



FARNHAM TOWN COUNCIL

Minutes Full Council

Time and date

7.00pm on Thursday 19 February 2009

Place

The Council Chamber, South Street, Farnham

Members Present

- * Cllr G M Beel (Town Mayor) Chairman
- * Cllr L Fleming (Deputy Town Mayor) Vice Chairman
- o Cllr D Attfield
- o Cllr C Cockburn
- * Cllr V Duckett
- * Cllr (Mrs) P Frost
- * Cllr R Frost
- * Cllr C Genziani
- * Cllr G Hargreaves
- * Cllr S Hill
- * Cllr D Le Gal
- * Cllr A Lovell
- * Cllr J Maines (left at 8.15 pm and returned at 8.25 pm)
- * Cllr S O'Grady
- * Cllr R Steel
- * Cllr C Storey
- * Cllr A Thorp (arrived 7.17pm)
- o Cllr J Ward

- * Present
- o Apologies for absence

Officers Present:

Roland Potter (Town Clerk)

Wendy Coulter (Committee and Members Services Co-ordinator)

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

C 116/08 QUESTIONS BY THE PUBLIC

There were no questions by the public.

C 117/08 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors J Ward and D Attfield.

C 118/08 MINUTES

The Minutes of the Farnham Town Council meeting held on 8 January 2009 were signed by the Town Mayor as a correct record.

C 119/08 DISCLOSURE OF INTERESTS

Name of Councillor	Agenda/ Minute No	Subject	Type of Interest	Reason
G Beel	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
V Duckett	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
L Fleming	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
B Frost	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
G Hargreaves	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
S Hill	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
D Le Gal	18	Purchase of Council Offices, South Street, Farnham	Personal	Portfolio Holder for Property for Waverley Borough Council
A Lovell	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
S O'Grady	18	Purchase of Council Offices, South Street, Farnham Grants - Hoppa	Personal	Waverley Borough Councillor
R Steel	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
A Thorp	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor
P. Frost	18	Purchase of Council Offices, South Street, Farnham Grants - Hoppa and transport	Personal	Waverley Borough Councillor
J Ward	18	Purchase of Council Offices, South Street, Farnham	Personal	Waverley Borough Councillor+

C 120 /08 STATEMENTS BY THE PUBLIC

Mr Skingle asked why there was a need for piling in such a minor structure as the bandstand.

The Town Clerk replied that Council had to meet Health and Safety standards and recommendations from the Council's insurers.

C 121/08 TOWN MAYORS ANNOUNCEMENTS

The Town Mayor said that for the remainder of her term of office she would like Members to stand when speaking, speak for 3 minutes and only once on each item.

The Town Mayor also requested Members to let the Mayors Secretary know their availability for the Rachel Morris reception on 6 March 2009. The Mayor also brought to Members' attention two Council meetings scheduled for Wednesday evenings on 25 March and 29 April 2009.

Part 1 – Items for Decision

C 122/08 NOTICE OF MOTION

Cllr Hargreaves gave a brief overview of the letter she had received and taken to the Police. She explained she had brought the Motion to the attention of the Members to demonstrate that Farnham Town Council had a zero tolerance policy and does not support racism in any way at all.

Cllr L Fleming seconded the motion.

Members discussed the motion and fully supported it in principle, deploring any form of racism. However, Cllr P Frost suggested that some form of words be put on the website that Farnham Town Council is a Council of equality and diversity and that the Council supports anyone in business in this town provided that it is carried out legally.

Members agreed that Cllr P Frost's suggestion of placing a statement on the website was the right course of action.

Resolved: That a statement be placed on the Council website outlining the Council's policy supporting local businesses in the town.

C 123/08 REVIEW OF STANDING ORDERS

Members received a report on proposed amendments to the Standing orders. The Report explained that the Corporate Development and Audit Working Group had considered amendments to Standing Orders and the proposed changes were put before Members.

Cllr Steel clarified several points in the report and suggested that there be more formality in the Chamber:

- He agreed meetings should be extended if necessary to close at 10.30 pm
- He thanked the Corporate Development Task Group and the Town Clerk for all their hard work
- He clarified the rules of debate and explained how a debate should be conducted and how Members should ask formal questions.

He finished by recommending the changes to the Standing Orders.

The Mayor thanked all the Members and Officers who had been involved in the review.

Cllr Maines suggested that Members should suspend Standing Orders to debate the review.

Cllr Le Gal commented that in the revised Standing Orders it said that six members for Council to be quorate.

The Town Clerk confirmed that by law the quorum for Council was six members. However the Town Council had agreed that in the interests of good practice they had locally adopted the principle that the quorum would be ten.

Cllr Lovell commented that urgent business can only be placed by law where required and felt this was 'tying Council's hands'. He asked for a definition of a point of order.

The Town Clerk clarified that urgent business could only be placed on the agenda when it is business required by law or to comply with the law. This would be placed on the agenda by the Town Clerk in consultation with the Town Mayor. The Town Clerk further clarified that an example of this practice would include the Council's legal duty under Health and Safety.

The Town Clerk clarified that a Point of Order is where an elected member wishes to check that Standing Orders are being applied correctly.

Cllr Duckett commented that it is useful to know which Point of Order is being broken.

The Town Clerk responded that clarity could be given by a note of explanation

It was proposed by Cllr Thorp and seconded by Cllr Le Gal and

Resolved: That the amended Standing Orders be agreed – Standing Orders attached to record minutes.

C 124 /08 APPOINTMENT OF TOWN PLANNING TASK GROUP

Members received a report recommending that a Task Group should be established to gather information and coordinate a Town Plan for approved by Full Council.

Cllr P Frost commented this was an very important issue and a good way of publicising how Farnham Town Council viewed future development in the town. There was limited time and the group should get on as quickly as possible. Cllr P Frost proposed that Cllr B Frost, Cllr R Steel and Cllr C Genziani should be in the Task Group and it should be made clear to the Planning Authority what was required in Farnham.

Further discussion took place and Cllr J Maines suggested a wider remit than just housing and building. She also suggested that Cllr A Lovell be included in the Task Group in view of his wide experience in transport.

Cllr R Steel commented that the Council should become more pro-active in planning. Farnham had some beautiful buildings well worth preserving and professional advice would be needed from a Town Planner.

Cllr V Duckett agreed with Cllr P Frost and that Cllr A Lovell should be included in the Task Group. He also commented that there was room for other Councillors and suggested that Cllr D Attfield be included.

Further debate concluded that timing was crucial and the group needed to be very focused

Cllr A Lovell suggested the Terms of Reference be amended to purpose, scope and content.

It was proposed by Cllr P Frost and seconded by Cllr D Le Gal that a Task Group be established.

Resolved: That a Town Plan Task Group to include Cllr C Genziani, Cllr R Steel, Cllr B Frost and Cllr A Lovell be formed and the Terms of Reference agreed – attached to record minutes.

CHRISTMAS LIGHTS

Members received a report on proposed arrangements for the tendering of a new, 5 year, Christmas Decorations Contract.

Members were also requested to approve actions to be taken to resolve the associated power infrastructure requirement for Christmas Lights.

Members discussed the report and Cllr P Frost expressed a wish to be a member of the Task Group

The Mayor suggested 3 members were needed and Cllr Hargreaves, Cllr P Frost and Cllr S Hill volunteered.

Resolved:

- 1. To establish a Task Group of three members comprising of Cllr G Hargreaves, Cllr P Frost and Cllr S Hill be appointed to assist with the overall Christmas Light Project.**
- 2. That the Terms of Reference be agreed – attached to record minutes.**
- 3. That the timetable of the project be noted.**
- 4. To waive financial regulations to use the Surrey County Council approved Lighting Contractor for the installation of and improved power supply infrastructure**
- 5. That the installation of an improved power supply be approved.**
- 6. That the implementation of a tendering process for the supply, installation and storage of Christmas Light Decorations for a maximum period of five years be approved.**

BANDSTAND FOUNDATIONS

Members were asked to consider the quotes for the installation of foundations for a bandstand in Gostrey Meadow, Farnham.

The Town Clerk reported 2 quotes had been obtained and Members were asked to consider waiving financial regulations to receive two quotes and to identify which quote to select.

Members debated the quotes and the Town Clerk explained that piling was used because the land was 'made-up' soil.

Cllr Lovell suggested obtaining a second opinion with regard to the piling before work commenced as the structure was not of a great weight.

Cllr Thorp commented that the project was long standing and he could see no reason for seeking further advice than the quotes proposed. Cllr Thorp proposed going for the cheaper quote and agreed with recommendations.

Cllr Genziani commented that he did not feel that the bandstand warranted piling, but accepted it was needed to comply with insurance requirements and agreed the lower quote was the obvious choice. He had one concern, trying to obtain a quote for finishing the job might prove difficult to find a contractor who would finish the stonework as soon as possible.

The Town Clerk agreed that quotes would be obtained for this section of the work.

Resolved:

- 1. To waive Financial Regulations to accept two quotes for the works due to the specialist nature of the works be approved.**
- 2. That Supplier A be approved to carry out the piling work for the bandstand.**

C 127/08

FARNBOROUGH AERODROME CONSULTATION

Members received copies of two consultations about the Farnborough Aerodrome.

Cllr Duckett suggested that the Farnborough Aerodrome Group needed their form completed and returned by the following day. He felt as some parts of Farnham would be affected it was important the form be returned on time.

Cllr Le Gal was disappointed to see the deadline was for the next day, but Members needed to express their concerns for Farnham.

Cllr Lovell commented there had been a marked increase in flights with the prospect of further increases to come in the future. The Council ought to oppose any increase in flights and should be concerned about the environmental impact this would have with regard to air quality and pollution.

There was further debate amongst the Members as to whether Rushmoor would extend the deadline and whether Members could complete the forms individually to be handed to the Town Clerk who would then forward them on to Rushmoor Borough Council

Cllr Fleming asked whether Cllr Duckett and Cllr Attfield could deliver the forms to the next meeting of the Group to be held on the 5 March.

Cllr Thorp commented this was a weighty issue and felt that a Task Group should be set up.

The Town Clerk encouraged Members to respond individually sending their responses to him and the Mayor suggested they could all be collated in one meeting and asked for 3 volunteers for a meeting the next afternoon, Friday.

The Town Clerk Suggested that Members meet at 2.00 pm on Friday 20 February 2009 in the Town Clerk's office to collate

Agreed: That a small Task Group consisting of Cllr A Lovell, Cllr S Hill and Cllr D Attfield be set up to assist the Town Clerk to collate Members responses to the Farnborough Aerodrome Consultation.

C 128/08

PROJECT UPDATES

Cllr Fleming thanked officers for all their hard work.

Members noted the list of Project Updates.

C 129/08

WORKING GROUP UPDATES

Farnham in Bloom Working Group

Cllr Hargreaves commented on the new FIB initiative 'Going For Gold 2009'. To make things more exciting sealed bids had been introduced this year. She reported it would be hard to beat last year's efforts.

Members noted the Farnham in Bloom Working Group notes.

Cemeteries Working and Appeals Group

Cllr Ward reported what a splendid event the Mike Hawthorn Memorial had been, which was very good for Farnham, well organised thanks to the staff and Police.

The Outside Workforce are working hard and thanks must go to them. The cemeteries are looking very much better since the trees and hedges have all been cut back.

The grass cutting has not started yet and is not likely to in February.

Members noted the Cemeteries Working and Appeals Group notes.

Corporate Development and Audit Working Group

Cllr Steel commented that most of the work was covered in individual items in the Agenda. It is important that Farnham Town Council comments on matters that affect us, as they affect our residents. This also applies to the Weydon School Foundation.

Members noted the Corporate Development and Audit Working Group notes.

Bandstand Task Group

Members noted the Bandstand Task Group notes.

C 130/08 FINANCIAL REPORTS

Members received financial reports tabled at the meeting.

C 131/08 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED: That in view of the confidential nature of the business to be transacted at Agenda item 18 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 18.

Part 2 – Items Noted

C 132/08 PLANNING APPLICATIONS

Members received the minutes of the meeting of the Planning Consultative Group held on: 15 January 2009 and 29 January 2009.

RESOLVED: That the observations made by the Planning Consultative Group held on 15 January 2009 and 29 January 2009 and dealt with in accordance with delegated authority, be noted.

C 133/08 REPORTS OF OUTSIDE BODIES

Members received and noted reports from Outside Bodies.

C 134/08 ITEMS TABLED

None

Part 3 – Confidential Items

Members received a confidential report on Transfer of Assets.

The Town Mayor closed the meeting at 9.00pm.

Date

Chairman