



FARNHAM TOWN COUNCIL

Agenda Council

Time and date

18:00 pm on Thursday 19 March, 2026

Place

Council Chamber, Farnham Town Hall, South Street, Farnham GU9 7RN

Attendees

Cllr George Murray
(Mayor)
Cllr David Beaman
Cllr Matthew Brown
Cllr Alan Earwaker
Cllr George Hesse

Cllr Sally Dickson
Cllr Tony Fairclough
Cllr Chris Jackman
Cllr Andrew Laughton
Cllr Michaela Martin
Cllr Mark Merryweather

Cllr Kika Mirylees
Cllr Brodie Mauluka
Cllr John Ward
Cllr Graham White
(Deputy Mayor)
Cllr Tim Woodhouse

To ALL MEMBERS OF THE COUNCIL

Dear Councillor

You are hereby summoned to attend a Meeting of **Full Council Meeting** on **Thursday 19 March, 2026, at 18:00 pm** in the Council Chamber, Farnham Town Hall, South Street, Farnham GU9 7RN. The Agenda for the meeting is attached.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Iain Lynch'.

Iain Lynch
Town Clerk

Members' Apologies

Members are requested to submit apologies and any Declarations of Interest to customer.services@farnham.gov.uk by 5pm on the day before the meeting.

Recording of Council Meetings

This meeting is digitally recorded and retained until the minutes are signed.

Questions by the Public

At the discretion of the Town Mayor, members of the public, **residing or working** within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

Members of the Public are welcome and have a right to attend this Meeting. Please note that there is a maximum capacity of 30 in the public gallery.

Prior to the meeting Prayers will be said in the Council Chamber. All are welcome to attend.

1. Apologies

To receive apologies for absence.

2. Disclosures of Interest

To receive from members, in respect of any items included on the agenda for this meeting, disclosure of any disclosable pecuniary or other interests, or of any gifts and hospitality, in line with the Town Council's Code of Conduct.

NOTES:

- i. The following councillors have made a general non-pecuniary interest declaration in relation to being councillors of Waverley Borough Council: Cllrs David Beaman, Alan Earwaker, Tony Fairclough, George Hesse, Andrew Laughton, Mark Merryweather, Kika Mirylees, George Murray, John Ward and Graham White.
- ii. The following councillor has made a general non-pecuniary interest declaration in relation to being a councillor of Surrey County Council: Cllr Michaela Martin;

Members are reminded that if they declare a pecuniary interest they must leave before any debate starts unless dispensation has been obtained.

3. Minutes

To sign as a correct record the minutes of the Farnham Town Council meeting held on 29 January at Appendix A.

4. Questions and Statements by the Public

In accordance with Standing Order 10.1, the Town Mayor will invite members of the public present to ask questions or make statements.

At the discretion of the Town Mayor, those members of the public, residing or working within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, or other matters not on the agenda, for a maximum of 3 minutes per person or 20 minutes overall.

5. Town Mayor's Announcements

To receive the Town Mayor's announcements.

6. Questions by Members

To consider any questions from councillors in accordance with Standing Order 9.

7. Working Group Notes

1 To receive the notes and any recommendations of the following Working Groups:

- i. Environment held on 24 February 2026 Appendix B
- ii. Community & wellbeing held on 12 March 2026 Appendix C
- iii. Strategy and Resources held on 9 March and 16 March 2026 Appendix D

2 To receive any relevant verbal updates from the Culture & Business Working Group

8. Planning and Licensing Applications

To receive the minutes of the Planning & Licensing Consultative Group meetings held on 9 and, 23 February and 9 March at Appendices E, F, and G.

9. Actions taken under the Scheme of Delegation

To receive details of any actions taken under the scheme of delegation not already reported.

10. Reports from Other Councils

To receive from Councillors any updates on matters affecting Farnham from Waverley Borough Council and Surrey County Council.

11. Reports from Outside Bodies

To receive from Members any verbal reports on Outside Bodies where they represent Farnham Town Council.

12. Date of Next Meeting

To agree the date of the next meeting as **WEDNESDAY** 29 April 2026 at 6pm.

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 of the agenda (if required) in view of any confidential items under discussion. These will usually relate to exempt staffing matters or contractual matters which may be commercially sensitive.

14. Any confidential matters (if required) arising from discussions of the Working Group notes.



FARNHAM TOWN COUNCIL

B

Notes Environment Working Group

Time and date

24th February 2026, commenced at 4 p.m.

Place

Council Chamber

Environment Working Group Members Present:

Cllr Matt Brown (Lead Member), Cllr Graham White, Cllr Alan Earwaker, Cllr David Beaman and Cllr George Hesse.

Officers: Lucy Dorkins (Business and Facilities Manager) and Tessa Lawn (Cemeteries Administrator),
Iain Lynch (Town Clerk)

1. Apologies for absence

Councillor Chris Jackman

2. Declarations of interest

None were declared.

3. Notes of the previous meeting

The minutes of the previous meeting held on the 27th November 2025 were agreed.

4. Allotment Updates

The Members were update on the current position of the allotment service. There were currently 33 vacant plots across the 8 sites:

	Total number of Plots	Waiting List	Vacant Plots
Alderley Farm	29	14	2
Farnborough Road	40	12	8
Morley Road	13	24	0
Shepherd & Flock	12	16	2
Six Bells	71	56	7
West Street	45	17	6
West Street Ext	38	10	5
Wrecclesham	38	32	3
No Preference expressed		33	
Total	286	214	33

The number of plots was higher than last reported in November (23 plots) due to a rise in tenancy terminations due to non-payment of rent, ill health or the unproductive nature of the plot. The OSWF had been busy clearing and strimming the vacant plots that need it and vacancy signs had been erected on each plot in advance of letting. Initial invitations to view the vacant plots will begin in w/c 02/02/2026.

Outstanding rents 2025/26

	Total Due	Paid	Balance	%
Alderley Farm	£1,779.61	£1,779.61	£0.00	0%
Farnborough Road	£2,125.02	£2,125.02	£0.00	0%
Morley Road	£725.00	£725.00	£0.00	0%
Shepherd & Flock	£675.00	£675.00	£0.00	0%
Six Bells	£4,404.47	£4,054.71	£349.76	8%
West Street	£2,066.68	£1,812.48	£254.20	12%
West Street Ext	£1,537.07	£1,334.07	£203.00	13%
Wrecclesham	£2,444.84	£2,438.34	£6.50	0%
<i>(RIALTAS Extract 19/02/26)</i>	£15,757.69	£14,944.23	£813.46	5%

Some rents remained outstanding. Four plots were in the process of being split to create an additional plot, 4 new plots requiring amendments to RIALTAS prior to letting. Some were newly let plots e.g. the outstanding balance at Morley Road was for an invoice issued on 2nd February 2026. It is worth noticing that there was a significant reduction in outstanding rents since November 2025 - 29% to the current 5%

Allotment projects:

Winter maintenance – The OWF completed the winter maintenance on all the allotments and clearance of some of the unoccupied allotments – all ready for new occupants
Farnborough Road Allotments - the track leading to Farnborough Road allotments had 20 tonnes of scalping added, some additional works were needed to improve the drainage. As the ditch was owned by WBC, the Working Group discussed the need of WBC carrying out the work – Action: **Councillors to speak to the Borough Council.**

At present, the water pipe supplying the allotments runs across the adjoining field. If planning permission is granted for the proposed housing development on that land, it is likely that the water supply will need to be rerouted.

Wrecclesham Allotments – additional water points installation to take place in the Spring 2026

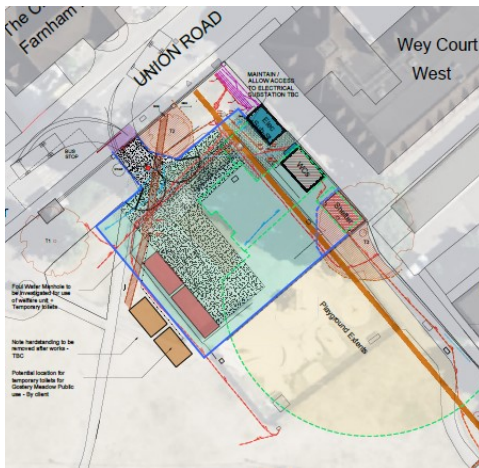
5. Parks and Open Spaces Update

The Working Group was updated on all the parks and open spaces in town:

Gostrey Meadow Amenity Building

The build is expected to start April 2026 and lasts for 36 weeks. The partial closure of Gostrey Meadow for a 36-week building project would inevitably have an impact on the town's events programme while ensuring safety, accessibility and minimal disruption for residents and visitors alike. Temporary public conveniences are being installed for the duration of the works.

The area close to the public is predicted to be as below:



The officers are in discussion with SSEN regarding re-direction of the electricity cables. The cost for the re-direction is £10,000 plus cost of digging the trenches.

Library Gardens

Men in Sheds carried out a lot of improvement work to all the benches in the gardens. FTC is working closely with Hive Helpers – who received a (just over £3,000) grant from SCC – on planting and clearing the gardens. Councillor Hesse with the help of officers and Hive Helpers will be leading a new volunteering group – ‘Friend of the Library Gardens’.

Town Centre

From January, the town centre has a new cleaning operative, and there was already a difference to the overall cleanliness of the town.

The Working Group discussed the rain Gardens – there was a suggestion made by the Working Group about potential replacement greening: Officers to find out the SCC findings on the rain gardens in Downing Street and plans for Castle Street.

Recommendation

Should the information coming back from SCC propose the removal of the rain gardens in Castle Street, FTC would support the replacement of rain gardens with high quality stone planters.

Other

OWF had been carrying out clearing and hedge-cutting across all Farnham's green spaces, including the cemetery, allotments, and parks.

Summer plants had been ordered, and delivery dates been confirmed.

Following the creation of a dedicated volunteers page on the FTC website, there was a fantastic response, with many people coming forward to offer their time and enthusiasm.

The OWF undertook clearance works in the depot and nursery areas to prepare for summer use. The nursery composting bays were also cleared, as they were not being maintained to the appropriate standard. Officers were reviewing options for a more suitable composting area.

6. Cemeteries Update

The Working Group was updated on the burial figures for the year up to date:

Cemetery	West Street	Badshot Lea	Hale	Green Lane	Totals
Ashes	14	4	2	7	27
Purchased	6	4	0	0	10
Full Burials	10	7	2	9	28
Totals	30	15	4	16	65

This is an increase of just over 35% on last years figures.

The Cemeteries service had generated approximately £107,292 in revenue since April 1st this year against a target of £102,100.

The current grave digger stepped down on the 10th of February from providing services to FTC. Tamplin Grave Digging Services Ltd have been temporarily appointed to provide this service whilst more formal arrangements going forward are determined.

7. Farnham in Bloom

The Working Group was updated on the 2026 Farnham in Bloom dates:

Date	Event	Information
Thursday 26 th February 6:30pm	Bloomin' Big Meet	Invite all Farnham based biodiversity/green fingered organisations / voluntary groups.
13 th March – 29 th March	Great British Spring Clean Fortnight	Promotion of the Great British Spring Clean and lending out litter pick equipment to groups and individuals.
Saturday 21 st March 10am-12pm	Bloomin' Big Pick of town centre	Town centre litter pick. Refreshments served in the Council Chamber afterwards.
Tuesday 7 th April	Easter Bloomin' Kids Activities – <u>Badshot Lea</u>	Various children's activities held at the Kiln, <u>Badshot Lea</u> .
Thursday 9 th April	Easter Bloomin' Kids Activities – <u>Hale Community Centre</u>	Various children activities held at Hale Community Centre - TBC
May TBC	Waitrose Funded Workshops for disadvantaged children	TBC
Sunday 17 th May	Sustainability & Wellness Festival	FIB & Bloomin' Friends to have stalls and run paid for hanging basket making workshops
w/c 11 th May (ideally 12 th & 14 th)	School Hanging Basket Making at FTC greenhouses	Schools entering the hanging basket competition to visit the Council greenhouses to plant them up

Judging period is between 22nd June and 10 th July	South and <u>South East</u> in Bloom Judging period	Entries <u>into</u> :- <ul style="list-style-type: none"> • Town Centre • West Street Cemetery • <u>Badshot Lea Cemetery</u> • Hale Cemetery
September TBC	SSEIB Awards Ceremony	RHS Wisley
October 4pm TBC	Schools Farnham in Bloom Awards Ceremony	To held at Squire's <u>Badshot Lea Garden Centre</u> .
October 6 pm TBC	Farnham in Bloom Awards Ceremony	To held at Squire's <u>Badshot Lea Garden Centre</u> .
w/c 26 th October	Autumn Bloomin' Kids Workshops	Various children activities held at the Council greenhouses over half-term
Saturday 7 th November	Remembrance Bloomin' Litter Pick	A litter pick to help clean up the town ahead of Remembrance Sunday.

Bloomin' Big Meet

Members noted this event was last held in 2019 and will be reintroduced in 2026. It provides an excellent opportunity to bring together everyone who plays a part in making Farnham bloom — whether through conservation, sustainable growing, improving biodiversity, or other projects that support the natural environment and the community. The meeting will take place on Thursday, 26th of February at 6.30 p.m.

Great British Spring Clean

This year the Great British Spring Clean fortnight takes place from 13th – 29th March. A litter pick of the town centre is organised for Saturday 27th March from 10-12.

The following grot spot areas have also been identified by councillors:

- Low Lane – Badshot Lea
- Farnham Trading Estate off Water Lane

Carpet Bed designs for Gostrey Meadow

There are currently two carpet beds in Gostrey Meadow – one adjacent to the War Memorial and the other in the section before the bridge. These beds are a long-standing feature of Gostrey Meadow's summer displays, providing vibrant seasonal interest. The carpet bed by the War Memorial typically commemorates significant historical anniversaries, such as 100 years since the end of the First World War or the D Day landings. The Working Group selected the different colour poppies for this year's carpet bed display.

Local primary schools are invited to design the second carpet bed each year. To celebrate the 100th anniversary of Winnie the Pooh, the theme for 2026 is "Literary Characters Inspired by the Natural World." Over 40 entries were received, and five schools participated. The Working Group have chosen a Winnie the Pooh design.

Volunteer Update

A volunteer recruitment and communication strategy has also been developed with the objective of doubling volunteer numbers. Further work will be carried out to promote individual opportunities, and a new volunteering page has been created on the Farnham Town Council website. A recent call to action in the Council newsletter resulted in over 20 new volunteer registrations.

Other Business

Two quotes have been obtained for the 2026 Farnham in Bloom video. Both companies have previously worked with Farnham Town Council. The Working Group have voted for Dan Broom who have worked with FTC on a few occasions and is very keen on including interviews in his video.

This year's Britain in Bloom theme is **Bringing Nature Home – biodiversity**.

Recommendation

It was recommended that FTC adopts Surrey Wildlife Trust's water theme for this year's Farnham in Bloom competition.

8. Date of next scheduled meeting

The date of the next meeting – **to be confirmed**.

The meeting ended at 6.10 p.m.

Notes written by Lucy Dorkins



FARNHAM TOWN COUNCIL



Notes

Community & Wellbeing Working Group

Time and date

4pm on Thursday 12th March

Place

Byworth Room – Farnham Town Hall

Attendees

Councillor Matthew Brown
Councillor Alan Earwaker (Lead Member)
Councillor Andrew Laughton
Councillor George Murray
Councillor Graham White
Councillor Tim Woodhouse
Iain Lynch – Town Clerk
Mo Ashdown – Community & Wellbeing Officer
Jenny De Quervain - Planning and Civic Officer (part)

1. Apologies

Councillor Chris Jackman
Councillor Brodie Mauluka

2. Disclosures of Interest

None

3. Minutes

The notes of the previous meeting held on 15th January 2026 were agreed

4. Headroom Young People's Charity

Sue Evans, the founder of Headroom, gave an overview of the work that the charity does with young people and their families in Farnham. She described an environment of escalating complexity in the needs of young people's mental health. The demand for therapy is increasing with 90 people on the Headroom waiting list resulting in the charity closing its waiting list for 11-15 year olds. There are still some resources available for young people aged 16+. Headroom has recently recruited 4 new therapists.

There was a discussion about how the various mental health practices work in Farnham are aware of each other's work and whether they work together. It was noted that Youth Services are a statutory obligation at Surrey County Council level and will become an obligation of the new West Surrey Unitary Authority – with this in mind, how far can/should a small council like FTC to support the growing need. It was suggested that Sue be introduced to the organisations (HCC, 40 Degreex and

Jubilee Hub) who are in receipt of FTC funding to work in youth outreach. It was further suggested that Sue be directed to the WBC “Thriving Community Fund” as an additional source of grant funding.

5. Farnham Neighbourhood Area Committee (NAC) Pilot Feedback

Jenny De Quervain joined the meeting to give the update on the status of the NAC pilot. Farnham started later and are further ahead than the other Surrey NACs. Attendance at the Farnham NAC has been good and participants have been enthusiastic.

The Farnham NAC has agreed a priority area of Children & Young People’s Mental Health and has drafted 4 actions to take forward.

1 – Arrange a meeting between Primary Care Network (PCN), Mindworks and Schools to collaborate on mental health provision. Owner: Cllr Catherine Powell

This will help Mindworks (the emotional wellbeing and mental health service for children and young people in Surrey) to improve communications between all the stakeholders - schools/NHS/Families.

2 – Create an upskilled volunteer base to become trusted adults. Increased positive male role models and explore the creation of more mentoring opportunities. Owner: Caroline Keith VASWS.

A mentoring scheme, through MCR Pathways, is being introduced to Farnham Heath End School

3 – Support development of multiple safe spaces. Owner Cllr Alan Earwaker

The definition of a “safe space” was discussed – an example definition: a secure, inclusive, non-judgemental environment where young people can relax, express themselves without fear of harassment and access support. An interactive map showing where these spaces are in Farnham will be developed and hosted on the FTC website.

4 – Increase development opportunities for young people with skills and interests other than formal education. Owner: TBC (James Painter SCC should be contacted in the interim)

There was a general discussion about the future of the NAC and the. It was discussed that results are important and the NAC should not just be a talking shop, it was felt that the NAC’s power to pool resources would be key to its success – FTC knows the town and its communities very well.

Jenny De Quervain left the meeting at 17:30.

6. Young People & Youth Engagement

A brief update on the youth outreach work done by organisations in receipt of SLA grant funding was made. Hale Community Centre’s new lunchtime outreach sessions at Health End School have seen 20+ young people come forward to take part. At Jubilee Hub, there is growth in the number of young people coming forward in line with the target set. The update from 40 Degreez will be given at a later date when the principals involved return from holiday.

7. Farnham Youth Choir Project

The project is new pilot SLA for 2026/27. The structure of its funding at Appendix D was noted.

8. Additional Grant Funding in 2026/27

Members noted that a new window for applications for grant funding had been opened and would close on the 1st May with the applications brought to the June Working Group for consideration. No priorities for funding were decided – all applications would be considered.

The two applications to the Community Initiative Fund attached at Appendix E were considered: Farnham Half Marathon and the repair to the Lych Gate at Old Bourne Church Yard. There was a discussion pertaining to the ownership of the Lych Gate. It is possible that ownership was transferred to the Urban District Council as a ‘closed churchyard’ and therefore any VAT could be reclaimed by FTC if it was to commission the work. The members were broadly supportive of supporting the repair but await the final report and costings. [After the meeting it was confirmed that the Churchyard is owned by the Guildford Diocese].

Recommendation:

It is recommended that a grant of £5K be made to support the proposed Farnham Half Marathon and, subject to clarification of ownership, a grant of up to £5,000 be allocated to the costs of repairing the Old Bourne Churchyard Lychgate

9. Thriving Communities Commissioning Fund 2025 – 2028

The report at Appendix F was noted. It was further noted that this information should be added to the Farnham Town Council website and advertised in the newsletter.

10. Health Engagement

A verbal update on the “Independence” workshop was given. The first session was held in December 2025 and a further two are being planned in April/May to develop a stronger set of metrics and measured outcomes before scaling up to meet the needs of all the identified patients at the practice and potentially other Farnham practices. The members agreed that it was a useful activity and supported FTC’s continuing involvement.

11. Support for Older People

The summary of grants for organisations supporting older people set out at appendix G was noted.

12. Matters for Future Meetings

It was agreed that the CCTV system should be discussed at the next meeting and should include an update from the FIP.

It was agreed that the terms of reference for this working group should be reviewed at the next meeting.

13. Date of Next Meeting

The date was considered. It will be in June with a date to be confirmed once the calendar for the municipal year has been confirmed.

The Lead Member closed the meeting at 18:10 pm



FARNHAM TOWN COUNCIL

D

Notes Strategy & Resources

Time and date

2.00 pm on Monday 9th March and Monday 16th March 2026

Place

Town Clerk's Office - Farnham Town Hall

Strategy & Resources Members Present:

9th March

Councillor David Beaman

Councillor Mat Brown

Councillor Alan Earwaker

Councillor Tony Fairclough

Councillor George Hesse

Councillor Michaela Martin

Councillor Kika Mirylees

Councillor George Murray (ex-Officio)

Councillor Graham White (Lead Member)

16th March

Councillor David Beaman

Councillor Alan Earwaker

Councillor George Hesse

Councillor Andrew Laughton

Councillor George Murray (ex-Officio)

Councillor Graham White (Lead Member)

Officers:

Iain Lynch (Town Clerk), Lucy Dorkins (Business & Facilities Manager --Part), Jenny de Quervain (Civic and Planning Officer - Part);

1. Apologies

There were apologies from Cllrs Laughton and Mirylees on 9th March, and Cllrs Brown, Fairclough, Martin and Mirylees on 16th March.

2. Declarations of interest

Cllr Murray declared a non-pecuniary interest in relation to the Moor Park SANG item as he had previously worked for the owner.

3. Minutes

The Notes of the meeting held on 18 January 2026 were agreed as a correct record.

4. Finance Report

A) Finance

The Working Group received a finance report covering the Council's financial position as at 28 February 2026 including detailed income and expenditure reports by committee and the report by code. The Town Clerk also advised he had received several questions relating to income and expenditure from Cllr Fairclough and responses had been circulated to all councillors by email. In essence there were queries over reductions in income for sponsorship or other items. The Town Clerk advised that whilst there had been reductions under once code (eg sponsorship) there had been increases in others (eg contributions). These had balanced out the overall picture. In addition, he advised that when considering future impacts 15 months ahead, it was inevitable that some estimates would be out because of external factors such as covid, price increases because of wars etc.

Although some elements of income and expenditure were significantly different, most had already been reported and the overall picture was ok. There had been substantial expenditure on some codes eg 4182 – equipment purchase because of the new playground and the new Christmas lights but these had been offset by approved expenditure from reserves or additional contributions. There were also some errors resulting from inaccurate coding and some of these would be corrected by year end as usual. One example was the Rowledge Village Hall contribution against general grants (code 4800) rather than the agreed code (4807). Councillors had already agreed that the new Christmas lights scheme costs would be partly funded for the new larger items (eg Farnham sign) from earmarked reserves.

A request for a contribution for the Farnham Theatre Association for its production during the Literary Festival was agreed as a £250 Town Clerk small grant.

B) CIL

The Working Group noted Waverley Borough Council had not awarded any Strategic CIL for the Gostrey Amenity Building for reasons stated that it scored poorly on delivering growth and value for money. The email had been circulated to all councillors. The Town Clerk had submitted a Freedom of Information request to Waverley seeking the detailed scoring and notes of the meeting when the decision was made. The arguments seemed strange given the public demand for replacing the substandard toilets and the growth in attendances at events in Gostrey Meadow. Costs seemed favourable when compared to the estimates for repairing or replacing the wooden bridge on Borelli Walk.

Council had made a decision at the January meeting to fund the balance of the costs from the Neighbourhood CIL developer contributions rather than use a taxpayer funded loan, in the event that Waverley did not provide the requested sum. The Working Group noted that a contractor had now been appointed and preparatory works had been commissioned (SSE moving a mains electric cable).

As a result, the sum available for investment in pavilions and other structures being transferred from Waverley Borough Council and for community projects would be significantly reduced. Council had previously agreed to hold a wider public CIL application round in 2026 once a significant CIL receipt had been received. In the light of the Waverley decision, it was agreed to **recommend to Council that**

- 1) The wider community CIL round be deferred and the Neighbourhood CIL criteria be revisited with a report taken to the July Strategy & Resources meeting;**
- 2) £150,000 be earmarked for local community applications for qualifying projects from 2026/27;**

- 3) The unallocated balance of £625,075.61 (after estimated receipts of £184,234 in April 2026 had been received) be retained for investment in green spaces and assets such as playgrounds and pavilions being transferred from principal authorities.**

The latest BACS and cheque payments were reported as being available for inspection.

5. Local Government Reorganisation

The Working Group received an update on progress with Local Government Reorganisation, the election of the new West Surrey authority and the outcomes from the 5th meeting of the Farnham Neighbourhood Area Committees (NAC) attached at Appendix E to the agenda and available on the SCC Commonplace website along with details of the other Surrey NACs.

The Working Group discussed the expected publication dates for the notice of election, and the start of the pre-election which was likely to be the 23rd or 24th of March. Although the Annual Town Meeting of Electors (ATM), scheduled for the 26th of March, could be held as it was not a Town Council meeting, it was felt that it would be better to rearrange it after the 7th May given the unique nature of the elections this year. It was agreed the optimum new date for the ATM would be 20th or 28th May (depending on venue availability).

Members discussed the implications of the pre-election period, including restrictions on political activities and no councillor involvement in press releases and photographs. The Town Clerk had circulated published guidance which emphasised the importance of maintaining neutrality in presentations and avoiding party political matters and profile launches. Normal business would continue however.

Members also noted that it would be good if divisional hustings could take place noting that both St Andrew's church and the Maltings had arranged such events in the past. Action Jenny de Quervain to contact Revd Uffindell to take soundings.

6. Farnham Infrastructure Programme

The Working Group noted the problems highlighted for lack of materials and the commitment that this would have to be resolved at the contractor's cost and the scheduled re-opening of the Borough would continue as planned with any remedial work taking place overnight. The work in Castle Street had begun earlier than planned to keep the project on target. Members discussed the impact on local businesses and residents and concerns were raised about the signage indicating road closures, which were causing confusion for drivers impacting on traffic flow and access to car parks.

Cllr Hesse expressed his continued frustration over lack of responses to questions about the use of ironstone to keep the character of Castle Street. There had been further discussions about the 'raingardens' and Cllr Hesse continued with his argument that they should be replaced by quality planters rather than ineffective raingardens.

Surrey CC had advised that they intended to remove the CCTV at the Royal Deer junction. Officers had expressed concern as Surrey had still not reinstated the CCTV in West Street and Downing Street meaning significant number of cameras could not be accessed for over a year despite the project team advising they would only be out of action for a few weeks. Members expressed concern about the potential for further restrictions on community safety grounds.

On other matters The Working Group raised concern about the redundant telephone boxes in the Woolmead which were still in situ and were hampering the opportunity to make improvements. It was agreed officers should make further representation about the removal of these obsolete boxes with Homes England.

In terms of the additional lighting proposed for Borelli Walk, Members noted the correct fittings for the lamp columns were on order. It was also noted that Waverley was considering a contribution to the trenching work that had been undertaken to supplement the agreed contribution of £20k from FTC to install additional lights near the Youth Shelter.

Recommendation

It was agreed to recommend to Council that Cllr Hesse raise matters relating to the Ironstone and CCTV at the Farnham Board on 20th March.

Parking

The Working Group discussed the outcome of the Christmas Parking £1 after 1. The Town Clerk advised it was difficult to interpret the figures provided and more detail was required as FTC was still being asked to contribute some £13,190. Cllr Murray said that the figures published at Waverley appeared to show parking ticket sales had increased significantly from the middle of November to the middle of December, compared to the previous year and there was not a deficit. This was attributed to efforts by the council to listen to and support local businesses, which resulted in positive feedback from business owners so it was not clear why FTC should be paying this sum.

If there was to be a contribution, members argued it should be based on the difference between Farnham's 'decline in sales' and the average decline across other towns. It was noted that Farnham contributes a significant portion of Waverley's car park income, which led to discussions about the fairness of parking revenue distribution. It was agreed there should be a more robust discussion with Waverley Borough Council to address these concerns and clarify what was an appropriate contribution.

The Working Group also discussed the need for a concerted marketing campaign and there was a consensus that a coordinated PR and marketing campaign, possibly led by the Business Improvement District (BID), could help promote Farnham as open for business after the completion of infrastructure works.

Recommendations:

- 1) Officers seek clarification on cost of the Christmas Parking Initiative given the new numbers in the WBC Overview & Scrutiny report on 9 March 2026;**
- 2) FTC would support a BID-led initiative to promote Farnham being Open for Business after the Borough Works were completed works, with financial contributions from relevant parties.**

7. Managing SANG

The Working Group considered the management of Suitable Alternative Natural Greenspaces (SANG) and a report at Appendix G. There were options being investigated to manage the Waverley Lane SANG and at Moor Park. Members reviewed an overview of the potential benefits and challenges, including the investment required and the long-term commitment required to manage these sites. It was noted there was likely to be a positive impact on local biodiversity as well as sharing overhead costs with better management practices and the

opportunity to leverage volunteer effort. However, concerns were raised about the long-term financial commitment, with management contracts potentially lasting up to 125 years (subject to clarification, beyond the normal 80 year commitment). It was noted that managing SANG land involves specific maintenance activities, such as cutting and collecting hay, which requires specialised equipment. The estimated cost of managing Waverley Lane SANG was calculated to include basic maintenance tasks but excluded additional costs like tree surgery.

Members expressed support for the initiative but emphasised the need for further detailed information before making a decision. Farnham Town Council would need to conduct thorough due diligence, including understanding capital costs and consulting external financial advisors to make an informed decision on the required upfront capital sum from which the annual maintenance would be funded. It was hoped these could form part of a further report in June with input from other Town Councils that had also taken on SANG land.

A proposal received that Farnham Town Council should potentially invest in purchasing Moor Park SANG land was dismissed on the basis that FTC should not put taxpayer funds at risk and it did not have sufficient resources in any event.

8. Community Asset Transfers

The Working Group discussed the latest position on asset transfers from Waverley Borough Council (WBC) and the associated risks. The report at Appendix H was reviewed, and members discussed whether to progress with the some or all of the sites offered by WBC, taking into account the potential benefits and challenges. It was noted the Brightwells Green Space had been deferred because of legal technicalities.

The council also considered taking on the management of trusts currently managed by WBC, including Hale Recreation Ground Trust and Ridgeway Recreation Ground Trust. The complexities of managing these trusts and the potential liabilities were discussed, with a general consensus that local trusts should be managed by the local council especially as these had been gifted to the town. Members also agreed to recommend taking on any trusts that were local Farnham trusts from under the Urban District Council days.

The Working Group reaffirmed the importance of managing local green spaces and the potential benefits of Farnham Town Council taking on these responsibilities despite the longer-term financial liabilities and the potential impact on council tax with additional sites and a need to manage them to a higher standard.

There was a debate about the costs of managing various sites earlier under licence including Thurbans, Weybourn allotments and Morley Road from 1st April and the others from 1st October or 1st January depending on progress at WBC in transferring them. The Working group noted there was an issue with the Land Registry thinking FTC did not own a piece of land adjacent to the Farnham depot and a similar issue had arisen recently over the registration of Waverley assets transferred to FTC in 2021.

All the sites set out in Appendix H were recommended to progress with further questions to be clarified on Badshot Lea Recreation Ground and Rowledge Recreation Ground over cricket issues.

It was noted discussions were still awaited with WBC on the redundant Waggon Yard Garages and Montrose House.

Recommendations

It is recommended that FTC

- 1) Progress the offered transfers and complete the surveys and due diligence;**
- 2) Not take on the wooden bridge at Borelli Walk;**
- 3) Seek to take on Thurbans, Weybourn allotments and Morley Road Recreation Ground under licence from 1st April;**
- 4) Further investigate the cricket issues at Badshot Lea and Rowledge Recreation Ground;**
- 5) Take on managing the recreation ground Trusts responsible for Hale and Ridgeway and any other Trusts inherited by Waverley from the Urban District Council;**
- 6) Ward Councillors advise of other assets that could be sought in future Community asset transfers by principal authorities (Waverley, Surrey or the West Surrey authority once established);**
- 7) Pursue discussions with WBC on Montrose House and Waggon Yard Garages**

9. Contracts & Assets update

The Working Group received a verbal update on contracts and assets. This included progress on the depot and Nursery Spring clean and the asset inventory review, with items identified for disposal subject to inspection by councillors. Changes to the public convenience cleaning arrangements were also discussed with a transition away from using contracted staff.

The Working Group noted costs for two replacement lawnmowers were being reviewed with a view to replacing ones approaching the end of their useful life from the machinery budget in the current financial year; and that whilst council had agreed to phase out polluting machinery with electric machinery there were practical challenges with electric mowers compared to petrol ones, especially in dealing with wet grass.

The Working Group noted the discussions and plan provided for the lease of part of the riverside area to the Abbeyfield Wey Valley Housing Association

Recommendation:

- 1) The replacement mowers be petrol in view of the efficiency and workload benefits;**
- 2) The list of obsolete consumables and assets be approved for disposal and the asset register updated accordingly.**
- 3) The Garden land lease with the Abbeyfield Trust be progressed with a small annual rent of £300 per annum (reviewed on a five yearly basis) for an 85 year period with legal costs met by the Abbeyfield Society.**

10. Infrastructure, Neighbourhood Plan and CIL Task Group

The Working Group received a report on the Infrastructure, Neighbourhood Plan and CIL Task Group at Appendix J, noting progress on various projects and upcoming meetings. Members discussed the importance of continuing the work of the task groups and maintaining momentum on key initiatives. The Leader acknowledged the efforts of the task group members and encouraged continued collaboration.

Members also noted information from the Farnham Swimming Baths Trust and potential implications for Farnham Town Council as landowner. Further discussions were to be arranged.

11. Farnham Andernach 35th Anniversary concert and visit

The Working Group noted the arrangements for the visit of the Andernach City Orchestra and

the Oberbürgermeister of Andernach from 5th-7th June 2026. Almost 100 guests were expected. The discussion included considerations for hosting the visitors and ensuring a successful celebration of the 35th anniversary of the Farnham-Andernach partnership. The council reviewed the report prepared by Cllr Graham White at Appendix K, which provided suggestions for the anniversary events and future twinning arrangements. These could include further building on the World Craft Town partners and other Andernach partners eg St Amand Les Eaux in France. Members agreed on the importance of fostering international relationships and promoting cultural exchange through such events which contributed to tourism and the local economy.

12. Review of Council Policies

The Working Group reviewed the new Assertion 10 statement, required as part of the External Audit, and the new AI policy attached, required to protect the Council's risk in a rapidly evolving technology at Annex 1 to these minutes be adopted. The new Financial Regulations were deferred to the April meeting.

Recommendation

It was agreed to recommend the AI Policy and the Assertion 10 policy be adopted.

13. Town Clerk update

The Town Clerk advised that a request to reappoint two existing Trustees of the Farnham Institute Charity had been received.

Recommendation:

Council confirm the nomination of Mrs Emily Joyce and Mr Peter Greenyer as Trustees of the Farnham Institute Charity for a further term of office.

15. Date of next meeting

The date of the next meeting was agreed as Monday 20th April at 2pm.

The meeting ended at 6.16 pm

Notes written by town.clerk@farnham.gov.uk

Artificial Intelligence (AI) Policy

Date: March 2026

Version: 1.1

Review date: March 2027

1. Introduction

This policy sets out the principles and conditions under which Farnham Town Council may utilise Artificial Intelligence (AI) technologies in its operations. It aims to ensure responsible use, transparency, and compliance with relevant legislation and ethical standards.

1.1. Legal and compliance standards:

Farnham Town Council will ensure that any use of AI complies with the UK Data Protection Act 2018, the UK General Data Protection Regulation (UK GDPR), and other applicable law and guidance. Farnham Town Council acknowledges both the opportunities and risks presented by AI and will put in place proportionate technical and organisational safeguards.

Because AI is developing rapidly, Farnham Town Council will keep this policy under regular review and revise it in response to legal, technological, or operational developments. Some AI tools (including the free chat GPT) is processed out of the UK/Europe and can pose risks for individual data.

2. Purpose and objectives

2.1 The policy sets governance and operational requirements for the safe, lawful, and ethical use of AI in Farnham Town Council activities.

Objectives:

- Ensure lawful, fair, and transparent AI use.
- Protect privacy, rights and dignity of residents, staff, and service users.
- Define clear roles, responsibilities, and approval routes.
- Require risk assessment, DPIA and supplier assurance before deployment.
- Preserve Farnham Town Council data sovereignty and public trust.

3. Scope

3.1 This policy applies to all use of AI by Farnham Town Council, its officers, elected Members, contractors, suppliers and any third parties acting on behalf of Farnham Town Council.

3.2 AI must be used in a manner consistent with Farnham Town Council's Equality and Diversity Policy and must not produce or perpetuate discrimination.

3.3 AI is an enhancement tool and must not be used as an unreviewed decision maker for decisions that materially affect individuals.

3.4 Particular attention must be paid to governance, copyright, accuracy, confidentiality, disclosure, and integration with other systems.

4. Permitted usage and data input rules

4.1 Permitted usage: Approved AI systems may be used to assist with routine correspondence, summarisation, accessibility (transcription, alternative text), administrative automation, non-binding analysis, and decision support, subject to human review and the rules below.

4.2 Prohibited usage: AI must not be used to undertake automated public-facing decisions without recorded human sign-off. AI must not be used for covert monitoring, intrusive profiling or any activity that infringes an individual's rights without a lawful basis and appropriate safeguards.

4.3 Confidential data: Confidential and special category personal data must not be submitted to public, uncontrolled generative AI services (for example, public instances of ChatGPT or other public internet models). Farnham Town Council-hosted or Farnham Town Council-approved secure AI platforms that retain data under Farnham Town Council control and that have an approved DPIA and supplier agreement may be used for such data where strictly necessary.

4.4 Data input rules:

- Public: permitted in approved systems.
- Internal: permitted in approved systems with normal safeguards.
- Confidential & Special Category: only in Farnham Town Council-hosted or Farnham Town Council-approved systems after DPIA and Data Protection Officer/Town Clerk approval.
- Free text (e.g., survey responses) must be screened and personal identifiers redacted before use. See Annex A for anonymisation guidance.
-

4.5 Farnham Town Council will maintain an AI Register of authorised systems and approved use-cases (Annex B).

5. Governance and accountability

5.1 Roles and responsibilities

- Farnham Town Council (political sponsor): oversight and policy approval.
- Clerk / Chief Executive: operational owner for AI activities and final deployment sign-off.
- Data Protection Officer (DPO): oversight of DPIAs and data protection compliance.
- Senior Information Risk Owner (SIRO) / Information Asset Owner: information risk assurance.
- Information Security Lead / CISO: technical security assurance.
- AI Owner: named manager for each AI system responsible for maintaining records, monitoring outputs, training, and remediation.
- Town Clerk: Farnham Town Council's Data Governance Group or an equivalent board will act as the Town Clerk with explicit remit for AI; it will meet at least quarterly.

5.2 Internal AI Register: The register will record system name, supplier, model & version, data classes processed, DPIA status, AI Owner, deployment and review dates, and mitigation actions. (Template: Annex B.)

5.3 Compliance: all users of AI must follow this policy and report breaches or concerns promptly. Failure to comply may result in disciplinary action.

5.4 Farnham Town Council will adopt relevant national guidance such as the NCSC's AI guidance and the ICO's guidance on Artificial Intelligence.

6. Data Protection Impact Assessment (DPIA), risk assessment and procurement gates

6.1 DPIA requirement: An AI-specific Data Protection Impact Assessment is mandatory for any use that is likely to create an elevated risk to individuals' rights and freedoms. Triggers include: processing special category data,

profiling that affects individuals, large-scale personal data processing, public-facing models, and automated decisions affecting eligibility or enforcement.

6.2 DPIA content: DPIAs must address legal basis, necessity and proportionality, data minimisation, retention, anonymisation/pseudonymisation, data flows, supplier assessment, model/version, bias mitigation plan, monitoring metrics, security, and human override procedures. The DPO must sign off each DPIA before procurement or use.

6.3 Procurement and lifecycle gates: All AI projects follow: business case → DPIA → security & supplier assessment → contract with mandatory clauses → pilot and bias testing → formal go-live (with AI Owner assigned) → monitoring → revalidation. Contracts must include data processing clauses, deletion on termination, audit rights, breach notification (24 hrs), and model change notifications.

7. Copyright and licensing

7.1 Users must comply with copyright and IP laws when using AI. It is prohibited to produce content that infringes another's IP rights.

7.2 Users must confirm licence terms of AI tools and confirm whether AI-generated content may be used commercially, modified, or distributed. Uncertainty must be escalated to Line Managers and Procurement.

8. Accuracy and human oversight

8.1 All AI outputs must be reviewed for accuracy before being used. Users are accountable for the outputs they use.

8.2 Decision-affecting outputs: Where AI informs decisions that affect individuals, a documented human review and sign-off must be completed and kept with the decision record. The record must include reviewer identity, date, actions, and rationale.

8.3 If in doubt about accuracy or reliability, the output must not be used without correction.

9. Confidentiality and data handling

9.1 AI systems must comply with UK data protection legislation and Farnham Town Council data policies.

9.2 Confidential and special category data must not be entered into public Generative AI services. Where necessary, such data may be processed only on Farnham Town Council-approved, controlled platforms after DPIA and contract checks.

9.3 Apply data minimisation and anonymisation/pseudonymisation before using personal data in AI. Annex A provides anonymisation guidance.

10. Ethical use, bias testing, and monitoring

10.1 AI must be used ethically, avoiding discrimination or offensive content.

10.2 Bias testing: All AI systems must undergo bias and fairness testing prior to deployment, and periodically thereafter (recommended: quarterly in the first year, then annually or after major model/data changes). Tests, metrics, and remediation actions must be recorded in the AI Register.

10.3 Ongoing monitoring: AI Owners must monitor performance, complaints and outputs and report material issues to the Town Clerk.

11. Transparency, public engagement, and disclosure

11.1 Farnham Town Council will inform the public clearly where AI is used in services, particularly where outputs affect individuals.

11.2 Farnham Town Council will publish an AI Use Log on its website listing system name, purpose, supplier, data classes processed, contact for enquiries and a link to a DPIA summary.

11.3 Public-facing AI content must include a disclosure line, for example: "This content was produced with the assistance of an AI system and has been reviewed by Farnham Town Council staff." Annex E contains a template.

11.4 Farnham Town Council will engage communities as appropriate to build trust and understanding.

12. Third-party AI tools and supplier assurance

12.1 Third-party AI tools must pass a supplier assessment (Annex C) demonstrating compliance with Farnham Town Council security and data handling standards.

12.2 Supplier assessment must cover: data handling and segregation, encryption, access control & MFA, evidence of security posture (for example ISO 27001 or recent penetration test), breach notification (24 hours), data residency, deletion/return on termination, audit rights, and contractual liability/indemnities.

12.3 Suppliers must agree to provide model/version change notifications and evidence of bias mitigation where applicable.

13. Record-keeping and audit trails

13.1 All AI-related activities must be logged and available for audit.

13.2 Minimum log elements: For any uses that process personal data or produce decision-affecting outputs log: user identity, timestamp, system/model & version, input description, output summary, action taken, DPIA reference, and reviewer sign-off.

13.3 Retention: Logs must be retained in accordance with Farnham Town Council's Document Retention and Disposal Policy. Minimum retention: 2 years for routine uses, 5 years for decision-affecting records unless the DPIA specifies differently.

(For example, wording on record-keeping and withdrawal of authorisation see established sector policy guidance.)

14. Incident management and withdrawal of authorisation

14.1 Incident response: On an AI-related incident, preserve logs and inputs/outputs, isolate the system if feasible, notify the DPO, Town Clerk immediately and follow Farnham Town Council's incident response. The supplier (if applicable) must cooperate and provide required evidence.

14.2 Breach reporting: Farnham Town Council will follow ICO thresholds for breach notification where personal data has been impacted.

14.3 Withdrawal: Farnham Town Council may withdraw permission to use any AI system if legal or ethical standards are breached, the system causes harm, or users fail to comply with policy. Withdrawal must be recorded and authorised the Town Clerk and reported to the Strategy & Resources Working Gorup

15. Appeals and human review

15.1 Individuals affected by an AI-informed decision have the right to a human review. Requests should be acknowledged within 5 working days and a substantive response provided within 20 working days where reasonably practicable.

15.2 Appeals will be handled under Farnham Town Council's complaints procedure and may be escalated to the Town Clerk or three councillors from the HR Appeals Panel.

16. Training and awareness

16.1 All staff, elected Members and contractors using or interacting with AI must complete basic AI awareness training annually. Role-specific training (AI Owners, Procurement, Information Security, DPO, managers) is mandatory and refreshed annually.

16.2 Training topics: ethical AI usage, data protection responsibilities, bias identification, safe prompt practices, supplier assessment, DPIA completion and reporting obligations.

17. Policy review and version control

17.1 Review at least annually. Immediate review shall be triggered by a material incident, major model or supplier change, a significant public concern, or new legal/regulatory developments.

18. Compliance and sanctions

18.1 Report any breach to the DPO and TownClerk. Breaches may lead to disciplinary action in accordance with Farnham Town Council employment policies.

19. Acknowledgement

19.1 By using AI, users acknowledge that they have read and understood this policy and that they accept their responsibilities in relation to AI use.

AI Checklists and forms for Farnham Town Council to use/review.

A Data classification & anonymisation checklist

Data classes: Public / Internal / Confidential / Special Category.

Permitted AI usage:

- Public: permitted in approved systems.
- Internal: permitted with normal safeguards.
- Confidential & Special Category: only in Farnham Town Council-hosted or Farnham Town Council-approved systems following DPIA and DPO & Clerk approval.

Anonymisation checklist:

- Remove direct identifiers (names, addresses, IDs, email addresses).
- Remove or generalise indirect identifiers (dates of birth, exact locations) where necessary.
- Consider k-anonymity or differential privacy techniques if data scale requires.
- Validate anonymisation against re-identification risk.
- Retain separate mapping keys only where necessary and store securely with limited access.
- Do not include free text with identifiers unless redacted.

B AI Register (template fields)

System name | Supplier | Model & version | Purpose | Data classes processed | DPIA status & link | AI Owner | Clerk sign-off | DPO sign-off | Deployment date | Next review date | Notes & mitigations | Link to logs

C Vendor assessment checklist: Key checks (minimum):

- Data residency and segregation guarantees.
- Encryption in transit and at rest.
- Access control, roles, and multi-factor authentication.
- Evidence of secure development and testing (ISO 27001, pentest reports).
- Breach notification SLA (24 hours).
- Deletion/return of data on contract termination.
- Audit rights and provision of logs.
- Contractual liability and indemnities.
- Model/version change notification policy.
- Evidence of bias mitigation processes.

D AI DPIA template (short form)

Minimum questions:

- Legal basis and purpose.
- Data elements and categories (are special category data used?).
- Number of individuals / scale.
- Data flows and storage location.
- Retention and deletion.
- Supplier and contract status.
- Model & version details.
- Bias testing plan and metrics.
- Security measures.
- Human review and appeals process.
- Residual risk & mitigation.
- Sign-off: AI Owner, DPO, Clerk.

E — Public disclosure template

“This [document/notice/response] was produced with the assistance of an artificial intelligence system and has been reviewed by Farnham Town Council staff. If you would like to request a human review of any decision you believe has been affected by AI, please contact [contact details].”

D Annex 3

CIL statement at 9/3/26

Reported at end of 2024/25 Financial Year:

2(e)(i)	Total amount of CIL receipts for the reported year retained at the end of the reported year	£443,689.15
2(e)(ii)	Total amount of CIL receipts from previous years retained at the end of the reported year	£343,687.79

Neighbourhood CIL Commitments

Farnham Town Council has made the following pledges totalling £783,369.39:

£127,639.10 of CIL (EMR366) remaining to be spent on the new playground project at Gostrey Meadow

£10,000 of CIL (EMR 357) to be spent on the Farnham Museum digitisation project

£50,000 of CIL (EMR 367) for Town Centre Environmental Improvements

£599,730.29 of CIL (EMR368) pledged for Gostrey Meadow Amenity Building

Total pledged (as set out above) **£783,369.39**

Unallocated CIL at end of 2024/25 Financial year **£4,007.55**

Receipts in 2025/26 **£1,186,833.99.**

Total unallocated CIL at 8/3/26 **£1,190,841.54**

Proposed additional allocation in March 2026 following no WBC Strategic CIL allocation for Gostrey Meadow **£600,000**

If approved

Unallocated CIL remaining **£590,841.54**

Receipts identified (to 16/2/26.) to receive in 2026/27 **£184,234.07**

Total available in 2027: **£775,075.61**



FARNHAM TOWN COUNCIL

E

Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 9th February, 2026

Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN and via Zoom

Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)
Councillor David Beaman
Councillor Alan Earwaker
Councillor Brodie Mauluka
Councillor Mark Merryweather
Councillor George Murray
Councillor Tim Woodhouse

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillor White.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Bourne

WA/2026/00139 Farnham Bourne

Officer: Omar Sharif

STORAGE BARN, WAVERLEY COURT FARM, MONKS WALK, FARNHAM

Alterations to existing agricultural storage barn to provide 5 x two storey dwellings with private amenity space, storage sheds, parking, associated landscaping and access along private track from Monks Walk.

Farnham Town Council has been awaiting to see comments from the Surrey Hills National Landscape Planning Advisers; none have been received as yet.

The CHA has commented on the unsustainable location and lack of footway on Monks Walk to access public transport on Waverley Lane.

The LLFA has requested further information to address potential flooding.

A previous application under WA/2023/02623 for erection of 8 dwellings following demolition of existing buildings was dismissed at appeal October 2024. WA/2020/0755 was granted to convert part of the site to 5 dwellings and previously granted for 3 dwellings WA/2019/1214 for the overall site. Consideration must be given to the Ancient Woodland, Surrey Hills National Landscape and LPP2 RE2 Green Belt (guidance of grey belt could be considered as converting existing built form).

It is expected that further consultation will be required when responsible authorities' comments are responded to by the applicant.

Farnham Weybourne

WA/2026/00111 Farnham Weybourne

Officer: Russell Brown

LAND REAR OF MONKTON HOUSE, FORMERLY BINDON HOUSE, MONKTON LANE, FARNHAM
Approval of Reserved Matters (appearance, landscaping, layout and scale) following outline permission granted under appeal reference APP/R3650/W/23/3324112 (WA/2021/02902) for the erection of 56 dwellings (including 40% affordable housing).

Farnham Town Council notes objection from the Local Lead Flood Authority and recommendations from the County High Authority. Further consultation will be required when applicant responses are received.

4. Applications Considered

Farnham Bourne

WA/2026/00120 Farnham Bourne

Officer: Dana Nickson

DEODAR, 6 BAT AND BALL LANE, WRECCLESHAM, FARNHAM GU10 4RA

Application under section 73 to vary condition 2 (approved plans) & condition 4 (retained trees) of WA/2024/02395 to allow a limited refinement to the approved tree retention and protection strategy in respect of certain non-TPO trees.

No comments.

WA/2026/00151 Farnham Bourne

Officer: Anna Whitty

86B TILFORD ROAD, FARNHAM GU9 8DS

Erection of extensions and alterations including conversion of garage to habitable accommodation following demolition of existing outbuilding.

No comments.

WA/2026/00167 Farnham Bourne

Officer: Wanda Jarnecki

27 BURNT HILL WAY, WRECCLESHAM, FARNHAM GU10 4RN

Erection of a 3 bay detached garage following demolition of existing detached garage.

Further consideration must be given to neighbour representations on the negative impact of the topography not being included in the application.

Farnham Castle**WA/2026/00100 Farnham Castle**

Officer: Justin Bramley

3 & 5 BEAUFORT YARD, CASTLE STREET, FARNHAM GU9 7HR

Listed Building Consent for replacement windows at flats 3 & 5 Beaumont Yard GU9 7HR.

No comments.

WA/2026/00154 Farnham Castle

Officer: Omar Sharif

WARDENS HOUSE, HOMEPARK HOUSE, SOUTH STREET, FARNHAM GU9 7RU

Change of use of wardens accommodation to be used as an age-restricted dwelling.

No comments.

WA/2026/00163 Farnham Castle

Officer: Tajinder Rehal

39 and 40 DOWNING STREET, FARNHAM GU9 7PH

Application under Section 73 to vary Condition 2 (approved plans) of WA/2025/00711 to allow for alterations to shop front, installation of an additional dormer and internal works.

No comments.

WA/2026/00164 Farnham Castle

Officer: Tajinder Rehal

39 and 40 DOWNING STREET, FARNHAM GU9 7PH

Application under Section 19 of the Planning (Listed Buildings and Conservation Areas) Act 1990 to vary Condition 1 (approved plans) of WA/2025/00712 to allow for internal and external alterations.

No comments.

WA/2026/00185 Farnham Castle

Officer: Sam Wallis

SHEPHERD NEAME, THE PLOUGH, 74 WEST STREET, FARNHAM GU9 7EH

Application for advertisement consent to display illuminated and non illuminated signage.

No comments.

Farnham Firgrove**NMA/2026/00181 Farnham Firgrove**

Officer: Wanda Jarnecki

26 RYLE ROAD, FARNHAM GU9 8RW

Amendment to WA/2025/01352 - change finish of proposed external walls

No comment.

WA/2026/00130 Farnham Firgrove

Officer: Tajinder Rehal

TILFORD HOUSE, FARNHAM BUSINESS PARK, WEYDON LANE, FARNHAM GU9 8QT

Change of use from office (Use Class E) to mixed use office (Class E) and learning (Use Class F1) to facilitate use as alternative learning provision.

The proposed change of use to a facility for learning is considered a positive contribution.

WA/2026/00180 Farnham Firgrove

Officer: Justin Bramley

22 SHORTEATH ROAD, FARNHAM GU9 8SR

Erection of detached garage and store with associated works.

Farnham Town Council notes that the proposed detached garage is in front of the building line, close to front boundary. A condition must be included to retain the green boundary to maintain the character of the street scene and screen the proposed garage.

Farnham Heath End

WA/2026/00122 Farnham Heath End

Officer: Justin Bramley

28 BETHEL LANE, FARNHAM GU9 0QA

Erection of single and two storey extensions and alterations.

No comment.

WA/2026/00178 Farnham Heath End

Officer: Ninto Joy

21 BALL AND WICKET LANE, FARNHAM GU9 0PD

Erection of a boundary fence and gate with associated works following removal of existing fence (retrospective).

No comment.

Farnham Moor Park

TM/2026/00159 Farnham Moor Park

Officer: Theo Dyer

THE BEECHES, OLD COMPTON LANE, FARNHAM GU9 8EG

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 08/15

Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.

WA/2026/00157 Farnham Moor Park

Officer: Alistair de Joux

LAND ADJOINING WEST FARM, TONGHAM ROAD, RUNFOLD, FARNHAM

Erection of 2 self/custom build detached single storey dwellings with associated amenity space, landscaping, access and parking.

Farnham Town Council notes the long planning history on the site. The amendments to the built form in this application are to address previous concerns. No objection is raised.

WA/2026/00186 Farnham Moor Park

Officer: Alistair de Joux

7, 8 & FLATS AT 19 GOSLINGS PLACE, BADSHOT LEA, FARNHAM GU9 9GF

Request for Deed of Variation in relation to valuation band provisions on the Section 106 legal agreement as part of WA/2018/0545.

No comment.

Farnham North West

WA/2026/00106 Farnham North West

Officer: Wanda Jarnecki

7 CASCADE WAY, FARNHAM GU9 7GQ

Erection of a single storey extension and alterations to elevations.

No comment.

WA/2026/00156 Farnham North West

Officer: Sam Wallis

NEW DWELLING ON LAND AT THE END HOUSE, 12 OLD PARK LANE, FARNHAM

Application under Section 73 to vary conditions 2 (approved plans), 7 (arboricultural report), 8 (tree protection matters) & 10 (parking provisions) of WA/2025/02096 to allow repositioning of dwelling, layout and design including increase in dwelling height; alterations to arboricultural report and tree protection measures; alterations to parking provision plan.

Farnham Town Council strongly objects to this fifth application for a further enlarged new dwelling in the garden of 12 Old Park Lane.

This application is not about repositioning within the garden land, it is for a completely different design, greater height and more prominent position; all of which are materially more harmful than what the applicant can already implement on the site.

The size and scale of the proposed new dwelling will have a negative impact on the character of the semi-rural lane with dominant built form just 8m from the western boundary and a single storey building against the eastern boundary Yew hedge.

The context plan shows how open the garden land is to the south of Old Park Lane. If the proposed dwelling was added to the plan, this would demonstrate the inconsistency of the building line and the extent of the single and two-storey elements spanning the garden.

The window locations create perceived and actual overlooking being directly opposite the windows of dwellings in the long barn and close to neighbouring garden boundaries.

Vegetation will not screen the almost 8m high dwelling and extensive lighting, both internal and external, will have a negative impact on neighbouring properties and wildlife in this dark location.

This new application must be refused; it is not acceptable and does not maintain the appearance of the ASVI, respect the AGLV, it would harm the intrinsic character and beauty of the countryside. Given the proximity to boundaries of the previous application, permitted development rights were removed to protect neighbours' privacy, this development will have a greater negative impact on the neighbouring properties and amenity spaces.

WA/2026/00169 Farnham North West

Officer: Omar Sharif

THE STABLE, CHAMBER LANE, FARNHAM GU10 5ES

Reinstatement of vehicular access, laying of permeable Hoggin driveway to connect to existing vehicular access onto Chamber Lane.

No comment.

WA/2026/00171 Farnham North West

Officer: Justin Bramley

OSIER HOUSE, 11B OLD PARK LANE, FARNHAM GU9 0AJ

Erection of a detached garage and store.

Farnham Town Council notes that the access is via Bridleway 185, an unmade track with vehicle access over it. Consideration should be given to the maintenance of the bridleway.

Farnham Rowledge

TM/2026/00102 Farnham Rowledge

Officer: Theo Dyer

GREYSTEAD HOUSE, 6 GREYSTEAD PARK, WRECCLESHAM, FARNHAM GU10 4NB

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 09/01

Farnham Town Council leaves to the Arboricultural Officer. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure, a replacement tree must be planted.

TM/2026/00135 Farnham Rowledge

Officer: Theo Dyer

6 MEADOW WAY, ROWLEDGE, FARNHAM GU10 4DY

APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 03/06

Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.

NMA/2026/00150 Farnham Rowledge

Officer: Russell Brown

MORE HOUSE SCHOOL, MOONS HILL, FRENHAM, FARNHAM GU10 3AP

Amendment to WA/2022/00740 - for the erection of a sports pavilion, 3G artificial grass pitch together with fencing, floodlighting, hardstanding areas, the siting of a storage container a, car park and access road at More House School

No comment.

WA/2026/00107 Farnham Rowledge

Officer: Justin Bramley

THE STREAM HOUSE, 24 SANDROCK HILL ROAD, WRECCLESHAM, FARNHAM GU10 4NT

Erection of a single storey extension.

No comment.

WA/2026/00119 Farnham Rowledge

Officer: Wanda Jarnecki

3 WOODCUT ROAD, WRECCLESHAM, FARNHAM GU10 4QF

Erection of single storey extension and alterations to elevations including partial alteration to integral garage to form habitable accommodation,

No comment.

WA/2026/00160 Farnham Rowledge

Officer: Anna Whitty

GREYCROFT, WRECCLESHAM HILL, WRECCLESHAM, FARNHAM GU10 4JN

Application under Section 73 to vary Conditions 1 (approved plans), 2 (materials) and 3 (climate checklist) of WA/2023/01570 to allow for changes to roof, elevations and fenestrations and materials together with the addition of PV panels; associated landscaping to include moving retaining garden wall and widening access steps.

No comment.

WA/2026/00184 Farnham Rowledge

Officer: Wanda Jarnecki

11 ECHO BARN LANE, WRECCLESHAM, FARNHAM GU10 4NQ

Erection of single and two storey extensions and alterations to elevations together with construction of a raised terrace and erection of an entrance porch; demolition of existing detached garage.

No comment.

Farnham Weybourne

WA/2026/00127 Farnham Weybourne

Officer: Dana Nickson

DAVID LLOYD LEISURE LTD, DAVID LLOYD LEISURE CLUB, WILKINSON WAY, FARNHAM GU9 9ND

Certificate of Lawfulness under Section 191 to demonstrate commencement of Planning Permission WA/2022/01910 has been lawfully implemented within the prescribed time period, following discharge of all relevant pre-commencement conditions.

No comment.

5. Surrey County Council Mineral, Waste, or Other Applications/Consultations

There were none for this meeting.

6. Appeals Considered

Planning Inspectorate Reference: APP/R3650/W/26/3377577

PIP/2025/01362 Farnham Rowledge

LAND CENTRED COORDINATES 483815 143692 WEST OF GARDENERS HILL ROAD, LOWER BOURNE, FARNHAM

Application for Permission in Principle for the erection of a minimum of 2 dwellings and a maximum of 5 dwellings.

Appellant's Name: Ms C Martin, Ms P Melhuish and Mr M Codd

See Farnham Town Council's previous comments and details of the TPO:

Farnham Town Council objects to this application for permission in principle. A development of two to five dwellings on this site is not appropriate on this wooded site, Outside Built-up Area Boundary of the Farnham Neighbourhood Plan. Policy FNP10 Protect and Enhance the Countryside must be considered along with LPP1 policy Countryside beyond the Green Belt – RE1,

FNP1 Design of New Development and Conservation and being an unsustainable location, FNP30 Transport Impact of Development.

The proposals are contrary to policy FNP1 d), e), f): d) Respects the natural contours of a site and protects and sensitively incorporates natural features such as trees, hedges and ponds within the site; e) Is well integrated into the landscape by existing and new landscape buffers; f) Will not be at an unacceptable risk of flooding itself and will not result in any increased risk of flooding elsewhere.

Evidence of surface water flooding has been gathered in this area including regular winter road closures due to black ice on the hill.

The proposals are contrary to policy FNP30 a), c), e), g): a) Safely located vehicular and pedestrian access where adequate visibility exists or could be created; c) Residential development proposals ensure that sustainable transport links, including walking and cycling links are provided to the principal facilities including the town centre and the nearest neighbourhood centre; the nearest bus stop; primary school; secondary school and public open space; e) Where adequate transport infrastructure is not available to serve the development, the development would provide, or contribute towards, appropriate measures which will address the identified inadequacy and assist walking, cycling, public transport and other highway improvements; g) Development proposals would not add inappropriate traffic on rural lanes and would not require highway works or footpaths which would result in unsympathetic change to the character of a rural lane.

Consideration must be given to pending application WA/2025/00281 Erection of 4 dwellings with installation of air source heat pumps and solar panels; associated garaging, parking and landscaping following demolition of existing dwelling, garage and outbuildings.

Confirmation of Tree Preservation Order (No.13/25) – WOODLAND WEST OF GARDENERS HILL ROAD, LOWER BOURNE, FARNHAM

An Order was made in response to an Application for Permission in Principle (ref: PIP/2025/01362) for the erection of a minimum of 2 dwellings and a maximum of 5 dwellings at the site. The application was refused with reason for refusal no.1 being 'the loss of trees and woodland in order to facilitate a residential development, the proposal would result in unacceptable harm to the character and appearance of the area'. The land comprises predominantly closed canopy woodland and provides a valuable public amenity contributing to the typical sylvan character of Gardeners Hill Road and the wider area. See details in the [WBC Planning Committee Report for TPO](#).

7. Licensing Applications Considered

New

The Local Farnham, 17 The Borough, Farnham, Surrey, GU9 7NG
Mr M Singh

The application is for Late night refreshment 23:00-01:00 Sunday to Thursday and 23:00-03:00 Friday and Saturday; and Off sales of alcohol and Opening hours 07:00-01:00 Sunday to Thursday and 07:00-03:00 Friday and Saturday.

Following representations from Mr Manpreet Singh via email and in-person at Full Council at Farnham Town Council on Thursday 29 January, the Planning & Licensing Consultative Working Group has re-considered the application for a new premises licence as listed above.

Farnham Town Council notes that the applicant no longer wishes to surrender the premises licence for 28 The Borough and instead intends to run two businesses with proposed late night refreshment 23:00-01:00 Sunday to Thursday and 23:00-03:00 Friday and Saturday; and Off sales of alcohol and Opening hours 07:00-01:00 Sunday to Thursday and 07:00-03:00 Friday and Saturday.

Concern is raised at the potential for public nuisance with two businesses operating in close proximity until 1am during the week and 3am at weekends; this must be monitored by Waverley Licensing.

Farnham Town Council acknowledges the willingness of the applicant to accept a condition of deliveries being received to the rear of the premises only, along with orders for Deliveroo or similar Apps, both to avoid nuisance of obstruction to the highway or footway and also noise from scooters in the early hours disturbing residents in dwellings over shops on The Borough.

Pavement Licence New

The J Smyth, 9-11 East Street, Farnham, Surrey, GU9 7RX
J D Wetherspoon Plc

An application has been received for a temporary pavement licence for 38 tables and 76 chairs. See attached proposed external seating plan. See below examples of the proposed furniture.

The hours of use are 09.00 to 21.00. Furniture stacked and secured between 21.00 and 09.00.

Farnham Town Council has no objection to the seating in Cambridge Place to the side of The J Smyth, 9-11 East Street, Farnham, Surrey, GU9 7RX.

It is noted that the applicant has reduced the number of tables to 30 and chairs to 60, removing the corner seating closest to East Street, in response to Surrey Police representations.

8. Public Speaking at Waverley's Planning Committee, Hearings or Inquiries

There were none for this meeting.

9. Date of next meeting

Monday 23rd February 2026 at 9.30am.

The meeting ended at 12.03 pm

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Working Group

Time and date

9.30 am on Monday 23rd February, 2026

Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN and via Zoom

Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)
Councillor David Beaman
Councillor Alan Earwaker
Councillor Brodie Mauluka
Councillor Mark Merryweather
Councillor George Murray
Councillor Graham White
Councillor Tim Woodhouse (joined at the end of the meeting)

Officers: Jenny de Quervain

1. Apologies for Absence

None were received.

2. Disclosure of Interests

Councillor Merryweather declared an interest as WBC Portfolio for Finance & Assets and the application being subject to a Strategic CIL application.

3. Applications Considered for Key/Larger Developments

Farnham Castle

WA/2026/00205 Farnham Castle

Officer: Alistair de Joux

HEADWAY HOUSE, CROSBY WAY, FARNHAM GU9 7XG

Erection of a 66 bedroom care home (Use Class C2) with associated access, parking, landscaping and ancillary buildings following demolition of existing building.

Farnham Town Council raises objection to the negative impact on the Site of Nature Conservation Interest (SNCI) with the position of the proposed block against the boundary of the Bishop's Meadow. Further consultation is needed with the Bishop's Meadow Trust.

Farnham Town Council objects to the poor design of the proposed three-storey block. A lot of work went into improving the previous McCarthy & Stones approved development in the use of materials, details on elevations, sensitive lighting and muted tones of render close to the SNCI. More work is needed on this application.

Farnham Town Council has requested input from Farnham Biodiversity Partnership.

Concern is also raised to the lack of public comments.

4. Applications Considered

Farnham Bourne

WA/2026/00233 Farnham Bourne

Officer: Justin Bramley

55 MIDDLE BOURNE LANE, LOWER BOURNE, FARNHAM GU10 3NJ

Certificate of Lawfulness under Section 192 for a dormer roof extension and roof light.

No comment.

WA/2026/00249 Farnham Bourne

Officer: Justin Bramley

55 MIDDLE BOURNE LANE, LOWER BOURNE, FARNHAM GU10 3NJ

Construction of two front dormers and alteration to fenestration on west elevation.

No comment.

Farnham Castle

WA/2026/00234 Farnham Castle

Officer: Dana Nickson

THE TELLERS ARMS, 75 CASTLE STREET, FARNHAM GU9 7LP

Repairs to front facade arch, including structural support below, clad in reconstituted stone (retrospective).

No comment.

WA/2026/00235 Farnham Castle

Officer: Dana Nickson

THE TELLERS ARMS, 75 CASTLE STREET, FARNHAM GU9 7LP

Listed Building Consent for repairs to front facade arch, including structural support below, clad in reconstituted stone (retrospective).

No comment.

WA/2026/00252 Farnham Castle

Officer: Tajinder Rehal

44 THE BOROUGH, FARNHAM GU9 7NW

Listed Building Consent for internal and external alterations and repairs together with installation of new signage. Amorino (Gelato)

No comment.

Farnham Firgrove

TM/2026/00195 Farnham Firgrove

Officer: Theo Dyer

71 BARDSLEY DRIVE, FARNHAM GU9 8UQ

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER WA300

Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.

WA/2026/00214 Farnham Firgrove

Officer: Wanda Jarnecki

LATIMERS, 8 LITTLE GREEN LANE, FARNHAM GU9 8TE

Erection of a detached garage and associated works following demolition of existing detached garage and shed.

No comment.

Farnham Heath End

WA/2026/00246 Farnham Heath End

Officer: Alistair de Joux

SPORTS FIELD, SANDY HILL ROAD, FARNHAM GU9 0DU

Application under Regulation 3/4 for construction of a pump track facility together with biodiversity enhancements. WBC Parks & Countryside Services

No comment.

Farnham Moor Park

NMA/2026/00201 Farnham Moor Park

Officer: Matt Ayscough

35 WAVERLEY LANE, FARNHAM GU9 8BH

Amendment to WA/2024/01703 to provide alterations to ground floor external wall line and proposed roof form, omission of rooflights.

No comment.

TM/2026/00245 Farnham Moor Park

Officer: Theo Dyer

ROCK HOUSE, ROCK HOUSE LANE, RUNFOLD, FARNHAM GU10 1NR

APPLICATION FOR WORKS TO AND REMOVAL OF TREES SUBJECT OF TREE PRESERVATION ORDER 04/15

Farnham Town Council leaves to the Arboricultural Officer. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure, a replacement trees must be planted.

WA/2026/00203 Farnham Moor Park

Officer: Wanda Jarnecki

PORTERS BARN, TONGHAM ROAD, RUNFOLD, FARNHAM GU10 1PJ

Certificate of Lawfulness under Section 191 for the erection of an outbuilding completed in excess of 4 years.

No comment.

WA/2026/00231 Farnham Moor Park

Officer: Wanda Jarnecki

4 TALLY MAN PLACE, BADSHOT LEA, FARNHAM GU9 9FU

Certificate of Lawfulness under Section 192 for roof extension and windows for loft conversion.

No comment.

WA/2026/00242 Farnham Moor Park

Officer: Dana Nickson

HILLBROW, BOTANY HILL, THE SANDS, FARNHAM GU10 1LZ

Application under section 73 to remove condition 4 (removal of permitted development rights) of WA/2024/00685.

Farnham Town Council objects to the removal of Condition 4: Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any other Order revoking or re-enacting that Order with or without modification), no development as defined within Part 1 of Schedule 2, Classes A - E inclusive of that order, shall be undertaken on the site without the written permission of the Local Planning Authority.

This condition must be maintained: In the interest of the character and amenity of the area, to protect the openness of the Green Belt and the landscape character of the area, in accordance with Policies TD1, RE2 and RE3 of the Local Plan 2018 (Part 1), Policies DM1, DM4, DM11 and DM14 of the Local Plan 20023 (Part 2) and the NPPF 2024.

Permitted development is inappropriate where proposed development is in sensitive landscapes; applications must be fully considered against relevant policies. The applicant is within their rights to submit full planning applications.

Farnham Rowledge

WA/2026/00239 Farnham Rowledge

Officer: Sam Wallis

LAND AT LITTLE ROWLEDGE HOUSE, 24 ROSEMARY LANE, ROWLEDGE, FARNHAM GU10 4DD

Erection of a chalet bungalow and garage.

Although ownership is not a planning matter, the redline extends beyond the boundary of the existing plot to the north into the ASVI. Permission was previously granted in October 2017 for a chalet bungalow to the south/ front boundary against Rosemary Lane under WA/2017/1232.

Farnham Weybourne

WA/2026/00247 Farnham Weybourne

Officer: Wanda Jarnecki

2 UPPER WEYBOURNE LANE, FARNHAM GU9 9DG

Erection of a single storey extension following demolition of existing outbuilding and carport.

No comment.

5. Surrey County Council Mineral, Waste, or Other Applications/Consultations

There were none for this meeting.

6. Appeals Considered

There were none for this meeting.

7. Licensing Applications Considered

There were none for this meeting.

8. Public Speaking at Waverley's Planning Committee, Hearings or Inquiries

There were none for this meeting.

9. Date of next meeting

Monday 9th March 2026 at the later time of 11.00am due to Commonwealth Day flag raising ceremony and reception.

The meeting ended at 10.06 am

Notes written by Jenny de Quervain



FARNHAM TOWN COUNCIL

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Notes

Planning & Licensing Consultative Working Group

Time and date

11.00 am on Monday 9th March 2026

Place

Council Chamber, Farnham Town Council, South Street, Farnham GU9 7RN and via Zoom

Planning & Licensing Consultative Working Group Members Present:

Councillor Andrew Laughton (Lead Member)
Councillor David Beaman
Councillor Alan Earwaker
Councillor Brodie Mauluka
Councillor George Murray
Councillor Graham White

Officers: Jenny de Quervain

1. Apologies for Absence

Apologies were received from Councillors Merryweather and Woodhouse.

2. Disclosure of Interests

None were received.

3. Applications Considered for Key/Larger Developments

Farnham Castle

NMA/2026/00350 Farnham Castle

Officer: Russell Brown

BELLS PIECE, HAWTHORNS, HALE ROAD, FARNHAM GU9 9RL

Non-Material Amendment to WA/2024/01004 to allow two 2 retaining walls to the rear of the apartment block serving Plots 59-65.

No comment.

PRA/2026/00274 Farnham Castle

Officer: Russell Brown

ST STEPHENS HOUSE, DOGFLUD WAY, FARNHAM GU9 7UD

General Permitted Development Order 2015 (as amended), Schedule 2 Part 3 Class MA - Prior Notification application for Change of use of ground floor from commercial, business and service (Use Class E) to four dwelling houses (Use Class C3).

No comment.

WA/2026/00307 Farnham Castle

Officer: Tajinder Rehal

UNIT A, FARNHAM RETAIL PARK, GUILDFORD ROAD, FARNHAM GU9 9QJ

Advertisement Consent to display 1 internally illuminated totem sign and 2 non illuminated replacement totem signs.

No comment.

4. Applications Considered

Farnham Bourne

WA/2026/00329 Farnham Bourne

Officer: Wanda Jarnecki

MAVINS COURT, 4 GREENHILL ROAD, FARNHAM GU9 8JN

Erection of a detached outbuilding.

No comment.

Farnham Castle

WA/2026/00269 Farnham Castle

Officer: Wanda Jarnecki

LANGTON HOUSE, 12 OLD MARKET PLACE, FARNHAM

Advertisement Consent for display of three illuminated fascia signs and one non illuminated projecting sign.

No comment.

WA/2026/00284 Farnham Castle

Officer: Omar Sharif

RAVAL COURT, 63 EAST STREET, FARNHAM

Erection of dormer extensions and alterations to existing barn to provide a dwelling with associated works.

Farnham Town Council supports the neighbour has objected to out of character dormers in this location.

WA/2026/00292 Farnham Castle

Officer: Justin Bramley

44 THE BOROUGH, FARNHAM GU9 7NW

Advertisement Consent for display of non illuminated signs, one existing fascia sign repainted with new aluminium lettering and logo and one new hanging sign.

No comment.

WA/2026/00338 Farnham Castle

Officer: Dana Nickson

4A DOWNING STREET, FARNHAM GU9 7PB

Installation of replacement windows and front door.

Farnham Town Council notes that the wrong building is pictured in the Design and Access Statement (La Femme, 54-55 Downing Street). The Heritage Officer must be consulted on the proposed anthracite u-PVC replacement windows and door.

WA/2026/00339 Farnham Castle

Officer: Dana Nickson

4A DOWNING STREET, FARNHAM GU9 7PB

Listed Building Consent for the installation of replacement windows and front door.

Farnham Town Council notes that the wrong building is pictured in the Design and Access Statement (La Femme, 54-55 Downing Street). The Heritage Officer must be consulted on the proposed anthracite u-PVC replacement windows and door.

Farnham Firgrove

NMA/2026/00261 Farnham Firgrove

Officer: Justin Bramley

22 SHORTEATH ROAD, FARNHAM GU9 8SR

Amendment to WA/2025/02017 to retain one of the existing garage doors, reduction of garage and increase of lounge including larger window on the front elevation.

No comment.

PRA/2026/00259 Farnham Firgrove

Officer: Wanda Jarnecki

82 GREEN LANE, FARNHAM GU9 8QE

The erection of a single storey rear extension which would extend beyond the rear wall of the original house by 3.56 M for which the height would be 2.50 M and for which the height of the eaves would be 2.50 M.

No comment.

TM/2026/00266 Farnham Firgrove

Officer: Theo Dyer

79 BARDSLEY DRIVE, FARNHAM GU9 8UQ

APPLICATION FOR WORKS TO TREE SUBJECT OF TREE PRESERVATION ORDER WA300

Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.

TM/2026/00342 Farnham Firgrove

Officer: Theo Dyer

64B RIDGWAY ROAD, FARNHAM GU9 8NS

APPLICATION FOR REMOVAL OF TREE SUBJECT OF TREE PRESERVATION ORDER 29/05

Farnham Town Council leaves to the Arboricultural Officer.

WA/2026/00335 Farnham Firgrove

Officer: Justin Bramley

33 UPPER WAY, FARNHAM GU9 8RG

Erection of a first floor extension and alterations to elevations.

No comment.

Farnham Heath End

WA/2026/00263 Farnham Heath End

Officer: Justin Bramley

83 UPPER HALE ROAD, FARNHAM GU9 0JN

Erection of a single storey extension following demolition of existing extension.

No comment.

WA/2026/00321 Farnham Heath End

Officer: Wanda Jarnecki

27 UPPER HALE ROAD, FARNHAM GU9 0NX

Erection of single storey extension and alterations.

No comment.

Farnham Moor Park

WA/2026/00275 Farnham Moor Park

Officer: Justin Bramley

SNAYLESLYNCH FARM, SNAILSLYNCH, FARNHAM GU9 8AP

Listed building consent for installation of through floor lift.

No comment.

WA/2026/00326 Farnham Moor Park

Officer: Justin Bramley

9 GLORNEY MEAD, BADSHOT LEA, FARNHAM GU9 9NL

Erection of single storey extensions and alterations together with alterations to existing attached garage to provide habitable accommodation following demolition of existing conservatory.

Sufficient parking must be available within the boundary of the property to protect the character of the area from additional on-street parking.

WA/2026/00327 Farnham Moor Park

Officer: Justin Bramley

58 BROOMLEAF ROAD, FARNHAM GU9 8DQ

Erection of single storey extensions and alterations together with alterations to integral garage to provide habitable accommodation.

No comment.

Farnham North West

WA/2026/00349 Farnham North West

Officer: Sera Elobisi

7 AMBLESIDE CRESCENT, FARNHAM GU9 0RZ

Alterations to the roof height and roofspace to provide habitable accommodation including a rear dormer window.

No comment.

Farnham Rowledge

TM/2026/00279 Farnham Rowledge

Officer: Theo Dyer

PASTON HOUSE, 56 ECHO BARN LANE, WRECCLESHAM, FARNHAM GU10 4NF
APPLICATION FOR WORKS TO TREES SUBJECT OF TREE PRESERVATION ORDER 03/11

Farnham Town Council, subject to the Arboricultural Officer's comments, welcomes the maintenance of trees to extend their life and associated amenity. In response to a climate emergency, it is vital to retain green infrastructure in line with LPP1 policy CC1 Climate Change and NE2 Green and Blue Infrastructure.

WA/2026/00323 Farnham Rowledge

Officer: Dana Nickson

4 PEAR TREE LANE, ROWLEDGE, FARNHAM GU10 4DW

Erection of a self-build/custom-build dwelling and detached garage with attached ancillary accommodation following demolition of existing dwelling; construction of a swimming pool and associated works.

No comment.

WA/2026/00334 Farnham Rowledge

Officer: Justin Bramley

49 BOUNDSTONE ROAD, WRECCLESHAM, FARNHAM GU10 4TW

Erection of single storey extension and alterations.

No comment.

Farnham Weybourne

WA/2026/00309 Farnham Weybourne

Officer: Wanda Jarnecki

47 WHITMORE GREEN, FARNHAM GU9 9AF

Certificate of Lawfulness under Section 192 for construction of a dormer extension and installation of rooflights to provide habitable accommodation in roof space.

No comment.

5. Surrey County Council Mineral, Waste, or Other Applications/Consultations

There were none for this meeting.

6. Appeals Considered

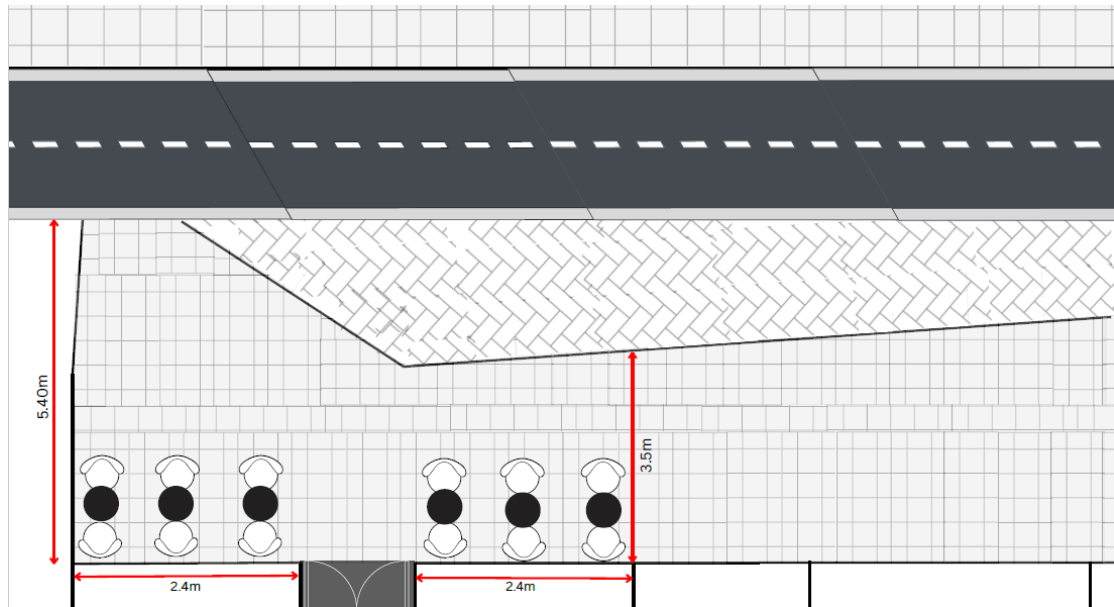
There were none for this meeting.

7. Licensing Applications Considered

New Pavement Licence

La Dolce Vita Farnham
6 West Street, Farnham, Surrey, GU9 7DN
Ms D Checola

An application has been received for a temporary pavement licence for 6 tables and 12 chairs. Please note that La Dolce Vita Farnham currently has a pavement licence in place for 1 table and 2 chairs.



Farnham Town Council notes the potential reduction in width of the paving area if the delivery bay is subject to inappropriate parking. The applicant must monitor the use of the loading bay to ensure sufficient clearance.

8. Public Speaking at Waverley's Planning Committee, Hearings and Inquiries

It is expected that WA/2025/01270 and WA/2025/01277 LAND WEST OF AND OPPOSITE OLD COMPTON LANE WAVERLEY LANE FARNHAM will be considered at Waverley's Planning Committee Meeting scheduled for Wednesday 25th March. Notification yet to be received.

9. Date of next meeting

Monday 23rd March 2026 at 9.30am.

The meeting ended at 11.52 am

Notes written by Jenny de Quervain