

Farnham Board Minutes

Date & Time:	17 June 2022, 10:00-11:30
Venue:	Hybrid Meeting - Farnham Town Council Offices
Chair:	Cllr Tim Oliver
In attendance:	<p>Board Members Cllr Matt Furniss, Rt Hon Jeremy Hunt MP, Cllr Michaela Martin, Cllr Catherine Powell, Cllr Andy MacLeod, Cllr Paul Follows, Cllr Peter Clark, Cllr David Beaman.</p> <p>Attendees Lee Parker, Simon Duke, Elaine Martin, Chris Greenwood, Katie Ludvigsen, Iain Lynch, Anna Miller, Ben Funning, Chris Smith</p>
Apologies:	Tom Horwood, Katie Stewart, Zac Ellwood

	Item
1	<p>Welcome and Introduction</p> <p>The Chair welcomed all attendees and apologised for not being able to attend in person.</p>
2	<p>Minutes of the Meeting and Matters Arising from Last Board</p> <p>Minutes agreed. No matters arising</p>
3	<p>Short and Medium-Term Interventions update</p> <p>Elaine Martin provided an update on Project 1 elements:</p> <p>Rerouting of HGVs Signage installation has been completed. Discussions are underway with Hampshire County Council and developer for inclusion of the diversion route at the B3349/A287 roundabout.</p> <p>Wayfinding strategy Several engagement meetings have been held with relevant local groups to develop the content and meetings have been held with landowners around sign placement on their land. Cartography changes have been made following feedback. The next steps of this work are to review and then finalise the cartography and to plan for installation once land permissions have been obtained. Jeremy Hunt MP asked for clarification around the wayfinding strategy and Elaine Martin explained this was new town centre maps and fingerpost signs to enable people to find their way around town.</p> <p>20 mph zones and speed restrictions A Road Safety Audit has been undertaken and this is reflected in finalised designs. Engagement with relevant groups has been carried out around the signage in Castle Street. Next steps of this work include early engagement with contractors for a programme of works and a cost estimate. A review of latest phases of expanding the 20mph will also take place.</p>

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	<p>Medium-Term Interventions Hale Trail and Scholars Greenway Meetings with relevant stakeholders and site visits have taken place. Habitat and pedestrian/cycle surveys have been undertaken for various routes, with further surveys planned for several other routes. Cost estimates are being developed.</p> <p>Cllr Catherine Powell asked that as Water Lane roundabout is part of the Major Road Networks whether funding for this work could be sought through that, rather than through CIL. Simon Duke clarified that that funding was unlikely to be available for this work, but that SCC money has been earmarked which can hopefully be supplemented by CIL funding.</p> <p>Jeremy Hunt MP asked for an overview and timeline of the upcoming visible changes that Farnham residents would notice being implemented. Elaine Martin responded that the HGV and reclassification has been completed. The wayfinding signage is expected to be installed in late summer/early autumn however this is been slightly delayed due to the level of stakeholder feedback. Conversations are still taking place with Road Safety Teams around the 20mph zones, and these are expected for installation in late summer/early winter. However, Scholars Greenway, Hale Trail and Borellis have been found to have legal implications which need to be investigated further and will be brought to the Board for decisions at a later meeting. Jeremy Hunt MP asked that the upcoming letter around the consultation could include proposed timelines of when changes to the town might be seen by residents to maintain a sense of momentum. Ben Funning confirmed that this would be included in consultation documentation. ACTION: Consultation documentation to include a proposed timeline of activity.</p>
4	<p>Town Centre update</p> <p>Elaine Martin updated on work undertaken in the town centre, including several engagement sessions to ensure stakeholders are kept up to date. Visualisation work on the proposals has been created. Option B has been revised to include feedback from members and businesses. Next steps for this work are to continue the transport modelling and refining the design based on feedback. Consultation plans are being finalised ready for consultation launch.</p> <p>Cllr Catherine Powell commented that the modelling sessions were useful and asked the team for details of expected traffic increases to include within the modelling, due to the increased number of houses being built in the area. Simon Duke confirmed that discussions had taken place around this, but that it would be taken back to the modelling team to be discussed with them. ACTION: Simon Duke to feedback Cllr Powell's comments to the modelling team.</p> <p>Cllr David Beaman asked if population increases in South Farnham had been considered in the modelling. Simon Duke confirmed that the modelling was representative. Cllr David Beaman asked if parking charges were included as potential income as part of this work. Simon Duke confirmed that Katie Ludvigsen had been reviewing potential funding streams, and in addition to this further CIL discussions are underway.</p> <p>Cllr Catherine Powell asked about whether mitigation work to the north and south areas of the town were still linked to town centre works, so that changes could not be made to one area without the other. Simon Duke confirmed that this has been a commitment as part of the FIP and would continue to be so.</p> <p>Cllr Andy McLeod commented that positive meetings have been held around the town centre work with a consensus of opinions beginning to emerge from them. The Chair feels that the issues raised will be addressed to the satisfaction of residents and hopes this will be supported by the upcoming consultation feedback.</p>

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	<p>Cllr Catherine Powell requested that following feedback from Farnham Town Council on the number of planned consultation events that Councillors collaborated with Ben Funning to maximise the reach of the consultation and gather as many residents' views as possible. Cllr Andy McLeod added to this a suggestion that Local Liaison Forums could be held covering specific areas as part of the consultation. Ben Funning confirmed the desire to help as many residents as possible to give their feedback as part of the consultation so will liaise with Councillors to discuss how best to reach residents. The Chair highlighted the desire to have a far-reaching consultation and to gather responses from younger residents.</p> <p>ACTION: Ben Funning to work with Cllr Powell & Cllr McLeod to discuss how best to reach residents with the upcoming consultation.</p> <p>Cllr Peter Clark supported the previous comments and added the desire to make as many residents as possible aware of the aims of the Farnham Infrastructure Plan (FIP) which would then improve the quality of responses were received thought the consultation process.</p>
5	<p>Local Cycling and Walking Infrastructure Plan (LCWIP) update</p> <p>Elaine Martin provided an update on recent work on the LCWIP, which has included extensive consultation with members, officers and local stakeholders. Possible options have been narrowed down to a shortlist, ensuring that ideas are achievable. Next steps are to continue developing the design proposals considering the feedback already given, along with further stakeholder workshops on the design options. Shortlisted routes will then be confirmed in preparation for the Active Travel Bid to DfT.</p> <p>Cllr Catherine Powell highlighted that after discussion at the 6th June council meeting a consensus of proposed routes was reached by those attending. Proposed 'off road' alternative options were also offered for some of the routes as it was felt that they would be safer to use, and Cllr Powell asked whether these alternative options would be considered at this stage of the process. Elaine Martin confirmed the team are more than happy to receive feedback.</p> <p>Cllr Catherine Powell asked around interface with Waverley LCWIP and whether this would be managed by this team or through Waverley. Elaine Martin confirmed the same consultants are working on both LCWIPs, so there is already interface between both pieces of work.</p>
6	<p>Farnham A31 Corridor update</p> <p>Elaine Martin highlighted that the recent modelling Q&A session had included elements of the A31 corridor work. Pre-Outline Business Case activity work has been underway, including work with the Environment team to look at the air quality and noise assessments and a habitat survey. Discussions have also taken place with Waverley to review the policy alignment with the Local Plan Part 2 proposed safeguarding policy.</p> <p>Next steps of this work are including very high-level options within the upcoming public consultation for the town centre. Modelling requirements are being reviewed, and various teams are progressing their environmental and modelling activities as there is pressure from the Department for Transport (DfT) to deliver early on this work. Liaison work with the rail group and mobility hubs is also continuing. The DfT have completed their assessment and they are seeking approval from their Investment Committee before providing advice to Ministers and HM Treasury.</p> <p>Iain Lynch highlighted that for Local Plan Part 2, Farnham Town Council had made the plan, so conversations around this would need to formally involve the Town Council as well as Waverley Borough Council.</p>

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	<p>The Chair asked for clarification around the next steps following the DfT assessment, whether anything that can be done to raise awareness with ministers before a decision is made. Simon Duke confirmed that discussions were quite progressed, with the DfT recently confirming that they had the necessary information to hand to be able to make a recommendation. The team are hopeful that lobbying would not be needed but felt that it would not harm the application if undertaken.</p> <p>Jeremy Hunt MP offered to make a statement of representation if this was needed. The Chair confirmed that this would be appreciated. ACTION: Statement to be drafted for Jeremy Hunt</p> <p>Cllr Catherine Powell asked for clarification that the traffic modelling works for the proposed changes to the Coxbridge roundabout would look where traffic might be displaced to. Simon Duke confirmed that modelling would show the impacts of proposed works.</p> <p>Cllr David Beaman highlighted his concerns about the impact that work on this junction could have on the town. Simon Duke explained that 3 potential options for the work are available, which have all been presented to DfT, and a decision on the preferred option will be reached with them. The impact of the construction will be part of the overall case for the decision, and management of traffic during the constructions period will be undertaken and considered.</p>
7	<p>Overview of progress</p> <p>Elaine Martin provided an overview of progress against the key milestones. ‘Routing of HGVs’ work has now been completed, as discussed earlier in the meeting. The ‘Wayfinding’ work is slightly behind schedule, due to additional partner engagement and sourcing of land permissions. The ‘Medium-term Interventions’ all have their own timeframes; however all are currently on track to be completed by March 2023. ‘Town Centre Improvements’ are planned for completion in October 2025, as this includes the LCWIP work and is subject to the upcoming consultation.</p> <p>Current risk and issues were highlighted, including potential escalating projects due to the current financial climate which are being managed by the team as best they can. There are also current DfT resourcing issues for the A31 work, but DfT engagement is underway to prioritise the project. SCC have now new termed contractors and are having an early resourcing issue, which is leading to potentially a slight delay on the 20mph zone signage.</p> <p>Iain Lynch added that the delays to the Wayfinding project were due to partners amending cartography errors to ensure that the maps are accurate and beneficial to residents once introduced. Elaine Martin clarified that documents initially shared were draft versions, shared for the purpose of ensuring that they correctly reflected the local surroundings, and that amendments were part of this process.</p> <p>Cllr Catherine Powell thanked Cllr Matt Furniss for his letter to the HGV companies flouting rules and highlighted local newspaper coverage, however unfortunately the rules still being broken, and it was requested that fines start being issued to companies continually breaking the rules. Concerns have also been raised by haulage companies that the signage on the A31 is not early enough for them to be able to divert their route. Simon Duke will follow up with Surrey Police previous discussions around a small-scale intervention to support the new HGV routes. Feedback on the A31 signage will also be taken on board and alternative options will be considered. The Chair asked if the Road Haulage Association has been contacted and Simon Duke confirmed that Cllr Furniss has already written to them on several occasions.</p> <p>Cllr Andy McLeod asked for clarification around the October 2025 dates quoted and asked for clarification around what could be expected to be completed by then. Jeremy Hunt MP</p>

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	<p>also expressed concerns with increased risks, for example with increased costs, for longer timescale plans. ACTION: Elaine Martin will split out LCWIP work from the other Town Centre work to make the timescales of individual elements clearer for the next meeting.</p>
<p>8</p>	<p>Engagement</p> <p>Ben Funning highlighted that the consultation is due to go live in a couple of weeks, running into September. The consultation will present the two proposals for the town centre and will ask for early feedback on A31 options. ACTION – Ben Funning to share consultation questions to the board when finalised.</p> <p>Detailed briefing notes are being written to ensure that residents have all the information they need to make an informed choice. The consultation is not offering a preferred option, but rather asking residents for their thoughts. Printed leaflets are being produced to highlight the consultation to residents alongside media coverage and social media campaigns. Exhibitions are being held for this consultation, as Covid restrictions had prevented this for the previous consultation. Ben is hopeful that funding will be available for virtual reality roadshows to enable residents to visual the proposed changes in the town and it is hoped that this will resonate more with younger audiences.</p> <p>Jeremy Hunt MP commented that it is positive that the consultation is launching soon and asked if a letter was being sent to all households to encourage them to contribute their views. Ben Funning confirmed that there currently was not a plan for sending out prepaid envelopes to all residents as it is hoped that the printed leaflet will provide the same function. Feedback levels will be reviewed in late July, leaving enough time to react if necessary if response levels are lower than expected. The Chair was happy in principle to send a printed letter, if needed. Elaine Martin clarified that the printed leaflet would have all the relevant information about the consultation on it. The roadshow exhibitions could have the option for attendees to take away a prepaid envelopes for a response. Simon Duke highlighted a recent experience of mailing out 10,000 leaflets on the A320 HIF scheme and only 60 responses were received from this. The Chair acknowledged that the circumstances around this work was different and highlighted all methods available should be used to engage with Farnham residents. ACTION: Board members to consider all options available to achieve maximum reach for the consultation.</p> <p>Cllr Michaela Martin asked about consultation exhibition venues in North and South central, rather than just town centre locations. Ben Funning confirm that this would be looked into, subject to staffing and other considerations. Cllr David Beaman asked why the session cannot be longer, in particular all-day sessions. Ben Funning confirmed that some time slots were directed by the venue, such as the exhibition being held at the leisure centre, and that staffing availability also had to be factored in. A range of times and days had been chosen to try to reach as many residents as possible.</p> <p>Iain Lynch highlighted some upcoming events, such as Hale Carnival, and other opportunities for promotion in local magazines and offered the support of the Town Council in promotion.</p> <p>Cllr Andy McLeod feels that household leaflets can be effective as part of a bigger campaign and suggested that a letter might add more value than a leaflet. Ben Funning clarified that the leaflet will be going to all households, with any surplus being distributed to venues across the town. There will be a multi-channel communications campaign across the summer to maximise reach and ensure that residents are aware of the consultation going on the town.</p> <p>Cllr Catherine Powell raised that Farnham is a market town, and that there is a wider group of residents who count Farnham as their local town, even if they do not live within the town</p>

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	<p>itself. Ben Funning clarified that the consultation is around Farnham as a town for everyone who visits, not just for those who live in Farnham. Ben highlighted some of the options of targeted social media posts to target those who travel into the town. The Chair highlighted the 200,000 digitally excluded people in the county and asked the team to ensure that alternative engagement methods were also factored into engagement plans.</p> <p>Iain Lynch asked whether local schools were being engaged to support promotion of the consultation. Chair asked that all consultation items to be shared with the board for their views. Ben Funning confirmed that he would.</p> <p>ACTION: Ben Funning to share final versions of consultation documentation.</p>
9	<p>Questions and discussion</p> <p>a) Review of questions submitted in advance</p> <p>No questions have been submitted in advance</p> <p>b) Upper Hart Link - paper</p> <p>Elaine Martin explained that stakeholder engagement suggested that alternative routes to the Upper Hart Car Park should be considered if Castle Street were pedestrianised. 2 possible options were considered, and the positives and negatives of the options were highlighted. The cost for work is approximately £8.1million, for which there is no funding. Iain Lynch asked if the Town Council could consider this paper in more detail, as it was only shared prior to the meeting. Simon Duke confirmed that work on the paper was only completed this week, due to background work undertaken by Atkins on land acquisition options and costings. The Chair clarified that a decision was not being taken on the papers today, and that the Town Council were welcome to consider further, and highlighted the point made that there currently was no funding for this work even if it was supported as an option.</p> <p>ACTION – Iain Lynch taking the paper to the Town Council for consideration.</p> <p>Jeremy Hunt MP highlighted that this proposal is part of a bigger issue as the work would be required if the town decided to move to full pedestrianisation. He confirmed he was happy to support not proceeding at this point but feels this may need revisiting down the line. Simon Duke confirmed that the paper recommends pausing the plans on this at the moment, not totally discounting the options.</p> <p>Cllr Catherine Powell feels that this option would not support full pedestrianisation of the town but only pedestrianisation of Castle Street. Simon Duke suggested that this is discussed with Farnham Town Council at the next Programme Board.</p> <p>c) Flush Pavements - paper</p> <p>Elaine Martin gave an overview of background to this paper. The Government is now pausing on flush pavements work unless in low traffic areas, which doesn't apply to Farnham. Flush pavement work can be used at traffic crossings, and these are being considered as part of the town centre proposals, along with lower kerb heights throughout the town.</p> <p>d) Farnham Station Wayfinding Signage – Brightwell's Yard</p> <p>Elaine Martin asked for a decision on the wayfinding signage around whether Brightwells Yard should be included in the signage at Farnham Station as there had been conflicting views from stakeholders.</p> <p>DECISION: Brightwells Yard to be included in the wayfinding signage.</p> <p>e) Covid measures removal/amendments</p>

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	<p>Elaine Martin provided an overview of the issues around the existing Covid measures in place in Downing Street and provided some options for resolution to the Board. The recommended options were to remove the existing lane markings to create a single lane of traffic and to create space for loading.</p> <p>Cllr Catherine Powell commented that she felt unprepared to have a discussion on this and would like a separate meeting to discuss. Elaine Martin confirmed that this has only recently come to light to be brought to the Board. The Chair confirmed that a more detailed conversation needs to be undertaken, to ensure the Town Council's views are taken into account. Cllr Michaela Martin agreed with previous comments and feels that removal of the Covid restrictions would be retrograde step. Simon Duke clarified that the trip hazard concerns are a recent issue officers have been made aware of, and the issues with cyclists and HGVs has been ongoing.</p> <p>ACTION: Date to put in the diary with the Town Council within the next few weeks for a decision.</p>
10	<p>AOB</p> <p>There were no additional items for discussion.</p> <p>The Chair thanked the Board for their worked so far and was looking forward to hearing some of the consultation feedback from residents around the proposals at the next meeting.</p> <p>The date of the next meeting will be 30 September 2022.</p>

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