



# FARNHAM TOWN COUNCIL



## Notes Community Working Group

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### Time and date

10.30 am on Wednesday 11th October, 2023

### Place

Byworth Room - Farnham Town Hall

### Attendees:

Members: Councillors Andrew Laughton, Brodie Mauluka and Kika Mirylees

Officers: Oliver Cluskey, Iain Lynch (Town Clerk) and Lara Miller (Community Enhancement and Projects officer)

Non Members: Councillors David Beaman, Graham White, Alan Earwaker (Ex-Officio)

### 1. Apologies

Apologies were received from Cllr Dickson and Cllr Jackman.	
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### 2. Disclosure of Interests

There were no declarations of interest.	
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### 3. Notes of the last meeting

The notes to the last meeting were agreed.	
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### 4. Recent Events

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| <p>a) Music in the Meadow<br/>Members discussed the demographic and music styles from 2023 and agreed to continue with the same format.</p> <p>b) Farmers' Market<br/>The Farnham Farmers Market remains to be a popular market with the public as well as stallholders, consistently having over 35 traders. The annual Farmers' market producers meeting was due to be held on 6<sup>th</sup> November. The 2.30pm finish on the days of the Food Festival and Christmas market were topics expected to be discussed.</p> |  |
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<p>c) West Street Market Members noted that footfall was up on days of the West Street Market. Members asked the Events Manager to contact ACVR events to see if the stalls could vary more. Members discussed ongoing correspondence with a resident from Kingham Place. Members agreed that no vehicular access should be made during the market apart from emergency vehicles due to Health and safety grounds.</p> <p>d) Gin and Fizz Festival Members agreed that the Events team did a great job transforming the Kiln, was a successful event and well received by those that went. Members discussed the varying reasons for the lower than anticipated ticket sales and agreed that the location of the event was paramount although good to have organised an event outside the Town centre. Members noted that the financial loss was slightly less than budgeted but previously the Festival had made a surplus. It was also agreed that FTC should avoid putting on events on the same day as others like Cider and Sausage.</p> <p>Members agreed to check the availability of The maltings in 2024 and do a cost analysis between the Kiln, Gostrey Meadow and The Maltings before confirming the 2024 Festival.</p> <p>e) Food and Drink Festival Members agreed that the Food Festival was another successful event and discussed whether there was room to fit more stalls or expand further. The Events Manager informed members that the stall numbers were set to a certain capacity to allow more space for the public due to the popularity of the event.</p> <p>It was noted that with the FIP and Brightwells scheme due to open, The Food Festival would have to adapt to the new space. Staying in Castle Street and the Borough could result in a reduced capacity for stalls so an alternative space may have to be looked at.</p> <p>Members noted that whilst the costs of events were rising, the stall price had remained the same. Members were informed that the events team were conducting a price comparison of different similar markets before a stall price review.</p>	
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**5. Future Events and Projects**

<p>l) October Craft Month Members were informed that there had been a change of Craft Coordinator and the role had been split in two with one person taking responsibility for social media marketing which had been an area that previous coordinators had not had time for.</p> <p>The Working Group noted Craft Month was underway following a successful launch at UCA. <a href="https://www.farnhamcrafttown.com/craft-month-brochure-2023/">https://www.farnhamcrafttown.com/craft-month-brochure-2023/</a></p>	
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<p>Members discussed the challenges facing makers with high rental space for workshops and retail and were pleased Making Matters had secured a temporary space again in the Lion and Lamb.</p> <p>Members were informed that a glassblower from Ireland, Fiona Bryne had been confirmed to complete a residency in Farnham in February / March. Following an intervention by Chief Operating Officer Mark Ellul UCA had confirmed is collaboration for the residency</p> <p>2) West Street Market With Brightwells opening still not confirmed and no talks about markets scheduled, members agreed to continue with one market per month on West Street from the following.</p> <p>Requested dates from ACVR Markets:</p> <p>Antiques - April 14th Art - May 5th Antiques - June 9th Antiques - Sept 8th Art - October 27th Antiques - Nov 24th</p> <p>Requested dates from Ethical Vegan Markets:</p> <p>March - could do: 3/10/17 May - could do: 12/19 July - could do: 14/21 Oct - could do: 6/13/20 Nov - could do: 3/10/17</p> <p>3) Christmas Lights switch on Members agreed to confirm <i>Take That</i> tribute to close the event between 5 and 6pm</p> <p>4) Christmas Market Members were informed that there had been over 200 stall applications and plans were underway using Castle Street, The Borough, Bush Hotel and the Ivy Lane Club.</p> <p>5) Music In the Vineyard Members were happy to continue with booking Music in the Vineyard.</p> <p>6) Farnham Literary Festival Members were informed that talks a key note name were advanced. The next steering group meeting was due to take place on 20<sup>th</sup> October where partners would disclose their proposals.</p>	
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## 6. Event Sponsorship

<p>Members were informed that sponsorship was slightly down on last year and reliant on a small number of regular sponsors. There had been limited time to find further sponsors but with the new Events Assistant joining the team, there would be more capacity. Since the agenda had been sent out, two new sponsors had been confirmed for Christmas Lights switch on – Shaw Gibbs (Bronze) and</p>	
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# FARNHAM TOWN COUNCIL



Abbeyfield (Gold).

Members suggested the Events Manager should email all Councillors asking if they had any potential leads.

Confirmed Sponsors for 2023-24:  
Principal Summer: Kidd Rapinet £3,000  
Proms and Pop: Swish Fibre: Gold £1,000  
Gin Festival: Swish Fibre: Silver £500

Food and Drink Festival:  
Kidd Rapinet: Gold £1000  
Bush Hotel: Gold £1000  
Swish Fibre: Gold £1000

Principal Christmas £3,000: Farnham Veterinary Hospital

## 7. Business Update

### 1) BID

Members were informed that the Business plan and Ballot papers had been delivered to all businesses in the Zone. Voting was taking place throughout October with the result to be announced at 5pm on 1<sup>st</sup> November. FTC had voted in favour in accordance with the Council decision. Members were informed that FTC had one vote as only had one building with a ratable value over £5,000. Members discussed the importance of shaping a good working relationship with the future BID team.

### 2) Snow Windows / Late night shopping / Parking

Members were informed that there had been no snow windows planned due to no funding from Waverley. Members asked if the Events team could offer to coordinate if the shops could pay. It was understood that Waverley were offering two hours free parking one day in December.

### 3) Gostrey Meadow Gate widening

Members were informed that after speaking to Surrey County Council and Waverley, it appeared that with a height of 92cm, planning permission would not be required to widen the gates but an application to work on the highway was likely to be required.

### 4) Event Sustainability

Members were informed that although plastic cups had not been banned on 1<sup>st</sup> October, the Events team were looking to establish the best alternative with a



# FARNHAM TOWN COUNCIL



<p>view to creating a Council policy for stallholders with compostable cups/glasses more widely available. There were still some challenges facing the alternative cups with limited recycling at high cost. Stallholders would be encourage to use non plastic single use containers and utensils.</p> <p>Members were informed that the events team were booked onto 'Event Sustainability Live' conference in London on 15<sup>th</sup> November.</p>	
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## 8. Younger People

<p>a) Members reviewed the Extreme Mountain Bike show that was held in August over the summer holiday period noting that the event, which was now in its third year, was once again well received with around 350 people in attendance and numbers using the free Hoppa shuttle bus the highest yet. However, it was noted that the event was still attracting predominantly young families although some teenagers were in attendance. Members were keen that the Council continued to run events for young people over the summer and to discuss the possibility of other events aimed at young people at the next Younger People Task Group.</p> <p>b) The Working Group noted that the September meeting had been cancelled due to lack of attendees and that a new date was currently being sought for the meeting to take place at Hale Community Centre. It was noted that the Task Group had briefly discussed the idea of a community lottery or an endowment fund that could be utilised to fundraise for young people (or other) provision in Farnham. This was still being investigated.</p> <p>The Working Group noted that for good reason there had been a lot of focus on young people in Hale and Heath End, but that further consideration should also be given to the town centre, the Chantry and Wrecclesham.</p> <p>Members noted that the Borough Commander would be meeting with the lead member to discuss recent issues in the town.</p>	
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## 9. Community Grants

<p>i. Members noted that the Community Grant round programme for 2024/25 was open for applications for projects that promote community life/and or the environment for Farnham residents. Members also noted some very positive feedback from some of the returned grant reports from this year's grant recipients including space2grow and Disability Challengers.</p> <p>The Working Group agreed that Community Grants would be reviewed</p>	
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# FARNHAM TOWN COUNCIL



by the Communities Working Group this year as part of their remit.	
2. Members noted that presentations by key partners in receipt of light touch Service Level Agreement (SLA) funding, being hoppa, 40 degreeez, Hale Community Centre, CAB and the Maltings would take place in November/December.	

## 10. Risk assessment Review

Members were informed that a risk assessment was completed for every event but a general Town Council document was reviewed on an annual basis. The Events Manager asked Members to review the document attached at Appendix H and inform of any changes proposed which would be considered at the Strategy & Resources Working Group.	
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## 11. Financial update

Members noted healthy condition of budget with cautious expenditure on individual events during an uncertain 'post COVID' time. However, the Events Manager advised that there was overall a large increase in general event costs which would impact in the future.  In terms of equipment, Members recommended a review of the temporary signage that was put up around town as some, eg Farmers' Market signage, needed replacing.	
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## 12. Date of next meeting

The date of the next meeting was agreed as Wednesday 10th January 2024 at 10.30am.	
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The meeting ended at 1.30 pm

Notes written by Oliver Cluskey