

FARNHAM ROYAL PARISH COUNCIL

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MINUTES OF A MEETING OF FARNHAM ROYAL PARISH COUNCIL HELD ON MONDAY 27 MARCH 2023 AT 7.30 P.M. AT FARNHAM COMMON VILLAGE HALL, VICTORIA ROAD, FARNHAM COMMON, SL2 3NL

Present

Paul Rowley (Chair)	Marilyn Rolfe
Bob Milne	Jenny Quilter
Tony Birkett	Judith Hall (Clerk)

No members of the public were in attendance

The Chair declared the meeting open at 7.30pm.

23/15/PC Apologies for absence

Katherine Damsell

23/16/PC Declarations of Interest

No new declarations of interest for those present

23/17/PC To confirm the minutes of the Parish Council Meeting held on 23 January 2023

The minutes were **approved** and **it was agreed** that they would be signed by the Chair.

23/18/PC Matters Arising (not covered elsewhere on the agenda - for information only)

The Chairman advised that prior to the meeting all councillors had been provided with a report detailing the items under this section. The report can be downloaded from the Parish Council website.

18.1 Update on Neighbourhood Plan Extra-ordinary Meeting

It was noted that the extraordinary meeting mentioned at the Parish Council meeting held on 23 January 2023 to discuss the Neighbourhood Plan did not happen and it was confirmed that efforts would be made to update the Parish Council during April 2023.

18.2 Update on Dropped Kerbs in the Parish

It was noted that the report prepared by Clive Robinson regarding the dropped kerbs in the Parish was considered by the Projects Working Group at its meeting on 27 February 2023 and it was requested that Mr Robinson prepares a project scope for further consideration.

18.3 Update on projects with Beeches Community Board

18.3.1 Blackpond Lane Footway Extension

The content of the report was noted and the Chairman and Tony Birkett expressed how good the extension looks.

18.3.2 New Mobile Vehicle Activated Sign

The content of the report was noted.

18.4 Update on Neighbourhood Plan Informal Consultation

The content of the report was noted and the Chairman added that he had received positive comments regarding the publicising of the informal consultation. He added that, to supplement this, there had been a suggestion that volunteers stand outside Sainsbury's on The Broadway, possibly with iPads to enable completion of the questionnaire. The Clerk asked Bob Milne whether the library has computers which would enable those without internet access to complete the questionnaire online. He confirmed it did but advised that residents would need to be members to use them. The Chairman advised that the June 2023 edition of the Farnham Magazine would contain further details of the Plan but this would not be published until after this consultation had closed.

18.5 Update on installing Farnham Pump painting in Farnham Royal

The content of the report was noted and Tony Birkett confirmed that the painting was currently with Berkeley Homes' engineers who are building a case for it before mounting it on the wall by the double roundabouts.

18.6 Update following latest meeting with TVP Neighbourhood Policing Team

The content of the report was noted and the Chairman advised that the team is still encouraging victims to report crimes to them but they acknowledged that they have received some. He also shared that there

will soon be a roadshow in the library. Jenny quilter advised that she had received an invitation to the next virtual Forum Meeting being held by the Team on 5 April 2023 and a link to an online survey. It was agreed that the Clerk would post this information on the Parish Council's Facebook page and share it with the Farnhams Community Group.

18.7 Update on electricity supply for streetlights

The content of the report was noted.

23/19/PC Contracts:

19.1 To award the contract for maintenance at St Mary's Churchyard, Farnham Royal

The content of the report was noted and following a discussion, the contract was awarded to Amersham Town Council.

19.2 To receive an update on the contract for maintenance of Woodlands & Grassland

The content of the report was noted.

19.3 To receive an update on the contract for maintenance of Physical Assets

The content of the report was noted and following a discussion, it was agreed that to ensure proper maintenance of all physical assets whilst the project to replace the Farnham Common Playground is ongoing this playground will be removed from the contract and the tender process for all other assets will be progressed. The maintenance of the existing playground will be dealt with by letter detailing the work required and contract price etc.

23/20/PC Projects:

20.1 To consider next steps for the Boundary Copse rejuvenation project

The content of the report was noted and following a discussion regarding the advice and quotes received from Buckinghamshire Council, **it was agreed** that the project would consist of repairing the wall in three places, repointing the whole wall, installing a green powder coated 175cm fence and gate along the boundary with the Farnham Road (A355). The Clerk was asked to revert to Buckinghamshire Council regarding the location of the gate. In addition, the upgrowth within the Copse will be thinned to provide a more open and user friendly space for residents and visitors. The Clerk was asked to obtain a detailed specification from the maintenance contractor and to request additional quotes for this aspect of the project. The Clerk was asked to apply to the Beeches Community Board for funding once the cost is known.

20.2 To receive an update on the Farnham Common Playground project

The content of the report was noted and those present reviewed the four designs received. The Clerk was asked to revert to each supplier with the comments made on their design and inviting them to revise their designs and resubmit them in the next couple of weeks. The designs will be shared with the parent group who have been helping the parish council for further comment.

20.3 To consider the appointment of The Shannon Group to demolish the Guide Hut following revised quote

The content of the report was noted and the Chairman advised that The Shannon Group had confirmed that it would act as Principle Contractor in accordance with Schedule 2 of CDM 2015 Regulations for the duration of your works. The appointment of The Shannon Group **was agreed**. The Clerk advised that she was waiting for a quote from SSE for a service alteration to move the electricity supply from the Guide Hut to a new cabinet elsewhere on the site. She also advised that The Shannon Group has agreed to cap the water supply and she had sought confirmation that this would include the waste pipe.

20.4 To consider plans for King Charles III's Coronation

The content of the report was noted and following a discussion **it was agreed** that flags would be installed in line with the safety/feasibility recommendations of the contractor. In addition, a budget of £500 **was agreed** to support the schools with any activities and/or competitions they may choose to run to celebrate the Coronation. Finally, **it was agreed** that Jenny Quilter would prepare a post in respect of the use of Temple Dell for picnics.

23/21/PC To consider items relating to the relocation of the Parish Council's office

21.1 Dilapidations

The content of the report was noted and following a discussion regarding the quotes obtained by the Clerk and those obtained by the landlord, **it was agreed** that the Parish Council would engage contractors to complete the necessary work rather than make payment to the landlord for a sum equal to the quotes agreed. The Chairman asked for authority to negotiate a mutually agreeable specification with the landlord, which may include work such as plastering that was not included in some of the decorating quotes received so far thus increasing the overall cost. **This was agreed.**

21.2 New Lease

The content of the report was noted.

23/22/PC To consider location(s) for the Beeches Community Board Air Quality Sensor

The content of the report was noted and following a discussion **it was agreed** that if Farnham Common

Infant School does not already have one that would be the sensible place due to the request for the sensor to be placed near a school. If it does have one, locating it near the traffic lights at the junction of A355 and One Pin Lane near Millwood House Day Nursery was suggested.

23/23/PC Finance:

23.1 To consider payment to Beeches Community Board for the Blackpond Lane Footway Extension
The content of the report was noted and following a discussion, **it was agreed** that if the invoice was received before 31 March 2023, payment could be made up to a maximum of £15,000.

23.2 To consider quotes for the arboriculture work identified in the 2022 Arboriculture Report
The quotes received were considered and the appointment of South Bucks Tree Surgeons Ltd **was agreed**.

23.3 To ratify payments and note receipts, as per the February 2023 cashbook
The payments were **ratified** and the receipts were noted.

23.4 To consider payments and note receipts, as per the March 2023 cashbook
The payments were **approved** and the receipts were noted.

23.5 To consider the appointment of AGHS Accounting & Taxation Services Limited to prepare the Annual Accounts for 2022/23

The appointment of AGHS Accounting & Taxation Services Limited **was agreed**.

23.6 To consider the appointment of Azets Audit Services Limited as Internal Auditor for 2022/23
The appointment of Azets Audit Services Limited **was agreed**.

23/24/PC Planning:

24.1 To ratify comments submitted on recent applications
The planning comments on the circulated schedule **were ratified**

Tony Birkett raised application PL/23/0706/FA Silver Beeches, Collinswood Road, Farnham Common. This is a recent application which seeks to change the use of a residential triple garage with first floor ancillary accommodation to a two treatment room dental surgery with various changes to doors and windows and the installation of solar panels. He advised that the Planning Working Group had submitted an objection due to concerns regarding traffic movements onto and off Collinswood Road.

24.2 To note recent planning decisions
The planning decisions on the circulated schedule **were noted**.

23/25/PC Any Other Business (for information only)

25.1 Tony Birkett advised that he and the Clerk had completed their online Speedwatch training and advised that rather than allowing the initiative to drift whilst others complete their training, he proposed moving forward with purchasing the previously approved Radar Gun and registering the sites identified. Marilyn Rolfe suggested putting together an annual plan for the sites.

25.2 Jenny Quilter reminded councillors of the need to monitor progress with Thames Water's short term measures and long term funding efforts in respect of the flooding issues experienced by some residents in Farnham Common. She believes that the next meeting is due to be held in May 2023 probably on MS Teams.

25.3 Bob Milne advised that about five years ago the path from Farnham Common Sports Club to the playground was sided out. Recently the club has sided out their carpark by the hedge and he believes that the path needs doing again to the same standard as the car park. The Clerk was asked to get quotes for the work.

25.4 Bob Milne asked whether the work to improve access at Temple Dell had been carried out. The Clerk advised that she would check with the contractor and report back.

25.5 The Chairman raised that some parish councillors are not regularly attending meetings. The Clerk agreed to review attendance over the last year and let him know. He then offered to speak to those with low attendance.

25.6 The Clerk advised that she had received the schedule of repairs required to the Christmas decorations and she would circulate it for review.

23/26/PC Next parish council meetings:

The meeting closed at 22.10pm.

Full Council on 24 April 2023 at 7.30pm at Farnham Royal Village Hall

Annual Meeting on 22 May 2023 at 6.30pm at Farnham Common Village Hall

Full Council on 26 June 2023 at 7.30pm at Farnham Royal Village Hall