

# FRPC Parish Council for The Farnhams

To: All Farnham Royal Parish Councillors

**YOU ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF FARNHAM ROYAL PARISH COUNCIL ON FRIDAY 23 MAY 2025 AT 7.30 P.M. IN FARNHAM COMMON VILLAGE HALL, VICTORIA ROAD, FARNHAM COMMON, SL2 3NL**

The meeting is open to the public and press and the first 15 minutes will be reserved, if required, for public comment. Members of the Public are asked to keep each contribution to 3 minutes. We have a policy on recording of meetings. Please apply to the Clerk for details.

Councillors attending the meeting are reminded of the requirement to declare if they have a personal interest or a prejudicial interest in any item of business as defined in the Code of Conduct.

## AGENDA

- 1 To elect a Chairman
- 2 To elect a Vice Chairman
- 3 Apologies for absence
- 4 To receive declarations of interests from Members
- 5 To confirm the minutes of the meeting held on 28 April 2025
- 6 To co-opt a new parish councillor: Farnham Royal North Ward
- 7 To co-opt a new parish councillor: Farnham Royal South Ward
- 8 Matters Arising (not covered elsewhere on the agenda - for information only)
  - 8.1 Update on road safety initiatives (Community Speedwatch & MVAS)
  - 8.2 Update on the proposed upgrade of the existing telecommunications base station on Kingsway Green
  - 8.3 Update on The Farnhams' Neighbourhood Plan
  - 8.4 Report on VE/VJ Day celebrations including the Parish Picnic, presentation in the Library & Memorial Bench
- 9 To consider whether to continue 30 minute free parking in The Broadway car park after the six month trial
- 10 To review:
  - 10.1 Standing Orders
  - 10.2 Code of Conduct
  - 10.3 Asset Register
  - 10.4 Risk Assessment
  - 10.5 Finance Regulations
  - 10.6 Information & Data Protection Policy
- 11 To review delegation arrangements
- 12 To review the terms of reference of the Finance Committee and appoint members
- 13 To review the terms of reference of the Planning Working Group and appoint members
- 14 To make the following appointments:
  - 14.1 Data Protection Officer
  - 14.2 Lead Councillor – Finance and Contracts
  - 14.3 Lead Councillor – Planning
  - 14.4 Lead Councillor – Projects
  - 14.5 Lead Councillor - Highways
  - 14.6 Lead Councillor – Woodlands and Open Spaces
  - 14.7 Lead Councillor – Community

- 14.8 Lead Councillor – Wellbeing
- 14.9 Lead Councillor – Environment
- 14.10 Lead Councillor for Communication

15 To review the terms of reference and appoint a representative(s) on the Neighbourhood Plan Steering Group

16 To appoint representatives on the following Outside Bodies and agree arrangements for reporting back:

- 16.1 South East Bucks Community Board
- 16.2 Farnham Common Sports Club
- 16.3 Burnham Beeches and Stoke Common Consultation Group
- 16.4 South Bucks Association of Local Councils

17 To confirm arrangement for insurance cover in respect of all insurable risks

18 To review the Council's and Clerk's subscriptions

19 To agree meeting dates and times for full council and committee meetings up to May 2026

20 Finance:

- 20.1 To approve payments and note receipts, as per the May 2025 cashbook

21 Planning:

- 21.1 To ratify comments on recent applications
- 21.2 To note recent planning decisions

22 Any Other Business (for information only)

23 Next Parish Council meetings:

To be confirmed

Signed: *Judith Hall*  
Clerk

Dated: 19 May 2025