



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 16 July 2009

Place

The Council Chamber, South Street, Farnham

TO: ALL MEMBERS OF THE COUNCIL

Dear Sir/Madam

You are hereby summoned to attend a Meeting of **FARNHAM TOWN COUNCIL** to be held in the **COUNCIL CHAMBER, SOUTH STREET, FARNHAM, SURREY** on **THURSDAY 16 JULY, 2009, at 7.00PM.**

The Agenda for the meeting is set out over.

Yours faithfully

A handwritten signature in black ink, appearing to read '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, not included on the agenda, 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.



FARNHAM TOWN COUNCIL

Agenda Full Council

Time and date

7.00pm on Thursday 16 July 2009

Place

The Council Chamber, South Street, Farnham

1 Apologies

Apologies for absence have been received from Councillors C Cockburn, Mrs P Frost, R Frost, G Hargreaves, S Hill and D Le Gal.

2 Minutes

To sign as a correct record the minutes of the Farnham Town Council meeting held on Thursday 25 June 2009 – 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 Town 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 ginny.gordon@farnham.gov.uk by 12 noon on Wednesday 15 July 2009. Alternatively, members are requested to make declarations of interest on the form attached to this agenda and to hand to the Town Clerk before the start of the meeting.*
- (ii) *Members are reminded that if they declare a prejudicial interest they must leave immediately after having made representations, given evidence or answered questions and before any debate starts 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 on the agenda 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.

5 Town Mayor's Announcements

To receive the Town Mayor's announcements.

Part 1 – Items for Decision

6 Waverley Borough Council Consultation on the Thames Basin Heaths Special Protection Area Draft Avoidance Strategy

To receive a report on the Members Workshop that was held to consider the Waverley Borough Council Consultation on the Thames Basin Heaths Special Protection Area Draft Avoidance Strategy.

To respond to the Consultation from Waverley Borough Council on the Thames Basin Heaths Special Protection Area Draft Avoidance Strategy – report attached at **Appendix B**.

7 Farnborough Airport

To consider a consultation from Rushmoor Borough Council on the increase of Flight Movements at TAG Farnborough Airport – consultation attached at **Appendix C**.

8 Telephone & Recording System

To consider a recommendation from Corporate Development and Audit Working Group that:

That the already approved replacement of the telephone exchange and improvement to the IT infrastructure should include a facility to record all incoming and outgoing external calls – report attached at **Appendix D**.

9 Working Group Updates

To receive notes from the Corporate Development and Audit Group

Notes of Meeting held on 18 June 2009 – **Appendix E**.

Notes of Meeting held on 7 July 2009 – **Appendix F**.

10 Isabella Schroder Trust – Nominated Trustee

Under the Terms of the Isabella Schroder Trust the Trustees comprise the incumbent of St Peter's Church, Wrecclesham, the two Church Wardens and two Trustees nominated by Farnham Town Council.

Farnham Town Council is requested to nominate Mr Skeet and Col J P K Crawford to continue as Trustees for the Isabella Schroder Trust – letters from the Trust attached at **Appendix G**.

11 Christmas Decorations 2009 to 2014

To consider the recommendations of the Christmas Lights Task Group to:

1. Approve a capital project for the installation of a new independent electrical service infra-structure for the Christmas lights in Farnham Town Centre.
2. Approve additional funding from General Reserves to fund the cost of the project.
3. Note the results of a tendering exercise to award a 5 year contract to provide Christmas decorations in Farnham Town Centre.

4. Consider the recommendations of the Christmas Lights Task Group on the preferred supplier.
5. Approve additional funding from General Reserves to fund Year 1 of the Christmas Lights project.
6. To note the additional cost of electricity in the supply of the Christmas Lights.

Report attached at **Appendix H**.

Part 2 – Items to Note

12 Date of Next Council Meeting

To note the date of the next Council Meeting to be held on **3 September 2009**.

13 Exclusion of the Press and Public

TO PASS A RESOLUTION to exclude members of the public and press from the meeting at Part 3, Item 14, of the agenda.

Part 3 – Confidential Items

14 To consider Farnham Town Council Awards

To consider Farnham Town Council Awards – report attached under separate cover for Members of Farnham Town Council only.

The Town Mayor will close the meeting.

7 July 2009

Note: The person to contact about this agenda and documents is The Town Clerk, Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN. Tel: 01252 712667

Membership: Councillors Lucinda Fleming (Town Mayor), John Ward (Deputy Town Mayor), David Attfield, Gillian Beel, Carole Cockburn, Victor Duckett, Pat Frost, Bob Frost, Carlo Genziani, Gillian Hargreaves, Stephen Hill, Denise LeGal, Alan Lovell, Janet Maines, Stephen O'Grady, Roger Steel, Chris Storey, Andrew Thorp.

Distribution: Full agenda and supporting papers to all Councillors (by post) Agenda only by email to all Councillors.

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: COUNCIL

DATE: 16 JULY 2009

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

A

Minutes Council

Time and date

7.00pm on Thursday 25 June 2009

Place

The Council Chamber, South Street, Farnham

- * Cllr L J Fleming (Town Mayor)
 - * Cllr J A Ward (Deputy Town Mayor)
 - * Cllr G M Beel
 - * Cllr D J Attfield
 - * Cllr C Cockburn
 - * Cllr V Duckett
 - Cllr (Mrs) P M Frost
 - Cllr R D Frost
 - * Cllr C G Genziani
 - * Cllr G P Hargreaves
 - * Cllr S L Hill
 - * Cllr D Le Gal
 - Cllr A J Lovell
 - Cllr J E Maines
 - * Cllr S J O'Grady
 - * Cllr R J Steel
 - Cllr C S Storey
 - Cllr A P Thorp
-
- * Present
 - Apologies for absence

Officers Present:

Roland Potter (Town Clerk)

Wendy Coulter (Members and Committees Services Co-ordinator)

Ginny Gordon (Receptionist/Farmers' Market Co-ordinator)

DEVELOPMENT OF THE FARNHAM SPORTS CENTRE

Prior to the meeting there was a presentation by Councillor R Steel on the redevelopment of the Farnham Sports Centre.

C 027/09 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors R Frost, Mrs P Frost, A Lovell, J Maines, C Storey and A Thorp.

C028/09 DISCLOSURE OF INTERESTS

There were no disclosures of interests.

C029/09 MINUTES

The Minutes of the Farnham Town Council meeting held on 21 May 2009 were signed by the Town Mayor as a correct record.

C 030/09 STATEMENTS BY THE PUBLIC

No members of the public present wished to make a statement.

C 031/09 TOWN MAYOR'S ANNOUNCEMENTS

The Town Mayor circulated a list of her announcements:

27 June 2009 Armed Forces Day – Farnham Town Council would be flying the Union Flag together with Farnham Town Council Flag.

28 June 2009 Farmers' Market

2 July 2009 Members' Workshop – SANGS at **7.30 pm**

6 July 2009 FIB Judging Day – morning litter pick (The Town Mayor asked Members to contact Sheila Rayner with times available to help during the morning). Afternoon Tea with the Judges would be at **4.00 pm**.

16 July 2009 Council Meeting at 7.00 pm

18 July 2009 Friends of Cemeteries Launch (Green Lane Cemetery) at 11.00 am

Band Concerts (Sunday afternoons 3.00 – 5.00 pm) More Councillor support and help needed for band concerts (The Town Mayor asked members to contact Cath Sydenham)

Concert Dates: **5th, 12th, 19th July**
2nd, 9th, 16th August
26th, 13th September

Councillor Cockburn reiterated the importance of the Suitable Alternative Natural Green Space (SANGS) Consultation and asked whether, as a Town Council more public awareness should be raised on the issue.

The Town Clerk suggested that a Public Statement could be made on the Town Council's Website with a link to the Waverley Borough Council's Website and a Press Release would be issued to the local press.

Part 1 – Items for Decision

C 032/09 YEAR END ACCOUNTS

Members received the Annual Return for the year ended 31 March 2009 and noted that the unaudited detailed annual accounts for the year would be considered by the Corporate Development and Audit Working Group prior to being presented to Full Council.

C 033/09 DESIGN STATEMENT TASK GROUP UPDATE

Councillor Steel presented a report to updating the Council on the current status of the Farnham Area Design Statement.

Councillor Steel informed the meeting that additional help was now required to deliver the project and asked Council to consider appointing additional members to join the Task Group to assist with the growing workload.

Council also requested to authorise the Task Group to co-opt local people with knowledge and experience to contribute to the development of the Farnham Area Design Statement as per Standing Order 57 (b).

The Task Group had commissioned the assistance of Mr P Lerner, an Independent Planning Consultant to help compile the Design Statement and advise the Group regarding technical planning matters.

The Group has sought the assistance of a number of local historians with the writing of the historical background papers.

Papers have been submitted covering the beginnings of Farnham to the present day and a separate paper on locally famous architect, Harold Falkner, who built many buildings in Farnham. A position paper entitled "Traffic in Farnham" has also been prepared.

The Group held two very successful and well attended workshops with local residents' associations and other local stakeholders.

A third workshop was held for members of Farnham Town Council.

However, Councillor Steel explained that the Task Group only has limited resources and thanked Miss W Coulter (Members and Committees Services Co-ordinator) for all her hard work and dedication in delivering the project, however there was still a great deal of work to do in order for the Design Statement to be submitted within the timescale.

Although the Project is progressing, Council noted that there was a large volume of information which still needed to be collated, analysed and interpreted. To ensure that the Project is delivered within its timescale Council was asked to:

1. Nominate more Members to assist with the completion of the Design Statement.
2. To co-opt local people with knowledge and experience who would contribute to the development of an Area Design Statement.

Councillor Duckett proposed and Councillor Steel seconded that Councillor Maines would be prepared to assist with the completion of the Design Statement.

Councillor Cockburn volunteered to be the second Member to assist and Councillor Steel seconded this proposal.

Resolved:

- **That Councillors Maines and Cockburn be co-opted as additional Members of the Task Group to assist with the completion of the Farnham Area Design Statement.**
- **That Task Group be authorised to co-opt local people with knowledge and experience to contribute to the development of the Farnham Area Design Statement as per Standing Order 57 (b).**
- **That the progress of the Farnham Area Design Statement Task Group be noted.**
- **That the Timescale for completion of the Farnham Area Design Statement be noted.**
- **That the expenditure on the Planning Consultant's fees of £2,324 to date be noted.**
- **That the public information and participation activities as set out in the report be noted.**

C 034/09 CLOSED CIRCUIT TELEVISION

Members received a report on CCTV Capital Improvements with a recommendation from Corporate Development and Audit Working Group that:

- A sum of £25,470 be released from earmarked reserves to purchase additional video channels.
- A sum of £20,000 be released from earmarked reserves to contribute towards new digital memory stored at Guildford Police Station.

Councillor Duckett presented a report as a Town Councillor and as the Chairman of the Farnham Community Safety Task Group on the background of CCTV and the involvement of Farnham Town Council and highlighted the following points:

- The Town Council currently owns and funds the maintenance of a 14 camera CCTV system located around the Farnham Town Centre.

- The current system allows for 4 cameras to be monitored at any one time in the CCTV control room in the Guildford Police Station.
- The Town Council is extending the current CCTV system to provide an additional camera in Gostrey Meadow and the following areas have been identified for possible further coverage.
Station Hill
Upper Hart Car Park
East Street
- The limitation of the current system is that not all the cameras can be monitored at any one time. This is crucial to monitoring any major incident or to track criminals moving through the town.
- Currently all the cameras are recorded at Farnham Police Station and any investigation will necessitate in sending police officers from Guildford to Farnham for that specific purpose. This is a particular issue when a suspect is held in custody and there are time restraints on how long a suspect can lawfully be detained.
- The report reminded Members that Council has a duty to consider Community Safety in all its actions.

Councillor Ward proposed and Councillor Beel seconded that the recommendations be agreed.

Resolved:

- **That the sum of £25,470 be released from ear-marked reserves to purchase additional video channels. Agreed unanimously**
- **That a sum of £20,000 be released from ear-marked reserves and general reserves to contribute towards new digital memory stored at Guildford. Agreed unanimously**

C 035/09 LEAD MEMBERS AND SPOKESPERSONS FOR THE COUNCIL AND WORKING GROUPS

Council noted that the Lead Members and Spokespersons for the Council and Working Groups were as follows:

Councillor J Ward – Spokesperson for Farnham Town Council as per Standing Order 57(j) 1-3.

Councillor Ward – Lead Member of Corporate Development Working Group
Councillor Cockburn – Lead Member of Cemeteries Appeals and Working Group
Councillor Hargreaves – Lead Member of Farnham in Bloom Working Group
Councillor O’Grady – Lead Member of Tourism and Events Working Group.

C 036/09 WORKING GROUP UPDATES

Corporate Development Working Group

Councillor Ward gave a verbal update on the recent Corporate Development and Audit Working Group held on 18 June 2009.

Cemeteries Appeals and Working Group

Members noted the Cemeteries Working and Appeals Group notes – **attached to Record Minutes.**

Farnham in Bloom Working Group

Members noted the Farnham in Bloom Working Group notes – **attached to Record Minutes**

Tourism and Events Working Group

Members noted the Tourism and Events Working Group – **attached to Record Minutes**

Part 2 – Items to Note

C 037/09 PLANNING APPLICATIONS

Members received the minutes of the meeting of the Planning Consultative Group held on: 25 March 2009 and 29 April 2009.

RESOLVED: That the observations made by the Planning Consultative Group held on 25th March 2009 and 29th April 2009 and dealt with in accordance with delegated authority, be noted.

C 038/09 DATE OF NEXT COUNCIL MEETING

Members noted the date of the next Council meeting – 16th July 2009.

Councillors Cockburn, Hill and Hargreaves tendered their apologies for the meeting.

C 039/09 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That in view of the confidential nature of the business to be transacted at Agenda item 10 receiving a confidential report from Transfer of Assets Working Group, it was advisable in the public interest that the public and press be temporarily excluded and they were instructed to withdraw at item 10.

Part 3 – Confidential Items

C 040/09 CONFIDENTIAL MINUTES FROM COUNCIL

Members received the confidential minutes Council held on 21st May 2009

The Town Mayor closed the meeting at 7.53pm.

Date

Chairman



FARNHAM TOWN COUNCIL

B

Public Report

Report to

Full Council – 16 July 2009

Title

Waverley Borough Council Consultation on the Thames Basin Heaths Special Protection Area Draft Avoidance Strategy

1 Purpose of the Report

To respond to the Consultation from Waverley Borough Council on the Thames Basin Heaths Special Protection Area Draft Avoidance Strategy.

2. Background

The Thames Basin Heaths Special Protection Area (TBHSPA)
(Maps of the relevant areas will be available at the meeting).

The Thames Basin Heaths Special Protection Area (TBHSPA) is a network of 13 heath land sites of Special Scientific Interest designated to protect the habitat for the Woodlark, Nightjar and Dartford Warbler. These areas are protected by the Habitats Directive and other legislation.

The Bourley and Long Valley Special Protection Area are adjacent to Farnham at the top of Folly Hill.

5km Zone

Natural England has conducted research and has established that there is a risk that any proposal for residential development of at least one dwelling within 5km of the TBHSPA will have a significant negative effect on the endangered species. A substantial area of Farnham falls within the 5km zone.

The Conservation (Natural Habitats & c.) Regulations 1994 ("The Habitats Regulations") therefore must be taken into account and is an essential material planning consideration.

Responsibility for impact on TBHSPA and the 'mini-plan'

Waverley Borough Council (WBC) has a responsibility to ensure that no significant impact occurs to the TBHSPA as a result of development. In April 2007 WBC adopted a 'mini-plan' to ensure that development could continue in Farnham. The 'mini-plan' suggested an alternative green space to divert visitors from the TBHSPA. This provided mitigation for the potential impact of residential development on the TBHSPA by preventing an increase in visitor pressure

on the TBHSPA.

3. Current Situation

Suitable Alternative Natural Green Space (SANGS)

The effectiveness of the SANGS as mitigation depends upon the location and design. They must be such that the SANGS is more attractive than the TBHSPA. The availability of adequate car parking at sites larger than 10ha is **essential**. Car Parks have to be clearly signposted and easily accessed.

Provision of longer routes for long circular walks and cyclists are particularly important for sites of less than 40 hectares. Safe routes must be provided and there must be provision for dog walkers. Dogs must be able to roam free and off the lead from the car park to the SANGS.

Farnham Park

Waverley Borough Council offered Farnham Park as a **SANGS**, this was an offer of mitigation so that development could take place within 5Km of the TBHSPA. Natural England allowed 10.7 hectares of Farnham Park to be designated for this purpose (1,000 residents for every 8 ha on the assumption of 2.4 occupations per house). The Farnham Park SANGS was valid for 3 years. The current SANGS at Farnham Park was used up in approx 20 months as 567 dwellings have received planning permission or are in the appeals process.

4 Should Farnham Park be used as a SANGS?

Farnham Town Council held a Members Workshop in order to discuss Waverley Borough Council's Consultation on the SANGS in Farnham Park.

There were several issues and questions that were raised on the use of Farnham Park as a SANGS:

- Precursor to further development
- Precursor to the loss of green open spaces – The loss of the strategic gap
- Loss of identity for Farnham
- Is Farnham Park a true and viable alternative?
- Conflicts with the principles of the previous local plan
- A Waverly issue focused on Farnham

Currently Farnham Park is protected under the existing Waverley Borough Council Local Plan 2002 and the following policies are in place to protect it:

C2 – Countryside beyond the Green Belt

C3 – Area of Great Landscape Value (AGLV)

C10 – Sites of Nature Conservation Importance (SNCI)

HE9 – Historic Parks and Gardens Policy

HE12 – Areas of Historic Landscape Value (AHLV)

HE14 – Sites and Areas of High Archaeological Potential Policy

In order for the SANGS to be increased at Farnham Park, car parking and access need to be improved on the eastern side of the park. Signage would need to be increased and in order to provide 'safe routes' lighting would have to be introduced.

Members questioned whether these changes would have a detrimental impact on the wildlife in Farnham Park and surrounding areas and did the changes contravene the already existing policies in place to protect the park.

Members also expressed concern about the increase in traffic movements through the town to access the park, if the SANGS were increased at Farnham Park as it is predicted that 80% of the people using the SANGS would go there by car.

5 New Development in Farnham

Members discussed the current level of new development taking place in Farnham and raised their concern over the speed in which the development was taking place.

The Town Council is currently working on a Design Statement to help protect and preserve the areas of Farnham that have existing policy and areas that do not have any policy to protect them.

Members were concerned that until Waverley Borough Council had produced its Local Development Framework there would be no protection against new development.

Members considered that it would be sensible to wait until there was scientific evidence to prove that the SANGS worked before allowing more SANGS to be created and therefore allowing time for the Local Development Framework to be completed, along with the Farnham Design Statement. This would ensure that the correct protection was in place before more development could take place.

Members agreed that to identify and put in place SANGS now, before an effective Local Development Framework was in place would be premature and detrimental to Farnham.

Farnham Town Council's Design Statement is crucial in identifying and protecting Farnham to ensure it retains its special character and identity and is allowed to develop within that criteria.

Increasing the SANGS at Farnham Park would have such a dynamic impact on the town that the Town Council needs to be confident that SANGS work. Such issues as development growth, traffic, schools and transport infrastructure would only be taken into account once the Local Development Framework was in place, therefore any development that was allowed to take place now would not have to take these issues into account. This would put Farnham under considerable risk of losing its character and individuality.

6 Farnham Town Council's proposed response to the SANGS Questionnaire

Members discussed the current situation of the SPA and the SANGS in Farnham. Although the Borough Council had produced the consultation Farnham Town Council Members felt that the wrong questions were being asked.

There were a number of questions that the Farnham Town Councillors raised:

1. Is there any scientific proof that SANGS work to protect the TBHSPA?
2. Are alternative SANGS being actively sought?
3. How much research has been carried out to find out if there alternative places to build new houses, other than within 5km of the TBHSPA?
4. How valid is the questionnaire on the SANGS?
5. Have the developers been asked whether they would be prepared to provide SANGS for their developments?
6. What is the situation with Six Bells Car Park and how much pressure is on Waverley Borough Council to agree to the development of the Hotel in order to get access to Farnham Park?

7 Farnham Town Council's proposed response to Waverley Borough Council's Questionnaire

Question 1 - Do you agree that the draft avoidance strategy is the right approach to avoiding

adverse impact on the SPA?

Farnham Town Council's Proposed Answer – No,

- The SANGS at Farnham Park should not be increased until Waverley Borough Council's Local Development Framework is in place in order to protect Farnham.
- This would allow time for Natural England to carry out tests to scientifically prove, as demanded by the European Union, that SANGS actually work.
- The SANGS at Farnham Park should not be increased any further as the Park is a graded park of natural beauty and historical significance.
- 70% of current users walk to Farnham Park; the 80% of car borne visitors are additional visitors and will create additional traffic movements and pollution.
- The Habitats Directive states that the first priority must be to build outside the 5km exclusion zone.
- There is no legal obligation on Waverley Borough Council to provide SANGS.
- The previous Local Plan set out conditions to protect Farnham Park, and the principles that were set out should continue to be rigorously applied until the Local Development Framework is agreed.

Question 2 - What are your views about the suitability of these potential alternative SANGS?

- Continued use of Farnham Park
- Farnham Quarry
- Land east of Farnham
- Riverside and south of A31
- The water meadows north of A31
- Bourne Woods and Alice Holt
- Blackwater Valley

Farnham Town Council's Proposed Answer – Alternative SANGS sites should be investigated. However, scientific evidence must be sought to ensure that SANGS work to protect the TBHSPA. Natural England need time to prove scientifically that the SANGS work, therefore wait until the Local Development Framework is in place. This will ensure protection for Farnham and fulfil Waverley Borough Council's obligation to prove that the SANGS it has in place actually work to protect the TBHSPA.

Question 3 - Have you identified any other possible SANGS?

Farnham Town Council's Proposed Answer – Areas that are not currently accessible to the public could also be considered for SANGS. Smaller SANGS should be elsewhere, away from the centre of Town where people do not have to drive to access them. Lots of smaller SANGS scattered throughout the Farnham Area would be more likely to attract people rather than one large area that people have to drive to.

Question 4 - Do you agree that developers should pay a tariff for the enhancement and maintenance of SANGS?

Farnham Town Council's Proposed Answer – Yes. Taxpayers should not be asked to contribute to a facility which allows further development.

Question 5 - Do you agree that developers should pay a tariff for the work that Natural England proposes in relation to access management and monitoring of the SPA itself?

Farnham Town Council's Proposed Answer – Yes. SANGS allow developers to increase housing therefore developers should contribute to the cost of finding out whether SANGS actually work to protect the

Question 6 - Do you have any other comments to make on the draft Avoidance strategy?

Farnham Town Council's Proposed Answer –

- ◆ Farnham Town Council does not wish to see the SANGS extended at Farnham Park because extending the SANGS would conflict with the principles and policies of the previous Waverley Borough Council Local Plan. Farnham Park should be left as a Natural Park without any further enhancements or improvements.
- ◆ What work has Waverley Borough Council done, when the Habitats Directive came in, to look for alternative sites for development, rather than building new houses within the 5km protection zone?
- ◆ What work has Waverley Borough Council done to scientifically prove whether SANGS work to protect the TBHSPA?
- ◆ Farnham Town Council questions the validity of the Questionnaire and whether members of the public have been given enough information to make an informed response.
- ◆ Have developers been asked whether they would provide their own SANGS for their developments?
- ◆ What is the situation with Six Bells Car Park and how much pressure is on Waverley Borough Council to agree to the development of the Hotel in order to get access to Farnham Park?
- ◆ Increasing the SANGS at Farnham Park would have such a dynamic impact on the town that the Town Council needs to be confident that SANGS work. Such issues as development growth, traffic, schools and transport infrastructure would only be taken into account once the Local Development Framework was in place, therefore any development that was allowed to take place now would not have to take these issues into account. This would put Farnham under considerable risk of losing its character and individuality.
- ◆ There is no footpath link from the eastern car park to the SANGS as previously demanded by Natural England on the previous application.
- ◆ It is the opinion of the Town Council that the letter from Waverley Borough Council to Natural England regarding footpath and car parking is misleading.
- ◆ The Council is of the opinion that the previous application was rushed and no thought was given at that time to alternative sites.
- ◆ The previous mini plan was intended to be an interim solution until a fuller and more permanent solution was established. It is the Town Council's opinion that Waverley Borough Council has a duty to establish a permanent and scientifically proven solution through the Local Development Framework and to ensure that the quality, character and history of Farnham is protected and not sacrificed for the benefit of the rest of the Borough.

8 Legal and Policy Implications

These are identified within the report

9 Financial Implications

There are no financial implications.

10 Recommendations

To agree the response to the consultation.

3 July 2009

Note: The person to contact about this report is Wendy Coulter (Members and Committee Services Coordinator) Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN.
Tel: 01252 712667

Distribution: To all Councillors (by post)



FARNHAM TOWN COUNCIL

C

Public Report

Report to

Full Council – 16 July 2009

Title

Farnborough Airport – Increase in total number of business aviation movements – Consultation

1 Purpose of the Report

To respond to a consultation from Rushmoor Borough Council on the increase of business aviation movements at Farnborough Airport.

2. Summary of Key Issues

Farnham Town Council has received a planning application from Rushmoor Borough Council:

Town and Country Planning Act 1990

Variation of condition 8 of planning permission (reference APP/P1750/A/06/2024640 issued by the Secretaries of State on 13 March 2008) to allow an increase in the total number of business aviation movements from 28,000 to a maximum of 50,000 movements per annum, including an increase in the number of business aviation movements at weekends and Bank Holidays from 5,000 to 8,900 per annum at Farnborough Airport, Farnborough Road, Farnborough, Hampshire, GU14 6XA.

A copy of the planning application is attached at **Annex 1**.

3. Background Information

Farnham Town Council commented on a recent consultation by TAG Aviation on the increase of flight movements at Farnborough Airport. Farnham Town Council's comments are attached at **Annex 2**.

In addition Farnham Town Council has received a copy of Waverley Borough Council's response to the proposed planning application – papers are attached at **Annex 3**.

Farnham Town Council has also received copies of minutes and agendas of recent meetings of the Farnborough Aerodrome Consultative Committee – papers are attached at **Annex 4**.

4. Suggested Actions

To make observations on the above planning application to be forwarded to Rushmoor Borough Council.

9 July 2009

Note: The person to contact about this report is Wendy Coulter (Members and Committee Services Coordinator) Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN.
Tel: 01252 712667

Distribution: To all Councillors (by post)



Farnham Town Council
South Street
Farnham
Surrey
GU9 7RN



Contact Keith Holland
Telephone 01252 398790
Email keith.holland@rushmoor.gov.uk
Date 10th June 2009
Your Ref SJW53866.00023
Our Ref 09/00313/REVPP

Dear Sir/Madam

TOWN AND COUNTRY PLANNING ACT 1990

Variation of condition 8 of planning permission (reference APP/P1750/A/06/2024640 issued by the Secretaries of State on 13 March 2008) to allow an increase in the total number of business aviation movements from 28,000 to a maximum of 50,000 movements per annum, including an increase in the number of business aviation movements at weekends and Bank Holidays from 5,000 to 8,900 per annum at Farnborough Airport Farnborough Road Farnborough Hampshire GU14 6XA

GRID REF: 485879 153909

I have received an application in respect of the above. They can be viewed either by using www.rushmoor.gov.uk/publicaccess or logging direct on to www.ukplanning.com The Web page details include the application forms, all drawings and supporting information submitted with the application. **Please allow a few days for the details to appear on the web.**

Should you have any comments, these should be sent in writing to Planning Services, quoting the above reference number **as soon as possible** or to be received at the latest by 27th July 2009. Alternatively you can e-mail you comments to the Council on plan@rushmoor.gov.uk Should you decide to use e-mail, please include your full name and postal address.

In the absence of a reply within the period stated, I shall assume that you have no observations to make.

The officer dealing with this application is Keith Holland on 01252 398790.

Yours sincerely

Keith Holland
Head of Planning



Owner/Occupier
Farnham Town Council
Town Council Office
South Street
Farnham
Surrey
GU9 7RN

Contact Keith Holland
Telephone 01252 398790
Email plan@rushmoor.gov.uk
Date 15th June 2009
Our Ref 09/00313/REVPP



Dear Sir/Madam

TOWN AND COUNTRY PLANNING ACT 1990 (AS AMENDED)

Variation of condition 8 of planning permission (reference APP/P1750/A/06/2024640 issued by the Secretaries of State on 13 March 2008) to allow an increase in the total number of business aviation movements from 28,000 to a maximum of 50,000 movements per annum, including an increase in the number of business aviation movements at weekends and Bank Holidays from 5,000 to 8,900 per annum

TAG Farnborough Airport Ltd. has submitted a planning application to the Council. We are required to make a decision on the application within 16 weeks; otherwise, the applicant has a right of appeal to the Secretary of State.

We want to hear your views on the development proposal. All comments must be made in writing. You can comment through our website at www.rushmoor.gov.uk or by letter or e-mail to Planning, quoting reference 09/00313/REVPP, as soon as possible and received by us not later than 27 July 2009. Late comments will not be taken into account. The e-mail address is plan@rushmoor.gov.uk. Should you decide to use e-mail, you must include your full name and address. Enclosed is a leaflet that explains in more detail how you can comment on the development proposal.

The details of the application can be inspected:

- At the Reception on the ground floor of the Council Offices between 8.30am-5.00pm Monday to Thursday and 8.30am-4.30pm on Friday.
- On the internet, which can be accessed through our webpage www.rushmoor.gov.uk by following the link Planning Application On-Line. Please note that there may be a few days delay on the availability of the details on the internet.

Unless you specifically ask, we will not acknowledge the receipt of your comments. Your views will however, be taken into account when a decision is made on the application. If you make comments, we will notify you of when and where the decision is to be made, but because of the number of letters, we receive on planning applications; it is not normally possible to reply in detail to the points raised. Please note that, under the terms of the Access to Information Act and the Freedom of Information Act, the comments that you make cannot be treated in confidence and must be made available in full for public inspection and will be published through the Council's webpage.

If you are not the owner of the property to which this letter is addressed, please tell the owner about this notification letter as soon as possible.

Information about general planning advice is available on the Planning webpage at www.rushmoor.gov.uk.



FARNHAM TOWN COUNCIL

Mr Roland Potter
Town Clerk

Direct Dial: 01252 712667

Email: office.administrator@farnham.gov.uk
Our Ref: RP

23 February 2009

TAG Farnborough Airport
Public Consultation
Farnborough Airport
Farnborough
Hants
GU14 6XA

Dear Sir

The consultation draft of the TAG Master Plan was discussed by the Town Council at its meeting on 19th February 2009. A number of points were made during discussion and because of the importance of the issues a subsequent meeting was held to consider the formal response. As a result of this I have been asked to convey the following response:

1. There was general recognition of the intrusive impact which overflying already has on Farnham, and particularly to the areas to the north west of the town.
2. There was a strong feeling that areas beyond the boundaries of Rushmoor Borough Council had not been treated inclusively as they should be, given the flight paths taken by many aircraft on both approach and leaving flights. As an example of this the Town Council itself was not directly approached for views, nor was the Park View Resident's Association (in Upper Hale) in receipt of the draft Master Plan, despite having conveyed its view on other airport matters in the past.
3. Major concerns were expressed about the levels of future flying anticipated in the Master Plan. This area has already experienced a doubling of flight movements in recent years to the extent that it is now noticeably intrusive. The prospect of a further doubling to 50,000 ATM during the next 10 years is not considered acceptable and would represent a noticeable reduction in quality of life for residents of this area.
4. Questions were also raised about the realism or acceptability of a "predict and Provide" approach to the forecast increasing demand for air travel in the years ahead. This policy is in sharp contrast to the approach taken to land based transport and is already the subject of fierce debate elsewhere because of its implications for other major airports in the south-east of England. The forecasts (shown on p.94) showing very clearly the potentially catastrophic effect that catering for unrestricted demand might have as even the medium forecast represents a further growth of some 450 in flight movement compared with the 2007 levels.



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A Council that actively promotes
the concept of Fairtrade

5. Following on from 4. the strong hints that after 2019 TAG would press for further increases in flight movement above 50,000 (and possibly up to 100,000 ATMs/year) were also regarded as very alarming.
6. On a more general note, concern was expressed that because of the current strong public resistance to increases in movements at London's other major airports, this would result in increasing pressure on airports like Farnborough which government might regard as a "soft option". Farnborough is located within a highly populated area and which is set to increase further in years ahead. It is simply not an appropriate location for increases in commercial flying of the scale suggested, regardless of the fact that its theoretical capacity, in technical terms, might be 100,000 ATMs per year.
7. The observation was also made that the increase in weekend flying, agreed in 2008 by the Secretary of State, in the face of many public objections and a planning refusal by Rushmoor Borough Council, does not provide much confidence that either TAG or government is listening very hard to people it professes to consult.

I trust you will take note of all these points and ensure that the Town Council is consulted in good time in future.

.

Yours sincerely

Roland Potter
Town Clerk



Council Offices • The Burys • Godalming • Surrey • GU7 1HR • www.waverley.gov.uk

Mr B O'Reilly
TAG Farnborough Airport Ltd
Farnborough Airport
Hampshire
GU14 6XA

Peter Lerner

Head of Planning Services

When calling please ask for:

Direct line: 01483 523

Switchboard number: 01483 523333

Calls may be recorded for training or monitoring

E-mail: @waverley.gov.uk

Fax No: 01483 523296

DX: 58303 Godalming 1

Date: 20th June 2008

Dear Mr O' Reilly

THE FUTURE FARNBOROUGH AIRPORT -PRELIMINARY CONSULTATION 2008

I am writing in response to the preliminary consultation 2008 on Farnborough airport, in conjunction with the Portfolio Holder of the Executive Committee of Waverley Borough Council.

It is understood that the existing limit on the number of flights is 28,000, and the increase in the number of flights could be to 50,000 or over a 40% increase. This would cause considerable concern for Farnham area residents. Although the diagram in the consultation document shows the flight path as avoiding the wider Farnham area, it is very well known in the town that business flights pass over frequently. Close to a doubling of flights would have a very significant impact that would be detrimental to the residential amenity of the area and cause a deterioration of the environment. This adverse effect is not mentioned at all in the document.

Another factor is the increase in traffic. The document states that "The increase in traffic will be minimal", but at a near doubling of flight activity, this cannot be so. The proposals for development in Aldershot will put considerable pressure onto the A325, and the additional movements associated with the airport will compound the traffic problem on this road – which is already heavily used.

These two considerations- the adverse effect of flights on the wider Farnham area and the increase in traffic on the A325, lead us to conclude that the Borough Council would be likely to oppose growth of the airport.

Yours sincerely

Geraldine Molony
Principal Planning Officer



INVESTOR IN PEOPLE



Mr B O'Reilly
Chief Executive Officer
TAG Farnborough Airport
Farnborough
Hants
GU14 6XA

Matthew Evans
Head of Planning Services

When calling please ask for: Graham Parrott

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Date: 24th February 2009

Dear Mr O'Reilly

CONSULTATION ON DRAFT AIRPORT MASTERPLAN FOR FARNBOROUGH AIRPORT

Thank you for consulting the Council on the above. This is an officer response prepared in consultation with the Council's Portfolio Holder for Planning.

Rather than responding specifically to the questionnaire, the Council would like to re-state its general concerns regarding future activity at the Airport. In particular I would refer you to the earlier letter dated 20th June 2008, from my colleague Geraldine Molony, in response to the preliminary public consultation exercise.

You will recall that in that letter considerable concern was expressed about the potential adverse impact on residential amenity and the environment resulting from the proposed increase in the number of flights from 28,000 to 50,000. The Council would like to take the opportunity to re-state that concern.

In the earlier response concern was also raised about the potential increase in traffic. In the draft Masterplan there is a short section on surface access. It is stated that the planned future growth *"...will not have a discernable impact on the transport infrastructure."* Unfortunately, the Masterplan document contains very little information to support this statement. However, given the near doubling of flight activity, the Council finds it hard to believe that this would be the case. In the section on "Local Economic Benefits", it is stated that an increase in the number of ATM from 28,000 to 50,000 could lead to an increase in the number of direct, indirect and induced employees by approximately 35%. This would increase employment by 1,500 jobs. There is no analysis of the likely impact on surface access in terms, for example, of additional traffic movements on the surrounding road network. Moreover, this does not appear to include any estimate of the number of additional surface access movements generated by the flights themselves.

Moreover, increased development at this site needs to be considered in the context of other planned major developments that may affect traffic on the A325, (such as the Aldershot Urban Extension or the potential major development at Bordon/Whitehill).

I trust you will take these further comments into account.

Yours sincerely

Graham Parrott
Planning Policy Manager

FARNBOROUGH AERODROME CONSULTATIVE COMMITTEE

“keeping people informed”

MINUTES OF MEETING HELD ON 5TH MARCH 2009 IN BAE SYSTEMS, FARNBOROUGH

Present:

Philip	Riley	FACC Chairman
Richard	Appleton	Hart DC
David	Argent	Crondall Parish Council
Laurence	Armes	Ash Parish Council
Kevin	Daley	Mytchett Frimley Green & Deepcut Society
Roland	Dibbs	Rushmoor BC
Mike	Drew	Surrey Heath BC
Victor	Duckett	Waverley BC
John	Gregory	FACC Secretary
John	Harrocks	North Hampshire CCI
Peter	Hill	FCOT
Paul	Jones	NATS
Marwan	Khalek	GAMA Aviation
Geoff	Marks	Farnborough Aerodrome Residents' Assoc.
Brandon	O'Reilly	TAG Farnborough
Chris	Pitt	Surrey CC
James	Radley	Hart DC
Jenny	Radley	FCCS
Madeleine	Stickels	Flight Safety International
Paul	Taylor	Rushmoor BC
Miles	Thomas	TAG Farnborough
Roger	Walker	TAG Farnborough

Item 1. Apologies

David	Atfield	Farnham Town Council
Peter	Hutcheson	Hampshire County Council
Peter	Isherwood	Waverley BC
Daphne	Knowles	Mytchett Frimley Green & Deepcut Society
Stephen	O'Grady	Farnham Town Council

Item 2. Minutes of Meeting held on 6th November 2008 and Matters Arising

Geoff Marks asked that it be recorded that as a result of a change to the NATS risk model the limiting 1 in 10,000 annual individual risk contour will accommodate 50,000 movements per annum of the current mix of aircraft. He went on to ask TAG to illustrate/describe the consequential changes to the 1 in 100,000 annual individual risk contour should (a) the current 28,000 mpa limit remain unchanged, and (b) the movement limit be increased to 50,000 mpa.

Brandon O'Reilly advised that the information is not available and that the Department of Transport has responsibility to carry out a review every 7 years but that the public safety zone relates to the planning approval for Farnborough Airport. Kevin Daley referred to the new contour generated by NATS based on 2000 data. TAG understands that the model they use relates to all types of aircraft and that there would be an indication of the contour in the master plan.

Under item 5 of the minutes it was reported that in February there were 72 deviations of which 69 were due to Odiham. It was requested that this information should be provided on a regular basis but NATS do not keep this information and data for February was a special request.

The Chairman reported that he was still trying to obtain a copy of the presentation made by Geoff Maynard to the committee in November.

Action: Chairman to contact Geoff Maynard.

Councillor Appleton stated that the master plan should have appeared as a separate item on the agenda. The Chairman replied that there would be an opportunity for a full discussion of the master plan as part of the TAG information report. Councillor Appleton stated that it was likely that Hart District Council will ask for procedures to be put in place to make Farnborough a "designated airport". It was agreed that this would appear as an item for the committee meeting on 2 July.

Action: Chairman to include this item on the agenda for 2 July.

Item 3. TAG Information Report

Brandon O'Reilly reported on current projections that the number of movements in the first quarter of 2009 were 3.8% less than 2008. Weekend movements were 3,972 (4,200 are permitted). Weekend demand increased by 86.9% in January/February. There was a 70.8% increase in larger aircraft movements. However the airfield is not immune to the economic down turn and the development of hangar 2 is being suspended.

The consultation on the master plan commenced on 19 December until the end of February but last minute representations will still be accepted. There were 12 exhibitions and analysis of the feedback is being undertaken by independent consultants.

TAG reported that the main topics from the 12 public exhibitions during January and February were:

1. Aircraft noise associated with an increase in movements beyond those currently permitted. The Quiet Flying Programme was discussed.
2. Aircraft flight paths. Significant discussion was held with regard to

the nature of the airspace around Farnborough, the routes aircraft fly and why. These discussions included the difference between controlled and uncontrolled airspace, the proximity of the London Terminal Manoeuvring Area, Blackbushe, Fair Oaks, Odiham, Lasham and Heathrow. The use of the Instrument Landing System was often described.

3. The current and future maximum size of aircraft.
4. The current and future weekend movement limit.
5. The impact of an increase in flights on air quality in general but most specifically on odour from aircraft fumes.
6. The impact of an increase in flights on local traffic congestion.
7. Rumoured future use of the airport as a cargo import / export hub associated with the proposed Pyestock logistics and warehousing development.
8. The impact on local public safety associated with any increase in aircraft movements.
9. The long term future of the Air Show.
10. The consequences of a growth in movements on local employment.
11. The future of the airport once 50,000 movements are reached.
12. The definition, purpose and benefits / disadvantages of business aviation.
13. Helicopter movements and flight paths.
14. Hours of operation.
15. The prospect of commercial airline operations.

It is estimated that between 700 and 800 people attended the events and all feedback will be analysed as part of the final master plan process.

The TAG reports presented to local planning authorities are available to members on the Rushmoor Borough Council website.

New software relating to noise modelling is not yet available.

It was requested that copies of the FACC reports be made available to Fleet Council and Church Crookham. It was noted that all reports are available on the FACC website before each meeting of the committee. There was a request that odour emissions be reported to the committee but Rushmoor has not yet been able to provide conclusive evidence of this as an issue. Councillor Appleton requested that Hart Council be consulted by Rushmoor on odour emissions. Similarly a request was made that Waverley be consulted.

In relation to the master plan consultation Geoff Marks referred to statements regarding the capacity of the infrastructure for 100,000 mpa based on the current mix of aircraft and local press statements attributed to TAG that "We will never operate at capacity". TAG responded that it is beyond any doubt that the airport could not operate at 100,000 movements

without contravening other restraints. Geoff Marks felt that the master plan failed to address a realistic limit and asked that this be addressed, including the factors which contribute to the maximum number of movements. TAG referred to the TAM model which has regard to runway capacity and hard standings and that it was necessary to know the level of these limits but the master plan highlights other constraints relating to noise and public safety. This will be addressed in more detail in the final master plan. If movements were to exceed 50,000 it is likely that a new risk contour will be necessary. Geoff Marks referred to the complexity of public safety zones and it was agreed that this should be an item for the next committee meeting.

Action: *Chairman to include public safety zones in next committee agenda.*

Councillor Appleton referred to his concerns over economic forecasts with particular regard to housing allocations set out in the South East Plan. The master plan does not adequately address this issue and the implications for local residents. There is need for more measurement of these factors and their enforceability. He hoped that the Rushmoor Area Action Plan would address issues such as noise contours and constraints.

In terms of the timetable for the master plan TAG needs sufficient time to analyse all responses and hopes to produce a final master plan and submit a planning application during 2009. There will be a public document showing the results of the consultation analysis.

Councillor Appleton referred to controlled air space around the airport and the need for details. It was agreed that NATS be asked to give a briefing to the next committee meeting.

Action: *Chairman to include this item on the July agenda.*

Item 4. Complaints Report

The report was presented and the committee agreed that the survey table is very useful and well presented. In response to a query from Jenny Radley on non compliant flights Miles Thomas offered to brief her directly on this issue.

Action: *Miles Thomas to contact Jenny Radley.*

Item 5. Quiet Flying Programme

Roger Walker gave a presentation that summarised the main points of the QFP report that had been circulated to members before the meeting. The group agreed that there is a need for the trials to be fully assessed and that stability is essential. TAG reported that pilots are becoming frustrated at the number of changes that are taking place.

James Radley referred to Appendix 1 and asked what sanctions are imposed if planning conditions are breached. It was accepted that during the trial period there is close working with Rushmoor Borough Council in relation to planning conditions. Keith Holland of Rushmoor Borough Council was not aware of any planning conditions being breached but will assess the situation and report back to the committee if necessary. Roland Dibbs invited any members of the committee to contact the Borough Council if they consider there are breaches. It was requested that the 2 mile limits be included on the maps.

It was noted that the QFP sub-committee needed to review additional data resulting from the trials. This analysis will be presented at a subsequent meeting of the FACC.

Item 6 Rushmoor Area Airport Action Plan

Keith Holland explained the suite of documents necessary to produce the Local Development Framework (LDF) which includes the core strategy and action plans, one of which is for the airport area. The consultation period for the area action plan ended on 20th February and included sending out 10,000 letters to businesses and residents in the surrounding area. Responses have been through questionnaires, on-line and letters and through a meeting of an invited audience. Following analysis of the comments there will be a final report and the production of the LDF will be tested at a public examination by a Government inspector whose report is binding on the Borough Council. The up to date situation can be accessed via the website: www.rushmoor.gov.uk/farnboroughairportarea

Councillor Appleton expressed concerns about consultation in the Hart area to which Rushmoor responded by referring to the 10,000 letters, adverts in local newspapers and on the radio, but welcomed suggestions for wider consultation in future. Councillor Appleton felt that the scope of the action plan was too narrow and that Rushmoor should work closely with adjoining areas including Hart, Waverley, Mychett and Frimley Green. It was also suggested that the Borough Council work closely with residents' associations outside of the Borough.

Item 7. Questions from the Public

Mr. Brothers referred to the need for clearer statements in the master plan so far as surface access was concerned including encouraging train travel and asked that in the master plan TAG gives details on how people travel to and from the airport.

Mr. Milne asked that in future there should be better audio facilities for those who have hearing difficulties.

Action: Chairman to remind members to speak into microphones at all times.

Norman Lambert called for wider consultation with Hart residents.

Councillor Appleton referred to “designation” of the airport and the need to extend committee representation.

Mr. Shepherd of CPRE referred to issues on climate change and information on passenger throughput. In response TAG reported that passenger numbers are not collected but on the day of the committee meeting there were 51 movements carrying 140 passengers which is on average 2.7 passengers per movement.

Mr. Benison referred to payment to Rushmoor Borough Council by TAG for environmental purposes and enquired how the money is spent.

Action: RBC to report on how money set aside for environmental purposes is spent.

Mr. Hunt referred to the Section 106 agreement which states there should be no Chapter 3 aircraft and makes no reference to helicopters.

Item 8. Matters raised by the Committee not on the Agenda

There were no matters raised by committee members.

Item 9 Date of Next Meetings

The next scheduled meeting of the Committee will take place on
Thursday 2nd July 2009, at 14:00hrs at the Park Centre, BAE SYSTEMS.

The Committee will also meet on:

- ***Thursday 5th November 2009***



FARNBOROUGH AERODROME CONSULTATIVE COMMITTEE

"keeping people informed"

**Meeting Thursday 2nd July 2009 at 14:00 hrs
The Park Centre BAE SYSTEMS Farnborough.**

Agenda

- Item 1. Apologies for Absence**
- Item 2. Minutes of meeting held on 5th March 2009**
- Item 3. Presentation – Designation of Farnborough under the Civil Aviation Act – Frank Evans Dept. for Transport**
- Item 4. Presentation – Farnborough Air traffic Zone. – Peter Marks CAA.**
- Item 5. TAG information report - attached**
- Item 6. Complaints Report – attached**
- Item 7. Planning Application for discussion.**
- Item 8. Report on Quiet Flying Programme –attached**
- Item 9. Website update**
- Item 10. Questions from members of the public**
- Item 11. Matters raised by the Committee not on the agenda – Committee members to notify Secretary at least 10 days prior to meeting**

Dates of future meetings:

- Thursday 5 November

TAG Farnborough Airport

Farnborough Aerodrome Consultative Committee
TAG Information Report
July 2009



1. Aircraft Movements

- 1.1 TAG's planning permission allows for 28,000 movements a year, of which up to 1,500 may be between 50-80 tonnes maximum take-off weight (MTOW).
- 1.2 Movements since the last meeting are as follows:-

Month	Reported aircraft movements	50-80T movements	Weekend movements
February	1726	38	475
March	1818	25	385
April	1755	45	354
May	2131	47	558
Period Total	7430	155	1772
2009 Total	9090	200	2100

2. Noise monitoring

- 2.1 The fixed Noise Monitoring Terminals continue to operate from their locations on the approaches to runway 06 and 24. Throughout the second phase of the Noise Abatement Procedure Trial which commenced on the 8th May 2008, the portable Noise Monitoring Terminal has been located in a number of residential areas in order to gather additional data on airborne aircraft noise. Locations used have included a number of schools in the Church Crookham area and residential properties in Church Crookham and Ewshot.
- 2.2 Noise Modelling of actual movements from January to December 2008 and predicted movements for January to December 2009 was completed in February of this year and subsequently submitted to Rushmoor Borough Council in the INM Noise Assessment Report Annual 2008. Copies of the report were also supplied to Hart and Surrey Heath councils in accordance with the requirements of the Town and Country Planning Act Section 106 Agreement between TAG (as airport operator) and Rushmoor Borough Council (as planning authority). The next report (the interim INM Assessment) will be submitted in August and will include actual contours for January to June 2009 and predicted contours for July to December 2009.

3. Air Quality Monitoring

- 3.1 Air quality monitoring continues at 13 locations in Rushmoor and Hart. All results from the monitoring devices continue to indicate that NO₂ levels in these areas are below the limits specified in the Air Quality Regulations. NO₂ monitoring results continue to show no indication of being significantly influenced by airport operations.
- 3.2 The active NO₂ monitoring devices (Learian Streetboxes) are in operation at their agreed location (Kempton Court and Farnborough College). Results from these units also show NO₂ levels that are well within the Air Quality Regulations.
- 3.3 Odour relating to airport operations has remained under discussion with Rushmoor Borough Council following a number of reports from residents in the Farnborough locality. A meeting was held in September between TAG and Rushmoor's Principle Pollution Control Officer and Environmental Health Manager – Pollution Control. Following the meeting both the PPCO and EHM visited the TAG facility to identify and assess potential sources of odour. TAG awaits details of any action required as a result of the assessment.

4. Runway Use

- 4.1 The predominant south westerly winds in the Farnborough area continued to favour use of runway 24 during February, March, April and May. All recorded runway use and operation (i.e. Departure or Arrival) figures for these months are detailed in the table below.

A number of helicopters are subject to different procedures to fixed wing aircraft and do not require the use of the runway and ILS navigational aids, they are therefore classified as a separate percentage. Percentages of helicopter movements that have made use of the runway are also detailed.

4.2 Percentage Runway use

Month	Farnborough		Fleet/C/Crookham		R/W Heli movements	ADM Heli movements
	24 Arr	06 Dep	06 Arr	24 Dep		
February 09	36	11	12	37	3	1
March 09	40	8	9	40	2	1
April 09	36	11	12	36	4	1
May 09	36	12	12	37	3	<1

5. New Development

- 5.1 The Draft TAG Master Plan was released on the 18th December 2008 followed by the commencement of the Public Consultation on the 6th January 2009. The first Public Exhibition marked the opening Consultation at the Princesmead Shopping Centre in Farnborough. A further eleven Public Exhibitions followed covering the residential areas that surround Farnborough Airport, namely: Aldershot, Northcamp, Crondall, Farnham, Ash, Deepcut, Fleet, Church Crookham and Mytchett. The Public Consultation closes on the 28th February 2009.
- 5.2 The airport Master Plan was published in April followed by the submission of a planning application to Rushmoor Borough Council, submitted on Monday the 8th June 2009.

6. Initiatives

- 6.1 Visits and tours undertaken at the airfield, hosted by TAG, since the previous meeting have been as follows: -

February	
10.02.09	Cove Residents
17.02.09	Farnborough Air Training Corps + 2 work experience students
24.02.09	FAST + Local Residents
March	
03.03.09	Rushmoor Borough Council- Democratic Services
10.03.09	BCOT- Cabin Crew & Aviation Operations Course
17.03.09	FCOT & Local Residents
24.03.09	BCOT- Cabin Crew & Aviation Operations Course + 2 work experience
30.03.09	Visit to Svanberg residence to assess aircraft tracks & track monitoring
31.03.09	Cove Residents
April	
07.04.09	Royal Aeronautical Society
14.04.09	Rushmoor Rotary Club
21.04.09	Blackwater Valley Conservation Volunteers
28.04.09	East Berkshire College
May	
05.05.09	Camberley & District Probus Club
12.05.09	Local Residents + work experience student
19.05.09	Local Residents + work experience student & Bombardier
26.05.09	Camberley & District Probus Club + Lesley Evans x2

7. Infringements

- 7.1 The following table displays a breakdown of airport procedure infringements that have been recorded as a result of the TAG track auditing procedure. Number of flights investigated; number of operator responses received to those investigations; numbers confirmed as infringements (based on the response received and investigation of ATC tapes) and; percentage of the total number of flights that have been confirmed as infringements in each month period, are shown.

Period	No. of flights investigated	No. of responses received to date	No. confirmed as infringements	% of total flights, confirmed as infringements to date
Feb 09	4	4	4	0.22 %
Mar 09	6	3	3	0.15 %
Apr 09	7	3	2	0.1 %
May 09	9	5	4	0.18 %
Total	26	15	13	0.17 %

8. Complaints

- 8.1 The standard procedure of aircraft track monitoring continues with all movements audited in terms of aircraft track and altitude profile. The recording and investigation of all complaints received at the airport continues using the dedicated complaint line (01252 526001) which is now accessible through the main TAG switchboard number.

To improve the ease with which members of the public can submit complaints or reports of airport activities that are of concern, a dedicated email address has been set up to operate in conjunction with the dedicated telephone line. The email address is complaints@tagfarnborough.com. Complaints received via this email address will be recorded and reported in the same way as with the telephone line however, it will allow for quicker responses to be submitted by return email.

- 8.2 All aircraft and associated operators that fail to follow mandatory procedures without prior authorisation from Air Traffic Control are subject to further investigation. The standard procedure of contacting aircraft operators and requesting acknowledgement and details of action implemented to mitigate breaches of procedure continues and its update to a faster and more efficient email based system is on-going.

On occasion, aircraft are permitted to deviate from mandatory procedures by ATC. This cancellation of noise abatement procedures is only ever initiated when the maintenance of safety margins demands. The number of noise abatement cancellations issued is being recorded and monitored using data provided by ATC. In addition, as a short term trial during February, ATC recorded the cause of each noise cancellation.

- 8.3 Attached is the *Complaints Summary Table* for the period since the last FACC meeting along with a more detailed *Complaints Report* of complaints received, associated aircraft data and subsequent action taken by TAG.

Complaints Summary Table

Year	Month	Number of complaints	Number of complainants	Nature of Complaint			Number of complaints generated from non compliant flights ³		Number of complaints that related to specific TAG flights	Number of complaints that related to non TAG flights	Total number of reported movements	Number of non-compliant flights that generated complaints	Number of operator responses received to infringement letters
2009	Feb	23	15	9	8	3	5	(5 auth)	20	2	1726	0	8
2009	Mar	37	24	7	11	9	13	(13 auth)	29	7	1818	0	9
2009	Apr	42	28	4	18	14	15	(11 auth)	33	8	1755	4	1
2009	May	54	43	11	27	2	23	(23 auth)	46	7	2131	0	9
2009	Jun ¹	21	16	4	3	10	10	(10 auth)	17	3	1112	0	2
	Total	177	86	35	67	38	66	(62 auth)	145	27	8542	4	29

1. Up to and including 15th June

2. Complaints that are in the 'other' category include non flight specific complaints regarding noise, track, altitude, size and frequency of aircraft in general; circling aircraft; out of hours aircraft movements; complaints relating to the Quiet flying program; reports of aircraft fumes / odours and any other non flight specific complaints (this list is not exhaustive).

3. Includes flights authorised by ATC to cancel noise abatement

Produced by: Miles H Thomas
Environment Manager
TAG Farnborough Airport

Complaints are represented by a graduated symbol, example sizes below:



2nm from DME
ILS Course Sector

Complaints are not shown where a postcode could not be determined

Revisions



TAG Farnborough Airport Ltd
Farnborough
Hampshire
GU14 6XA

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Scale@A4 1:50 000
Date 17/06/09
Drawn by JE
Title

Complaints by Postcode
Feb 09

Drawing No. GN TG A OP 1526
Rev No. A

File



Complaints are represented by a graduated symbol, example sizes below:



--- 2nm from DME

--- ILS Course Sector

Complaints are not shown where a postcode could not be determined

Revisions



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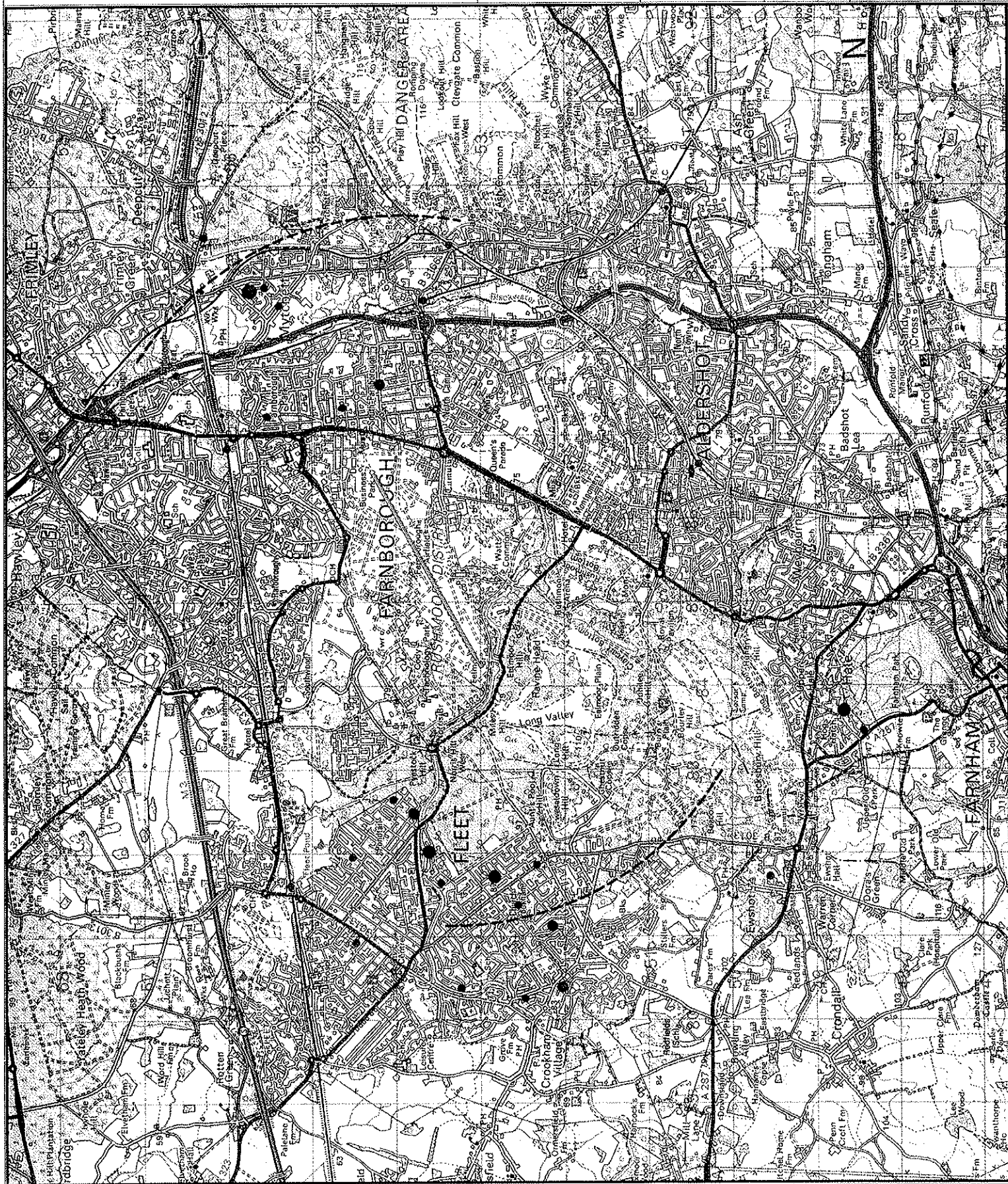
Scale@A4 Date 17/06/09 Drawn by JE

Title

Complaints by Postcode
Mar 09

Drawing No. GN TGA OP 1527 Rev No. A

File



Complaints are represented by a graduated symbol, example sizes below:



20
10
2

2nm from DME

ILS Course Sector

Complaints are not shown where a postcode could not be determined

Revisions



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GU14 6XA

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Scale@A4 Date 18/06/09 Drawn by JE

Title

Complaints by Postcode
Apr 09

Drawing No. GN TG A OP 1528 Rev No. A

File



Complaints are represented by a graduated symbol, example sizes below:



2nm from DME



ILS Course Sector



Complaints are not shown where a postcode could not be determined

Revisions



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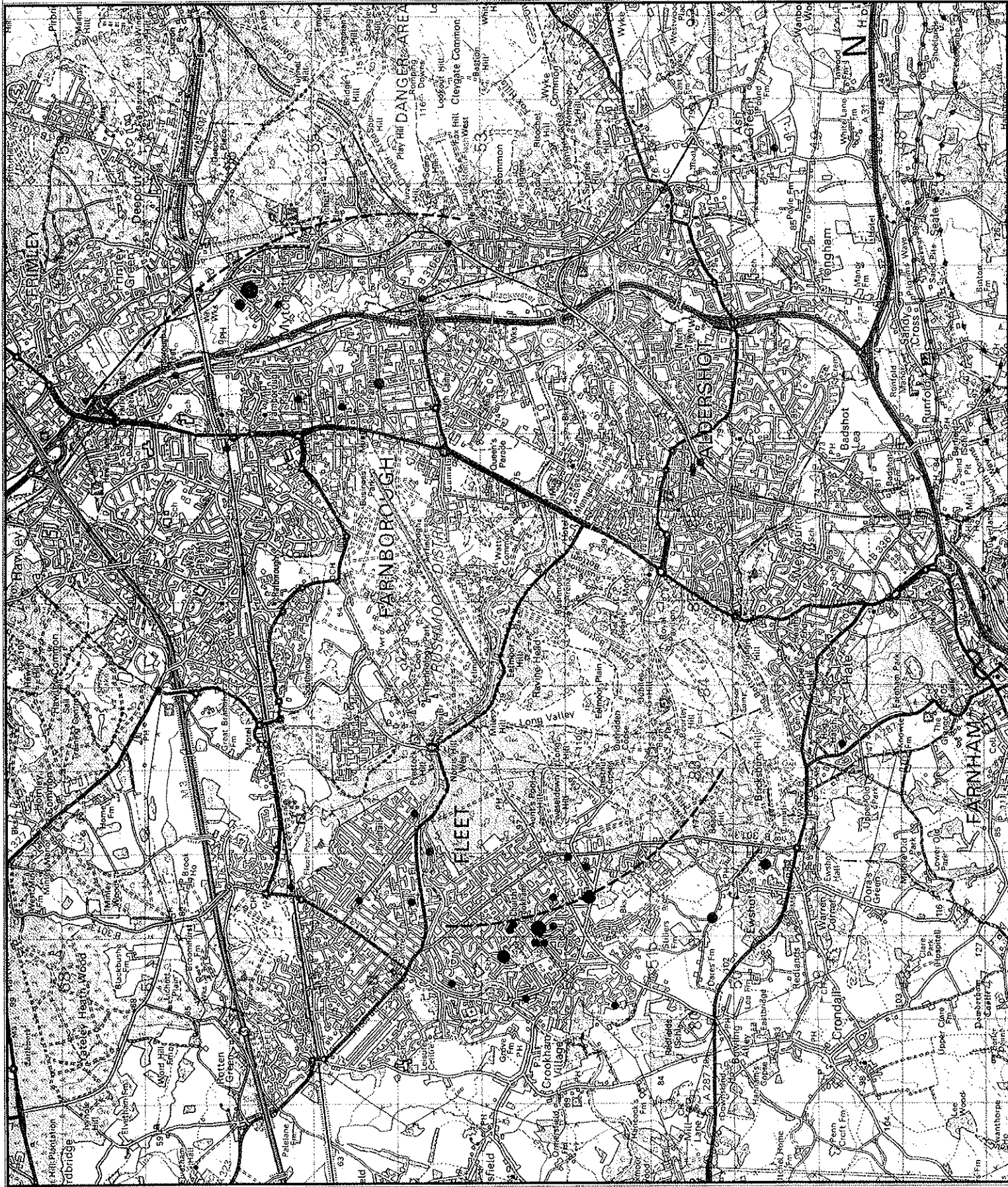
Scale@A4 Date 18/06/09 Drawn by JE

Title

Complaints by Postcode
May 09

Drawing No. GN TGA OP 1529 Rev No. A

File



FACC Complaints Report

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
04-Feb-09	13:12	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	F2TH	DEP	No	TAG	Letter Issued - Compliant Flight
07-Feb-09	12:35	Eely	Oakwood	Church Crookham	Noisy aircraft	A318	ARR	No	TAG	Letter Issued - Compliant Flight
07-Feb-09	18:10	Mallows	Doras Green Lane	Ewshot	Noisy aircraft	B738	DEP	No	TAG	Letter Issued - Compliant Flight
11-Feb-09	20:55	Bates	Alexandra Road	Farnborough	Noisy aircraft	A318	DEP	No	TAG	Letter Issued - Compliant Flight
11-Feb-09	08:50	Pace	McNaughton Close,	Farnborough	Fumes	N/A	N/A	N/A	TAG	Verbal Response and Explanation
12-Feb-09	16:04	Rowley	Dinorben Avenue	Fleet	Aircraft not on perceived track	H25B	ARR	No	TAG	Verbal Response and Explanation
12-Feb-09	17:44	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	B462	ARR	No	TAG	Letter Issued - Compliant Flight
13-Feb-09	18:10	Bates	Alexandra Road	Farnborough	Noisy aircraft	J328	DEP	No	TAG	Letter Issued - Compliant Flight
14-Feb-09	12:12	Brian	Not Given	Not Given	Low aircraft	CL60	DEP	Yes - with permission	TAG	Verbal Response and Explanation by Roger Walker
14-Feb-09	12:11	Needham	Blenheim Crescent	Folly Hill, Farnham	Low aircraft	CL60	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
15-Feb-09	13:23	Bass	Alton Road	Fleet	Aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Verbal Response and Explanation
16-Feb-09	02:17	Anonymous	Not Given	Not Given	Noisy out of hours flight	N/A	N/A	N/A	Non TAG	No contact details provided for TAG response
17-Feb-09	12:33	Bass	Alton Road	Fleet	Aircraft not on perceived track	N/A	N/A	N/A	Non TAG	Verbal Response and Explanation
19-Feb-09	14:55	Berry	Moore Road	Church Crookham	Noisy aircraft	GLF5	DEP	No	TAG	Letter Issued - Compliant Flight

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
20-Feb-09	19:55	Eely	Oakwood	Church Crookham	Noisy aircraft	F900	DEP	No	TAG	Letter Issued - Compliant Flight
20-Feb-09	13:05	Weir	Jessett Drive	Fleet	Noisy aircraft	B737	DEP	No	TAG	Letter Issued - Compliant Flight
21-Feb-09	10:07	Bass	Alton Road	Fleet	Aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Verbal Response and Explanation
22-Feb-09	13:06	Svanberg	Guildford Road	Mythett	Aircraft not on perceived track	B738	ARR	No	TAG	Letter Issued - Compliant Flights
24-Feb-09	20:13	Halbut	Firtree Way	Fleet	Low helicopter not on perceived EC55 track	EC55	ARR	No	TAG	Letter Issued - Compliant Flight
24-Feb-09	18:10	Weir	Jessett Drive	Fleet	Noisy aircraft	B462	DEP	No	TAG	Letter Issued - Compliant Flight
25-Feb-09	13:57	Bass	Alton Road	Fleet	Aircraft not on perceived track	E135	DEP	Yes - with permission	TAG	Verbal Response and Explanation
27-Feb-09	11:15	Euston	Bereford Close	Frimley Green	Radio interference	N/A	N/A	N/A	N/A	Verbal Response and Explanation
27-Feb-09	15:49	Phillips	Nuthatch	Ewshot	Noisy aircraft	PRM1	DEP	No	TAG	Letter Issued - Compliant Flights
01-Mar-09		Bowden-Smith	Rydel Drive	Fleet	Low and noisy aircraft	N/A	DEP	N/A	TAG	Letter Issued - ATC authorised Non-Compliant
01-Mar-09	16:34	Bowden-Smith	Rydel Drive	Fleet	Low and noisy aircraft	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
01-Mar-09	05:30	Bryan	Not Given	Not Given	Out of hours flight	N/A	N/A	N/A	Non TAG	Email Issued - Non TAG Flight
01-Mar-09		Carter	Reading Road South	Church Crookham	Increased Frequency (in general)	N/A	DEP	N/A	TAG	Verbal Response and Explanation
01-Mar-09	05:30	Lovell	Blenheim Crescent	Farnham	Out of hours flight	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
01-Mar-09	16:30	Sherrif	Coxheath Road	Church Crookham	Noisy aircraft	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
01-Mar-09	03:20	Tucker	Sparrowhawk Close	Ewshot	Out of hours flight	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flights

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
02-Mar-09	11:27	Bass	Alton Road	Fleet	Aircraft not on perceived track	C680	DEP	Yes - with permission	TAG	Verbal Response and Explanation
05-Mar-09	06:00	Deacon	Church Avenue	Farnborough	Out of hours flights	N/A	N/A	N/A	Non TAG	Email Issued - Non TAG flights
06-Mar-09	12:25	Palmer	Coleford Bridge Road	Mytchett	Large Aircraft	C160	ARR	No	TAG	Letter Issued - Compliant Flight
09-Mar-09	12:16	Mitton	Chesilton Crescent	Church Crookham	Noisy aircraft not on perceived track	GL5T	DEP	N/A	TAG	Letter Issued - Full Explanation
11-Mar-09	15:12	Halls	White Acres Road	Mytchett	Low and noisy aircraft	B738	ARR	No	TAG	Letter Issued - Compliant Flights
12-Mar-09	10:24	Burrows	Albert Road	Farnborough	Fumes	N/A	N/A	N/A	TAG	Letter Issued - Full Explanation
12-Mar-09	16:17	Halls	White Acres Road	Mytchett	Low and noisy aircraft	B738	ARR	No	TAG	Letter Issued - Compliant Flight
12-Mar-09	13:40	Palmer	Reading Road	Farnborough	Aircraft not on perceived track	BE20	DEP	No	TAG	Letter Issued - Compliant Flight
13-Mar-09	16:30	Andrews	Spruce Way	Fleet	Aircraft not on perceived track	B462	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliants + compliant flight
13-Mar-09		Anonymous	Coleford Paddocks	Mytchett	Aircraft not on perceived track	N/A	N/A	No	TAG	Letter Issued - Full Explanation
14-Mar-09	00:36	Forster	Birch Avenue	Fleet	Circling aircraft out of hours flight	N/A	N/A	N/A	Non TAG	Verbal Response and Explanation
14-Mar-09	12:25	Halbut	Fir Tree Way	Fleet	Noisy aircraft	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
16-Mar-09	17:00	Higgins	Shady Nook	Farnham	Noisy aircraft	BE20	ARR	No	TAG	Letter Issued - Compliant Flight
16-Mar-09	16:45	Higgins	Shady Nook	Farnham	Noisy aircraft	CL30	ARR	No	TAG	Letter Issued - Compliant Flight
16-Mar-09	14:36	Palmer	Reading Read	Farnborough	Aircraft not on perceived track	N/A	N/A	No	Non TAG	Letter Issued - Non-TAG Flight
17-Mar-09		Anonymous	Rounton Road	Church Crookham	Increased Frequency (in general)	N/A	N/A	N/A	TAG	Verbal Response and Explanation

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
17-Mar-09	12:00	Higgins	Shady Nook	Farnham	Noisy aircraft	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
17-Mar-09	09:10	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	BE40	DEP	No	TAG	Letter Issued - Compliant Flight
21-Mar-09	17:30	Halbut	Firtree Way	Fleet	Noisy aircraft not on perceived track	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
22-Mar-09	11:27	Bass	Alton Road	Fleet	Aircraft not on perceived track	F900	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
22-Mar-09	14:55	Billing	Carlton Crescent	Church Crookham	Aircraft not on perceived track	CL60	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
22-Mar-09	15:03	Billing	Carlton Crescent	Church Crookham	Aircraft not on perceived track	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
22-Mar-09	15:52	Billing	Carlton Crescent	Church Crookham	Aircraft not on perceived track	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
22-Mar-09	16:50	Halbut	Firtree Way	Fleet	Aircraft not on perceived track	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
22-Mar-09	19:02	Halls	Whiteacres Road	Mythett	Low aircraft	GLF4	ARR	No	TAG	Letter Issued - Compliant Flight
22-Mar-09	15:52	Smith	Warren Close	Church Crookham	Low aircraft	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Complais
23-Mar-09	18:12	Mitton	Chesilton Crescent	Church Crookham	Low aircraft	B462	DEP	No	TAG	Letter Issued - Compliant Flight
29-Mar-09	13:30	Halls	Whiteacres Road	Mythett	Low aircraft	B738	ARR	No	TAG	Letter Issued - Compliant Flights
29-Mar-09	11:46	Hunter	Denning Close	Fleet	Low aircraft	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
31-Mar-09		Newell	Kennilworth Road	Fleet	Noise (ground)	N/A	N/A	N/A	N/A	Verbal Response and Explanation
03-Apr-09	17:13	Halls	Whiteacres Road	Mythett	Low and noisy aircraft	A319	ARR	No	TAG	Letter Issued - Compliant Flight
04-Apr-09	08:39	Halls	Whiteacres Road	Mythett	Low aircraft	B737	ARR	No	TAG	Letter Issued - Compliant Flight

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
04-Apr-09		Palmer	Reading Road	Farnborough	Digital video recorder interference	N/A	N/A	N/A	N/A	Letter Issued - Full Explanation
05-Apr-09	18:50	Bayley	Curzon Drive	Church Crookham	Noisy aircraft not on perceived track	B737	DEP	No	TAG	Letter Issued - Compliant Flights
05-Apr-09	02:30	Caris	Cranleigh Court	Farnborough	Circling out of hours flight	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
05-Apr-09	18:14	Gill	Longdown	Fleet	Low and noisy aircraft	B737	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
05-Apr-09	18:10	Hunter	Denning Close	Church Crookham	Low aircraft not on perceived track	B737	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
05-Apr-09	12:05	Mallows	Doras Green Road	Ewshot	Low aircraft	LJ45	ARR	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
05-Apr-09	12:05	Preston	Partridge Close	Ewshot	Aircraft not on perceived track	C25A	ARR	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
05-Apr-09	13:33	Read	Ewshot Lane	Ewshot	Aircraft not on perceived track	J328	ARR	Yes - with permission	TAG	Verbal Response and Explanation
05-Apr-09	02:50	Turner	Horn Road	Farnborough	Circling out of hours flight	N/A	N/A	N/A	Non TAG	Verbal Response and Explanation
06-Apr-09	12:50	Higgins	Shady Nook, Folly Hill	Farnham	Noisy aircraft	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
06-Apr-09	02:00	Keeble	George Road	Fleet	Noisy out of hours flight	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flights
08-Apr-09	14:25	Halbut	Flitree Way	Fleet	Aircraft not on perceived track	LJ45	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
10-Apr-09	22:20	Palmer	Coleford Bridge Road	Mythett	Out of hours flight	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
13-Apr-09	17:20	Faithful	Ewshot Lane	Ewshot	Frequency of aircraft movements	N/A	DEP	No	TAG	Verbal Response and Explanation
13-Apr-09	15:23	Healy	Frensham Avenue	Fleet	Low aircraft not on perceived track	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
13-Apr-09	14:05	Higgins	Shady Nook	Farnham	Aircraft not on perceived track	C510	ARR	No	TAG	Letter Issued - Compliant Flight

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
13-Apr-09	17:03	Lang	Park Road	Farnborough	Low helicopter	S76	DEP	No	TAG	Letter Issued - Compliant Flight
15-Apr-09	13:15	Halbut	Firtree Way	Fleet	Aircraft not on perceived track	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flights
18-Apr-09	10:19	Watts	Minehurst Road	Mytchett	Aircraft not on perceived track	GL5T	ARR	No	TAG	Verbal Response and Explanation
19-Apr-09	16:40	Reed	Ewshot Lane	Ewshot	Aircraft not on perceived track	LJ60	ARR	Yes - without permission	TAG	Letter Issued - Non-Compliance Raised
20-Apr-09	15:35	Aggas	Ashley Road	Farnborough	Aircraft not on perceived track	GLF5	ARR	Yes - without permission	TAG	Letter Issued - Non-Compliance Raised
21-Apr-09	18:06	Halls	Whiteacres Road	Mytchett	Low aircraft	B738	ARR	No	TAG	Letter Issued - Compliant Flights
21-Apr-09	19:00	Higgins	Shady Nook	Farnham	Aircraft not on perceived track	GLF4	DEP	No	TAG	Letter Issued - Compliant Flight
21-Apr-09	15:51	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	GLF4	ARR	Yes - without permission	TAG	Letter Issued - Non-Compliance Raised
22-Apr-09	18:24	Robinson	Langley Close	Church Crookham	Low, and Noisy Aircraft not on perceived track	B462	DEP	No	TAG	Letter Issued - Compliant Flight
22-Apr-09	14:20	Schofield	Guildford Road	Fleet	Aircraft not on perceived track	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
22-Apr-09	08:04	Wright	Old Guildford Road	Frimley Green	Low aircraft	GLF4	ARR	No	TAG	Letter Issued - Compliant Flight
24-Apr-09	16:35	Ballard	The Verne	Church Crookham	Low and noisy aircraft	B463	DEP	No	TAG	Letter Issued - Compliant Flight
24-Apr-09	16:33	Gill	Longdown	Fleet	Low, large and noisy aircraft	B463	DEP	No	TAG	Letter Issued - Compliant Flight
24-Apr-09	11:21	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	GLF5	ARR	No	TAG	Letter Issued - Compliant Flight
25-Apr-09	13:22	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	LJ45	ARR	No	TAG	Letter Issued - Compliant Flight
26-Apr-09	17:15	Ballard	The Verne	Church Crookham	Low aircraft	FA50	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
26-Apr-09	16:30	Vincent	Queens Road	Fleet	Noisy aircraft not on perceived track	C25A	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
26-Apr-09	17:15	Vincent	Queens Road	Fleet	Aircraft not on perceived track	FA50	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
26-Apr-09	17:15	West	Ferndale Road	Church Crookham	Aircraft not on perceived track	FA50	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
28-Apr-09	15:35	Aggas	Ashley Road	Farnborough	Aircraft not on perceived track	GLEX	ARR	Yes - without permission	TAG	Letter Issued - Non-Compliance Raised
28-Apr-09	22:23	Carter	Humphrey Park	Fleet	Out of hours flight	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
28-Apr-09	14:59	Svanberg	Guildford Road	Frimley Green	Aircraft not on perceived track	GLEX	ARR	No	TAG	Letter Issued - Compliant Flight
29-Apr-09	12:20	Milton	Chesilton Crescent	Church Crookham	Low noisy aircraft not on perceived track	B737	DEP	No	TAG	Letter Issued - Compliant Flight
30-Apr-09	16:40	Berry	Moore Road	Church Crookham	Aircraft not on perceived track	GL5T	DEP	No	TAG	Letter Issued - Compliant Flight
02-May-09	15:00	Bowers	not given	not given	Circling aircraft	N/A	N/A	N/A	Non TAG	Answerphone message left - non TAG Flight
03-May-09	15:35	Bennison	Tadpole Lane	Ewshot	Aircraft not on perceived track	CL60	ARR	Yes - with permission	TAG	Verbal Response and Explanation
05-May-09	11:00	Burrows	Albert Road	Farnborough	Fumes	H25B	ARR	No	TAG	Letter Issued - Full Explanation
05-May-09	17:37	Halls	Whiteacres Road	Mythett	Low, large and noisy aircraft	B462	ARR	No	TAG	Letter Issued - Compliant Flights
05-May-09	14:15	Halls	Whiteacres Road	Mythett	Low and noisy aircraft	GLF3	ARR	No	TAG	Letter Issued - Compliant Flight
07-May-09	19:38	Anonymous	Badger Way	Ewshot	Low aircraft	GL3	DEP	No	TAG	Letter Issued - Compliant Flight
07-May-09	13:13	Halls	Whiteacres Road	Mythett	Low aircraft	B738	ARR	No	N/A	Verbal Response and Explanation
10-May-09	13:49	Anonymous	Raynoldes	Fleet	Aircraft not on perceived track	GLF5	ARR	No	TAG	Letter Issued - Compliant Flight

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
10-May-09	16:25	Bennison	Tadpole Lane	Ewshot	Aircraft not on perceived track	C680	ARR	Yes - with permission	TAG	Verbal Response and Explanation
10-May-09	10:30	Gamble	Derwent Close	Farnham	Increased Frequency (in general)	C750	ARR	No	TAG	Letter Issued - Full Explanation
10-May-09	14:50	Radley	Sandy Lane	Church Crookham	Aircraft not on perceived track	B738	ARR	Yes - with permission	TAG	Email Issued - ATC authorised Non-Compliant
10-May-09	17:10	Reed	Ewshot Lane	Ewshot	Aircraft not on perceived track	GLF3	ARR	No	TAG	Verbal Response and Explanation
10-May-09	11:58	Watts	Minehurst Road	Mytchett	Aircraft not on perceived track	F900	DEP	No	TAG	Verbal Response and Explanation
10-May-09	14:45	West	Ferndale Road	Church Crookham	Large and noisy aircraft	B738	ARR	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant + Non TAG flight
11-May-09	17:40	Adams	Polkerris Way	Church Crookham	Low and noisy aircraft	GLF5	ARR	No	TAG	Letter Issued - Compliant Flight
15-May-09	07:25	Doidge	The Verne	Church Crookham	Aircraft not on perceived track	GLF5	DEP	No	TAG	Letter Issued - Compliant Flights
16-May-09	09:55	Bass	Alton Road	Fleet	Aircraft not on perceived track	C56X	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
20-May-09	15:25	Anonymous	Not given	Not given	Circling aircraft	C177	N/A	No	Non TAG	No contact details provided for TAG response
20-May-09	15:30	Carlton	King's Road	Fleet	Circling aircraft	C177	N/A	No	Non TAG	Verbal Response and Explanation
20-May-09	15:30	Thomas	Oakley Drive	Fleet	Circling aircraft	C177	N/A	No	Non TAG	Verbal Response and Explanation
21-May-09	07:19	Doidge	The Verne	Church Crookham	Low aircraft not on perceived track	F900	DEP	No	TAG	Letter Issued - Compliant Flight
23-May-09	15:14	Ballard	The Verne	Church Crookham	Aircraft not on perceived track	GLF4	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
23-May-09	17:13	Ballard	The Verne	Church Crookham	Aircraft not on perceived track	F900	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
23-May-09	15:46	Ballard	The Verne	Church Crookham	Aircraft not on perceived track	E145	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
23-May-09	15:53	Ballard	The Verne	Church Crookham	Aircraft not on perceived track	FA7X	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
23-May-09	12:22	Butler	Malthouse Close	Church Crookham	low aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
23-May-09	11:40	Halbut	Firetree Way	Fleet	Aircraft not on perceived track	C510	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
23-May-09	12:35	Rowley	Dinorben Avenue	Church Crookham	Aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
24-May-09	14:43	Gill	Longdown	Church Crookham	Aircraft not on perceived track, low and noisy	C130	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
24-May-09	14:17	Gill	Longdown	Church Crookham	Aircraft not on perceived track, low and noisy	CL60	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
24-May-09	16:08	Gill	Longdown	Church Crookham	Aircraft not on perceived track, low and noisy	C25A	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
24-May-09	15:30	Gill	Longdown	Church Crookham	Aircraft not on perceived track, low and noisy	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
24-May-09	12:23	Halls	Whiteacres Road	Mythcett	Low and noisy aircraft	C510	ARR	No	TAG	Letter Issued - Compliant Flights
24-May-09	15:49	Hopper	Rufford Close	Fleet	Aircraft not on perceived track	N/A	DEP	Yes - with permission	TAG	Email Issued - ATC authorised Non-Compliant
24-May-09	13:10	Mogford	The Ridgeway	Sheet's Heath	Low aircraft, 4 engined prop	C130	ARR	No	TAG	Letter Issued - Compliant Flight
24-May-09	13:10	Palmer	Coleford Bridge Road	Mythcett	Aircraft over weight limit	C130	ARR	N/A	TAG	Letter Issued - Full Explanation
24-May-09	14:45	Sheriff	Coxheath Road	Church Crookham	Aircraft not on perceived track	C130	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
25-May-09	15:45	Anonymous	Badger Way	Ewshot	Low noisy aircraft	F900	DEP	No	TAG	Letter Issued - Compliant Flight
25-May-09	12:44	Claridge	Elizabeth Drive	Church Crookham	Aircraft not on perceived track and noisy	B735	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
25-May-09	13:21	Davis	London Road	Guildford	Circling aircraft over country show	N/A	N/A	N/A	Non TAG	Verbal Response and Explanation

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
25-May-09	14:20	Donovan	Basingbourne Road	Church Crookham	Aircraft not on perceived track	CL60	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
25-May-09	12:44	Mitten	Chesilton Crescent	Church Crookham	Aircraft not on perceived track and low	B735	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
25-May-09	17:30	Palmer	Reading Road	Farnborough	Light aircraft with rough running DHC1 engine		ARR	No	TAG	Letter Issued - Full Explanation
25-May-09	12:44	Wheatcroft	Moore Road	Church Crookham	Aircraft not on perceived track	B735	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
26-May-09	15:40	Halls	Whiteacres Road	Mythett	Low aircraft	F2TH	ARR	No	TAG	Letter Issued - Compliant Flight
28-May-09	10:40	Gauntlett	Fair Oak Lane	Stratfield Saye	Circling aircraft	N/A	N/A	N/A	Non TAG	Verbal Response and Explanation
28-May-09	18:13	Palmer	Reading Road	Farnborough	Near-miss/safety issue	PA28	ARR	N/A	TAG	Email issued - Full explanation of separation
29-May-09	16:55	Anonymous	Cedar Road	Farnborough	Aircraft not on perceived track	GLF4	DEP	No	TAG	Letter Issued - Compliant Flights
29-May-09	18:45	Reed	Ewshot Lane	Ewshot	Aircraft not on perceived track	GLF5	ARR	Yes - with permission	TAG	Email Issued - ATC authorised Non-compliant
30-May-09	15:30	Burrows	Hazel Road	Ash Green	Circling aircraft	N/A	N/A	N/A	Non TAG	Verbal response - Non-TAG Flight
30-May-09		Casey	Earlsbourne	Church Crookham	Increased Frequency (in general)	N/A	ARR	N/A	TAG	Letter Issued - Compliant Flights
30-May-09		Roberts	Sandy Lane	Church Crookham	Increased Frequency (in general)	N/A	N/A	N/A	TAG	Letter Issued - Compliant Flights
30-May-09	11:40	Watts	Minehurst Road	Mythett	Aircraft not on perceived track	CL80	DEP	No	TAG	Letter Issued - Compliant Flight
31-May-09		Marks	Sandy Lane	Church Crookham	Excessive Noise	N/A	N/A	N/A	TAG	Verbal Response and Explanation
02-Jun-09	19:30	Anonymous	Badger Way	Ewshot	Low and noisy aircraft	C25A	DEP	No	TAG	Letter Issued - Compliant Flight
03-Jun-09	02:30	Woodly	Corfe Gardens	Frimley	Out of hours circling flight	N/A	N/A	N/A	Non TAG	Verbal response - Non-TAG Flight

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
05-Jun-09	10:50	Fowler	Not Given	Send Marsh	Noisy aircraft	N/A	N/A	N/A	Non TAG	Verbal response - Non-TAG Flight
06-Jun-09	18:25	Reed	Ewshot Lane	Ewshot	Aircraft not on perceived track	C510	ARR	Yes - with permission	TAG	Email Issued - ATC authorised Non-compliant
07-Jun-09	19:37	Martin	Badger Way	Ewshot	Low and noisy aircraft	H25B	DEP	No	TAG	Letter Issued - Compliant Flight
08-Jun-09	22:25	Martin	Badger Way	Ewshot	Low and noisy aircraft	N/A	N/A	N/A	Non TAG	Letter Issued - Non-TAG Flight
09-Jun-09		Arnold	Cedar Road	Farnborough	Further information requested	N/A	N/A	N/A	N/A	Verbal Response and Explanation
09-Jun-09		Broadbridge	Manor Road	Farnborough	Noisy aircraft	N/A	N/A	N/A	TAG	Letter Issued - Full Explanation
12-Jun-09	16:17	Chamberlin	Not Given	Not Given	Ground Noise	C56XL	N/A	No	TAG	Verbal Response and Explanation
13-Jun-09	09:55	Elsdon	Gordon Avenue	Church Crookham	Low and noisy aircraft	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
13-Jun-09	12:23	Halls	Whiteacres Road	Mythett	Low, large, noisy aircraft not on perceived track	B738	ARR	No	TAG	Letter Issued - Compliant Flight
13-Jun-09	09:56	Hunter	Denning Close	Fleet	Low aircraft	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
13-Jun-09	09:57	Paes	Pine Grove	Church Crookham	Low aircraft	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
13-Jun-09	09:58	West	Ferndale Road	Church Crookham	Noisy aircraft not on perceived track	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
14-Jun-09	18:57	Martin	Badger Way	Ewshot	Low aircraft	H25B	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
14-Jun-09	16:34	Vincent	Queens Road	Fleet	Low, noisy aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
14-Jun-09	16:00	West	Ferndale Road	Church Crookham	Low aircraft not on perceived track	GLF5	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
14-Jun-09	16:30	West	Ferndale Road	Church Crookham	Aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant

Date	Time	Surname	Street Name	Town	Nature of Complaint	A/C Type	Dep/Arr	Non-compliant?	TAG Movement	Action to reporter
14-Jun-09	17:23	West	Ferndale Road	Church Crookham	Aircraft not on perceived track	GLEX	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
14-Jun-09	18:00	West	Ferndale Road	Church Crookham	Noisy aircraft	FA7X	DEP	Yes - with permission	TAG	Letter Issued - ATC authorised Non-Compliant
15-Jun-09		Bengree	Moore Park Way	Farnham	Increased Frequency (in general)	N/A	N/A	N/A	N/A	Verbal Response and Explanation

TAG Farnborough Airport Ltd

QUIET FLYING PROGRAMME – Meeting N0.10 - Notes

Meeting on Tuesday 16 June 2009

Attendees

Roger Walker	RW
Brandon O'Reilly	BOR
Miles Thomas	MT
Paul Jones	PJ
Daphne Knowles	DK
Jenny Radley	JR
Geoff Marks	GM

Prior to the meeting the Residents representatives had submitted a paper containing a number of questions to be discussed by the group. The discussions formed the main part of the meeting as noted below;

(a) We believe the measures taken to mitigate ground noise are satisfactory. The need for regular audits, to ensure the new practices are maintained, could become more important should runway utilisation be allowed to increase.

The group agreed that this was a sensible approach.

(b) Views on the success or otherwise of the steps taken to mitigate airborne noise depend on the criterion used to measure the impact of the changes in take-off and landing procedures. We understand TAG has taken the view that success can be measured in terms of a reduction in the number of residents located within the noise contours invoked in the current planning permissions. Our position is that linkage with the number of complaints is unsatisfactory, as residents become disillusioned with the complaints process.

BOR stated that it was a legal requirement for TAG to record the number of complaints but asked if the representatives thought the complaints process was now outdated. GM replied that in some cases, residents had become disillusioned but agreed that complaints could rise following press coverage. The group agreed that undue weight should not be given solely to the number of complaints as it was only part of the bigger picture.

DK asked whether it would be possible for TAG to supply Above Ground Level heights on the track maps rather than Above Mean Sea Level heights as this would be more meaningful to complainants. MT agreed.

(c) The noise abatement procedures that have been 'superseded' by the QFP trials were established by Rushmoor and TAG. They can only be changed on a permanent basis with Rushmoor's agreement.

RW outlined the steps that had been taken following the FACC endorsement of the southbound route at February's meeting. The instructions had been agreed by the CAA and published in their document UK AIP from June 4th 2009, which informs the documentation relating to Farnborough used by all pilots. TAG would now be writing to RBC in line with the 106 agreement. RW also stated that although the procedures were no longer being trialled, for reasons stated in the QFP Review, this did not mean they were a long term solution but should be seen as work in progress.

(d) In establishing any new noise abatement procedures Rushmoor should recognise the need to justify the imposition of a regular noise nuisance on any new section of the community.

The group agreed that RBC as the planning authority should be mindful of and due consideration should be given to the impact upon residential areas including those beyond their boundaries..

(e) If flight corridors are narrowed, compensation for those most affected will become more of an issue.

BOR said that he noted the comment but that this was an issue outside of the remit of this group.

(f) The purpose of measured noise data being included in the QFP report, and the conclusions that may be drawn from it, must be made clear. This is particularly important given that Rushmoor has asked that TAG refer to the QFP report in the Environment Statement supporting its latest planning application.

A discussion took place acknowledging that the QFP report and presentation was complicated, requiring a high degree of technical expertise to fully understand the data collected. The group agree that simpler explanations should be sought and GM suggested that further expertise be invited to join the group. It was agreed that GM will ask the FACC if it will support a member of RBC, as the host planning authority with relevant experience, being co-opted onto the QFP Working Group.

(g) The very wide range in the measured data obtained to date, makes its usefulness questionable. We accept TAG's explanation as to why the variation has arisen. We believe the variables TAG has identified are best discounted by the modelling of Lmax and Leq noise footprints. Modelled data can then be usefully compared with direct measurements taken under particular and recorded conditions. Examples of such footprints were presented in ATL's report to Rushmoor (AT4749/1 Rev dated 8th March 2000).

It was agreed that the community needed to understand this complex subject in a way that was less complicated, if possible. The principle of exploring other examples, such as Lmax, was accepted by the group and agreed that further discussion between GM & MT outside the group could take place with the view to developing a work programme and presentation that was understandable to the layman.

(h) We have noted the following statement made by Indigo (reference LS/623001 dated 9 November 2005) on TAG's behalf at the weekend Inquiry "The noise contours are subject to future review in the light of the monitoring of noise levels." We welcome this confirmation, and would

welcome the review being included in the QFPWG's remit. We presume the review will include the additional noise modelling that Rushmoor has sought in its response to TAG's Scoping Report.

GM presented the meeting with a copy of LS/623001. TAG asked that they could review the issue before commenting.

(i) TAG has said it wishes to maintain the momentum of the QFP. We are uncertain as to what the next steps for the QFPWG should be, and our role within it. If its work is to continue, we wish be clear about the agreed aims and objectives, and have them endorsed by the FACC.

DK was concerned that the work that had been done by this group may be wasted, and in light of the planning application, might distract the focus of the QFP.

BOR responded by saying the valuable work that had been done had not been wasted and he wanted the work to continue, regardless of the level of movements at the airport. He asked the Residents if they wished to continue as members of this group, understanding that it was a big personal commitment.

GM spoke on behalf of the residents that they were happy to continue provided that they could make an effective contribution.

BOR explained how this was a unique opportunity for them to participate in the Airspace Change process at a very early stage which would be an extremely valuable contribution.

PJ explained that the airport had had a meeting with CAA Directorate of Airspace Policy who are the guardians of UK airspace. The nature of the uncontrolled airspace surrounding Farnborough has hindered the QFP trials and makes it difficult for our aircraft to join the airways system.

Controlled airspace would allow further noise mitigation by designing arrival and departure routes and continuous descent approaches for example. The group could start with blank piece of paper to inform the development of routes.

During public consultations for the Master Plan the issue of Helicopter noise was regularly raised. RW briefed the group on a recent meeting with the 2 main helicopter operators at Farnborough. . A very positive meeting had highlighted issues concerning Instrument and Visual approaches, airfield geography, re-aligned routes into and out of the airport. ATC were now drafting revised procedures which would be sent to the 2 operators to review and fly. RW would report the findings at the next meeting of the QFP group.

RW also briefed the group about some initiatives undertaken by TAG since the last meeting which had banned helicopter training at Farnborough (apart from police, ambulance ops), restricted training flights to based operators only at specific times on weekdays only and reviewed the 'cloud-break' policy for non Farnborough operators.

The meeting closed after 2 hours with the date of next meeting proposed to be 30th September 2009.

Roger Walker
17 June 2009

QUIET FLYING PROGRAMME – ACHIEVEMENTS

- Launch of Quiet Flying Programme – March 2007
- Publicise noise mitigation on all TAG Paperwork – March 2007
- Control use of APU and ground noise – March 2007
- No charge for use of Ground Power Units – April 2007
- Rolling take offs – April 2007
- Arrival vectoring for minimum 3nm stable approach – May 2007
- Departures on r/w 06 straight ahead for 2nm – May 2007
- Demo flight to publicise programme – June 2007
- Review complaints procedure – August 2007
- Split departure route on r/w 24 – May 2008
- Comprehensive report for FACC – Feb 2009
- Minimise training flights – March 2009
- Ban helicopter training – March 2009
- Restrict cloudbreaks for local airfields – April 2009

June 2009

Farnborough Planning Application for Increased Capacity

Some commentary from concerned residents:

There are some serious flaws in a number of TAG's (the airport owner's) arguments which we seek to highlight herein. TAG, with vast resources of cash behind them, have undertaken a most professional job of preparing a master plan and myriad facts and figures on the environmental front. But the fact of the matter is that they want these additional flights to shorten the period over which they can make a return on their investment. Their original business model was flawed and now they want to change the goal-posts to the disadvantage of the local environment and local citizens. Further economic benefits are grossly over-exaggerated. The key points in question are:

The perceived need for a 79% increase

TAG claim/imply that capacity in the South East UK cannot meet demand from business aviation. That is categorically not true. Their key competitor, Biggin Hill airport, closer to central London but with the same opening hours as Farnborough, has plenty of spare capacity for increased flights. Like Farnborough, Biggin is dedicated to business aviation and has no scheduled services. In addition to Biggin, several other airfields with an hour's drive from London, the core destination for Farnborough's passengers, have ample capacity to cater for future growth including Southend, Cambridge, Cranfield and Oxford. In the case of Cambridge and Oxford, both have recently invested significantly in dedicated business aviation terminals whilst Oxford sees less than a third of its annual capacity limit.

Luton, Stansted and Heathrow are indeed busy with commercial traffic, but plenty of business aircraft slots are still available today and with the prospect of a third runway at Heathrow, even they will have additional capacity at some point in the future.

Any argument that there is nowhere else for future London-oriented business aviation traffic growth to go is preposterous and wholly incorrect. Indeed it is completely misleading.

Exaggerated claims for new job creation

TAG claim there are over 50 companies based on the airfield providing for 1148 full time equivalent jobs. The application implies that with the increased movements there could be another 1,880 direct, indirect and induced jobs created by 2019. This is an absurd figure. The vast majority of employment created as a consequence of the existence of the airport is already in place. All the positions relating to running the airport are filled with a handful of extra ground handling jobs perhaps necessary to deal with the extra movements anticipated.

Operators based at the airport may increase numbers of pilots to cater for fleet growth. Otherwise, the employment levels would remain pretty close to what already exists. It is ridiculously misguided to assume there would be a doubling of related employment levels. Increased use in the main will come from more aircraft visiting the airport from elsewhere – they don't live at the airport, therefore there is no additional employment created as a consequence of those aircraft visiting. They are not talking about airline traffic where the footfall of passengers create other retail opportunities within and around the airport. Business jet passengers do not want to stay in Farnborough, they are 95% destined or originated from London.

Environmental Impact – Facts vs. Fallacy

Trying to baffle the lay public with noise contour charts, detailed analysis on NO_x and CO₂ emissions and a myriad of other professionally-produced charts and tables does not get away from the blindingly obvious fact that a 79% increase in traffic is just that -79% more flights. That may not equate directly to 79% more emissions but anyone can argue that 22,000 additional flights a year inevitably creates more nuisance, disturbance and a less acceptable environment for anyone living in the vicinity. Who on earth are TAG trying to kid that this will have moderate to negligible effect on the local environment – of course it will.

For sure, aircraft will tend to get quieter in years to come as technology improves, but aircraft are designed to last for decades, not years, so today's aircraft will still be flying, making the same noise and producing the same CO₂ and NO_x levels in 2019.

Farnborough Airport/TAG claim that they will phase out Stage III (ICAO Chapter III) jets and only permit stage IV jets (a measurement of their noise footprint) access after five years. They cannot begin to meet that commitment without shooting themselves in the foot, as the vast majority of jets flying today do not meet stage IV noise criteria. Are they really going to refuse access to the vast majority of their current client base overnight? – extremely unlikely. Were they to be granted permission for these increased movements, the local authority should impose by Section 106 agreement or otherwise, a strict year-by-year allowance for aircraft movements with less than stage IV compliance and any breach of those quotas should be punishable by a levy for each stage III movement undertaken. TAG will have to produce verifiable data on the exact model type and serial number of each aircraft movement for this to be implemented – generic aircraft model names are inadequate for this monitoring task.

Rather than imposing increased access pricing to partially compensate for the environmental impact of their activity, were the increased capacity permitted, the first thing TAG would do is to radically reduce prices to be more competitive and to increase throughput as quickly as possible. This completely flies in the face of a 'polluter pays' consensus.

Summary

Pure and simple, this is all about making money for TAG and their investors, trying to get a return on the not insignificant investment they have made in the last decade. From the outset they knew exactly what the constraints were to be, but their business model hasn't stacked-up, they got their numbers wrong. They've spent too much money on developing an airport which had very clear and concise constraints placed upon it when changing over from a military airport to a civil airport. They want a return on their investment over a much shorter term than would now appear to be necessary. That's entirely their problem and nobody else's.

Why should the local region have to put up with more movements from 07:00 hr to possibly 23:00 hrs because TAG got their figures wrong?

There's no moral argument for this. Peripheral prosperity of the region will remain virtually unchanged whether there are 28,000 business jets or 50,000 business jets flying into that piece of tarmac. It will make little to no difference on any further inward investment – the utility is already there and has *already* played its part in the economic development of Farnborough town.

One blatantly obvious fact that seems to be hidden in all references to this proposal is that business aviation has just about the worse level of emissions per passenger-mile of all sectors of aviation. Average passenger loads tend to be 2 to 3 passengers a trip regardless of the aircraft size and as such one can have a transatlantic jet producing the same CO₂ or NO_x volumes as a small airliner with a just handful of passengers. The moral argument in today's climate for allowing yet more over-polluting flights simply isn't there.

If one bends on the issue of capacity limitations now, in a matter of years, they will come back with requests for an extension of operating hours, then ultimately one runs the risk of the doors being open to a public enquiry in the future on the use of the runway for commercial (scheduled) services should the UK fail to build any further runways in the decades to come for which Farnborough has considerable viability – then we are really in trouble.

Do not open those doors today.

Farnborough Residents

18 June 2009



FARNHAM TOWN COUNCIL

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Public Report

Report to

Full Council – 16 July 2009

Title

Telecommunications and Recording Systems – Summary Report

1 Purpose of the Report

To consider a recommendation from Corporate Development and Audit Working Group that:

That the already approved replacement of the telephone exchange and improvement to the IT infrastructure should include a facility to record all incoming and outgoing external calls.

2. Background

The Town Council has already approved the replacement of the Council's current Siemens telephone exchange which has now reached the limit of its capacity.

The Corporate Development and Audit Working Group has received requests from the Cemeteries and the Tourism Working Groups to consider the installation of a recording system for telephone calls.

3. Current Situation

The Officers have obtained two quotes with three options to include the already approved improvements to the telephone exchange and IT infrastructure and in addition to include a telephone recording system.

The Corporate Development and Audit Working Group had a number of questions to ask the providers and the Council is currently waiting for a response. A further detailed report will be circulated prior to the Council meeting.

Option 1 (Enhance the current system)

This will option includes replacing the current telephone exchange and using the Council's current telephones and switchboards.

The Cost of Option 1 is £11,716

Option 2 (Replace the current system with a Mitel MN3300 Communication Solution)

This option will replace all the Council's current telephone system with a Mitel system

The Cost of Option 1 is £11,776 (there may be additional costs for cabling subject to a survey)

Option 3 (Replace the current system with a Cisco UC500 Communication Solution)

This option will replace all the Council's current telephone system with a Cisco Unified Communications solution for small business.

The Cost of Option 3 is £14,377 (there may be additional costs for cabling subject to a survey)

4. Recommendations

- **To consider the options set out in the above report**

6 July 2009

Note: The person to contact about this report is Town Clerk, Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN. Tel: 01252 712667

Distribution: To all Councillors (by post)



FARNHAM TOWN COUNCIL

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Notes

Corporate Development and Audit Working Group

Time and date

8.00 am Thursday 18 June 2009

Place

Town Clerks Office, South Street, Farnham

Attendees: Cllr C Cockburn, Cllr G Hargreaves, Cllr S Hill, Cllr J Maines, Cllr S O'Grady (left at 9.05 am), Cllr J Ward and Mr R Potter (Town Clerk) (RP)

1. Apologies

There were no apologies

2. Appointment of Lead Member of the Corporate Development and Audit Working Group

POINTS	ACTION
Cllr John Ward was elected as the Lead Member of the Corporate Development and Audit Working Group	Report of appointment to be made to Full Council 25 June 2009

3. Role and Work of the Corporate Development and Audit Working Group 2009-11

POINTS	ACTION
The Town Clerk gave a short presentation on the role and responsibilities of the Corporate Development and Audit Working Group including the terms of reference of the Working Group. The Town Clerk then identified a number of issues which had been raised by Members over the past 6 months.	None
Discussion Point 1: Concern had been expressed regarding the number of officers identified to attend Working Groups.	
The Town Clerk explained that only the officer	The Town Clerk would

responsible for the Working Group would attend each meeting, except where an officer was reporting on an issue included on the Working Group Agenda. However the Corporate Development and Audit Working Group would also be supported by an additional officer to ensure continuity in policy issues.	allocate additional officers to attend meetings, if requested by the Lead Member for the Working Group.
Discussion Point 2 & 3: Work Plan 2009-2011	
The Town Clerk presented members with a the Corporate Governance Practitioners Checklist (Society of Local Council Clerks, version 1 –2006) as a template for the Working Group's Work Programme for the next two years. The suggested work programme identified additional areas of work which the new SORP accounting guidelines would require to be addressed. Members of the Work Group volunteered to act as liaison with Officers on the various subjects to flesh out and help monitor the Programme.	The Outline Work Programme attached at Annex A was adopted and will be introduced into the Officers Work programme from 22 June 2009.
Discussion Point 4 & 5: Staffing Levels & the impact of future work and events for 2010 on Staffing Levels	
<p>The Town Clerk presented a report, including a table (Annex B) which illustrated the changes in staffing levels and services and projects between 2000 and 2009. The Town Clerk presented a Chart of the current Staffing Structure (Annex C,) (the green writing within each box identifies additional roles taken on by staff outside their current job descriptions).</p> <p>The Town Clerk drew the Working Group's attention to the following :</p> <ol style="list-style-type: none"> 1. Over a period of 7 years the Council Office / Project staff levels have increased by 2.2 FTE in response to the adoption of increased services. 2. Over a period of 7 years the Outside Work Force staff levels have increased by 3 FTE to support the adoption of increased services. 3. Since 2005 the Council Office/Project has been understaffed below the Authorised Staffing levels on average by 1.5 FTE. These posts have not been filled due to the lack of office accommodation. 4. As the Council has taken on more services the Councils Office/Project Staff have had their time reallocated to address increasing demands. 5. The Council has to adapt to address the legal requests of staff for flexible working. Flexible / part time working places additional pressure on 	<p>That the Working Group would review the work load and pressures on particular staff and would review the current structure to maximise the most efficient and cost effective use of staff time to be completed by 30 September 2009.</p> <p>This Review would be considered under the new work programme as part of the Human Resources Strategy to be completed by 30 September 2009.</p> <p>That already under delegated authority the Town Clerk should offer the vacant post of Rural development Co-ordinator to internal staff prior to considering an external advert to be completed by 3 July 2009.</p> <p>That already under delegated authority the Town Clerk should</p>

<p>full time staff that have to answer phone calls and enquiries when flexible/part time staff are not available.</p> <p>6. The Service & Project Factors (Annex B) for change are additional to the general duties delivered by staff e.g. Members and Committee Services, Civic Events, Town Guides and Leaflet, Finance, Health and Safety, Town Centre Development, Graffiti Management etc</p> <p>7. Council Staff provide a number of services outside normal office hours including weekends. The current time allocated to this type of working is in excess of 138 working days that are taken as Time off in Lieu (TOIL) by staff during the normal working week.</p>	<p>actively recruit to the vacant staff post for general reception and events support to be completed by 30 September 2009.</p> <p>The result of reducing the Rural Development Coordinators role to a part time role would reduce the current approved FTE staffing level by 0.2 FTE to 9.5 and an overall Total Full Time Staffing level of 16. (excluding temporary /seasonal/project staff)</p>
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4. CCTV

POINTS	ACTION
<p>The Town Clerk presented a report on proposals to improve the Town Council's current CCTV system, requesting the Working Group to consider recommending the report to Full Council:</p> <p>That a sum of £25,470 be released from ear-marked reserves to contribute to the purchase of additional video channels. This funding would cover the capital cost of upgrading the system to 24 cameras The additional annual cost of £2,942 pa would funded through the current Community safety budget.</p> <p>That sum of £20,000 is released from earmarked reserves to contribute towards new digital memory stored at Guildford. This would allow all the Town Council's cameras to be recorded and interrogated at Guildford CCTV Control Room without having to send police resources to Farnham Police Station.</p>	<p>The Working Group agreed that the report be recommended to the next meeting of Full Council on 25 June 2009</p>

5. Telephone Recording Systems

POINTS	ACTION
<p>The Town Clerk reported that requests had been received from the cemeteries Working and Appeal Group and the Tourism Working Group to consider the purchase of telephone recording equipment after staff had received a number of unpleasant calls from the public and businesses in the town.</p> <p>In addition the integrity of the Council had sometimes been challenged about the content of phone calls and the recording of these conversations would be useful</p>	<p>That the Town Clerk was instructed to obtain quotes to enhance the Council's telecommunication system and to report back to the Working Group for 7 July 2009</p>

evidence to ensure that the Council was fulfilling its duties.	
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6. Policy on bandstand

POINTS	ACTION
<p>The Working Group considered the need to adopt a policy for the hire of the band stand in Gostrey meadow and associated charges.</p> <p>Members discussed a scheme of different levels of charges allowing for charitable/ community use and commercial use.</p> <p>In addition consideration was given to the placing of a deposit</p>	<p>That the Officers be instructed to develop a policy and a scheme of charges, differentiating between profit making organisations and Charities, to be considered by the Working Group to be completed by 30 August 2009.</p>

7. Year End Accounts 31 March 2009

POINTS	ACTION
<p>The Town Clerk reported on the current status of the annual accounts for the year ended 31 March 2009 and the need for Council to receive the Annual Return before 30 June 2009 in order to prevent the Council's accounts being qualified.</p>	<p>The Town Clerk would present the draft annual return to the next Council meeting on 25 June 2009</p>

8. Heritage Open Days

POINTS	ACTION
<p>The Working Group was asked to consider the future contribution by the Town Council in the delivery of the Heritage Open Days</p>	<p>That a report should be submitted by Mrs S Rayner, identifying the current contribution by the Town Council and outlining its potential future role for 4 August 2009.</p>

9. Asset Transfer Working Group

POINTS	ACTION
<p>The Town Clerk gave a verbal update on the current progress of the Asset Transfer Working Group.</p> <p>The Working Group was informed that a view had been expressed that the Town Council had made the wrong decision and that the matter should be reconsidered.</p> <p>The Working Group were requested to decide if they wanted the matter returned to Council as per Standing Orders for the previous instructions to be changed and the matter reconsidered.</p>	<p>That the Asset transfer Working Group should continue with the Council's current recommendation as the matter would be brought back to Full Council for final decision</p>

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11 Town Clerk Appraisal

The Working Group noted that as part of its terms of reference they had a responsibility to undertake the annual appraisal of the Town Clerk and to agree targets for the Council for the next year	That Cllr Ward and Maines would arrange to undertake the appraisal
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10. Date of next meeting

POINTS	ACTION
7 July 2009 at 8.00 am in the Town Clerk's Office.	

ANNEX A

The recommended Work Programme for Year 1 is as follows:

	Subject	Officers	Members
1.	Communication Strategy	Catherine Cooper/ Cath Sydenham	S Hill, G Hargreaves
2.	Human Resources Strategy	Town Clerk Wendy Coulter	S O'Grady
3.	Finance	Town Clerk Steve Bott	
4	Project Management	Cath Sydenham Wendy Coulter	S O'Grady
5	Grants Review	Wendy Coulter	G Hargreaves
6	Emergency Plan	Cath Sydenham	J Maines
7	Health & Safety	External	J Maines
8	Quality Council	Town Clerk/ Wendy Coulter	
9	Power of Well being	Town Clerk	

The recommended Work Programme for Year 2 is as follows:

	Subject	Officers	Members
11.	Assessing the needs of the town	Wendy Coulter	Possibly Year 1/2
12.	E Government & IT	Town Clerk	Possibly Year 1/2
13.	Local Needs and Opportunities	Cath Sydenham	
14	Organisational Aims & Objectives	Town Clerk	
15	Supporting Partnerships	Cath Sydenham	
16	The Council Policies & Decision Making	Town Clerk	
17	Performance Management	Town Clerk	
18	Comprehensive Corporate Planning	Town Clerk	
19	Effective Leadership	Town Clerk	
20.	Standards of Conduct	Wendy Coulter	

STAFFING LEVELS (ANNEX B)

Year	Office make up information	Authorised Office Staffing levels	Authorised Outside Workforce	Total Authorised Staffing levels	Operational Office availability	Service & Project Factors for change
2000	7 FTE + Finance (0.5)	7.5	2.5	10	7.5	<ul style="list-style-type: none"> • Council operates 5 allotment sites and the grants system.
2001	7 FTE + Finance (0.5)	7.5	2.5	10	7.5	<ul style="list-style-type: none"> • Management of the Library Gardens.
2002	7 FTE + Finance (0.5)	7.5	3.5	11	7.5	<ul style="list-style-type: none"> • Staff structure reorganisation by previous Town Clerk. • Council provides 5 external events. • Council provides monthly Farmers Market. (ongoing) • FTC takes over annual supply & installation of Christmas Lights from Chamber of Commerce.(ongoing) • Termination of Initiative project.
2003	7.5 FTE + Finance (0.5)	8	3.5	11.5	8	<ul style="list-style-type: none"> • Council provides 11 external events.
2004	Additional member of admin staff recruited for cemeteries admin = 8.5 FTE + Finance 0.5	9	3.5	12.5	9	<ul style="list-style-type: none"> • Administration of 4 cemeteries transferred from WBC (ongoing) • Council provides 7 external events. • FTC takes over CCTV from WBC (ongoing) • Farnham Health check assessment • TRL Traffic report • Consultation to remove Farnham from South East Plan

STAFFING LEVELS (ANNEX B)

2005	(Maternity leave – reduced service to cemeteries admin by 0.5 FTE) 8 FTE + Finance (0.5) = 8.5	9	3.5	12.5	8.5	<ul style="list-style-type: none"> • Council provides 6 external events. • Council introduces Town Council newsletter circulated 5 times pa.(ongoing) • Farnham Health Check implementation. • Public Consultation on East Street.
2006	(Reduced cemeteries service = 0.5FTE plus loss of admin person =1 FTE) 7 FTE + Finance (0.5) = 7.5	9	4.5	13.5	7.5	<ul style="list-style-type: none"> • WBC closed TIC and FTC took over Tourist information function. (ongoing) • Day to day operation of 4 cemeteries taken over by FTC. (ongoing) • FIB transferred to FTC.(additional member of OWF recruited)(ongoing) • Council provides 5 external events. • Council introduces Mayors coffee mornings for each ward to be run annually.(ongoing) • Council undertake Visioning Exercise in partnership with WBC. • Farnham Health Check - implementation. • TRL Traffic report • Hidden Britain Visitor Project.(Yr1) • Cemeteries admin service reduced. • Public Consultation on East Street.
2007	(Reduced cemeteries service = 0.5FTE) (Recruited to Reception post, loss of Finance support & part time project post- reduced authorised establishment) =7.5 FTE	8.5	6.5 + 1 Temp	15 + 1 Temp	7.5	<ul style="list-style-type: none"> • Public conveniences transferred to FTC (additional two members of OWF recruited) (ongoing) • Council takes over ownership of Wrecclesham Community Centre • Council provides an additional 2 allotment sites. (ongoing) • General Health and Safety inspections of cemeteries commence.(ongoing) • Council provides 5 external events.

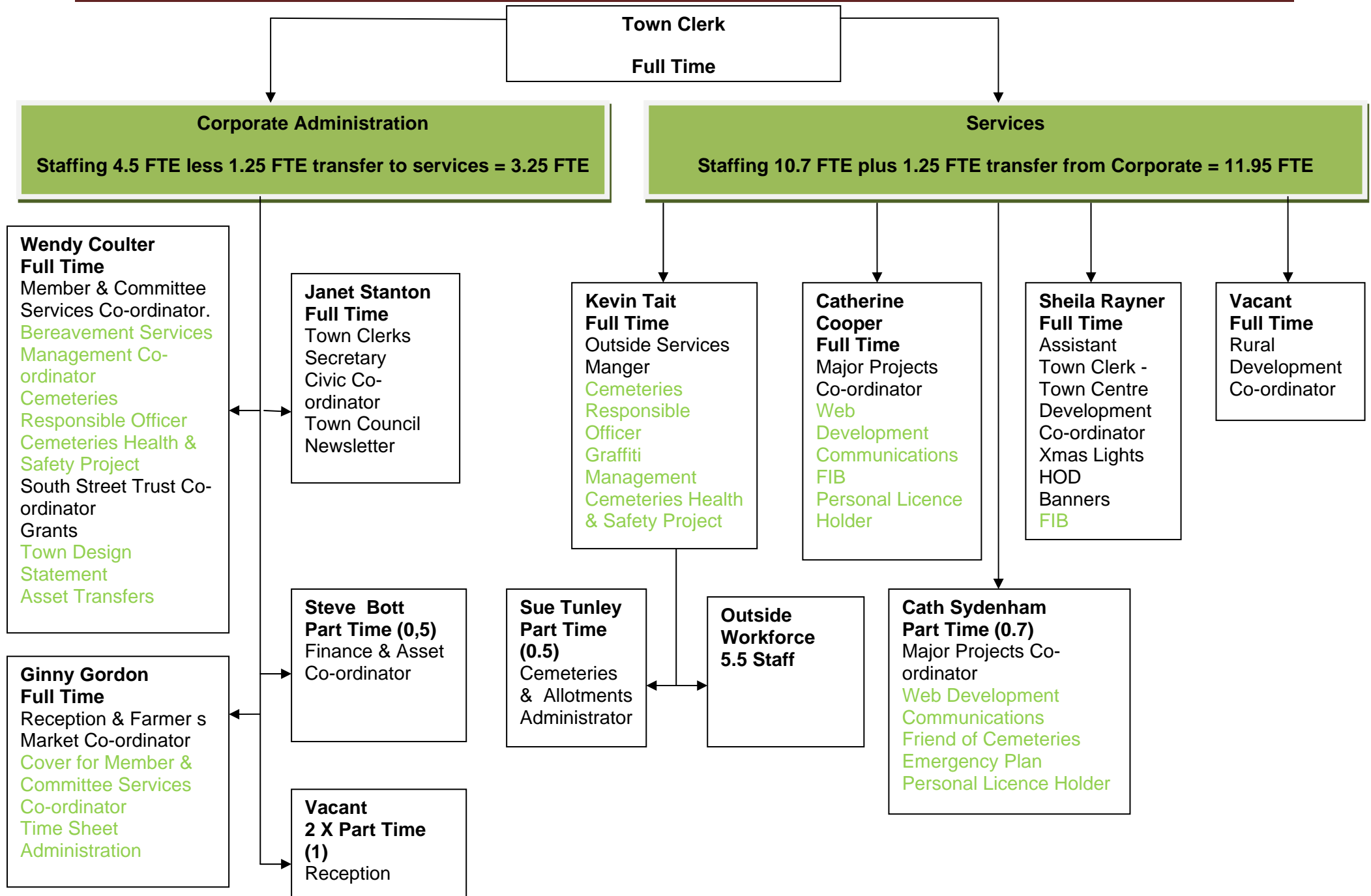
STAFFING LEVELS (ANNEX B)

						<ul style="list-style-type: none"> • Council introduces new Web Site.(ongoing) • Hidden Britain Visitor Project.(Yr2) • Council trials with moving Council meetings around the town. • Install lighting across Gostrey Meadow. • Public Consultation on East Street.
2008	(Reduced cemeteries service = 0.5FTE) (Maternity leave cover staff recruited, Loss of Assistant Town Clerk, Finance post vacant + ½ post for reception vacant plus recruited P/T temp cemeteries health & safety administrator) =6.5 FTE	9 + PT temp	6.5 + 2 Temp	15.5 +2.5 temp	6.5	<ul style="list-style-type: none"> • Increased opening hours for bereavement services from 20 hours per week to 37 hours per week. (ongoing) • Council starts 4 year programme of health and safety inspections in cemeteries (Year 1). (ongoing) • Council provides 14 external events. • Council enters negotiations for transfer of assets. • Council extends FIB and enters South East in Bloom.(ongoing) • Council takes over Secret Garden Competition. • Development of Town Design Statement. (ongoing) • Council increases involvement in Heritage Open days. (ongoing) • Management of cross street banners • Public Consultation on East Street.
2009	(Reduced cemeteries service = 0.5FTE receptionist vacant =0.5 FTE. Assistant Town Clerk Post 1FTE vacant) (Maternity leave return part	9.7 + PT temp	6.5 + 2 Temp	16.2 + 2.5 temp	7.7	<ul style="list-style-type: none"> • Council provides 15 external events. • Council installs new bandstand in Gostrey Meadow. • Garden of Reflection to be developed in West Street Cemetery.

STAFFING LEVELS (ANNEX B)

	time recruited to other post full time. recruited to finance post) 7.7 FTE					<ul style="list-style-type: none"> • Cemetery enhancement programme in all cemeteries. • Develop friends of Cemeteries Project. (ongoing) • Develop Town Council Emergency Plan for impact of pandemic on cemeteries service. • Council provides new public reception area. • Council extends FIB to village areas for entry into South East in Bloom.(ongoing) • Council in year 2 of programme of health and safety inspections in cemeteries.(ongoing) • New accounting practices apply to Council. • Council enters negotiations for transfer of Town Hall. • Extension of CCTV to Gostrey Meadow <p>CHALLENGES FOR THE FUTURE</p> <ol style="list-style-type: none"> 1. Quality Council. 2. Power of Well Being. 3. Transfer of other Assets and Services. 4. Future funding for Capital Expenditure. 5. The Future of Cemetery Buildings.
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Farnham Town Council Staffing Structure (ANNEX C)





FARNHAM TOWN COUNCIL

F

Notes

Corporate Development and Audit Working Group

Time and date

8.00am on Tuesday 7 July 2009

Place

Town Clerks Office, South Street, Farnham

Attendees: Cllr C Cockburn, Cllr J Hargreaves, Cllr O'Grady, Cllr J Ward.

Officers present: R Potter (Town Clerk), W Coulter (Members and Committee Services Coordinator).

1. Apologies

Apologies were received from Councillors Hill and Maines.

2. Year End Accounts

POINTS	ACTION
The matter would be considered at the next meeting of the Corporate Development and Audit Working Group.	To be completed by 4 August 2009

3. Citizens Advice Bureau

POINTS	ACTION
RP reported that a letter had been received from the Citizens Advice Waverley requesting funding for a Supervisor Post. It was agreed that RP would write to Citizens Advice Waverley and ask them to reapply at a later date for funding that is Farnham targeted rather than for another staff post.	RP – to write letter to Citizens Advice Waverley. to be completed by 13 July 2009

4. Telephone and recording system.

POINTS	ACTION
<p>RP – presented a report on three quotes that had been received regarding the upgrading of the Council's telephone system and a recording system to record outgoing and incoming calls.</p> <p>The Members asked a number of questions:</p>	<p>RP – to forward questions to the three suppliers. Answers to be ready for Council on 16 July 2009.</p>
<ol style="list-style-type: none"> 1. Provide a breakdown of the annual charges for the maintenance and rental of the system in your proposal. 2. VOIP is mentioned in the quotation. Explain: How VOIP would be used? Is it proposed that this should be available from the start of the project? What would the cost be of implementing VOIP at a later date if it is not available from the start of the project? 	
<ol style="list-style-type: none"> 3. Provide details of the calls cost savings identified in the report. 4. Who will own the equipment at the end of the period? 5. Is rental a possibility with the opportunity to upgrade the system in line with development and the needs of the Council? 	
<ol style="list-style-type: none"> 6. What would be the additional costs associated with remote working and are there any technical requirements for the home workers premises? 7. Where does the call recording system store the data 8. What is the capacity of the storage for the recording system 	
<ol style="list-style-type: none"> 9. What facilities are available to set aside and save specific recordings? 10. What bit rate does the system record at? 11. How big is the storage used for a conversation e.g. 5 minutes? 	
<ol style="list-style-type: none"> 12. What is the capacity in minutes of the storage? 13. What are the file sizes? 14. Provide a brief synopsis of the advantages and benefits of your proposed system. 15. Is the system transferable from one location to another? 	
<p>Members agreed that the three proposals would be presented to Full Council on 16 July 2009.</p>	

POINTS	ACTION
<p>Members discussed the Farnham Town Council Honours book. Members were informed that it was presented to the Town Council in 1994.</p> <p>Members agreed that the Town Council's Crest and a dedication should be inserted into the book and it was agreed that Officers would research Companies to carry out the work.</p>	<p>WC – to investigate the insertion and the crest and calligraphy writing for the Town Honours book to be completed by 4 August 2009.</p>

6. Date of Next Meeting

POINTS	ACTION
<p>It was agreed that the date and time of the next meeting would be:</p> <p>Tuesday 4 August 2009 at 8.00am.</p>	<p>Noted</p>

ISABELLA SCHODER TRUST
NO 233475

5 Mallards
Alton
Hampshire
GU34 2LB

Home: 01420 83447
Work: 0207 449 5155

3rd July 2009

Mr Roland Potter
Town Clerk
Farnham Town Council
South Street
Farnham
Surrey
GU9 7RN

Dear Mr Potter

ISABELLA SCHRODER TRUST – NOMINATED TRUSTEE

Under the terms of the Isabella Schroder Trust the Trustees comprise the incumbent of St. Peter's Church, Wrecclesham, the two Church Wardens and two Trustees nominated by Farnham Town Council. Col J P K Crawford was nominated by the council to serve as a Trustee for four years in 2005 and will therefore need to be re-nominated if he is to continue as a Trustee. The Trustees have recommended that Col Crawford should continue as a Trustee and he has indicated that he is willing to do so.

I trust that this is in order but if anything further is required regarding this matter please do not hesitate to contact me. I look forward to hearing from you.

Yours sincerely



John Arbury
Hon. Secretary to the Trustees

FARNHAM
TOWN COUNCIL
06 JUL 2009
RECEIVED

ISABELLA SCHODER TRUST
NO 233475

5 Mallards
Alton
Hampshire
GU34 2LB

Home: 01420 83447
Work: 0207 449 5155

3rd July 2009

Mr Roland Potter
Town Clerk
Farnham Town Council
South Street
Farnham
Surrey
GU9 7RN

Dear Mr Potter

ISABELLA SCHRODER TRUST – NOMINATED TRUSTEE

Under the terms of the Isabella Schroder Trust the Trustees comprise the incumbent of St. Peter's Church, Wrecclesham, the two Church Wardens and two Trustees nominated by Farnham Town Council. Mr Reginald Skeet was nominated by the council to serve as a Trustee for four years in 2000.

On checking my records, I do not think that Mr Skeet's nomination has been renewed and apologise for this. If Mr Skeet is to remain as a Trustee he will need to be re-nominated. The Trustees have recommended that Mr Skeet should continue as a Trustee and he has indicated that he is willing to do so.

If you require anything further regarding this matter please do not hesitate to contact me. I look forward to hearing from you.

Yours sincerely



John Arbury
Hon. Secretary to the Trustees

FARNHAM
TOWN COUNCIL
06-07-2009
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FARNHAM TOWN COUNCIL

A

Public Report

Report to

Full Council: 16 July 2009

Report of

Assistant Town Clerk –Town Centre Development Co-ordinator

Title

Christmas Decorations 2009 to 2014

1 Purpose of the Report

The purpose of this report is for Council to consider the recommendations of the Christmas Lights Task Group to:

1. Approve a capital project for the installation of a new independent electrical service infrastructure for the Christmas lights in Farnham Town Centre.
2. Approve additional funding from General Reserves to fund the cost of the project.
3. Note the results of a tendering exercise to award a 5 year contract to provide Christmas decorations in Farnham Town Centre.
4. Consider the recommendations of the Christmas Lights Task Group on the preferred supplier.
5. Approve additional funding from General Reserves to fund Year 1 of the Christmas Lights project.
6. To note the additional cost of electricity in the supply of the Christmas Lights.

2 Background

Christmas Lights Infrastructure

The Town Council has provided and funded the provision and storage of Christmas lights and decorations in the Farnham Town Centre for the last five years.

The Christmas lights project has benefited from the goodwill of Farnham traders who have provided, free of charge, the electricity to operate the lights attached to their buildings.

Although the Town Council is very grateful for this support, a number of concerns have been raised over the last few years:

- The cost of electricity
- Timers to switch on the lights if they are accidentally turned off, contributing to lights being in operation at the wrong times or not operating at all.
- The quality and safety of the light connections.
- The power supply source also needs to be improved as the current arrangements are rather haphazard with some connections working better than others.
- The inadequate power supply infrastructure has been recognised for some time as an area of concern regarding the quality of this project.

At the Farnham Town Council meeting held on 19 February 2009 it was agreed to instruct the Surrey County Council street lighting contractor Balfour Beatty to undertake a survey with a view to installing independent power boxes to provide an electricity supply from the street lights.

The Council has identified £25,000 in earmarked reserves for this project.

3 Present Situation: Christmas Lights Infrastructure

The Task Group reconsidered the report of Balfour Beatty at their meeting on 17 June when the final costs for the project were available.

The final cost submitted for the infrastructure project is £33,356.(Earmarked funds £25,000)

Balfour Beatty explained that their original outline costs had been exceeded because it had transpired that the existing wall mounted supply boxes had proved not to be suitable in capacity for the components required.

This has led to the requirement to remove existing boxes and the installation of new boxes with full wiring to the existing structure.

A schedule of proposed infrastructure works is attached at **Annex A**.

4 Financial Implications: Christmas Lights Infrastructure

A sum of £25,000 has been identified in earmarked reserves.

The Infrastructure project costs are £33,356.

Additional funding of £8,356 will need to be identified from the Council's General Reserve Fund to undertake this project.

5 Background: Christmas Lights Contract 2009 to 2014

The recent contract for the provision, installation and storage of Christmas lights was provided by Springfield Decorations Ltd. This contract expired immediately after the 2008 Christmas decorations were removed.

Springfield Decorations Ltd was originally awarded the contract for three years; however this was extended in 2007 for an additional two years.

In 2009 the Council agreed to undertake a tendering exercise to award a new contract for 5 years to provide, install and store new Christmas lights which would operate with the proposed new independent power supply and with more energy efficient lights.

Council appointed a task group of three elected members consisting of;

- Councillor Mrs P Frost

- Councillor G Hargreaves
- Councillor S Hill (Lead Member)

who agreed a specification for the new Christmas light project which was then offered to tender and have since reviewed the submitted tenders.

6 Present situation: Christmas Lights Contract 2009 to 2014

The Task Group has considered :-

7 schemes which were submitted and a schedule is attached at **Annex B** which shows the costs of each tender submitted.

The Task Group focused on the lowest 4 tenders and are recommending to Council the scheme submitted by Tenderer number 3 after some negotiated modifications.

7 Financial implications: Christmas Lights Contract 2009 to 2014

A sum of £30,000 is included in the 2009/2010 Revenue budget for Christmas decorations.

The contract price has been estimated on the principle that the Council will fund Christmas Lights at a cost of £30,000 per annum for the next 5 years resulting in a total contract price of £150,000.

The preferred tenderers costs are front loaded as follows :

Year 1	£43,818
Year 2 – 5	£26,538

Total Contract Price £149,970

The financial implications of this contract are that:

1. There will be a shortfall in the current 2009/2010 Revenue budget of £13,818
2. There will also be a shortfall in the 2009/10 Revenue budget for the cost of the supply of electricity which will be funded by the Town Council previously funded by local business (the cost of this charge is unknown at this time.)
3. The Revenue costs in years 2 to 5 would be reduced to £26,538 a reduction of £3,462 per annum on the proposed annual budget cost of £30,000.
4. Each subsequent years revenue costs will have to allow for the additional electricity supply costs

8 Legal implications

The Council will enter into a 5 year contract with tenderer number 3 with a total commitment over the 5 year period of £149,970.

The infrastructure work would be carried out early in the autumn.

Council has already waived Standing Orders And Financial Regulations, with regard to the selection of a contractor, as Balfour Beatty is the Surrey County Councils approved street lighting contractor.

9 Recommendations

The Christmas Decorations Task Group recommends that

- a) Council appoints Balfour Beatty to undertake the one-off necessary Christmas decorations infrastructure works in the sum of £33,356.**
- b) That additional funds totalling £8,356 are approved from General Reserve Fund.**
- c) The Council accepts the proposals of tenderer number 3 as presented and agrees to enter into a 5 year contract in the sum of £149,971.85.**
- d) That additional funds totalling £13,818 are approved from General Reserve Fund in year 1 of the contract.**
- e) That the Council notes there will be an additional cost for the provision of electricity.**

3 July 2009

Note: The person to contact about this report is Sheila Rayner, Farnham Town Council, South Street, Farnham, Surrey. GU9 7RN. Tel: 01252 712667

Distribution: To all Councillors (by post)

	Name	Address	Decoration Type	Action		
1	Council Offices	1 Waverly Lane	IP rated flexible linear LED's	None	£0.00	
2	Liberal Club	South Street	Single Festoon	None	£0.00	
3	Kidd Rapinet Solicitors	17 South Street	Wall Mounted	Connection Box Replacement	£1,511.45	Replace wall box with new service and MICC cable
4	Sainsbury's Trees	South Street	IP rated flexible LED's	Leave exsisting installation	£0.00	
5	Bells Potter Solicitors	11 South Street	Wall Mounted	Installation of discreet wall box Wall Mounted	£2,116.68	Install feeder pillar with new service associated wiring and wallbox
6	Bush House	9 South Street	Wall Mounted	Installation of discreet wall box	£0.00	As above no additional cost
7	British Heart Foundation	28 The Borough	Twin Festoon	Install wall box under lanterns onc	£1,862.87	Install feeder pillar with new service associated wiring and wallbox
8	HSBC	33 The Borough	Twin Festoon	Install wall box under lanterns once	£1,862.87	Install feeder pillar with new service associated wiring and wallbox
9	Natwest	38 The Borough	Wall Mounted	Refurb and use existing cast box	£1,415.13	Replace wall box with new service and MICC cable
10	Timpsons	46 The Borough	Single Festoon		£1,415.13	Replace wall box with new service and MICC cable
11	Argos	121 West Stree	Wall Mounted		£359.16	Convert local column and install socket
12	Specsavers	119 West Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
13	Halifax	8 West Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
14	Elphics	10 West Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
15	Dolphin Bathrooms	14 West Street	Single Festoon	Refurb and use existing plastic box	£1,415.13	Replace wall box with new service and socket
16	A-Plan Insurance	18 West Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
17	Wood Floor Gallery	102 West Street	Single Festoon		£1,663.03	Replace wall box with new service and MICC cable
18	Fat Face Clothing	51 The Borough	Single Festoon		£1,985.53	Replace wall box with new service and MICC cable
19	David Steel Clothing	23 Downing Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
20	Leighton Opticians	46 Downing Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
21	Game Pod	10 Downing Street	Single Festoon		£1,415.13	Replace wall box with new service and socket
22	Castle Street	Castle Street	IP rated flexible linear	Install suitable cast box directly under	£4,670.45	334.20 each Convert column
23	Borough & Bear Lane	Junction of Borough & Bear	Wall Mounted		£1,985.53	Replace wall box with new service and MICC cable
					£1,186.80	Two Out of hours night shifts for problematic installations (Re-
					£33,355.64	
	Note	All new feed points will include digital clocks that can be set for operational period				

Tenders for Christmas Decorations 2009 - 2013

ANNEX B

	Company	Year 1	Year 2	Year 3	Year 4	Year 5	Total	Comments
1	Tender 1							Minimal illustration of suggested scheme. Independent test of existing anchors etc required with a test certificate. Sub contractor based in Essex Includes 4 service visits
	Option 1	£21,721	£21,721	£21,721	£21,721	£21,721	£108,605	
2	Tender 2							Includes 4 service visits . Different cross street designs in West Street and The Borough which don't seem to match very well.Decorations on Natwest need to be flat wall mounted to have maximum impact coming down Castle Street. No schedule of what items are included so difficult to assess that specification has been met.
	Option 1	£25,376	£25,600	£26,044	£26,413	£26,971	£130,407	
	Enhanced scheme	£37,610	£37,863	£38,323	£38,717	£39,299	£191,814	
3	Tender 3							Clear and professional submission. Prepared specifically for FTC.Includes load testing all anchor points and replacing catenary wires .Includes all fixings and fittings but not any failed anchor point replacements. Sub contractor is based in Camberley.
	Option 1	£43,817	£26,538	£26,538	£26,538	£26,538	£149,972	
4	Tender 4							Clear and professional submission prepared specifically for FTC Installation/take down is carried out by the company and switch-on is managed by them. The Scheme as submitted can be reduced in cost to give 2 further budget prices. Budget 1 provides for the 3D scheme lights to be reduced to 60%. Budget 2 provides for the use of flat rope light instead of 3D in the cross streets
	Option 1(budget 1)	£34,000	£30,435	£30,435	£30,435	£30,435	£155,740	
	Option 2(budget 2))	£34,000	£29,185	£29,185	£29,185	£29,185	£150,740	
	Enhanced scheme	£36,000	£32,315	£32,315	£32,315	£32,315	£165,260	
5	Tender 5							Illustrative examples of various products have been included but none have been superimposed into a Farnham Town Centre setting. There will be an extra cost of £650 pa for the crew to set timers after the switch on event.The installation/take down will be carried out by a sun contractor based in Acton.
	Option1	£32,000	£32,000	£35,000	£35,000	£35,000	£169,000	
	Enhanced scheme	£38,500	£38,500	£44,800	£40,000	£40,000	£201,800	

6	Tender 6							A professional submission prepared specifically for FTC. Installation and take down will be carried out by a Local sub contractor based at Aldershot. Includes 2 service patrols. Includes pull testing of cross street wires, failed points will cost £120 to replace. Service calls to deal with vandalism will cost £120 for the first hour.
	Option 1	£40,790	£37,900	£37,900	£37,900	£37,900	£192,390	
7	Tender 7							Clear and professional submission specifically prepared for FTC. As a general comment the wow factor doesn't appear to have increased with the substantially more expensive cost of this scheme.
	Option 1	£67,974	£67,974	£67,974	£67,974	£67,974	£339,870	
	Enhanced scheme	£78,494	£78,494	£78,494	£78,494	£78,494	£392,470	