



FARNHAM TOWN COUNCIL

Minutes Council

Time and date

7.00 pm on Thursday 28th April, 2022

Place

Council Chamber - Farnham Town Hall

Councillors

Councillor Alan Earwaker (Mayor)
Councillor Michaela Wicks (Deputy Mayor)
Councillor David Attfield
Councillor Roger Blishen
Councillor Carole Cockburn
Councillor Sally Dickson
Councillor Pat Evans
Councillor Paula Dunsmore
Councillor John "Scotty" Fraser
Councillor Andy MacLeod
Councillor Michaela Martin
Councillor Mark Merryweather
Councillor Kika Mirylees
Councillor John Neale
Councillor John Ward

Apologies for absence

David Beaman, Brian Edmonds and George Hesse

Officers Present: Iain Lynch (Town Clerk) and Jenny de Quervain (Planning and Civic Administrator)

There were 2 members of the public and 1 member of the press in attendance.

Prior to the meeting, prayers were led by Revd David Uffindell, Rector of St Andrew's Church, Farnham.

C125/20 Apologies

Apologies were received from Cllr Beaman who attended the meeting virtually, Cllr Edmonds and Cllr Hesse. Cllr Dickson apologised for late arrival

C126/20 Disclosures of Interest

Apart from declarations from double and triple hatted councillors, Cllr Mirylees and Cllr Merryweather made a declaration of interest, as Portfolio holders at Waverley Borough Council, in relation to the discussion on Farnham Museum and left the room for this item.

C127/20 **Minutes**

The Minutes of the meeting held on 8th March were agreed as a correct record for signing by the Mayor.

C128/20 **Questions and Statements by the Public**

- i) Mr Michael Longford outlined a proposal to donate ambulances to Ukraine through his medical diagnostics company and asked for Farnham Town Council's support having had some initial discussions with Cllr Blishen. He was hoping to acquire supplies for people to go into the ambulances and particularly burns kits and nappies for children.

The Mayor congratulated Mr Longford on his initiative which underlined the amazing support being given by the people of Farnham to Ukraine.

- ii) Cllr Jerry Hyman, of Waverley Borough Council, asked if the Town Council had a copy of the detailed assessment relating to the Farnham Park SANG showing that it was defective.

The Mayor advised that he did not believe so but there would be a written reply.

C129/20 **Town Mayor's Announcements**

- i) The Mayor paid tribute, on behalf of the whole Council to Sir Ray Tindle CBE DL, who had passed away. He was made the first Freeman of Farnham for his philanthropy, civic pride and his passion for the local community.

Over the years, Sir Ray had been a prime mover in saving some key Farnham assets that faced an uncertain future as well as helping unemployed people through his Tindle Enterprise Centres. He had responded to the community in purchasing the Wrecclesham Community Centre and gifting it to the town; in providing key finance to enable the Bishop's Meadow Trust to purchase the water meadows; and in purchasing the historic Church House and the adjacent magistrate's court. The name Tindle was now synonymous with Farnham and Sir Ray had left an indelible mark with his generosity and support for local schools, clubs and community organisations.

The Mayor said that Farnham Town Council was particularly grateful to Sir Ray for being the inspiration and sponsor of the Services to Farnham Awards which recognise the service of so many people to the town he loved. There was no doubt that Sir Ray was "Mr Farnham" and the town had benefited greatly from his immense contribution over many decades and his bringing together of key players when there were controversial local matters under discussion. He was always generous, charming and a shrewd businessman and his wise counsel was valued. The Council's condolences go to his widow, Lady Tindle, and his son Owen and family.

- ii) The Mayor said he had been privileged to welcome some of the Ukrainian families who had arrived in Farnham and their local sponsors. It was a very humbling experience to hear of the journeys of those who have travelled from Kharkiv, Kherson, Luhansk and Donetsk. He commended the fantastic efforts of Farnham

Homes for Ukraine, Farnham Stands with Ukraine and local volunteers as well as individual families who were doing so much.

- iii) The Mayor advised that the Waverley Abbey Trust Remembering Garden in the grounds of Waverley Abbey House would be opened on 29th April.

C130/20 **Questions by Members**

There were no questions by Members.

C131/20 **Working Group Notes**

1) Tourism and Events Working Group

Cllr Evans introduced the notes of the Working Group held on 13th April at Appendix B to the agenda. Cllr Evans advised that following the very successful inaugural Literary Festival, the Walking Festival and Summer Programme were next, to be followed by the Platinum Jubilee festivities.

The Working Group had reviewed the suggestion for the Coffee vendor to be in Gostrey Meadow for an additional day each week and this had been agreed as a positive service for visitors to Gostrey Meadow.

Cllr Evans provided an update on other matters discussed including the Welcome Back Fund, sponsorship and future plans.

2) Strategy & Finance Working Group

- i) Cllr Neale introduced the Working Group notes at Appendix C for the meeting held on 19th April. The main item was the signing off of the end of year accounts and these would be dealt with at a later point in the agenda. In terms of other financial matters there were two items with recommendations, and it was

RESOLVED *nem con* that

- a) the total Corporate Commercial Card limit be increased to £25,000;
- b) a grant of £1,000 be approved for the 1st Bourne Guides.

- ii) **Community Governance Review**

Cllr Neale outlined the discussion that had taken place on the Waverley Borough Council Community Governance Review of Farnham Wards and the timetable for the next stage of the consultation between 3rd May and 10th June. The Farnham comments had not been taken on board by the Boundary Commission but were being reflected in the Borough Review. Council agreed that the number of wards should be reduced from nine to eight, with a reduction of two councillors, and be coterminous with the Borough Wards. There was further discussion on the proposed names for the wards and it was **RESOLVED that**

- a) the Town Council Wards to be co-terminous with the Borough Wards with two councillors per ward
- b) the new Moor Park Ward to be renamed Badshot Lea and Moor Park;
- c) the new Farnham Heath End Ward to be renamed Hale and Heath End;
- d) the new Firgrove Ward (East and West) to be renamed Shortheath and Firgrove and;
- e) the new Rowledge Ward be renamed Wrecclesham and Rowledge.

Cllr Dickson arrived at this point.

iii) Design Statement

Council agreed the Working Group proposal that the proposed amendments be incorporated and published on FTC's website for a consultation period of 4 weeks (following WBC's recommendation) prior to submission to WBC for adoption. Cllr Fraser was disappointed that a large number of qualifying adjectives had been added by WBC which left more wriggle room for developers, although Council noted that these few amendments were required if the documents were to be acceptable to the Local Planning Authority. It was likely comments would come back for a more robust version.

It was RESOLVED *nem con*, with Cllr Fraser abstaining, that the revised Draft Design Statement be approved for consultation.

iv) Farnham Infrastructure Programme

Cllr Neale outlined the discussion at the Working Group and recent meetings that had been held, including the Business Seminar organised by Surrey. There was concern that papers were not being shared by Surrey and a view that Surrey was not engaging effectively with the Town Council and others. Cllr Neale reminded Council of the engagement meeting scheduled for 9th May to include any Farnham councillors.

In terms of the Business Seminar the forum was given a presentation by FIP Team on current projects, concentrating on Town Centre with the 3 options presented to FTC in last council, reduced to 2 options and renamed A and B, although Cllr Oliver did not rule this out a third option for the future, if the situation changed. The Working Group had discussed the merits of the SCC Option B choice and that the detailed civil engineering proposals were now to be developed with conventional carriageways, kerbs and associated works. Members expressed concerns over the suggested gyratory system changes and that this might compromise the current use of road space for FTC major street events and information was being provided to Surrey on the layout for these events. Council was informed that the resolution at the last meeting for a link through to the Upper Hart Car Park to be evaluated as part of Option B had been passed on to the Programme Team. The Working Group hoped more clarity would emerge at the meeting on 9th May on how the wider community will be informed and engaged on the options in the coming months.

Cllr Cockburn felt the notes of Strategy & Finance did not get across the anger at FTC about the lack of real engagement and not being offered the courtesy of a round table. The Long list of options became a short list but no-one knows how. Surrey appears to have carried on its own way as Cllr Attfield had predicted at the outset.

Cllr Attfield was concerned that the discussion meeting set up was pointless if questions had to be asked five days in advance.

Cllr Merryweather remained concerned that the long promised funding paper kept being delayed and he wondered how any of the proposals would be paid for.

v) Task Groups

Cllr Neale provided an update on Task Groups that reported to Strategy & Finance advising that the Youth Shelter in Borelli Walk had opened; that the Riverside Sculpture meeting on 6th May would be shortlisting the 13 submissions received; and that the Workshop run by Waverley and its lead consultant Steve Green on the future of the Museum had been constructive. He advised that the New Museum Task Group from May would take forward the matters raised and prepare a response from the Town Council.

Cllr Merryweather and Cllr Mirylees left the meeting at this point (as relevant Portfolio holders at the Borough Council) for the remainder of the discussion.

vi) Personal Statement by the Leader

The Mayor allowed Cllr Neale to make a personal statement at this point announcing that he had decided to resign as Lead member of Strategy and Finance, and along with that as Leader of Council and as FTC member on the Farnham Board with effect from the end of the meeting. He stated that he was not happy with the current council position on the FIP. His main concern was not the technical decisions being made, nor what he considered to be poor processes being followed by the Programme but that the impact of those elements on the future of Farnham as a whole, were so important that the community at large should be much more involved in all the issues.

In stepping down, he thanked the Mayor, immediate Past Mayor, Town Clerk, officers and fellow councillors for their support during his time as Leader of the Council.

In response the Mayor thanked Cllr Neale for the huge amount of effort he had put in as Leader over the past three years often burning the midnight oil applying more hours than many would. He passed on the thanks of the whole Council (to applause) for Cllr Neale's work, energy and commitment.

C132/20 Approval of End of Year Accounts 2021-22

Cllr Neale introduced the report on the 2021/22 Outturn at Appendix D. He advised Council that, perhaps surprisingly in a year disrupted by Covid and the extra commitments that FTC undertook in support of its citizens and business community, the accounts had ended up in a healthy state, due to excellent financial management by the officers, in particular the Town Clerk and extra government funding for Covid support, that had added to council revenues.

The Town Clerk gave an overview of the outturn position and confirmed the year end accounts were considered in detail at the Strategy & Finance Working Group held on 19th April with papers circulated to all councillors in advance of that meeting.

Council agreed the Income and Expenditure reports, noting that the surplus was primarily due to Section 106 and CIL funding received for specific and future projects and external grant income received. The income for the year had been 125% of that budgeted £1,728,639 (against a budget of £1,374,700) whilst expenditure was 111% of budget at £1,548,470 (against a budget of £1,399,850) as a result of the implementation of two significant capital projects.

The draft Report and Financial Statements for 2021/22 at Appendix F contained a list of the earmarked reserves and general reserves. In line with the decision made in 2021, the general reserve level had been reduced to one third of the operating expenditure (40% of the precept).

The Town Clerk introduced the Internal Auditor's Report at Appendix G. The Internal Auditor had made three recommendations all of which were accepted by Council and he had signed off the page 3 of the AGAR as required by the External Auditor.

Cllr Ward considered the outcome was exceptionally good with the net position being just 2% different from budget after a tumultuous year. The review of the new internal auditor with no serious comments was also good and the overall accounts were a feather in the cap of officers that go out and get things moving.

The Town Clerk introduced the Annual Governance and Accountability Return. Section I (at Appendix H) required Council to confirm the accounts had been prepared in accordance with the law and proper practices and that Council had fulfilled its duties in respect of the South Street Trust. All boxes had been confirmed with yes, and Council confirmed its agreement.

Council approved the variances between the 2021 and 2022 year-end as required and agreed the AGAR for submission to the External Auditor.

It was RESOLVED *nem con* that the:

- 1) 2021/22 Outturn be welcomed;**
- 2) Annual Governance Statement (Section I of the Annual Governance and Accountability Return) be approved;**
- 3) Internal Auditor's report and recommendations be agreed;**
- 4) Updated Asset Register be approved;**
- 5) Report and Financial Statements for 2021/22 be adopted for signature;**
- 6) Variances list for the Annual Return be agreed;**
- 7) Annual Governance and Accountability Return and associated papers be approved for signature and submission to the External Auditor.**

The Town Clerk asked that thanks be recorded to Sarah Cross and Claire Connell, the Council's part-time external bookkeeper and accountant for their contribution. Cllr Fraser proposed congratulations to Members and officers and the Strategy and Finance Working Group for their work on the finances throughout the year. The Mayor added his thanks to the Town Clerk (to applause) for the end of year finances.

C133/20 Planning and Licensing Applications

Cllr Fraser introduced the reports of the Planning & Licensing Consultative Group meetings held on 21st March and 4th and 25th April.

During this time there had been 147 applications considered 85 of which were routine and five of which were licensing applications and five of which were appeals. 39 applications were significant meriting detailed discussion. The most damaging recent applications were for estates not covered in the Neighbourhood Plan for Hawthorns and Oast House Lane.

The history and constraints documents were now coming through but the planning system was ponderous and hybrid meetings were frustratingly slow. Thanks were again due to the planning officer Jenny de Quervain for preparations for each meeting.

Cllr Cockburn was concerned that Waverley Officers seemed to be recommending granting every speculative application and there was a huge battle ahead. The Gladman Judgement meant that the presumption in favour of development could be challenged as Farnham has a complete Development Plan.

C134/20 Appointment of Working Groups, Task Groups and Panels for 2022-23

A report on the election of Working Groups, Task Groups and Panels for 2022/23 at Appendix N was introduced by the Town Clerk. Council noted that Councillors had identified preferences for the Working Group for 2022/23 in accordance with Standing Order 15. The appointments were made as per Annex I to these minutes.

The Mayor proposed and it was agreed *nem con*, that Council be adjourned in order that each Working Group appoint its Lead Member to confirm the composition of Strategy & Finance Working Group.

Meeting of each Working Group were held in turn.

- i) Community Enhancement Working Group
It was agreed that Cllr Dickson be appointed as Lead Member.
- ii) Tourism & Events Working Group
It was agreed that Cllr Evans be appointed as Lead Member.
- iii) Cemeteries & Appeals Working Group
It was agreed that Cllr Cockburn be appointed as Lead Member
- iv) Planning & Licensing Consultative Group
It was agreed Cllr Fraser would be the Lead Member.

With the resignation of the Leader, it was agreed that the Lead Member of Strategy & Finance would be deferred to the Annual Meeting of Council.

Panels and Task Groups would appoint their Lead Members at the first meeting.

C135/20 Appointment of representatives to external bodies

A report on the Appointment of Representatives to Outside Bodies at Appendix O was introduced by the Town Clerk.

Councillors had identified preferences for being the Council's representative to External Bodies 2022/23. A suggestion was made for an additional outside body (Tice's Meadow) where representation was thought to be beneficial and this was agreed ahead of a formal request.

Following a discussion, appointments were made and agreed as shown in Annex I (attached to these minutes).

C136/20 Actions taken under the Scheme of Delegation

The Mayor proposed and it was agreed that Actions under the Scheme of Delegation be moved into Part I of the meeting.

The Town Clerk reported that an additional payment had been agreed with the contractors refurbishing the Public Conveniences to allow for a tile backing to be applied and for repointing the building. The additional cost on the contract was £6,383.30 making a total cost of £158,461.26.

The Town clerk confirmed, in response to a question from Cllr Hesse submitted in advance of the meeting, that normal decision-making processes were being followed and that the emergency delegation arrangements agreed for the pandemic had been superseded (Decision 85/21 referred).

The Town Clerk advised that he and Iain McCreedy had met with the Chairman of South and South East in Bloom (SSEIB) about the possibility of Farnham hosting the 2022 SSEIB Awards. Members welcomed this concept and the potential resulting benefit to the local

economy. Although no formal request had been made, noted that a contribution of up to £1,500 may be required

The Town Clerk advised that a donation had been received from the Demeric School of Dance to support Ukrainian refugees in Farnham. Cllr Cockburn proposed, seconded by the Mayor and **RESOLVED *nem con* that a Ukrainian Support fund similar to that operated during Covid be managed by the Town Council.**

C137/20 Reports from Other Councils

There were no reports from other councils.

C138/20 Reports from Outside Bodies

Cllr Cockburn reported on the Loneliness Project and all the activities that were being co-ordinated and organised, linked in with the Farnham Neighbours Network, Farnham Assist and other organisations.

C139/20 Date of Next Meeting

It was noted the date of the next meeting would be the Annual Meeting and Mayor Making, and would be held on Thursday 12th May 2021 at 7pm.

The Mayor closed the meeting at 9.31 pm

Chairman

Date

WORKING GROUPS 2022/23

Working Group	Membership 2022/23
<p>Strategy & Finance Working Group</p> <p>(6 members plus Lead Members from Working Groups not already appointed to this Working Group)</p> <p>Meeting dates in 2022/23 Tuesday mornings at 9.30am.</p> <p>9-10 meetings a year.</p>	<p>Cllr David Attfield Cllr David Beaman Cllr Roger Blishen Cllr Pat Evans Cllr George Hesse Cllr Mark Merryweather</p> <p>Additional lead Members Cllr Sally Dickson (Community Enhancement Lead Member) Cllr Carole Cockburn (Cemeteries and Appeals)</p>
<p>Community Enhancement Working Group (6 members)</p> <p>Meeting dates in 2022/23 Wednesday or Thursday mornings at 9.30am.</p> <p>4 meetings a year</p>	<p>Cllr Sally Dickson (Lead Member) Cllr Paula Dunsmore Cllr George Hesse Cllr Michaela Martin</p>
<p>Tourism & Events Working Group (6 members)</p> <p>Meeting dates in 2022/23 Wednesday mornings at 9.30am</p> <p>4 meetings a year.</p>	<p>Cllr Pat Evans (Lead Member) Cllr Roger Blishen Cllr Michaela Martin Cllr Mark Merryweather Cllr Kika Mirylees Cllr John Neale</p>
<p>Cemeteries & Appeals Working Group (6 members)</p> <p>Meeting dates in 2022/23 Thursday morning at 9.30</p> <p>4 meetings a year</p>	<p>Cllr Carole Cockburn (Lead Member) Cllr David Attfield Cllr Pat Evans Cllr J Scotty Fraser</p>
<p>Planning & Licensing Consultative Group (9 members – including one from each ward)</p> <p>Meetings in 2022/23 Monday mornings at 9.30am</p> <p>Approximately 20 meetings a year.</p>	<p>Cllr J Scotty Fraser (Upper Hale) Cllr Roger Blishen (<i>Bourne</i>) Cllr Brian Edmonds (<i>Wrecclesham & Rowledge</i>) Cllr Michaela Wicks (<i>Hale & Heath End</i>) Cllr George Hesse (<i>Castle</i>) Cllr Michaela Martin (<i>Moor Park</i>) Cllr John Neale (<i>Firgrove</i>)</p>

The Mayor is ex-officio member of all Working /Task Groups but does not form part of the quorum.

Panels 2022/23

	Preferences for 2020/21
<p>HR Panel (Task Group of Strategy and Finance)</p> <p>(6 Members)</p> <p>Meets twice a year or as required for specific purposes</p> <p>Council has agreed that where possible there will be general consistency in the HR Panel in successive years.</p>	<p>Cllr David Attfield Cllr Carole Cockburn Cllr Pat Evans Cllr Kika Mirylees Cllr John Neale Cllr Michaela Wicks</p> <p>Mayor (ex officio)</p>
<p>Services to Farnham Awards Panel (Task Group of Council)</p> <p>(Normally 5 members)</p> <p>Meets twice a year or as required</p>	<p>Mayor Deputy Mayor Cllr David Attfield Cllr Kika Mirylees Mr Eddie Pearce (Tindle Newspapers) Community Representative (tbc)</p>

The Mayor is ex-officio member of all Working /Task Groups but does not form part of the quorum.

TASK GROUPS 2022/23

Task Groups	
Infrastructure Planning Group (Task Group of Strategy and Finance) (5 Members)	Cllr David Beaman Cllr Carole Cockburn Cllr J Scotty Fraser Cllr Andy MacLeod Cllr Mark Merryweather
Assets Task Group (Task Group of Strategy and Finance) (minimum 3 members)	Cllr David Attfield Cllr Pat Evans Cllr Paula Dunsmore Cllr George Hesse Cllr Mark Merryweather Cllr John Neale
Community Infrastructure Levy/ Section 106 Task Group (Task Group of Strategy and Finance) Meets as required (5 members)	Cllr David Attfield Cllr Andy MacLeod Cllr Michaela Martin Cllr Mark Merryweather Cllr John Neale
Trees and Hedgerows Task Group (Task Group of Strategy and Finance but includes Planning and Community Enhancement) Meets as required (5 members)	Cllr David Attfield Cllr J Scotty Fraser Cllr Michaela Martin Cllr Andy MacLeod
Young People Task Group (Task Group of Strategy and Finance) (5 members)	Cllr John Neale Cllr Pat Evans Cllr Kika Mirylees Cllr Michaela Martin
Riverside Sculpture Task Group (Task Group of Strategy and Finance) (6 members)	Cllr Roger Blishen Cllr Carole Cockburn UCA Farnham Public Arts Trust Farnham Maltings New Ashgate Gallery

<p>Cultural Project Group (attraction to support Farnham as a World Craft Town)</p> <p>Supported by wider group of local representatives</p>	<p>Cllr Kika Mirylees Cllr John Neale WBC councillor SCC councillor Professor Simon Olding (Crafts Study Centre) Gavin Stride (Farnham Maltings) Rosy Greenlees (Crafts Council) David Whelton Plus Kelvin Mills (WBC), Officer (SCC), FTC Clerk</p>
<p>Museum Task Group</p>	<p>Cllr David Beaman Cllr Sally Dickson Cllr Pat Evans Cllr George Hesse Cllr Andy MacLeod</p>
<p>Conservation Areas Task Group (Task Group of Strategy and Finance) (1 representative from each Ward containing conservation areas)</p>	<p>Cllr Roger Blishen (Bourne) Cllr George Hesse (Castle) Cllr Andy MacLeod (Moor Park) Cllr Brian Edmonds (Wrecclesham)</p> <p>Farnham Society Farnham Public Art Trust Farnham Building Preservation Trust Great Austins' Conservation Group Wrecclesham History Project</p> <p>SCC relevant Officer WBC relevant officer</p>

The Mayor is ex-officio member of all Working /Task Groups but does not form part of the quorum.

APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES 2022/23

Outside Body	FTC representative 2022-23
40 Degreez	Cllr Andy MacLeod
Allotments Liaison Group	Cllr Paula Dunsmore
Badshot Lea Recreation Ground	Cllr Mark Merryweather Cllr David Attfield (Reserve)
Blackwater Valley Recreation and Countryside Management Committee	Cllr David Beaman Cllr David Attfield (Reserve)
Bourne Recreation Ground	Cllr Roger Blishen
Brightwells Gostrey Centre	Cllr Roger Blishen
Creative Response	Cllr Andy MacLeod
Farnborough Aerodrome Consultative Committee	Cllr Brian Edmonds
Farnham/Andernach Friendship Association	Cllr Brian Edmonds
Farnham Biodiversity Group	Cllr Carole Cockburn
Farnham Rivers Management Committee (ideally to be a member of Community Enhancement Working Group)	Cllr Sally Dickson
Farnham River Watch	Cllr Michaela Martin
Farnham Quarry Liaison Group	Cllr Michaela Martin
Farnham Visitors Forum	Cllr Pat Evans
Farnham Maltings Association Council of Management	Cllr John Neale
Farnham Public Art Trust	Cllr John Neale
Farnham Sports Council	Cllr Carole Cockburn
Hale Community Centre	Cllr Sally Dickson
Hale Recreation Ground	Cllr Pat Evans
New Ashgate Gallery	Cllr John Neale
North East Hants & Farnham Clinical Commissioning Group	Cllr Roger Blishen
Plastic Free Farnham	Cllr Kika Mirylees
Runfold Quarry Community Liaison Group (Suez/Sita)	Cllr Andy MacLeod

Surrey Association of Local Councils (2 representatives)	Mayor and Leader
Surrey CC Farnham Local Group (2 places) ...if reconstituted	Cllr Pat Evans Cllr Mark Merryweather
Tice's Meadow (once established)	Cllr David Attfield
Waverley Borough Council Farnham Air Quality Working Group	Cllr Scotty Fraser
Waverley Towns and Parishes Meetings	Mayor and Leader (or Deputy Mayor)
Wrecclesham Community Centre	Cllr Brian Edmonds
Wrecclesham Recreation Ground Committee	Cllr Brian Edmonds