

Information for the Parish Council Meeting on 24 April 2023

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

4.1 Update on Neighbourhood Plan meeting

On Wednesday 19 April 2023 the consultant appointed to assist with the Neighbourhood Plan provided an online presentation to parish councillors updating them on the Plan so far and the steps required to complete it. A copy of the presentation has been forwarded to parish councillors separately.

4.2 Update on Thames Water's response to flooding experienced by some properties

The Clerk has contacted Cllr. Dhillon of Buckinghamshire Council requesting an update regarding the current position and details of the next meeting with Thames Water.

4.3 Update on Community Speedwatch

The Clerk has registered a number of potential sites around the Parish and is waiting for the Police to complete a health and safety review to ensure the sites meet the requirements of the scheme. In addition, the required equipment has been purchased from the Community Speedwatch Shop as this was beneficial. Upon arrival this will need to be registered before use. All remaining parish councillor volunteers are encouraged to carry out their training.

4.4 Update on dropped kerbs in the Parish

At a previous parish council meeting, it was agreed that the Clerk would report the dropped kerb on the west side of Beaconsfield Road near Spring Lane on Fixmystreet.com as the kerb is higher than 30mm and the pathway immediately next to it has completely failed, making this pathway (the only one between Farnham Common and Farnham Royal) impassable to mobility scooters. This has been done.

4.5 Update on fly tipping in Ingram's Copse

The Clerk received a report that there was some fly tipping inside the Copse. The Clerk and Tony Birkett visited the site and it was decided that this should be removed on health and safety grounds. This action was agreed by the Chairman. General Waste & Refuse (Steve and Matt Keating) attended and removed the items at a cost of £100. Before and after photographs are provided below:



4.6 Update on residents' request to replace shrubs/trees at Farnham Common Sports Club

The Clerk has received a request from residents whose property backs onto the Sports Club field. They would like to replace the shrubs/trees that stand a couple of metres tall on the left hand side of their back gate with a fence matching that on the right hand side of the gate. The residents will arrange for the work to be carried out and will meet the costs in full. The Sports Club have agreed to provide access if required. The Chairman has reviewed the request and provided the following photographs.



He suggests that the Parish Council does not object to the removal of the tree/shrubs in the photographs above but for the avoidance of doubt, objects to the removal of the tree in the photograph below.



5 **Contracts:**

5.1 To receive an update on the lease for the new office

The draft lease has been reviewed by a small group of parish councillors and they have raised some queries which have been reported back to the solicitors.

5.2 To consider the dilapidations under the lease for the old office

As previously reported, under the terms of the lease, it is necessary for the parish council to decorate the office and replace the carpet. Following a review of quotes obtained by the Clerk, the Chairman and the landlord, it is proposed, in line with solicitor's advice, that an amount equal to the mean of the quotes for each element (plastering, decorating, new carpet) is agreed with the landlord. It is proposed that payment for each amount will then be made to the landlord's chosen supplier direct. Under this proposal, the payments would total £3,362.50.

6 **Projects:**

6.1 To receive an update regarding the Temple Dell access improvements

The work agreed to improve the vehicle access has been carried out and the work agreed to improve the pedestrian access from Templewood Lane should be carried out before the parish council meeting.

6.2 To receive an update on the demolition of the Guide Hut

The Shannon Group are ready to proceed but are waiting for SSE to remove the electricity supply from the building. It is estimated that this will take SSE 4 to 5 weeks from when they receive payment for which agreement is being sort under 7.4 below. All other services will be dealt with by The Shannon Group.

6.3 To consider the final designs for the Farnham Common Playground project

Following a review of the proposals received at the March 2023 parish council meeting, the Clerk reverted to the suppliers with feedback and requested revised proposals. Revised proposals have been received and forwarded to parish councillors separately for consideration at this meeting.

It is proposed that the project will be funded by a loan from the Public Works Loan Board ("PWLB"). The relevant forms and documents have been received and once a design has been agreed the application process will start.

7 Finance:

7.1 To consider applying for a PWLB Loan to fund the replacement of the Farnham Common Playground
To fund the replacement of the playground it was previously discussed that the parish council would seek the approval of the Secretary of State for Levelling up, Housing and Communities to apply for a loan from the PWLB. At the time of preparing this report, it was not known which design would be chosen and therefore a schedule of the potential loans required has been forwarded to parish councillors separately.

7.2 To consider repairs to Christmas decorations

This year's schedule of repairs totals £1,794.40. A copy of the schedule has been forwarded to parish councillors separately.

7.3 To consider quotes for siding out the footpath from Farnham Common Sports Club to the playground

At the March 2023 parish council meeting, Bob Milne advised that the path needed siding out. Two quotes have been obtained and forwarded to parish councillors separately.



7.4 To consider quote received from SSE to move the electricity supply at the old Guide Hut

Prior to demolishing the old Guide Hut, it is necessary to remove the electricity supply. Previously it was agreed that the supply will be moved to an outdoor cabinet on the edges of the site. SSE have advised that the cost of this alteration will be £547.41 plus VAT.

7.5 To consider increasing the litter pickers' hourly rate to reflect the increased National Minimum Wage

The litter pickers currently receive £9.50 per hour in line with the National Minimum Wage ("NMW") from April 2022. On 1 April 2023 the NMW was increased to £10.42.

7.6 To consider engaging the Neighbourhood Plan consultants to present at the Annual Parish Meeting

The Chairman has suggested that the consultant assisting with the preparation of the Neighbourhood Plan is the guest speaker at the Annual Parish Meeting. The cost would be £425 plus VAT.

7.7 To ratify payments and note receipts, as per the revised March 2023 cashbook

The cashbook was reviewed and approved at the parish council meeting held in March 2023 but being year end, one additional receipt and two additional payments were processed after the cashbook closed for approval so it was revised. The revised cashbook must now be formally ratified.

7.8 To consider payments and note receipts, as per the April 2023 cashbook

The cashbook has been reviewed and approved by Katherine Damsell, as Interim Chair of the Finance Committee and has been circulated to councillors separately.

8 Planning:

8.1 To ratify comments submitted on recent applications

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

8.2 To note recent planning decisions

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

9 To consider the Rectification Notice received pursuant to Article 16 UK GDPR

David Moore, the Parish Council's Data Protection Officer, has received a letter advising that the Parish Council holds inaccurate personal data in respect of an individual and requesting correction by the addition of prepared statements. A copy of the letter received was shared with parish councillors by the individual concerned.