FARNHAM TOWN COUNCIL





Notes Strategy and Finance Working Group

Time and date

9.30am Tuesday 19th July 2016

Place

Town Clerk's Office, South Street, Farnham

Attendees:

Members: Councillors David Attfield, Carole Cockburn, Pat Frost, Jill Hargreaves, Stephen Hill, Jeremy Ricketts and John Williamson

In attendance:

Officers present: Iain Lynch (Town Clerk) Ian Kershaw (Assistant Town Clerk) Rachel Aves (Advisor) for items I-4

I. Apologies

There were no apologies.

2. Declarations of Interest

There were no declarations of interest

3. Notes of Meeting held on 7th June 2016

POINTS	ACTION
The Notes of the previous meeting were agreed.	

4. Infrastructure Planning Group update

POINTS	ACTION
 i) Rachel Aves introduced the reports at Appendix B which had been circulated to all councillors, along with additional background papers comprising the evidence base for the Regulation 15 Neighbourhood Plan. The Working Group noted that all the documents had been available for public inspection and review on the Council's website alongside the earlier Regulation 14 evidence base. 	It is recommended that: I. Council endorses the Regulation 15 Farnham Neighbourhood Development Plan and supporting documents.

- ii) The Working Group received the notes of the Councillor briefing that had taken place on 7th July which outlined details of changes to the plan as a result of the Regulation 14 consultation, updates to the evidence base, and changes in legislation.
- iii) The Habitats Regulation Assessment had been submitted after the member briefing but confirmed, as expected, that no further work was required by the Town Council for its Neighbourhood Plan. Cllr Williamson asked if a sentence could be added to say that evidence was awaited from natural England on the effectiveness of SANG. However this was not felt necessary as it did not add to the policy FNP12 which requires mitigation measures to be agreed with Natural England in line with NRM6.
- iv) The Working Group discussed a number of issues that had arisen in relation to the environmental policies, noting that the historic designation of AGLV (Area of Great Landscape Value) was no longer supported by the National Planning Policy Framework and that local designations which had been supported through consultation were included in the Plan. This included additional Conservation Area policies and the inclusion of the area of the historic Old Park in policy FNP10 – Protect and Enhance the Countryside, due to its High Landscape Sensitivity. Members noted that the AMEC Landscape Study commissioned by Waverley had been used to inform the Neighbourhood Plan and specific sites within it, and formed part of the evidence base.
- v) The Working Group received a minor update to the Housing figures in the light of new figures provided by Waverley Borough Council (sites completed up from 169 to 180), with the Neighbourhood Plan allocation for new net dwellings from 2013 to 2031 being 845 over ten sites.
- vi) The Working Group endorsed the Regulation 15 Plan and the supporting documents for approval by Council.
- vii) Cllr Cockburn advised that subject to the decision of Council it was intended to submit the Plan to Waverley on 22nd July to begin its formal six week consultation period ahead of the appointment of an independent examiner (in conjunction with FTC) to examine the Plan. After a successful examination WBC would arrange for a referendum to be held on the Plan.
- viii) The timetable going forward was expected to be:
 - July 2016 Submission of Neighbourhood Plan to Waverley BC (FTC)
 - Summer 2016 Regulation 16 Consultation (WBC)
 - Autumn 2016 Examination (WBC)
 - Early Winter 2016 Referendum (WBC)
 - Winter 2016/17 Adoption of Farnham Neighbourhood Development Plan (WBC)
- ix) The Working Group thanked Rachel Aves for the hard work she had personally put into supporting the development of the Neighbourhood Plan.

- 2. Council approves the Regulation 15 Farnham Neighbourhood Development Plan and supporting documents for submission to Waverley Borough Council, in line with the Neighbourhood Planning Regulations 2012.
- 3. The Town Clerk, in liaison with the Leader and the Infrastructure Planning Group, be delegated to make any minor amendments to the Neighbourhood Plan and associated documents, prior to submission to Waverley Borough Council.

6. Quarterly Finance

	POINTS	ACTION
1) 2)	 Members received the following documents reflecting the financial position at the end of the first quarter. i. Financial Budget Comparison between Ist April and June 30th 2016 ii. Trial balance at 30th June 2016 iii. Statement of Investments at 30th June 2016 iv. Debtors at 30th June 2016 Members reviewed the income and expenditure noting that at three months overall spend was on target with a quarter of 	
3)	budget spent whilst income was half the budgeted sum, with half the precept received to date. Members noted that the trial balance and bank and petty cash reconciliations were as expected;	
4)	The Working Group reviewed the level of investments and the fact that the interest rate on investments at HSBC had dropped to 0.25% for all savings up to 9 months as a result of the uncertainties in the financial markets.	
5)	In relation to debtors members noted the level of debtors including a number that related to sponsorship.	
6)	The BACS payments and cheque payments were available for inspection.	

8. Contracts Update

POINTS	ACTION
 The Clerk advised that the new Business and Contracts Officer was in post (lain McCready) and provided a brief update on current contracts including: Additional grass cutting to clear the backlog caused by the difficult growing conditions; Quotations received for the repair or replacement of the automatic entrance doors with the recommendation that the doors be replaced as the costs (£3,400) were similar to that for the repair by 	Recommendation to Council: The entrance doors be replaced by ADSF with the costs met from the Property Maintenance budget.
 the existing supplier; The use of a drone to survey council properties and identify remedial works required and take some town photographs for promotional purposes; and Anticipated repairs to the public Art Seating in the Boots courtyard which had deteriorated significantly. 	Town Clerk to discuss repair costs for the Boots Courtyard seating with the Public Art Trust.

9. Property Matters

POINTS	ACTION
The Clerk reported on a number of property matters	
including: i) Progress on establishing the Hale Trust with	
anticipation that the Charity Commission would issue the	
Trust's Charity number in the near future and confirmation	

that the first funding application had been submitted to the	
• 11	
SCC Leaders' Fund.	
ii) Confirmation of the sealing of the deed for access to the	
Porthaven development site off West Street	
iii) An update on discussions with the Farnham Gospel Hall	Town Clerk to continue
Trust for changes to the access at Green Lane Cemetery and	discussions as agreed.
details of the valuation received.	

10. Grants

POINTS	ACTION
 The Working Group noted that all community grants recipients had received their 2016/17 payments. 	
 The Working Group agreed that a late claim for payment by the Farnham Museum for the 2014/15 Big Dig project should be released and funded from the Localism Initiativ Fund. 	Council:
3) The Working Group considered a detailed proposal (Appendix G to its agenda) for a grant to help with the relaunch of the Farnham Festival which had been an integ part of the Farnham music scene since 1962. Strategy & Finance agreed to support the relaunch with a grant of £2,000 from the Localism Initiatives Fund and signpost th applicant to other sources of support.	

II. Trade Waste Consultation

POINTS	ACTION
The Working Group reviewed the Trade Waste Policy	Recommendation to
Consultation being undertaken by Waverley Borough Council,	Council that:
and attached at Appendix H. The Working Group welcomed	I) The approach set
the proposals that would help alleviate the longstanding	out in the
problem of a minority of businesses that leave their unsightly	consultation paper
trade waste bins and bags in the streets on a permanent basis.	be welcomed and
If adopted, trade waste bins could only be left out from 6.am	endorsed;
to 9.30am. It was noted that this could conflict with	2) The Town Clerk
restrictions in the centre of Farnham where no loading or	discuss the issue of
unloading is allowed after 8am, and suggested that	the hours and the
consideration should also be given to an evening collection	impact of the policy
option. It was agreed to recommend that the approach set out	on loading and
in the policy be endorsed with detailed hours to be discussed	unloading
between the Town Clerk and the Head of Environmental	restrictions with
Services at Waverley Borough Council.	officers at Waverley
	Borough Council.

12. Town Clerk Update

POINTS	ACTION
 The Town Clerk provided a verbal update on: i) Staffing and recruitment - which would be subject to a future report to the HR Panel. A revised staffing chart with responsibilities was being prepared for circulation to councillors. 	Town Clerk

ii)	Legal advice received to date on the Brightwells/East Street development. It was noted that further information was awaited.	
iii)	Suggestions for suitable projects for developer contributions which had been sought from councillors. Cllr Attfield felt that the Badshot Lea Pond project which had a	Assistant Town Clerk to pursue
	funding shortfall should be added to the list.	Town Clerk to discuss with
iv)	The unveiling of the Billy Beldham sign at Wrecclesham. The Working Group agreed that the sign should be insured by the Council if that was the wish of the volunteers that erected it.	Wrecclesham History Project.

13. Date and Time of Next Meeting

POINTS	ACTION
Members agreed that the next meeting would take place on	Town Clerk to circulate
Tuesday 13th September 2016 at 9.30am	agenda

Meeting ended at 10.47am

Notes written by lain Lynch



FARNHAM TOWN COUNCIL

Notes
Planning & Licensing Consultative Group

Time and date

9.30 am on Monday 18 July 2016

Place

Council Chamber, South Street, Farnham

Planning & Licensing Consultative Group Members Present

Councillor C Cockburn Councillor J S Fraser Councillor M Hyman Councillor A Macleod Councillor J Williamson

Other Councillors in attendance: None

Officers in attendance: lan Kershaw

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.

- I) Apologies Councillors Dunsmore, Mirylees and Ricketts.
- 2) Declarations of Interest None.

3. Applications Considered by the Planning & Licensing Consultative Group on 18 July 2016

Borough Council Planning Applications

Farnham Bourne

WA/2016/1245 Farnham Bourne Kate Ingram Erection of extensions and alterations. 5 OLD FRENSHAM ROAD, FARNHAM GUI0 3PT Farnham Town Council has no objections subject to the extensions and alterations being in keeping with the Farnham Design Statement and all materials in keeping with existing.

WA/2016/1247 Farnham Bourne David Spring

Erection of a detached dwelling and garage with access off Longdown Road. LAND WEST OF 20 LONGDOWN ROAD, LOWER BOURNE GUI0 3JU Farnham Town Council has no objections subject to being in keeping with the Farnham Design Statement.

WA/2016/1278 Farnham Bourne David Spring

Erection of dwelling following demolition of existing dwelling. LODGE HEATH, 31 LODGE HILL ROAD, LOWER BOURNE GU10 3QW Farnham Town Council has no objections subject to being in keeping with the Farnham Design Statement.

WA/2016/1266 Farnham Bourne Rachel Kellas

Outline planning application for the erection of up to 130 dwellings and a community building to be alternative uses within Use Class A1-A5, D1 and D2; with associated highways, open space and Suitable Alternative Natural Green Space (SANGS).

LAND AT FRENSHAM VALE, FARNHAM

Farnham Town Council strongly objects to the application which is inappropriate for the site. The site is not sustainable. There is flood risk. There is insufficient access. It is half a mile to the nearest bus stop. It is not near any local services. There are no pavements on the roads to the site. It is not an appropriate site for this volume of houses. It is outside of the Built Up Area Boundary in the emerging Neighbourhood Plan. The site forms part of the green transition from Frensham Common SPA into the Town and as such is in countryside protected for transition.

Farnham Castle

WA/2016/1235 Farnham Castle David Spring

Erection of extensions and alterations. 10- 13 WEST STREET, FARNHAM GU9 7DN Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2016/1236 Farnham Castle David Spring

Listed Building consent for erection of extensions and alterations. 10- 13 WEST STREET, FARNHAM GU9 7DN Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2016/1232 Farnham Castle Kate Ingram

Erection of a raised terrace and alterations (revision of WA/2016/0052). BURLES HOUSE, CRONDALL LANE, DIPPENHALL GUI0 5DN Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2016/1233 Farnham Castle Kate Ingram Listed Building Consent for the erection of a raised terrace and alterations. BURLES HOUSE, CRONDALL LANE, DIPPENHALL GUI0 5DN Farnham Town Council has no objections subject to the approval of the Listed Buildings Officer.

WA/2016/1276 Farnham Castle David Spring

Erection of extensions and alterations to provide a two storey dwelling. 6 LARKFIELD ROAD, FARNHAM GU9 7DB

Farnham Town Council has no objections subject to the alterations and extensions being in keeping with the Farnham Design Statement.

WA/2016/1268 Farnham Castle Kate Ingram

Certificate of Lawfulness under Section 192 for erection of a timber fence. CORNER COTTAGES, THE CHANTRYS, FARNHAM GU9 7AJ Farnham Town Council has no objections.

WA/2016/1269 Farnham Castle Kayleigh Taylor

Certificate of Lawfulness under Section 192 for replacement of grass with charcon grass grid for parking. LAND AT THE CHANTRYS, FARNHAM GU9 7AH Farnham Town Council has no objections.

WA/2016/1228 Farnham Castle Kayleigh Taylor

Change of Use of land to residential and erection of a double garage building with store following demolition of stable and garage.

CORNMONGERS, RUNWICK LANE, RUNWICK GUI0 5EE

Farnham Town Council has no objections subject to being in keeping with the Farnham Design Statement.

PRA/2016/0012 Farnham Castle

Kayleigh Taylor

General Permitted Development Order 2015, Schedule 2 Part 3 Class Q - Prior Notification Application for change of use of agricultural building to 1 dwelling (Class C3) and associated operational development.

BARNS AT WILLEY FARM, CHAMBER LANE, FARNHAM GUI0 5ES **Farnham Town Council has no objections.**

WA/2016/1312 Farnham Castle Kayleigh Taylor

Display of internally illuminated signs.

16 LION AND LAMB YARD, FARNHAM GU9 7LL

Farnham Town Council objects to the application on the grounds that is contrary to the Farnham Conservation Area policy and the Shop Front Design Guide which do not permit any internally illuminated signs.

Farnham Firgrove

NMA/2016/0114 Farnham Firgrove Mrs M Knight Amendment to WA/2015/1959 to provide alterations to Juliette balcony. 4 WARRENHURST COTTAGE, OLD FARNHAM LANE, FARNHAM GU9 8JU Farnham Town Council has no objections subject to the alterations being in keeping with the Farnham Design Statement.

WA/2016/1321 Farnham Firgrove Kate Ingram

Erection of single-storey side extension. 24A WAVERLEY LANE, FARNHAM GU9 8BQ

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement.

WA/2016/1240 Farnham Firgrove Julie Paine

Alterations to roof and construction of dormer windows along with alterations to elevations to form additional habitable floor space.

38 EDWARD ROAD FARNHAM GU9 8NP

Farnham Town Council has no objections subject to the alterations being in keeping with the Farnham Design Statement and all materials being in keeping with existing.

WA/2016/1274 Farnham Firgrove Kate Ingram

Erection of extensions and alterations including dormer window to provide additional habitable accommodation.

101 WEYDON HILL ROAD, FARNHAM GU9 8NZ

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials being in keeping with existing.

WA/2016/1310 Farnham Firgrove Kate Ingram

Certificate of Lawfulness under Section 192 for erection of roof extension and alterations to garage to provide additional habitable accommodation.

10 LONGLEY ROAD, FARNHAM GU9 8LZ

Farnham Town Council has no objections.

WA/2016/1279 Farnham Firgrove Julie Paine

Erection of extensions and alterations to provide a gym, children's play area and new pedestrian access.

BRAMBLETON HALL, TALBOT ROAD, FARNHAM GU9 8RR

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials being in keeping with existing.

WA/2016/1286 Farnham Firgrove Julie Paine

Erection of extension and alterations to existing garage to provide additional habitable accommodation.

17 BRIDGEFIELD, FARNHAM GU9 8AN

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials being in keeping with existing.

WA/2016/1284 Farnham Firgrove David Spring

Certificate of Lawfulness under Section 192 for erection of an extension. 17 BRIDGEFIELD, FARNHAM GU9 8AN Farnham Town Council has no objections.

WA/2016/1288 Farnham Firgrove Julie Paine

Erection of single storey side extension and alterations following demolition of existing shed. 16 WEYDON LANE, FARNHAM GU9 8QF

Farnham Town Council has no objections subject to the extension and alterations being in keeping with the Farnham Design Statement and all materials in keeping with existing.

WA/2016/1300 Farnham Firgrove Julie Paine

Erection of single storey extension. 90 WEYDON HILL ROAD, FARNHAM GU9 8NZ Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials being in keeping with existing.

Farnham Hale and Heath End

WA/2016/1323 Farnham Hale and Heath End Gemma Paterson

Outline application for erection of 105 dwellings, to include 32 affordable dwellings and erection of new building for use class D1 purposes and provision of community car park following demolition of existing hotel together with alterations to access.

FARNHAM PARK HOTEL AND RESTAURANT, LOWER HALE, FARNHAM GU9 9RP Farnham Town Council objects to the application which is not in keeping with the Neighbourhood Plan. The site was not put forward as a development site in the Plan. The local infrastructure is inadequate in terms of sewerage and other facilities. There would be a particularly heavy impact on traffic, with Upper Hale Road already being one of the busiest in the area and unable to cope effectively with the additional traffic movements arising from the development. The Six Bells roundabout already has a worse than average accident record. The development would have an adverse effect on the listed Farnham Park because of its proximity.

Farnham Moor Park

TM/2016/0102 Farnham Moor Park Mr A Clout

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 08/15 COMPTON WOOD OLD COMPTON LANE FARNHAM GU9 8EG

Farnham Town Council has no objections subject to the approval of the Arboricultural Officer, but is concerned about the amount of works to trees across Farnham.

WA/2016/1283 Farnham Moor Park David Spring

Erection of conservatory. 19 MENIN WAY, FARNHAM GU9 8DY Farnham Town Council has no objections.

WA/2016/1317 Farnham Moor Park Kate Ingram

Application under Section 73 to vary Condition 1 of WA/2016/0088 (plan numbers) to allow for the addition of a non-habitable basement.

SETTERS, 33 CROOKSBURY ROAD, FARNHAM GUI0 IQD

Farnham Town Council has no objections subject to the alterations and extensions being in keeping with the Farnham Design Statement and with existing materials.

WA/2016/1241 Farnham Moor Park David Spring

Erection of detached dwelling and construction of vehicular access following demolition of the existing attached garage/utility room.

LAND AT OAKOVER, 2 OLD COMPTON LANE, FARNHAM GU9 8BS

Farnham Town Council objects to the application on the grounds that it fails to respect the pattern of development in the local area and represents an over-development of the site.

WA/2016/1337 Farnham Moor ParkJulie Paine

Erection of a first floor extension and alterations.

22 DOLLIS DRIVE, FARNHAM GU9 9QD

Farnham Town Council has no objections subject to the alterations and extensions being in keeping with the Farnham Design Statement and with existing materials.

Farnham Shortheath and Boundstone

WA/2016/1253 Farnham Shortheath and Boundstone David Spring

Erection of single storey extension following demolition of existing conservatory and garage 54 LITTLE GREEN LANE, FARNHAM GU9 8TB

Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and with existing materials.

Farnham Upper Hale

NMA/2016/0113 Farnham Upper Hale Mrs M Knight

Amendment to WA/2016/0210 to provide alterations to elevation and raised decking/steps. 24 LAWDAY PLACE LANE, FARNHAM GU9 0BT

Farnham Town Council has no objections subject to the extensions being in keeping with the Farnham Design Statement and with existing materials.

WA/2016/1244 Farnham Upper Hale Amy Radford

Erection of a new dwelling with associated garage/ancillary outbuilding following demolition of existing dwelling and garaging.

LADYACRE HOUSE, OLD PARK LANE, FARNHAM GUI0 5AA

Farnham Town Council objects to the application on the grounds that it does not accord with the Farnham Design Statement, and is out of keeping with the character of Old Park and Old Park Lane.

WA/2016/1252 Farnham Upper Hale David Spring

Construction of a dropped kerb and parking area. 82 ALMA LANE, FARNHAM GU9 0LP Farnham Town Council has no objections.

WA/2016/1220 Farnham Upper Hale David Spring

Erection of a dwelling and associated works following demolition of outbuildings; demolition of extensions and alterations to 2 existing dwellings. LAND AT 17 & 19 HOPE LANE, FARNHAM GU9 0HZ Farnham Town Council has no objections subject to being in keeping with the Farnham Design Statement and with existing materials.

Farnham Weybourne and Badshot Lea

WA/2016/1270 Farnham Weybourne and Badshot Lea

Erection of single-storey front extension.

20 WENTWORTH CLOSE, FARNHAM GU9 9HJ Farnham Town Council has no objections subject to the extension being in keeping with the Farnham Design Statement and all materials used in keeping with existing.

NMA/2016/0118 Farnham Weybourne and Badshot Lea Mrs M Knight

Amendment to WA/2015/2207 to provide alterations to elevations and omission of a canopy. LOWER WEYBOURNE LANE DEPOT, LOWER WEYBOURNE LANE, FARNHAM GU9 9HP **Farnham Town Council has no objections.**

Julie Paine

Farnham Town Council has no objections subject to the extension being in keep with the Farnham Design Statement and all materials used in keeping with exis	
WA/2016/1335 Farnham Weybourne and Badshot Lea Myles Joyce Erection of 64 Dwellings including 22 affordable with associated parking; new access from N Lane.	1onkton
LAND AT GREEN LANE FARM, GREEN LANE, BADSHOT LEA GU9 9JL Members deferred commenting while seeking further information.	
Farnham Wrecclesham and Rowledge	
WA/2016/1231 Farnham Wrecclesham and RowledgeDavid SprinApplication under Section 73 to vary Condition 22 of WA/2015/1116 (approved plan numballow alterations.66 WRECCLESHAM HILL, WRECCLESHAM GU10 4JSFarnham Town Council has no objections, subject to the alterations being in keywith the Farnham Design statement.	ers) to
 WA/2016/1314 Farnham Wrecclesham and Rowledge Kayleigh Taylor Erection of extension and alterations. 6 CHARTWELL, WRECCLESHAM GU9 8SU Farnham Town Council has no objections, subject to the extensions and alterations in keeping with the Farnham Design statement. 	
WA/2016/1237 Farnham Wrecclesham and RowledgeJulie PainErection of single-storey extension and alterations.22 COLESON HILL ROAD, WRECCLESHAM GU10 4QQFarnham Town Council has no objections, subject to the extensions and alteratbeing in keeping with the Farnham Design statement.	
Erection of single-storey extension and alterations. 22 COLESON HILL ROAD, WRECCLESHAM GU10 4QQ Farnham Town Council has no objections, subject to the extensions and alterat	ions as

DW/2016/0030 Farnham Weybourne and Badshot Lea Kayleigh Taylor

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 6m, for which the height would be 3.147m, and for which the height of the eaves would be 2.975m.

88 LOWER WEYBOURNE LANE, FARNHAM GU9 9LG

WA/2016/1234 Farnham Wrecclesham and Rowledge Gemma Paterson

Approval of reserved matters (appearance, landscaping, layout, and scale) following the outline approval for the erection of 43 dwellings. BAKER OATES STABLES, GARDENERS HILL ROAD, WRECCLESHAM **Members deferred commenting while seeking further information.**

Neighbouring applications

FRENSHAM PONDS VISITORS CENTRE

Members considered an informal consultation on design of the visitors centre. Comments would be passed to the Assistant Town Clerk by 28 July.

Date of next meeting Monday | August 2016

The meeting closed at 10:30 am

Notes by Ian Kershaw