

# FRPC Parish Council for The Farnhams

## Information for the Annual Meeting of the Parish Council on 24 June 2024

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

#### 4.1 Update on Community Speedwatch

The group continues to conduct sessions at two sites each week, subject to the weather. Since the activity started, the group has recorded 65 motorists who were found to be traveling over the prescribed speed threshold. Details below:

<u>Site</u>	<u>Speeders</u>
Beaconsfield Road	2
Beeches Road	3
Collinswood Road	42
Farnham Lane	9
One Pin Lane	8
Parish Lane	1

Of speeders recorded, the maximum speed on a 40mph road is 52mph with the average speed being 50mph. The maximum speed was recorded on Parish Lane.

Of speeders recorded, the maximum speed on a 30mph road is 50mph with the average speed being 40mph. The maximum speed was recorded on Collinswood Road.

Since the last parish council meeting, sessions have been held in Beaconsfield Road, Collinswood Road, Farnham Lane and One Pin Lane. A new 30mph site in Collinswood Road recorded 24 speeders over 40mph in 30 minutes. The Co-ordinator is trying to speak with Thames Valley Police to see if a mobile speed camera van can be used at this site.

A huge thank you to the volunteers for supporting this safety initiative.

#### 4.2 Update on repairs at playground in Farnham Park Playing Fields

Both the gyrospring and the basket swing have now been repaired and the playground is fully operational.

#### 4.3 Complaint received regarding an oak tree in Ingrams Copse

The Clerk has been contacted by L&Q regarding a tree that has been judged to pose a risk to garden dwellers of Warren Court following a review by their tree surveyor. The Parish Council's arboriculturist has inspected the tree and advised that it has significant crown dieback with good growth lower down. He recommends creating a monolith at 4 meters within the next 6 months and notes that planning permission will be required for the work. The Clerk has updated L&Q and is currently seeking quotes for the work.

#### 4.4 Receipt of £33,319.23 under the Community Infrastructure Levy

As included in the May 2024 cashbook, the following amounts have been received for the period 1 October 2023 to 31 March 2024:

<b>Application</b>	<b>Site Address</b>	<b>Total CIL Collected</b>	<b>Parish %</b>	<b>Local allocation of CIL to transfer</b>
PL/21/3357/FA	Former Site Of Cut Heath House, Parsonage Lane, Farnham Common	£86,705.03	15%	£13,005.75
PL/22/0651/FA	Land at Cobblers Close, Farnham Royal	£135,423.20	15%	£20,313.48
	Total	£222,128.23		£33,319.23

The CIL Regulations (Regulation 59C) allow Town and Parish Councils to use their CIL portion for the provision, improvement, replacement, operation or maintenance of infrastructure; or anything else that is concerned with addressing the demands that development places on an area. If after five years of receipt the local CIL allocation funds are not used, the CIL regulations allow Buckinghamshire Council to recover funds that are unspent or have been used inappropriately.

The Parish Council will need to decide what to spend the funds on bearing in mind the statement above but in the interim the funds have been transferred to the Instant Access Deposit Account.

#### 4.5 Update on Buckinghamshire Council's 2024/25 Grass Cutting and Weedkilling Programme

Buckinghamshire Highways has confirmed that grass cutting began across the County in April 2024 but with the wet and warm growing conditions experienced so far this year, it has proved difficult for contractors to continue to manage the growth, which has led to some areas of grass becoming overgrown. They also advise it has proved challenging due to the wet, heavy showers which have caused downtime for their crews.

They have confirmed that this financial year Buckinghamshire Council is carrying out two cuts in 30mph 'urban' areas, and 3 visibility cuts in 40mph and above settings. Visibility cuts are carried out to keep the sightlines for drivers (vision splays) as clear as possible, including at junctions, at laybys and inside bends. They advise that this is done to minimising the destruction of flora, fauna and wildlife which relies on unkempt grass. They also advise that cut grass is not collected but they do clear it from footpaths using leaf blowers.

The Parish Council and Buckinghamshire Councillors have been chasing for the grass cutting to be carried out in the Parish as a matter of urgency due to how overgrown the grass has become and it is hoped that this will take place in the next week or two. In the meantime, should residents have concerns about specific locations, particularly vision splays, these should be reported on FixMyStreet (<https://fixmystreet.buckinghamshire.gov.uk/>) and the Buckinghamshire Highways' Local Area Technician will carry out an inspection to see if a reactive cut is required. If residents feel it is an emergency, it can be called in using Buckinghamshire Highways' emergency line (01296 382416).

In relation to weedkilling, Buckinghamshire Highways have advised that they received no budget last year for weedkilling and no sprays were carried out. For 2024/25 they currently have funding to carry out priority footway areas only e.g. main high street locations however, they believe it is likely that they will be given the go ahead to carry out weed spraying within additional areas of Footways and this will commence at the beginning of July.

It has been noted that some residents seem to be cutting the verges where they live to improve the look of their local area and we thank them for their efforts.

#### 4.6 Update on 'Meet Your Local Councillors' initiative

The next session is on 13 July 2024 at 10am in Farnham Common Community Library. The Chairman is unable to attend so it is necessary to confirm which parish councillor(s) will be attending. This session is also the last planned session but both the Chairman and Buckinghamshire Cllr. Dev Dhillon are happy to continue with the sessions and dates for 1 September 2024 to 30 July 2025 are currently being agreed.

#### 5 To consider next steps on anti-social behaviour in Blackpond Lane

Following a meeting with Buckinghamshire Council's Rights of Way Team, it was decided that K Barriers may provide a solution if installed at the entrances to footpaths FAR/6 and FAR/7. Three barriers would be required. Quotes have been obtained from suppliers suggested by Buckinghamshire Council for the barriers and installation as follows:

	<u>Net (£)</u>	<u>VAT (£)</u>	<u>Gross (£)</u>
<u>Supply of K Barriers</u>			
Supplier 1	5,286.50	1,057.30	6,343.80
<u>Installation of K Barriers</u>			
Contractor 1	2,200	440	2,640
Contractor 2	6,670	1,334	8,004
Contractor 3	4,320	864	5,184

Now quotes have been received it is necessary to obtain funding and it has been suggested that applications are made to the Beeches Community Board, Heart of Bucks Community Foundation and/or TVP Community Fund together with any other available sources. At the parish council meeting held in May 2024, those

present were pleased a solution was being progressed but requested further clarity regarding who was commissioning the work and who was responsible for ongoing maintenance and any future liabilities. It was reiterated that the Parish Council was only facilitating discussions to obtain a solution and would not be taking any responsibilities going forward.

The Chairman, Clerk and Buckinghamshire Cllr. Dev Dhillon met with the representatives of the effected residents on 19 June 2024 and discussed the next steps. It was agreed that Buckinghamshire Cllr. Dev Dhillon would meet with the Rights of Way Team and the Cabinet Member responsible for Rights of Way to obtain written permission for the K Barriers to be installed and to obtain confirmation that Buckinghamshire Council will accept responsible for the barriers, their ongoing maintenance and any future liabilities. In addition, it was confirmed that the Beeches Community Board would require the funding application to be submitted by the Parish Council rather than the residents group. It should also be noted that the Beeches Community Board will only release funds, should the application be successful, once the K Barriers have been installed and all invoices have been paid.

## **6 Finance:**

### **6.1 To receive and note the 2023/24 Annual Internal Audit report**

The 2023/24 Internal Audit Report has been circulated to parish councillors separately.

### **6.2 To consider the 2023/24 Annual Governance Statement (Section 1 AGAR)**

The 2023/24 Annual Governance Statement has been circulated to parish councillors separately.

### **6.3 To consider the 2023/24 Accounting Statements (Section 2 AGAR)**

The 2023/24 Accounting Statements have been circulated to parish councillors separately.

### **6.4 To note the arrangements for the exercise of public rights**

Assuming the 2023/24 Annual Governance Statement and Accounting Statements are approved, the period for the exercise of public rights to inspect the accounting records for the financial year ended 31 March 2024 will commence on Wednesday 26 June 2024. The period continues for 30 working days and ends on Tuesday 6 August 2024.

### **6.5 To consider payments and note receipts, as per the June 2024 cashbook**

The landlord has now provided the requested information regarding the service charge invoices received and the invoices have been included in this cashbook. The cashbook has been reviewed and approved by Katherine Damsell, as Chair of the Finance Committee and has been circulated to councillors separately.

## **7 Planning:**

### **7.1 PL/24/1720/PIP - Land To The North Of Allerds Farm, Crown Lane, Farnham Royal, SL2 3SF**

The Clerk has received notice that a new planning application for permission in principle for a residential development of 5 open market dwellings and 4 affordable dwellings has been submitted to Buckinghamshire Council. The Parish Council needs to review this application and register its comments by 9 July 2024.

### **7.2 To ratify comments submitted on recent applications**

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

### **7.3 To note recent planning decisions**

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

## **8 Projects:**

### **8.1 To consider the Neighbourhood Plan and associated documents**

The Neighbourhood Plan Steering Group, with the assistance of O'Neill Homer, have now considered the responses received from statutory consultees and the community during the formal consultation earlier this year. The updated plan and associated documents have been circulated to councillors separately.

Should the Parish Council approve the documents, the next step is for the documents to be submitted to Buckinghamshire Council who will then be responsible for taking the process forward. Buckinghamshire Council will publicise the plan and arrange for an independent examination, which will consider whether the plan meets the basic conditions and other legal requirements. If successful at the examination stage,

with modifications if necessary, Buckinghamshire Council will then arrange for a neighbourhood plan referendum. If there is a majority yes vote, then the neighbourhood plan is made and becomes part of the statutory development plan for the area.

## 8.2 New Projects

- To consider 30 Minutes Free Parking in The Broadway Car Park

Since the 2024/25 budget was agreed, the Parish Council has been discussing, with Buckinghamshire Council, the possibility of reintroducing a 30 minute free parking period in The Broadway car park. Buckinghamshire Council has agreed to a free parking period on the understanding that the Parish Council reimburses them for the lost revenue and set up costs. These breakdown as follows:

	£
Reimbursement for 7 days per week	17,800
Reimbursement for Bank Holidays	2,200
RINGO Set Up Fee	900
Total	<u>20,900</u>

It will be necessary for the Parish Council to agree how to measure the success of this project as, if continued, this would become a significant ongoing commitment.

- CCTV on The Broadway, in Farnham Royal & at the Playgrounds

Since the 2024/25 budget was agreed, Tony Birkett has been researching the possibility of installing CCTV in the above locations to deter theft from the shops and businesses, to reassure residents and to protect parish assets. He has met with Smartech Security and is now working on obtaining two other quotes for consideration.

He has held discussions with many of the local and national retailers on The Broadway and they support the proposal. He has also discussed attaching the cameras to lampposts with Buckinghamshire Highways and they have advised that they will confirm the process for obtaining their agreement.

National policies and protocols are being reviewed but it is currently proposed that the recordings will be remotely accessible by authorised users and all data will be deleted on a 22 day rolling programme.

Cllr. Dev Dhillon has suggested applying to the TVP Community Fund and/or the Beeches Community Board for help with the initial set up costs.

## 8.3 Project Review

- Kingsway Green & Rectory Close Flowerbeds (Budget £1,834 / Spend to date £240)

As previously discussed, three options have been identified:

1. Plant with seasonal bedding plants with a new water supply for ongoing maintenance.
2. Plant with plants that can survive our warmer, drier climate without the need for additional watering.
3. Plant spring bulbs and turf or soil and seed over them.

The Clerk has requested a quote for the three options from three potential contractors. One has declined to quote due to existing work commitments and the other two are formulating their quote.

Option 1 also requires a new water connection for ongoing maintenance. A quote has been requested from Thames Water and should be available in the next 14 to 28 days. It would also be necessary to engage a plumber to install a standpipe in a secure enclosure on the edge of the Green.

The Clerk has also been advised by the contractor that cuts the grass on Kingsway Green that he believes that the messy finish created by leaving the cuttings would outweigh any improvement to the quality of the grass gained by leaving them.

- Woodland Management Plan (Net Budget £0 / Spend to date £0)

The Parish Council's arboriculturist is currently preparing the Plan and has advised that he is just waiting for Burnham Beeches' comments before contacting the Woodland Officer at the Forestry Commission.

The project is estimated to cost £1,500 in professional fees for the arboriculturist but these should be settled by grant funding obtained from the Department for Environment, Food and Rural Affairs.

- Protecting Physical Assets (FCSC Covenant etc.) (Budget £5,000 / Spend to date £0)

The purpose of this potential project is to ensure that, as much as possible, the green spaces in the parish are protected for future generations. The green spaces identified are:

- Jubilee Copse, Beaconsfield Road, Farnham Common
- Land at Farnham Common Sports Club (inc, outside gym, playground and picnic area), One Pin Lane, Farnham Common
- Temple Dell, Beaconsfield Road, Farnham Common
- Kingsway Green, Beaconsfield Road, Farnham Common
- Ingrams Copse, behind Langtons Meadow, Farnham Common
- Farnham Royal playground, Farnham Park Playing Fields, Beaconsfield Road, Farnham Royal
- Land at entrance to Rectory Close, Farnham Royal
- Farnham Pump Green, Farnham Lane, Farnham Royal
- Boundary Copse, Farnham Road, Farnham Royal

BP Collins are currently reviewing the basic information that has been provided regarding the sites with a view to considering next steps and likely costs. The Clerk has a telephone call with BP Collins on 20 June 2024 to discuss this further.

- MVAS Stage Two (inc. training) (Adjusted Budget £7,728 / Spend to date £6,995.58)

This project was to purchase a second new MVAS with matchfunding from the Beeches Community Board. It assumed that the purchase of the first new MVAS would take place during 2023/24 but unfortunately this was not possible until April 2024.

During the roadside training for the new sign, the technician tested the old one and advised that it was still working and recording data. It was therefore decided that a second new sign would not be purchased and the old one would be cleaned and used.

Amersham Town Council, who had been appointed to move the new MVAS and download the data recommended purchasing another set of batteries for the new sign to enable the sign to be permanently roadside, so the decision was taken to appoint Amersham Town Council to manage the old sign and to purchase new batteries for both signs. Having reviewed the existing MVAS locations, Amersham Town Council has advised that three of the six posts require concreting in as the ground screws are now quite loose. The Clerk has requested a quote and will advise councillors separately. Both signs are now up and circulating around the parish and the Clerk has received the first data download from One Pin Lane, which will shortly be published on the website.

In addition, funds have been allocated to purchase Community Speedwatch signs to be fitted underneath the villages' name plates and Speedwatch wheelie bin stickers.

The adjusted budget has been calculated as follows:

	£
2024/25 Agreed Budget	5,000
B/fwd from 2023/24	4,728
Matchfunding (not requested)	<u>(2,000)</u>
Total	<u>7,728</u>

- Farnham Royal Playground Licence Renewal & Future Plans (Budget £500 / Spend to date £0)

The current licence to occupy the land used for the playground at Farnham Park Playing Fields can be terminated by Buckinghamshire Council with six months' notice after 15th anniversary (23 December 2025). The purpose of this project is to facilitate negotiations with Buckinghamshire Council to secure its long term future to allow investment in new equipment.

Buckinghamshire Council understands the Parish Council's position and have indicated that they are open to discussing the terms of the licence and the Clerk is awaiting further comment from them.

- Improvements to website (Budget £1,000 / Spend to date £0)

The purpose of this project was to facilitate some updates and improvements to the Parish Council's website to provide more information and improve engagement with residents and visitors. The Clerk has discussed various options with the website developer and the following have been identified:

1. Create a Farnhams' directory of community groups and organisations
2. Update photos on the website
3. Live link on the website to the FRPC social media presence to include approved third parties such as Thames Valley Police, Buckinghamshire Council, Beeches Community Board
4. Creation of a 'Report a problem' page
5. Make the FAQs page more prominent
6. Re-design the website layout and colours to give it a more modern look and feel and enhance mobile -friendly viewing.

Further suggestions are encouraged from councillors together with examples of websites they particularly like.

- New Christmas Decorations/Lights/Switching on Event (Budget £5,000 / Spend to date £0)

It was originally envisaged that this project would seek to enhance the existing Christmas decorations in the villages and a switching on event. Having explored some options with the relevant contractor, it became evident that without some form of sponsorship to significantly increase the budget any additional decorations purchased would not materially improve the display.

After discovering this, thoughts turned to holding an indoor family orientated Christmas event on 30 November 2024 in one of the village halls with a disco, games, crafts and of course, Father Christmas and his elf. Tickets would be available on Eventbrite for a nominal charge so we could monitor numbers and would include one drink and a slice of pizza (sourced locally). Additional refreshments could be purchased for cash.

- Christmas Lights - Replacements (Budget £5,000 / Spend to date £3,900)

Following last year's display, the decision was taken to replace the broken hanging stars in the tree by the Farnham Pump with 3D twinkling spheres. In addition, following the enhanced structural survey now required by Buckinghamshire Council for the relevant lamp posts, it was recommended that some of the column decorations in Farnham Common were replaced for lighter models. These replacements have now all been purchased and will feature in the 2024 display.

- Residents Association/Business Association (Budget £500 / Spend to date £0)

The purpose of this project was to set up a Residents' Association and Business Association that the Parish Council could work with to create opportunities to improve village life. Whilst a connection has been made with several associations already in existence for roads or developments additional work is required to increase the number of residents and businesses included. Katherine Damsell has suggested holding an evening social event in Farnham Common Sports Club and the Dukes Head to bring interested parties together to discuss the idea further.

The Parish Council is aware that there are lots of groups, organisations and activities in the villages and would like to help spread the word to maximise opportunities for everyone, young and old by holding a Community Activities Showcase on Saturday 14 September 2024 for a couple of hours on either Kingsway Green or Temple Dell, depending on the number of responses received. The idea is that representatives from each group would come along and showcase the amazing work their group does to recruit new members, recruit volunteers, meet likeminded people and maybe even raise some much needed funds. To help make this a success we would like as many groups, organisations and activities as possible to be represented so please email details to [clerk@farnhamroyal-pc.gov.uk](mailto:clerk@farnhamroyal-pc.gov.uk).

- D-Day 80 Events (Budget £3,000 / Spend to date £4,761.27)

The Parish Council commemorated the 80<sup>th</sup> Anniversary of D Day with a flag display, a 1940s tea dance and an exhibition and talk in Farnham Common Community Library. Positive feedback has been received in respect of both the tea dance and the exhibition and talk. The costs breakdown as follows:

	£2,275.00
Flag Display	
1940s Tea Dance	*£2,467.44
Exhibition & Talk	£18.83
*Estimate	

You may recall that tickets were sold for the tea dance. A total of £82.01, was received from Eventbrite after deducting their fees and Signature are transferring £81 in respect of their residents and staff who attended. Katherine Damsell is proposing that the final amount received is donated to the Royal British Legion.

- Orchard Day (Budget £500 / Spend to date £397)

Attendance at Orchard Day allows the Parish Council to promote its activities but more importantly to speak with residents about their concerns, thoughts and aspirations for the villages and to discuss projects identified for consideration. Feedback received in previous years proved very useful in shaping the refurbishment of the new playground in Farnham Common.

To make the most of attending this event, several councillor volunteers are required to set up the stand, be present at the event and to breakdown the stand at the end. It is proposed that this year, resident's' views are sort on the options identified for the flowerbeds on Kingsway Green and Rectory Close and the introduction of a 30 minute free parking period in The Broadway car park.

The spending to date includes items for the stand such as display materials, folding tables, voting tokens and a voting box.

- Annual Parish Meeting 2024 (Budget £500 / Spend to date £818)

The Annual Parish Meeting was held on 8 April 2024 and the presentations, including audio records, given during the evening can be found at <https://farnhamroyal-pc.gov.uk/annual-parish-meeting-2024/>.

The costs incurred relate mostly to recording the meeting and publishing it on the Parish Council's website together with refreshments for those that attended. The Clerk has asked the website host whether it is possible to monitor the traffic to the page to review whether recording and publishing the meeting is of benefit to the community.