

FARNHAM ROYAL PARISH COUNCIL

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MINUTES OF A MEETING OF FARNHAM ROYAL PARISH COUNCIL HELD ON MONDAY 24 JULY 2023 AT 7.30 P.M. AT FARNHAM COMMON VILLAGE HALL, VICTORIA ROAD, FARNHAM COMMON, SL2 3NL

Present

Paul Rowley (Chair)	Marilyn Rolfe
Jenny Quilter	Katherine Damsell
David Moore	Clive Robinson
Judith Hall (Clerk)	

Leani Haim of O'Neill Homer (the Neighbourhood Plan Consultants) was in attendance. No members of the public were in attendance.

The Chair declared the meeting open at 7.30pm.

23/75/PC Apologies for absence

Bob Milne and Tony Birkett

23/76/PC Declarations of Interest

The Chair, Marilyn Rolfe and Clive Robinson declared an interest in respect of agenda item 4.4 (23/78.4/PC below) and agenda item 8.4 (23/82.4/PC below).

23/77/PC To confirm the minutes of the meeting held on 26 June 2023

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

23/78/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 or a hard copy can be obtained from the Clerk.

78.1 Update on Community Speedwatch

The content of the report was noted.

78.2 Update on application to Beeches Community Board for match funding for a new MVAS

The content of the report was noted.

78.3 Update on electricity Contract

The content of the report was noted. In addition, Katherine Damsell as Lead Councillor for Finance and Contracts advised that steps would be taken to review the energy market during the remainder of the contract to ensure an informed decision is taken on renewal.

78.4 Update on actions taken in respect of the Rectification Notice received pursuant to Article 16 UK GDPR

The Chair, Marilyn Rolfe and Clive Robinson remained in the room but did not comment on this item. The content of the report was noted.

78.5 Update on drainage issue at the former Guide Hut site

The content of the report was noted.

78.6 Update on replacement of bollards along The Broadway

The content of the report was noted. In addition, Clive Robinson suggested that it would be appropriate to install metal Doric bollards as they are more robust than the plastic alternatives which get knocked down.

78.7 Update on Annual Playground Inspections

The content of the report was noted. In addition, the Clerk advised that she had now received the full reports. Marilyn Rolfe as Lead Councillor for Wellbeing and Jenny Quilter as Lead Councillor for Projects agreed to review the detailed inspections.

78.8 Update from the Neighbourhood Policing Team

The content of the report was noted. Katherine Damsell queried the numbers quoted for 'Theft from Motor Vehicles' as the narrative stated there was a decrease but the numbers showed an increase. The Clerk agreed to clarify this with the Neighbourhood Policing Team.

23/79/PC Neighbourhood Plan

79.1 To consider the Farnhams' Draft Neighbourhood Plan prior to Formal Consultation (with presentation from Leani Haim of O'Neill Homer)

The Chairman opened the discussion by stating that the purpose of the Neighbourhood Plan, which had been put together by a steering group of residents, is to influence local planning and that national planning policy remains in place.

Leani Haim took those present through the changes that had been made to the Plan since the version presented at the Annual Parish Meeting in May 2023. This discussion included the structure of the document, the list of infrastructure projects that the increased Community Infrastructure Levy will be directed to (once the Plan is adopted the percentage received by the Parish increases from 15% to 25%), the ideas received for addressing current problems in the parish that are not covered by planning policy and are therefore outside the scope of the Plan and the issues that National Planning Policy already supports that are therefore also outside the scope of the Plan. There was also a discussion regarding a potential joint project with Stoke Poges Parish Council to improve access through Ingrams Copse and Brockhurst Wood, the design code developed with AECOM, protecting the vitality of The Broadway and the list of Local Heritage Assets.

She also confirmed that the policies contained within the Plan will be used by Planning Officers when making decisions once the Plan has been adopted but also advised that the policies will have weight whilst the Plan passes through the formal process and the Parish Council will use the policies when replying to planning applications. She further explained that the Plan has the same weight as any future Buckinghamshire Local Plan but noted that if there is tension between the two documents then usually the newest plan takes precedent. She also advised that in a response to another parish council, Buckinghamshire Council had advised that the Local Plan, once prepared, would focus on strategic growth development and that Neighbourhood Plans will be relied upon to deal with local issues.

Those present were encouraged to raise anything they felt was missing from the Plan as it would not be possible to add anything once the Regulation 14 Formal Consultation had taken place. She confirmed that it would be possible to remove things if this was appropriate after the Consultation.

The Draft Neighbourhood Plan **was agreed** but Clive Robinson advised that he had not read the document and would like to do so before providing his comments. **It was agreed** that his comments would be received by close of business of Friday 28 July 2023.

79.2 To consider granting delegated powers to the Chairman, the Clerk and Steve Stagg for non-material amendments to the Plan, if required, prior to the Formal Consultation

Leani Haim noted that some of the details explaining the special local interest have not yet been complete on the List of Local Heritage Assets and some map inserts still needed to be created so it would be necessary for amendments to be made to this version before the Plan is published for Formal Consultation. In addition, the deadline for feedback from owners of buildings or structures on the List of Local Heritage Assets, Burnham Beeches, Buckinghamshire Council and given the decision above, Clive Robinson had not passed and it may be that on receipt of those comments it would be appropriate to make amendments. **It was agreed** that delegated powers would be given to the Chairman, the Clerk and Steve Stagg for non-material amendments and that a final version would be circulated to all parish councillors with all changes highlighted in red text.

23/80/PC To consider a proposal for a Farmers Market

David Moore advised that with the help of Tony Birkett and Katherine Damsell he had progressed his proposal for a Farmers Market in Temple Dell. He confirmed that following discussions with Beaconsfield Town Council, Amersham Town Council and Gerrards Cross Town Council he had discovered that they use one of two models for running their markets. The first being direct contact with stallholders and the second being to work with Cooper's Markets who organise the stallholders.

Following a discussion which included when to hold the first market, providing visitor parking, the likely costs, the impact on the businesses along The Broadway, and suggestions for potential stallholders, those present were largely supportive of the proposal and **it was agreed** that David Moore would report back to parish councillors by Friday 4 August 2023 with a full and realistic proposal.

23/81/PC To consider the street name for six dwellings on the fields to the west of Blackpond Lane and opposite Devonshire Green, Farnham Royal (Land at Cobblers Close, Farnham Royal)

The content of the report was noted. Following a discussion which included whether the site was within the Green Belt and the background to the names proposed, **it was agreed** that the preference would be to use one of the names on the War Memorial. The Clerk was asked to investigate the names on the War Memorial to enable a suggestion to be put forward.

23/82/PC Finance:

82.1 To receive and note the amended 2022/23 Annual Internal Audit report

The content of the report was noted. The amended 2022/23 Annual Internal Audit report was noted.

82.2 To consider the June 2023 Management Accounts

Those present confirmed that they had reviewed the Management Accounts. Katherine Damsell, as Lead Councillor for Finance and Contracts, advised that some items had cost more than budgeted and some had cost less but overall, the Parish Council's financial position was not bad with more general reserves than expected but stated that the Parish Council should not be complacent as there are still some unknowns and it is early in the financial year. She then asked those present whether they had any comments and those present confirmed not. The management accounts **were agreed**.

82.3 To consider PWLB Loan to fund the replacement of Farnham Common Playground

The content of the report was noted. **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 £105,000 over the borrowing term of 12.5 years for the replacement of Farnham Common playground. The annual loan repayments will come to around £11,706.54. It is not intended to increase the council tax precept for the purpose of the loan repayments.'

Clive Robinson asked whether it would be possible to settle the loan early if the opportunity arose in the future. The Clerk advised that she would check the terms and conditions and report back.

82.4 To consider the increased legal costs for responding to the Rectification Notice

The Chair, Marilyn Rolfe and Clive Robinson remained in the room but did not comment on this item. The content of the report was noted. The increased legal costs **were agreed** at £3,450.60 plus VAT.

82.5 To consider a budget and authorise payment for removing fly tipping from the former Guide Hut Site

The content of the report was noted. The Clerk advised that the fly tipping was removed by General Waste and Refuse Removal (Steve & Matt Keating) on Friday 21 July 2023 at a cost of £120. This cost **was agreed** and it **was further agreed** that payment would be made this month.

82.6 To consider a budget and approve payment for sucking out the waste from the collapsed sewer pipe on the former Guide Hut site

The content of the report was noted. A budget of £2,000 plus VAT **was agreed**.

82.7 To consider appointing Amersham Town Council to maintain the flowerbeds at Rectory Close, Farnham Royal

The content of the report was noted. **It was agreed** that Amersham Town Council would be engaged to carry out the Initial work recommended of clearing the weeds, trimming the edges, pruning the roses and applying woodchip and also for annual maintenance up to 31 March 2024.

There was also a short discussion about whether the flowerbeds here and on Kingsway Green should be kept and it was suggested that this should be reviewed to assist with budget preparation for 2024/25.

82.8 To consider payments and note receipts, as per the July 2023 cashbook

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

The Clerk advised that since preparing the cashbook she had received the final gas bill for Sherriff House from the former landlord who was requesting payment by 25 July 2023. This cost of £502.09 plus VAT **was agreed** and it **was further agreed** that payment would be made this month.

23/83/PC Planning:

83.1 To ratify comments submitted on recent applications

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

- PL/23/0926/FA 1 Fairfield Lane, Farnham Royal for the Subdivision of plot, erection of a new dwelling with attached garage and formation of vehicular access. She advised that this application is causing distress to residents in Fairfield Lane and that the Parish Council has submitted comments objecting to the application and has requested that the application is 'called in' to the Planning Committee.

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

83.2 To note recent planning decisions

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

83.3 Planning Enforcement Issues

Marilyn Rolfe advised that she attended a hearing in respect of various appeals regarding an equestrian centre and recreational facility that has been developed off Crow Piece Lane and Farnham Lane. She advised that there was a long discussion about the volume of the development on this green belt site and acknowledged that permission was likely to be granted but hopefully with significant conditions to protect this part of the green belt going forward.

23/84/PC Any Other Business (for information only)

84.1 Clive Robinson advised that there is a broken limb hanging from one of the apple trees in the Community Orchard in Temple Dell. He was seeking agreement from councillors to cut off the limb to prevent further damage to the trunk. Those present felt this would be a good idea.

84.2 Clive Robinson advised that he had started his biannual clean up of the footpath between Beaconsfield Road and Farnham Common Sports Club. He was halfway through cutting back the vegetation and just needed to cut back the conifers.

23/85/PC Next parish council meetings: `

The meeting closed at 9.25pm.

Full Council (Focus on Projects) on 25 September 2023 at 7.30pm at Farnham Royal Village Hall

Full Council (Focus on contracts) on 30 October 2023 at 7.30pm at Farnham Common Village Hall