



# FARNHAM TOWN COUNCIL

## Agenda Council

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**Time and date**

Thursday 19th June, 2025 at 6.00 pm

**Place**

Council Chamber - Farnham Town Hall.

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To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** on **Thursday 19th June, 2025, 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](mailto:customer.services@farnham.gov.uk) by 5pm on the day before the meeting.**

**Recording of Council Meetings**

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

**Questions by the Public**

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

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



# FARNHAM TOWN COUNCIL

## Disclosure of Interests Form

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

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

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

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

FULL COUNCIL: 19 June 2025

Name of Councillor .....

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

\* Delete as appropriate



# FARNHAM TOWN COUNCIL

## Agenda Council

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### Time and date

Thursday 19th June, 2025 at 6.00 pm

### Place

Council Chamber - Farnham Town Hall, South Street, Farnham

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### Prayers

Prior to the meeting prayers will be said in the Council Chamber by Revd Dr Steve Green, Vicar of St James' Church, Rowledge. 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, Tony Fairclough, George Hesse, Andrew Laughton, Mark Merryweather, Kika Mirylees, George Murray, John Ward and Graham White.*
- (iii) *The following councillor has made a general non-pecuniary interest declaration in relation to being a councillor of Surrey County Council: Cllr Michaela Martin;*
- (iv) *Members are requested to make any declarations of interest, on the form attached, to be returned to [customer.services@farnham.gov.uk](mailto:customer.services@farnham.gov.uk) by 5pm on the day before the meeting.*

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

### 3 Minutes

**(Pages 5 - 8)**

To sign as a correct record the minutes of the Farnham Town Council meeting held on 15<sup>th</sup> May 2025 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 9 - 44)**

- 1 To receive the notes and any recommendations of the following Working Groups:
  - i) Strategy and Resources held on 9<sup>th</sup> June 2025 **Appendix B**
- 2 To receive a verbal update on relevant matters from the Culture & Business or Environment Working Groups.

**8 Planning and Licensing Applications (Pages 45 - 82)**

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 12<sup>th</sup> May, 2<sup>nd</sup> June and 16<sup>th</sup> June at **Appendices C, D, and E.**

**Part 2 - Items to Note**

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

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

**10 Reports from Other Councils**

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

**11 Reports from Outside Bodies**

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

**12 Date of Next Meeting**

To agree the date of the next meeting as 31<sup>st</sup> July 2025 at 6pm.

**13 Exclusion of the Press and Public**

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3 of the agenda (if required) in view of any confidential items under discussion. These will usually relate to exempt staffing matters or contractual matters which may be commercially sensitive.

**Item 3 - Confidential Items**

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

Council Membership:

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



## FARNHAM TOWN COUNCIL

# A

### Minutes Council

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#### **Time and date**

6.00 pm on Thursday 15th May, 2025

#### **Place**

Council Chamber - Farnham Town Hall

#### **Councillors**

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

#### **Officers Present:**

Iain Lynch (Town Clerk)  
Jenny de Quervain (Planning and Civic Officer)  
Lucy Dorkins (Business & Facilities Manager)

There were 60 members of the public and 1 member of the press in attendance.

Prior to the meeting, prayers were led by Revd Sandy Clark, Vicar of the Bourne.

#### **C1/25 Election of Mayor 2025/26**

Cllr Martin proposed and Cllr Jackson seconded, Cllr George Murray as Mayor for 2025-2026.

In proposing Cllr Martin said Cllr Murray would be an excellent Mayor having been a proactive member of Council following a career in hospitality and having started a successful local café business. Cllr Martin wished him every success in his role of Mayor.

Cllr Jackman seconded the nomination saying that Cllr Murray would be great in the role of Mayor. He was vocal, passionate and had already given so much as a councillor. Cllr Jackman could think of no better candidate for Mayor.

There being no other nominations, it was **RESOLVED unanimously that Cllr George Murray be Mayor of Farnham for 2025-26.**

The outgoing Mayor Cllr Mauluka, invested Cllr Murray with the Mayoral Chain and Badge of Office.

#### **C2/25 Declaration of Acceptance of Office of Mayor**

Cllr Murray made his declaration of acceptance of office and began his duties as Mayor. He thanked Cllr Martin and Jackman for proposing him and Council for entrusting him with the privilege being elected to the important role of Mayor. He thanked the outgoing Mayor and Mayoress for the marvellous job they did said it would be no easy task following in the footsteps of someone so well-loved, respected, and so much fun.

Cllr Murray said becoming Mayor of his adopted town, was beyond anything he could ever have imagined in his life and he thanked his friends and those who encouraged him to begin his council journey.

The Mayor looked forward to working with all the officers and volunteers in the coming year. Farnham was lucky to have such a dedicated team of officers and he had seen first-hand the brilliant work they do every single day.

In the year ahead, the Mayor had chosen to support Hale Youth Club and the Sandy Hill Shooting Stars football team as his mayoral charity. It was a way of giving back and a chance to make a real difference to the lives of the next generation. He also looked forward to supporting all community groups across Farnham and being a champion for the incredible work that everyone did in making their town a better place for all.

One particular initiative the Mayor would like to take forward, building on what has already been started, was to bring together young people in a special event to give them a voice and help FTC understand better how it could best support them.

In conclusion the Mayor promised to serve proudly with heart, energy, and dedication.

The Mayor presented the badge of office of Mayoress to his wife, Mrs Jacoba Murray.

#### **C3/25 Apologies**

There were no apologies.

#### **C4/25 Disclosures of Interest**

There were no disclosures of interest relating to items on the agenda.

#### **C5/25 Minutes**

The Minutes of the Farnham Town Council Meeting held on Thursday 1<sup>st</sup> May 2025 were agreed as a correct record for the signature of the Mayor.

**C6/25 Election of Deputy Town Mayor 2025/26**

Cllr Beaman proposed, and Cllr Laughton seconded, that Cllr Graham White be elected Deputy Mayor for the Municipal Year 2025-26.

Cllr Beaman said Cllr White had been an dedicated and hardworking councillor since he was elected, having taken on the role of co-leader and then leader and would make an excellent deputy Mayor. Cllr Laughton said he was happy to second and knew that he would do a fantastic job.

There being no other nominations, it was **RESOLVED unanimously that Cllr Graham White be Deputy Mayor for 2025-26.**

**C7/25 Declaration of Acceptance of Office of Deputy Mayor**

Having received the badge of office, Cllr White made his declaration of acceptance of office and thanked his proposer and seconder for their kind words. He really valued the support and interactions with councillors over the previous two years and was looking forward to supporting the Mayor in the year ahead.

The Mayor advised that the Deputy Mayoress was recuperating at home after a short stay in hospital and wished her well for a speedy recovery and her badge of office would be presented at a later date.

**C8/25 Vote of thanks to retiring Town Mayor**

Cllr Bown proposed a vote of thanks to the retiring Mayor, Cllr Brodie Mauluka, which was seconded by Cllr Mirylees.

Cllr Brown said he was delighted to propose the vote of thanks. From Mayor Earwaker's phenomenal hard work to Mayor Maluka's laid back coolness everyone knew Farnham was under new management. He brought an air of utter coolness to the office and had a megawatt smile in all his dealings with residents, officers and councillors.

Cllr Mauluka had been an excellent and 'uber cool' guitar playing Mayor with one memorable occasion being him getting on stage and playing at the Britain in Bloom national awards. His relaxed style and friendliness with his wife Caroline alongside have done Farnham proud and everyone was delighted to have had the coolest Mayor ever.

Cllr Mirylees agreed and said what struck her was how many people knew the outgoing Mayor and obviously liked him. Having a Mayor who played in a band, his own band, taking part in events such as Christmas Lights Switch on and World Music Day was incredible and she wondered how many councils had such a gifted Mayor.

In response, Cllr Mauluka thanked everyone for supporting him and said he had really enjoyed being Mayor from day one until he handed over his Mayoral chain to the new Mayor. One of his highlights as a supporter of Farnham Football Club had been their success and that of the Women's Team and of Farnham Rugby Club. He reaffirmed his commitment to the charities he had supported, Charlie's Promise and 40 Degreez, and said he would always be there for them and was not going anywhere.

He wished the new Mayor success and thanked councillors and staff for their support over the year.

C9/25      **Presentation of Past Town Mayor's Badge and Past Town Mayoress' Badge**

The Mayor presented Cllr Brodie Mauluka with a Past Mayor's Badge and a gift of a trio of small vases made by Lucy Burley and a photo album of his year of office. The Mayor presented Mrs Caroline Mauluka with a Past Mayoress's Badge.

C10/25      **Appointment of Leader or Spokesperson of the Council**

Cllr Ward proposed, seconded by Cllr Hesse, that Cllr Graham White be appointed as Leader of the Council for 2025-26. It was important that the Council had a leader rather than just a spokesperson. He said that Cllr White had been become Leader immediately upon becoming a new councillor and it was a tough job. He had taken the role seriously over the past two years with major accolades for the Council and so Cllr Ward had every confidence in proposing him to continue as Leader and Lead Member of Strategy & Resources.

There being no other nominations **it was RESOLVED unanimously that Cllr White be appointed as Leader of the Council for 2025-26.**

C11/25      **Date of Next Meeting**

Members noted that the next Council Meeting would take place on Thursday 19<sup>th</sup> June at 6pm.

The Mayor closed the meeting at 6.55 pm

Chairman

Date





# FARNHAM TOWN COUNCIL

## B

### Notes Strategy & Resources

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#### **Time and date**

2.00 pm on Monday 9th June, 2025

#### **Place**

Council Chamber - Farnham Town Hall

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#### **Strategy & Resources Members Present:**

Councillor David Beaman  
Councillor Mat Brown  
Councillor Alan Earwaker  
Councillor George Hesse  
Councillor Andrew Laughton  
Councillor Michaela Martin  
Councillor Kika Mirylees  
Councillor George Murray (ex-Officio)  
Councillor Graham White (Lead Member)

#### **Officers:**

Iain Lynch (Town Clerk)  
Ben Binnell (Interim Business & Facilities Manager) -part  
Lucy Dorkins (Business & Facilities Manager) -part

#### **1. Apologies**

Apologies were received from Cllr Fairclough.

#### **2. Declarations of interest**

There were no Declarations of Interest.

#### **3. Minutes**

The Notes of the meeting held on 23<sup>rd</sup> April were agreed.

#### **4. St Andrew's Church Farnham - Vision 2030 Project Consultation**

Nick Patrick, Heritage Consultant, gave a presentation on St Andrew's church's bid to the National Lottery Heritage Fund (NLHF) for £2.5m to make urgent repairs and upgrade facilities for use by the local community.

He advised there were four main priorities for the NLHF and that the application met all of them:

- Saving Heritage
- Inclusion, access and participation
- Protecting the environment
- Organisational sustainability

The church was also going to be put on the Heritage at Risk Register in the autumn.

As well as fixing the tower, and adding toilets, the aim of the project is to create a centre of bellringing excellence, the only one with a peal of 12 bells for some distance apart from the Cathedral; to create a walking and pilgrimage hub; to celebrate Farnham's Craft heritage and to connect with nature.

The project was not looking to Farnham Town Council for finance but to collaborate, support and add expertise in other ways. Contributions of staff, councillors and volunteers time would be counted as matched funding.

The application was due for submission in the autumn with an initial decision due in March 2026.

In discussion, councillors were supportive of the project overall and raised questions about contributions of the Church Commissioners, whether the concept of reclassifying St Andrew's as a Minster was still being progressed, and whether CIL funding could be applied.

The Town Clerk advised that a letter of support could be made by the Town Council for the funding application at the appropriate time.

Nick Patrick agreed to follow up the questions raised.

## **5. Land adjacent to Farnham Park**

Cllr Powell had been invited to outline initial discussions held with representatives of the Ismaili Trust following the awarding of Planning Permission on Appeal. In discussion, the potential of part of the site being made available to the local community as an extension to the Farnham Park SANG with mutual benefits was discussed. There were potential opportunities to improve the walking cycling route through Farnham Park avoiding veteran trees, improving a long neglected pond for biodiversity and improving connections into the Farnham Park SANG.

It was recognised that the site belonged to the Ismaili Trust and that their objectives were to do the best for their community but the Trust acknowledge the concerns and interests of the local community and were interested in building community links.

Initial discussions had taken place on the area to the west of their ownership which contained the large pond and whether this could be transferred to a community trust (independent or owned by an organisation such as the Town Council), the Town Council, or other body and be connected to the Farnham Park SANG.

The land was surplus to the requirements for the burial site and was topographically difficult but good for biodiversity and improvements for the future. If connected to the SANG there would be a small car parking requirement.



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

- 1) **FTC work together with the Ismaili Trust to optimise the land as a green space in perpetuity for the local community; and**
- 2) **The Town Clerk writes a letter to Cllr Powell outlining the Council's support for the discussions that have taken place to date and of being involved in future conversations.**

## 6. Finance

The Working Group received and noted the Income and Expenditure report at appendix B.

The Working Group considered two applications for grants, one for an individual sports person selected for an international pathway and the other to support mental health and well-being in a Farnham school.

Although FTC could support an individual for a small grant it would be unusual and may create a demand that the Town Council would not be able to meet. It was agreed that officers explore with the Farnham Sports Council whether a bursary scheme might be considered for such applications with a report back in due course. Action: Town Clerk.

In terms of the second application it was noted that the school mentioned had not submitted the application and it came from an organisation out of area. Officers would contact the school and how the proposal fitted with work already being undertaken with a report back.

The Working Group received an update on the Rowledge Village Hall Trust Project and a request for support from the Town Council at Appendix D to its agenda. It was noted that £1,510,000 had been pledged in addition to the Trust's own estimated funds (depending on the sale price of the current village Hall site) of £1,080,000. The project costs are estimated to be £2,789,000 with a shortfall of around £200k. A number of organisations and individuals were being approached to meet the shortfall and it was hoped to start on site in the autumn of 2025.

The Working Group had been asked to consider how it could best help whether by a grant or a short term loan. The Town Clerk advised that both options were possible but in terms of a

loan options would need to take into account the Council's own need for funding and security of the funds. A grant could be used to fund environmental aspects such as ev chargers and cycle racks plus other kit-out elements.

In discussion councillors were very keen to be supportive given this was a once in a century project. After considering a range of options, it was agreed to propose to Council a grant of £25,000 which could be funded from the Community Initiatives fund or reserves, and that a short term loan of £75,000 with suitable guarantees be made available. Discussion would take place on whether this could be interest bearing (at the same level of FTC's current investments).

**Recommendations:**

- 1) A grant of £25,000 be made to the Rowledge Village Hall Trust towards then new Village Hall**
- 2) A loan of £75,000 be made subject to guarantees on its repayment.**

## **7. Contracts & Assets update**

The Working Group received the report at Appendix E on contracts and assets.

- i) Tree Survey. The results of the triennial tree survey by RM Tree Consultancy had identified 181 trees which required work within six months (four that required immediate work had already been complete). Officers were awaiting prices to complete the initial works prioritised in the areas which had the potentially greatest public risk (Gostrey Meadow and Badshot Lea Cemetery). Councillors proposed the creation of hibernaculum and other habitats from the removed wood.
- ii) Gostrey Play Project. Eibe commenced the contract on 2<sup>nd</sup> June. The first phase was scheduled for completion ahead of the summer holidays, and semi mature trees for the tree pits (agreed following public consultation) were being sourced with a budget estimate of around £3,000. Councillors discussed the tree that was causing damage to the Borelli Shelter with some favouring removing the tree or the adjacent leylandii which was causing the building to heave and move apart. It was also suggested dismantling the shelter and rebuild or relocate at a future point. Officers would get a further view on the options for the tree.

**Recommendation:**

**It was agreed to recommend:**

- 1) Fixing the Borelli Shelter potentially on a floating slab to minimise future damage;**
  - 2) Taking advice from the local planning authority on dismantling the shelter pending a decision on its future.**
- iii) Library Gardens. The Working Group noted the initial works had been completed and that more significant costs and investment were on hold as Surrey had only issued a Tenancy at Will at this point. This included not being able to do substantive works on the tennis court which other than sweeping and removing moss. The Working Group noted additional works required before the gate to Bishops' Meadow were to open. It was agreed an information sheet should be provided to make people aware of responsibilities.
  - iv) Gostrey Meadow. Entrance. The Working Group noted that prices were being sought to see if the pedestrian entrance at the junction to Longbridge could be made more wheelchair-friendly as part of the FIP works.
  - v) K6 Telephone box. The Working Group welcomed the completion of the restoration of the K6 telephone box in West Street and it was agreed to explore the potential of using digital projection of art or images of Farnham on the rear panel. Officers to contact UCA Film and animation department.
  - vi) Council Chamber Audio. Quotations had been received from three suppliers for a new audio and video system for hybrid meetings using as much of the existing infrastructure as possible. The Leader proposed recommending to Council using Creative Spark at a cost of

approx £10,000. Their solution (which had a wired microphone system which adjusted automatically when a councillor spoke) was significantly lower than other estimates received and was simple to set up and operate.

**Recommendation to Council**

**It is recommended that the Creative Spark solution be used at a cost of £10,000**

vii) Other matters. The Working Group were advised that the works done on the Weybank Trees noting that the Town Council had not accepted any liability for a claim made prior to the Council's ownership of the land. The progress on *A Hands Turn* was welcomed and the prices by the artist for fixing and relocating the sculpture appeared appropriate. The Working Group received an update on CCTV; the Victoria Garden pathway works which would be undertaken at a cost of some £15,000 through FTC but funded by a contribution from the Swimming Baths Trust; and the Council's vehicle fleet, noting that a report on replacement priorities would be considered at a future meeting.

## **8. Local Government Reorganisation**

The Working Group considered the report at Appendix G (attached as Annex 1 to these minutes) and the pace at which the whole situation was changing. The Government's consultation on the proposals for Surrey was expected take place by the end of June [*Subsequent to the meeting the consultation was announced on 17<sup>th</sup> June – attached as Annex 2 to these minutes*].

**Recommendation: FTC should take a view on which option it wishes to support and whether to brief residents on the options and encourage them to respond.**

The Working Group received an update on the proposals for sub-unitary engagement including the Minister's letter (circulated to all councillors), and the Surrey proposal attached at Appendix H. The Working Group noted that it was not a question of *if* these were introduced but when and how. The challenge was of getting an effective voice on the sub-unitary arrangements without them just being talking shops as had happened in other areas.

Cllr MacLeod had recently met with the Leader of Surrey and had suggested it would be helpful to invite Cllr Oliver to make a presentation to Farnham Town Council on the draft proposals circulated and discuss Farnham's potential involvement in a pilot. It was noted that the decision at the last Council to connect with police health and other partners would not be impacted by involvement.

**The Working Group recommended to Council that:**

- 1) Cllr Tim Oliver, Leader of Surrey, be invited to discuss how the Neighbourhood Area Committees may be constructed and how the town and parish councils can make an effective contribution.**
- 2) Council consider participating in the pilot Neighbourhood Area Committee.**

In terms of Community Asset Transfers, the Working Group noted the work that had taken place by the Local Government Review Task Group and welcomed the proposal to engage further with the principal authorities on assets and services that would be valued by the local community, that would enhance services under a new unitary or may be lost. It was understood that Waverley was considering updating its Community Assets Transfer Policy to reflect other assets as well as green spaces, and that Surrey CC was preparing its own Assets Transfer Policy.

It was agreed to recommend that a series of packages be put forward to Waverley under themes – sporting, cultural and community and green spaces, and that these packages seek some income generating assets to balance the cost of transfers and minimise any increase in the Farnham portion of Council tax from taking on new services or assets. The Working Group recognised there was a significant amount of work in creating the packages, to demonstrate value for money and the cost and benefit impacts, and that the speed of the process was not

ideal. It was noted the assets identified would meet the strategic priorities of the Borough and County councils around the local community and healthy communities, including green spaces, healthy living, well-being biodiversity, culture and place shaping. The list was required to be submitted imminently in outline form. The list would include all the assets identified as part of the FTC forward strategy as well as those identified in the appendix. It was also noted that some assets would be appropriate for a strategic CIL application in the autumn.

**Recommendation to Council:**

**The proposed Asset Transfer requests be further developed and prepared for submission to the relevant Principal Authorities.**

The Town Clerk advised that the Surrey Association of Local Councils was proposing commissioning a piece of work to promote the value of town and parish council within the new unitary structures in Surrey. This would help inform officers and members of the new unitary councils and inform any Community Governance Reviews being undertaken and it was likely Farnham may be included as a case study. A small contribution towards the cost of the research may be requested.

**9. Farnham Infrastructure Programme**

The latest update on the FIP at Appendix I to the agenda was discussed. There was concern over the proposed works now scheduled in South Street for Union Road and South Street in November and December and further information was awaited. Councillors noted there was a commitment to avoid works during these months. A suggestion had been made that an additional works team be moved to Farnham now works elsewhere were being put on hold during the local government reorganisation process. This could help speed up the programme.

Cllr Beaman was stepping down from the FIP Board and proposed that Cllr Hesse be the Council's representative going forward. Cllr Earwaker seconded and it was agreed to prose to Council.

**Recommendation:**

**Cllr Hesse be the Council's representative on the FIP Board.**

**10. Reports of Task Groups**

The current position with the Neighbourhood Plan was noted and a Waverley Local Plan update meeting was scheduled for the following week.

**11. Town Clerk update**

- 1) The Town Clerk had authorised the construction of two tree pits as part of the Gostrey Playground in line with the Council decision.
- 2) The Town Clerk reported that the tenders had been opened for the new Christmas Lights and were being evaluated. Interviews for the shortlisted tenderers would take place on 9<sup>th</sup> July.

**12. Date of next meeting**

The date of the next meeting was agreed as Monday 21<sup>st</sup> July at 2pm.

The meeting ended at 6.05 pm

# **Annex I**

## **Local Government Reorganisation Update**

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**Date:** 09 June 2025

### **Introduction**

This report includes a general overview of matters as well as key points emerging from the LGR Task Group that met on 4<sup>th</sup> June and discussion at Strategy & Resources on 9 June.

### **1 Options and consultation/engagement**

It is understood the Government will be undertaking a consultation on three Surrey options (including the cross border Reigate option) from the end of June. The majority district three unitary option and the county two unitary option are the main ones, and FTC should consider which option it wishes to support and whether it wishes to promote its view widely to the local community, encouraging them to respond. The county preferred option is being widely promoted, and underpinned by the fact that health and police are looking at an east west reorganisation of their services in Surrey.

### **Recommendation**

**Council's views are sought.**

### **2 Town and parish councils.**

The Town Clerk has been the clerks' representative on the Surrey Association of Local Councils member Task Group on reorganisation. The Association has done some important and significant work on raising the profile of town and parish councils with county and district officers, many of whom are not aware of the status, role, function and funding of town and parish councils. The Association has built useful working relationships at officer and member level and has been providing advice and support of potential emerging town and parish councils in a number of Surrey districts. It has also raising matters directly with the Minister and officials at MHCLG working alongside the National Association of Local Councils, and arranging briefing sessions to get town and parish councils prepared.

It is proposed that the LGR workshop be commissioned for FTC (cost effective to have a tailored session if 10 or more participants are involved).

The Minister's recent letter, circulated to all FTC councillors, to Tim Oliver (as Chair of the County Councils Network) has confirmed the Minister's reported reluctance on increasing the tax burden on residents if new town or parish councils are created. At this stage it is not known if this comment in a letter will be followed by a change in legislation or if the suggestion will be sustained. However, the letter also stresses the Minister's expectation of improved engagement at a local community level by the new unitaries and an endorsement of the area committees/boards concept.

Attached to the agenda is the powerpoint setting out the model proposed under a two unitary solution. This is based on what has been introduced in other areas where unitary councils have been introduced across the country and will inevitably be introduced in whatever model is adopted in Surrey. The challenge will be getting an effective voice and making the boards or committees impactful if they are not decision-making bodies. Recent experience (Somerset) suggests that after initial enthusiasm some of the key partners do not continue participation. As previously discussed, there is an opportunity for Farnham to be involved in a pilot to help shape how these sub-unitary groups will be created.

### **Recommendation**

**Council to consider opportunity to shape the pilot sub unitary arrangements by participating in the pilots.**

### **3 Community Asset Transfers**

Waverley Borough Council created Community Asset Transfer policy in 2024. Surrey County Council recently agreed to develop, adopt and actively pursue its own policy although it is understood there is a moratorium on sales of assets at Surrey.

FTC has already submitted an initial list of assets requested for transfer by Waverley Borough Council including: Waggon Yard garages, all remaining allotments, Morley Road Recreation Ground, Thurbans Road Green space, Borelli Walk and the Brightwells green space. These are now in process and will be going to an Executive meeting for consideration in September/October 2025.

A formal application for the transfer of Montrose House has not yet been submitted since this is regarded as an asset in a different category by Waverley. Last week an informal meeting took place with Waverley, Godalming and Farnham councillors with the Town Clerks of Farnham and Godalming to explore the possible amendment to the Community Asset Transfer policy to enable wider assets to be included in the mix, and it is hoped an updated policy will be developed in the near future.

At the LGR Task Group, it was agreed that FTC should develop an approach to a package of assets to be transferred to FTC which would allow facilities and service that were important to the community to be transferred with some income generating assets to minimise the impact on taxpayers. Councillors had been reviewing a wide range of green spaces some of which had some protections (Bourne Rec and Hale Rec as designated Village Greens) but it was acknowledged that green spaces continued to be vital for the wellbeing of local communities and should be protected.

It was agreed to recommend creating packages of assets by group/theme to underpin the connections and service related options. These would need to demonstrate value for money, sustainability and deliver long term benefits for the community. The aim would be to get a cost-neutral packages that promoted green spaces, biodiversity, culture, the local economy and healthy communities – key priorities for both the Borough and county. It was recognised this is a once in a lifetime opportunity.

Examples proposed include:

#### **Sporting:**

Transfer of assets to develop future opportunities for young people and the wider community eg Farnham Memorial Hall and ground; Riverdale ground (former Farnham Rugby Club ground and now Badshot Lea football club ground), Monkton Lane pitches. Such assets could be used to create a new 3g/4g artificial pitches for expanded football use but also as a potential hockey home and sustain other sports such as tennis and bowls.

#### **Cultural and community**

This package could include Montrose House, Farnham Museum, Farnham Library and garden as a community hub could also be in this category, as could the adult education institute building, Hale Youth and community Centre and 40 degreez. In order to sustain these services, Waggon Yard car park or Riverside 2 and 3 car parks should be added to the package. Weybourn Village Hall was another potential asset to be retained for the community.

#### **Green spaces**

Farnham Park was a key priority and would need to be managed in perpetuity in view of the SANG and other designations. In addition, Weybourn Recreation ground, Badshot Lea Recreation Ground, Wrecclesham Recreation Ground



The Task Group recognised that there is a substantial amount of work required to develop business cases and submit these draft packages in a short space of time and that additional external resource would be required.

Work would need to be done on creating a Strategic CIL proposal to accompany these packages to bring many of the assets up to an acceptable standard, recognising that the substantial development coming Farnham's way would need additional or improved infrastructure. It was also noted that the longevity of CIL was an issue that meant early applications should be progressed.

#### **Recommendation**

**Council endorse the approach set out to packages of community asset transfers.**

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Ministry of Housing,  
Communities &  
Local Government

Open consultation

# Proposals for local government reorganisation in Surrey

Published 17 June 2025

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<b>Applies to England</b>
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# Scope of the consultation

This statutory consultation seeks views on the proposals that the Minister of State for Local Government and English Devolution, Jim McMahon MP OBE, has received following the Secretary of State's invitation to councils in Surrey to submit proposals for unitary local government.

The 2 proposals in this consultation were made by the following councils on 9 May 2025.

## **Elmbridge Borough Council, Mole Valley District Council and Surrey County Council proposed 2 unitary councils:**

- East Surrey (Elmbridge, Epsom and Ewell, Mole Valley, Reigate and Banstead, Tandridge)
- West Surrey (Guildford, Runnymede, Spelthorne, Surrey Heath, Waverley, Woking)

## **The Borough Councils of Epsom and Ewell, Guildford, Reigate and Banstead, Runnymede, Spelthorne, Surrey Heath, Waverley and Woking, and Tandridge District Council proposed 3 unitary councils:**

- East Surrey (Epsom and Ewell, Mole Valley, Reigate and Banstead, and Tandridge)
- North Surrey (Elmbridge, Runnymede, and Spelthorne)
- West Surrey (Guildford, Surrey Heath, Waverley, and Woking)

This consultation asks a number of questions about each proposal to help inform the assessment of the proposals.

This consultation relates to the structure of local government in Surrey. These proposals relate to England only.

## **Impact assessment**

An Impact assessment has not been prepared for this consultation as it will only affect local government in Surrey and so there will be no direct regulatory, economic or social impacts.

# Background

Before implementing a proposal, there is a statutory requirement to consult any local authority that is affected by the proposal (but which has not submitted it) and any such other persons as considered appropriate.

The Minister of State for Local Government and English Devolution has decided to consult:

- the councils which made the proposals
- other councils affected by the proposals
- the councils in neighbouring areas which may be affected by the proposals
- public service providers, including health providers and the police
- certain other business, voluntary and community sector and educational bodies

A full list of named consultees is in [Annex B](#).

We also welcome the views of any other persons or bodies interested in these proposals, including local residents, town and parish councils, businesses and the voluntary and community sector.

The Minister of State for Local Government and English Devolution will carefully consider all views expressed, including from local residents, as well as from named consultees.

## **Body responsible for the consultation**

This consultation is conducted by the Ministry of Housing, Communities and Local Government.

## **Duration**

This consultation will last for 7 weeks from 17 June 2025 to 5 August 2025.

## **Enquiries**

For any enquiries about the consultation email:  
[lgreorganisation@communities.gov.uk](mailto:lgreorganisation@communities.gov.uk)

# How to respond

You can respond by completing the [online survey](https://consult.communities.gov.uk/local-government-reorganisation/surrey/) (<https://consult.communities.gov.uk/local-government-reorganisation/surrey/>), via email or in writing.

If you are responding in writing, please make it clear which proposal you are responding to. You can email your response to the questions in this consultation to [lgreorganisation@communities.gov.uk](mailto:lgreorganisation@communities.gov.uk)

Alternatively, written responses should be sent to:

LGR Consultation  
Fry Building 2NE  
Ministry of Housing, Communities and Local Government  
2 Marsham Street  
London  
SW1P 4DF

When replying, please include your name and email address.

We would also like you to confirm whether you are replying as an individual or submitting an official response on behalf of an organisation. Please indicate this using one of the following categories:

- resident living in area affected
- resident not living in area affected
- business organisation
- education organisation
- local government organisation - principal council
- local government organisation - parish/town council
- local government organisation - other
- police organisation
- fire organisation
- health organisation
- other



Please include your position in the organisation and the organisation's name (if applicable).

## Introduction

Residents and businesses in Surrey are currently served by a 2-tier system of local government. The County Council is responsible for services such as adults' and children's social care, maintaining roads, libraries and waste disposal, and the 11 District and Borough Councils are responsible for services such as rubbish collection, housing and planning and environmental health.

On 5 February 2025, the Minister of State for Local Government and English Devolution wrote to all councils in Surrey, enclosing the Secretary of State's invitation to submit a proposal for unitary local government. The invitation explained that a proposal could be submitted by a council individually or jointly with other councils receiving the invitation and included guidance on what a proposal should seek to achieve and matters to be taken into account, to which the councils were required to have regard.

These invitations started the legislative process for restructuring local government in Surrey, which is set out in the Local Government and Public Involvement in Health Act 2007 (the 2007 Act). In response to the Secretary of State's invitation the Minister of State for Local Government and English Devolution received 2 proposals from Surrey Councils and a further submission from Reigate and Banstead Borough Council, jointly with Crawley Borough Council, by the specified deadline of 9 May 2025.

The 2007 Act requires that, before a proposal for establishing unitary local government can be implemented, there must first be a consultation with any local authority that is affected by a proposal (but which has not submitted it) and any such other persons as considered appropriate.

In deciding which proposal, if any, to implement in an area, subject to Parliamentary approval, the Secretary of State will make a judgement in the round assessing the proposals against the criteria set out in the statutory guidance accompanying the invitation, as well as having regard to all representations received, including responses to this consultation, and to all other relevant information available. These criteria are set out below.

# Government's invitation to councils

On 5 February 2025, an invitation to develop a proposal for the creation of new single-tier (unitary) authorities was issued to all local authorities in 2-tier areas and small neighbouring unitary authorities.

In Surrey, the invitation was sent to:

- Elmbridge Borough Council
- Epsom and Ewell Borough Council
- Guildford Borough Council
- Mole Valley District Council
- Reigate and Banstead Borough Council
- Runnymede Borough Council
- Spelthorne Borough Council
- Surrey County Council
- Surrey Heath Borough Council
- Tandridge District Council
- Waverley Borough Council
- Woking Borough Council

The invitation was issued under Part 1 of the 2007 Act. It invited the councils to submit a proposal for a single tier of local government, which could take the form of any of the types of proposal permissible under the 2007 Act:

- Type A – a single tier of local authority covering the whole of the county concerned
- Type B – a single tier of local authority covering an area that is currently a district, or 2 or more districts
- Type C – a single tier of local authority covering the whole of the county concerned, or one or more districts in the county; and one or more relevant adjoining areas
- Combined proposal – a proposal that consists of 2 or more Type B proposals, 2 or more Type C proposals, or one or more Type B proposals and one or more Type C proposals

# Guidance from the Secretary of State for proposals for unitary local government

The invitation specified that any councils responding must have regard to the guidance appended to the invitation. This guidance is as follows:

## **Criteria for unitary local government**

1) A proposal should seek to achieve for the whole of the area concerned the establishment of a single tier of local government.

a) Proposals should be for sensible economic areas, with an appropriate tax base which does not create an undue advantage or disadvantage for one part of the area.

b) Proposals should be for a sensible geography which will help to increase housing supply and meet local needs.

c) Proposals should be supported by robust evidence and analysis and include an explanation of the outcomes it is expected to achieve, including evidence of estimated costs/benefits and local engagement.

d) Proposals should describe clearly the single tier local government structures it is putting forward for the whole of the area, and explain how, if implemented, these are expected to achieve the outcomes described.

2) Unitary local government must be the right size to achieve efficiencies, improve capacity and withstand financial shocks.

a) As a guiding principle, new councils should aim for a population of 500,000 or more.

b) There may be certain scenarios in which this 500,000 figure does not make sense for an area, including on devolution, and this rationale should be set out in a proposal.

c) Efficiencies should be identified to help improve councils' finances and make sure that council taxpayers are getting the best possible value for their money.

d) Proposals should set out how an area will seek to manage transition costs, including planning for future service transformation opportunities

from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects.

e) For areas covering councils that are in Best Value intervention and/or in receipt of Exceptional Financial Support, proposals must additionally demonstrate how reorganisation may contribute to putting local government in the area as a whole on a firmer footing and what area-specific arrangements may be necessary to make new structures viable.

f) In general, as with previous restructures, there is no proposal for council debt to be addressed centrally or written off as part of reorganisation. For areas where there are exceptional circumstances where there has been failure linked to capital practices, proposals should reflect the extent to which the implications of this can be managed locally, including as part of efficiencies possible through reorganisation.

3) Unitary structures must prioritise the delivery of high quality and sustainable public services to citizens.

a) Proposals should show how new structures will improve local government and service delivery, and should avoid unnecessary fragmentation of services.

b) Opportunities to deliver public service reform should be identified, including where they will lead to better value for money.

c) Consideration should be given to the impacts for crucial services such as social care, children's services, SEND and homelessness, and for wider public services including for public safety.

4) Proposals should show how councils in the area have sought to work together in coming to a view that meets local needs and is informed by local views.

a) It is for councils to decide how best to engage locally in a meaningful and constructive way and this engagement activity should be evidenced in your proposal.

b) Proposals should consider issues of local identity and cultural and historic importance.

c) Proposals should include evidence of local engagement, an explanation of the views that have been put forward and how concerns will be addressed.

5) New unitary structures must support devolution arrangements.

a) Proposals will need to consider and set out for areas where there is already a Combined Authority (CA) or a Combined County Authority (CCA) established or a decision has been taken by government to work with the area to establish one, how that institution and its governance arrangements will need to change to continue to function effectively; and set out clearly (where applicable) whether this proposal is supported by the CA/CCA /Mayor.

b) Where no CA or CCA is already established or agreed then the proposal should set out how it will help unlock devolution.

c) Proposals should ensure there are sensible population size ratios between local authorities and any strategic authority, with timelines that work for both priorities.

6) New unitary structures should enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment.

a) Proposals will need to explain plans to make sure that communities are engaged.

b) Where there are already arrangements in place it should be explained how these will enable strong community engagement.

## **Developing proposals for unitary local government**

The following matters should be taken into account in formulating a proposal:

### **Boundary Changes**

a) Existing district areas should be considered the building blocks for your proposals, but where there is a strong justification more complex boundary changes will be considered.

b) There will need to be a strong public services and financial sustainability related justification for any proposals that involve boundary changes, or that affect wider public services, such as fire and rescue authorities, due to the likely additional costs and complexities of implementation.

### **Engagement and consultation on reorganisation**

- a) We expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable unitary proposals that are in the best interests of the whole area to which this invitation is issued, rather than developing competing proposals.
- b) For those areas where Commissioners have been appointed by the Secretary of State as part of the Best Value Intervention, their input will be important in the development of robust unitary proposals.
- c) We also expect local leaders to engage their Members of Parliament, and to ensure there is wide engagement with local partners and stakeholders, residents, workforce and their representatives, and businesses on a proposal.
- d) The engagement that is undertaken should both inform the development of robust proposals and should also build a shared understanding of the improvements you expect to deliver through reorganisation.
- e) The views of other public sector providers will be crucial to understanding the best way to structure local government in your area. This will include the relevant Mayor (if you already have one), Integrated Care Board, Police (Fire) and Crime Commissioner, Fire and Rescue Authority, local Higher Education and Further Education providers, National Park Authorities, and the voluntary and third sector.
- f) Once a proposal has been submitted it will be for the government to decide on taking a proposal forward and to consult as required by statute. This will be a completely separate process to any consultation undertaken on mayoral devolution in an area, which will be undertaken in some areas early this year, in parallel with this invitation.

## The councils' proposals

Proposals for reorganisation of local government were received from the following councils by 9 May 2025:

**Elmbridge Borough Council, Mole Valley District Council and Surrey County Council proposed 2 unitary councils:**

- East Surrey (Elmbridge, Epsom and Ewell, Mole Valley, Reigate and Banstead, Tandridge)

- West Surrey (Guildford, Runnymede, Spelthorne, Surrey Heath, Waverley, Woking)

**The Borough Councils of Epsom and Ewell, Guildford, Reigate and Banstead, Runnymede, Spelthorne, Surrey Heath, Waverley and Woking, and Tandridge District Council proposed 3 unitary councils:**

- East Surrey (Epsom and Ewell, Mole Valley, Reigate and Banstead, and Tandridge)
- North Surrey (Elmbridge, Runnymede, and Spelthorne)
- West Surrey (Guildford, Surrey Heath, Waverley, and Woking)

In addition to being a signatory to the latter proposal, Reigate and Banstead Borough Council with Crawley Borough Council, submitted a supplementary submission, asking the government to consider a cross-boundary option and, if government sees merit in it, to allow for further discussion for its incorporation into the wider proposals.

## **This Consultation**

The 2007 Act requires that before a proposal for local government reorganisation can be implemented, there must first be a consultation with any council affected that has not submitted the proposal, as well as any other persons considered appropriate. A full list of named bodies being consulted on each proposal is in Annex B and we also welcome views from any interested persons, including residents.

The Minister of State for Local Government and English Devolution has decided that there will be a consultation on all proposals received that are compliant with the invitation terms (i.e. the proposals seek to achieve the criteria specified in the guidance that accompanied the invitation and all the information specified in the guidance has been provided). As such, this consultation is on the 2 proposals received – the 2 unitary council proposal and the 3 unitary council proposal.

The Ministry of Housing, Communities and Local Government will also seek further clarification from Surrey Councils in respect of their financial assessments.

The detailed information and supporting analysis within the 2 proposals can be found by clicking the links below:

- Elmbridge Borough Council, Mole Valley District Council and Surrey County Council proposal for 2 unitary councils (<https://www.surreycc.gov.uk/council-and-democracy/lgr/plans/final>)
- The Borough Councils of Epsom and Ewell, Guildford, Reigate and Banstead, Runnymede, Spelthorne, Surrey Heath, Waverley and Woking, and Tandridge District Council proposal for 3 unitary councils (<https://www.runnymede.gov.uk/surrey-district-and-borough-councils-final-proposal>)

The Minister of State for Local Government and English Devolution has also considered the joint supplementary submission from the borough councils of Reigate and Banstead and Crawley and their view that this was a formal proposal that the Secretary of State should consult upon.

The Minister of State for Local Government and English Devolution has decided that he will not consult upon this submission. This is for a number of reasons.

First, the Minister of State for Local Government and English Devolution considers that the submission does not meet the statutory requirements. This is because Reigate and Banstead Borough Council is already a signatory to the 3 unitary proposal, and the 2007 Act only permits principal authorities to make one proposal. Furthermore, the 2007 Act requires that a proposal either be ‘for the area which is the county concerned’ (in this case Surrey) or specify the area that it covers. The submission does neither, instead setting out a range of options which cover different areas.

Second, separately from the statutory requirements, the Minister of State for Local Government and English Devolution considers that the submission does not seek to achieve the criteria specified in the guidance. The invitation letter and feedback on interim plans was clear that councils should submit one proposal which covered the whole of the invitation area and provided a single geography. The submission does not achieve this.

Third, there is no financial assessment nor transitional costs and savings for what could be proposed, and in requesting flexibility for future devolution geographies, there is limited detail of the impact on the proposed Sussex and Brighton Combined County Authority and potential future devolution to Surrey. To include this option within the consultation it would need to be resubmitted with considerable work to meet the terms of the invitation.

The Minister of State for Local Government and English Devolution acknowledges that Reigate and Banstead Borough Council and Crawley Borough Council were seeking a way in which their submission could be considered as part of this consultation. However, the guidance provided by the Secretary of State was clear and it was open to Reigate and Banstead



Borough Council to submit a proposal which included Crawley Borough Council (rather than being a joint signatory to the 3 unitary council proposal) and which accorded with the guidance. The councils that submitted their proposals which accorded with the statutory process and guidance by the deadline of 9 May 2025 have a reasonable expectation that their proposals should be taken forward in a way that supports the ambitious timetable established, whereby the government expects new authorities to be elected in May 2026 to allow new authorities to go live in May 2027.

We understand this will be disappointing to those who supported the joint submission. However, this consultation process allows for consultees to comment on whether the Secretary of State should implement one or other of the 2 proposals and to argue that she should not implement either of the proposals, including by reference to the joint submission. Furthermore, if, in the future, there remains an interest in changing the boundary between Surrey and West Sussex, there are other mechanisms for doing so.

## **What happens next?**

The consultation will close at 5.00pm on 5 August 2025.

The consultation on these proposals will inform an assessment of the merits of the proposals. All of the proposals will be considered carefully, alongside the responses received to this consultation, all representations and all other relevant information, in assessing the proposals against the criteria before reaching a judgement in the round on which proposals, if any, to implement.

The Secretary of State may decide, subject to Parliamentary approval, to implement a proposal with or without modification, or to not implement any proposal for an area, and also seek advice from the Local Government Boundary Commission for England.

If any proposals are to be implemented, we would expect new unitary councils to take on full council roles from April 2027, with the transitional arrangements in place as soon as the secondary legislation comes into force to support a smooth implementation.

The final decisions will be communicated to the councils as soon as practicable.

# Consultation questions

This consultation seeks views on the 2 proposals being taken forward for consultation, posing the following questions in relation to each proposal:

1) Does the proposal suggest sensible economic areas and geographies which will achieve a single tier of local government for the whole of Surrey?

Please explain your answer, including any comments on whether this proposal suggests sensible economic areas (for example reflect economic geography/travel to work areas/functioning economies) for councils with an appropriate tax base that does not create an undue advantage or disadvantage for one part of the area, and a sensible geography that will help to increase housing supply and meet local needs?

2) Will the local government structures being put forward, if implemented, achieve the outcomes described?

Please explain your answer, including any specific comments on the evidence and analysis to support the proposals.

3) Is the councils' proposal for unitary local government of the right size to achieve efficiencies, improve capacity and withstand financial shocks and is this supported by a rationale for the population size proposed?

Please explain your answer, including any specific comments on the efficiencies identified to help improve the councils' finances, how it will manage transition costs and any future service transformation opportunities identified.

4) As an area covering councils in Best Value intervention and in receipt of Exceptional Financial Support, do you agree the proposal will put local government in the area as a whole on a firmer footing?

As of 17 June 2025, councils in Surrey in Best Value intervention (<https://www.gov.uk/government/collections/statutory-best-value-inspections-and-interventions-in-england#current-statutory-interventions>) are Spelthorne Borough Council and Woking Borough Council.

As of 17 June 2025, the council in Surrey in receipt of Exceptional Financial Support in 2025/26 (<https://www.gov.uk/government/collections/exceptional-financial-support-for-local-authorities>) is Woking Borough Council.

Please explain your answer, including any specific comments on the area-specific arrangements necessary to make new structures viable.

5) Will the proposal prioritise the delivery of high quality and sustainable public services to citizens, improve local government and service delivery, avoid unnecessary fragmentation of services and lead to better value for money in the delivery of these services?

Please explain your answer, including any comments on the public service reform opportunities within the proposal, including social care, children's services, SEND and homelessness, and wider public services, including public safety.

6) Has the proposal been informed by local views, and does it consider issues of local identity and cultural and historic importance?

Please explain your answer, including any comments on the local engagement activity undertaken on the proposal and how it is proposed that any local concerns will be addressed.

7) Does the councils' proposal support devolution arrangements?

Do you have any comments on the proposed devolution arrangements?

8) Will the councils' proposal enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment?

Do you have any comments on the proposed approach to community engagement?

9) Do you have any other comments with regards to the proposed local government reorganisation in Surrey?

## About this consultation

This consultation document and consultation process have been planned to adhere to the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Environmental Information Regulations 2004 and UK data protection legislation. In certain circumstances this may therefore include personal data when required by law.

If you want the information that you provide to be treated as confidential, please be aware that, as a public authority, the Department is bound by the information access regimes and may therefore be obliged to disclose all or some of the information you provide. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Ministry of Housing, Communities and Local Government will at all times process your personal data in accordance with UK data protection legislation and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included below.

Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us via the [complaints procedure](https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure) (<https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government/about/complaints-procedure>).

## **Annex A: personal data**

The following is to explain your rights and give you the information you are entitled to under UK data protection legislation.

Note that this section only refers to personal data (your name, contact details and any other information that relates to you or another identified or identifiable individual personally) not the content otherwise of your response to the consultation.

## The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at [dataprotection@communities.gov.uk](mailto:dataprotection@communities.gov.uk) or by writing to the following address:

Data Protection Officer  
Ministry of Housing, Communities and Local Government  
Fry Building  
2 Marsham Street  
London SW1P 4DF

## Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you to respond to the consultation, and we may also contact you regarding your response and for statistical purposes or use it to contact you about related matters.

We will collect your IP address if you complete a consultation online. We may use this to ensure that each person only completes a survey once. We will not use this data for any other purpose.

For named consultees listed in Annex B, who MHCLG is emailing directly to inform them of the consultation, names and email addresses of relevant persons have either been taken from existing MHCLG systems, provided by other government departments or local authorities, or found on public websites.

### Sensitive types of personal data

Please do not share special category (<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/special-category-data/#scd1>) personal data or criminal offence data\* as we have not asked for this. By 'special category personal data', we mean information about living individual's:

- race

- ethnic origin
- political opinions
- religious or philosophical beliefs
- trade union membership
- genetics
- biometrics
- health (including disability-related information)
- sex life
- sexual orientation.

\*By 'criminal offence data', we mean information relating to a living individual's criminal convictions or offences or related security measures.

## **Our legal basis for processing your personal data**

The collection of your personal data is lawful under article 6(1)(e) of the UK General Data Protection Regulation as it is necessary for the performance by MHCLG of a task in the public interest/in the exercise of official authority vested in the data controller. Section 8(d) of the Data Protection Act 2018 states that this will include processing of personal data that is necessary for the exercise of a function of the Crown, a Minister of the Crown or a government department i.e. in this case a consultation.

There is also a statutory duty to consult. The 2007 Act requires that, before a proposal for establishing unitary local government can be implemented, the Secretary of State must first consult any local authority that is affected by a proposal (but which has not submitted it), and any such other persons as she considers appropriate.

## **With whom we will be sharing your personal data**

MHCLG may appoint a 'data processor', acting on behalf of the Department and under our instruction, to help analyse the responses to this consultation. Where we do we will ensure that the processing of your personal data remains in strict accordance with the requirements of the data protection legislation.

## **For how long we will keep your personal data, or criteria used to determine the retention period.**

Your personal data will be held for 2 years from the closure of the consultation, unless we identify that its continued retention is unnecessary before that point.

## **Your rights, for example access, rectification, restriction, objection**

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a) to see what data we have about you
- b) to ask us to stop using your data, but keep it on record
- c) to ask to have your data corrected if it is incorrect or incomplete
- d) to object to our use of your personal data in certain circumstances
- e) to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

Please contact us at the following address if you wish to exercise the rights listed above, except the right to lodge a complaint with the ICO:  
[dataprotection@communities.gov.uk](mailto:dataprotection@communities.gov.uk) or Knowledge and Information Access Team, Ministry of Housing, Communities and Local Government, Fry Building, 2 Marsham Street, London SW1P 4DF.

## **Your personal data will not be sent overseas.**

**Your personal data will not be used for any automated decision making.**

**Your personal data will be stored in a secure government IT system**

We use a third-party system, Citizen Space, to collect consultation responses. In the first instance your personal data will be stored on their secure UK-based server. Your personal data will be transferred to our secure government IT system as soon as possible, and it will be stored there for 2 years before it is deleted.

## **Annex B: named consultees**

We welcome the views of all those interested in the proposals, including local residents, town and parish councils, businesses, and the voluntary sector. In this annex we list for information those who are specifically named consultees.

Before implementing a proposal, there is a statutory requirement to consult any local authority that is affected by the proposal (but which has not submitted it), and any such other persons as considered appropriate. This consultation is specifically inviting comments from the following councils and other named bodies:

### **Principal councils in the area**

Elmbridge Borough Council

Epsom and Ewell Borough Council

Guildford Borough Council

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More Valley District Council



Reigate and Banstead Borough Council

Runnymede Borough Council

Spelthorne Borough Council

Surrey County Council

Surrey Heath Borough Council

Tandridge District Council

Waverley Borough Council

Woking Borough Council

## **Neighbouring principal councils**

Bracknell Forest Council

East Sussex County Council and the district councils within East Sussex County

Greater London Authority

Hampshire County Council and the district councils within Hampshire County

Kent County Council and the district councils within Kent County

London Borough of Bromley

London Borough of Croydon

London Borough of Hillingdon

London Borough of Hounslow

Royal Borough of Kingston-Upon-Thames

London Borough of Richmond-Upon-Thames

London Borough of Sutton

Royal Borough of Windsor and Maidenhead

Slough Borough Council

West Sussex County Council and the district councils within West Sussex County

## **Health Bodies**

Ashford and St Peter's Hospitals NHS Foundation Trust

Epsom and St Helier University Hospitals

Frimley Health NHS Foundation Trust

Kingston and Richmond NHS Foundation Trust

NHS Frimley Integrated Care Board

NHS Surrey and Borders Partnership Foundation Trust

NHS Surrey Heartlands Integrated Care Board

Royal Surrey NHS Foundation Trust

South Central Ambulance Service NHS Foundation Trust

South East Coast Ambulance Service NHS Foundation Trust

Surrey and Sussex Healthcare NHS Trust

## **Policing, Fire and Rescue Bodies**

Chief Fire Officer of Surrey Fire and Rescue Service

Surrey Police and Crime Commissioner (Lisa Townsend)

Chief Constable of Surrey Police

## **Other Public Sector Bodies**

High Weald National Landscape

Surrey Hills National Landscape

Independent Chair of the Surrey Safeguarding Adults Board

Chair and Independent Scrutineer of the Surrey Safeguarding Children Partnership

Transport for London

Transport for the South East

South Downs National Park

Surrey Association of Local Councils

## **Business Bodies**

Federation of Small Business (South East and South Central)

Surrey Business Leaders Forum

Surrey Chambers

Surrey Institute of Directors

## **Voluntary Sector Bodies**

Surrey VCSE Alliance

## **Education Bodies**

Royal Holloway

University of Surrey

University of Creative Arts

## **Other Bodies**

Lord-Lieutenant of Surrey

Visit Surrey

## **National Bodies**

Environment Agency

Local Government Association

GMB Union

National Association of Local Councils

National Highways

National Housing Federation

UK Health Security Agency

Unison

Unite The Union



## FARNHAM TOWN COUNCIL



### Notes

#### Planning & Licensing Consultative Working Group

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##### Time and date

9.30 am on Monday 12th May, 2025

##### Place

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

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##### Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)  
Councillor David Beaman  
Councillor Alan Earwaker  
Councillor Brodie Mauluka  
Councillor George Murray  
Councillor Graham White

Officers: Jenny de Quervain

##### 1. Election of Lead Member

Councillor Laughton was elected as Lead Member for 2025-2026, proposed by Councillor Earwaker, seconded by Councillor White.

##### 2. Apologies for Absence

Apologies were received from Councillors Merryweather and Woodhouse.

##### 3. Disclosure of Interests

None were received.

##### 4. Applications Considered for Key/Larger Developments

###### **Farnham Castle**

###### **WA/2025/00761 Farnham Castle**

Officer: Lauren Kitson

UNIT A, FARNHAM RETAIL PARK, GUILDFORD ROAD, FARNHAM GU9 9QJ

Division of existing unit to create Unit A1 (for retail use within Class E (a) for convenience goods sale) and Unit A2 (for sale of comparison goods); associated external alterations, cycle parking, alterations to car park and replacement external plant.

**Farnham Town Council welcomes the addition to Farnham Retail Park.**

**WA/2025/00779 Farnham Castle**

Officer: Russell Brown

ST STEPHENS HOUSE, DOGFLUD WAY, FARNHAM GU9 7UD

Application under section 73 to vary condition 1 (approved plans) to allow changes to the design of internal layout, vary condition 2 alterations to carparking refuse and cycle store layout of PRA/2022/02704, discharge condition 4 of application electric car charging point details.

**No comment.**

**WA/2025/00780 Farnham Castle**

Officer: Russell Brown

ST STEPHENS HOUSE, DOGFLUD WAY, FARNHAM GU9 7UD

Application under section 73 to vary condition 1 & 2 (all approved plans) to allow changes to the design of internal layout of PRA/2022/02614.

**No comment.**

**WA/2025/00797 Farnham Castle**

Officer: Lauren Kitson

ROOFTOP OF TELEPHONE EXCHANGE, WEST STREET, FARNHAM GU9 7LQ

Installation of a telecommunication equipment cabinet and replacement antenna and cabinet.

Relocation of another cabinet together with associated ancillary works.

**No comment.**

**WA/2025/00815 Farnham Castle**

Officer: Dana Nickson

FARNHAM SPORTS CENTRE, DOGFLUD WAY, FARNHAM GU9 7UD

Erection of plant room with mounted evaporator deck and installation of air source heat pumps with associated fencing.

**No comment.**

**5. Applications Considered**

**Farnham Bourne**

**WA/2025/00770 Farnham Bourne**

Officer: Matt Ayscough

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

Erection of extensions and alterations to bungalow to form a chalet bungalow.

**No comment.**

**WA/2025/00774 Farnham Bourne**

Officer: Lauren Kitson

LAND COORDINATES 485973 144861, TILFORD ROAD, LOWER BOURNE, FARNHAM

Certificate of lawfulness under section 191 for use of land for canine recreational facility for a period in excess of 10 years.

**Farnham Town Council notes that the site is located in Surrey Hills National Landscape (Area of Outstanding Natural Beauty (AONB) & Area of Great Landscape Value (AGLV)). The access and parking must not have a negative impact on the setting.**

**WA/2025/00783 Farnham Bourne**

Officer: Matt Ayscough

38 LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RF

Certificate of Lawfulness under Section 192 for the erection of an extension and alterations including installation of a roof light and removal of 2 chimneys.

**No comment.**

**WA/2025/00786 Farnham Bourne**

Officer: Justin Bramley

FOXWOOD PLACE, 6B LITTLE AUSTINS ROAD, FARNHAM GU9 8JR

Erection of two storey extension including integral garage, entrance porches, rooflights and PV solar panels following demolition of existing detached garage; widening of existing vehicle access and erection of entrance gates and piers, creation of pedestrian access and entrance gate.

**The proposals must be compliant with the Great Austin's Conservation Area Management Plan and reflect the character of the setting. Farnham Town Council notes the Heritage Officer's comments on the design of the proposed porch and piers and gates needing to be appropriate to the setting and adjacent dwelling.**

**WA/2025/00812 Farnham Bourne**

Officer: Dana Nickson

LAND AT 3 BOURNE GROVE CLOSE, LOWER BOURNE, FARNHAM GU10 3RA

Erection of a detached dwelling and detached garage with associated works including solar roof panels, driveway and landscaping.

**Farnham Town Council notes that the proposed dwelling location is garden land to the rear of 3 Bourne Grove Close. The design is out of character with the host dwelling and surrounding area. Access to the host dwelling and garden land to the rear is via a narrow lane and an unmade track also a public right of way (FP69).**

**Consideration must be given to Farnham Neighbourhood Plan policy FNP8 South Farnham Arcadian Areas: New development in the South Farnham Arcadian Areas will be permitted where it: a) Would maintain the informal rural character and the well-wooded appearance of the area; b) Would retain and reinforce trees and hedged boundaries which are important to the character of the area; and c) Demonstrates that the design, layout and siting of the proposal will not have any adverse effect upon the setting and amenities of adjoining residential properties and the wider residential character of the area.**

**WA/2025/00832 Farnham Bourne**

Officer: Anna Whitty

3 FRENHAM VALE, LOWER BOURNE, FARNHAM GU10 3HN

Erection of extensions and alterations including 3 dormer windows; alterations to attached garage to form habitable accommodation., following demolition of existing conservatory and flat roof dormer.

**No comment.**

**WA/2025/00854 Farnham Bourne**

Officer: Lauren Kitson

THE KNOLE, 49 LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RD  
Erection of a detached two storey dwelling with associated works following demolition of outbuilding.  
**No comment.**

**WA/2025/00855 Farnham Bourne**

Officer: Ninto Joy  
FERNSHAW, 4 CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF  
Erection of a detached outbuilding (retrospective).  
**No comment.**

**WA/2025/00856 Farnham Bourne**

Officer: Ninto Joy  
FERNSHAW, 4 CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF  
Erection of gabion rock walls with associated terracing and landscaping (retrospective).  
**No comment.**

**WA/2025/00858 Farnham Bourne**

Officer: Ninto Joy  
FERNSHAW, 4 CLUMPS ROAD, LOWER BOURNE, FARNHAM GU10 3HF  
Erection of a detached ancillary outbuilding following demolition of existing temporary construction site office; demolition of outbuildings (part retrospective).  
**No comment.**

**Farnham Castle**

**WA/2025/00838 Farnham Castle**

Officer: Matt Ayscough  
41-42 THE BOROUGH, FARNHAM GU9 7NW  
Application for advertisement consent to display 1 externally non-illuminated fascia sign and 1 non-illuminated projecting sign together with temporary window vinyl's.  
**No comment.**

**Farnham Firgrove**

**WA/2025/00843 Farnham Firgrove**

Officer: Ninto Joy  
27 RIDGWAY ROAD, FARNHAM GU9 8NN  
Erection of a single storey side extension and associated alterations.  
**No comment.**

**WA/2025/00844 Farnham Firgrove**

Officer: Ninto Joy  
27 RIDGWAY ROAD, FARNHAM GU9 8NN  
Certificate of Lawfulness under Section 192 for alterations to roofspace to provide habitable accommodation and insertion of roof windows.  
**No comment.**

**Farnham Heath End**

**WA/2025/00751 Farnham Heath End**



Officer: Matt Ayscough

2 BURSTOCK CLOSE, FARNHAM GU9 0AF

Alterations to roof space to provide additional habitable accommodation with installation of rooflights and a Cabrio window.

**No comment.**

**WA/2025/00787 Farnham Heath End**

Officer: Ninto Joy

21 BALL AND WICKET LANE, FARNHAM GU9 0PD

Erection of a boundary fence and gate with associated works following removal of existing fence (retrospective).

**No comment.**

**WA/2025/00801 Farnham Heath End**

Officer: Ninto Joy

21 ELM CRESCENT, FARNHAM GU9 0QW

Alterations to roof to provide habitable accommodation including dormer extension, raising of ridge height and installation of rooflights.

**No comment.**

**Farnham Moor Park**

**WA/2025/00792 Farnham Moor Park**

Officer: Justin Bramley

SWIFT HOUSE, MOOR PARK HOUSE WAY, FARNHAM GU10 1FH

Erection of extension and alterations to elevations with construction of a dormer.

**No comment.**

**WA/2025/00793 Farnham Moor Park**

Officer: Justin Bramley

SWIFT HOUSE, MOOR PARK HOUSE WAY, FARNHAM GU10 1FH

Listed Building Consent for extension and alterations with construction of a dormer.

**No comment.**

**WA/2025/00829 Farnham Moor Park**

Officer: Dana Nickson

Q BARS & RESTAURANTS LTD, THE MULBERRY, STATION HILL, FARNHAM GU9 8AD

Erection of 1.8m high close board timber fence and access gate to serve car park (retrospective).

**Farnham Town Council objects to the prominent 1.8m high close boarded fencing and gates, detracting from the character of the Listed building.**

**WA/2025/00830 Farnham Moor Park**

Officer: Dana Nickson

Q BARS & RESTAURANTS LTD, THE MULBERRY, STATION HILL, FARNHAM GU9 8AD

Listed building Consent for erection of fence and access gate (retrospective).

**Farnham Town Council objects to the prominent 1.8m high close boarded fencing and gates, detracting from the character of the Listed building.**

**WA/2025/00816 Farnham Moor Park**

Officer: Matt Ayscough

18 STONEYFIELDS, FARNHAM GU9 8DU

Erection of a new entrance porch, alterations to elevations and fenestration including installation of roof lights.

**No comment.**

#### **Farnham North West**

##### **WA/2025/00758 Farnham North West**

Officer: Matt Ayscough

2 ORLETON ROAD, FARNHAM GU9 0FA

Alterations to elevation and partial alteration to attached garage to form habitable accommodation.

**Farnham Town Council maintains its concern to the impact on the character of the development by increasing on street parking with the loss of the garage.**

##### **WA/2025/00744 Farnham Weybourne**

Officer: Lauren Kitson

2 KNIGHTS ROAD, FARNHAM GU9 9BX

Erection of attached dwelling and widening of existing vehicle access following demolition of existing extension.

**Consideration must be given to sufficient parking being available for the host and proposed development and that the highway can be accessed safely close to the corner.**

#### **Farnham Rowledge**

##### **CA/2025/00776 Farnham Rowledge**

Officer: Theo Dyer

1 BEALES LANE, WRECCLESHAM, FARNHAM GU10 4PY

WRECCLESHAM 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 CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

##### **CA/2025/00806 Farnham Rowledge**

Officer: Theo Dyer

POTTERY COURT, WRECCLESHAM, FARNHAM GU10 4QW

WRECCLESHAM CONSERVATION AREA WORKS TO TREES

**Farnham Town Council leaves to the Arboricultural Officer.**

**In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure, replacement trees must be planted.**

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

##### **TM/2025/00804 Farnham Rowledge**

Officer: Alex Needs

35 ECHO BARN LANE, WRECCLESHAM, FARNHAM GU10 4NG  
APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER  
**Farnham Town Council leaves to the Arboricultural Officer.**

**In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure, a replacement tree is to be planted.**

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

**WA/2025/00814 Farnham Rowledge**

Officer: Omar Sharif

26 GARDENERS HILL ROAD, LOWER BOURNE, FARNHAM GU10 3HZ

Application under Section 73 to vary Condition 1 (approved plans) of WA/2023/00346 to amend layout.

**No comment.**

**Farnham Weybourne**

**TM/2025/00778 Farnham Weybourne**

Officer: Alex Needs

51 COPSE AVENUE, FARNHAM GU9 9EA

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

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**WA/2025/00763 Farnham Weybourne**

Officer: Anna Whitty

20 BULLERS ROAD, FARNHAM GU9 9EP

Certificate of Lawfulness under Section 192 for dormer extension and alterations to roof to provide additional habitable accommodation in roof space.

**No comment.**

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

**Farnham Moor Park**

**WA/2025/00798 Farnham Moor Park**

Officer: Dana Nickson

RUNFOLD SOUTH QUARRY, GUILDFORD ROAD, FARNHAM

Relocation of existing leachate tank and associated pump into the landfill gas power generation compound (this application is determined by Surrey County Council under their ref SCCRef-2025-0054)

**Farnham Town Council relies on the Runfold Community Liaison Group.**

**7. Appeals Considered**

There were none for this agenda.

## **8. Licensing Applications Considered**

### **New**

Papa Johns Pizza, Contec House, East Street, Farnham GU9 7SX  
MJI Foods Ltd

An application has been received for a new premises licence. The application is for Late night refreshment 23:00-02:00 Sunday to Thursday and 23:00-03:00 Friday and Saturday and Opening hours 11:00-02:00 Sunday to Thursday and 11:00-03:00 Friday and Saturday.

**Farnham Town Council notes that public collections times is to midnight only and the requested hours until 02.00 Sunday to Thursday and 03.00 Friday and Saturday is for deliveries for Papa Johns Pizza.**

**The applicant has outlined steps to promote the four licensing objectives but under 'the prevention of public nuisance' only notes steps of minimising internal noise and customers leaving quietly (this timing being until midnight only).**

**Farnham Town Council seeks the addition of managing and monitoring the noise of delivery vehicles, especially motorbikes and scooters. Delivery drivers should leave quietly and respect neighbours when exiting the premise and forecourt with the proposed operating times for deliveries until 02.00 and 03.00, switching engines off whilst waiting for deliveries to lessen disturbance to neighbours from vehicle noise and leaving the premise forecourt with minimum noise, to prevent of public nuisance.**

## **9. Waverley Borough Council Street Naming Applications Considered**

There were none for this agenda.

## **10. Public Speaking at Waverley's Planning Committee, Inquiries and Hearings**

There were none for this agenda.

## **11. Date of next meeting**

Due to the late May Bank Holiday, the next meeting is on Monday 2<sup>nd</sup> June 2025 at 9.30am.

The meeting ended at 12.15 pm

Notes written by Jenny de Quervain



# FARNHAM TOWN COUNCIL

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## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 2nd June, 2025

#### Place

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

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#### Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)  
Councillor David Beaman  
Councillor Alan Earwaker  
Councillor Brodie Mauluka  
Councillor Mark Merryweather  
Councillor Graham White

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillor Murray and Woodhouse.

#### 2. Disclosure of Interests

None were received.

#### 3. Applications Considered for Key/Larger Developments

##### **Farnham Bourne**

##### **WA/2025/00971 Farnham Bourne**

Officer: Lauren Kitson

TWO PARCELS OF LAND SEPARATED BY BURNT HILL ROAD, BURNT HILL ROAD, WRECCLESHAM, FARNHAM

Erection of 7 dwellings with vehicular access, amenity space, car and cycle parking and associated works.

**Farnham Town Council objects to development on land either of Burnt Hill Road, adjoining the Bourne Stream and its flood zone, for 7 dwellings and associated built form being contrary to**

Farnham Neighbourhood Plan policy FNP1, FNP8, FNP13, FNP30 and the Farnham Design Statement, not respecting the character of the area, having a negative impact on biodiversity and creating hazardous accesses on either side of the narrow roadway, and proposals to inappropriate footways.

The proposals are in conflict with points a), b), d), f), g) of policy FNP1, Design of New Development and Conservation, which states that new development will be permitted where it:

- a) Is designed to a high quality which responds to the heritage and distinctive character of the individual area of Farnham in which it is located, as defined on Maps B(i) and B(ii) - Conservation Areas and Character Areas, by way of: i. height, scale, density, layout, orientation, design and materials of buildings, ii. boundary treatment, iii the scale, design and materials of the public realm (highways, footways, open space and landscape);
- b) Follows guidance in the Farnham Design Statement and the Surrey Hills AONB Management Plan;
- c) Protects and enhances heritage assets and their setting;
- d) Respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site;
- e) Is well integrated into the landscape by existing and new landscape buffers;
- f) Will not be at an unacceptable risk of flooding itself, and will not result in any increased risk of flooding elsewhere; and
- g) Will not result in unacceptable levels of light, noise, air or water pollution.

Farnham incorporates a network of green infrastructure across the Plan area including parks, recreation grounds, river, streams and footpaths, allotments, cemeteries, woodland and arcadian areas with large gardens.

Proposals are in conflict with points a), b) and c) of policy FNP8 South Farnham Arcadian Areas. New development in the South Farnham Arcadian Areas, as defined in attached Map C, will be permitted where it:

- a) Would maintain the informal rural character and the well-wooded appearance of the area;
- b) Would retain and reinforce trees and hedged boundaries which are important to the character of the area; and
- c) Demonstrates that the design, layout and siting of the proposal will not have any adverse effect upon the setting and amenities of adjoining residential properties and the wider residential character of the area.

The location is a Biodiversity Opportunity Area and an area at high risk of flooding.

Proposals are in conflict with policy FNP13 Protect and Enhance Biodiversity, which seeks to protect, restore and re-create wildlife habitats within the Biodiversity Opportunity Areas, see attached Map H.

Proposals should protect and enhance biodiversity by:

- a) Protecting Special Protection Areas, Sites of Special Scientific Interest, and Local Wildlife Sites (Sites of Nature Conservation Importance), protected and priority species, ancient woodland, veteran or aged trees, and species-rich hedgerows;
- b) Preserving and extending ecological networks, in particular those defined on Map H – Green Infrastructure, to assist the migration and transit of flora and fauna, including within the built up area of Farnham; and

c) Promoting biodiversity enhancements, including restoration and re-creation of wildlife habitats within the Biodiversity Opportunity Areas where appropriate.

Although proposals include incorporating new footways these will be difficult to achieve and impact the already dangerous section of Burnt Hill Road. Creating visibility splays and footways will have a negative impact on the character of the area.

Policy FNP 30, Transport impact of development, states proposals will be permitted where they meet the following criteria:

- a) Safely located vehicular and pedestrian access where adequate visibility exists or could be created;
- b) Larger scale development proposals are accompanied by a Travel Plan;
- c) Residential development proposals ensure that sustainable transport links, including walking and cycling links are provided to the principal facilities including the town centre and the nearest neighbourhood centre; the nearest bus stop; primary school; secondary school and public open space;
- d) Employment and other non-residential development proposals located outside the town centre ensure that sustainable transport links are provided to surrounding residential areas; the nearest bus stop and the town centre and the nearest neighbourhood centre;
- e) Where adequate transport infrastructure is not available to serve the development, the development would provide, or contribute towards, appropriate measures which will address the identified inadequacy and assist walking, cycling, public transport and other highway improvements;
- f) Development proposals would not significantly add to traffic congestion in the town;
- g) Development proposals would not add inappropriate traffic on rural lanes and would not require highway works or footpaths which would result in unsympathetic change to the character of a rural lane;
- h) Development in areas of poor air quality or development that may have an adverse impact on air quality will be required to incorporate mitigation measures to reduce impact to an acceptable level. Permission will be refused where unacceptable impacts cannot be overcome by mitigation;
- i) Development proposals would maintain or enhance the existing local footpath and cycle network and where possible extend the network through the site and connect the development to them.

#### **Farnham Castle**

##### **WA/2025/00866 Farnham Castle**

Officer: Dana Nickson

UNIT 3 ROMANS BUSINESS PARK, EAST STREET, FARNHAM GU9 7SX

Alterations to existing shopfront to allow for the subdivision of existing commercial unit.

**No comment.**

##### **WA/2025/00919 Farnham Castle**

Officer: Dana Nickson

UNIT 3 ROMANS BUSINESS PARK, EAST STREET, FARNHAM GU9 7SX

Certificate of Lawfulness under section 191 for existing use as a retail unit (Use Class E).

**No comment.**

##### **WA/2025/00984 Farnham Castle**

Officer: Dana Nickson

UNIT 3 ROMANS BUSINESS PARK, EAST STREET, FARNHAM GU9 7SX

Alterations to shop front and installation of air conditioning condensers and extract grilles.

**Please can Planning Officer Dana Nickson review comments below and assist with clarification.**

Farnham Town Council seeks clarification on the availability of parking to the front of the premise as the application form is contradictory, asking under the heading of 'Vehicle Parking': Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces? The answer options are 'Yes' or 'No'. The applicant has ticked 'No'. Is that 'no, this site does not have any existing vehicle/cycle parking spaces' or 'no, the proposed development will not add or remove any parking spaces'?

The business will generate traffic movements given the edge of town location. Details of the vehicle access, available parking and traffic flow (does the frontage allow for one-way or two-way traffic, for example) need to be provided to understand the impact on the highway and adjacent businesses.

Details of commercial waste disposal is included in the application, with collections to the rear for the commercial waste. Given the type of business and the take-away food option, does the applicant have any information on management of litter.

Illuminated signage is proposed on the front fascia, conditions must be included to switch off the illuminated signage when the business is closed.

**WA/2025/00985 Farnham Castle**

Officer: Dana Nickson

UNIT 3 ROMANS BUSINESS PARK, EAST STREET, FARNHAM GU9 7SX

Application for advertisement consent to display illuminated signs consisting of 2no. fascia signs and 1no. projecting sign.

**Illuminated signage is proposed on the front fascia, conditions must be included to switch off the illuminated signage when the business is closed.**

**WA/2025/00872 Farnham Castle**

Officer: Alistair de Joux

STORE (HARTS YARD), 114A WEST STREET, FARNHAM

Application under Section 73A to vary Condition 1 (approved plans), vary/remove Condition 3 (construction above damp course level and materials as development has commenced) of

WA/2023/02747 and discharge of Condition 4 (terrace screens).

**No comment.**

#### **Farnham Rowledge**

**WA/2025/00916 Farnham Rowledge**

Officer: Russell Brown

MORE HOUSE SCHOOL, MOONS HILL, FRENHAM, FARNHAM GU10 3AP

Application under Section 73 to vary Condition 1 (approved plans) of WA/2022/00838 to reduce the size of the approved science block to provide two single classrooms.

**No comment.**

#### **4. Applications Considered**

##### **Farnham Bourne**



**CA/2025/00894 Farnham Bourne**

Officer: Theo Dyer

MAVINS COURT, 4 GREENHILL ROAD, FARNHAM GU9 8JN

GREAT AUSTINS CONSERVATION AREA WORKS TO AND REMOVAL OF TREES

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**CA/2025/00895 Farnham Bourne**

Officer: Theo Dyer

THE MARCHES, 1 GREENHILL ROAD, FARNHAM GU9 8JN

GREAT AUSTINS CONSERVATION AREA WORKS TO AND REMOVAL OF TREES

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**CA/2025/00991 Farnham Bourne**

Officer: Theo Dyer

3 SWINGATE ROAD, FARNHAM GU9 8JJ

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 CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

**TM/2025/01009 Farnham Bourne**

Officer: Alex Needs

LAND SOUTH OF LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RD

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 02/15

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**TM/2025/01016 Farnham Bourne**

Officer: Alex Needs

KOTIKULTA, 36 FORD LANE, WRECCLESHAM, FARNHAM GU10 4SF

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 06/11

**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 LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

**TM/2025/01017 Farnham Bourne**

Officer: Theo Dyer

GORSELANDS, 29 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 LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

**TM/2025/01030 Farnham Bourne**

Officer: Alex Needs

ARDMORE, 17 DOUGLAS GROVE, LOWER BOURNE, FARNHAM GU10 3HP

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 50/99

**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 CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

**NMA/2025/00956 Farnham Bourne**

Officer: Sam Wallis

4 MIDDLE AVENUE, FARNHAM GU9 8JL

Amendment to WA/2021/01963 to change the timber cornicing for stone on top of the front porch and the side orangery roof.

**Proposed changes must be appropriate for the setting of the Great Austins Conservation Area and compliant with Farnham Neighbourhood Plan Policy FNP4.**

**NMA/2025/01007 Farnham Bourne**

Officer: Matt Ayscough

94 LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RE

Amendment to WA/2024/00167 to change windows at the front of the house from white hardwood to pebble grey aluminium; as well as amending windows from bedrooms 1 and 2 and a number of other rooms.

**No comment.**

**PRA/2025/01013 Farnham Bourne**

Officer: Ninto Joy

36 LODGE HILL ROAD, LOWER BOURNE, FARNHAM GU10 3RF

Erection of a single-storey rear extension which would extend beyond the rear wall of the original house by 3.45m for which the maximum height would be 3.70m and the height of the eaves would be 3.00m.

**No comment.**

**WA/2025/00930 Farnham Bourne**

Officer: Justin Bramley

OAKLEIGH, 30A FRENHAM VALE, LOWER BOURNE, FARNHAM GU10 3HT

Erection of a detached garage with associated hard landscaping.

**No comment.**

**WA/2025/00948 Farnham Bourne**

Officer: Anna Whitty

ROBINSWOOD, 3 PACKWAY, FARNHAM GU9 8HW

Certificate of Lawfulness under Section 192 for erection of timber gates with brick piers across existing driveway.

**No comment.**

**WA/2025/00949 Farnham Bourne**

Officer: Anna Whitty

86A TILFORD ROAD, FARNHAM GU9 8DS

Erection of a single storey extension; erection of outbuilding to provide gym and home office following demolition of existing outbuilding.

**Farnham Town Council objects to the proposed outbuilding, being larger than the previously approved building under WA/2023/01088 and that under permitted development**

**WA/2021/0344 (behind the building line). A large outbuilding was refused and dismissed at appeal under WA/2021/03131. No objection is raised to the extension to the dwellinghouse.**

**The outbuilding's location forward of the dwellinghouse and close to Tilford Road has the potential to harm the character and appearance of the Great Austins Conservation Area.**

**Conditions were previously applied to the outbuilding application WA/2023/01088 and should be maintained if permission is granted, to protect the Great Austins Conservation Area and its setting and to comply to Farnham Neighbourhood Plan policy FNP5.**

**3. Condition:**

**The outbuilding hereby permitted shall not be occupied at any time other than for the purposes ancillary to the existing use of the dwelling known as 86A Tilford Road as a single family dwelling.**

**6. Condition:**

**Prior to the commencement of the development, a 5 year landscape scheme including tree management and method of planting and establishment in accordance with BS 8545:2014, with consideration to appropriate locating of new trees to mitigate those which are to be removed to facilitate this development and control of future growth impacts upon development in accordance with BS5837 (2012) Section 5 shall be submitted to the Local Planning Authority in writing. The scheme shall include the following information.**

**(a) Scaled plan showing location of new trees and plants displaying their maximum mature canopy size**

**(b) List the species and transplantation sizes in accordance with Nursery Stock Specification BS3936 (1992)**

**(c) Detail planting method, support and protection.**

**WA/2025/00978 Farnham Bourne**

Officer: Justin Bramley

THE TUDORS, 2 LONGDOWN CLOSE, LOWER BOURNE, FARNHAM GU10 3JN

Alterations to roof to provide habitable accommodation in roofspace including installation of rooflights.

**No comment.**

**WA/2025/00998 Farnham Bourne**

Officer: Anna Whitty

61 FRENHAM ROAD, LOWER BOURNE, FARNHAM, GU10 3HL

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

**No comment.**

**WA/2025/00999 Farnham Bourne**

Officer: Anna Whitty

61 FRENHAM ROAD, LOWER BOURNE, FARNHAM GU10 3HL

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

**No comment.**

**WA/2025/01015 Farnham Bourne**

Officer: Justin Bramley

PINE VIEW LODGE, LATCHWOOD LANE, LOWER BOURNE, FARNHAM GU10 3HB

Erection of extensions and alterations to bungalow to form a two storey dwelling including green roof and installation of solar panels and associated works.

**No comment.**

**WA/2025/01021 Farnham Bourne**

Officer: Dana Nickson

CHERRY CORNER, 88 MIDDLE BOURNE LANE, LOWER BOURNE, FARNHAM GU10 3NJ

Application under Section 73 to vary Condition 3 (restriction on occupation) of WA/2017/2257 to allow for first floor of garage to be used as a short term holiday let for a maximum 90 days per calendar year.

**Change of use of ancillary outbuilding to provide a short -term holiday let was granted under WA/2024/01863 21 November 2024. This application seeks to vary Condition 3 of the original garage permission. No comment.**

**WA/2025/01037 Farnham Bourne**

Officer: Tajinder Rehal

LAND AT BRAMWELL HOUSE, MONKS WALK, FARNHAM GU9 8HT

Erection of a detached dwelling and detached garage with associated works.

**Farnham Town Council notes that planning permission was granted in January 2020 for a dwelling in this location under WA/2019/1430 and a larger dwelling in November 2021 under WA/2021/02080. The proposed dwelling in this application appears larger still.**

**Given the sensitivity of the site within the Surrey Hills National Landscape (AONB) and outside the built-up area boundary of the Farnham Neighbourhood Plan, consideration must be given to LPP1 policy NE1 Biodiversity and Local Geological Sites Conservation, RE1 Countryside beyond the Green Belt, RE2 Green Belt, RE3 Landscape Character - Surrey Hills AONB, and Farnham Neighbourhood Plan policy FNP10 Protect and Enhance the Countryside: Outside of the Built Up Area Boundary priority will be given to protecting the countryside from inappropriate development. A proposal for development will only be permitted where it would: a) Be in accordance with Policies FNP16, FNP17 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 having high landscape value and sensitivity; and e) Enhance the landscape value of the countryside and, where new planting is involved, use appropriate native species.

Farnham Town Council requests that the previous conditions below be applied if planning permission is granted for the proposed further enlarged dwelling:

**Condition 3.** A 15m separation buffer shall remain in place in perpetuity between the proposed dwelling and the designated ancient woodland to the south unless permission is granted by the Local Planning Authority. The buffer shall be maintained as semi -natural habitat.

**Condition 4.** The landscaping shall be maintained to the satisfaction of the Local Planning Authority for a period of 5 years after planting, such maintenance to include the replacement of any trees and shrubs that die or have otherwise become, in the opinion of the Local Planning Authority, seriously damaged or defective. Such replacements to be of same species and size as those originally planted.

**Condition 7.** Any external lighting installed on this development shall comply with the recommendations of the Bat Conservation Trusts' document entitled "Bats and Lighting in the UK - Bats and The Built Environment Series".

**Condition 8.** In implementing this permission, the developer should take action to ensure that development activities such as site clearance or the removal of dense vegetation are timed to avoid the bird nest season of early March to August inclusive. If this is not possible and only small areas of dense vegetation are affected, the site could be inspected for active nests by an ecologist immediately prior to clearance works. If any active nests are found they should be left undisturbed with a buffer zone around them, until it can be confirmed by an ecologist that the nest is no longer in use.

#### **Farnham Castle**

##### **CA/2025/01023 Farnham Castle**

Officer: Theo Dyer

BISHOPS MEAD COTTAGE, BISHOPS MEAD, FARNHAM GU9 7DU

FARNHAM CONSERVATION AREA WORKS TO TREE

**Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

##### **NMA/2025/00941 Farnham Castle**

Officer: Dana Nickson

93-94 OLD CHAMBERS, WEST STREET, FARNHAM GU9 7EB

Amendment to WA/2024/00380 - Change of use from offices (use Class E) to 3 dwellings (use Class C3) and Listed Building Consent for internal and external alterations

**No comment.**

##### **WA/2025/00963 Farnham Castle**

Officer: Dana Nickson

93-94 WEST STREET, FARNHAM GU9 7EN

Listed Building Consent for internal and external alterations to building together with alterations to amenity areas.

**Listed building consent for above application. No comment.**

**PRA/2025/01006 Farnham Castle**

Officer: Justin Bramley

4 HIGH PARK ROAD, FARNHAM GU9 7JL

Erection of a single-storey rear extension which would extend beyond the rear wall of the original house by 6.00m for which the maximum height would be 3.00m and the height of the eaves would be 2.20m.

**No comment.**

**WA/2025/00880 Farnham Castle**

Officer: Lauren Kitson

85 WEST STREET, FARNHAM GU9 7EN

Change of use and alterations to commercial unit to provide 1 residential unit.

**This Listed property is in the Town Centre Conservation Area and is in need of renovation, appropriate for its Listing and the setting, and compliant with Farnham Neighbourhood Plan policy FNP2.**

**Farnham Town Council notes that the property adjoins 84 West Street, in operation as Caffè Piccolo since 1995. Consideration must be given to internal sound proofing and window openings to the rear due to the location of kitchen extraction units to protect the amenity of the future occupants however, the use as a single dwellinghouse must not have a negative impact on the established business. Alterations must be approved by the Heritage Officer.**

**WA/2025/00883 Farnham Castle**

Officer: Lauren Kitson

85 WEST STREET, FARNHAM GU9 7EN

Listed Building consent for internal and external alterations to create 1 dwelling.

**Alterations must be approved by the Heritage Officer.**

**WA/2025/00881 Farnham Castle**

Officer: Tajinder Rehal

BENCHMARK KITCHEN AND JOINERY, GUILDFORD ROAD TRADING ESTATE, FARNHAM GU9 9PZ

Alterations to existing commercial unit to raise roof ridge height and replace existing doors on north elevation with roller shutter.

**No comment.**

**WA/2025/00891 Farnham Castle**

Officer: Matt Ayscough

34 WEST STREET, FARNHAM GU9 7DR

Construction of a dormer to provide additional habitable accommodation at second floor.

**Farnham Town Council notes that the proposed dormer has been reduced in size to previously refused application. The dormer windows serve a bathroom and proposed as obscured glazing. The dormer must be approved by the Heritage Officer.**

**WA/2025/00892 Farnham Castle**

Officer: Matt Ayscough

34 WEST STREET, FARNHAM GU9 7DR

Listed Building Consent for construction of a dormer and internal alterations.

**The dormer must be approved by the Heritage Officer.**

**WA/2025/00905 Farnham Castle**

Officer: Omar Sharif

4 HART HOUSE, THE HART, FARNHAM GU9 7HJ

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

**Farnham Town Council requests that a Condition be included to restrict future occupiers of the dwellings from applying for on-street parking permits within the Farnham town centre controlled parking Zone A. This principle has been applied to other residential development in the town centre with limited or no on-site parking provision.**

**WA/2025/00906 Farnham Castle**

Officer: Omar Sharif

4 HART HOUSE, THE HART, FARNHAM GU9 7HJ

Listed Building Consent for internal alterations.

**Alterations must be approved by the Heritage Officer.**

**WA/2025/00920 Farnham Castle**

Officer: Dana Nickson

23A DOWNING STREET, FARNHAM GU9 7PD

Change of use from a single commercial unit (use class e) to a single dwelling house (use class c3) (retrospective).

**Farnham Town Council requests that a Condition be included to restrict future occupiers of the dwellings from applying for on-street parking permits within the Farnham town centre controlled parking Zone A. This principle has been applied to other residential development in the town centre with limited or no on-site parking provision.**

**WA/2025/00924 Farnham Castle**

Officer: Ninto Joy

24 HALE ROAD, FARNHAM GU9 9QH

Erection of extensions and alterations together with dormer extension to provide habitable accommodation in roof space and associated hard landscaping.

**No comment.**

**WA/2025/00944 Farnham Castle**

Officer: Justin Bramley

HOLLY TREE HOUSE, GUILDFORD ROAD, FARNHAM GU9 9PU

Erection of a single storey extension and alterations to elevations together with erection of a garden room.

**No comment.**

**WA/2025/00976 Farnham Castle**

Officer: Ninto Joy

CHURCH COTTAGE, EAST STREET, FARNHAM GU9 7TJ

Application under Section 73 to remove Condition 4 (tree protection measures) and vary wording of Condition 5 (retained tree) of WA/2025/00217.

**No comment.**

**WA/2025/01041 Farnham Castle**

Officer: Matt Ayscough

46 SOUTH STREET, FARNHAM GU9 7RP

Application for advertisement consent to display illuminated signs consisting of 1no.replacement illuminated sign 1no. illuminated hanging sign, lighting and Installation of 2 x Menu Boards and 2no. planters.

**No comment.**

**WA/2025/01042 Farnham Castle**

Officer: Matt Ayscough

46 SOUTH STREET, FARNHAM GU9 7RP

Replacement of 1no. sign, 1no. hanging sign, installation of lighting, 2no. menu boards and 2no.planters.

**No comment.**

**WA/2025/01043 Farnham Castle**

Officer: Matt Ayscough

46 SOUTH STREET, FARNHAM GU9 7RP

Listed Building consent for replacement illuminated 1no. sign, 1no.illuminated hanging sign, lighting and Installation of 2no. menu boards and 2no. planters.

**No comment.**

**Farnham Firgrove**

**WA/2025/00868 Farnham Firgrove**

Officer: Ninto Joy

19 LITTLE GREEN LANE, FARNHAM GU9 8TF

Certificate of Lawfulness under Section 192 for the erection of an extension and alteration.

**No comment.**

**WA/2025/00890 Farnham Firgrove**

Officer: Matt Ayscough

15 TALBOT ROAD, FARNHAM GU9 8RP

Erection of single storey extensions and demolition of shed.

**No comment.**

**WA/2025/00945 Farnham Firgrove**

Officer: Ninto Joy

4 LANCASTER AVENUE, FARNHAM GU9 8JY

Certificate of Lawfulness under Section 192 for alterations to existing conservatory together with alterations to fenestrations on ground floor south west elevation.

**No comment.**

**WA/2025/00975 Farnham Firgrove**

Officer: Ninto Joy

17 GROVE END ROAD, FARNHAM GU9 8RD

Application under Section 73 to vary condition 1 of WA/2022/03161 (approved plans) to allow alterations to design.

**No comment.**

**Farnham Heath End**



**TM/2025/00887 Farnham Heath End**

Officer: Theo Dyer

LITTLE ROUGH, ALMA LANE, FARNHAM GU9 0JY

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 24/07

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**TM/2025/01008 Farnham Heath End**

Officer: Alex Needs

33 WHITE COTTAGE CLOSE, FARNHAM GU9 0NL

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 33/99

**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 CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

**NMA/2025/01002 Farnham Heath End**

Officer: Anna Whitty

9 BISHOP SUMNER DRIVE, FARNHAM GU9 0HQ

Amendment to adjust the size of a window on the south elevation, change the window on the garage roof from pitched to flat, remove a ground floor window and replace it with solid brick, replace bifold doors with windows; and extend the bike storage area.

**Farnham Town Council has no objection if proposed amendments are determined to be non-material.**

**WA/2025/00914 Farnham Heath End**

Officer: Lauren Kitson

55-56 WILLOW WAY, FARNHAM GU9 0NT

Installation of parcel service lockers (retrospective).

**Farnham Town Council notes the neighbours' objections to the negative impact on the amenity of adjacent residents from light pollution from the locker unit and vehicle noise and inappropriate parking of those accessing the lockers.**

**Farnham Town Council requests conditions should be included if permission is granted for this retrospective application. The hours of operation must align with the shop in the precinct or 23.00 at the latest, to avoid disturbance to the adjacent residents in this densely populated location. The lighting should be adjusted to avoid 'spill' and light pollution beyond the shop frontage and turned off when not in operation. Advice should be given to those accessing the lockers of parking facilities available at the location to avoid inappropriate parking.**

**WA/2025/00931 Farnham Heath End**

Officer: Lauren Kitson

LAND AT 1 HILL ROAD, FARNHAM GU9 0QJ

Erection of a two storey dwelling and associated works including demolition of single storey element to 1 Hill Road.

Farnham Town Council notes the objection from the neighbour to the rear of the potential for overlooking from the two storey dwelling proposed in the garden land to the side of 1 Hill Road.

**WA/2025/00972 Farnham Heath End**

Officer: Ninto Joy

ANNEXE, RAVENSWOOD FARM COTTAGE, LOWER HALE, FARNHAM

Certificate of Lawfulness under Section 191 for alterations to detached garage building to provide an independent residential dwelling which has been in use as such since 07/05/2019.

**Farnham Town Council objects to this application as a Section 191. A full application must be submitted to understand the access to the proposed independent residential dwelling and its impact on the setting of the AGLV, in land outside the built-up area of Farnham Neighbourhood Plan. Proposals must be consideration against policy FNP10, RE1 and RE3.**

**Farnham Moor Park**

**WA/2025/00908 Farnham Moor Park**

Matt Ayscough

SWIFT HOUSE, MOOR PARK HOUSE WAY, FARNHAM GU10 1FH

Application under Section 73 to vary condition 1 (approved plans) of WA/2024/00013 to increase the size of swimming pool.

**No comment.**

**WA/2025/00909 Farnham Moor Park**

Officer: Matt Ayscough

SWIFT HOUSE, MOOR PARK HOUSE WAY, FARNHAM GU10 1FH

Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to vary Condition 1 (approved plans) of WA/2024/00014 to increase the size of swimming pool.

**Listed building consent for application above. No comment.**

Cllr Merryweather declared an interest as WBC Portfolio Holder for Assets and Finance.

**WA/2025/00947 Farnham Moor Park**

Officer: Tajinder Rehal

14 FARNHAM TRADING ESTATE, FARNHAM GU9 9NY

Relocation of existing first floor external fire escape staircase and removal of existing windows on front elevation to allow for new fire escape route and escape doors to be installed.

**No comment.**

**Farnham North West**

**NMA/2025/01031 Farnham North West**

Officer: Dana Nickson

RUNWICK HILL, RUNWICK LANE, FARNHAM GU10 5EE

Amendment to WA/2024/00855 to widen door from single to double and replacement of garage doors with glazed sliding doors to replace previously approved garage doors.

**No comment.**

**WA/2025/00882 Farnham North West**

Officer: Justin Bramley

19 CRONDALL LANE, FARNHAM GU9 7BG

Erection of extensions and alterations including covered porch following demolition of existing conservatory.

**No comment.**

**WA/2025/00940 Farnham North West**

Officer: Justin Bramley

2 UPPER OLD PARK LANE, FARNHAM GU9 0AS

Certificate of Lawfulness under Section 192 for erection of an extension and alterations to existing attached garage to provide habitable accommodation together with the erection of single storey extensions on north west elevation; alteration to fenestration on first floor north east elevation and demolition of existing rear porch.

**No comment.**

**Farnham Rowledge**

**NMA/2025/00923 Farnham Rowledge**

Officer: Anna Whitty

2 HIGH STREET, ROWLEDGE, FARNHAM GU10 4BS

Amendment to WA/2025/00467 to amend the roof colour from brown to grey and to amend the colour of the external doors from brown to green.

**No comment.**

**TM/2025/00877 Farnham Rowledge**

Officer: Alex Needs

BROAD HA'PENNY, WRECCLESHAM, FARNHAM GU10 4TF

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 17/99 AND 18/99

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**TM/2025/01018 Farnham Rowledge**

Officer: Alex Needs

17 BOUNDSTONE ROAD, WRECCLESHAM, FARNHAM GU10 4TH

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 45/99

**Farnham Town Council leaves to the Arboricultural Officer.**

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

**WA/2025/00928 Farnham Rowledge**

Officer: Lauren Kitson

FAIR VALLEY FARM, 6A ROSEMARY LANE, ROWLEDGE, FARNHAM GU10 4DB

Alterations to existing outbuilding barn to form a dwelling and associated works.

**Farnham Town Council notes that the previous permitted development application for change of use was refused.**

**Farnham Town Council requests that a Construction Management Plan be conditioned to ensure safe movement of vehicles on the narrow lane. Hedges and verges must be retained and protected from damage from construction vehicles.**

**WA/2025/00938 Farnham Rowledge**

Officer: Anna Whitty

11 SCHOOL HILL, WRECCLESHAM, FARNHAM GU10 4QA

Erection of a single storey extension and open porch.

**No comment.**

**WA/2025/00959 Farnham Rowledge**

Officer: Anna Whitty

11A THE AVENUE, ROWLEDGE, FARNHAM GU10 4BD

Erection of an extension, alterations to existing garage for conversion and detached garage.

**No comment.**

**WA/2025/00992 Farnham Rowledge**

Officer: Dana Nickson

LE SOURCIL, MANLEY BRIDGE ROAD, ROWLEDGE, FARNHAM GU10 4BU

Erection of 2 dwellings with access and associated landscaping following demolition of existing bungalow.

**Farnham Town Council objects to this application for two, two storey dwellings, following the demolition of the existing bungalow, noting an application for three dwellings was refused under WA/2024/00139.**

**Farnham Neighbourhood Plan policy FNP1 must be considered. New development will be permitted where it: a) Is designed to a high quality which responds to the heritage and distinctive character of the individual area, by way of: i. height, scale, density, layout, orientation, design and materials of buildings, ii. boundary treatment, iii the scale, design and materials of the public realm (highways, footways, open space and landscape); b) Follows guidance in the Farnham Design Statement and the Surrey Hills AONB Management Plan; c) Protects and enhances heritage assets and their setting; d) Respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site; e) Is well integrated into the landscape by existing and new landscape buffers.**

**The proposed two storey dwellings have been positioned to the front and rear of the plot to address some of the previous reasons for refusal. Although less cramped on the site, the scale, form, design and use of materials would fail to integrate with the wider character of the area, resulting in visual harm to the appearance of the street scene and the wider area.**

**As with the previous application, the proposal would impact mature trees on the front boundary to ensure visibility splays and access to two dwellings. Proposals would impact the verdant character of the area.**

**It is noted that two accessible parking spaces have been laid-out for each four-bedroom dwellings but only 'further room' for visitors to park and turning for a small van. Given the reliance on a car in this location, the parking spaces provided are below the minimum requirement for a four-bedroom dwelling as detailed in WBCs Parking Guidance SPD.**

**WA/2025/01020 Farnham Rowledge**

Officer: Justin Bramley

8 CLIFTON CLOSE, WRECCLESHAM, FARNHAM GU10 4TP  
Certificate of Lawfulness under Section 192 for erection of a porch and single storey extension following demolition of existing conservatory.  
**No comment.**

#### **Farnham Weybourne**

##### **WA/2025/00885 Farnham Weybourne**

Officer: Ninto Joy  
104 WEYBOURNE ROAD, FARNHAM GU9 9HE  
Certificate of Lawfulness under Section 192 for roof extension to allow loft conversion.  
**No comment.**

##### **TM/2025/01011 Farnham Weybourne**

Officer: Alex Needs  
51 COPSE AVENUE, FARNHAM GU9 9EA  
APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 24/01  
**Farnham Town Council leaves to the Arboricultural Officer.**

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

##### **TM/2025/01029 Farnham Weybourne**

Officer: Alex Needs  
38 WOODBOURNE, FARNHAM GU9 9EE  
APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 26/01  
**Farnham Town Council leaves to the Arboricultural Officer.**

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

Councillor Laughton left the meeting at 11.30am. Councillor Beaman was elected as Lead Member for the rest of the meeting, proposed by Councillor Earwaker and seconded by Councillor White.

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

There were none for this meeting.

#### **6. Appeals Considered**

There were none for this meeting.

#### **7. Licensing Applications Considered**

Premises Licensing Applications

Papa John's Farnham Late-night Delivery Driver Policy Considered

##### **New**

Papa John's Pizza, Contec House, East Street, Farnham GU9 7SX

MJI Foods Ltd

An application has been received for a new premises licence. The application is for Late night refreshment 23:00-02:00 Sunday to Thursday and 23:00-03:00 Friday and Saturday and Opening hours 11:00-02:00 Sunday to Thursday and 11:00-03:00 Friday and Saturday.

**Farnham Town Council notes that public collections times is to midnight only and the requested hours until 02.00 Sunday to Thursday and 03.00 Friday and Saturday is for deliveries for Papa John's Pizza.**

**Farnham Town Council is content that Papa John's Farnham Late-night Delivery Driver Policy responds to the concerns raised previously and asks that a copy of this Policy be attached to the premises licence, if granted.**

**Currently the application only documents steps under licensing objective 'the prevention of public nuisance' to minimise internal noise and customers leaving quietly (this timing being until midnight only) and not the actions of delivery drivers.**

#### **New**

Best Farnham Kebab, Long Garden Walk, Farnham, Surrey, GU9 7HA  
Mr M Elhan

An application has been received for a new premises licence. The application is for Late night refreshment 23:00-00:30 Monday to Thursday, 23:00-01:30 Friday and Saturday and 23:00-00:00 Sunday; and Opening hours 16:00-00:30 Monday to Thursday, 16:00-01:30 Friday and Saturday and 16:00-00:00 Sunday.

**A premise licence is needed to operate after 23.00. Farnham Town Council has no objections to Best Farnham Kebabs premises licence and proposed hours.**

Street Trading Applications

#### **Renewal of Street Trading**

West Sussex Whippy

The application is for trading seven days a week between the hours of 12:00 and 19:00 from March – September only. The applicant is registered as a food business with a Food Hygiene rating score of 5. As this is an **itinerant** trader, there is no fixed trading location and a condition will be added to any Consent granted limiting the amount of time that can be spent in any one location to a maximum of 20 minutes.

**Farnham Town Council requests that trading is not be permitted in the following areas, to avoid impacting existing businesses:**

**The Bourne – shop on Frensham Road and Bourne Green; Station Hill shops; Firgrove Hill shops; Ridgway Road shops; Farnborough Road/Heath End shops; St Mark's Place, Sandy Hill; Tesco at junction of Upper Hale Road/Alma Lane; Willow Way shops; Wrecclesham Road and School Hill shops; The Long Road shops, Rowledge.**

#### **New Street Trading**

The Eden Garden Kitchen

Waverley Borough Council is currently in receipt of an application for a Street Trading Consent for 'The Eden Garden Kitchen' to trade from 2 Hale Road, Farnham between the hours of 16:00 – 21:00 on Mondays – Thursdays.

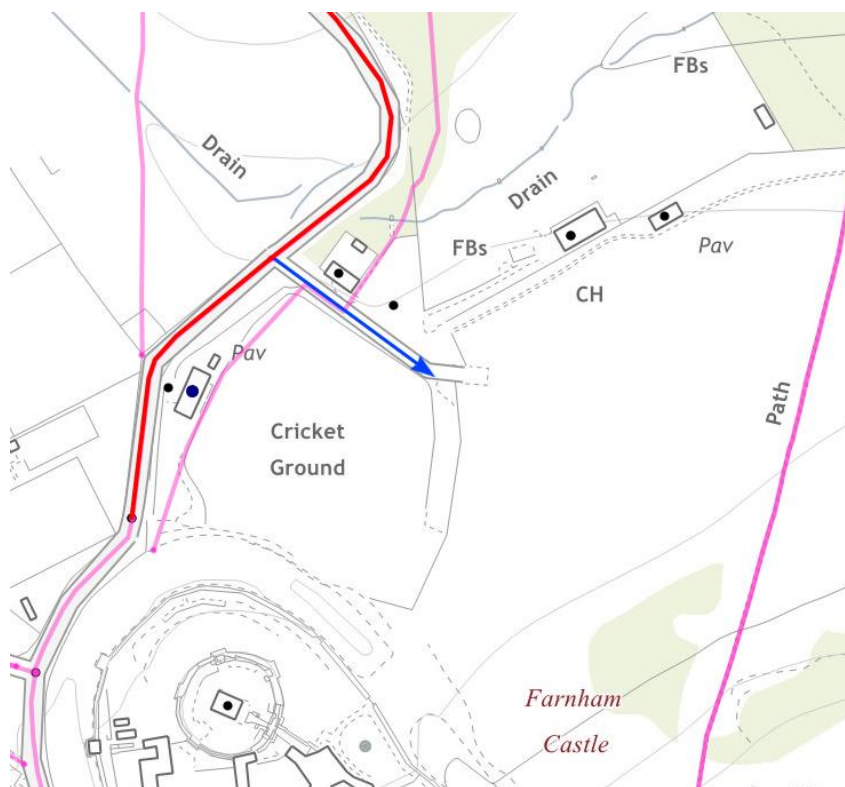
Following review of the application for a Street Trading Consent for 'The Eden Garden Kitchen' to trade from 2 Hale Road, Farnham between the hours of 16:00 – 21:00 on Mondays – Thursdays, concern has been raised about the pizza oven trailer.

Clarification is sought as to the safety of the pizza oven as a trailer. Does it cool down before being towed. How much smoke is generated from the 'wood fire'.

## 8. Waverley Borough Council Street Naming Applications Considered

### STREET NAMING APPLICATION SNN/2025/0043 – GRAHAM THORPE DRIVE

The proposal is to name the section of road shown on the plan below (marked with a blue arrow) as GRAHAM THORPE DRIVE.



Farnham Town Council supports the proposed road name GRAHAM THORPE DRIVE for the access way into the parking area at Farnham Park and Farnham Park Golf Club, alongside the cricket ground.

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

The application below is due to be considered by the Planning Committee on 4<sup>th</sup> June 2025 at 7pm.

Councillor Beaman was nominated to represent Farnham Town Council's comments, see below.

**WA/2025/00001 Farnham Weybourne**

Officer: Michael Eastham

LAND SOUTH EAST OF FARNHAM SEWAGE TREATMENT WORKS, MONKTON LANE, FARNHAM  
Erection of 3 industrial/warehouse buildings with open storage/yards, associated access, car and cycle parking, infrastructure and landscaping.

**Farnham Town Council requests that more time is allowed to ensure comments from responsible authorities are received and considered for this major application, given the size and scale of the proposed buildings on a site of 4.86 hectares.**

**The development site is currently a vacant grassed site. The proposed development must not increase flooding in the area. Farnham Town Council notes that the site is close to the Nadder Stream and other tributaries running via Bourne Mill, flowing into the River Wey, a sensitive location within the 'Wey and tributaries Management Catchment'.**

**Mitigating the impacts from surface water run-off and contamination is vital. Consideration should be given to rainwater capture with expansive roofs across three buildings and large open storage yards. PV panels should also be incorporated.**

**Monkton Lane to the northeast of the site regular floods. Highways improvements for drainage of surface water on roads around the site must be agreed with Surrey Highways, along with the maintenance of culverts within the vicinity.**

**Measures to expand the pedestrian and cycle provision to link with new and existing infrastructure must be provided to support this development, to connect with the wider industrial and residential areas beyond.**

**It is likely that further consultation will be needed to respond to requirements of the Local Lead Flood Authority.**

**Local Plan Part 1 (LPP1) policy TD1 Townscape and Design states: account will be taken of design guidance adopted by the Council including design and development briefs, Conservation Area Appraisals and associated Management Plans, town and village design statements and other design policies and guidance produced within subsequent Development Plan Documents, Supplementary Planning Documents and Neighbourhood Plans.**

**10. Date of next meeting**

Monday 16<sup>th</sup> June 2025 at 9.30am.

The meeting ended at 11.50 am

Notes written by Jenny de Quervain





# FARNHAM TOWN COUNCIL

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## Notes

### Planning & Licensing Consultative Working Group

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#### Time and date

9.30 am on Monday 16th June, 2025

#### Place

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

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#### Planning & Licensing Consultative Working Group Members Present:

Councillor David Beaman  
Councillor Alan Earwaker  
Councillor Brodie Mauluka  
Councillor George Murray (in attendance until 9.55 am)  
Councillor Graham White

Officers: Jenny de Quervain

#### 1. Apologies for Absence

Apologies were received from Councillors Laughton, Merryweather and Woodhouse.

In the absence of the Lead Member, Councillor Beaman was nominated as Chair for this meeting by Councillor Earwaker and seconded by Councillor Murray.

#### 2. Disclosure of Interests

The Officer declared a non pecuniary interest to WA/2025/01113 due to vicinity. Councillors formulated comments.

#### 3. Applications Considered for Key/Larger Developments

##### **Farnham Castle**

##### **WA/2025/01075 Farnham Castle**

Officer: Lauren Kitson

UNIT A, FARNHAM RETAIL PARK, GUILDFORD ROAD, FARNHAM GU9 9QJ

Alterations to roof and associated works.

**No comment.**

#### 4. Applications Considered

##### **Farnham Bourne**

###### **NMA/2025/01068 Farnham Bourne**

Officer: Sam Wallis

22 VICARAGE HILL, FARNHAM GU9 8HJ

Amendment to WA/2022/01455 for reduction of proposed 2 storey extension to the north by 650mm.

**For information FTC has had the response below from WBC on comments submitted for NMAs:**

*Non Material Amendments (NMA's) are not subject to public consultation and we do not accept town council comments on these applications.*

*The matter we are determining is whether the amendment is a material change to the approved development, if the Planning Officer assesses the proposed amendment as a material change the application will be refused and the applicant would need to apply via a different application which allows for notification and consultation on the proposed changes.*

###### **TM/2025/01132 Farnham Bourne**

Officer: Alex Needs

9 MANOR GARDENS, LOWER BOURNE, FARNHAM GU10 3QB

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT TO TREE PRESERVATION ORDER 01/00

**Farnham Town Council leaves to the Arboricultural Officer.**

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

###### **WA/2025/01055 Farnham Bourne**

Officer: Matt Ayscough

3 STREAM FARM CLOSE, LOWER BOURNE, FARNHAM GU10 3PD

Application under section 73a to remove condition 3 of WA/2004/0590 (restricts use of garage) to allow for home office including toilet and shower facility.

**Farnham Town Council notes that the building is located in flood zone 3, close to the Bourne Stream.**

##### **Farnham Castle**

###### **CA/2025/01053 Farnham Castle**

Officer: Theo Dyer

HAWTHORN LODGE, LONGBRIDGE, FARNHAM GU9 7GG

FARNHAM CONSERVATION AREA REMOVAL OF TREE

**No comment.**

###### **CA/2025/01078 Farnham Castle**

Officer: Theo Dyer

41 CASTLE STREET, FARNHAM GU9 7JB

FARNHAM CONSERVATION AREA WORKS TO TREES

**No comment.**

**CA/2025/01090 Farnham Castle**

Officer: Theo Dyer

THE STABLES, CASTLE HILL, FARNHAM GU9 7JG

FARNHAM CONSERVATION AREA WORKS TO TREE

**No comment.**

**WA/2025/01060 Farnham Castle**

Officer: Ninto Joy

14-14A THE BOROUGH, FARNHAM GU9 7NF

Display of non-illuminated fascia signage and projecting sign.

**Farnham Town Council has no objection to the proposed signage in the Town Centre Conservation Area but asks that the overall frontage of the building also be improved having been neglected through lack of maintenance.**

**WA/2025/01079 Farnham Castle**

Officer: Tajinder Rehal

3 BORELLI YARD, FARNHAM GU9 7NU

Erection of an outdoor dining pergola with retractable roof following removal of existing awnings.

**Farnham Town Council notes that the proposed structure steps away from the adjacent building, the rear of 38-39 The Borough with a current application pending for 6 dwellings under WA/2024/02264.**

The existing premises, licence dated 24th November 2024, includes outdoor use:

*The provision of table meals with last orders for food being taken at 22:30. From 1st November to 31st March such refreshment will only be provided outdoors in the courtyard when weather conditions permit. It is intended that the provision of late night refreshment on Sundays will be on an occasional basis only.*

**Late Night Refreshment, Indoors and outdoors**

**Sunday 23:00 - 00:00**

**Monday 23:00 - 00:00**

**Tuesday 23:00 - 00:00**

**Wednesday 23:00 - 00:00**

**Thursday 23:00 - 00:00**

**Friday 23:00 - 00:00**

**Saturday 23:00 - 00:00**

**WA/2025/01091 Farnham Castle**

Officer: Tajinder Rehal

BEAVER HOUSE, 79 WEST STREET, FARNHAM GU9 7EH

Change of use and alterations to ground floor of the building including upper floors from offices (Use Class E) to residential (Use Class C3) including extensions to provide 1 dwelling with amenity space, detached garage and associated works.

**Farnham Town Council notes that two parking spaces are included within the boundary of the dwelling. A condition must be included to restrict future occupants from applying for any controlled parking permits with Zone A: In permit schemes A (in the Farnham town centre controlled parking zone), each household may apply for a maximum of 1 permit if there is no off-street parking for the property.**

**WA/2025/01092 Farnham Castle**

Officer: Tajinder Rehal

BEAVER HOUSE, 79 WEST STREET, FARNHAM GU9 7EH

Listed Building Consent for alterations to ground floor of the building including upper floors from offices (Use Class E) to residential (Use Class C3) including extensions to provide 1 dwelling with amenity space, detached garage and associated works.

**No comment.**

**WA/2025/01111 Farnham Castle**

Officer: Alistair de Joux

CONTEC HOUSE, EAST STREET, FARNHAM GU9 7SX

Application under Section 73 to vary Condition 5 (restrictions on operational hours) of WA/2013/0844 to extend opening hours.

**Farnham Town Council notes the neighbours' objections to the proposed variation of Condition 5, raising concern on the impact on their amenity from noise with extended opening hours, being located near to the premises.**

**WA/2025/01115 Farnham Castle**

Officer: Lauren Kitson

28 PARK ROAD, FARNHAM GU9 9QN

Erection of two storey rear extension.

**Farnham Town Council notes that the proposed two storey extension is close to the boundary with no. 26. The neighbour's amenity must not be negatively impacted by the extension.**

**Farnham Firgrove****WA/2025/01066 Farnham Firgrove**

Officer: Ninto Joy

21 WEYDON HILL ROAD, FARNHAM GU9 8NX

Erection of a single storey extension.

**No comment.**

**WA/2025/01069 Farnham Firgrove**

Officer: Tajinder Rehal

WEYDON CHRISTIAN CENTRE, UPPER WAY, FARNHAM, GU9 8RL

Erection of 2 outbuildings, landscaping and alterations to entrance of main building.

**No comment.**

**WA/2025/01127 Farnham Firgrove**

Officer: Anna Whitty

QUIES, 2A RIDGWAY ROAD, FARNHAM GU9 8NW

Application under Section 73 to vary WA/2025/00052 Condition 2 (approved plans) to alter garage roof.

**No comment.**

**Farnham Heath End****TM/2025/01089 Farnham Heath End**

Officer: Alex Needs

55 WHITE COTTAGE CLOSE, FARNHAM GU9 0NL

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER 33/99

**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 CC1 Climate Change and NE2 Green and Blue Infrastructure.**

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

**WA/2025/01100 Farnham Heath End**

Officer: Ninto Joy

71 HEATH LANE, FARNHAM GU9 0PX

Erection of a two storey extension including installation of rooflights following part demolition of existing single storey extension.

**No comment.**

**WA/2025/01103 Farnham Heath End**

Officer: Justin Bramley

20 WINGS ROAD, FARNHAM GU9 0HW

Certificate of Lawfulness under Section 192 for dormer extension to provide additional habitable accommodation in roof space.

**No comment.**

**Farnham Moor Park**

**WA/2025/01050 Farnham Moor Park**

Officer: Ninto Joy

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

Construction of a drop kerb.

**No comment.**

**WA/2025/01065 Farnham Moor Park**

Officer: Anna Whitty

7 HURLANDS CLOSE, FARNHAM GU9 9JF

Erection of single and two storey extensions and alterations including installation of solar panels: alterations to attached garage to form habitable accommodation.

**No comment.**

**WA/2025/01086 Farnham Moor Park**

Officer: Tajinder Rehal

T S SWIFTSURE, LOWER WEYBOURNE LANE, FARNHAM GU9 9LQ

Erection of open ended lean-to shelter.

**No comment.**

**WA/2025/01095 Farnham Moor Park**

Officer: Justin Bramley

9 GLORNEY MEAD, BADSHOT LEA, FARNHAM GU9 9NL

Erection of single storey extensions and alterations to existing garage to provide habitable accommodation following demolition of existing conservatory.

**Sufficient parking must be available within the boundary of the property with the loss of the garage.**

**WA/2025/01101 Farnham Moor Park**

Officer: Anna Whitty

38 BROOMLEAF ROAD, FARNHAM GU9 8DQ

Erection of single storey extension and alterations to elevations following demolition of existing conservatory; alterations to attached garage to form habitable accommodation.

**No comment.**

**WA/2025/01105 Farnham Moor Park**

Officer: Tajinder Rehal

14 FARNHAM TRADING ESTATE, FARNHAM GU9 9NY

Replacement of existing asbestos cement roofing with composite sheet roofing and installation of solar panels.

**No comment.**

**WA/2025/01130 Farnham Moor Park**

Officer: Russell Brown

THORNFIELDS, BADSHOT FARM LANE, BADSHOT LEA, FARNHAM GU9 9HY

Change of use of land to provide 1 gypsy pitch comprising 1 static caravan; erection of 1 day room, bike & bin store and parking following demolition of existing shed.

**Deferred for further consideration at the next meeting.**

**Farnham North West**

**PRA/2025/01128 Farnham North West**

Officer: Dana Nickson

7 AMBLESIDE CRESCENT, FARNHAM GU9 0RZ

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

**Farnham Town Council maintains its objection to the two storey extension in an elevated position, being too dominant in the street scene with the potential to be overbearing on the adjoining neighbour. Proposals have previously refused under WA/2024/02155 and previously refused not permitted development under PRA/2025/00312.**

**WA/2025/01072 Farnham North West**

Officer: Justin Bramley

8 BEAVERS ROAD, FARNHAM GU9 7BD

Erection of a single storey extension and installation of window on ground floor west elevation together with construction of a dormer extension to provide habitable accommodation in roof space, following demolition of existing conservatory.

**No comment.**

**WA/2025/01113 Farnham North West**

Officer: Sam Wallis

NEW DWELLING ON LAND AT THE END HOUSE, 12 OLD PARK LANE, FARNHAM

Erection of a dwelling with associated landscaping following demolition of existing outbuilding.

**Farnham Town Council objects to the further enlargement of the proposed new dwelling in the garden of The End House, 12 Old Park Lane, and its position against the boundary, with doors and windows opening on to a hedge. The ridge height has risen from the original application of 4m to 'approximately' 6.3m.**

**Farnham Town Council notes the series of applications made prior to this one:**

**WA/2023/02058 'Erection of an extension and alterations to ancillary outbuilding to form a dwelling with associated garden and alterations to access' being refused by Planning Officer November 2023 due to potential to enlarge and impact character with residential paraphernalia in the garden. Ridge height of 4m.**

**Subsequently allowed at appeal October 2024 with the Inspector concluding it was 'a modest dwelling'.**

**WA/2025/00077 'Erection of a dwelling and widening of existing access with associated landscaping following demolition of existing outbuilding', was granted permission by the Planning Officer March 2025, stating, 'given the single-storey height of the proposal that would mean any views are largely contained within the host plot and verdant boundaries'. Maximum ridge height of 5.8m.**

**This new application adds a first floor, utilising an enlarged roof space and dormer windows with a ridge of approximately 6.3m, being over 2.3m higher than the original. It is unlikely the views of the dwelling could be contained within the plot therefore the character of the area will be impacted negatively.**

#### **Farnham Rowledge**

##### **WA/2025/01051 Farnham Rowledge**

Officer: Anna Whitty

LITTLE ORCHARD, 11 WOODCUT ROAD, WRECCLESHAM, FARNHAM GU10 4QF

Erection of single and two storey extensions and alterations including installation of rooflight and air source Heat Pump following demolition of existing attached garage.

**The neighbour at no. 11A must not be negatively impacted by the noise from the air source heat pump located on southwest flank (according to the block plan).**

#### **Farnham Weybourne**

##### **WA/2025/01129 Farnham Weybourne**

Officer: Justin Bramley

THIRDONRITE, NELSON CLOSE, FARNHAM GU9 9AR

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

**No comment.**

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

There were none for this meeting.

## **6. Appeals Considered**

WA/2023/01467- 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.

The appeal was ALLOWED on 11<sup>th</sup> June 2025.

## 7. Licensing Applications Considered

Previous comments submitted

### **New Street Trading**

The Eden Garden Kitchen

Waverley Borough Council is currently in receipt of an application for a Street Trading Consent for **'The Eden Garden Kitchen'** to trade from 2 Hale Road, Farnham between the hours of 16:00 – 21:00 on Mondays – Thursdays.

**Following review of the application for a Street Trading Consent for 'The Eden Garden Kitchen' to trade from 2 Hale Road, Farnham between the hours of 16:00 – 21:00 on Mondays – Thursdays, concern has been raised about the pizza oven trailer.**

**Clarification is sought as to the safety of the pizza oven as a trailer. Does it cool down before being towed. How much smoke is generated from the 'wood fire'.**

Further clarification received

### **New Street Trading**

The Eden Garden Kitchen

#### **We have been advised:**

*In regard to the pizza oven trailer. The trailer will not be moved and towed away and will remain there after use overnight, therefore will cool down, and there is a pipe that's pointing upwards as visible in the image where all the warmth goes out from also from the oven mouth (the aperture where wood) opens and temperature outside supports this cooling process. Furthermore, another method that's used a lot is that we will be using a cloth that will specially be wet with cold water and not only cooled but also cleaned from the inside after use. Additionally, in terms of smoke generated, the wood that will be utilised is kiln dried wood with low moisture which is good as it generates less smoke therefore smoke generated is low and efficient.*

#### **Farnham Town Council's objection:**

**It is appreciated that there are general provisions in relation to smoke nuisance that would apply to this street trader with the operation of a wood fired pizza oven.**

**Farnham Town Council's concern is to the potential hazard caused by the pizza trailer continuing to be hot and accessible to the public. An objection is raised to the trailer being left unattended in the car park of The Albion Public House after service. The site is not secure therefore the trailer could be touched causing injury. Farnham Town Council would like to know Waverley Environmental Health's opinion on the potential hazards.**

This objection has been passed over to WBC Food, Health and Safety team for comment. The application will need to be determined by committee due to the objection on Public Safety grounds.

## 8. Public Speaking at Waverley's Planning Committee, Hearings or Inquiries

There were none for this meeting.



**9. Date of next meeting**

Monday 30<sup>th</sup> June 2025 at 9.30am.

The meeting ended at 10.30 am

Notes written by Jenny de Quervain

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