

FRPC Parish Council for The Farnhams

Information for the Parish Council Meeting on 25 July 2022

4 Matters Arising (not covered elsewhere on the agenda - for information only)

4.1 To note concerns regarding HGV traffic in the Parish

Further to the points noted in the June 2022 information report, it is now understood that the number of HGVs using Parish Lane has dramatically reduced. There has however been an increase in the number using the A355 through the centre of the villages.

Whilst this is the route stipulated in the relevant planning permissions, it has been noted by the Chair of Governors of Farnham Common Village Schools that the permission incorrectly stated that 'No schools are located on the route to the M40 ... , though schools are located on the routes to the M4 and A412.' Farnham Common Infant School is located on the route to the M40. As schools were identified on the routes to the M4 and A412, the following condition was imposed by the Planning Authority, 'The route to the M4 and A412 will be restricted for use between 08:00-09:00 and after 15:00, during school term time.' The Chair of Governors has advised that she will raise this with the Planning Authority but has asked that the Parish Council do the same. The Clerk has contacted the Planning Officer regarding this.

4.2 To note concerns about wheelchair accessibility around the Parish

The Clerk has received an email from a resident who experienced difficulties walking around Crispin Way, Mayflower Way, Templewood Lane, One Pin Lane, Scott Close and along the A355 with a relative who uses an electric wheelchair. She expressed that the general state of the paths is poor, and in some places dangerous for anyone in a wheelchair. She continued that there are not enough dropped kerbs and that some of the dropped kerbs they came across are too steep making them dangerous.

The resident has asked if the Parish Council can do anything to make Farnham Common a more accessible, wheelchair friendly village. A copy of the email has been circulated to councillors separately.

4.3 To note circulation of the Good Councillor's Guide

A copy of The Good Councillor's Guide has been circulated to all parish councillors.

4.4 To note the date of the Burnham Beeches Rotary Orchard Day and discuss representation

Burnham Beeches Rotary are holding Orchard Day at Temple Dell on Saturday 24 September 2022. Last year the Parish Council was represented at the event by the Chair, Vice Chair and Clerk who were joined by Cllr Dhillon, Cllr Anthony and Joy Morrissey MP. It is suggested that the Parish Council is represented at this year's event.

4.5 To receive update regarding the playground project

One of the potential suppliers recently presented their proposal to a small group of parish councillors. The councillors working on this project are now waiting to receive details of the other proposals which were sent directly to the leader of the resident group with whom the parish council is working.

Once these have been received, they will be reviewed by councillors and then discussed at a meeting with the resident group.

In the meantime, the Clerk is attending a course about writing grant applications and sourcing local council funding and looking into loan options as a way to fund the project.

4.6 To receive update on the Neighbourhood Plan Steering Group

A verbal update will be provided by the Chair at the meeting.

5 To consider co-option of Tony Birkett to the Parish Council

The Clerk was contacted by Mr Birkett following his discussion with Cllr Dhillon who suggested he might like to join the Parish Council. A copy of Mr Birkett's completed Application Form has been circulated to councillors separately. Mr Birkett is due to attend the meeting to answer any questions parish councillors may have before considering his co-option.

6 To consider the relocation of the Parish Council Office to Farnham Common Village Hall

6.1 Agreement in principle

It has been suggested that the Parish Council Office could move to Farnham Common Village Hall. The Village Hall Trustees have, in principle, agreed to the move and propose to match the current costs in respect of rent and utilities.

6.2 Associated costs

If a move were to take place certain costs would be incurred. Some in respect of the old lease i.e., new carpets and redecoration and some in connection with the move i.e., disposal of unwanted items, IT costs and removals. There would also be legal costs. The estimated total of all of these costs is between £3,500 and £4,500.

6.3 Enacting break clause in current lease

The lease for the current office includes a break clause which enables the Parish Council to determine the lease on 15 March 2023 having already given the landlord six months' written notice. Written notice must therefore be served on the landlord no later than 15 September 2022

7 To consider the Beeches Community Board response to potential Highways projects

The responses from Transport for Buckinghamshire to the two A355 speed limit reduction proposals were discussed at the recent Highways Action Group meeting and the group is supportive of moving forward with the suggested next steps, which are detailed below, though appreciates that this is not the full implementation of the projects that the Parish Council had requested.

The Board Co-Ordinator is preparing the recommendation reports for the revised scope of the two projects before they are put before the full Board. On application, the Parish Council was proposing to contribute £5,000 to the implementation of each project. Until the speed assessments and surveys are completed it will not be known whether TfB will support speed limit reductions, and at that point details of the costs of full implementation would be provided. The Parish Council is being asked to confirm whether or not it wishes to proceed on this basis, and, if so, how much of the two £5,000 contributions the Parish Council would be willing to put towards this first stage of each project. Once this has been confirmed, the Co-Ordinator will be pleased to progress, if relevant, the applications through the process as soon as possible.

Project One - Farnham Common 30mph speed limit (north from Beaconsfield) - CB355376925

The Network Safety Team and TfB's design team have confirmed the following commission would need to be raised in order to undertake the speed assessment and speed surveys to consider whether the section of road, and the exact section of road, may be appropriate for a speed limit reduction.

Scope: Assess the suitable speed limit for the section of A355 Collinswood Road (USRN 35200306), from the point where the existing speed limit changes from 30mph to 50mph in a northern direction (near to the southbound bus stop called Clare Drive, grid reference 495939, 186151).

Speed Assessment and Speed Survey - A355 Collinswood Road	
Speed survey x 2	£816.00
Speed assessment	£746.00
Total	£1,562.00

It has been noted that, if possible, the parish council and residents would like the speed limit reduced to 30mph for this section.

If the speed assessment is successful the order could be combined with the other section of the A355 for joint savings on the cost of the Legal Order and we could calculate the cost of implementing the speed limit signs and posts.

Project Two - Farnham Royal to Farnham Common – proposed 30mph speed limit - CB355344014

The Network Safety Team and TfB's design team have confirmed the following commission would need to be raised in order to undertake the speed assessment and speed surveys to consider whether the section of road, and the exact section of road, that may be appropriate for a speed limit reduction.

Scope: Assess the suitable speed limit for the section of A355 Beaconsfield Road (USRN 35200300), where the existing speed limit is 40mph (i.e. between "Oak View, Old Beaconsfield Road grid reference, 496131, 184338 and the A355 junction with Sospel Court grid reference, 496041, 183272).

Speed Assessment and Speed Survey - A355 Beaconsfield Road	
Speed survey x 3	£1224.00
Speed assessment	£746.00
Total	£1,970.00

It has been noted that, if possible, the parish council and residents would like the speed limit reduced to 30mph for this section.

If the speed assessment is successful the order could be combined with the other section of the A355 for joint savings on the cost of the Legal Order and we could calculate the cost of implementing the speed limit signs and posts.

Previously Agreed Projects

In addition, the Board has also received updated costs in respect of the two projects previously agreed namely Templewood Lane Dropped Kerbs and Blackpond Lane Footway Extension. The additional costs are:

Templewood Lane Dropped Kerbs - £1,849.79 (Total project costs £14,927.89)

Blackpond Lane Footway Extension - £31,986.35 (Total project costs £125,420.98)

A copy of the email received from the Board was been circulated to councillors separately.

8 To consider Buckinghamshire Council's Wider Call for Sites

On 13 June 2022, the Clerk received notice from the Planning Policy Department of Buckinghamshire Council's Wider Call for Sites. They advised that Buckinghamshire Council is beginning work on the new Local Plan for Buckinghamshire (LP4B). The LP4B will allocate sites for development in the period up to 2040 to meet the housing and economic development needs of Buckinghamshire. They are keen to ensure that when new development takes place, it is sustainable and makes best use of available land. To achieve this, they have undertaken two 'Call for Brownfield Sites' consultations where they asked for previously developed land to be submitted for consideration. During this process, they received over 300 submissions of brownfield sites. A list and map of these sites can be found at: www.buckinghamshire.gov.uk/brownfield-sites.

Not all of the brownfield sites submitted to the Council previously will be suitable, achievable and available, this will be assessed by the Council in the Housing and Economic Land Availability Assessments (HELAA).

Buckinghamshire Council advised that it is still committed to 'Brown before Green', however, based on what they currently understand the needs to be and an initial assessment of the brownfield sites submitted to them, it is important to also understand what further sites are available to ensure they have enough capacity to meet the future needs.

This means they are now undertaking a 'Wider Call for Sites' (including Greenfield sites) to gather a fuller understanding of the land available for development within Buckinghamshire. All of the sites that are submitted to them through this Call for Sites consultation, and the previous two Call for Sites consultations, will be technically assessed in the HELAA. This will assess sites for their suitability, availability and achievability (including viability) to accommodate development. To give an indication on how this process will be undertaken, they have published their draft methodology which can be found at: www.buckinghamshire.gov.uk/helaa.

In addition to this, further information is available in government guidance about Housing and Economic Land Availability Assessments (HELAA). This can be viewed at: www.gov.uk/guidance/housing-and-economic-land-availability-assessment.

This Call for Sites is open from 13 June 2022 until 11 September 2022, although sites submitted after this may still be considered.

9 To consider appointments:

At the Annual Meeting of the Parish Council held on 23 May 2022, it was decided that as not all councillors were present it would be appropriate to seek further members for the following committee/working groups. Please would councillors consider whether they are able to join.

- Finance Committee
- Planning Working Group
- Contracts Working Group

At the Annual Meeting of the Parish Council held on 23 May 2022, the following roles were not filled. Please would councillors consider whether they are able to take on one (or more) of the roles.

- Project Lead – Residents' Association (inc. Community Litter Picking)
- Project Lead – Community Speedwatch
- Project Lead – Woodlands & Biodiversity
- Project Lead – Highways
- Neighbourhood Plan Steering Group Representative
- Burnham Beeches and Stoke Common Consultation Group Representative

10 Finance:

10.1 To consider bus shelter work identified during the recent inspection

Following the latest inspection, the contractor has recommended the following work:

The Kingsway – Cleaning large deposit on end glass panel – £15

Farnham Park Lane – Cutting back and clearing trees overhanging roof – £65.

10.2 To consider repairs to streetlight EF84 in Ingleglen, Farnham Common

The contractor has been called to a fault with this light a number of times over the last few months, It is not working again. The contractor has advised that the fittings and wiring are so old and corroded that every time they repair one part another part breaks. They are therefore recommending:

1. A complete overhaul / rewire etc of each fitting at approx. £60 per fitting
2. A complete new LED fitting at approx. £80 per fitting

There are four fittings for these lights so the total approximate cost is £560.

10.3 To note the use of the Chairman's Allowance

On 27 May 2022, the Chairman instructed General Waste & Refuse to remove some fly tipping from Victoria Road, Farnham Common. The items included a divan bed base and mattress. The items had been there for over two weeks and despite being reported to Buckinghamshire Council had not been removed. Due to the condition of the mattress, he felt the items posed a health risk. The cost was £70.

10.4 To ratify the payments and note receipts, as per the June 2022 cashbook

The cashbook was reviewed and approved by the Vice Chair of the Parish Council and was circulated to councillors prior to the June 2022 meeting. Unfortunately, as the meeting was inquorate it was not possible to formally approve the cashbook before the payments were made. The Clerk did, however, email all councillors after the meeting seeking their agreement to the payments.

10.5 To approve payments and note receipts, as per the July 2022 cashbook

The cashbook has been reviewed and approved by the Chair of the Finance Committee and has been circulated to councillors separately.

10.6 To receive and note the 2021/22 Annual Internal Audit report

The Internal Audit was completed on 21 June 2022 and the report has been circulated to councillors separately.

The Annual Internal Audit Report forms part of the Annual Governance & Accountability Return which should be submitted to the External Auditor by 1 July 2022. Unfortunately, as the June 2022 meeting was inquorate it was not possible to receive and note this report to allow submission before the deadline. The Clerk therefore requested an extension and the External Auditor granted one until 29 July 2022.

10.7 To consider the 2021/22 Annual Governance Statement (Section 1 AGAR)

The Annual Governance Statement (Section 1 AGAR) has been circulated to councillors separately.

The Annual Governance Statement also forms part of the Annual Governance & Accountability Return so the comments in 10.6 above also apply to this document.

10.8 To consider the 2021/22 Accounting Statements (Section 2 AGAR)

The Accounting Statements (Section 2 AGAR) has been circulated to councillors separately.

The Accounting Statements form part of the Annual Governance & Accountability Return so the comments in 10.6 above also apply to this document.

10.9 To note the arrangements for the exercise of public rights

The period for the exercise of public rights to inspect the accounting records for the financial year

ended 31 March 2022 lasts for 30 working days and should include the period 1 July 2022 to 14 July 2022.

Unfortunately, as the June 2022 meeting was inquorate it was not possible to consider the various sections of the Annual Governance & Accountability Return to allow the relevant period to commence. The period will now commence on Wednesday 26 July 2022.

11 Planning:

11.1 To ratify comments submitted on recent applications

The schedule of comments submitted to the planning authority has been circulated to councillors.

11.2 To note recent planning decisions

The schedule of planning authority decisions has been circulated to councillors.