149,313)	(139,950)	(89,370)	0		(136,450)		
220 Other Open Spaces									
Total Income	0	40	0	0	0	0	0	0	0
Overhead Expenditure	27,500	19,833	57,500	16,129	0	0	60,000	0	0
Movement to/(from) Gen Reserve	(27,500)	(19,793)	(57,500)	(16,129)	0		(60,000)		
225 Gostrey Meadow									
Total Income	5,000	6,500	5,000	2,925	0	0	3,000	0	0
Overhead Expenditure	30,000	46,295	32,000	46,650	0	5,666	39,850	0	0
Movement to/(from) Gen Reserve	(25,000)	(39,795)	(27,000)	(43,725)	0		(36,850)		
226 Library Gardens									
Total Income	0	0	0	0	0	0	20,000	0	0
Overhead Expenditure	0	0	0	291	0	0	20,000	0	0

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	<u>0</u>	<u>0</u>	<u>0</u>	<u>(291)</u>	<u>0</u>		<u>0</u>		
240 Allotments									
Total Income	18,100	15,818	17,250	18,341	0	0	17,300	0	0
Overhead Expenditure	18,450	20,836	20,950	8,875	0	0	21,800	0	0
Movement to/(from) Gen Reserve	<u>(350)</u>	<u>(5,018)</u>	<u>(3,700)</u>	<u>9,466</u>	<u>0</u>		<u>(4,500)</u>		
250 Public Conveniences									
Overhead Expenditure	88,500	53,806	90,500	40,496	0	1,631	83,400	0	0
Movement to/(from) Gen Reserve	<u>(88,500)</u>	<u>(53,806)</u>	<u>(90,500)</u>	<u>(40,496)</u>	<u>0</u>		<u>(83,400)</u>		
260 Town Centre & Rural Dev									
Total Income	7,000	2,685	5,000	1,030	0	0	2,500	0	0
Overhead Expenditure	19,000	8,090	18,000	7,990	0	0	19,500	0	0
Movement to/(from) Gen Reserve	<u>(12,000)</u>	<u>(5,405)</u>	<u>(13,000)</u>	<u>(6,960)</u>	<u>0</u>		<u>(17,000)</u>		
400 Cemeteries									
Total Income	102,000	108,825	105,000	62,746	0	0	105,500	0	0
Overhead Expenditure	144,900	119,536	147,950	85,912	0	12	151,050	0	0
Movement to/(from) Gen Reserve	<u>(42,900)</u>	<u>(10,711)</u>	<u>(42,950)</u>	<u>(23,166)</u>	<u>0</u>		<u>(45,550)</u>		
903 Hale Chapels									
Overhead Expenditure	0	17,374	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>(17,374)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Environment - Income	157,100	150,173	158,250	100,022	0	0	175,300	0	0
Expenditure	644,250	584,760	688,700	391,276	0	36,286	737,800	0	0
Movement to/(from) Gen Reserve	<u>(487,150)</u>	<u>(434,587)</u>	<u>(530,450)</u>	<u>(291,254)</u>	<u>0</u>		<u>(562,500)</u>		

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<u>Community</u>										
300	Tourism									
	Total Income	5,000	6,100	7,000	0	0	0	8,000	0	0
	Overhead Expenditure	40,750	40,217	45,250	16,662	0	0	46,250	0	0
	Movement to/(from) Gen Reserve	<u>(35,750)</u>	<u>(34,117)</u>	<u>(38,250)</u>	<u>(16,662)</u>	<u>0</u>		<u>(38,250)</u>		
302	West Street Market									
	Total Income	2,500	2,829	3,000	1,411	0	0	1,500	0	0
	Overhead Expenditure	500	800	500	300	0	0	500	0	0
	Movement to/(from) Gen Reserve	<u>2,000</u>	<u>2,029</u>	<u>2,500</u>	<u>1,111</u>	<u>0</u>		<u>1,000</u>		
309	National Events									
	Total Income	0	1,960	0	0	0	0	0	0	0
	Overhead Expenditure	8,000	16,074	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(8,000)</u>	<u>(14,114)</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
310	Events									
	Total Income	0	0	0	240	0	0	0	0	0
	Overhead Expenditure	49,200	44,905	48,750	31,661	0	0	49,200	0	0
	Movement to/(from) Gen Reserve	<u>(49,200)</u>	<u>(44,905)</u>	<u>(48,750)</u>	<u>(31,421)</u>	<u>0</u>		<u>(49,200)</u>		
311	Carnival Weekend (prev PITP)									
	Total Income	2,500	4,832	4,500	7,426	0	0	5,500	0	0
	Overhead Expenditure	10,800	11,052	12,550	7,495	0	0	14,050	0	0
	Movement to/(from) Gen Reserve	<u>(8,300)</u>	<u>(6,220)</u>	<u>(8,050)</u>	<u>(70)</u>	<u>0</u>		<u>(8,550)</u>		

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

		<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
312	Food Festival									
	Total Income	19,500	22,130	21,500	23,340	0	0	24,500	0	0
	Overhead Expenditure	24,100	19,714	21,700	16,688	0	0	21,950	0	0
	Movement to/(from) Gen Reserve	<u>(4,600)</u>	<u>2,417</u>	<u>(200)</u>	<u>6,652</u>	<u>0</u>		<u>2,550</u>		
313	Music in the Meadow / Vineyard									
	Total Income	3,000	3,000	3,000	6,100	0	0	3,000	0	0
	Overhead Expenditure	11,600	6,854	11,450	9,754	0	220	12,250	0	0
	Movement to/(from) Gen Reserve	<u>(8,600)</u>	<u>(3,854)</u>	<u>(8,450)</u>	<u>(3,654)</u>	<u>0</u>		<u>(9,250)</u>		
314	Christmas Switch-on									
	Total Income	5,500	5,427	7,500	3,898	0	0	7,000	0	0
	Overhead Expenditure	12,600	15,908	15,250	11,498	0	98	15,750	0	0
	Movement to/(from) Gen Reserve	<u>(7,100)</u>	<u>(10,481)</u>	<u>(7,750)</u>	<u>(7,601)</u>	<u>0</u>		<u>(8,750)</u>		
315	Heritage Open Days									
	Overhead Expenditure	1,500	2,132	2,000	1,224	0	0	2,000	0	0
	Movement to/(from) Gen Reserve	<u>(1,500)</u>	<u>(2,132)</u>	<u>(2,000)</u>	<u>(1,224)</u>	<u>0</u>		<u>(2,000)</u>		
316	Christmas Market									
	Total Income	20,500	24,698	22,000	28,456	0	0	23,500	0	0
	Overhead Expenditure	15,500	18,888	18,550	11,419	0	3,807	19,500	0	0
	Movement to/(from) Gen Reserve	<u>5,000</u>	<u>5,810</u>	<u>3,450</u>	<u>17,037</u>	<u>0</u>		<u>4,000</u>		
	Spring & Sustainability Festiv									
	Total Income	1,750	891	1,000	1,206	0	0	750	0	0

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
	Overhead Expenditure	4,300	2,797	3,150	1,695	0	0	2,600	0	0
	Movement to/(from) Gen Reserve	<u>(2,550)</u>	<u>(1,905)</u>	<u>(2,150)</u>	<u>(489)</u>	<u>0</u>		<u>(1,850)</u>		
318	Gin & Fizz Festival									
	Total Income	12,000	6,851	10,500	0	0	0	0	0	0
	Overhead Expenditure	14,000	9,797	11,000	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(2,000)</u>	<u>(2,946)</u>	<u>(500)</u>	<u>0</u>	<u>0</u>		<u>0</u>		
319	Walking Festival									
	Total Income	1,000	0	1,000	0	0	0	1,000	0	0
	Overhead Expenditure	2,800	2,058	2,800	1,702	0	0	2,300	0	0
	Movement to/(from) Gen Reserve	<u>(1,800)</u>	<u>(2,058)</u>	<u>(1,800)</u>	<u>(1,702)</u>	<u>0</u>		<u>(1,300)</u>		
320	Farmers' Market									
	Total Income	16,000	19,684	16,000	12,338	0	0	17,000	0	0
	Overhead Expenditure	17,050	17,601	17,550	11,686	0	0	16,900	0	0
	Movement to/(from) Gen Reserve	<u>(1,050)</u>	<u>2,082</u>	<u>(1,550)</u>	<u>651</u>	<u>0</u>		<u>100</u>		
321	Literary Festival									
	Total Income	5,000	11,908	8,500	7,122	0	0	13,500	0	0
	Overhead Expenditure	17,200	22,099	19,100	4,405	0	560	19,500	0	0
	Movement to/(from) Gen Reserve	<u>(12,200)</u>	<u>(10,192)</u>	<u>(10,600)</u>	<u>2,717</u>	<u>0</u>		<u>(6,000)</u>		
322	Community/Youth events									
	Overhead Expenditure	500	0	0	483	0	0	750	0	0

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Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(500)</u>	<u>0</u>	<u>0</u>	<u>(483)</u>	<u>0</u>		<u>(750)</u>		
323 Film Festival									
Total Income	0	0	0	0	0	0	5,000	0	0
Overhead Expenditure	0	0	0	0	0	0	13,250	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>(8,250)</u>		
330 Christmas Lights									
Total Income	500	0	0	0	0	0	0	0	0
Overhead Expenditure	50,500	79,152	55,500	63,850	0	0	65,400	0	0
Movement to/(from) Gen Reserve	<u>(50,000)</u>	<u>(79,152)</u>	<u>(55,500)</u>	<u>(63,850)</u>	<u>0</u>		<u>(65,400)</u>		
350 Craft Town/Craft Cities									
Total Income	0	595	6,000	5,343	0	0	5,000	0	0
Overhead Expenditure	25,750	19,059	32,650	19,473	0	1,180	32,400	0	0
Movement to/(from) Gen Reserve	<u>(25,750)</u>	<u>(18,464)</u>	<u>(26,650)</u>	<u>(14,130)</u>	<u>0</u>		<u>(27,400)</u>		
351 Artist in Residency									
Total Income	0	0	0	0	0	0	7,000	0	0
Overhead Expenditure	0	0	0	0	0	0	7,000	0	0
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>		
355 Business Support									
Total Income	0	2,000	0	0	0	0	0	0	0
Overhead Expenditure	500	2,423	500	0	0	0	500	0	0

Annual Budget - By Committee (Actual YTD Month 9)

Note: DRAFT Budget 2025/26 at 14 December 24

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	<u>2023-24</u>		<u>2024-25</u>				<u>2025-26</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>(500)</u>	<u>(423)</u>	<u>(500)</u>	<u>0</u>	<u>0</u>		<u>(500)</u>		
Community - Income	94,750	112,903	111,500	96,879	0	0	122,250	0	0
Expenditure	307,150	331,530	318,250	209,995	0	5,865	342,050	0	0
Movement to/(from) Gen Reserve	<u>(212,400)</u>	<u>(218,627)</u>	<u>(206,750)</u>	<u>(113,116)</u>	<u>0</u>		<u>(219,800)</u>		
Total Budget Income	1,623,750	1,809,072	1,784,568	2,247,594	0	0	1,837,424	0	0
Expenditure	1,643,750	1,667,867	1,806,950	1,138,743	0	109,586	1,936,650	0	0
Movement to/(from) Gen Reserve	<u>(20,000)</u>	<u>141,205</u>	<u>(22,382)</u>	<u>1,108,851</u>	<u>0</u>		<u>(99,226)</u>		
plus Transfer from EMR	0	(397)	0	0	0	0	0	0	0
less Transfers to EMR	0	106,554	0	516,932	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(20,000)</u>	<u>34,254</u>	<u>(22,382)</u>	<u>591,919</u>	<u>0</u>		<u>(99,226)</u>		

Budget Notes

<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 or contract staff.
4480	IT Equipment	100	Professional Services & Admin	Rolling upgrade and replacement. Changes likely in year ahead.
4481	Web Sites (FTC, Craft etc)	100	Professional Services & Admin	Refresh of some elements. External costs. New website Tender implementation for 25/26
4482	IT Support	100	Professional Services & Admin	IT support contract plus extra works as required. More use of IT services.
4483	Service software & support	100	Professional Services & Admin	Covers Modern.gov etc
4555	Legal & professional Fees	100	Professional Services & Admin	Combined with professional fees 4585. Legal fees, assets transfers etc.
4560	Bookkeeping, accounts, payroll	100	Professional Services & Admin	Book-keeping, + accountancy month end/year end/payroll costs.
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.
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 effective 2023/24. New long term arrangement started.
4170	Property Maintenance/Refurbish	110	Governance & Democratic	Office and depot
4425	Publicity/Adverts/Photography	110	Governance & Democratic	Annual meeting etc. Newspaper/calendar and other promotions at community events
4426	Old Publicity	110	Governance & Democratic	Vantage Point, Residents Guide, newsletter.Now code 4425.
4455	Postages & Distribution	110	Governance & Democratic	Residents' Guide etc
4460	Subscriptions & Memberships	110	Governance & Democratic	Includes NALC/SALC/SLCC/and LGA associate
4525	Members' Training	110	Governance & Democratic	Additional training as required.
4541	Civic Carol Service - USE 4540	110	Governance & Democratic	Include in Civic functions
4001	Agency/Contract Staffing	120	Office & Customer Services	Agency Staff costs otherwise met under code 4000.
4003	Contracted Services	120	Office & Customer Services	Office cleaning.
4195	Alarms - Fire, Security	120	Office & Customer Services	Fire, intruder and keyholding service.
4800	Grants	130	Grants	Sum is divided between codes after Council decisions. Some grants also covered under Service codes.
4801	Grant - Farnham Maltings	130	Grants	Awaiting recommendation - included in 4800 code.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4802	Grant - Citizens Advice Bureau	130	Grants	Awaiting recommendation - included in 4800 code.
4803	Grant - 40 Degreez	130	Grants	Awaiting recommendation - included in 4800 code.
4804	Small Grants	130	Grants	Up to £250 during the year per request where no Community grant in same year.
4808	Hoppa	130	Grants	Awaiting recommendation - included in 4800 code.
4809	Gostrey Centre	130	Grants	Awaiting recommendation - included in 4800 code.
4555	Legal & professional Fees	140	Planning	Legal claim 24/25. Some to be offset by external contributions.
4821	Elections	141	Elections	Goes to earmarked reserve. Typical cost of full shared election now around £40,000.
1200	Grants Income	142	Neighbourhood Plan	Potential grant from Locality.
4000	Salaries	142	Neighbourhood Plan	Could increase significantly based on workload.
4001	Agency/Contract Staffing	142	Neighbourhood Plan	Covers advice for Neighbourhood PPlan/Local Plan issues. More for review in reserves.
1900	Precept	150	Other Operating Income/Costs	Council Tax base 18,398.9 (98% collection rate) Oct 2024 at £78.15 up from 18,231.
1910	Interest Received	150	Other Operating Income/Costs	interest on investments assumes reducing rates. cfor 25/26 and capital spend reducing reserves
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	Triennial Actuarial Review due 2025.
4910	Loan Repayments	150	Other Operating Income/Costs	Public Works Loan Board fully repaid. If FTC were to borrow for major capital project impact.
1999	Miscellaneous Income	155	Covid-19	Ad hoc Grants for supporting hardship. Ringfenced.
4000	Salaries	155	Covid-19	Management of Support Fund.
4425	Publicity/Adverts/Photography	155	Covid-19	Hardship fund and other promotion.
1000	Hall & Room Lettings Income	160	Wrecclesham Community Centre	Increasing by £1k per annum to 14,400 in 27/28
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	Awaiting recommendation - included in 4800 code. Other activity funded from Services.
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	Community Group disbanded. Costs covered elsewhere
4807	Environmental/community Initia	175	Localism - New Initiatives/Pro	Towards climate challenge/community initiatives and top up for principal authority services
4182	Equipment Purchase	176	Younger People projects	New cost centre for Younger people projects
4630	Events Costs	176	Younger People projects	Primarily events organised or supported by FTC.
4800	Grants	176	Younger People projects	Used for additional grant to 40 Degreez outreach.
4811	Youth Initiatives	176	Younger People projects	Growth item in budget for 2024/25. No increase proposed for 2025/26
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
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
4175	Graffiti Removal	200	Grounds Services	Due to be tendered.
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
4302	Vehicle Costs - Maintenance	200	Grounds Services	3 vehicles MOT and servicing reflects usage
4310	New Vehicles/Machinery	200	Grounds Services	Replacement programme
4311	New machinery reserve	200	Grounds Services	Goes into earmarked reserve for future purchases
4440	Telephones	200	Grounds Services	Depot broadband (cctv) and radios/mobiles.
4460	Subscriptions & Memberships	200	Grounds Services	Surrey Wildlife Trust
4610	Horticultural Supplies	200	Grounds Services	Includes tree guards, compost etc. Expenditure mainly last quarter.
1202	Income - Contributions	201	Highways	No agreement for future funding
1522	Surrey Highways Contract	201	Highways	No agreement for future contributions
4000	Salaries	201	Highways	Collecting flytipping, cleaning signs/bus stops etc.
4175	Graffiti Removal	201	Highways	FTC meets cost of graffiti on highways property (now met under graffiti budget)

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4611	Plants/Flowers/bulbs	201	Highways	Programme to machine plant bulbs at entrances to Town
4170	Property Maintenance/Refurbish	205	War Memorial	Repairs and cleaning.
1201	Sponsorship Income (+VAT)	210	Farnham In Bloom	Target income. 2023 Corporate sponsor reduced to Gold.
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 2021.
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
4415	Printing & Design (External)	210	Farnham In Bloom	Leaflets, Briefing packs, judges notes etc
4425	Publicity/Adverts/Photography	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.
4611	Plants/Flowers/bulbs	210	Farnham In Bloom	Target to cover 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
4000	Salaries	220	Other Open Spaces	Increase allows for additional Outside Workforce Team Member
4003	Contracted Services	220	Other Open Spaces	Tree surgery and clearance etc
4830	Blackwater Valley CMS	220	Other Open Spaces	Annual contribution for advice and work done in area.
1204	Bookings/Hire	225	Gostrey Meadow	Primarily relates to coffee/ice cream concessions. Only event based in 24-25
4003	Contracted Services	225	Gostrey Meadow	Included trees work and former bowling green in 24-25
1202	Income - Contributions	230	Library Gardens	Surrey CC contribution for Library Gardens £20k
1080	Allotment Rents Income	240	Allotments	£2 increase in 24/25 none planned yet for 25/26
1081	Allotment admin fee	240	Allotments	£50 admin fee for new tenancies
1209	Seeds income	240	Allotments	Now done direct by allotment holders
4130	Insurance	240	Allotments	Public liability for allotment holders. Recharged

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4140	Office costs / consumables	240	Allotments	Annual lecture and meetings.
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	Contract management and oversight
4001	Agency/Contract Staffing	250	Public Conveniences	Contract for offices and conveniences cleaning.
4003	Contracted Services	250	Public Conveniences	Contract for offices and conveniences cleaning.
4120	Energy Costs	250	Public Conveniences	Outstanding sum owed by WBC for car park energy
4170	Property Maintenance/Refurbish	250	Public Conveniences	Any underspend 24/25 to go for 25/26 project
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 - reduced 25/26 because of reduction in applications.
4175	Graffiti Removal	260	Town Centre & Rural Dev	Graffiti service due to be tendered.
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/ Residents' Guide/ visitors' guide
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 residents' guide or leaflets to every household
4460	Subscriptions & Memberships	300	Tourism	Visit Surrey
4805	Farnham / Hale 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. Will be impacted by FIP road works.
4020	Additional Staffing & Events	302	West Street Market	Partly offset by event income
1201	Sponsorship Income (+VAT)	310	Events	Sponsorship allocated to individual events.
4000	Salaries	310	Events	Staff time for tourism/business support/ BID activity

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4020	Additional Staffing & Events	310	Events	Costs generally allocated across each event as used
4600	Tourism Developments & Events	310	Events	Allows for new developments eg Film Festival
4630	Events Costs	310	Events	Emerging events
1201	Sponsorship Income (+VAT)	311	Carnival Weekend (prev PITP)	NB no carnival 2025?
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.. Higher if no carnival?
4003	Contracted Services	312	Food Festival	Road closure, First aid etc.
4020	Additional Staffing & Events	312	Food Festival	Temporary help for event (staff/external) paid from events.
1201	Sponsorship Income (+VAT)	313	Music in the Meadow / Vineyard	Also supported summer programme
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.
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, compere etc
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.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
1203	Donations - Income	317	Spring & Sustainability Festiv	No budgetted income as donations not guaranteed
1204	Bookings/Hire	317	Spring & Sustainability Festiv	No budgetted income as stall fees go to Farnham Community Farm
4020	Additional Staffing & Events	317	Spring & Sustainability Festiv	Costs for temporary help for event (staff or external)
4702	Equipment hire/replacement	317	Spring & Sustainability Festiv	Event shared with Community Farm. Stall income to them.
1204	Bookings/Hire	318	Gin & Fizz Festival	Did not take place 2024. Not planned for 2025
1205	Ticket sales	318	Gin & Fizz Festival	Did not take place 2024. Not planned 2025.
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)	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 dismount
4415	Printing & Design (External)	320	Farmers' Market	Some shared cost with Surrey markets
4425	Publicity/Adverts/Photography	320	Farmers' Market	Banners, adverts etc
4461	Licences	320	Farmers' Market	Waverley Borough Council charge of £10 per stall per market, plus other licences
4003	Contracted Services	321	Literary Festival	Co-ordinator honorarium/costs
4101	Venue hire	321	Literary Festival	Venue hire, Staging, sound hire etc
1201	Sponsorship Income (+VAT)	323	Film Festival	New event
1200	Grants Income	330	Christmas Lights	Some contributions possible but not certain. Tender planned for 2024
1201	Sponsorship Income (+VAT)	330	Christmas Lights	Looking to replace lights in 2024/25
4641	Christmas Lights Install/Store	330	Christmas Lights	New scheme 2025/2065. Could be part lease/own. Annual cost now c£80k
4643	Christmas Lights 2025	330	Christmas Lights	Sinking fund for new scheme.
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 of makers
4140	Office costs / consumables	350	Craft Town/Craft Cities	Relates to Lantern festival (offset by income)

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4425	Publicity/Adverts/Photography	350	Craft Town/Craft Cities	Social media, Round and about, Surrey ad
4482	IT Support	350	Craft Town/Craft Cities	Website support etc
4540	Civic & Community Functions	350	Craft Town/Craft Cities	Launch etc
4630	Events Costs	350	Craft Town/Craft Cities	Craft month panel, heritage crafts demos
1200	Grants Income	351	Artist in Residency	South Street Trust Artist in Residency
4001	Agency/Contract Staffing	351	Artist in Residency	Co-ordination of Artist in Residence
4003	Contracted Services	351	Artist in Residency	Funded by South Street Trust
1030	Commercial Lettings Income	400	Cemeteries	West Street Chapel Lease.
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.
4001	Agency/Contract Staffing	400	Cemeteries	Additional maintenance bought in
4003	Contracted Services	400	Cemeteries	Trees, repairs etc
4115	Water Charges	400	Cemeteries	Reflecting cemetery water costs - catch up on estimates in 2024-25
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	Memorial fixing programme
4483	Service software & support	400	Cemeteries	Epitaph software
4611	Plants/Flowers/bulbs	400	Cemeteries	Investing in greening of cemeteries.
1920	Sale Of Assets	901	Green Lane Chapel	Sale of Green Lane Chapel - blance in ringfenced reserve
4003	Contracted Services	903	Hale Chapels	Capital project - completed
4003	Contracted Services	921	Central Carpark Toilets Projec	Capital project - Completed.
4003	Contracted Services	922	UCA Riverside Sculpture Proj	Commission funded by UCA Section 106 funding.

Budget Notes

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
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/earmarked reserve unless specific extra 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	Current year relates to CCTV from brightwells
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 28th October, 2024

Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN

Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)
Councillor David Beaman
Councillor George Hesse
Councillor Brodie Mauluka
Councillor Mark Merryweather
Councillor George Murray
Councillor Graham White

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillor Woodhouse.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Bourne

NMA/2024/01998 Farnham Bourne

Officer: Anna Whitty

EDGEBOROUGH SCHOOL, FRENHAM ROAD, FARNHAM GU10 3AH

Amendment to WA/2023/02312 - Secondary Car Park moved. Path between main & secondary car parks pulled away from tree root protection zones. Increased size of electronics feeder pillar enclosure.

No comment.

Farnham Castle

WA/2024/01964 Farnham Castle

Officer: Ninto Joy

THE BUSH HOTEL, THE BOROUGH, FARNHAM GU9 7NN

Certificate of Lawfulness under Section 191 for confirmation that works involved in the digging of a foundation trench constitutes the implementation of permission WA/2020/1984.

No comment.

4. Applications Considered

Farnham Bourne

CA/2024/01938 Farnham Bourne

Officer: Theo Dyer

5 LITTLE AUSTINS ROAD, FARNHAM GU9 8JR

GREAT AUSTINS CONSERVATION AREA WORKS TO TREE

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

CA/2024/02008 Farnham Bourne

Officer: Theo Dyer

MAYBOURNE, 1A MAVINS ROAD, FARNHAM GU9 8JS

GREAT AUSTINS 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. 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/2024/01921 Farnham Bourne

Officer: Theo Dyer

22 VICARAGE HILL, FARNHAM GU9 8HJ

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE

PRESERVATION ORDER FAR17

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, a replacement tree must be planted.

TM/2024/01962 Farnham Bourne

Officer: Theo Dyer

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

APPLICATION FOR REMOVAL OF TREE 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.

NMA/2024/01995 Farnham Bourne

Officer: Matt Ayscough

14 GREAT AUSTINS, FARNHAM GU9 8JG

Amendment to WA/2021/03223 - change to kitchen door (no longer full length of room) -move Pantry window into kitchen -remove pantry roof light -remove plant room window -change to

utility door (added small window either side) -music room door change - to be window -grand porch door moved to centre from external -out building to be clad in natural timber in leu of render

No comment.

WA/2024/01929 Farnham Bourne

Officer: Anna Whitty

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

Erection of second storey extension together with alterations to roofspace including dormer rooflights and raising of roof ridge height to provide habitable accommodation.

No comment.

WA/2024/01935 Farnham Bourne

Officer: Anna Whitty

6 GONG HILL DRIVE, LOWER BOURNE, FARNHAM GU10 3HG

Erection of a detached garage and gym.

Farnham Town Council notes that a similar structure located to the rear of the building line has a certificate of lawfulness granted under WA/2024/00607 although being in the Surrey Hills AONB/National Landscape. Farnham Town Council objects to the detached garage and gym located in front of the building line being contrary to Residential Extensions SPD in an area covered by LPP1 policy RE2 Green Belt and RE3 Landscape Character - Surrey Hills Area of Outstanding Natural Beauty (AONB) & Area of Great Landscape Value (AGLV).

WA/2024/01946 Farnham Bourne

Officer: Matt Ayscough

AMARAH, 21 OLD FRENHAM ROAD, LOWER BOURNE, FARNHAM GU10 3HD

Erection of a detached garage/workshop.

No comment.

WA/2024/01968 Farnham Bourne

Officer: Matt Ayscough

16 AVELEY LANE, FARNHAM GU9 8PR

Erection of extensions and alterations to existing bungalow to provide a two storey dwelling together with extension to existing garage to provide a carport with associated landscaping; demolition of existing detached outbuilding.

No comment.

WA/2024/02011 Farnham Bourne

Officer: Matt Ayscough

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

Erection of a single storey extension with alterations to fenestration and external finishes (retrospective).

No comment.

WA/2024/02016 Farnham Bourne

Officer: Justin Bramley

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

Certificate of Lawfulness under Section 192 for erection of an incidental detached garage building.

The proposed development is located in Surrey Hills AONB/National Landscape, this must be considered when assessing the lawfulness of the incidental detached garage building.

Farnham Castle

CA/2024/01971 Farnham Castle

Officer: Theo Dyer

38 CASTLE STREET, FARNHAM GU9 7JB

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. 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/2024/01977 Farnham Castle

Officer: Theo Dyer

THE WORKSHOP, WEYDON MILL LANE, FARNHAM GU9 7QL

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. 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/2024/01987 Farnham Castle

Officer: Tajinder Rehal

4 SAXON CROFT, FARNHAM GU9 7QB

Erection of replacement dwelling and car port following demolition of existing dwelling and integral garage.

No comment.

Farnham Firgrove

WA/2024/01970 Farnham Firgrove

Officer: Justin Bramley

40 FIRGROVE HILL, FARNHAM GU9 8LQ

Certificate of Lawfulness under Section 192 for dormer extensions and alterations to roof to provide habitable accommodation in roof space with installation of front facing roof lights.

No comment.

Farnham Heath End

WA/2024/01951 Farnham Heath End

Officer: Justin Bramley

1 PARKSIDE COTTAGES, THE GREEN, FARNHAM GU9 0HJ

Erection of a porch following demolition of existing porch.

No comment.

Farnham Moor Park

WA/2024/01926 Farnham Moor Park

Officer: Matt Ayscough

SUMMERWOOD, 4 GREENACRES, FARNHAM GU10 1QH

Erection of extensions following demolition of existing detached garage.

No comment.

WA/2024/02010 Farnham Moor Park

Officer: Anna Whitty

THE SPINNEY, 17 CROOKSBURY ROAD, FARNHAM GU10 1QB

Erection of a detached garage following demolition of 2 existing outbuildings.

Farnham Town Council maintains its objection to the garage to the front of the building line being contrary to Residential Extensions SPD in an area covered by LPP1 policy RE2 Green Belt and RE3 Landscape Character - Surrey Hills Area of Outstanding Natural Beauty (AONB) & Area of Great Landscape Value (AGLV).

WA/2024/02017 Farnham Moor Park

Officer: Matt Ayscough

5 TALLY MAN PLACE, BADSHOT LEA, FARNHAM GU9 9FU

Erection of a two storey extension.

Although Farnham Town Council has no objection to the proposed extension provided that the ground floor is maintained as a garage. Can a condition be included to prevent the ground floor being converted into accommodation as insufficient parking is available within the boundary of the property, contrary to WBC Parking Guidance. This is a new development where on street parking will have a negative impact on the development.

Farnham North West

NMA/2024/01994 Farnham North West

Officer: Anna Whitty

3 LAWDAY PLACE LANE, FARNHAM GU9 0BT

Amendment to WA/2024/00106 - change from 2 windows to 3 windows on the side of the property. The sizes of the windows will also change.

Farnham Town Council has no objection if the proposed amendments are deemed non-material.

Farnham Rowledge

TM/2024/01979 Farnham Rowledge

Officer: Theo Dyer

21 MAYFIELD, ROWLEDGE, FARNHAM GU10 4DZ

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

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

TM/2024/01986 Farnham Rowledge

Officer: Theo Dyer

1 MEADOW WAY, ROWLEDGE, FARNHAM GU10 4DY

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 09/07

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.

WA/2024/01924 Farnham Rowledge

Officer: Anna Whitty

20 LICKFOLDS ROAD, ROWLEDGE, FARNHAM GU10 4AE

Alterations to elevations of existing ancillary outbuilding (retrospective).

No comment.

WA/2024/01942 Farnham Rowledge

Officer: Matt Ayscough

6 HOLLIS WOOD DRIVE, WRECCLESHAM, FARNHAM GU10 4JT

Erection of a single storey extension and alterations to elevations.

No comment.

WA/2024/02004 Farnham Rowledge

Officer: Justin Bramley

OLD BRIARS, THE LONG ROAD, ROWLEDGE, FARNHAM GU10 4DH

Certificate of Lawfulness under Section 192 for internal and external alterations.

No comment.

Farnham Weybourne

TM/2024/01923 Farnham Weybourne

Officer: Theo Dyer

12 NUTBOURNE, FARNHAM GU9 9EH

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

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 must be planted.

WA/2024/01990 Farnham Weybourne

Officer: Matt Ayscough

20 BULLERS ROAD, FARNHAM GU9 9EP

Erection of extensions.

No comment.

5. Surrey County Council Mineral, Waste, or Other Applications/Consultations

There were none for this meeting.

6. Appeals Considered

Appeals Considered

Appeal Decision

WA/2023/02623 WAVERLEY COURT FARM, MONKS WALK, FARNHAM, GU9 8HT

Erection of 8 dwellings and detached car port with associated works following demolition of existing buildings.

The appeal was **DISMISSED**.

Appeal Notification

Planning Inspectorate Reference: APP/R3650/W/24/3353124

WA/2023/01467 LAND CENTRED COORDINATES 483317 147157, OLD PARK LANE, FARNHAM Outline Application with all matters reserved except access for up to 83 dwellings (including 24 affordable) and public open space/country park, including related play space,

community orchard, wildlife pond, internal access roads, footways/footpaths and drainage basins/corridor.

Appellant's name: Gleeson Land Ltd

Representations submitted via PINS portal and to Case Officer:

Appeal Reference: APP/R3650/W/24/3353124

Land centred coordinates 483317 147157 Old Park Lane Farnham

Outline Application with all matters reserved except access for up to 83 dwellings (including 24 affordable) and public open space/country park, including related play space, community orchard, wildlife pond, internal access roads, footways/footpaths and drainage basins/corridor

Waverley Borough Council application reference: WA/2023/01467

1. Farnham Town Council ('FTC') asks the Inspector to DISMISS the appeal and refuse planning permission for the proposed development for the reasons provided by Waverley Borough Council ('Waverley'). Given that the Inspector must make his decision 'as if for the first time' we also draw attention to other matters which we believe weigh against the proposal in the planning balance. We have not had the benefit of seeing Waverley's statement of case, but we have reviewed the documents provided by the appellant thus far.

Status of Farnham Neighbourhood Plan

2. In their statement of case¹ the appellant states that they will try to argue that paragraph 14 of the National Planning Policy Framework ('NPPF') does not engage with this appeal because the Farnham Neighbourhood Plan ('FNP') does not meet the test of limb (b) of paragraph 14. They have not set out their full argument but seem to suggest that this is because the FNP was based on a housing requirement set in the Waverley Local Plan Part 1 2018 (the 'local plan') and is therefore out of date. We reserve the right to make a further representation to the Inspector when the appellant explains their full argument. However, in general terms we would anticipate that any submission on those lines is misconceived and ought to be rejected.
3. The FNP was first made in 2017. Following the adoption of the local plan (Part 1) in 2018, it was formally reviewed to ensure that sufficient sites were allocated to meet the identified housing requirement for Farnham (as a contribution to the borough wide housing requirement). The updated plan was made on April 3rd 2020 and is thus fully consistent with the housing requirement identified by the local planning authority. There is no provision in any national policy by which a neighbourhood plan area can be said to have its own independent housing target which can go 'out of date'.
4. Limb (a) of paragraph 14 makes clear that the 'start date' for its operation is the date on which a neighbourhood plan was made (i.e. became part of the statutory development plan) and that it will apply provided this was no more than 5 years prior to the date of the relevant decision. There is no caveat or carve out which says that this period is reduced or modified by subsequent events or change of circumstances. The NPPF specifically states that local plans (and by implication neighbourhood plans which are contingent upon them) do not become out of date just because a new version of the NPPF has been published.² Conformity with limb (b) must therefore be interpreted as a

¹ Page 14 Para 4.8 and 4.9

² Para 225

question to be asked at the time the neighbourhood plan was made and not subsequently.

5. The FNP did meet the housing requirement identified for Farnham by Waverley at the time the neighbourhood plan was made.³ It would not have passed examination if it did not. There is no other housing requirement figure for it to meet because that will only come with the review of the Waverley Local Plan. Nothing in Paragraphs 67 or 68 of the NPPF suggests otherwise.
6. The NPPF provides that housing delivery against a development plan requirement or the standard method if the plan is more than 5 years old may be a material consideration in the planning balance via the 'tilted balance' set out in Para 11(d) of the NPPF through the operation of the housing delivery test and position relating to a five-year housing land supply. The whole point of paragraph 14 is that stands outside of those calculations. If it were to be disengaged in the way the appellant seems likely to suggest, there would be no circumstances in which it could ever apply.⁴ The appellant's proposition would run counter to the prima facie purpose of paragraph 14 and would amount to asking a planning inspector to rewrite part of the development plan.
7. Planning inspectors have accepted this as the correct approach to paragraph 14 in numerous recent appeals.⁵ Although the particular facts in all the cases are all different, the correct interpretation of the NPPF is not itself a planning judgement, and is not context dependent. The Inspector should adopt the approach of numerous colleagues and reject any attempt by the appellant to reinterpret the NPPF for their own convenience.
8. Paragraph 14 of the NPPF clearly is engaged in the determination of this appeal. The presumption that conflict with policies in the FNP (which the appellant accepts do exist) will need to be significantly and demonstrably outweighed by any benefits should be the starting point for the decision.

Support for Waverley Borough Council's Reasons for Refusal Reason 1: Principle of Development and Landscape Impact⁶

9. There is no dispute that the application site lies outside of the built-up urban area of Farnham and therefore lies in open countryside. It is adjacent to the boundary, but it is beyond the boundary. Policy FNPI0 says that:

Outside of the Built-Up Area Boundary, as defined on Map A, priority will be given to protecting the countryside from inappropriate development. A proposal for development will only be permitted where it would:

³ The examiner deals with this point specifically in his (favourable) assessment of the FNP review at para 4.21, 4.22 and 4.33 of his report. He made clear, having heard arguments to the contrary, that it is for the LPA to review and provide a housing requirement only when it updates its local plan.

⁴ Para 14 is only relevant when the 'tilted balance' is engaged because housing delivery policies are out of date because the HDT is not passed or a 4/5YHLS cannot be demonstrated. If Paragraph 14 also did not apply if those tests are not met then there are no circumstances in which it could ever apply.

⁵ For example APP/Q3115/W/22/3296251, APP/C3810/W/23/3327867 and APP/J18650/W/22/3302371. See also the very recent APP/C3810/W/24/3343785 and in particular Paragraph 21 - 23 in which the Inspector specifically rejects the same argument when put by the appellant in that appeal.

⁶ We have adopted the appellant's form of words to summarise the reasons for refusal for convenience only.

- a) Be in accordance with Policies FNPI 6, FNPI 7 and FNP20 in the Neighbourhood Plan or other relevant planning policies applying to the area,
- b) Protect the Green Belt
- c) Conserve and enhance landscape and scenic beauty of the Surrey Hills Area of Outstanding Natural Beauty and its setting – including those Areas of Great Landscape Value under consideration for designation as AONB
- d) Retain the landscape character of, and not have a detrimental impact on, areas shown on Map E as having high landscape value and sensitivity and Map F Old Park as having high landscape sensitivity and historic value; and
- e) Enhance the landscape value of the countryside and, where new planting is involved, use appropriate native species.

10. The site is located in an Area of Strategic Visual Importance and does not qualify for support under any of the exceptions established in this policy and is in conflict with FNP 10. It is also in conflict with policies RE1 and RE3 of the local plan which do not support housing development in open countryside.
11. It was considered and rejected as unsuitable for allocation in the Land Availability Assessment carried out in 2020 as part of the evidence base for Part 2 of the local plan (which was adopted in 2023) because development would be likely to have a ‘significant adverse landscape impact’.⁷
12. The evidence provided by appellant in support of the application, including the LVA, acknowledges that the development would cause harm to the landscape character and countryside. In their statement of case the appellant accepts that:

..part of the site proposed for development cannot be considered to enhance the landscape value of the countryside...⁸

13. The appellant’s LVA concludes that even after 15 years the development would have an adverse impact on the landscape as experienced from important and well used public rights of way. This adverse visual impact is amply demonstrated by the verified views of the proposed development contained in the appellant’s Verified Views report.⁹
14. The appellant’s landscape case is based entirely on the argument that the contained setting of the development would mean that there is little impact on long distance views. But of course that is to be expected in landscape of this type as described in LCA4 ‘Castle Paddocks’ of the Farnham Landscape Character Assessment¹⁰. It is the contained and separated field elements which characterise this area. To argue that it is acceptable to fill them with housing because this will not be seen at a distance is to misunderstand the way in which the area’s landscape significance should be approached.
15. In our view the appellant gives insufficient consideration to the most important impacts and seeks to ‘gloss over’ the harm caused to precisely those receptors which are the most important.
16. The verified views provided by the appellant show very clearly that the existing Abbey View development represents a natural edge to the urban area. They also demonstrate that the proposed development would ‘reach out’ into the landscape in a way which is

⁷ LAA Page 171 Site ref 1041

⁸ Page 15 Para 4.15

⁹ Prepared by Vista3d May 2023

¹⁰ Prepared in support of the Farnham Neighbourhood Plan by Hankinson Duckett Associates

both intrusive and urbanising, having an adverse effect not just on the immediate environment but on the setting of important features, such as the view of St Andrew's church. It is precisely because this is a landscape setting which is only experienced at relatively short range and from local receptors that impact of the proposal is so severe. The absence of long distance impacts is simply irrelevant in making a proper assessment of the landscape harm because merits of the landscape are localised and therefore so is the adverse impact. It is understandable that there is no objection from the National Landscape's planning advisor, but little weight should be given to that advice because it is concerned with long distance visual impacts which are not the most relevant consideration.

17. There is no doubt that there will be some landscape harm from this proposal in conflict with policy FNPI0 and policies RE1 and RE3 of the local plan. The appellant acknowledges as such. FTC believes that the level of that harm would be significantly greater than the appellant acknowledges because their assessment selectively leans on aspects of the landscape which are less relevant to its current significance rather than those which are most important.

Reason 2: Impact on Character of Cascade Way/Keepsake Close and effect on Residential Amenity

18. The access proposed through Cascade Way and Keepsake Close of the Abbey View development will cause significant harm to the amenity of residents. The Inspector will have received representations made by residents which explains their justified concerns.
19. Keepsake Close is a residential cul de sac which was not designed as a through route for traffic from over 80 dwellings, including delivery and trade vans. Even if the appellant can demonstrate that road meets the design standard to carry this level of additional traffic, it is obvious that the design and layout of housing did not anticipate such use. Access cannot be created without the relocation of parking spaces and changes to the layout which were part of a carefully considered layout for which planning consent was obtained. It is not reasonable to 'replan' that layout so that access to an entirely separate parcel of land can now be achieved, and the impact on residents along Keepsake Close will be permanent and detrimental.
20. The proposal amounts requires a redesign of a recently completed development which is contrary to the principles set out in the NPPF, particularly in paragraph 135 and 137. It also conflicts with policy DM5 of the local plan which requires that development should not cause harm to the amenity of occupants of nearby land and was correctly refused on this basis.

Other Matters

Flood Risk

21. Flood risk and waste water management were not offered as reasons for refusal by Waverley because officers accepted the advice of the local lead flood authority and the appellant's proposed drainage and surface water management strategy. We believe they should not have done so and that that drainage and flood risk remains a 'live issue' for the Inspector to consider against local plan policies and the NPPF in particular paragraph 173).
22. It is not in dispute that ground conditions on the site are unsuitable for a 'proper' SUDs system based on infiltration. The surface water drainage strategy proposed therefore operates on the basis of 'capture, hold and pipe away' and is critically dependent upon the correct calculation of flow rates and pipe sizing. A highly engineered solution is

required to ensure that surface water collected on site can be transferred into the existing surface water sewer system located within the Abbey View development at acceptable flow rates. There are significant reasons to be concerned about the approach.

23. The Abbey View development (completed in 2020 by Taylor Wimpey) has been blighted by problems of surface water management caused by the impermeability of the soil, and the poor understanding of ground conditions demonstrated when the application was approved. Residents have experienced garden flooding, water ingress into outbuildings and damp within their dwellings. As a result, Taylor Wimpey have been forced into an extensive (and expensive) programme of ad hoc remedial works to alleviate drainage issues which, in all probability, will only provide partial solutions. These problems are well documented in representations the Inspector will receive from Abbey View residents
24. An exchange of reports and engineering documentation took place during the application process, as it became clear that there was a fundamental mismatch between the flow rates needed from the proposed development and the capacity of the surface water drainage system in Abbey View and further downstream of the site. This is not a risk which arises only in exceptional circumstances because even normal levels of surface water run off create relatively high flow rates. The solution proposed is the use of flow restricting devices within the piped system to a specification with which the appellant's consultants are clearly uneasy because their orifice sizing (they have to be very small) produces a significant risk of failure without high levels of management and maintenance. Effective on going maintenance might be specified but cannot be guaranteed. It is not a 'fail safe' system, because any failure could result in surface water flooding either on the development, in Abbey View or further downhill, depending on how and why it occurs.
25. We ask the Inspector to give review and investigate the proposed flood risk management strategy and determine whether it does provide the level of performance, and confidence, required to meet policy requirements. We suggest that it does not, and that given the previous history of poor surface water management in the area, and the obvious risk created by highly engineered solution, the only reasonable course of action is to avoid that risk by leaving the land as it is.

Impact on Thames Basin Heath SPA

26. The site is located within 5km of the boundary of the Thames Basin Heath SPA and is therefore subject to retained policy NRM6 of the otherwise revoked South East Plan. This requires the provision of mitigation in the form of Suitable Alternative Natural Greenspace (SANG) to prevent the harm that would otherwise be caused to the SPA by new residential occupiers.
27. This policy requirement is reflected and extended by policy FNPI2 which requires that where SANG is offered as mitigation:

The SANG should be readily accessed from, and well connected to, the development it serves including by sustainable modes of transport so that it is able to divert or intercept trips from the proposed housing development to the Thames Basin Heaths SPA.

28. After initially proposing on site SANG, and then the use of the Farnham Park SANG, both of which were rejected as untenable, the appellant now proposes that SANG capacity at Church Crookham, a little under 5km 'as the crow flies' from the development site and somewhat further by car.

29. This has been grudgingly accepted as ‘technically acceptable’ by Natural England in that it complies with the requirements of NRM6. However, it does not comply with the requirement of FNPI2 in that it is not accessible by sustainable modes of transport and is therefore unlikely to actually divert or intercept trips to the SPA as intended by the operation of SANG mitigation. FNPI2 reflects the fact that SANG should be sufficiently accessible for at least some residents to use it for casual, door-to-door, recreational activity. In fact, it is more distant than some habitat which lies within the SPA and remains vulnerable to harm caused by the development.
30. The Inspector will note that the consent for the Abbey View scheme – which also utilises the Church Crookham SANG – was granted before the first Farnham Neighbourhood Plan was made and therefore before FNPI2 became part of the development plan. It cannot therefore be assumed that any precedent has been set or argument accepted.
31. In conducting the necessary Appropriate Assessment, we suggest that the Inspector should conclude that the SANG solution proposed would not, in practice, mitigate the impact of the development on the SPA and therefore that the application should be refused because of the harm that would be caused to the condition of a protected area.

Housing Delivery

32. The appellant, Gleeson Land, is a site promoter, not a developer of housing. According to evidence submitted with the application the site is in multiple ownerships, and the agreement of those parties to commercial and practical matters will be required before the site can proceed to development. The Inspector should require evidence that the necessary agreement has been reached for access through the Cascade Way and Keepsake Close and that there are no other impediments to delivery if weight is to be given the claim that the proposal would make a contribution to housing building in the next 5 years.

Conclusion

33. FTC recognises that this appeal will be determined with the ‘tilted balance’ applied as required by para 11(d) of the NPPF. It should also be determined with para 14 of the NPPF engaged, which means that it should not be allowed unless the benefits of doing so significantly and demonstrably outweigh the harm caused.
34. It has been recognised repeatedly that the harm of allowing an appeal where para 14 is engaged includes the very substantial harm to public confidence in planning system which arises when development plan policies are not followed. As the Inspector at one recent appeal¹¹ said in recommending to the Secretary of State that it be dismissed (which it was):

There is also an elephant in the room which has not been hitherto discussed. That is, the effect on public faith in the plan-led system were this appeal allowed.

35. That is not to suggest that every case is the same or that there is no room for planning judgement, but the integrity of the planning system should weigh heavily in the planning balance. There is no ‘under allocation’ of sites in the FNP or was there any unwillingness to meet the housing requirement identified in the local plan. When the local plan is reviewed, the FNP will likewise need to consider site allocations again. The FNP received the support of 95% of the 7,848 people who voted in the 2020

¹¹ APP/Q3115/W/22/3296251

referendum. In doing so they accepted a necessary level of appropriate development and no doubt expected (with good reason) that inappropriate and speculative development would not be permitted. Paragraph 14 is intended to protect the integrity of the plan led system. No doubt that is why the appellant asks the Inspector that it be disapplied, there is no basis for the Inspector to do so.

36. The proposal conflicts with policies in the local plan and the FNP. It is not an allocated site and it is outside of the urban boundary. The appellant acknowledges that it would cause harm to the landscape setting of Farnham but we believe the harm would be much greater than they suggest.
37. There is considerable uncertainty about whether the appellant has demonstrated that flood risk will be reduced to an acceptable level through the drainage measures proposed. Those measures are an unhappy compromise between what the appellant believes is necessary and the relevant consultee would accept. It will not 'fail safe' – if it fails there is a high risk of damage elsewhere.
38. If the Inspector were minded to allow the appeal then an Appropriate Assessment will be required. We suggest that the proposed SANG does not meet the practical test which should be applied. Future residents would be much more likely to choose over-capacity SANGs nearer to their new homes than a site at some considerable distance by car. Worse, having decided to make a journey by car, they may choose to visit equally accessible areas of land within the protected area of the Thames Basin Heath.
39. Taking the damage to public confidence in the planning system, harm to the landscape and residential amenity, as well as flood risk and likely negative impact on the SPA into account, and weighing this against a small increase in housing provision, it is clear that the benefit of this proposal does not significantly and demonstrably outweigh that harm.
40. We therefore ask the Inspector to dismiss the appeal.

7. Licensing Applications Considered

Update on application

Street Trading Consent

Best Istanbul Kebab

Waverley Borough Council is currently in receipt of an application to renew a Street Trading Consent from 'Best Istanbul Kebab' to trade from a lay-by north of Sainsburys superstore, Water Lane, Farnham, Sun-Thurs between 17:30-00:30 hrs and Fri-Sat 17:30-01:30 hrs.

Following discussion with Surrey Highways parking team and buses team, the applicant has agreed to an amended trading schedule to avoid the last bus stopping in this location Mon-Sat. This means Mon-Sat, trading would begin at 18:30 instead of the originally proposed 17:30. On Sundays, as there are currently no buses programmed to stop in this location, the applicant wishes to start trading earlier than planned at 16:30.

The amended schedule would be as follows:

Mon – 18:30-00:30; Tues – 18:30-00:30; Weds – 18:30-00:30; Thurs – 18:30-00:30; Fri – 18:30-01:30; Sat – 18:30-01:30; Sun – 16:30-01:30

It should be noted that the existing consent and previous iterations for this trader have included the following informative:

Informative - The location used for trading is also a bus stop. The consent holder is advised that if any complaints about obstruction of the bus stop are received, and/or the bus services are increased that the council may determine to alter to permitted trading days and times or revoke the consent in its entirety.

Additionally, a condition on every street trading consent we issue (as per our street trading policy) states how we reserve the right to vary conditions or revoke a consent entirely at any time. Changes in bus times, increases in services or receiving complaints would potentially trigger us to review the consent in this way.

No comment.

Pavement Licence

The Castle Inn, 5 Castle Street, Farnham, Surrey, GU9 7HR
Mr M Robson, NDPC Ltd

An application has been received for a temporary pavement licence for 6 chairs and 3 tables.
Sunday-Thursday 09.00-22.00, Friday-Saturday 09.00-23.00

No comment.

8. Waverley Borough Council Street Naming Applications

SNN_2024_0154 Coxbridge Farm

Farnham Town Council to suggest 10 road prefixes for the development.

Having read the biodiversity reports WBC Address Development Team has suggested:

Crane Bill
Dock
Daisy
Buttercup
Rye
Dandelion
Starling
Sparrow
Thrush/Mistle Thrush

From the Towns and Parish pre-approved list, WBC Address Development Team has suggested:

Creative Close
Invention Avenue/Drive
Trusty
Baler
Bee Keeper
Chaff
Cotton
Crop
Grain
Hay
Honeycomb
Husk

Straw
Stubblefield
Thresher
Wheat

Farnham Town Council to suggest alternatives in consultation with the family, local residents and historians.

9. Public Speaking at Waverley's Planning Committee/Hearings or Inquiries

There were none for this meeting.

10. Date of next meeting

Monday 11th November 2024 at 9.30am.

The meeting ended at 11.29 am

Notes written by Jenny de Quervain

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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 11th November, 2024

Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN

Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)
Councillor David Beaman
Councillor Brodie Mauluka
Councillor Mark Merryweather
Councillor George Murray
Councillor Graham White

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Hesse and Woodhouse.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

There were none for this meeting.

4. Applications Considered

Farnham Bourne

NMA/2024/02087 Farnham Bourne

Officer: Matt Ayscough

94 LODGE HILL ROAD, FARNHAM GU10 3RE

Amendment to WA/2024/00167 to: 1. add an additional velux in the new hall for light purposes.

2. change the two exterior walls (the front wall and the front return wall on the east side) on

the new extension to red brick to match existing cottage red bricks. 3. add an additional window in the rear elevation for the snug.

No comment.

TM/2024/02047 Farnham Bourne

Officer: Theo Dyer

29A BURNT HILL WAY, WRECCLESHAM, FARNHAM GU10 4RP

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 26/08

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

TM/2024/02049 Farnham Bourne

Officer: Theo Dyer

12 ANNANDALE DRIVE, LOWER BOURNE, FARNHAM GU10 3JD

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 28/03

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

WA/2024/02063 Farnham Bourne

Officer: Ninto Joy

CLEAR LIGHT, 20B LONGDOWN ROAD, LOWER BOURNE, FARNHAM GU10 3JT

Construction of new vehicular access, gates and boundary fence following closure of existing access.

No comment.

WA/2024/02073 Farnham Bourne

Officer: Ninto Joy

THE KILN, 3 GARDENERS HILL ROAD, WRECCLESHAM, FARNHAM GU10 4RL

Erection of single storey extension.

No comment.

Farnham Castle

CA/2024/02092 Farnham Castle

Officer: Theo Dyer

38 RED LION LANE, FARNHAM GU9 7QN

FARNHAM CONSERVATION AREA WORKS TO TREE

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

CA/2024/02098 Farnham Castle

Officer: Theo Dyer

LION AND LAMB YARD, FARNHAM GU9 7LL

FARNHAM CONSERVATION AREA WORKS TO TREES

Details to be provided on proposed tree works.

NMA/2024/02077 Farnham Castle

Officer: Anna Whitty

21 STEPHENDALE ROAD, FARNHAM GU9 9QP

Amendment to WA/2019/0376 - original design envisioned a pyramidal roof design with 4 planes over a rectangular structure. The amendment has changed the roof to a standard 2 plane pitched roof with lower roof angles over a similarly rectangular structure of reduced dimensions.

Farnham Town Council has no objection, if the LPA deems the proposed changes non-material.

WA/2024/02030 Farnham Castle

Officer: Dana Nickson

WEST STREET ORTHODONTIC PRACTICE, 69 WEST STREET, FARNHAM GU9 7EH

Installation of access gate.

Farnham Town Council supports the CHA comments that gates must open inwards to ensure the highway is kept clear of obstruction.

WA/2024/02031 Farnham Castle

Officer: Dana Nickson

WEST STREET ORTHODONTIC PRACTICE, 69 WEST STREET, FARNHAM GU9 7EH

Listed Building consent for installation of access gate.

Farnham Town Council supports the CHA comments that gates must open inwards to ensure the highway is kept clear of obstruction.

Farnham Firgrove

WA/2024/02025 Farnham Firgrove

Officer: Ninto Joy

MINDEN HOUSE, 24 FIRGROVE HILL, FARNHAM GU9 8LQ

Erection of extensions and alterations following demolition of existing extension and dormer.

No comment.

Farnham Heath End

TM/2024/02097 Farnham Heath End

Officer: Theo Dyer

FOXGREYDEN, 10 PARKSIDE, FARNHAM GU9 0JP

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE

PRESERVATION ORDER 16/99

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, replacement trees must be planted.

WA/2024/02062 Farnham Heath End

Officer: Matt Ayscough

LITTLE PADDOCK, 25A UPPER HALE ROAD, FARNHAM GU9 0NX

Erection of extensions and alterations to existing bungalow to form a two storey dwelling together with additional habitable accommodation in roof space.

No comment.

WA/2024/02064 Farnham Heath End

Officer: Justin Bramley

18 ELM CRESCENT, FARNHAM GU9 0QW

Certificate of Lawfulness under Section 192 for erection of a single storey extension and demolition of existing attached conservatory.

No comment.

Farnham Moor Park

WA/2024/02089 Farnham Moor Park

Officer: Ninto Joy

LAND BETWEEN FARNHAM BYPASS AND DARVILLS LANE, FARNHAM

Certificate of Lawfulness under Section 191 for existing use of land as a mixed use comprising open Use Class B8 (storage and distribution) with part builders yard use and part green waste use.

This is a biodiversity opportunity area adjoining the North Downs Way, part of the ancient Pilgrims Way. Past fly tipping and dumping of garden waste on the site cannot be constituted as lawful use for green waste, storage and distribution. The area is inappropriate for processing of buildings materials with a risk of contamination to the watercourse in the valley floor, in an area prone to flooding.

Farnham North West

NMA/2024/02099 Farnham North West

Officer: Sam Wallis

10 SPRING LANE WEST, FARNHAM GU9 0BU

Amendment to WA/2022/02737 to replace a semi-circular terrace/balcony with a rectangular one.

Farnham Town Council has no objection, if the LPA deems the proposed changes non-material.

Farnham Rowledge

NMA/2024/02070 Farnham Rowledge

Officer: Matt Ayscough

12 JUBILEE LANE, FARNHAM GU10 4SZ

Amendment to WA/2024/01629 - updated Arboricultural Impact Assessment which amends the type of base to be used in the construction of the building from a concrete raft to localised concrete pads which will be installed using hand tools only.

No comment.

TM/2024/02076 Farnham Rowledge

Officer: Theo Dyer

89 BOUNDSTONE ROAD, ROWLEDGE, FARNHAM GU10 4AS

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 20/11

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

Farnham Weybourne

TM/2024/02045 Farnham Weybourne

Officer: Theo Dyer

58 COPSE AVENUE, FARNHAM GU9 9EA

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 24/01

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, replacement trees must be planted – suggestions requested by applicant.

5. Surrey County Council Mineral, Waste, or Other Applications/Consultations

There were none for this meeting.

6. Appeals Considered

There were none for this meeting.

7. Licensing Applications Considered

New

Mooreys, 76 Castle Street, Farnham, Surrey, GU9 7LP
Mooreys Ltd

An application for a new premises licence was discussed. The application is for On sales of alcohol 11:00-18:00 Monday and Tuesday, 11:00-20:00 Wednesday and Thursday, 11:00-18:00 Friday and 11:00-17:00 Saturday; and Opening hours 09:00-18:00 Monday and Tuesday, 09:00-20:00 Wednesday and Thursday, 09:00-18:00 Friday and 09:00-17:00 Saturday.

No comment.

8. Waverley Borough Council Street Naming Applications

Names of individuals are not acceptable, several suggestions were discounted or similar names exist.

Hawthorn Close – no – other roads beginning Hawthorn
Kenward Road/Way – no – we don't name roads after individuals
Bells Close – no other roads Bell/Bells
Williams Close – no to other roads beginning Williams
Redgrave Drive – no other roads beginning with prefix Red
Knights Way – no prefix of Knights already in use
Beldham – no Beldham Rd, Farnham

Other suggestions

Ludlums – not acceptable – geographically unrelated, Mother Ludlam's cave is located on Moor Park
Westfield Close – no other roads with this prefix
Alderley – not acceptable – the allotment extension on the opposite side of West Street is named Alderley Farm
Dairy – no
Tractor – no
Meadow View – no other roads beginning with prefix Meadow
Straw bale – no
Bishops Close/View – no other roads beginning with Bishops
Western View – no other roads beginning with word West
College Road – no other roads beginning with prefix College
St Swithun's Way – not acceptable, the long-distance Pilgrim route runs through Farnham
White Bine – no other roads beginning with White and Whitebeam
Fuggle – no hops grown on site
Challenger – no hops grown on site
Goldings – no other road in Farnham beginning Gold
Brewers Gold – no hops grown on site

Cobbs – no Cobbetts Ridge and Way
Progress - not acceptable
Cluster - not acceptable
Pears Close – no other roads with prefix Pear
Coxbridge Farm Way One, Coxbridge Farm Way Two etc. up to Ten
Toplady – no Toplady, Farnham
Elmer – previous owners.
Cocksmede Close - previous name of farm.
Coldham Close - previous owners.
Hopfield Way – no Hopefields Close in Farnham

Field names on Coxbridge Farm Development

Maw Field - no
Hook Edge - no Hook Street in WB
Coxbridge Field - no Coxbridge Meadows
Morton Field – Moreton Close in WB

Friesian Dairy Herd at Coxbridge Farm – names of cows

Confetti
Lilac
Clarence
Blossom
Juniper Way - no - Juniper Close and Road in WB

9. Public Speaking at Waverley's Planning Committee/Hearings or Inquiries

There were none for this meeting.

10. Date of next meeting

Monday 25th November 2024 at 9.30am.

The meeting ended at 10.31 am

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 25th November, 2024

Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN

Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)
Councillor David Beaman
Councillor George Hesse
Councillor Brodie Mauluka
Councillor Mark Merryweather
Councillor Graham White

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Murray and Woodhouse.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham North West

Amendments received

Amended/additional plans and documents received

WA/2024/00599 Farnham North West

Officer: Michael Eastham

LAND NORTH OF COXBRIDGE FARM, WEST STREET, FARNHAM

Approval of reserved matters (appearance, landscaping layout & scale) following outline approval of WA/2019/0770 for the erection of 320 dwellings (including 96 affordable) with associated landscaping, public open space and infrastructure;

discharge of some pre-commencement conditions & other conditions 5, 6, 7, 8, 9, 10, 11, 12, 15, 16, 18, 20, 22, 24, 25 & 26.

Farnham Town Council welcomes changes to the orientation of the dwellings on the north/northeast boundary following consultation with adjoining residents.

Farnham Moor Park

WA/2024/02148 Farnham Moor Park

Officer: Omar Sharif

ANIMAL SNACK AND TACK, GUILDFORD ROAD, FARNHAM GU10 1PN

Application under Section 73 to vary or remove conditions 1, 27, 41, 43 and 51 of WA/2019/0063. Vary condition 1 and remove conditions 27 and 41 (all relating to the approved plans), remove condition 43 and vary 51 (relating to the use of the commercial area) to allow changes to design of residential scheme and use of commercial area.

No comment.

4. Applications Consideration

Farnham Bourne

CA/2024/02102 Farnham Bourne

Officer: Theo Dyer

HEATHER BANK, SWINGATE ROAD, FARNHAM GU9 8JJ

GREAT AUSTINS CONSERVATION AREA REMOVAL OF TREE

No comment.

CA/2024/02163 Farnham Bourne

Officer: Theo Dyer

4 SWINGATE ROAD, FARNHAM GU9 8JJ

GREAT AUSTINS CONSERVATION AREA REMOVAL OF TREE

No comment.

NMA/2024/02188 Farnham Bourne

Officer: Justin Bramley

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

Amendment to WA/2024/01233 for change of external materials to be masonry and smooth render instead of masonry and pebble dash render.

No comment.

WA/2024/02127 Farnham Bourne

Officer: Anna Whitty

THE GARDENS, 63 MIDDLE BOURNE LANE, LOWER BOURNE, FARNHAM GU10 3NJ

Erection of extensions and alterations to roof height to provide additional accommodation at first floor with alterations to elevations.

Access of construction vehicles and deliveries must be considered due to the narrow unmaintained access roadway to no. 63 and adjacent dwellings.

WA/2024/02143 Farnham Bourne

Officer: Dana Nickson

61 FRENHAM ROAD, LOWER BOURNE, FARNHAM GU10 3HL

Change of use of ground floor (Use Class E) together with extensions and alterations to provide two dwellings: erection of garage following demolition of existing garage and conservatory.

No comment.

Farnham Castle

CA/2024/02098 Farnham Castle

Officer: Theo Dyer

LION AND LAMB YARD, FARNHAM GU9 7LL

FARNHAM CONSERVATION AREA WORKS TO TREES

No comment.

TM/2024/02100 Farnham Castle

Officer: Theo Dyer

13 LONG GARDEN WALK WEST, FARNHAM GU9 7HX

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 28/24

No comment.

TM/2024/02101 Farnham Castle

Officer: Theo Dyer

CAR PARK, LONG GARDEN WAY, FARNHAM GU9 7HD

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 28/24

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/2024/02157 Farnham Castle

Officer: Anna Whitty

8 FORGE CLOSE, FARNHAM GU9 9PX

Certificate of lawfulness under section 192 for siting of a mobile home within residential land to provide an ancillary annexe.

No comment.

WA/2024/02175 Farnham Castle

Officer: Dana Nickson

UNIT 8, 23 LION AND LAMB YARD, FARNHAM GU9 7LL

Installation of a cooling unit.

No comment.

Farnham Firgrove

WA/2024/02125 Farnham Firgrove

Officer: Matt Ayscough

11B RIDGWAY ROAD, FARNHAM GU9 8NN

Erection of extensions and alterations together with creation of a car port.

No comment.

WA/2024/02129 Farnham Firgrove

Officer: Justin Bramley

16 ARTHUR CLOSE, FARNHAM GU9 8PE

Erection of a porch following demolition of existing porch.

No comment.

WA/2024/02180 Farnham Firgrove

Officer: Justin Bramley

44 FIRGROVE HILL, FARNHAM GU9 8LQ

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

No comment.

Farnham Heath End

WA/2024/02104 Farnham Heath End

Officer: Justin Bramley

3 OAKTREES, FARNHAM GU9 0HF

Erection of single storey extensions and alterations following demolition of existing conservatory.

No comment.

WA/2024/02111 Farnham Heath End

Officer: Matt Ayscough

25 WEST AVENUE, FARNHAM GU9 0RH

Erection of extension.

No comment.

WA/2024/02162 Farnham Heath End

Officer: Ninto Joy

18 WEST AVENUE, FARNHAM GU9 0RH

Certificate of lawfulness under Section 192 for hip to gable and dormer extensions with front facing rooflights to provide habitable accommodation in roof space.

No comment.

WA/2024/02166 Farnham Heath End

Officer: Matt Ayscough

30 EAST AVENUE, FARNHAM GU9 0RA

Erection of an extension following demolition of existing garage.

No comment.

Farnham Moor Park

WA/2024/02177 Farnham Moor Park

Officer: Omar Sharif

THE STUDIO, OLD COMPTON LANE, FARNHAM GU9 8EH

Erection of replacement dwelling and detached garage following demolition of existing dwelling, garage and outbuildings.

No comment.

Farnham North West

NMA/2024/02103 Farnham North West

Officer: Ninto Joy

17 HEATHYFIELDS ROAD, FARNHAM GU9 0BW

Amendment to WA/2024/01465 of approved plans to include the reduction in footprint and height of the previously approved ground floor extension. To align with applicant's planned ambitions.

No comment.

WA/2024/02155 Farnham North West

Officer: Anna Whitty

7 AMBLESIDE CRESCENT, FARNHAM GU9 0RZ

Erection of a two storey extension and alterations to existing semi-detached bungalow.
Farnham Town Council objects to the two storey extension in an elevated position, being too dominant in the street scene with the potential of being overbearing on the adjoining neighbour.

Farnham Rowledge

CA/2024/02126 Farnham Rowledge

Officer: Theo Dyer

55A THE STREET, WRECCLESHAM, FARNHAM GU10 4QS

WRECCLESHAM CONSERVATION AREA WORKS TO AND REMOVAL OF TREES

Farnham Town Council objects to the removal of trees, especially in a Conservation Area. No reason has been given for the removal of the Lawson Cypress. 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.

PRA/2024/02138 Farnham Rowledge

Officer: Anna Whitty

9 COLESON HILL ROAD, WRECCLESHAM, FARNHAM GU10 4QQ

Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6 m for which the height would be 3.60 m and for which the height of the eaves would be 2.90 m.

No comment.

Farnham Weybourne

TM/2024/02173 Farnham Weybourne

Officer: Theo Dyer

30 OAKLAND AVENUE, FARNHAM GU9 9DX

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 26/01

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. Surrey County Council Mineral, Waste, or Other Applications/Consultations

There were none for this meeting.

6. Appeals Considered

Appeal Notification

Planning Inspectorate Reference: APP/R3650/W/24/3353733

WA/2024/00450 Farnham North West

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

Erection of a dwelling and garage with associated works.

Appellant's Name: Mr & Mrs J Ricketts

Farnham Town Council's objection to development in the Old Park is maintained.

7. Licensing Applications Considered

Variation

The Luxe, 6 Lion and Lamb Yard, Farnham, Surrey, GU9 7LL
Mr K Hazar

An application has been received for a variation of a premises licence. The application is for Recorded music 11:00-23:00 Sunday to Wednesday and 11:00-00:30 Thursday to Saturday (23:00 hours to 00:30 hours on any day preceding a Bank Holiday, on Boxing Day and 31st December of each year, whatever day these occasions fall); Late night refreshment 23:00-00:20 Thursday to Saturday (23:00 hours to 00:20 hours on any day preceding a Bank Holiday, on Boxing Day and 31st December of each year, whatever day these occasions fall); On sales of alcohol 11:00-23:00 Sunday to Wednesday and 11:00-00:20 Thursday to Saturday (23:00 hours to 00:20 hours on any day preceding a Bank Holiday, on Boxing Day and 31st December of each year, whatever day these occasions fall); and Opening hours 11:00-23:15 Sunday to Wednesday and 11:00-00:45 Thursday to Saturday (Saturday timings take effect on any day preceding a Bank Holiday, on Boxing Day and 31st December of each year, whatever day these occasions fall).

Farnham Town Council has reviewed the Hearing and decision notice of the previous variation application of The Luxe, 6 Lion and Lamb Yard, Farnham, GU9 7LL, with the applicant offering to restrict the sale of alcohol until 00.00 and closing at 00.15, this was refused on 16 July 2024.

This application seeks the sale of alcohol until 00.20 and opening hours until 00.45 (Thursday, Friday and Saturday and on any day preceding a Bank Holiday).

It is felt that insufficient time has passed since the refusal of the previous 'The Luxe' variation application to demonstrate that the issues of noise and nuisance of smells, under the licensing objective of public nuisance, have been fully resolved. Farnham Town Council objects to this variation for its potential to cause public nuisance.

8. Waverley Borough Council Street Naming Applications

SNN_2024_0154 - road name ideas – Coxbridge Farm development feedback from WBC Address Development Team.

Field name on Coxbridge Farm Development

Morton Field – various spellings shown in historical references – need to confirm spelling (Morton, Moreton or Moorton) – not acceptable as Moreton Close in WB (this includes other spelling variations).

A range of single word species names

The birds have all been surveyed on Coxbridge Farm, the others in Bishops Meadow nearby and in the river, so may well be on the farm and in the Coxbridge stream (the stream is important for fish spawning so it would be nice to sneak in a fish or two!).

Plants:

YARROW – no Yarrow Close in Cranleigh

ALDER – no existing roads in WBC beginning with Alder

MUGWORT – provisionally acceptable

MEADOWSWEET - no existing roads in WBC beginning with Meadow

ASH - no existing roads in WBC beginning with Ash

CLEAVERS – provisionally acceptable

IVY - no existing roads in WBC beginning with Ivy

HOGWEED - no existing roads in WBC beginning with Hog

HOP - - no existing roads in WBC (Farnham) beginning with Hops

GYPSYWORT – no – potentially offensive

TIMOTHY – provisionally acceptable
SELF-HEAL – provisionally acceptable
ELDER - no existing roads in WBC beginning with Elder
GROUNDSEL – provisionally acceptable
BITTERSWEET – provisionally acceptable
DANDELION – provisionally acceptable
OAK – no existing roads in WBC beginning with Oak

Birds:

PHEASANT – no Pheasant Close in WBC
MALLARD – no Mallard Close in WBC
MOORHEN – provisionally acceptable
GULL – provisionally acceptable
HERON – no existing road in WBC (Farnham) beginning Heron
KESTREL – provisionally acceptable
BUZZARD – provisionally acceptable
KITE – no Kite Place in WBC
WOODPECKER – no Woodpeckers in WBC
JAY – provisionally acceptable
MAGPIE – provisionally acceptable
JACKDAW – provisionally acceptable
ROOK – no Rooks Hill in WBC
CROW – provisionally acceptable
WREN – provisionally acceptable
BLACKBIRD – no other roads beginning with Black in WBC
REDWING – no Redwing Ave in WBC
THRUSH – provisionally acceptable
ROBIN – no existing roads in WBC beginning with Robin
STONECHAT – no existing roads in WBC beginning with Stone
DUNNOCK – provisionally acceptable
GOLDFINCH - no existing roads in WBC beginning with Gold
SWALLOW - no existing roads in WBC beginning with Swallow
CHIFFCHAFF – provisionally acceptable
BLACKCAP – no other roads beginning with Black in WBC
WHITETHROAT – no other roads beginning with White in WBC
TREECREEPER – no other roads beginning with Tree in WBC
STARLING – provisionally acceptable
WAGTAIL – provisionally acceptable
CHAFFINCH - provisionally acceptable

Fish:

BULLHEAD – provisionally acceptable
CHUB - provisionally acceptable
DACE - provisionally acceptable
MINNOW - provisionally acceptable
ROACH - provisionally acceptable
TROUT – no Trout Road in WBC
GRAYLING – no other roads in WBC beginning with Gray

Butterflies:

RINGLET - provisionally acceptable
BRIMSTONE - provisionally acceptable
PEACOCK - provisionally acceptable
COMMA - provisionally acceptable

GATEKEEPER – no other roads in WBC beginning with Gate

Further review is needed of potential street names.

9. Public Speaking at Waverley's Planning Committee/Hearings or Inquiries

There were none for this meeting.

10. Date of next meeting

Monday 9th December 2024 at 9.30am.

The meeting ended at 10.45 am

Notes written by Jenny de Quervain