



FARNHAM TOWN COUNCIL

B

Notes

Strategy & Finance Working Group

Time and date

9.30 am on Tuesday 7th September, 2021 and 11am on Friday 10th September

Place

Council Chamber - Town Council Offices

Attendees:

Items 1-11

Members: Councillors John Neale (Lead Member), David Attfield, Roger Blishen, Carole Cockburn, Sally Dickson and George Hesse

Item 12

Cllrs Attfield, Blishen, Cockburn, Dickson Evans, Hesse, Mirylees, Neale.

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

1. Apologies

POINTS	ACTION
Apologies were received from Cllr Evans (present for part of meeting) and the Mayor.	

2. Declarations of interest

POINTS	ACTION
Cllr Cockburn declared an interest as a Trustee of the Ridgeway School and took no part in the discussion on that item.	

3. Minutes of the last meeting

POINTS	ACTION
The notes of the meeting held on 20th July were agreed.	

4. Tice's Meadow Update and financial contribution from Farnham

POINTS	ACTION
<p>The Working Group noted progress on discussions with Hanson and the agreed next steps for recommendation to Council. Cllr Merryweather commended the work that had been done in the background over the previous 18 months by the Town Clerk and Surrey CC officer Simon Elson, in maintaining a positive working relationship and credibility with Hanson.</p> <p>In view of the commercial sensitivity the detail is contained in Exempt Annex I.</p>	<p>Recommendations to Council.</p> <p>See Exempt Annex I.</p>

5. Grants

POINTS	ACTION
<p>The Working group noted the late grant application from the Pilgrim Marathon towards the costs of the toilets required. The Town Clerk advised that the amount requested (£880 plus VAT) was above the Small Grants allocation hence coming to the Working Group. It was agreed to allocate a sum of £500 from the balance of the 2021/22 community grants.</p> <p>The Working Group also noted that the organisers had asked if a meeting could be held with the Town Council to discuss the future of the Pilgrim Marathon.</p>	<p>Recommendation to Council:</p> <p>The grant of £500 for the Pilgrim Marathon be approved</p>

6. Reports from Task Groups

POINTS	ACTION
<p>i) Infrastructure Planning Task Group.</p> <p>In response to a question from Cllr Cockburn the Town Clerk advised that the Design Statement was with the designer who had been delayed in finalising the document having caught covid. It was due for completion. Cllr Cockburn reported that there a few photographs of Rowledge required to complete the images in the document.</p> <p>ii) Assets Task Group</p> <p>Cllr Attfield introduced the notes of the Assets Task Group held on 2nd September at appendix C on the agenda.</p> <p>a) It was noted the refurbishment of the West Street Cemetery gates would be tendered under the National Contracts Database due to the value of the intended works and that Alan Corcoran was preparing the necessary paperwork now the specification had been received from the blacksmith who had done the assessment.</p> <p>b) The requested drawing (attached at Annex I) for the revised siting of the Ridgeway School café for Gostrey Meadow had been discussed by the Task Group and was presented to Strategy & Finance for discussion. The new location, broadly on the site of the existing toilets and</p>	<p>Officers to progress</p> <p>Officers to progress</p> <p>Recommendations to Council.</p> <p>It is recommended that:</p> <p>1) The Town Clerk</p>

Borelli shelter was supported by the Working Group as being the best location to date. The Working group considered several elements of the proposal including the amended location of the playground close to its current position, and moving the Borelli Shelter to create a feature near the old bowling green. The need for adequate storage in any solution was emphasised. It was agreed that Council should be asked to consider FTC undertaking the project as an alternative approach and then leasing the completed building to the Ridgeway School.

Cllr Cockburn took no part in the discussion of this item.

- c) The Working Group also agreed to recommend the demolition of the dilapidated bowling green pavilion on health and safety grounds.
- d) The Working Group noted that the tender specification for the refurbishment of Victoria Road public conveniences was due from Drake & Kannemeyer and would then be published later in September.
- e) The Working Group noted the current position with the public convenience and office cleaning contract which would be brought back in house but relevant information was still awaited from Waverley Borough Council to determine if any TUPE implications applied before this could progress. A further report would be made to the next meeting.
- f) The Working Group noted the need to formalise permission for fishing in Gostrey Meadow now the Council had taken responsibility for the area and following concerns raised about the safety of visitors to the Meadow. A site visit had taken place with a representative of those that have traditionally fished in Gostrey Meadow. It was felt a solution could be achieved by designating a specific area between the pedestrian bridge and Longbridge and requiring any person fishing to have the requisite Environment Agency fishing licence and this is recommended to Council for approval. It was also agreed that the new arrangement should be a trial and kept under review.
- g) Other updates from the Assets Task Group included the community meeting for the Hale Chapels on 14th September; a request for the Cemeteries and Appeals Working Group to consider removing some old fir trees that impacted on the listed chapel, noting that there would be no easy solution to this; the need to prepare for the replacement of grounds maintenance machinery and two of the vehicles approaching the end of their useful life. The chair of the Task Group would attend the SALTEX exhibition with officers to review what machinery was available.

to discuss options further with Ridgeway School.

2) Approval for Council to construct the building as an alternative to Ridgeway be agreed.

3) The Town Clerk be authorised to go to the Public Loans Board to outline a request for funding for the build of the Cafe in Gostrey Meadow.

4) The old Bowling Green Pavilion and fencing be removed

Officers to prepare a further report for the next meeting.

Officers to prepare a further report for the next meeting.

Recommendations to Council

It is recommended that:

1) A fishing Zone be designated under the trees in Gostrey Meadow with appropriate signage;

2) Anyone fishing be required to have the appropriate Environmental Agency licence;

3) The new arrangement be kept under review.

iii) **Farnham Conservation Area Management Plan Group**

- a) The Working Group received the notes of the recent FCAMP meeting which had included a walk around the conservation area to look at a number of matters including the proposed signage for the 20MPH zone and potential EV charger points. It was hoped there would be a better design for the Conservation area and the Working Group agreed to recommend supporting the design that looked similar to the conservation area bollards, but recognised that these would not be fast chargers given their size. It was agreed to recommend to Waverley that an EV charger be placed in a suitable position in Waggon Yard Car Park
- b) The FCAMP Group had also reviewed the locations for the Bike Shelter which had been a long standing discussion. Cllr Ward said that the idea of the shelter replacing the existing 'Bring Site' in Victoria Road Car Park (the original location proposed) was so obvious he was not sure why other areas had been considered. The Working Group did not support Waggon Yard and agreed (*nem con*) to recommend to Council that the location be in Victoria Road Car Park and that the shelter be of high quality ideally using a local crafts person to make the shelter. It was also agreed that an undertaking would be required for Waverley to clean and maintain the shelter given its position under trees.

Cllr Ward left the meeting at this point.

- c) It was noted that Surrey Officers were to hold a meeting with local representatives over the proposed controversial build outs in Castle Street for the start of the 20MPH zone. Cllr Neale suggested the zone should start higher up Castle Street to avoid the need for signage. The Town Clerk advised that this was unlikely to be acceptable to Surrey given the speed data collected as additional engineering works would be required that would be more intrusive. However, the concept could be put forward. Members of the Working Group considered the impact on residents' parking if 20MPH zones were introduced, recognising the need to reduce speed and the need for modal shift and encouraging fewer car journeys. The Working Group also noted the concerns about the potential impact on the views of the Grade I listed Castle.
- d) Cllr Neale advised that the Farnham Public Art Trust had arranged for the Farnham Flame to be positioned on the Sports Centre. Questions of who would pay for its installation and who would own the Flame moving forward would be pursued with FPAT.

Cllr Evans joined the meeting at this point.

Recommendations to Council

It is recommended that:

- 1) the location for the bike shelter be the former 'Bring Site in Victoria Road Car Park;**
- 2) the shelter be built with high quality materials ideally by a local crafts person;**
- 3) Waverley undertake to clean and maintain the shelter.**

Cllr Neale to clarify

iv) Younger People Task Group

The Working Group received the detailed notes of the Task Group meeting held on 21st July noting the presentation by SCC Officers Nilkki Parkhill, Charlie Spencer and Kier Schiltz on their approach and strategy moving forward. The focus was on targeted interventions and safeguarding rather than a general provision, and Surrey would be facilitating partners rather than undertaking direct delivery of open access youth work. Nikki Parkhill advised that Hale was a priority area and the team was in discussion with the community to increase the quality and quantity of provision for young people. It was noted that further discussions were planned.

Updates were provided on the summer events planned and on progress on the Youth Shelter. The summer events had been used as additional consultation on the design and location of the shelter. In terms of the suggestion for a BMX facility in Brambleton Park, Cllr Cockburn advised that this suggestion needed to be considered in light of what was in the Neighbourhood Plan as it may conflict.

v) Other Task Groups

The Working Group received updates on other Task Groups noting:

- a) that the Community Infrastructure Projects Group had not received any proposals for the next round of Waverley Strategic CIL funding, and the Task Group had not met;
- b) The draft report for the Cultural Projects Task Group was being prepared and a briefing by the consultants was scheduled;
- c) The Riverside Sculpture Task Group brief had been prepared and was due for publication.
- d) The HR Panel had not met since the last meeting but the Town Clerk advised that the information from South East Employers had now been received and a meeting would be scheduled.
- e) The Trees and Hedgerows Task Group had not met since the last meeting.

7. Proposal to create a new Conservation Areas Task Group

POINTS	ACTION
<p>The Strategy & Finance Working Group discussed a proposal to amalgamate conservation area issues for the whole of Farnham into a new Conservation Areas Task Group or create a new Task Group that would cover the conservation areas in Farnham not already covered by the FCAMP group which concentrated on the central area of Farnham.</p> <p>It was noted that there was an action plan for the Wrecclesham Conservation area, there was a new conservation area for the Shepherd & Flock, and there were potentially issues emerging from the current review of the Great Austins Conservation area.</p>	<p>Recommendation to Council.</p>

<p>The Working Group noted that the statutory duties of the Local Planning Authority would continue to rest with Waverley Borough Council but that the Borough Council was happy for the Town Council to co-ordinate the monitoring role and implementation of matters that would enhance the conservation areas.</p> <p>Cllr Cockburn, a Waverley representative and chair of FCAMP said it was a lack of courtesy that she had not been advised of the proposal. FCAMP had been a success in moving things forward because it was an informal monitoring group of interested parties and statutory bodies and creating a Task Group would not progress things better.</p> <p>Cllr Neale felt there were advantages in now formalising matters and bringing all the six conservation areas together and this had the support of the Waverley Head of Planning. The existing officer attendance would continue.</p> <p>After further discussion it was agreed (with one abstention) to recommend to Council that a new Conservation Area Task Group be created to include issues from across Farnham. Membership of the Task Group should reflect the wider remit with opportunities for representatives of conservation areas without an action plan to attend for relevant matters and that others with an interest in conservation and historic buildings such as Farnham Society and Farnham Buildings Preservation Trust be invited.</p>	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1) A new Farnham Conservation Areas Task Group be created; 2) The Town Clerk draw up Terms of Reference; 3) Membership include representation of all Farnham conservation areas, statutory bodies and organisations with an interest in conservation and historic buildings.
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8. Appointments to the Dempster Trust

POINTS	ACTION
<p>The Working Group considered the Council's duty to nominate Trustees to the Dempster Trust noting the relevant extract from the Trust Deed:</p> <p>"The body of Trustees shall consist when complete of seven competent persons being –</p> <p style="padding-left: 40px;">Five Nominated Trustees and Two Co-opted Trustees.</p> <p>"The Co-opted Trustees shall be persons who through residence, or occupation or employment, or otherwise have special knowledge of the area of benefit. The Nominated Trustees shall be appointed by Farnham Town Council. Each appointment shall be made for a term of four years at a meeting convened and held according to the ordinary practice of the appointing body. The chairman of the meeting shall cause the name of each person appointed to be notified forthwith to the Trustees or their clerk. The person appointed may be but need not be a member of the appointing body."</p> <p>A letter had been received from the Dempster Trust proposing the following: Chairman: Jon Curtis JP Trustees: George Alford, Peter Jeans JP, Paul Whitlock, Cathryn Trezise.</p>	<p>Recommendation to Council.</p> <p>It is recommended that:</p> <p>The Trustees of the</p>

Two co-opted Trustees: Keith Newman, Alan Hunt. The Working Group noted that the balance of trustees may need to be reviewed for future nominations to ensure it was in accordance with changes in charity commission expectations.	Dempster Trust be approved.
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9. Consultations

POINTS	ACTION
The proposal for the Joju bollard style EV chargers for Conservation areas as set out in Appendix G to the agenda was agreed for recommendation to Council for the Town Centre Conservation Area, noting that the charging speed/capacity would be less given the smaller size of the bollard. Waggon Yard would be the initial location subject to paint markings and any associated signage being agreed between FTC and WBC prior to installation.	Recommendation to Council. It is recommended that: the joju style of charging bollard be agreed for conservation areas initially for use in Waggon Yard subject to paint markings and any associated signage being agreed between FTC and WBC prior to installation

10. Town Clerk update

POINTS	ACTION
The Town Clerk advised that: <ul style="list-style-type: none"> i) Arrangements to mark the 30th anniversary of the Friendship with Andernach were in hand with the Deputy Mayor representing the Council at the signing ceremony as a guest of Andernach on 3rd October. He further advised that the Friendship exchange due the following week in Farnham had been postponed and that a formal visit of the Mayor of Andernach to Farnham would likely take place in 2022. ii) He and the Leader had meet with Marie Snelling (the Surrey Executive Director of Communities and Transformation) for an initial discussion opportunities for working together. iii) WBC had invited FTC to meet to discuss Willmer House and the museum with a date to be determined. iv) FTC had received early details of plans for the Queen's Jubilee weekend in 2022 and these would be included within the Tourism and Events Group. v) Arrangements for the Centenary of the War Memorial commemoration as part of Remembrance Sunday were in hand and that the contractor had confirmed the repairs would be completed in good time. 	

11. Adjournment of meeting

POINTS	ACTION
<p>On a proposal by the Leader, seconded by Cllr Hesse, the meeting was adjourned until Friday 10th September to discuss the Farnham Infrastructure Programme item.</p>	

12. Farnham Infrastructure Programme

POINTS	ACTION
<p>When the adjourned meeting recommenced at 11am on Friday 10th September, the following councillors were in attendance: Cllrs Attfield, Blishen, Cockburn, Dickson, Evans, Hesse, Mirylees, Neale.</p> <p>The meeting had received apologies from Cllrs Dunsmore, Merryweather and Ward.</p> <p>Cllr Neale introduced the item by expressing frustration that the informal Council meeting had not covered as much ground as anticipated as the direction of the meeting in trying to focus on the FTC views had been impacted by issues added at the last minute by the Surrey team.</p> <p>The Strategy & Finance Working Group worked through issues discussed over the summer led by the County Councillors with additional inputs received in advance of the meeting by other councillors. It was noted that the summaries of this work had been circulated to councillors but that individual councillors were not delegated responsibility to form the view of the Council for parts of the town. The Working Group noted the legislative background and that a collective view on the relative priorities had to be agreed by Council and any gaps addressed.</p> <p>The Working Group reviewed the presentation given to the Informal meeting of Council which included the views of Atkins on the collated responses put forward by the county councillors. It was felt that the responses were disappointing as they seemed to propose more studies rather than implementation of ideas.</p> <p>The Working Group noted the change in terminology in that the previous use of the phrase quick wins was now 'short and medium term interventions'. It was also noted that the anticipated outline proposals for the A31 corridor would not now be presented by Surrey to the Department for Transport until November.</p> <p>It was agreed that the Town Clerk summarise the key points covered for Council and that the matrix of responses be updated.</p> <p>The recommendation to Council from the Strategy & Finance Working Group is attached at Annex 2.</p>	<p>Recommendation to Council.</p> <p>It is recommended that:</p> <ol style="list-style-type: none"> 1) The response at Annex 2 be agreed for submission to Surrey County Council; 2) The updated matrix at Annex 3 be agreed.

13. Date of next meeting

POINTS	ACTION
The next scheduled meeting was agreed as Tuesday October 19 th at 9.30am.	

The meeting ended at 12.53pm on Tuesday 7th and 1.55pm on Friday 10th

Notes written by Town.Clerk@farnham.gov.uk