



FARNHAM TOWN COUNCIL

Mr Roland Potter
Town Clerk

27th July, 2007

TO: ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

You are hereby summoned to attend a meeting of the **FARNHAM TOWN COUNCIL** to be held in the Council Chamber, South Street, Farnham on **THURSDAY 2nd AUGUST, 2007, at 7.00pm.**

The Agenda for the meeting is set out below.

Yours faithfully

A handwritten signature in black ink that reads 'R. Potter'.

Mr Roland Potter
Town Clerk

QUESTIONS BY THE PUBLIC

PRIOR TO THE COMMENCEMENT OF THE MEETING, THE TOWN MAYOR WILL INVITE MEMBERS OF THE PUBLIC PRESENT TO ASK QUESTIONS ON ANY LOCAL GOVERNMENT MATTER TO WHICH AN ANSWER WILL BE GIVEN OR IF NECESSARY A WRITTEN REPLY WILL FOLLOW OR THE QUESTIONER WILL BE INFORMED OF THE APPROPRIATE CONTACT DETAILS.

A MAXIMUM OF 15 MINUTES WILL BE ALLOWED FOR THE WHOLE SESSION.

AGENDA

1 APOLOGIES FOR ABSENCE

TO RECEIVE apologies for absence.

Apologies received from Councillors L Fleming, (Mrs) P Frost, R Frost, D Le Gal and S O'Grady.



2 MINUTES

TO SIGN as correct record the minutes of the Farnham Town Council meeting held on 28th June, 2007 (attached at **Appendix A**).

3 DISCLOSURE OF INTERESTS

TO RECEIVE from members, in respect of any items included on the agenda for this meeting, disclosure of any personal or prejudicial interests in line with the Parish Council's Code of Conduct and gifts and hospitality in line with Government Legislation.

NOTES:

- (i) Members are requested to make declarations of interest, preferably on the form previously emailed to all members, to be returned to wendy.coulter@farnham.gov.uk by 12 noon on the day before the meeting. Alternatively, members are requested to make declarations of interest on the form attached to this agenda and to hand to the clerk before the start of the meeting.*
- (ii) Members are reminded that any member of the Committee declaring a prejudicial interest is required to withdraw from the meeting unless he/she has obtained dispensation from the Standards Committee.*

4 STATEMENTS BY THE PUBLIC

The Town Mayor TO INVITE members of the public present, to indicate on which item, if any, they would like to speak.

At the discretion of the Town Mayor, those members of the public, residing or working within the Council's boundary, will be invited to speak forthwith, in relation to the business to be transacted at the meeting for a maximum of 3 minutes per person or 15 minutes overall.

Part 1 – ITEMS FOR DECISION

5 TOWN MAYORS ANNOUNCEMENTS

To RECEIVE any announcements.

6 PLANNING CONSULTATION - EAST STREET

To CONSIDER planning applications WA 07/1055 and WA 07/1056 from Crest Nicholson Developments Limited and Sainsbury's Supermarkets Limited for Land at East Street, Farnham.
Report attached at **Appendix B**.

7 PROJECT MONITORING & SIGNIFICANT ACTIONS UNDER DELEGATED AUTHORITY – 11 MAY- 20 JULY 2007

To RECEIVE a report on the current status of Council Projects and actions taken under Delegated Authority to the Town Clerk. Report attached at **Appendix C**.

8 EXCLUSION OF THE PUBLIC AND PRESS

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3, Item 14 of the agenda during receipt of the confidential minutes of Full Council held on 28th June, 2007.

Part 2 – ITEMS TO NOTE

9 PLANNING APPLICATIONS

TO RECEIVE the minutes of the meetings of the Plans Panels held on 21st June and 5th July, 2007 (attached at **Appendix D**) as submitted for the information of the Council. The action taken thereunder is in accordance with delegated authority.

10 APPOINTMENTS TO OUTSIDE BODIES

- a. Farnham Transportation Task Group (drawn by lot) – Cllr Roger Steel
- b. Waverley Standards Board Committee – Cllr Janet Maines (Larger Towns and Parishes representative).
- c. Waverley Local Strategic Partnership - Cllr Janet Maines has been proposed as the Larger Towns and Parishes representative.

11 LETTERS OF THANKS

TO RECEIVE a letter of thanks from the Farnham Carnival Committee, letter attached at **Appendix E**.

12 ITEMS TABLED

None

13 PUBLICITY

To DECIDE whether to issue a press release in relation to any item on the agenda and, if not the Town Mayor, which member should be quoted.

Part 3 – CONFIDENTIAL ITEMS

14 **CONFIDENTIAL MINUTES OF 28th JUNE, 2007.**

TO RECEIVE the Confidential Minutes of the Full Council Meeting of 28th June, 2007 (attached under separate cover for members only).

The Town Mayor will close the meeting.

FARNHAM TOWN COUNCIL

**MINUTES OF THE TOWN COUNCIL MEETING HELD ON THURSDAY
28th JUNE, 2007, AT 7.00 PM IN THE COUNCIL CHAMBER, SOUTH STREET,
FARNHAM**

- * Cllr C A Cockburn (Town Mayor)
- * Cllr G M Beel (Deputy Town Mayor)
- * Cllr D J Attfield
- * Cllr C G Genziani
- * Cllr V Duckett
- o Cllr L J Fleming
- * Cllr (Mrs) P M Frost
- o Cllr R D Frost
- * Cllr G P Hargreaves
- * Cllr S L Hill
- * Cllr D Le Gal (left the meeting at 7.55pm)
- * Cllr A J Lovell
- * Cllr J E Maines
- * Cllr S J O'Grady
- * Cllr R J Steel
- * Cllr C S Storey
- o Cllr A P Thorp
- * Cllr J A Ward

- * Present
- o Apologies for absence

Officers Present:

Roland Potter (Town Clerk)
Nick Goddard (Assistant Town Clerk)
Sheila Rayner (Assistant Town Clerk)
Wendy Coulter (Committee and Member Services Officer).

C 017/07 QUESTIONS BY THE PUBLIC

There were no questions from the public.

C 018/07 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R D Frost, L J Fleming and A P Thorp.

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C 019/07 MINUTES

The Minutes of the Annual Council meeting held on 10th May, 2007, were approved and signed by the Town Mayor as a correct record.

C 020/07 DISCLOSURE OF INTERESTS

Name of Councillor	Agenda/ Minute No.	Subject	Type of Interest	Reason
G Beel	10	Outside Bodies (Brightwells Gostrey Centre)	Personal	Waverley Borough Council Representative
J Maines	10	Outside Bodies (40 Degreez)	Personal	Chairman of Trustees
V Duckett	10	Outside Bodies (Farnham Crime Prevention Panel)	Personal	A member of the Outside Body
V Duckett	10	Outside Bodies (Farnham Community Task Force)	Personal	Chairman of the Outside Body
V Duckett	11	Capital Programme (Multi Use Games Area – Sandy Hill)	Personal	Ward Member for the area.
V Duckett	11	Capital Programme (Bandstand)	Personal	President of Farnham Brass Band
A Lovell	11	Capital Programme (Multi Use Games Area – Sandy Hill)	Personal	Ward Member for the area.
J Ward	11	Capital Programme (Ashgate Gallery)	Personal	Waverley Borough Council Representative.

C 021/07 STATEMENTS BY THE PUBLIC

There were no members of the public who wished to make a statement.

Part 1 – ITEMS FOR DECISION

C 022/07 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor announced that she would not go through the full list of the events that she had attended. However the Mayor did mention that she had attended the Graduation Ceremony at Guildford Cathedral on 28th June for the University of the Creative Arts and it was a great joy.

The Town Mayor went on to say that she hoped that over the next four years party politics could be eliminated from the Council Chamber. There was an ideal opportunity with eighteen councillors who were fresh and full of ideas to banish party politics from the chamber.

C 023/07 FARNHAM TOWN COUNCIL AIMS & OBJECTIVES

Members received a report on the Draft Aims and Objectives for Farnham Town Council following a workshop that was held for members with the aim of establishing a way forward for the Town Council over the next four years.

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The results of the Members' workshop were collated to form a draft list of Aims and Objectives. Members considered the list of Aims and Objectives and asked that officers include the word "creative".

Members noted that the Town Council did not have any statutory legal powers or duties with regard to traffic movement and services. However the Town Council could still lobby for improvements to the traffic services to address congestion.

Members agreed to include traffic issues within the Aims and Objectives.

Members also requested that the promotion sports and recreation facilities be included in the aims and objectives, however it was agreed that this was already covered under the aim to promote healthy living.

The Aims and Objectives are attached to record minutes.

Members agreed that officers would prepare a 4 year work plan for the Town Council in partnership with the Corporate Development/Audit Group.

RESOLVED:

- 1. That Farnham Town Council's amended Aims and Objectives be received and approved.**
- 2. That delegation be given to officers to prepare a work plan in partnership with the Corporate Development/Audit Group.**

C 024/07 ORGANISATION STRUCTURE – COMMITTEES – STAFF

Members received a report on the proposed Organisational Re-structure for Farnham Town Council.

Members noted that previously the Council operated using three committees (Policy & Resources, Public Services and Environmental Services) and a Plans Panel.

Members were requested to consider a change of approach where Full Council would be the only regular meeting of the Council. It would allow all members of the Council the opportunity to discuss and contribute to policy, give direction to the Council and its officers and provide a transparent process which would be open to scrutiny and involve all members.

Members noted that to operate effectively Council would need to meet every six to seven weeks.

The Council would be responsible for all decisions that were previously made by the committees.

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Members agreed that the Council would operate with one meeting every six to seven weeks but that the situation would be reviewed in March 2008.

In order to improve the efficiency of the Council members noted that it would be practical to establish a number of small members groups to work with officers to develop reports and undertake reviews prior to consideration and decision by Council. The groups would meet as and when required.

Members agreed to establish the following four groups:

1. Corporate and Development/Audit Group (consisting of five members including the Mayor)
2. Staffing Group (consisting of four members including the Mayor)
3. Cemeteries Appeals Group (consisting of four members including the Mayor)
4. Planning Consultative Group (already established and to be reviewed at a later date)

Members agreed that the Terms of Reference for these groups would be agreed by the Town Mayor, Deputy Town Mayor and the Town Clerk.

Members noted that in addition it would be necessary to review the current organisational structure to reflect the needs of the Council. The review would be undertaken by the Town Clerk with the assistance of the Corporate Development/Audit Group for consideration by Council.

RESOLVED:

1. **That in the municipal year 2007/2008 the only decision making body will be Full Council and there will be no committees. The decision will be reviewed in March 2008.**
2. **A Corporate Development/Audit Group, Staffing Group and Cemeteries Appeals Group be established with Terms of Reference to be agreed by the Town Mayor, Deputy Town Mayor and Town Clerk.**
3. **The membership of the above groups be as follows:**
Corporate Development/Audit Group – C Cockburn (Town Mayor), (Mrs) P Frost, D Le Gal, J Maines, R Steel.
Staffing Group – C Cockburn (Town Mayor), G Beel (Deputy Town Mayor), V Duckett, S Hill.
Cemeteries Appeal Group – C Cockburn (Town Mayor), G Beel (Deputy Mayor), V Duckett, G Hargreaves.
4. **To delegate to the Town Clerk with the assistance of the Corporate Development/Audit Group a review of the Council's organisational structure.**

C 025/07 STANDING ORDERS

Members received a report on a review of Standing Orders which was undertaken by officers, taking into account the earlier reports of the Council.

The areas of alterations were as follows:

Paragraphs 4a and 4b

This now allows for the Town Clerk to regulate the start of a meeting if the mayor/deputy mayor or chairman is not at the meeting, until a substitute is appointed for that meeting.

Paragraph 21

This sets out the terms for the Council to receive petitions.

Paragraph 42 (introduction)

This now gives the Council the *discretion* to appoint committees.

Paragraph 42(e), (f) (g)

Organisational Structure – these changes will allow the creation of a select number of groups to work with the Council's officers.

Paragraph 42 (k)

This gives the Council *discretion* to appointment of a leader of the Council if required.

Paragraph 60

Amendment to reflect the operational practice of the Council.

Paragraph 80

Any breach of confidentiality should be treated very seriously and any breach should be referred to the Standards Board for England.

Paragraph 82

This reflects the operation of the Planning Consultative Group.

Members discussed the changes to the Standing Orders including the breach of confidentiality and the standing orders for Committees.

Members agreed that any breach of confidentiality was serious enough to warrant being reported to the Standards Board.

Members also agreed that the Standing Orders for committees would remain as the Council may decide to reinstate committees as a later date.

RESOLVED: That the Council's amended Standing Orders (attached to record minutes) be agreed and accepted.

C 026/07 DELEGATED AUTHORITY

Members received a revised Scheme of Delegation to the Town Clerk.

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Members agreed that the revised Scheme of Delegation reflected accurately the duties that the Town Clerk currently carries out and they welcomed the improved scheme.

RESOLVED: That the Revised Scheme of Delegation to the Town Clerk (attached to record minutes) be agreed.

C 027/07 OUTSIDE BODIES

Members were asked to nominate representatives to Outside Bodies.

RESOLVED: That the following members be nominated to be Farnham Town Council's representatives on the following Outside Bodies:

Farnham River Watch	(Mrs) P Frost
Farnham Crime Prevention Panel	S Hill
Farnham Swimming Baths Trust	No elected Members appointed
Farnham Community Task Force	C Cockburn (Town Mayor) R Potter (Town Clerk)
Surrey Passenger Transport Forums	J Ward
Farnham Maltings Council of Management	R Frost
Brightwells Gostrey Centre	L Fleming
Bourne Children and Youth Initiative	C Cockburn
Farnham Park Advisory Group	S O'Grady
Farnham Transportation Task Group	Proposed: G Beel, A Lovell and R Steel – To be drawn
Farnborough Aerodrome Consultative Committee	D Attfield S O'Grady (Alternate)
Dempster Trust	Mrs A Hoath, Mr J Mayhew
Farnham Sports Council	D Attfield
Farnham Visitors Forum	D Le Gal
Blackwater Valley Recreation & Countryside Management Committee	D Attfield
Farnham/Andernach Friendship Association	J Maines
Farnham Public Arts Trust	J Ward
40 Degreez	D Attfield
Road Safety & Noise Partnership	S O'Grady
Surrey County Association of Parish & Town Councils	R Frost S O'Grady (Alternate)
Wrecclesham Youth & Community Centre Management Committee	(Mrs) P Frost
Badshot Lea Recreation Ground Committee	D Attfield
Bourne Recreation Ground Committee	D Le Gal
Hale Recreation Ground Committee	J Maines

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Rowledge Recreation Ground Committee	C Genziani
Weybourne Recreation Ground Committee	G Beel
Wrecclesham Recreation Ground Committee	(Mrs) P Frost

C 028/07 THE CAPITAL PROGRAMME

Members received a report on the Capital Programme for 2007/2008. Members noted that the total cost of the Capital Programme would be £148,000 and that the total funding allocated in the budget for 2007/2008 is £42,110.

Members were requested to prioritise a list of projects for implementation during 2007/2008 and to consider if additional funding should be released from reserves to complete specific projects.

Members debated a project at Sandy Hill which required a £10,000 contribution towards the cost of a Multi Use Games Area.

The project is managed by Waverley Borough Council and funding has been secured from:

Waverley Borough Council	£20,000
Safer Waverley Project	£10,000
Pavilion Housing	<u>£5,000</u>
TOTAL	£35,000

Members discussed the list of proposed projects and agreed that the following would be funded.

RESOLVED: That the following projects be funded from the Capital Programme budget:

Self watering hanging baskets – continuation programme	£1,500
Information Touch Screen implementation	£10,000
Sandy Hill – Multi Use Games Area	£10,000
Cemetery notice board installation	£5,000
Mini environmental schemes	£6,000
Phase 2 – footpath repair	£5,000
Restore footpath near Hatch Mill	£5,000
TOTAL	£42,500

Members discussed the proposal for a Bandstand and agreed to create a working group to look into the matter further.

Councillor R Steel requested that the Bandstand should also be considered for use for other performances.

RESOLVED: That a working group be created to progress the Bandstand/Performance Area. Membership of the group will be, (Mrs) P Frost, D Attfield and C Storey.

C 029/07 PRESERVATION AND ARCHIVING OF CEMETERY RECORDS

Members received a report on the preservation and archiving of the Cemetery Records.

Members were asked to approve the following actions:

1. The scanning of the cemeteries registers into PDF format
2. The scanning and digital and physical restoration of the cemetery maps
3. The historic data inputting of the cemetery registers on to the Council's cemeteries management system
4. The storage of the original cemeteries records with the Surrey History Centre
5. The release of funding for the project from Council reserves

Members were reminded that the Council is responsible for the administration of four cemeteries in Farnham: Green Lane, Hale, Badshot Lea and West Street.

The Council has a legal duty to maintain the records of all interments, burial plots and memorials within its cemeteries. The current manual record system covers a period of over 150 years and consists of approximately 43 large handwritten books and an equivalent number of hand drawn maps. The books contain approximately 31,600 entries.

The use of the cemetery registers and books continues to increase as interest in local family becomes more popular. This demand coupled with the Council's own administration procedures subjects the records to continuous wear and tear. The maps which are also in regular use are in a particularly fragile condition.

Members noted that the increase in demand for local family history records has put an additional burden on the Council staff to respond to requests and provide photocopies of maps.

The records are currently stored in the Council's general office in cabinets that are not fire proof; any source of heat would damage the valuable information beyond recovery.

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Members agreed that the situation was not acceptable for such valuable and irreplaceable documents and noted that the manual maintenance of the records is time consuming and did not utilise the Council's current computer systems to their maximum capacity.

RESOLVED:

- a) that the following actions and costs should be carried out on the cemetery records.

Undertake remedial repairs to the maps	£2,325
Scanning of registers	£1,905
Input back data onto the Computer System	£5,600
TOTAL COST	£9,830

- b) The funding for the project of £9,830 be identified from reserves.
c) The original cemeteries records be sent to the Surrey History Centre for archiving and storage.

C 030/07 ANNUAL ACCOUNTS

Members received the Annual Return for 31st March, 2007.

RESOLVED: That the Annual Return for 31st March, 2007 be approved.

C 031/07 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED: That in view of the confidential nature of business to be transacted at Agenda Item 18, namely a report on Chapels of Rest, West Street and Green Lane and discussion of contractual issues it was advisable in the public interest that the public and press be temporarily excluded and they were instructed to withdraw at Item 18.

Part 2 – ITEMS NOTED

C 032/07 PLANNING APPLICATIONS

RESOLVED: That the observations made by the Planning Consultative Group held on 26th April, 2007 and 31st May, 2007 and dealt with in accordance with delegated authority, be noted.

C 033/07 ITEMS TABLED

None.

C 034/07 PUBLICITY

Members agreed that press releases be issued on the following items:

Capital Programme: Sandy Hill Multi Use Games Area
 Bandstand

Preservation and Archiving of Cemetery Records

Part 3 - CONFIDENTIAL ITEMS

C 035/07 CHAPELS OF REST

Members discussed contractual issues regarding the chapels of Rest at West Street Cemetery and Green Lane Cemetery.

The Town Mayor closed the meeting at 9.50pm.

Date

Chairman

FARNHAM TOWN COUNCIL

Disclosure by a Member¹ of a personal interest or a prejudicial interest in a matter under consideration at a meeting (S81 Local Government Act 2000 and the Parish Councils Code of Conduct).

As required by the Local Government Act 2000, **I HEREBY DISCLOSE**, for the information of the authority that I have [a personal interest² [a prejudicial interest]³ in⁴ the following matter:-

COMMITTEE: FULL COUNCIL

DATE: 2nd AUGUST, 2007

NAME OF COUNCILLOR: _____

Please use the form below to state in which Agenda Items you have an interest. If you have a prejudicial interest in an item, please indicate whether you wish to speak (refer to Farnham Town Council's Code of Conduct paragraph 12(2)).

Agenda No	Subject	I am a Waverley Borough Councillor		Other		Reason	Speak?	
		Personal	Prejudicial	Personal	Prejudicial		Yes	No

Signed

Dated

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee – section 83, Local Government Act 2000.

² A personal interest includes:

Any matter registered in the register of interests

Any decision which affects the well-being or financial position of a member or a friend or relative to a greater extent than others.

³ A prejudicial interest is a personal interest so significant that it is likely to prejudice the member's judgement of the public interest.

⁴ State item under consideration.

FARNHAM TOWN COUNCIL

East Street Planning Application

06.01 **Purpose**

To consider planning applications from Crest Nicholson Developments Limited and Sainsbury's Supermarkets Limited for land at East Street, Farnham.

06.02 **Aim**

To make observations of 'Material Planning Concern' on planning applications: WA 07/1055 – Outline planning application for a phased, mixed use redevelopment comprising: 10,342 sq m of retail, restaurant and café-bar accommodation (use Classes A1/A3/A4); 294 residential units (Class C3); an 8-screen cinema (Class D2); basement car park for 697 cars; together with associated highway and access works; provision of infrastructure and landscaping; replacement facility for the existing 'Gostrey Centre'; following demolition and clearance of site. (Phase 1a matter of landscaping reserved; phase 1b matters of appearance and landscaping reserved).

WA 07/1056 – Change of use of Brightwell House from theatre (sui-generis) to Class A3/A4 café-bar/restaurant; removal of exiting extensions; construction of replacement extensions and general refurbishment.

06.03 **Supporting Information**

Current Situation

Officers have reviewed the previous observations of the Council which are of Material Planning Consideration and have identified the following observations for consideration by Council for submission to the Planning Authority.

General Statement

Farnham Town Council continues to object to the Master Plan since the proposals put before it do not in its view meet the design principles set out in Section 10.11 Design and Access Statement of the Framework Document which states "architecturally, the character of the buildings will complement the town of Farnham."

It is Farnham Town Council's opinion that the proposals in relation to the architectural character, scale and mass and appropriateness to the quality of Farnham town centre amounts to overdevelopment.

Farnham Town Council therefore believes that the overall scale of the whole development proposals in comparison to the existing Farnham town centre is

overdevelopment.

General Design: Mass and Design

Farnham Town Council continues to object to the amount of three and four storey accommodation and flat roofed buildings within the scheme and every effort should be made to ensure the scheme is more in keeping with the historic character of the town.

Farnham Town Council is concerned at the unbroken line of the frontages and the large size of the footprint of the buildings which do not reflect the historic character of the town.

Frontages and Pedestrian Access

South Street

- (a) The proposed architectural improvements to the Sainsbury's store in its current location and the attempt to make the South Street frontage of the development more attractive are welcomed. However the permeability of the scheme needs to be reviewed as the Sainsbury's Store and in particular its service area are now remaining in South Street.
- (b) The permeability of the scheme in terms of improving pedestrian access to and from the scheme and the rest of the Town Centre still requires careful consideration; it is imperative that all pedestrian routes are inviting, safe and attractive.
- (c) Failure to address this will result in the scheme not being properly integrated with the existing town centre to the detriment of the overall vitality and viability of the town.
- (d) All pedestrian access to the site should be 'Secured by Design' and meet the highest community safety standards.

East Street

- (a) The proposed improvements to the frontage of East Street are welcomed. However, Farnham Town Council believes that further improvements could be made to this proposal to ensure that the frontages in East Street are in keeping with the historic architectural character of Farnham.
- (b) Farnham Town Council does not want to see a replication of the Woolmead style of development in the new East Street redevelopment.

Access by Public Transport

Farnham Town Council strongly believes that access to and from the scheme by

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bus should be made as easy as possible and supports the proposed 'bus only' use for the designated part of East Street.

Number and Type of Residential Units

Farnham Town Council would like to see a substantial reduction in the number of residential units.

Farnham Town Council notes the intention to apportion the affordable housing between buildings and believes that the affordable housing should be both affordable to rent and to buy and should be distributed throughout the development to ensure a proper mixture of tenure types within the scheme.

Farnham Town Council believes that play facilities for children should also be part of the scheme.

Parking

Farnham Town Council believes that the technical design of any underground car park must ensure that the facility can be operated, maintained and managed to a high standard without nuisance to residents or risk of closure throughout its design life. The adoption of a 'Secured by Design' approach is vital to secure public confidence when using the car park and addresses legitimate community safety issues. The ongoing management of the car park must be sufficiently robust to ensure all users behave responsibly and with due thought and consideration to other users and residents at all times.

Town Square

Farnham Town Council reiterates its belief that the Town Square should be sufficiently large to accommodate a diversity of civic and public uses (including public events such as the Christmas Switch On, markets and displays of arts and crafts) and designed with appropriate infrastructure (such as electrical power points, space for portable seating/stages etc). It is vital that the Town Square and the surrounding open space are designed to allow all generations of the community to enjoy and benefit from the facility.

The town square should be in keeping and reflect the historic character of the town of Farnham both by design and the use of materials, such as stones and paving, that are in keeping with those already used within the historic architecture of Farnham.

Construction Issues

Any construction works that take place at East Street must have minimal impact on the rest of the town in terms of trade and travel to and from the centre of Farnham. Farnham Town Council welcomes the proposals for a temporary access road/bridge from the A31 Bypass to transport the materials to and from the site

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because Farnham Town Council believes that failure to adopt this strategy will cause intolerable conditions on the already overstrained highways network in Farnham town centre.

Traffic Impact

- a) Farnham Town Council seeks assurance that the developers will take account of the current studies and reports on traffic in Farnham and surrounding areas
- b) The impact of the proposed scheme must not worsen the traffic situation in the town. Agreements and funding should be in place to deal with the impact of traffic from the development on other parts of the town.
- c) The traffic generated by the cinema users and other traffic movements generated by the scheme require full and proper analysis to the satisfaction of the Highways Authority.

Other comments

Green space down to the river should be encouraged and is welcomed.

Farnham Town Council welcomes the proposals from Crest Nicholson in terms of sustainable energy.

Farnham Town Council believes that an integrated communal recycling and waste disposal scheme should be available for all residential units and for it to be unobtrusive.

Laundry facilities should be unobtrusive and controlled within the management of the residential buildings.

Farnham Town Council welcomes the proposals to recycle and reduce the amount of water that the site uses.

Farnham Town Council suggests that a review is taken of the utilities infrastructure which may not be able to cope with the number of residential units.

In light of recent years' weather conditions the developers should consider the implications of the development close to the flood plain.

Farnham Town Council regrets the loss of trees from the site and would encourage the retention of mature trees wherever possible on the site.

Brightwell House

Farnham Town council welcomes the general concept of the retention of Brightwell House.

Gostrey Centre

Farnham Town Council welcomes the new build Gostrey/Community Centre.

Cinema

Farnham Town Council welcomes the inclusion of the cinema in the scheme. However, Farnham Town Council questions the need for a cinema of the proposed capacity in Farnham. Farnham Town Council therefore questions the need for a building of this size based on its concerns regarding the capacity and the subsequent impact of this proposed building on the overall development.

Shopmobility

Farnham Town Council requests that a review be undertaken of the Shopmobility scheme proposals. We question whether this is the correct scheme for the development in light of current thinking.

Community Safety

Consultation should be sought with the local police to ensure that community safety is paramount within the scheme.

Community Cohesion

Farnham Town Council would encourage community cohesion both within the development itself and with the rest of the town.

06.04 **Legal & Policy Implications**

Members are referred to Farnham Town Council's guidance on Planning - Guidance for Farnham Town Councillors in respect of Planning Application Notifications.

Members are reminded that the legal responsibility for planning decisions lies entirely with the Planning Authority, Waverley borough Council.

It is therefore the responsibility of Waverley Borough Council to ensure that all the relevant international, national and local policies are addressed when considering a planning application.

Farnham Town Council has **no statutory duties or powers** with regard to planning.

06.05 **Financial Implications**

There are no financial implications.

06.06 **Recommendation**

That the Councils observations on Planning Applications WA 07/1055 and WA 07/1056 be submitted to the planning authority, Waverley Borough Council.



FARNHAM TOWN COUNCIL

PROJECT MONITORING & SIGNIFICANT ACTIONS UNDER DELEGATED AUTHORITY – 11 MAY- 20 JULY 2007	
AUTHOR: <i>Roland Potter</i> <i>Town Clerk</i>	PRESENTED BY: <i>Roland Potter</i> <i>Town Clerk</i>
PRODUCED FOR: FULL COUNCIL	DATE OF REPORT: 20 th July, 2007
SUMMARY OF KEY ISSUES <p>To support the Council's new reporting structure and to ensure that the work of the Council is open to scrutiny by Councillors a regular summary/ performance report will be submitted to Council identifying the progress being made on the Council's service delivery and projects. The first report is attached at Annexe A.</p> <p>The reports will not cover every aspect of the Council's administration and the document should not be considered as a method of measuring or reflecting all the work undertaken by the Council's officers.</p> <p>The format and presentation of the document will be reviewed after each meeting to develop a practical document which will ensure that Councillors are aware of the progress being made on projects and provide accountability for any significant decisions made under delegated authority to the Town Clerk.</p>	
FINANCIAL IMPLICATIONS: <p>There are no financial implications to this report.</p>	
RECOMMENDATION: To note the report	
FOR FURTHER INFORMATION CONTACT: Roland Potter (Town Council)	

PROJECT MONITORING & SIGNIFICANT ACTIONS UNDER DELEGATED AUTHORITY – 11 MAY- 20 JULY 2007

	PROJECT TITLE/SUBJECT	CURRENT STATUS	CURRENT ISSUES	LEAD OFFICER
	COMMUNITY LEADERSHIP			
1	Take the Town Council Meetings out of the Council Offices in to the community.	Venues are being identified for the September Council Meeting to be held in the Community.	Difficulty finding venues. Officers will undertake a review of how Council Meetings are publicised. Officers will consider a change to the agenda format to allow specific ward issues to be considered when meeting in a ward.	Wendy Coulter
	CORPORATE GOVERNANCE			
2	Insurance cover and valuation review.	Review being undertaken.	Report to Full Council September 2007.	Town Clerk
3	Council Corporate Risk Management.	Review being undertaken in July /August.	Report to Full Council September 2007.	Town Clerk
4	Staffing Organisational review.	Review being undertaken in July /August.	Report to Full Council September 2007.	Town Clerk
5	No Smoking Legislation.	Appropriate signage placed in all vehicles and buildings.	Signage to be placed in public conveniences.	Kevin Tait
6	Preservation and archiving of cemetery records.	Orders placed for commencement of project	Due to commence late July/August.	Town Clerk
7	Review of Office Accommodation.	Enquiry submitted to Waverley BC for additional space.	The Town Council requires additional space both for staff and storage. There is an opportunity to develop a partnership with Waverley BC to provide a shared service to the advantage of both the organisations and their customers.	Town Clerk

**ITEM 7
ANNEXE A**

	PROJECT TITLE/SUBJECT	CURRENT STATUS	CURRENT ISSUES	LEAD OFFICER
	ECONOMIC DEVELOPMENT			
8	Heritage Open Days.	Registration with Civic Trust Completed.	Awaiting details of leaflet for printing.	Sheila Rayner
9	Farmers Market.	Monthly market.	In future stalls will be supplied by market stall holders and no longer funded through the Town Council. Average attendance over May/June 1980 (wet conditions)	Cath Sydenham
10	Band Concerts.	4 concerts planned for the Summer.	Bad weather: Consideration to be given to alternative venue or facility. Attendance at the first concert approx 200. Second concert cancelled due to bad weather.	Cath Sydenham
11	Heritage Trail.	Leaflet redesigned by University College of Arts Student. Due to be printed August/September 2007.	None.	Cath Sydenham
12	Town Guide.	Town Guide re-designed. Due to be printed August/September 2007.	None.	Cath Sydenham
13	Visitor Information Points.	Review of sites undertaken. Development of Touch Screen information.	VIP removed from the Exchange Hotel Sites still operational in Bush Hotel and The Maltings. Meeting arranged with potential supplier.	Cath Sydenham

**ITEM 7
ANNEXE A**

	PROJECT TITLE/SUBJECT	CURRENT STATUS	CURRENT ISSUES	LEAD OFFICER
14	Hidden Britain Project. (Supported with DEFRA funding)	Due to be launched at Rustic Sunday at Rural Life Centre.	None.	Cath Sydenham
15	Three Major Tourism Events.	Partnership agreed with the Maltings to hold three major events in the Town over the next 18 months.	Provisional details of the Events, possible themes and time scales are: Xmas Market (December 2007), Community Event (May 2008), Harvest Food Event (September/October 2008). Liaise with Surrey County Council Highways to obtain Road closures.	Cath Sydenham
	SERVICES			
16	Public Conveniences: Central Car Park.	Handed over to FTC April 2007.	The toilets have been the subject of vandalism on a weekend. Review of door security due to vandalism. Feasibility on improving security of site through CCTV. Options to gate the toilets are being considered.	Town Clerk Kevin Tait
17	Public Conveniences: Hart Car Park.	To be transferred end of July	Second snagging being undertaken. Subject to satisfactory final inspection.	Sheila Rayner
18	Public Conveniences: Gostrey meadow.	Waiting for hand over of toilets to FTC.	Remedial works to be completed before handing over to FTC.	Sheila Rayner
19	Xmas decorations.	FTC has a 5 year contract with supplier.	Members requested additional lights in Downing Street Additional 3 swags ordered to enhance Downing Street one third of cost £1,000 to be contributed from traders.	Sheila Rayner

**ITEM 7
ANNEXE A**

	PROJECT TITLE/SUBJECT	CURRENT STATUS	CURRENT ISSUES	LEAD OFFICER
20	MUGA – Sandy Hill.	Funding identified.	Installation due to commence 30 July 2007.	Sheila Rayner
21	Downing Street – footpath improvements.	Work in progress.	SCC implementing project.	Sheila Rayner
22	Farnham in Bloom.	Operational with 200 hanging baskets and over 100 planters and troughs. War memorial at Gostrey meadow planted out. Locality Office planted out. Schools hanging basket Competition.	None.	Kevin Tait
23	Cemeteries.	Regular maintenance schedule allows for 6 cuts per year.	The weather has increased the maintenance of the cemeteries and grass has already been cut 6 times in this year.	Kevin Tait
24	Allotment sites at Farnborough Road and Shepherd and Flock brought into operation.	All 6 allotment sites operational.	All allotments allocated. Currently waiting lists stands at 75.	
25	Bus Shelter installation programme.	5 Sites identified for shelters subject to Surrey CC approval.	None.	Sheila Rayner
26	Litterbins installation programme.	The litter bin ordered for Weybourne Road has now been installed.	None.	Sheila Rayner
27	Cycle rack installation programme.	11 Sites identified. Currently waiting for Surrey CC to install.		Sheila Rayner

**ITEM 7
ANNEXE A**

	PROJECT TITLE/SUBJECT	CURRENT STATUS	CURRENT ISSUES	LEAD OFFICER
28	Cemeteries.	<p>April – July 2007 Total Burials – 17 Total Purchases – 15 Total Memorials – 11</p> <p>Appeals against regulations March 06- July 07 Stage 1 Appeals – 10 Stage 2 Appeals – 7 Stage 3 Appeals - 10 Stage 4 Appeals – 2</p>	All Council cemeteries are now designated as lawned. A majority appeals have been against this regulation and refusals to allow kerbing.	<p>Sue Tunley</p> <p>Nick Goddard</p>
29	Wrecclesham Community Centre.	<p>Awaiting finalisation of transfer of property from Tindle Newspapers Ltd.</p> <p>Negotiation of lease with Wrecclesham Community Centre Management Committee.</p> <p>Long term capital cost for the maintenance of the building to be programmed in to the budget.</p>	<p>The Council has signed and sealed all the necessary documentation for the transfer of the property.</p> <p>Terms of lease to be resolved with the management committee.</p> <p>Report to Full Council September 2007.</p>	<p>Town Clerk</p> <p>Town Clerk</p> <p>Town Clerk</p>
	QUALITY OF LIFE			
30	Graffiti management.	The Town Council continues to provide a monthly response to graffiti based on reports by the public and staff.	None.	Nick Goddard

**ITEM 7
ANNEXE A**

	PROJECT TITLE/SUBJECT	CURRENT STATUS	CURRENT ISSUES	LEAD OFFICER
	CONSULTATION			
31	Planning White Paper Consultation.	Response being put together by Council Officers.	Comments to be circulated to members before submission.	Nick Goddard
32	Surrey Rights Of way Consultation.	Response being put together by Council Officers.	Comments to be circulated to members before submission.	Nick Goddard
33	Waverley Licensing Review Consultation.	Response being put together by Council Officers.	Comments to be circulated to members before submission.	Town Clerk

FARNHAM TOWN COUNCIL

**MINUTES OF THE MEETING OF THE PLANNING CONSULTATIVE GROUP
OF FARNHAM TOWN COUNCIL
HELD ON THURSDAY, 21st JUNE, 2007 AT 6.30PM.**

- * Cllr C G Genziani (Chairman) (left meeting at 7.20pm)
- * Cllr D Attfield (Vice Chairman)
- * Cllr L Fleming
- o Cllr R D Frost
- o Cllr J E Maines
- * Cllr C Storey
- o Cllr A Thorp

- * Present
- o Apologies for absence.

PP 016/07

PLANNING APPLICATIONS - CONSIDERATIONS

NOTE: The comments and observations from Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council Level and are based on the evidence and representations to the Town Council.

Name of Councillor	Planning Application No	Subject	Type of Interest	Reason
C G Genziani	WA 07/1265	Land at 17 Lodge Hill Road	Personal/ Prejudicial	Brother is developer of the site.

WA 07/1134

Erection of a double garage with storage area above following demolition of existing garage and shed (revision of WA 06/2542).
2 Mavins Road, Farnham.

Previous comments of the Planning Consultative Group of 23rd November, 2006, were as follows: The proposal should be in keeping with the Great Austins Conservation Area; permission should be subject to a Condition that conversion to residential use will not be permitted.

No further comment.

WA 07/1136

Erection of extensions and alterations to existing bungalow to form a two storey dwelling.

11 Fullers Road, Rowledge, Farnham.

No objection.

WA 07/1137

Demolition of a greenhouse and a shed and the erection of 11 new dwellings (revision of WA 06/2551).

Land at rear of Viners Mead and Colemans, Wrecclesham Road, Wrecclesham, Farnham.

Previous comments of the Planning Consultative Group held on 23rd November, 2006, were as follows: We object on the grounds of overdevelopment, the proposed access onto an already busy road and the impact of the proposed development upon the local infrastructure in an area which has been subject to a considerable level of infill development.

Object. Concerned about increase of traffic onto a very busy road. Overdevelopment for the site, the current plans do not reflect the current situation with regard to other new developments in Wrecclesham Village. Concerned about the impact on services and infrastructure with regard to other current and proposed developments in the village.

WA 07/1141

Erection of extensions (revision of WA 07/0009).

4 Valley Lane, lower Bourne, Farnham.

Previous comments of the Planning Consultative Group held on 18th January, 2007, were as follows: No objection.

No objection.

WA 07/1142

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

25a West End Grove, Farnham.

No objection in principle however, concerned about the impact on the residential amenities on houses in the Chantry's.

WA 07/1145

Erection of a detached garage with playroom above following demolition of existing garage (revision of WA 06/2787).

Lowndes End, Long Garden Walk East, Farnham.
Previous comments of the Planning Consultative Group held on 21st December, 2006, were as follows: It is pleasing to note that the advice of the Waverley Listed Buildings Officer has been sought; given that the site is within Farnham Conservation Area (Policy HE8 refers). Approval should be subject to a condition that future conversion to residential use will not be permitted.

No objection in principle, subject to approval of the Conservation Officer that the correct materials are used and the use should be conditioned for use solely as a garage and playroom.

WA 07/1151

Erection of a two storey extension and alterations.
2 North Avenue, Farnham.

No objection.

WA 07/1158

Erection of extensions and alterations.
21 The Crescent, Farnham.

Concerned about the proximity of the proposed extension to the neighbouring boundary. Overdevelopment for the site and impact on the residential amenities of neighbouring properties.

WA 07/1166

Erection of extensions following demolition of existing garage and carport.
3 Badshot Lea Road, Badshot Lea, Farnham.

No objection in principle however, Farnham Town Council is concerned about the impact upon the residential amenities of neighbouring properties.

WA 07/1169

Erection of an extension.
5 Tongham Road, Farnham.

No objection in principle but concerned about the proximity of the extension to the boundary and the impact that it may have on the residential amenities of number 7.

WA 07/1170

Erection of extensions.
30 Windermere Way, Farnham.

No objection, subject the single storey not having a detrimental effect on neighbouring properties.

WA 07/1184

Erection of extensions and alterations to existing bungalow to provide a chalet bungalow.
Rymans, Lickfolds Road, Rowledge, Farnham.

No objection in principle, however, concerned about the proximity of the extension to the boundary and the impact on the residential amenity of neighbouring properties.

WA 07/1185

Erection of extensions and alterations (revision of WA 07/0351).
Rowans Rise, 2 Temples Close, Farnham.
Previous comments of the Planning Consultative Group held on 1st March, 2007, were as follows: no objection.
No objection.

WA 07/1192

Removal of existing pre-fabricated office/meeting room; conversion of existing storage outbuilding to become a meeting room; enclosing walls to existing open-sided external store; relocation of north gate and crossover (vehicular entrance); creation of new south gate and crossover (vehicular exit); alteration to existing crossover to access to phase 1 site.
Disability Challengers Family Centre, St James Avenue, Farnham.

No objection.

WA 07/1193

Erection of extensions and alterations.
4 The Chine, Wrecclesham, Farnham.

No objection.

WA 07/1198

Erection of a detached garage following demolition of existing

garage.
Woodpeckers Rest, Old Compton Lane, Farnham.

No objection.

WA 07/1200

Erection of extensions and alterations.
Sandling Vale Wood Drive, Lower Bourne, Farnham.

No objection subject to the use of materials in keeping with the current building and there is no impact on the residential amenities of adjacent properties.

WA 07/1201

Retention of flue to swimming pool heater (revision of WA 06/2573).
Fareknowe, 1a Greenhill Road, Farnham.
Previous comments of the Planning Consultative Group held on 23rd November, 2006, were as follows: No objection.

No objection.

WA 07/1202

Erection of conservatory.
46 Compton Way, Farnham.

No objection.

WA 07/1207

Display of banner sign.
University College for the Creative Arts, Falkner Road, Farnham.

No objection.

WA 07/1211

Change of use from photographic studio to dwelling house (revision of WA 06/2273).
4 Upper Church Lane, Farnham.
Previous comments of the Planning Consultative Group held on 12th October, 2007, were as follows: No objection.

Farnham Town Council is concerned that such a development has occurred within the Conservation Area prior to seeking planning permission, however, has no objection.

WA 07/1216

Erection of a conservatory.
Fernbrae Cottage, The Long Road, Rowledge, Farnham.

No objection.

WA 07/1217

Erection of a chimney.
Fernbrae Cottage, The Long Road, Rowledge, Farnham.

No objection.

WA 07/1218

Erection of a first floor extension and alterations.
12 Wykenham Road, Farnham.

No objection.

WA 07/1228

Erection of extensions and alterations.
13 Stephendale Road, Farnham.

No objection in principle, however Farnham Town Council is concerned about the impact on the residential amenities of number 15.

WA 07/1231

Erection of a pair of semi-detached dwellings following demolition of existing dwelling.
Land at 6 Lower Weybourne Lane, Farnham.

Object to the scale and size of the development. Farnham Town Council is concerned that this development will detract from the street scene and concerned about the traffic egress onto the road.

WA 07/1232

Erection of a first floor extension.
6 Latchwood Lane, Farnham.

No objection.

WA 07/1233

Erection of extensions to existing bungalow to provide a two storey dwelling.

47 Grove End Road, Farnham.

No objection.

WA 07/1234

Construction of dormer windows for loft conversion.

16 The Fairway, Farnham.

No objection provided that there is no impact on the residential amenities of neighbouring properties.

WA 07/1235

Erection of extensions and alterations.

Elm Villa, Manley Bridge Road, Rowledge, Farnham.

No objection subject to appropriate building materials being used in sympathy with existing building.

WA 07/1237

Erection of a building to provide 10 flats with associated parking and ancillary works following demolition of existing building.

Farnham Hospital, 44 Hale Road, Farnham.

Previous comments of the Plans Panel of 20th April, 2006, were as follows:

1. Farnham Town Council notes that some improvement has been made in Eco Standards but we feel that Zero Carbon emissions should be achieved.
2. Farnham Town Council is very disappointed to see that very little effort has been made with the design of this development; the buildings are bland and lack variety.
3. Farnham Town Council remains concerned about the implications for traffic and on street parking from such a large development.
4. Farnham Town Council is still concerned that only one car parking space has been provided for each unit, this will inevitably lead to overspill which will put further strain on the hospital car park and surrounding roads.
5. The requirements of Natural England for the SPA must be observed.

- a) Farnham Town Council regrets the loss of the original building.
- b) Concerned about parking, there is less than one space per flat, it will cause greater strain on the surrounding roads.

WA 07/1238

Erection of first floor extension.
9 Bridgefield, Farnham.

No objection.

WA 07/1241

Erection of a single storey extension following demolition of existing garage.
Rosedene, 16 Upper Way, Farnham.

No objection in principle but concerned about the loss of the garage.

WA 07/1251

Erection of extensions and alterations.
Sarona, 8 Highlands Road, Farnham.

No objection subject to the use of materials to match the existing building.

WA 07/1255

Erection of a detached dwelling with associated parking.
Land at 118 burnt Hill Road, Lower Bourne, Farnham.

Farnham Town Council is concerned about the detrimental impact on the amenities of neighbouring properties. Farnham Town Council is concerned that this could be a precursor to further infill development. Concerned that this development could cause an increase in traffic onto a busy road.

WA 07/1257

Erection of a new dwelling following demolition of existing bungalow.
21 Frensham Vale, Lower Bourne, Farnham.

No objection.

WA 07/1259

Erection of an extension.
159 Upper Hale Road, Farnham.

No objection.

WA 07/1263

Erection of a two storey extension (revision of WA 07/0731).
9 Riverdale, Wrecclesham, Farnham.
Previous comments of the Planning Consultative Group of 12th April, 2007, were as follows: No objection.

Object, concerned about the loss of parking and garage and that the proposed development is out of keeping with the street scene and adjacent property.

WA 07/1265

Demolition of existing dwelling and erection of 2 detached dwellings with associated car parking and amenity space.
Land at 17 Lodge Hill Road, Farnham.

No objection in principle but concerned about the impact on the residential amenities of Springfield House. Farnham Town Council is concerned that this could be a precursor to infill development.

WA 07/1272

Erection of extension and alterations to existing bungalow to provide a chalet bungalow (revision of WA 07/0366).
8 Abbots Ride, Farnham.
Previous comments of the Planning Consultative Group held on 1st March, 2007, were as follows: No objection.

No objection subject to the garage being conditioned for use as a garage only.

WA 07/1278

Installation of replacement air-conditioning units.
7 West Street, Farnham.

No objection subject to the agreement of the Conservation Officer.

WA 07/1282

Construction of a new enclosure to existing open plant area.
University College for the Creative Arts, Falkner Road, Farnham.

No objection.

WA 07/1285

Erection of a detached dwelling.
Land at 9 Wellington Lane, Farnham.

No objection.

WA 07/1287

Application under section 73/73A for the Variation of Conditions 1,2,8 and 9 of Outline Consent WA 04/1815 for the erection of 134 dwellings and a children's nursery following demolition of certain existing buildings.
Land at Farnham hospital, Hale Road, Farnham.

Object, the original conditions should be retained.

WA 07/1288

Erection of extensions and alterations.
28 The Crescent, Farnham.

No objection.

WA 07/1303

Erection of a single storey extension.
15 Longley Road, Farnham.

No objection subject to no adverse impact on the residential amenities of adjacent properties.

Appeals Lodged

WA 06/2741

Erection of a pair of semi-detached dwellings.
Land at 63 Firgrove Hill, Farnham.

Comments of the Plans Panel of 21st December, 2006, were as follows:

Farnham Town Council also refers to the recent dismissal of an appeal at 21 Guildford Road, Farnham, having an adverse effect on the integrity of the Thames Basin Heaths Special Protection Area (SPA).

Farnham Town Council considers that the arguments about the SPA are inappropriate in this planning application. We are unable to determine whether the development has been reduced in size. If it has not then our previous comments still stand.

Noted.

WA 06/2429

Erection of extension and detached double garage.
2 Byworth Road, Farnham.

Comments of the Plans Panel of 26th April, 2007, were as follows:

Concerned about the possible effect on the neighbours amenity and the proximity of the proposed extension to the neighbouring boundary.

Noted.

Application for tree works to trees the subject of a Tree Preservation Order

TM 07/0070

11 Greystead Park, Wrecclesham, Farnham.
Works to trees the subject of Tree Preservation Order 9/01.

No objection provided Waverley Borough Council's Arboricultural Officer is satisfied.

TM 07/0074

Land at driveway to Sandleys & adjacent Straun House, 9 & 9b Echo Barn Lane, Wrecclesham, Farnham.
Application for consent for works to trees the subject of Tree Preservation Order 11/06.

No objection provided Waverley Borough Council's Arboricultural Officer is satisfied.

TM 07/0075

Land adjacent 22 Fairholme Gardens, Firgrove Hill, Farnham.
Application for consent for works to trees the subject of Tree
Preservation order WA229.

**No objection provided Waverley Borough Council's
Arboricultural Officer is satisfied.**

TM 07/0077

Oakleigh, Wrecclesham Hill, Wrecclesham, Farnham.
Application for consent for works to an oak tree the subject of Tree
Preservation Order.

**No objection provided Waverley Borough Council's
Arboricultural Officer is satisfied.**

The meeting closed at 7.30pm.

Date

Chairman

FARNHAM TOWN COUNCIL

**MINUTES OF THE MEETING OF THE PLANNING CONSULTATIVE GROUP
OF FARNHAM TOWN COUNCIL
HELD ON THURSDAY, 5th JULY, 2007 AT 6.30PM.**

- * Cllr C G Genziani (Chairman)
- * Cllr D J Attfield (Vice Chairman)
- * Cllr L Fleming
- * Cllr R D Frost
- * Cllr J E Maines
- * Cllr C Storey
- o Cllr A Thorp

Cllr (Mrs) P M Frost attended the meeting.

- * Present
- o Apologies for absence.

PP 036/07 PLANNING APPLICATIONS - CONSIDERATIONS

NOTE: The comments and observations from Waverley Borough Councillors are preliminary ones prior to consideration at Borough Council Level and are based on the evidence and representations to the Town Council.

Name of Councillor	Planning Application No	Subject	Type of Interest	Reason
D J Attfield	WA 07/1316	Land at Whitebeams, 3 Temples Close, Farnham	Personal	Applicant is acquaintance.
D J Attfield	WA 07/1336	18 Compton Way, Farnham	Personal	Applicant is acquaintance.

WA 07/1290

Erection of a two storey extension (revision of WA 07/1151).
2 North Avenue, Farnham.
Previous comments of the Planning Consultative Group held on 21st June, 2007 were as follows: No objection.
No objection.

WA 07/1291

Erection of a detached garage.
6 Swingate Road, Farnham.

Object. This proposal is in the conservation area. The

egress from the rear access is onto a busy junction and could result in traffic problems. The proposal may be detrimental to the neighbouring properties' residential amenities.

WA 07/1299

Loft conversion with construction of a dormer window and alterations to elevations (revision of WA 06/2037).

7 St Andrews Court, Downing Street, Farnham.

Previous comments of the Planning Consultative Group held on 21st September, 2006, were as follows: Farnham Town Council questions whether this property is listed and points out that the building is in the conservation area. Any alterations should be handled with care.

Farnham Town Council queries the appearance of the 2nd dormer window.

As this building is in the Conservation Area any alterations to it should be handled with care. The alterations may have a detrimental impact on the residential amenities of the neighbouring properties.

WA 07/1301

Erection of a two storey extension and alterations.

15 Burnt Hill Road, Wrecclesham, Farnham.

No objection.

WA 07/1304

Erection of a first floor to existing bungalow to provide chalet bungalow.

93 Upper Weybourne Lane, Farnham.

Object, this proposal would be detrimental to the street scene.

WA 07/1308

Erection of a single storey extension and an underground extension.

24 School Hill, Wrecclesham, Farnham.

No objection.

WA 07/1310

Erection of a detached garage (revision of WA 07/0695).

Cherrywood, 3 Pine Ridge Drive, Lower Bourne, Farnham.
Previous comments of the Planning Consultative Group held on 12th April, 2007, were as follows: No objection.

No objection.

WA 07/1311

Erection of extensions (revision of WA 07/0093).

106 Alma Lane, Farnham.

Previous comments of the Planning Consultative Group held on 1st February, 2007, were as follows: No objection.

Concerned about the possible impact on the residential amenities of the neighbouring properties. The proposed front porch may also be detrimental to the street scene.

WA 07/1313

Display of non-illuminated signs (follows invalid application WA 07/0533).

Unit 2, Farnham Trading Estate, Water Lane, Farnham.

Previous comments of the Planning Consultative Group held on 29th March, 2007, were as follows: No objection.

No objection.

WA 07/1316

Erection of a replacement dwelling following demolition of existing.
Land at Whitebeams, 3 Temples Close, Farnham.

No objection.

WA 07/1320

Consultation under Regulation 3 for the erection of an extension to demountable classroom unit and ancillary works to facilitate creation of children's centre.

Potters Gate Primary School, Potters Gate, Farnham.

No objection.

WA 07/1325

Erection of a conservatory.

10 South Avenue, Farnham.

No objection.

WA 07/1330

Erection of extensions and alterations (revision of WA 07/0159).
2 Broadwell Road, Wrecclesham, Farnham.

Previous comments of the Planning Consultative Group held on 1st March, 2007, were as follows: Farnham Town Council notes that this is a large development. We are concerned about the removal of the garage, the increase in bedrooms and the lack of car parking space for this increase. The development must remain in character with the street scene.

Concerned about the lack of parking. Concerned about the impact the residential amenities of the neighbouring properties due to the size and scale of the proposed extensions. The materials used should be in keeping with the existing dwelling.

WA 07/1331

Erection of 5 buildings to provide 4,880 square metres of floor space for B1 (Business), B2 (General Industrial) and B8 (Storage and Distribution) uses within associated access and parking facilities.

Land at Plots 8-9 Coxbridge Business Park, Craven Way, Farnham.

No objection, however the building materials used should be in keeping with other building materials on the site.

WA 07/1334

Construction of dormer window and insertion of roof lights for loft conversion.

66 Tilford Road, Farnham.

Concerned about the impact on residential amenities of neighbouring properties.

WA 07/1335

Erection of a replacement conservatory.
32 Upper Old Park Lane, Farnham.

No objection.

WA 07/1336

Erection of a detached double garage with room above (revision of WA 06/2895).

18 Compton Way, Farnham.

Previous comments of the Planning Consultative Group held on 18th January, 2007, were as follows: Approval should be subject to a condition that future conversion to residential will not be permitted. Note: This application is situated in the South Farnham Area of Special Environmental Quality (BE3 refers).

Approval must be subject to a condition that future conversion to residential will not be permitted.

WA 07/1340

Erection of a conservatory.
62 Crooksbury Road, Farnham.

No objection.

WA 07/1348

Demolition of garage and erection of extensions and alterations.
28 Bridgefield, Farnham.

Concerned about possible overdevelopment by the nature of the size of the proposed extension and the detrimental impact that this might have upon the neighbouring properties of 26 & 30.

WA 07/1353

Erection of replacement chalet bungalow.
10 Monkshanger, Farnham.

No objection.

WA 07/1357

Erection of 3 new dwellings with associated works following demolition of existing dwelling.
Land at 22 Lickfolds Road, Rowledge, Farnham.

- a) Object. This development could be a precursor for further infill development.**
- b) Farnham Town Council objects on the grounds of the size and scale of the development, we consider this to be overdevelopment.**
- c) The proposed development would be detrimental to the character of the street scene and the rural fringe of the village.**
- d) Farnham Town Council is concerned about the possible loss of trees on the plot and suggests that**

**any permission should be subject to a report from
Waverley Borough Council's Arboricultural officer.**

WA 07/1362

Application to remove Condition 2 of FAR374/52, agricultural
occupancy condition on a dwelling.
The Bungalow, Monks Walk, Farnham.

**Object on the grounds of insufficient information to
determine an opinion.**

WA 07/1364

Erection of extensions and alterations following demolition of
existing extension (revision of WA 06/2299).
20 Bridgefield, Farnham.

Previous comments of the Planning Consultative Group held on 9th
November, 2006, were as follows: This is a very large increase in
habitable floor space. The proposed extension would be
overbearing upon the neighbours. Farnham Town Council considers
that new development should not abut onto the boundaries of
adjoining properties.

**Concerned about the proximity of the proposed extension
to the boundary and the possible detrimental effect on the
street scene.**

WA 07/1368

Erection of an extension to attached garage.
5 Chapel Road, Rowledge, Farnham.

**No objection, however we would request that it be
conditioned for use only as a garage.**

WA 07/1373

Erection of extensions and alterations.
51 Southern Way, Farnham.

**Concerned about the loss of the garage space and parking.
Concerned about the impact on the street scene by the
nature of the size of the proposal.**

WA 07/1374

Erection of a conservatory.
8 Glynswood, Farnham.

No objection.

WA 07/1376

Erection of a single storey extension.
Claremont, 13 Byworth Road, Farnham.

No objection.

WA 07/1377

Application for a Certificate of Lawfulness under Section 192 for the insertion of rooflights to allow for a loft conversion.
Silverlands, 4 Vale Wood Drive, Lower Bourne, Farnham.

No comment.

WA 07/1378

Erections of extensions and alterations to existing coach house/garage/studio and conversion to a dwelling (revision of WA 07/0800).

22 Longdown Road, Farnham.

Previous comments of the Planning Consultative Group of 26th April, 2007, were as follows: No objection however, Farnham Town Council is concerned about the proposed siting of the garage at the front of the building.

No objection however, Farnham Town Council is concerned about the proposed siting of the garage at the front of the building.

WA 07/1380

Erection of an extension following demolition of existing extension (revision of WA 07/0457).

139 Upper Weybourne Lane, Farnham.

Previous comments of the Planning Consultative Group of 15th March, 2007, were as follows: No objection.

No objection.

WA 07/1392

Erection of an attached dwelling.
Land at 5 Lea Close, Badshot Lea, Farnham.

Concerned about overdevelopment of the site and increased traffic movements.

WA 07/1394

Erection of a conservatory.
1 Glen Cottages, Guildford Road, Runfold, Farnham.

No objection.

WA 07/1396

Alterations to existing bungalow to provide a chalet bungalow.
1 Kiln Lane, Farnham.

No objection subject to appropriate materials used to match existing building.

WA 07/1397

Erection of extensions and alterations.
The Old Stables, Ravenswood House, Hale Road, Farnham.

Farnham Town Council is concerned that this building has been extended before.

WA 07/1401

Erection of a single storey extension.
75a Boundstone Road, Rowledge, Farnham.

No objection.

WA 07/1413

Erection of extensions and a detached garage following demolition of existing garage.
Coolgreany, Valley Lane, Lower Bourne, Farnham.

No objection.

Appeals Lodged

WA 06/2278

Construction of a raised patio area.
Highmead, 26 Wrecclesham hill, Farnham.

Comments of the Plans Panel of 9th November, 2006, were as

follows:

No objection.

Noted.

WA 07/0439

Change of use, alterations and extensions to provide enlarged public house and the provision of an extract flue together with an extension to existing flat No 102.

102 & 104 Upper Hale Road, Farnham.

Comments of the Plans Panel of 15th March, 2007, were as follows:

No objection.

Noted.

Notification of Tree Work in Conservation Area.

CA 07/0056

Old Church Lane, Farnham Conservation Area.

Works to trees.

Acorn Cottage, Vicarage Hill, Farnham.

Noted.

CA 07/0059

Great Austins Farnham Conservation Area.

Removal of one Himalayan Cedar.

22 Lancaster Avenue, Farnham.

Noted

CA 07/0060

Farnham Conservation Area.

Works to trees.

Land at Farnham Castle, Farnham Hill, Farnham.

Noted.

CA 07/0063

Farnham Conservation Area.

Works to trees.

Land at Trafalgar Court, Farnham.

Noted

CA 07/0064

Farnham Conservation Area.
Works to trees.
17 Park Row, Farnham.

Noted.

**Application for tree works to trees the subject of a
Tree Preservation Order**

TM 07/0082

Acorn Cottage, Vicarage Hill, Farnham.
Application for consent for works to trees the subject of Tree
Preservation Order WA114 and Tree Preservation Order WA116.

**No objection provided Waverley Borough Council's
Arboricultural Officer is satisfied.**

The meeting closed at 7.00pm.

Date

Chairman



The Hedgehogs
FOUNDED 1959

* FARNHAM * Carnival



Saturday 30th June 2007
"Our Colourful Planet"

55 Green Lane, Farnham, GU9 8QE - 01252 727399 - alanphunt@btopenworld.com

9th July 2007

Roland Potter
Town Clerk
Farnham Town Council
Farnham

Dear *Roland*

Very many thanks for the support given to us by Farnham Town Council. Your sponsorship of the safety facilities, other infra structure and entertainment was most appreciated. As you know the weather on the day was far from perfect. However we had only one Procession Entry cancellation due to the weather and we also had a wide range of stalls and some superb entertainment in Castle Street.

We had some fun counting the Procession collection as it was so wet we had to use several towels and two hair dryers before we could bag it up. The amount collected was over £2300 which was down only £100 on 2006. This amount has been returned to the Charities, Youth Groups and Schools that took part in the Procession.

Despite the weather we believe the whole day was a great success and we shall shortly be looking to next year. The date is already set for 28th June 2008.

Farnham Lions and the Hedgehogs both raise funds to help local charities and individuals in need. On a very wet Saturday, with your help, we also gave Farnham residents and visitors to the town yet another thoroughly enjoyable Carnival Day to remember.

Many thanks again for your support

Yours sincerely

Alan Hunt

Alan P Hunt
Chairman of the Farnham Carnival Committee

Visit us at www.farnhamcarnival.org.uk

The Registered Charity Number for the Hedgehogs is 1092862 and for the Farnham Lions is 290242