

FARNHAM ROYAL PARISH COUNCIL

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MINUTES OF A MEETING OF FARNHAM ROYAL PARISH COUNCIL HELD ON MONDAY 24 APRIL 2023 AT 7.30 P.M. AT FARNHAM ROYAL VILLAGE HALL, FARNHAM LANE, FARNHAM ROYAL, SL2 3AX

Present

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

Two members of the public were in attendance

The Chair declared the meeting open at 7.30pm. The meeting was adjourned for OPEN FORUM noted at the end of these minutes. The Chair reconvened the meeting.

23/27/PC Apologies for absence

Clive Robinson

23/28/PC Declarations of Interest

David Moore advised that he is employed as Communications and Casework Officer to Joy Morrissey MP. Katherine Damsell advised that she had been appointed as a Governor at Beaconsfield High School. The Chairman and Marilyn Rolfe declared an interest and recused themselves from the debate and voting related to Agenda item 9 (23/36/PC below).

23/29/PC To confirm the minutes of the Parish Council Meeting held on 27 March 2023

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

23/30/PC To receive Jigar Trivedi's resignation as a parish councillor

The Chairman advised that due to work and family commitments Jigar Trivedi had resigned from the Parish Council. He had however confirmed that he would be happy to help on individual projects going forward.

23/31/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.

31.1 Update on Neighbourhood Plan meeting

The content of the report was noted and Tony Birkett advised that it had been made clear during the presentation that the green belt cannot be strengthened by the Neighbourhood Plan and the existing Green Belt designation is the highest available protection under planning legislation. Bob Milne noted that the previous consultant had implied that the Neighbourhood Plan would improve green belt protection but it had been made clear now that this was not the case.

Katherine Damsell advised that she wasn't able to attend the presentation but had noted that the latest newsletter from Martin Tett, Leader of Buckinghamshire Council, talks about tree planting and expressed her concern at the number of mature trees that are being chopped down in the Parish. She continued that she understands that to protect the trees you would have to have a TPO on each individual tree and that isn't necessarily practical. Bob Milne advised that previously the Parish Council had obtained a survey of all trees with TPOs in the Parish and trees considered valuable enough to warrant protection but Buckinghamshire County Council (as it was at the time) wouldn't grant TPOs on mass. He added that the position is frustrating and he would like the Parish Council to respond to Martin Tett on this issue.

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

The content of the report was noted and the Clerk advised that Cllr. Dhillon had advised that he had been told that some of the improvements were made to improve the situation and that he personally had made sure that most of the gullies were cleared regularly. He continued that he hadn't received any complaints

during the period of heavy rain over the last few weeks. Jenny Quilter advised that a meeting with Thames Water should be held shortly as the funding application to facilitate the long term measures will be due shortly. She added that residents were unlikely to complain to Cllr. Dhillon as the issues are well known. David Moore advised that Thames Water had committed to providing a written update in May and then quarterly thereafter rather than a meeting. Jenny Quilter urged Cllr. Dhillon and Joy Morrissey MP to hold Thames Water to account if all short term measures haven't been carried out.

31.3 Update on Community Speedwatch

The content of the report was noted and Tony Birkett reminded those councillors who had volunteered to complete the online training.

31.4 Update on dropped kerbs in the Parish

The content of the report was noted.

31.5 Update on fly tipping in Ingram's Copse

The content of the report was noted.

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

The content of the report was noted and following a discussion, the Chairman advised that he would discuss the request with the residents as although parish councillors saw no reason to object to felling the two hawthorn trees to the left of the gate, the preference would be to retain the sycamore tree that stands with them. He would also confirm that the tree to the right of the gate should not be felled.

23/32/PC Contracts:

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.

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

The content of the report was noted and Katherine Damsell advised that the queries raised by the group of parish councillors who reviewed the lease had now been answered by the solicitors and subject to agreeing the calculation of the service charge and access arrangements for the cleaner the lease was ready to be signed. Katherine Damsell advised that she would be drafting a response to the solicitor to move things forward.

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

The content of the report was noted and Tony Birkett advised that the landlord had considered the proposal made to him and had advised that £3,362.50 plus VAT would not be agreeable but that he would accept £3,952.34 plus VAT. A payment of £3,952.34 plus VAT in full and final settlement of the dilapidations **was agreed**. The Clerk was asked to process an online payment once the landlord's invoice had been received.

23/33/PC Projects:

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.

33.1 To receive an update regarding the Temple Dell access improvements

The content of the report was noted and Bob Milne expressed his disappointment that the improvements to the pedestrian access had not been carried out by the contractor at the same time as the improvements to the vehicle access. The Clerk advised that both sets of improvements had now been carried out.

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

The content of the report was noted. Bob Milne asked what was being done to cap the water and sewerage and reminded those present that it would be important to know where the underground pipes are for any future projects on the site. The Chairman confirmed the capping would be carried out by The Shannon Group.

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

The content of the report was noted. The Clerk was thanked for ensuring parish councillors had comments from parents and grandparents who attend The Community Hub, from the parent group who have been working with parish councillors on this project and from Clive Robinson who was unable to attend this meeting. Following a vote, **it was agreed** that the design provided by Proludic Ltd best met the wants of the community within the parameters and budget set by the Parish Council. It was noted that concerns had been raised by parents regarding one item of equipment in their design and the Clerk was asked to feed this back to Proludic Ltd for review and comment.

23/34/PC Finance:

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.

34.1 To consider applying for a PWLB Loan to fund the replacement of the Farnham Common Playground

Given the decision under item 33.3 above, **it was agreed** to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £100,000 over the borrowing term of 11 years for the replacement of Farnham Common playground. The annual loan repayments will come to around £11,783. It is not intended to increase the council tax precept for the purpose of the loan repayments.

34.2 To consider repairs to Christmas decorations

The schedule of Christmas decoration repairs totalling £1,794.40 plus VAT **was agreed**.

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

The quote received from Progress Services in the sum of £185 **was agreed**.

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

The quote received from SSE in the sum of £547.41 plus VAT **was agreed** and the Clerk was authorised to use the Parish Council's debit card for the payment.

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

It **was agreed** that the hourly rate should be increased in line with the increase in the National Minimum Wage from £9.50 to £10.42.

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

It **was agreed** to engage Leani Haim of ONeill Homer to present an update on the Neighbourhood Plan at the Annual Parish meeting at a cost of £425 plus VAT.

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

The payments were **ratified** and the receipts were noted.

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

The payments were **approved** and the receipts were noted.

23/35/PC Planning:

35.1 To ratify comments submitted on recent applications

Marilyn Rolfe, as Chair of the Planning Working Group, brought the following applications to the attention of those present:

- PL/23/0706/FA Silver Beeches, Collinswood Road, Farnham Common for change of use from residential triple garage with first floor ancillary accommodation to 2 treatment room dental surgery with rear dormer, front and side porch canopies, changes to doors and windows, installation of solar panels, and amended access from Collinswood Rd (part retrospective).
- PL/23/0970/FA Allerds Farm, Crown Lane, Farnham Royal for the demolition of existing buildings, with the exception of the Grade II listed barn and erection of five houses with ancillary coach house / garages and landscaping together with the repair and refurbishment of the Grade II barn and incorporation of listed barn as part of the dwelling house to be erected on Plot 3.
- PL/23/0971/HB Allerds Farm Allerds Farm, Crown Lane, Farnham Royal for listed building consent for demolition of existing buildings, with the exception of the Grade II listed barn and erection of five houses with ancillary coach house / garages and landscaping together with the repair and refurbishment of the Grade II barn and incorporation of listed barn as part of the dwelling house to be erected on Plot 3. The Clerk advised that she would circulate to the members of the Working Group some additional comments received from Clive Robinson regarding this application.

Tony Birkett advised that he would be attending the appeal hearing for application PL/22/0215/FA Land at Farm Cottage, Collinswood Road, Farnham Common for the development of 3 detached dwellings and creation of public recreation space.

The planning comments on the circulated schedule **were ratified**

35.2 To note recent planning decisions

The planning decisions on the circulated schedule **were noted**.

The Chairman and Marilyn Rolfe left the meeting at 9.05pm. David Moore became Chair of the Meeting

for the next item.

23/36/PC To consider the Rectification Notice received pursuant to Article 16 UK GDPR

David Moore advised that he, as the Parish Council's Data Protection Officer, had received an email containing a Rectification Notice on 31 March 2023. Those present confirmed that they had received a copy of the Notice. He continued that he and the Clerk had attended an initial virtual meeting with BP Collins with a view to obtaining advice regarding the correct steps to take having received the Notice. As a result of the initial advice received, he made the following proposals:

36.1 BP Collins are instructed to reply to Simons Muirhead Burton, the solicitors who issued the Notice, requesting additional time to provide a substantive reply.

This **was agreed**.

36.2 BP Collins fee estimate of £1,500 - £1,800 plus VAT is agreed.

It **was agreed** to set aside a budget of £2,000 plus VAT.

36.3 BP Collins are instructed to review the Rectification Notice and associated documentation to provide their substantive advice with a view to resolving the matter expeditiously.

This **was agreed**.

Bob Milne advised that he would like to give a response to the personal letter circulated to all parish councillors by Clive Robinson. Those present felt that it was not appropriate for this to take place at a parish council meeting so this did not take place. It **was agreed** that the personal letter would not be provided to BP Collins.

Marilyn Rolfe returned to the meeting at 9.22pm and became Chair of the Meeting in her capacity as Vice Chair of the Parish Council.

23/37/PC Any Other Business (for information only)

37.1 Katherine Damsell advised that she was hoping to meet with the Clerk and a couple of contractors to discuss to best options for planting in the flowerbeds on Kingsway Green and at the entrance to Rectory Close.

37.2 Katherine Damsell stated that she is conscious that some of the businesses on The Broadway are struggling and urged parish councillors to see if there was anything the parish council could do to support them.

37.3 Jenny Quilter noted that the flags had been installed for King Charles III's Coronation.

37.4 Jenny Quilter expressed that it was important to start to formulate the plans for the Annual Parish Meeting and to ensure that there is sufficient advertising. Tony Birkett suggested using his Residents' Associations contacts in addition to noticeboards, social media etc. Jenny Quilter suggested recording the meeting.

37.5 Tony Birkett advised that the Farnham Pump painting is with the Engineering Department of Berkeley Homes who are ensuring they manufacture a case which will protect the painting for years to come.

23/38/PC Next parish council meetings:

The meeting closed at 21.25pm.

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

Full Council on 24 July 2023 at 7.30pm at Farnham Common Village Hall

OPEN FORUM

Graham Thomas, a resident of Farnham Common, gave apologies for Buckinghamshire Councillors Dev Dhillon and David Anthony.

Barry Clarke, Editor of the Farnhams Magazine, advised that he had now produced one edition and was trying to make the magazine more inclusive and actively trying to speak to people in the community. He advised that he had come to the meeting to get a sense of who does what. The Chairman asked those councillors present to introduce themselves and provide a few words on their roles within the parish council.