

## FARNHAM WITH STRATFORD ST ANDREW PARISH COUNCIL

### Minutes of the Meeting held on Monday 9 February 2026 at the Riverside Centre

**Councillors present:** Ian Norman (Chair), Rosemary Conibeer (Vice Chair), Richard Ayres, Jill Pass, Richard Sayer, Annabel Warne and Jeremy Williams.

**In attendance:** Katherine Abbott (Parish Clerk/Responsible Finance Officer)

**1 Apologies for Absence**

Apologies for absence were received from Cllr Tim Plant.

**2 Declarations of Interest**

There were no declarations of interest for items on the agenda.

**3 Minutes of the previous meeting**

With the addition of Cllr Jill Pass to the list of those present, the Minutes were approved.

**4 Matters arising**

**(i) Allotment rent**

The Chairman to speak with one of the allotment tenants regarding their outstanding rent.

**(ii) Update from the Community Partnership**

Cllr Williams reported on the Partnership meeting held on 29 January. Applications to the Partnership for grant funding for projects which met the required criteria and Partnership priorities had been considered and agreed.

**(iii) Overgrown hedge**

Further to the two letters sent to request that the hedge which was causing a danger to pedestrians alighting from buses, it was agreed that the Chairman would speak to the resident.

**(iv) Road closures, diversions and damage to verges and property**

The response from the Community Relations Manager at SZC to the Parish Council's representations and requests for much improved traffic management during road closures and remedial work to damaged verges was noted. It was agreed that the Parish Council would formally submit two written questions to the SZC Southern Transport Forum when it met on 4 March.

**(v) Noticeboards**

Cllr Plant would be responsible for placing items on the Farnham noticeboard from 1 March.

The cost of purchasing new noticeboards exceeded available funding and so was not a viable option. The Parish Council agreed to commit £160 of CIL funds to have both noticeboards sanded and applied with protective oil, in addition the Stratford St Andrew noticeboard would have its rotten rear panel replaced. It was agreed unanimously that, over time, the noticeboards would be phased out but gradually as the website was legally able to act as the main point of communication. This was also greener

and a more cost-effective option.

**5 Reports of the District and County Councillors**

Cllr Reid (SCC) and Cllr Noble (ESC) had both provided written reports which were noted.

**6 Questions from members of the public**

The Clerk was asked to report two potholes at Chapel Lane and Red House on the northbound A12. Also, to report a broken manhole cover adjacent to Elm Tree Farm on the northbound A12.

It was noted that many residents were enjoying the quietness of the two villages during the road closures. Whilst this was understandable, it was felt as other residents were being adversely impacted during the road closures by loud noise from machinery, light pollution at night etc. it was important to remain mindful of others.

**7 Asset Register**

The updated Asset Register was received and reviewed.

It was proposed, seconded and by unanimous vote resolved that the Asset Register be approved, subject to the Responsible Finance Officer revisiting costs.

**8 Financial Risk Assessment**

The Financial Risk Assessment was received and reviewed. The Responsible Finance Officer suggested a new risk related to the Local Government Review with the potential for additional roles and responsibilities to be devolved to Parish Councils and the current lack of clarity about funding for these be added to the Assessment.

It was proposed, seconded and by unanimous vote resolved that, subject to the additional risk being included, the Financial Risk Assessment be approved.

**9 Generic Risk Assessment**

The Generic Risk Assessment was received and reviewed.

It was proposed, seconded and by unanimous vote resolved that this be approved.

**10 Corporate communications on Precept 2026/7**

As the setting of the Precept had been a corporate decision it was considered important to have a consistent message in the event of any queries. A draft was received and reviewed.

It was proposed, seconded and by unanimous vote resolved that the draft message be used by all Councillors and the Responsible Finance Officer.

**11 Noticeboards**

See item 4(v) above.

**12 Responsible Finance Officer's report**

The RFO reported that:

- The CIL balance was £1361.06
- Current account balance (before payment of invoice below was £2661.95
- £6 rent from new allotment tenant received
- Outstanding rent of £10 (see item 4(i))
- VAT refund claimed from HMRC of £156.81
- Invoice submitted and approved £355.20 (salary) and £88.80 (HMRC)
- After payment of the invoice above the balance would be **£2217.95**

The Council agreed to review the balance available at the March meeting to decide if it wished to place some funds within the General Reserve/Contingency Fund.

**13 Clerk's report**

Benhall and Sternfield Parish Council had enquired if the Parish Council would be willing to participate in mutual support and assistance arrangements in the event of incidents within either Parish. This was agreed and welcomed as a sensible suggestion.

**14 Urgent items**

There were no urgent items of business.

**15 Next meeting**

The date in March 2026 and indicative items for the agenda were noted.

The Meeting closed at 9.14pm