

## GODALMING TOWN COUNCIL

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107-109 High Street  
Godalming  
Surrey  
GU7 1AQ

15 July 2022

Sir/Madam

I HEREBY SUMMON YOU to attend the Full Council Meeting of the Godalming Town Council to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 21 JULY 2022 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

DATED this 15<sup>th</sup> day of July 2022.

Andy Jeffery  
Clerk to the Town Council

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

**Where possible proceedings will be live streamed via the Town Council's Facebook page.** If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page.

The meeting will be preceded by a brief presentation on the expectations of Councillors by the President of Godalming College Students' Union, Nour El Serry.

### AGENDA

1. MINUTES

THE TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on the 19 May 2022.

2. APOLOGIES

TO RECEIVE apologies for absence.

3. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

To receive from Members any declarations of interests in relation to any items included on the agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

4. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

THE TOWN MAYOR to invite members of the public to make representations, ask or answer questions and give evidence in respect of the business on the agenda or other matters not on the agenda. This forum to be conducted in accordance with Standing Order 5:

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

- A. The period of time designated for public participation at a meeting for a maximum of three minutes per person or 15 minutes overall, unless otherwise directed by the chairman of the meeting,
- B. A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. If a matter raised is one for principal councils or other authorities, the person making representations will be informed of the appropriate contact details.

Mr Adam Samson, Headteacher and Ms Louise Munz, Bursar of Godalming Junior School wish to speak in support of Agenda Item 7.

5. QUESTIONS BY MEMBERS

To consider any questions from councillors in accordance with Standing Order 6.

6. RECEIPT OF OFFICIAL ANNOUNCEMENTS

To receive official announcements, letters, etc.

7. NEIGHBOURHOOD CIL APPLICATION – ITEM FOR DECISION

Whilst a CIL application would normally be considered by the Environment & Planning Committee prior to recommendation to Full Council, receipt of this application would have put it forward for consideration at the E&P meeting held prior to this meeting. As such for efficiency of agenda business this item has exceptionally been brought directly to Full Council.

Members are requested to consider an application for Neighbourhood CIL Funding received from Godalming Junior School (attached for the information of Members)

As part of a wider project to safely support the physical and mental well-being of pupils, Godalming Junior School is seeking support of £23,000 from Neighbourhood CIL funding to replace the top surface of the playground Astro Turf sports and play area to enable the continued safe use of this important facility. The cost of the project, including the resurfacing of the netball courts being funded from other sources being £38,000.

If approved, the new surface will provide a safe all-weather, all-season surface which the children will be able to use every day of the school year, both for organised sports and for recreational activities including free play. The facility would also be used for after school and holiday activities held at the school.

The Town Clerk and Cllr Penny Rivers visited the school and inspected the play area and saw the poor condition of the existing surface and noted that continued deterioration will shortly result in the surface being unsafe to use.

In considering the application, Members will wish to note that at present the unallocated Neighbourhood CIL funding for the Parish of Godalming held by Godalming Town Council stands at £156,564.62.

The regulations that govern how CIL is spent require that Godalming Town Council utilises the local CIL allocated towards either:

- the provision, improvement, replacement, operation, or maintenance of infrastructure, or
- anything else that is concerned with addressing the demands that development places on Godalming.

These definitions allow GTC and the local community to consider quite broadly what is needed to help to mitigate the impacts of development in Godalming. The definition of infrastructure is broad and includes roads and other transport infrastructure, schools and other educational facilities, medical facilities, sporting and recreational facilities and open spaces.

(Members to note the Town Clerk holds the signed copy of page 5 of the application.)

If Members are minded to approve an award, they are requested to consider the accompanying Letter of Offer (attached for the information of Members) that sets out specific requirements relating to this application.

Any award made would also be conditional upon the acceptance by the applicant of the Godalming Neighbourhood Community Infrastructure Funding Terms and Conditions document (Issue 1-28 April).

**In consideration of the awarding of Godalming Neighbourhood Community Infrastructure Levy Funding, Full Council is requested to resolve to:**

- A. Approve an award of Neighbourhood CIL funding of £23,000 to Godalming Junior School to replace the Astro turf surface at the school used for sporting activities and recreational play, which supports the physical and mental well-being of the children. Such award to be conditional upon acceptance of the Godalming Neighbourhood Community Infrastructure Levy Funding - Terms and Conditions and the requirements of the Letter of Offer.
- B. Approve the Letter of Offer for Godalming Neighbourhood Community Infrastructure Funding to Godalming Junior School.

8. SCHEDULE OF MEETINGS – AMENDMENTS

The following amendments are suggested for the current Schedule of Meetings (amendments in red):

**15 September 2022**

Staffing Committee	7.00pm	The Pepperpot
Audit Committee	7.00pm	GTC Meeting Room

**2 February 2023**

Environment & Planning Committee	6.30pm	Council Chamber
Audit Committee	7.15pm	Council Chamber

**16 February 2023**

Full Council	7.00pm	Council Chamber
Staffing Committee	7.45pm	Council Chamber

A copy of the updated schedule is attached for the information of Members. Members are requested to resolve to agree the changes to the schedule as outlined.

9. RECEIPT OF COMMITTEE CHAIRS' REPORTS

To receive Chairmen's reports of the Committees as under:

## **Environment & Planning Committee**

### **GTC Carbon Audit & Reduction Plan**

Following receipt of the GTC Carbon Audit Report for the period 1 April 2021 to 31 March 2022, the following recommendations are submitted to Full Council:

#### **Full Council is requested to resolve that:**

- A. Godalming Town Council recognises that, unless there is provision within the 2023/24 and 2024/5 budgets to replace the gas heating and hot water boilers in its community buildings with suitable alternatives, the objective of being carbon neutral in Scope 1 & 2 emissions by 2025 will not be met.
- B. Officers should therefore present fully costed proposals for meeting this important objective as soon as practicable and no later than part of the 2023 budget setting process, to show the impact on both revenue budgets and reserves.

## **Policy & Management Committee**

Members of the Policy & Management Committee submit the following recommendations to Full Council:

### **Youth Services CCTV Policy**

**Full Council to resolve** to adopt the Youth Service CCTV Policy (attached for the Information of Members).

### **Farncombe Village & Binscombe Community Vision for a Greener Cleaner Sustainable Future Document**

**Full Council to resolve** to adopt the revised Farncombe Village & Binscombe Community Vision for a Greener Cleaner Sustainable Future Document (attached for the information of Members).

### **Policy Document Review**

**Full Council to resolve** to adopt the amended Godalming Town Centre Area – Past, Present & Future Document (attached for the information of Members).

## **Staffing Committee**

### **Policy Document Review**

**Full Council to resolve** to adopt the Fire Safety & Emergency Procedure Policy (attached for the information of Members)

## 10. **RECEIPT OF COMMITTEE MINUTES**

To receive the minutes of the undermentioned Committees:

	Meetings Dated
Audit Committee	26 May 2022
Environment & Planning	26 May 2022 9 June 2022

Policy & Management Committee

26 May 2022

9 June 2022

14 July 2022

Staffing Committee

26 May 2022

11. GODALMING JOINT BURIAL COMMITTEE – REPORT - **ITEM TO NOTE**

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 9 June 2022.

Members to receive an update from the Town Clerk on informal discussions regarding the future structure of the Joint Burial Committee.

12. ELECTION TO THE JOINT BURIAL COMMITTEE

Members to elect a Godalming Town Council Member to fill a vacancy on the Godalming Joint Burial Committee. To maintain political proportionality, the vacancy should be filled by a Member of the Green Party.

13. AUTHORISATION OF THE CLERK

TO AUTHORISE the Clerk to sign or, where appropriate to have sealed on behalf of the Town Council any orders, deeds, or documents necessary to give effect to any of the matters contained in the Reports received at this meeting or in any Resolution passed by the Council.

14. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 22 September 2022 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

15. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE MAY WISH TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM(S) 16 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED I.E COMMERCIAL-IN CONFIDENCE.

16. AUTHORISATION FOR WRITE-OFF – **ITEM FOR DECISION**

Members are asked to give their authorisation to write off invoice WN2959 £72.00 and GTC4905 £40.00 in accordance with Financial Regulation 1.13 and our Credit Control Process (confidential report attached for the information of Members).



## CIL FUNDING APPLICATION FORM

### INTRODUCTION

Godalming Town Council receives 25% of money received through the Community Infrastructure Levy, collected by Waverley Borough Council (WBC) from development in Godalming. Any CIL monies due are confirmed by WBC at the end of 6 monthly periods ending in March and September and paid to Godalming Town Council shortly thereafter. The funds are available to spend on local projects in Godalming. As set out in the CIL Regulations, this local proportion of CIL should be used 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

The definition of infrastructure is broad and includes amongst other items:

- Roads and other transport infrastructure
- Schools and other educational facilities
- Medical facilities
- Open spaces
- Sporting and recreational facilities
- Flood defences

Please read the Godalming Town Council CIL funding application form guidance notes before completing this form. To discuss a potential project, or for further guidance, please contact the Town Clerk at [townclerk@godalming-tc.gov.uk](mailto:townclerk@godalming-tc.gov.uk).

Please note that if an external organisation has been granted CIL funds for a project it may not apply for further CIL funding, regardless of the project, until twelve months have elapsed since the previous award was granted.

CIL applications will be validated by Council Officers prior to consideration by the Environment & Planning Committee, applications accepted by the Environment & Planning Committee will be forwarded to the Full Council for further consideration and prioritising against available and anticipated funds.

Please return completed application forms and supporting information to: [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

Linked Document: CIL Policy and Funding Application Form Guide for Applicants



Supporting Our Community

### CIL FUNDING APPLICATION FORM

1. Applicant organisation	Godalming Junior School
2. Name and position of main contact	Adam Samson, Headteacher Louise Munz, Bursar
3. Applicant contact details (phone no, email and address)	<a href="mailto:bursar@godalming-junior.surrey.sch.uk">bursar@godalming-junior.surrey.sch.uk</a> 01483 421597 Godalming Junior School Hallam Road Godalming, GU7 3HW
4. Type of organisation  If a charity, please provide registration number	School
5. Is the organisation able to reclaim VAT?	Yes
6. Location of project	School playground
7. Summary of the project proposal	Several years ago we raised funds through parent support and a successful bid to Sports England to install an astro turf pitch on our front playground. As the school has no access to green space, this provided the children with a safe and fun space to play. It is used by all members of the school community for anything from football, cricket, athletics, gymnastics or even just a space to sit at break and eat their snacks and chat to friends. The benefit therefore has a hugely positive impact on both their physical and also mental health. Since the pitch was installed, the numbers on the school roll have increased by over 10% thus increasing the wear and tear of the surface. This pitch is now in need of replacement and a recent condition survey performed by Surrey County Council's Gym Maintenance Team, deemed it very close to being condemned. We also have a netball court that is covered in 'wet pour' material, however this is very slippery, especially in the winter months and we therefore would like to recover this with a non-slip surface to ensure that sports and recreation can continue safely throughout the whole year.
8. Estimated project cost	£23,000

9. Please show in the table the amount of CIL funding being sought and any other contributions that may have been allocated for this scheme

	Amount	Detail
CIL funding sought	£23,000	Install astro turf pitch
Any other Local authority contribution eg EBC and/or SCC	£15,000	Recover our adjacent netball court with non-slip material, using our Sports Premium budget.
Third party contribution	0	
Total cost	£38,000	

10. Detail of additional sources of funding available

We are anticipating being able to cover £15,000 of this project with funds from our Sports Premium funding.

11. Why is CIL funding being sought? Please provide details of sources of funding already considered or applications made for funding

Due to budget constraints and a forecasted deficit budget next year, the school doesn't have the funds available to replace this essential area.

12. Please indicate whether the organisation has previously received CIL or other funding sources from either Godalming Town Council and/or Waverley Borough Council. If yes, provide amounts and timings

None previously received

13. How does the project help address the demands of development in the area. What evidence is there to support this?

Being a town school, we have no access to green space and have seen an increase in the number of children on roll over the last few years (over 10%), along with an increase in PAN from 29 children per class to 30 children per class due to local demand for junior school places, all putting additional stress and pressure on our facilities. We have an increased need to promote a healthy lifestyle, which has a positive effect on children's mental health and well-being. This pitch is used for lessons, sports, play and clubs by every one of the children attending Godalming Junior School. Since the covid pandemic we have seen a rise in the number of children displaying social and emotional needs which a stimulating, safe outdoor space goes a long way to alleviating these pressures.

14. What evidence is there of support from the community

We are a well-respected, local town school providing a broad and ambitious curriculum to a large number of local families. We have a very active PTA, who would ordinarily be able to support us with funding, however their income has been stunted due covid and more acutely the cost of living crisis across the county. This has been further exemplified by our School Council at GJS introducing a food bank providing crucial support for a growing number of local families.

15. Proposed timescales for the project

Within 6 months, hopefully October half term.



<p>16. Is there a related revenue spend (i.e. day-to-day running costs) associated with the project? How will this be addressed?</p>	<p>The school anticipates having to cover the cost of annual maintenance charges</p>
<p>17. If the organisation is not in the public sector please provide details of the organisation's finances Please include a copy of the most recently audited accounts, including details of unrestricted reserves</p>	<p>Public Sector</p>
<p>18. Do you need planning permission to carry out the works?</p>	<p>No</p>
<p>19. If planning permission is required is it in place to carry out the works?  If so, please provide the application number</p>	<p>N/A</p>

Section E: Declaration

When you have completed the application, please sign this declaration and submit the application form as directed.

To the best of my knowledge the information I have provided on this application form is correct.

If Godalming Town Council agrees to release funds for the specified project, these funds will be used exclusively for the purposes described. In such an event, I agree to inform Godalming Town Council via the Town Clerk of any material changes to the proposals set out above. When requested, I agree to provide Godalming Town Council with all necessary information required for the purposes of reporting on the progress or otherwise of the identified project. I recognise Godalming Town Council's statutory rights as the designated provider of these CIL funds, which includes provisions to reclaim unspent or misappropriated funds.

Privacy Notice: By signing this form, the applicant agrees to Godalming Town Council checking all supplied information for the purposes of informing decision making. The information on this form will be stored in the Town Council's filing system and summarised in the Council's accounting system for the sole purpose of fund processing, analysis and accounting. Information about the project may be publicised on Godalming Town Council's website and in public material for publicity purposes. Personal data will not be disclosed without prior agreement of those concerned, unless required by law. For further information on the Council's privacy policy, please see: <https://godalming-tc.gov.uk/data-protection/>

Signed: Louise Munz \_\_\_\_\_

Organisation: Godalming Junior School \_\_\_\_\_

Date: 12<sup>th</sup> July 2022 \_\_\_\_\_

All organisations involved with the application will need to sign and date the form.

Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_

Date: \_\_\_\_\_

Town Clerk: Andy Jeffery MSC MCGI

107-109 High Street  
Godalming  
GU7 1AQ

Tel: 01483 523575

E-Mail: [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

## Date

## BY EMAIL/ADDRESS

Dear Mr Samson

### Offer Letter of Godalming Neighbourhood CIL Funding

I am pleased to be able to inform you that Godalming Neighbourhood Community Infrastructure Levy (CIL) funding has been awarded for the project considered by the Council on 21 July 2022.

Funding of £XX,XXX is awarded to Godalming Junior School in support of the replacement of the Play & Sports area Astro turf surface as set out in the application form submitted by the school dated DD Month 2022.

A specific requirement of this funding offer is that 12 months following the completion of the project, Godalming Junior School provides Godalming Town Council with a summary of the range of use and activities, as well as the impact upon the school and local community of the improved facility.

Please see attached a copy of the terms and conditions for the funding, which you will need to accept and return to [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk) as a requirement for the approval of funding. Please do not commence work on the elements of the project for which funding has been granted until the terms and conditions and this offer letter have been reviewed and the signed acceptance of funding returned.

Should you accept the offer, the project should commence within 12 months of the final confirmation of funding. Commencement is defined as when the works regarding the infrastructure construction or improvement begin at the relevant site. If you are unable to start the project within this timeframe, please write to the Council using the contact details contained within this letter. The Council will then consider either a revised timetable or the possible withdrawal of the CIL offer for this project.

The Council is prepared to provide staged payments in line with the contractual agreement of the appointed principal contractor. A verifiable copy of the contracted payment terms must be provided to the Council.

Upon completion you are required to provide confirmation that the project has been completed to the Council's satisfaction and where appropriate a building control completion certificate.

Please sign and return one copy of this letter as your acceptance of the Terms and Conditions.

If you have any queries, please do not hesitate to contact the CIL Team by email, [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk) or by telephone 01483 523575.

Yours sincerely

Andrew Jeffery  
Town Clerk

**GODALMING TOWN COUNCIL**  
**SCHEDULE OF MEETINGS 2022/23**

<b><u>MAY 2022</u></b>				
19	ANNUAL COUNCIL/MAYOR MAKING	7.00PM	Council Chamber/MP	Bkd ✓✓
26	Environment & Planning Policy & Management Audit (Election of Chair) Staffing (Election of Chair)	6.30PM 7.15PM** 8.00PM** 8.10PM**	Council Chamber Council Chamber Mayor's Parlour Council Chamber	✓ ✓ ✓ ✓
<b><u>JUNE 2022</u></b>				
9	Joint Burial – Cemetery Inspection Joint Burial – (Approval of Annual Governance & Accounting Regulations) Environment & Planning Policy & Management	5.00PM 5.45PM 6.30PM 7.30PM**	Eashing Cemetery Council Chamber	✓
19	CIVIC SERVICE	3.00PM	Godalming Bandstand	
30	Environment & Planning Policy & Management	6.30PM 7.15PM**	Council Chamber	✓
<b><u>JULY 2022</u></b>				
7	Staffing Audit	6.00PM 7.15PM	The Pepperpot	✓
14	Policy & Management	7.00PM	Council Chamber	✓
21	Environment & Planning Full Council	6.30PM 7.15PM**	Council Chamber	✓
<b><u>AUGUST 2022</u></b>				
11	Environment & Planning	6.30PM	Council Chamber	✓
<b><u>SEPTEMBER 2022</u></b>				
1	Environment & Planning Policy & Management (Grants)	6.30PM 7.15PM**	Council Chamber	✓
8	Joint Burial – Cemetery Inspection Joint Burial	5.00PM 5.45PM	Nightingale Cemetery The Pepperpot	tbc
15	Staffing Audit (Financial Regulations)	€7.00PM <del>7.15</del> 00PM	The Pepperpot <b>GTC Meeting Room</b>	✓
22	Environment & Planning Full Council	6.30PM 7.15PM**	Council Chamber	✓
<b><u>OCTOBER 2022</u></b>				
13	Environment & Planning Policy & Management	6.30PM 7.15PM**	Council Chamber	✓

\*\* Meetings will commence at the specified time or at the conclusion of the preceding meeting, whichever is later.

<b><u>NOVEMBER 2022</u></b>				
3	Joint Burial (Budget) Environment & Planning	5.30PM 6.30PM**	Council Chamber	✓
13	REMEMBRANCE SUNDAY	9.15AM	Wilfrid Noyce Centre	✓
17	Staffing	7.00PM	The Pepperpot	✓
24	Environment & Planning Policy & Management (Revised Estimates & Budget)	6.30PM 7.15PM**	Council Chamber	✓
<b><u>DECEMBER 2022</u></b>				
15	Environment & Planning Full Council (Precept)	6.30PM 7.15PM**	Council Chamber	✓
<b><u>JANUARY 2023</u></b>				
12	Environment & Planning Policy & Management (Grant budget allocation)	6.30PM 7.15PM**	Council Chamber	✓
<b><u>FEBRUARY 2023</u></b>				
2	<del>Audit (Risk Management)</del> <b>Environment &amp; Planning</b> <del>Environment &amp; Planning</del> <b>Audit</b>	6.30PM 7.15PM**	Council Chamber	✓
16	<del>Staffing</del> <b>Full Council</b> <del>Full Council</del> <b>Staffing</b>	<del>6.30</del> <b>7.00P M</b> 7.15 **	Council Chamber	✓
23	Joint Burial (Year End Audit/Risk Assessment) Environment & Planning	5.30PM 6.30PM**	Council Chamber	✓
<b><u>MARCH 2023</u></b>				
16	Environment & Planning Policy & Management	6.30PM 7.15PM**	Council Chamber	✓
23	ANNUAL TOWN MEETING	7.00PM	Council Chamber	✓
30	Environment & Planning	6.30PM	Council Chamber	✓
<b><u>APRIL 2023</u></b> (Maundy Thursday – 6 April/Easter Monday – 10 April 2023)				
17 (Mon)	Audit (Review System of Internal Control & Annual Accounts)	7.00PM	The Pepperpot	✓
20	Environment & Planning Policy & Management	6.30PM 7.15PM**	Council Chamber	✓
█	█	█	█	
27	Full Council	7.00PM	Council Chamber	✓

\*\* Meetings will commence at the specified time or at the conclusion of the preceding meeting, whichever is later.

**MAY 2023**

4	LOCAL ELECTIONS			
11	COUNCILLORS' INDUCTION			
18	ANNUAL COUNCIL/MAYOR MAKING	7.00PM	Council Chamber/WNC	-✓
25	Environment & Planning Policy & Management Audit (Election of Chair) Staffing (Election of Chair)	6.30PM 7.15PM** 8.00PM** 8.10PM**	Council Chamber Council Chamber Mayor's Parlour Council Chamber	✓ ✓ ✓ ✓

**JUNE 2023**

1	Joint Burial – Cemetery Inspection Joint Burial – (Approval of Annual Governance & Accounting Regulations) Environment & Planning Policy & Management	5.00PM 5.45PM  6.30PM** 7.15PM**	Eashing Cemetery Council Chamber	✓
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**FESTIVALS:**

Spring Festival	(1 <sup>st</sup> Saturday in April)
Summer Festival	(1 <sup>st</sup> Sunday in July)
Staycation	(1 <sup>st</sup> complete week in August)
Christmas Festival	(Last Saturday in November)

Event	Date
Annual Council/Mayor Making	Thursday, 19 May 2022
Godalming Run	Sunday, 22 May 2022
Town Show	Saturday, 4 June 2022
Summer Food Festival	Sunday, 3 July 2022
Staycation	Saturday, 6–Sunday, 14 August 2022
Godalming Green Gala	Saturday, 13 August 2022
Heritage Weekend	Saturday, 17-Sunday, 18 September 2022
Remembrance Sunday	Sunday, 13 November 2022
Christmas Festival & Light Switch-On	Saturday, 26 November 2022
Farncombe Christmas Lights	Friday, 2 December 2022
Churches Together Christmas Event	Saturday, 10 December 2022
Pancake Races (School Hols 13-17 Feb 23)	Tuesday, 21 February 2023
Spring Festival – Spring into Godalming	Saturday, 1 April 2023
Annual Council/Mayor Making	Thursday, 18 May 2023
Godalming Run	TBC Sunday in May
Town Show	Saturday, 3 June 2023
Summer Food Festival	Sunday, 2 July 2023 - TBC
Staycation	Saturday, 5-Sunday, 13 August 2023 - TBC
Godalming Green Gala	Saturday, 12 August 2023
Heritage Weekend	Saturday, 16-Sunday, 17 September 2023
Remembrance Sunday	Sunday, 12 November 2023
Christmas Festival & Lights Switch-On	Saturday, 25 November 2023
Farncombe Christmas Lights	Thursday, 30 November 2023 - TBC

\*\* Meetings will commence at the specified time or at the conclusion of the preceding meeting, whichever is later.

## CCTV POLICY

### **BROADWATER YOUTH CENTRE**

#### **1.0 General**

- 1.1 Godalming Town Council's Youth Service uses closed circuit television (CCTV) images for the prevention, identification and reduction of crime and to monitor the youth centre building in order to provide a safe and secure environment for young people, staff and visitors, and to prevent the loss or damage to youth centre property.
- 1.2 CCTV surveillance at the youth centre is intended for the purposes of:
- protecting the youth service buildings and youth service assets, both during and after youth service hours;
  - promoting the health and safety of staff, pupils and visitors;
  - preventing bullying;
  - reducing the incidence of crime and anti-social behaviour (including theft and vandalism);
  - supporting the police in a bid to deter and detect crime;
  - assisting in identifying, apprehending and prosecuting offenders; and
  - ensuring that the youth service rules are respected so that the service can be properly managed.
- 1.3 The system comprises of several 6 fixed cameras at the Broadwater Youth Centre site.
- 1.4 The CCTV system is owned and operated by the Godalming Town Council's and the deployment of which is determined by the management team. The CCTV is a standalone system and operated by Godalming Town Council.
- 1.5 The CCTV is monitored centrally from the Broadwater Youth Centre office by members of the management team.
- 1.6 The youth service CCTV Scheme is registered with the Information Commissioner under the terms of the Data Protection Act. This policy outlines the services use of CCTV and how it complies with the Act.
- 1.7 All authorised operators and employees with access to images are aware of the procedures that need to be followed when accessing the recorded images. All operators are trained in their responsibilities under the CCTV Code of Practice. All employees are aware of the restrictions in relation to access to, and disclosure of, recorded images.
- 1.8 The youth service complies with Information Commissioner's Office (ICO) CCTV Code of Practice to ensure it is used responsibly and safeguards both trust and confidence in its continued use.
- 1.9 The use of the CCTV system will be conducted in a professional, ethical and legal manner and any diversion of the use of CCTV security technologies for other purposes is prohibited by this policy eg. CCTV will not be used for monitoring employee performance.

1.10 CCTV monitoring of public areas for security purposes will be conducted in a manner consistent with all existing policies adopted by the youth service, including Equality & Diversity Policy, Dignity at Work Policy, Codes of Practice for dealing with complaints of Bullying & Harassment and Sexual Harassment and other relevant policies, including the provisions set down in equality and other educational and related legislation.

## **2.0 Justification for Use of CCTV**

2.1 The use of CCTV to control the perimeter of the youth service buildings for security purposes has been deemed to be justified by the management team. The system is intended to capture images of intruders or of individuals damaging property or removing goods without authorisation or of anti- social behaviour.

2.2 CCTV systems will not be used to monitor normal youth work sessions or activities in the youth centre.

2.3 In other areas of the youth centre where CCTV has been installed, e.g., hallways, main areas, the youth service has demonstrated that there is a proven risk to security and/or health & safety and that the installation of CCTV is proportionate in addressing such issues that may have arisen without the installation of the system.

## **3.0 Data Protection Impact Assessments**

3.1 Where new CCTV systems or cameras are to be installed, the youth service will carry out a full Data Protection Impact Assessment identifying risks related to the installation and ensuring full compliance with data protection legislation. This may involve the need for consultation with staff.

## **4.0 Location of Cameras**

4.1 Cameras will be sited so they only capture images relevant to the purposes for which they are installed, and care will be taken to ensure that reasonable privacy expectations are not violated.

4.2 The youth service will ensure that the location of equipment is carefully considered to ensure that images captured comply with the Data Protection Act. The youth service will make every effort to position cameras so that their coverage is restricted to the youth service premises, which may include outdoor areas.

4.3 Cameras placed to record external areas are positioned in such a way as to prevent or minimise recording of passers-by or of another person's private property.

4.4 CCTV Video Monitoring and Recording of Public Areas may take place for the following purposes:

- **Protection of youth service buildings and property:** The building's perimeter, entrances and exits, lobbies and corridors, special storage areas, office locations.
- **Monitoring of Access Control Systems:** Monitor and record restricted access areas at entrances to buildings and other areas.
- **Verification of Security Alarms:** Intrusion alarms, exit door controls, external alarms.
- **Video Patrol of Public Areas:** Main entrance/exit gates, Traffic Control.
- **Criminal Investigations (carried out by police):** Robbery, burglary and theft surveillance.

## **5.0 Covert Surveillance**

5.1 The Godalming Town Council's youth service will not engage in covert surveillance.

## **6.0 Notification**

6.1 A copy of this CCTV Policy will be provided on request to staff, students, parents and visitors to the youth service and will be made available on the youth service and Godalming Town Council websites.



- 6.2 The location of CCTV cameras will also be indicated, and adequate signage will be placed at each location in which a CCTV camera(s) is sited to indicate that CCTV is in operation.
- 6.3 Adequate signage will also be prominently displayed at the entrance to the youth service property. Signage shall include the name and contact details of the data controller as well as the specific purpose(s) for which the CCTV camera is in place in each location.

Appropriate locations for signage will include:

- at entrances to premises i.e., external doors, youth service gate;
- entrance area; and
- at or close to each internal camera.

## **7.0 Storage and Retention**

- 7.1 The images captured by the CCTV system will be retained for a maximum of 42 days, except where the image identifies an issue and is retained specifically in the context of an investigation/prosecution of that issue.
- 7.2 The images/recordings will be stored in a secure environment with a log of access kept.
- 7.3 Access will be restricted to authorised personnel. Supervising the access and maintenance of the CCTV System is the responsibility of the Youth Services Officer. The Youth Services Officer and Youth Support Worker in Charge may delegate the administration of the CCTV System to another staff member.
- 7.4 In certain circumstances, the recordings may also be viewed by other individuals in order to achieve the objectives set out above. When CCTV recordings are being viewed, access will be limited to authorised individuals on a need-to-know basis.
- 7.5 Files/Tapes/DVDs will be stored in a secure environment with a log of access to tapes kept. Access will be restricted to authorised personnel. Similar measures will be employed when using disk storage, with automatic logs of access to the images created.

## **8.0 Access**

- 8.1 Recorded footage and the monitoring equipment will be securely stored in a restricted area. Unauthorised access to that area will not be permitted at any time. The area will be locked when not occupied by authorised personnel. A log of access to footage will be maintained.
- 8.2 Access to the CCTV system and stored images will be restricted to authorised personnel only.
- 8.3 When accessing images two authorised members of staff must be present. A written record of access will be made. Records of access will be kept.
- 8.4 A record of the date of any disclosure request along with details of who the information has been provided to (the name of the person and the organisation they represent), why they required it and how the request was dealt with will be made and kept, in case of challenge.
- 8.5 Data will be provided to those requests authorised in a permanent format where possible. If this is not possible the data subject will be offered the opportunity to view the footage.
- 8.6 In relevant circumstances, CCTV footage may be accessed:
- by the police where Godalming Town Council's Youth Service (or its agents) are required by law to make a report regarding the commission of a suspected crime; or

- following a request by the police when a crime or suspected crime has taken place and/or when it is suspected that illegal/anti-social behaviour is taking place on Godalming Town Council's Youth Service property, or
- to the HSE and/or any other statutory body charged with child safeguarding; or
- to assist the Youth Services Officer in establishing facts in cases of unacceptable student behaviour, in which case, the parents/guardians will be informed; or
- to data subjects (or their legal representatives), pursuant to a Subject Access Request, or
- to individuals (or their legal representatives) subject to a court order; or
- to the youth service insurance company where the insurance company requires same in order to pursue a claim for damage done to the insured property.

## **9.0 Subject Access Requests (SAR)**

- 9.1 Individuals have the right to request access to CCTV footage relating to themselves under the Data Protection Act.
- 9.2 Individuals submitting requests for access will be asked to provide sufficient information to enable the footage relating to them to be identified. For example, date, time and location.
- 9.3 The youth service will respond to requests within 30 calendar days of receiving the request in line with the youth service right of access policy.
- 9.4 The youth service reserves the right to refuse access to CCTV footage where this would prejudice the legal rights of other individuals or jeopardise an on-going investigation.
- 9.5 A record of the date of the disclosure along with details of who the information has been provided to (the name of the person and the organisation they represent) and why they required it will be made.
- 9.6 In giving a person a copy of their data, the youth service provide a still/series of still pictures, a tape or a disk with relevant images. However, other images of other individuals will be obscured before the data is released.
- 9.7 Where footage contains images relating to third parties, the youth service will take appropriate steps to mask and protect the identities of those individuals.

## **10.0 Complaints**

- 10.1 Complaints and enquiries about the operation of CCTV within the Youth Centre should be directed to the Youth Services Officer in the first instance.

## **11.0 Staff Training**

- 11.1 Staff authorised to access the CCTV system will be trained to comply with this policy. Staff will understand that all information relating to the CCTV images must be handled securely.
- 11.2 Staff will receive appropriate training to enable them to identify and handle different requests according to regulations.
- 11.3 Staff misuse of surveillance system information will lead to disciplinary proceedings.

## **12.0 Responsibilities**

- 12.1 The Youth Services Officer (or nominated deputy) will:
- Ensure that the use of CCTV systems is implemented in accordance with the policy set down by Godalming Town Council's Youth Service.
  - Oversee and co-ordinate the use of CCTV monitoring for safety and security purposes within youth service.
  - Ensure that all existing CCTV monitoring systems will be evaluated for compliance with this policy.

- Ensure that the CCTV monitoring at the youth service is consistent with the highest standards and protections.
- Review camera locations and be responsible for the release of any information or recorded CCTV materials stored in compliance with this policy
- Maintain a record of access (e.g., an access log) to or the release of tapes or any material recorded or stored in the system
- Ensure that monitoring recorded tapes are not duplicated for release
- Ensure that the perimeter of view from fixed location cameras conforms to this policy both internally and externally.
- Consider both students and staff feedback/complaints regarding possible invasion of privacy or confidentiality due to the location of a particular CCTV camera or associated equipment.
- Ensure that all areas being monitored are not in breach of an enhanced expectation of the privacy of individuals within the youth service and be mindful that no such infringement is likely to take place
- Co-operate with the Health & Safety Officer of Godalming Town Council's youth service in reporting on the CCTV system in operation in the service.
- Ensure that external cameras are non-intrusive in terms of their positions and views of neighbouring residential housing and comply with the principle of "Reasonable Expectation of Privacy"
- Ensure that monitoring footage are stored in a secure place with access by authorised personnel only.
- Ensure that images recorded on tapes/DVDs/digital recordings are stored for a period not longer than 28 days and are then erased unless required as part of a criminal investigation or court proceedings (criminal or civil).
- Ensure that when a zoom facility on a camera is being used, there is a second person present with the operator of the camera to guarantee that there is no unwarranted invasion of privacy.
- Ensure that camera control is solely to monitor suspicious behaviour, criminal damage etc. and not to monitor individual characteristics
- Ensure that camera control is not infringing an individual's reasonable expectation of privacy in public areas.



**Godalming**  
Town Council

Supporting Our Community

**Farncombe Village & Binscombe  
Community Vision For A Greener Cleaner  
Sustainable Future**

Draft 2 Issued 27 July 2022

# Contents

## Context for Farncombe Village & Binscombe Community Vision ...4

1. Preamble.....	4
2. Introduction .....	4
3. Area Characteristics .....	4
4. Conservation Areas.....	5
5. Public Services and the Public Realm .....	6
6. Community – Open Spaces, Sport & Recreation .....	6
6.1 Broadwater Park.....	6
6.2 Parkrun at Broadwater Park .....	7
6.3 Former Golf Course.....	7
6.4 Godalming Leisure Centre.....	7
6.5 Godalming Leisure Centre - Extension .....	7
6.6 Farncombe Cricket/Sports Ground .....	8
6.7 Guildford Rugby Club & Broadwater Pavilion .....	8
6.8 Godalming Town Football Club .....	8
6.9 Farncombe Youth Football Club - Meades Park – Green Lane.....	9
6.10 Canon Bowring Recreation Ground.....	9
6.11 St John’s Church Quiet Garden.....	9
6.12 Combe Road Recreation Ground .....	9
6.13 Allotments .....	10
6.14 Play Areas.....	10
7. Natural Environment – Trees.....	11
8. Community Meeting Places .....	11
8.1 Broadwater Community Centre – Youth Centre.....	11
8.2 Binscombe Church .....	11
8.3 St John’s Farncombe.....	12
8.4 Farncombe Day Centre .....	12
8.5 Baden Hall.....	12
9. Schools .....	12
9.1 Primary & Secondary State Schools.....	12
9.2 Pre-School and Family Centre Provision .....	13
10. Medical, Dental & Well-Being.....	13
10.1 The Binscombe Medical Centre.....	13
10.2 Farncombe Community Garden .....	13

10.3	Public Toilets .....	13
10.4	Street Furniture – Benches, Shelters and Planters and Public Notice Boards ...	13
11.	Transport – Accessibility, Walkability and Bikeability .....	14
11.1	Walking .....	15
11.2	Accessibility.....	15
11.3	Bikeability .....	15
11.4	Guildford-Godalming Greenway .....	16
12.1	Electric Vehicle Charging Points.....	17
12.2	Twenty Is Plenty.....	17
13.	Transport – Public Transport.....	18
13.1	Bus Services .....	18
13.2	Railway Services .....	18
13.3	Rail/Bus Integration .....	19
14.	Economic Profile and Potential Forces for Change .....	19
15.	Restricting Article 4 Directions .....	21
16.	Business Improvement District.....	21
17.	Built Environment.....	21
17.1	Development .....	21
17.2	Permitted Development Rights .....	21
17.3	Land South East of Binscombe .....	22
17.4	Telecoms Masts .....	22
18.	House Prices and the Need for Social Housing.....	23
19.	Community Use of the Built Environment.....	24
19.1	Farncombe Station Signal Box .....	25
19.2	Telephone boxes.....	25
20.	Public Art .....	25
	<b>GTC’s Role in the Farncombe Village &amp; Binscombe Area .....</b>	<b>26</b>
21.	Public Realm and Built Environment .....	26
21.1	Planning .....	26
21.2	Guildford to Godalming Greenway – Linking Residential Areas.....	26
21.3	Benches & Bus Stops & Notice Boards .....	26
21.4	Farncombe Station Signal Box .....	26
22.	Business & Economic Development .....	26
22.1	Regeneration and Supporting the Local Economy .....	26
23.	Transport .....	26

23.1	EV Charging Points .....	26
23.2	Twenty Is Plenty .....	27
23.3	Transport and Access Master Plan .....	27
24.	Green Environment.....	27
24.1	Floral Godalming (Farncombe & Binscombe) .....	27
24.2	Tree Planting.....	27
	With a focus on residential areas and verges for tree planting, as a community within a wider borough, GTC would wish to see tree planting being undertaken in line with the Waverley Tree Planting Strategy. Location of sites and type of trees should be identified through consultation with local residents, businesses and schools.....	27
24.3	Protection of Trees .....	28
24.4	Allotments .....	28
25.	Community Facilities, Events, Venues. ....	28
25.1	Farncombe Youth Football Club - Meades Park – Green Lane.....	28
25.2	Broadwater Park Changing Rooms .....	28
25.3	Community Events .....	28
25.4	Baden Hall.....	29
25.5	Telephone boxes.....	29
25.6	Public Art.....	29
	<b>GTC Action Plan .....</b>	<b>30</b>
26.	Action Plan - Context .....	30
27.	Table of Actions .....	30

# **Context for Farncombe Village & Binscombe Community Vision**

## **1. Preamble**

The aim of this report is to:

- Provide the context and raise awareness of specific issues affecting Farncombe Village and the Binscombe Community areas.
- Identify current activity being delivered by Godalming Town Council (GTC) to support the general well-being of residents and the economic sustainability of the village centre and locality retail areas.
- Identify ways in which GTC can provide direct action, influence or support improvements within the Farncombe Village and Binscombe Community areas.
- Provide a basis for community engagement for the enhancement of the area.

## **2. Introduction<sup>1</sup>**

The built environment has a significant impact on people's general feeling of well-being. In considering how the built environment or 'place' can impact on those whose lives it touches, decision makers would do well to consider that the very large majority of research evidence points in the same broad direction; better place quality adds value economically, socially and with regard to health and environmental outcomes. The impacts of place are profound, contribute benefits to society over short, medium and long-term time horizons, and reverberate throughout the lives of citizens across all socio-economic strata.

Place quality is not an aspiration only to be considered when things are good or only for the wealthy. Instead, as the research evidence indicates, it is a basic necessity of urban life with profound and far-reaching impacts on the lives of citizens today and tomorrow. It is so important to basic well-being that it should be the expectation of all. This knowledge can be used to advance the case for quality when place-shaping policy, project or investment decisions are being made.

*A VERY strong positive association between place derived value of all types (health, social, economic and environmental) and six qualities: greenness in the built environment (notably the presence of trees, grass, water, and open space – the latter if of good quality); a mix of uses (notably the diversity of land uses within a neighbourhood); low levels of traffic; the walkability and bike ability of places (derived from their strategic street-based connectivity and the quality of the local public realm); the use of more compact (less sprawling and fragmented) patterns of development; and ready, convenient connection to a good public transport network.*

## **3. Area Characteristics**

Farncombe village lies within a gently sloping area to the northwest of the Lammas lands; the floodplain to the River Wey. A defining characteristic of this relatively compact area being extensive views of the surrounding hills and woodland

Farncombe village is mainly residential interspersed with small business and retail outlets in the village centre. The Victorian village of Farncombe straddles the railway from the existing station down to the site of the original station (now Jewsons) with roads branching from a framework of earlier roads: Hare Lane, St John's Street, Farncombe Street, Summers Road, Lower Manor Road and Nightingale Road. The infill roads form an informal grid lined with housing predominantly of the Victorian era from small terraced

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<sup>1</sup> Matthew Carmona (2019) Place value: place quality and its impact on health, social, economic and environmental outcomes, *Journal of Urban Design*, 24:1, 1-48, DOI: [10.1080/13574809.2018.1472523](https://doi.org/10.1080/13574809.2018.1472523)



cottage to semi-detached houses and larger "villas". Most houses are set back from the pavement with a garden proportionate to the building's size. Similarly plots and buildings are in proportion to each other.

The Farncombe area expanded throughout the 20<sup>th</sup> century with the boroughs first social housing being constructed in 1920 around the Oval and Broadwater Lanes. Between the wars the village continued to grow with developments spreading north beyond George Road creating the 'Tudors'.

Post war, and particularly during the 1950's, growth continued with the then Borough Council building the Binscombe extension which linked Farncombe Village with the historic hamlet of Binscombe. The Binscombe estate is a planned network of residential roads in the low lying land leading off and between Binscombe Lane, Green Lane/ Bourne Road and Furze Lane. The houses are relatively generous in size, generally set back from the road with good size front gardens many of which are used for car parking.

A notable feature of the area is the network of footpaths linking the housing and village centre as well as the town centre of Godalming. The ownership of these alleyways & footpaths is complicated, whilst Godalming Town Council has no direct responsibility for their maintenance, it does advocate on behalf of the community for their upkeep.

As well as housing development, the 1950's saw the industrial area of Farncombe around the Silo's decline to be replaced with housing and the opening of Broadwater Secondary School. The Long Gore Estate and development towards the upper reaches of Farncombe Hill and Northbourne area being the last major housing developments of the 20<sup>th</sup> Century in Farncombe.

Typically of the housing building programmes of the 1930's onwards, the area beyond George Road primarily consists of roads of very similar or identical houses, some hedges and greenery is present, as are some allotments, but more often than not is dominated by fairly featureless patches of grassed areas with limited benefits for wildlife. The Verges, areas of grass and communal play areas located throughout the area are often scruffy and poorly maintained.

At the outer reaches of the Parish, the 1960's and 1970's also saw development around the historic Binscombe settlement with the construction of 'Guildway Homes' as well as the Copse Side and Badger Close area along with the creation of new local schools. Within the Victorian and Edwardian centre of Farncombe village infill housing development continued throughout, in areas such as Llanaway Close, Little Thatch and other former small industrial and manufacturing sites.

The 21<sup>st</sup> century has seen continued pressure on land use for housing with new developments off Furze Lane and the removal of land from the greenbelt between Binscombe and Copse Side.

#### **4. Conservation Areas**

Binscombe Conservation Area is a medieval hamlet around Binscombe Farm. The farm has a Georgian brick façade but is timber framed at the back, and together with three other timber framed buildings forms a picturesque group in spite of more recent development.

The CA area map can be found at:

[https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/heritage-and-trees/Heritage/Binscombe%20Conservation%20Area%20Boundary%20Map.pdf?ver=wQU42kOhsl-ClvOLqn\\_K0g%3d%3d](https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/heritage-and-trees/Heritage/Binscombe%20Conservation%20Area%20Boundary%20Map.pdf?ver=wQU42kOhsl-ClvOLqn_K0g%3d%3d)

## 5. Public Services and the Public Realm

The provision of public services and facilities in the urban environment has a significant impact on the quality of life that residents and others enjoy. Good quality local public services, including education and training opportunities, health care and community facilities, are identified as one of the key elements for a Sustainable Communities Plan connected with crime reduction and community safety<sup>2</sup>.

A home to live in is clearly the first and most vital consideration for everyone. Beyond this, most people wish their home to be set within an attractive and healthy environment. 'Green space' is not just good to look at, it provides room for outside leisure. Plants and trees contribute to air and water quality and we have a duty to manage our environment for the benefit of the flora and fauna that we share it with. A good environment helps to keep us health, both physically and mentally.

Traditionally we have tended to like roadside verges mown, woodland cleared of dead branches and open land free from brambles, nettles and ragwort. However, this is rarely the best management plan for nature. Setting aside land for nature reduces the space available for more utilitarian uses and there can be an indirect cost associated with managing land for its aesthetic or environmental benefit, which is why initiatives such as no-mow May and creating 'bug hotels' in woodlands etc should be especially important to local authorities in making best use of their green spaces budgets

There is a limit to the amount of land that that can be set aside for outdoor recreation, i.e. parks, play areas and playing fields. Many popular sports demand a significant amount of space and it is increasingly difficult to satisfy this demand. Nevertheless, these activities provide great benefit and must be accommodated as far as possible but it is recognised that informal, outdoor leisure is also important to health and well-being and a balance must be struck between the provision of formal and informal recreation space.

## 6. Community – Open Spaces, Sport & Recreation

If parks and green spaces are well managed, research has shown that communities use their local spaces more, have better relationships with their local councils and take some pride in the area where they live.<sup>3</sup>

Parks and green spaces contribute to all aspects of health and well-being including increasing levels of physical activity which could alleviate pressures on the NHS. Simply being outside in a green space can promote mental wellbeing, relieve stress, overcome isolation, improve social cohesion and alleviate physical problems.<sup>4</sup>

Parks provide spaces where people can get some fresh air, go for a walk, play, exercise or just enjoy the surroundings. Research by Keep Britain Tidy found that: "Visits to green spaces with friends and extended family groups were highly valued for enabling social bonding in largely natural and frequently picturesque surroundings."<sup>5</sup>

### 6.1 Broadwater Park

Broadwater Park is one of three significant public parks in Godalming owned and Managed by Waverley Borough Council, the others being the Burys and Phillips

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<sup>2</sup> Office of the Deputy Prime Minister (2004) *Safer Places - The Planning System and Crime Prevention*

<sup>3</sup> CABE Space. (2010). Urban Green Nation: Building the Evidence Base  
[https://www.designcouncil.org.uk/sites/default/files/asset/document/urban-green-nation\\_0\\_0.pdf](https://www.designcouncil.org.uk/sites/default/files/asset/document/urban-green-nation_0_0.pdf)

<sup>4</sup> CABE. (2009). Future Health: Sustainable places for health and well-being

<sup>5</sup> Keep Britain Tidy. (2010). People Places and their Green Spaces

Memorial Park and Holloway Hill recreation Ground. However, Broadwater Park at 73 acres is considerably larger and contains within its curtilage a number of areas designated for specific sports, Rugby, Football, Cricket, Tennis and Angling. Broadwater Park holds Green Flag Status.

Additionally, Broadwater Park is also home to the Godalming Leisure Centre, The Godalming Band Room, The Waverley Rangers workshop, the Godalming Angling Society Club House, Broadwater Park Community Centre – owned and operated by Godalming Town Council, as well as the former stable buildings owned by WBC and used to support local community groups. Clustered around these facilities are the residential houses of the park which were historically the estate workers homes of the former Broadwater House. These homes are now all private residences.

## 6.2 Parkrun at Broadwater Park

Parkruns are free weekly community 5k runs which take place every Saturday morning at 9am all over the UK and internationally. Supported by GTC and following a delayed start due to Covid 19, the first weekly Parkrun was held in the summer of 2021 and is now an established weekly event utilising a course agreed with WBC.

It is important that the Park Run continues in a way that does not have a negative impact on other users of the park.

## 6.3 Former Golf Course

Fronting onto Meadow and adjacent to the Godalming Town Football Ground, the former Broadwater Golf Club offers a significant opportunity for additional new or alternative leisure and recreational facilities. Whilst not in its ownership, following a presentation by a young campaigner for Biking and Skateboarding, Godalming Town Council has publically expressed support for repurposing some parts of Broadwater Golf Club site to include a combined Skateboard, BMX, scooter and outdoor activity hub with associated infrastructure, incorporating nature trails and environmental enhancements. Godalming Town Council has indicated its willingness to work with Waverley Borough Council for such facilities to be provided. However, GTC's will consider any proposal brought forward for this site on its merits and overall benefit for the community.

## 6.4 Godalming Leisure Centre

Opened in 2012, the leisure centre was built on a greenfield site fronting Summers Road, with car parking provided on land that had formed part of Broadwater School's playing field. The site of the old swimming pool which the new centre replaced, was returned to green space.

## 6.5 Godalming Leisure Centre - Extension

In 2018, Waverley Borough Council agreed a plan to extend the Leisure Centre, including developing just under 4,000m<sup>2</sup> of additional parking on a disused part of Broadwater school playing fields, in exchange for funding to build a new 3G pitch at the school.

In considering the extension of the Leisure Centre, Godalming Town Council would wish to see a robust business case before any further development is allowed to take place in this, already significantly developed area of the park. Such business case should take into account the existing supply of recreational and fitness facilities in the area, including community facilities such as Broadwater Park School Community Gym, private membership fitness centres and multi-sports facilities in neighbouring areas such as the Surrey Sports Park as well as the specific needs of the community. Additionally, in light of Waverley Borough Councils declared climate emergency, GTC would question the

desirability to focus additional facilities at the existing Leisure Centre location, as opposed to expanding opportunities at other locations, such as Godalming 6<sup>th</sup> Form College in Busbridge Ward or at Rodborough School in Milford, thus reducing the need for extended vehicle movements across the local road networks.

Additionally, Godalming Town Council would also wish to see comprehensive traffic analysis that model the impact of any extension of the Leisure Centre, especially in relation to any culminate affect associated with the expansion of Broadwater School. Additionally, although potentially exempt by virtue of development for recreational purposes, Godalming Town Council would be concerned with the over-riding of Green Belt protection to provide additional car parking spaces. This is especially true as the land in question also forms part of the existing school playing fields.

#### 6.6 Farncombe Cricket/Sports Ground

Farncombe Cricket Ground is located on Broadwater Park, fronting to Summers Road. The ground consist of two cricket pitches used by Farncombe Cricket Club and Farncombe Wanderers. The club houses and grounds of each club are leased from WBC. Farncombe Cricket Club, in addition to the traditional men's cricket teams, also has both youth and ladies cricket teams.

Out of season the outfield of the cricket pitches are also marked out as football pitches that are available for hire through WBC. Both Cricket and Football are supported by publicly owned changing facilities. In 2020 GTC conducted a feasibility for the renovation of these facilities and applied Neighbourhood CIL funding. The refurbishment project lies with WBC who are responsible for the changing rooms.

In order to achieve a greater public benefit from the Changing Rooms and Broadwater Park, GTC has entered into a lease arrangement with WBC that will see the repurposing of part of the building for community use with the intention to relocate the Godalming & Villages Community Store to Farncombe.

#### 6.7 Guildford Rugby Club & Broadwater Pavilion

Founded in 1922, lying on the north-eastern section of Broadwater Park, Guildford Rugby Club's grounds straddling the border of Waverley and Guildford Boroughs. The first team pitch, which is also flood lit for evening training, as well as the Club House are on the Godalming side of the boundary.

The club house is a relatively modern facility which in addition to accommodating the clubs changing rooms and fitness area, also boasts not only the club bar, but also one of the largest private venue hire facilities with on-site catering in the area. The venue area of the club is known as Broadwater Pavilion.

The Rugby club is a Community Amateur Sports Club and is keen to be able to utilise its grounds and facilities for community events which is an objective that GTC are keen to support.

#### 6.8 Godalming Town Football Club

Godalming Town Football Club is a semi-professional football club, which currently plays in the Combined Counties League Division One. Run with a community emphasis, the football ground is located at Wey Court on the southern edge of Broadwater Park.

In addition to the playing pitch and associated training area, the football ground also has a club house that is hired as a venue, predominately used on a paid basis as an after school club as well as a polling station and a range of community meetings.

As with the other sports clubs located on Broadwater Park, Waverley Borough Council are their landlords who are charged with the care and custody of this prime community assets.

#### 6.9 Farncombe Youth Football Club - Meades Park – Green Lane

Meades Park is home to the Farncombe Youth Football Club, which is one of, if not the largest, provider of youth activity in Farncombe and potentially the whole town. Supporting over 500 boys and girls, FYFC is a key community facility. As with most grass roots sports clubs, better facilities would enable greater support for young people. The main areas of concern at Meades Park include the need for flood lights to enable after school training during the winter months, and the provision of an artificial pitch to allow for all weather provision.

#### 6.10 Canon Bowring Recreation Ground

Owned and managed by WBC, the Canon Bowring recreation ground is accessible from Lower Manor Road and Wolseley Road. Within the recreation ground is an informal football pitch, children's playground and basketball hoop, which needs upgrading. The recreation ground is used by Godalming Junior School and has, in the past been the location for local fetes. This site had traditionally not been accessible to dogs which meant it was a `safe space` for those with young children and the pupils at Godalming Junior School. This designation was removed from the recreation ground as a whole when the Waverley Public Space Protection Order Number 2 (Dog Control)<sup>6</sup> and now only applies to the children's play and the basketball court area. For the remainder of the recreation ground, dogs should be kept on a lead at all time.

The protection order is in place until December 2022 when it is scheduled for review, as part of the review, GTC would wish to see the recreation ground revert to the previous designation as being a dog exclusion zone.

#### 6.11 St John's Church Quiet Garden

The churchyard at St John's has been closed to new burials for many years. Over the decades it had become untidy and served little useful purpose. In 2008 the churchyard was cleared and new paths and planting areas were laid out to create a focal point for the people of Farncombe to meet, sit and chat – a sort of enclosed Village Green. Thus the Quiet Garden came into being.

The Quiet Garden was created with support from a number of organisations including including Living Spaces, Breathing Places, Waverley Borough Council, Godalming Town Council, Surrey County Council, Loseley Christian Trust and the E R Thomas Trust. Farncombe residents donated plants, trees and benches and the garden is maintained by volunteers who give much of their time and skills to provide this tranquil place in the centre of the village.

#### 6.12 Combe Road Recreation Ground

Accessed from Combe Road and Green Lane, the Combe Road recreation ground is an informal grassed area with a small children's play area within. The facilities for young children are of rather poor quality and there have been local requests for them to be upgraded.

Godalming Town Council believes that the Combe Road recreation ground should be a 'safe space' for children to play. As such, it should enjoy the same designation as those

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<sup>6</sup> <https://www.waverley.gov.uk/Services/Benefits-and-community-support/Crime-and-safety/Public-Space-Protection-Orders-PSPOs/Dog-control-PSPOs>

expressed for the Cannon Bowring recreation ground. Subject to consultation, Godalming Town Council would wish, as part of the December 2022 review of the Public Space Protection Order, for this area to also be a designated dog exclusion zone.

### 6.13 Allotments

The majority of Godalming & Farncombe's allotment land (83%) is owned by Godalming Town Council with the remaining 17% being a private allotment owned by the Farncombe & District Allotment Association. The bulk of the Town Council's allotment land is leased to the Farncombe & District Allotment Association.

Seventy Six (76%) of Godalming & Farncombe's allotment land is concentrated in two areas, Meadow/Catteshall and the 'Tudors' area of Farncombe.

The allotment sites in Farncombe are:

- George Road – 1.25 acre – Council Owned – Leased to the Allotment Association
- More Road – 4 acre – Council Owned – Leased to the Allotment Association
- Green Lane – 2.5 acres – Farncombe and District Allotment Association owned

George Road Allotments/More Road Allotments are within 200 metres of each other. Although adjacent to More Road allotment site, the Farncombe & District Allotment Association's site at Green Lane there is no inter-connection between the sites.

The Council owned allotments in Farncombe are all classified as Statutory Allotments. Although there is no legal number of allotment plots that the Town Council must provide, a figure often quoted, from the 1969 Thorpe Report,<sup>7</sup> is 15 plots per 1000 households. On this basis Godalming would be providing for approximately 150 plots. At present, excluding Green Lane, Godalming's publically owned allotments can in theory provide 192 x 10 Rod Plots. However, in practice not all plots are 10 Rods as these are considered to be too large for many to manage, allowance must also be made for footpaths and non-cultivated areas. However, at present the availability of allotment plots is meeting demand.

There is the potential that more land could be made available at Meadow to provide additional plots if required in future.

### 6.14 Play Areas

In developing its play area strategy<sup>8</sup>, Waverley Borough Council has identified seven wards that fall below the borough average for both equipped play provision and the Fields-in-Trust standard for informal play space. These include Godalming Binscombe, with Long Gore particularly poorly served with no play areas to the North of Green Lane.

Additionally, the provision for those with disabilities is also poor with the play areas offering an accessible roundabout or swing, but little else. Most of the area's playgrounds are accessed over grass, which limits accessibility.

With the exception of the Multi Use Games Area at Broadwater Park and a rather sad basketball hoop at the Canon Bowring Recreation Ground, there are no activity play facilities for teenagers.

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<sup>7</sup> The National Archive, Kew – Department of the Environment: Directorate of Rural Affairs, Departmental Committee of Inquiry into Allotments 'The Thorpe Report': submission of report to Ministers; drafting, 1970, Ref: AT 26/26

<sup>8</sup> Waverley Borough Council (2015) *Waverley Play Area Strategy 2014-2024*

Outside of Broadwater Park, the other play areas managed by Waverley Borough Council within the Farncombe village and Binscombe areas are:

- Canon Bowrings recreation ground
- Longbourne Green Play Area
- Combe Road Park

Non local authority owned play areas are provided on the Northbourne Estate and within the Greensand Way development.

## **7. Natural Environment – Trees**

In considering the natural environment of Farncombe and Binscombe, the starting point should be that as we face climate change and that as ambitious by the declaration of Climate Emergencies from Godalming Town, Waverley Borough and Surrey County councils, the first actions we should be taking is the protection of our existing natural environment.

The best tree for helping carbon reduction is the one that is already planted, as such, the protection of our existing tree stock should be of paramount importance to the community. Binscombe & Farncombe overall have far less tree cover than the rest of Godalming yet few protections exist to look after them.

Trees within the Binscombe Conservation area are subject to some protection, as are those individual trees that are subject to Tree Preservation Orders (TPO). However there are many mature, yet common trees, which have no protection whatsoever and are at the mercy of whoever happens, at the time, to own the land they grow upon. Godalming Town Council does not believe this to be good or appropriate stewardship of assets that are of such important to both the community and its immediate and future well-being.

## **8. Community Meeting Places**

### **8.1 Broadwater Community Centre – Youth Centre**

Broadwater Park Community Centre (BWPC) is a relatively modern (30 years old) purpose built community centre located adjacent to Godalming Leisure Centre and the only secondary school located within the Parish of Godalming. Opened in 1991, Broadwater Park is an exception to the majority of other users of the park, in as much as the grounds upon which it sits, including its car parking area, are held freehold by the Town Council.

The Community centre was built in the grounds of the former walled garden of Broadwater manor. The surviving boundary wall is known as a 'crinkle-crankle' wall or serpent wall and is Grade II listed.

The Community centre was until September 2021 a general use community building hired out for a range of activities. However, following its closure during the 2020/21 pandemic, Godalming Town Council re-designated the centre as a stand-alone youth centre facility for young people of secondary school age, staffed and managed by professional youth workers employed by GTC.

### **8.2 Binscombe Church**

Binscombe Church usage has exceeded the current building's capacity and facilities, as such a number of activities being temporarily held at Broadwater School. Binscombe

Church had gained planning permission for a major development on their existing site in Barnes Road. However, in order to carry out the work significant funds are required, as of October 2021, approx 75% of the fundraising target of £1.7m had been reached. The church holds various activity sessions and is also used as a polling station.

### 8.3 St John's Farncombe

St John's opened in 1849 as the Anglican Parish Church of Farncombe. In addition to a place of worship, the church building and the adjoining St John's Hall is used by a range of community groups and clubs, including the Farncombe Music Club, which hold regular music gigs in the church.

### 8.4 Farncombe Day Centre

Adjoining Bowring House, a retirement housing complex run by Waverley Borough Council, the Farncombe Day Centre is a registered charity supported by Waverley Borough Council and Godalming Town Council that provides a welcome for people, mainly over the age of 50, living in Farncombe & Binscombe as well as the wider area. It provides lunches, socialising and activities. The Centre also offers hairdressing, chiropody and bathing services.

The Community Meal service is operated from the Day Centre's kitchen.

### 8.5 Baden Hall

Built at the end of the 19<sup>th</sup> century, the Baden Hall located in Tottenham Road is home to the Farncombe Scout & Guide Group. As with many community buildings of its age, Baden Hall has a number of challenges to enable it to become a more energy efficient and environmentally friendly building. The Scout Group has an ambition to increase the insulation value of the building to make it not only more efficient and cost effective to operate, but also more attractive for other community hire when not used for scouting.

## 9. Schools

### 9.1 Primary & Secondary State Schools

Farncombe and Binscombe is served by four schools, see table below<sup>9</sup>.

School	Age	School Type	School Capacity	School role (Jan 2022)	% of children eligible for Free School Meals
Farncombe CofE Infant	4-7	Voluntary Controlled	150	149	12.5%
Godalming Junior	7-11	Foundation	240	239	7.5%
Loseley Fields Primary	4-11	Academy Converter	420	348	25.3%
Broadwater	11-16	Academy Converter	600	572	15.4%

Points of note are:

- Broadwater School is the only secondary school in the Civil Parish of Godalming.
- There is no state (local authority) nursery school provision in the Farncombe and Binscombe area.

<sup>9</sup> <https://get-information-schools.service.gov.uk>



- Loseley Fields Primary school is the only school for pupil under 11 in Godalming with a specified Special Educational Needs provision – providing for Moderate Learning Difficulties with 14 pupils supported from a capacity of 14.
- Broadwater School has a specified Special Educational Needs provision for 11-16 year old pupils with Speech, Language and Communication Needs (SLCN)

## 9.2 Pre-School and Family Centre Provision

Although as stated at 8.2 there are no local authority nurseries in the Farncombe and Binscombe area, although there are three privately operated pre-school nurseries that accept government funded clients. Alongside a universal provision for 15 hours per week of funded childcare over a 38 week period for children aged 3 & 4, the government provide a number of other childcare funding options depending on individual circumstances.<sup>10</sup>

Targeted, referral based family support is provided by the Barnado's charity on behalf of Surrey County Council at the former Loseley Fields Sure Start Centre, which is now known as Loseley Fields Family Centre.<sup>11</sup>

## 10. **Medical, Dental & Well-Being**

Although served by two pharmacies, located in Farncombe Street and at 106 Binscombe within the Binscombe Medical Centre, Farncombe & Binscombe has only one dental practice operating within its area located at Binscombe Crescent close to Binscombe Medical Centre and has no opticians.

### 10.1 The Binscombe Medical Centre

A medium sized practice looking after the health needs of just over 10 000 patients in the Godalming area, was opened in 1990 at its current location. The Godalming & Farncombe Neighbourhood Plan states that Binscombe Medical practice is considered by the senior partner as having reached capacity. Moreover, the practice has stated a desire to relocate to a much larger, purpose-built, environmentally sustainable medical facility within the current practice area. The practice owners would envisage this facility offering additional services to the local community including upgraded pharmacy and physiotherapy in addition to outpatient facilities for the Royal Surrey Hospital consultants to provide community-based clinics.

### 10.2 Farncombe Community Garden

GTC made an introduction between the Binscombe Medical Centre and SCC which has led to the Binscombe Medical Centre reaching agreement to lease a plot of land from Surrey County Council on Summers Road (beside Broadwater Lodge). A business plan has been developed for submission to the Charity Commission. Whilst the Medical Centre has provided the seed funding there is a need for a lot of fund raising to take place and an application has been made to the Your Surrey Fund and Waverley Borough Council's Strategic CIL funds.

### 10.3 Public Toilets

GTC operates public toilets located at the junction of Farncombe Street and Station Road. The toilets are a unisex accessible facility.

### 10.4 Street Furniture – Benches, Shelters and Planters and Public Notice Boards

There are five bus shelters located within the Farncombe and Binscombe area, the shelters located at Furze Lane and St Johns Street are the responsibility of Godalming

<sup>10</sup> <https://www.childcarechoices.gov.uk>

<sup>11</sup> <https://www.barnardos.org.uk/what-we-do/services/waverley-family-centres-2-sites-hale-and-loseley>

Town Council. The shelters located on Meadow by Kings Road, Elizabeth Road and at the Meadow/Bridge Road Roundabout layby are the responsibility of WBC.

GTC has installed a number of public benches within the Farncombe and Binscombe area. Public benches provided by GTC are located at Marshall Road adjacent to the railway footbridge, Long Gore shopping parade as well as by the bus stops at Spring Grove and Green Lane (opposite Barnes Road) additional on street public seating is located by the Biscombe Crescent Shops and St Johns Church Garden and at the Meadow end of Church Walk adjacent to Wey Court. Public seating is also provided by WBC within the Cannon Bowring recreation ground and Broadwater Park, including around Broadwater Lake and along the edge of the park on the Guildford Road.

WBC are planning on providing public seating on Binscombe Field located between Binscombe Lane and Mark Way.

There are a number of bus stops, notably along Farncombe Street and Binscombe Lane which could benefit from adjacent public seating.

GTC also provides and maintains a number of Public Notice boards, which in addition to the posting of statutory public notices, such as election notices, are available for use by residents. GTC periodically clears the public noticeboards to remove out of date notices and to carry out maintenance and repair. Notice board provided by GTC are made of recycled materials and are of a uniform design throughout the area. Notice board in Farncombe and Binscombe are located at:

- Green Lane by Long Gore shopping parade
- Elizabeth Road and the junction of Farncombe Hill
- St John's Street towards the junction with Farncombe Street
- Meadow/Kings Road bus stop (to be replaced 2022)

Additional public noticeboards could be located on Binscombe Lane by the Binscombe Crescent Shopping parade.

With the exception of litter bins which have been replaced by both GTC and WBC, the maintenance of the public realm has predominately fallen to GTC to manage. Prior to 2019, this was undertaken by out-sourcing repairs. Following the appointment of GTC direct maintenance staff, the repair and refurbishment of the public realm street furniture will now be, wherever possible and safe to do so, undertaken by the GTC maintenance team.

In relation to highways infrastructure, GTC remains actively engaged with SCC Highways for the identification and reporting of highway defects as well as working with Surrey Members to identify areas in need of improvement or intervention by SCC Highways.

## **11. Transport – Accessibility, Walkability and Bikeability**

Although Farncombe and Binscombe rises towards Farncombe Hill, the general topography is relatively gentle with the lower lying areas being predominately on the flat, this should mean that walking and cycling around the area is reasonably accessible. However, reliance on the car as a means of getting about is high, it being the predominant mode of travel for the community of Godalming and Farncombe. Many of the journeys are short, local journeys within Godalming and Farncombe, which could potentially be replaced by walking or cycling, particularly through effective use of techniques that serve to change how road space is used and prioritised in terms of who

uses it. The Godalming and Farncombe Neighbourhood Plan identified that every working day, approximately 1,600 commuters travel within the Neighbourhood Plan area to get to work with 45% doing so by car.

### 11.1 Walking

Walking around Binscombe and Farncombe is relatively simple. The established network of lanes and alley's provides easy links between most areas and facilities. However, the majority of the alleys and lanes are bordered by hedges with the responsibility for the maintenance of the hedges being a mix of either the adjoining landowner, SCC or WBC. The maintenance of the hedges is varied and often results in overgrowth causing difficulties for pedestrians, especially wheelchair users and those with push chairs and buggies.

Whilst GTC has in the past been funded by SCC to carryout hedge cutting on a number of alleyways, following the restructuring of SCC Highways maintenance delivery, the continuance of this arrangement is uncertain.

### 11.2 Accessibility

Walking around Binscombe and Farncombe is an easy option for a large proportion of residents. However, due to the inconsistent provision of dropped kerbing at road junctions and crossing desire points, examples being by bus stop locations, walking is made more challenging for those with reduced or limited mobility, including parents with buggies and toddlers, the elderly, wheelchair users and those requiring the support of walking aids. The poor condition of pavements, especially around the Spring Grove area of Binscombe and the general lack of traffic calming measures at a number of strategic locations – specifically the key walking routes to schools' - also adds to the difficulties faced by some residents.

### 11.3 Bikeability

Cycling and walking along most roads within the Farncombe and Binscombe area is relatively safe but is less so along busy roads such as Binscombe Lane, Summers Road, Bourne Road and Green Lane. Calming measures are needed to reduce traffic speed along these roads and to increase the space available to pedestrians and cyclists. This would be a positive step towards achieving a shift from cars to more active forms of travel. Additional secure cycle parking would also be of benefit.

Within Farncombe's Victorian centre such as George Road, Kings Road and Wolseley Road and in some parts of the Binscombe residential estate, the reduction of road width due to the volume of on-street parking creates challenges for cyclists, whereas around the retail centre of St Johns Road and Farncombe Street the increased traffic volumes and speed are a cause of concern.

The Godalming & Farncombe Neighbourhood Plan identified that more people cycling locally would mean reduced pressure on parking in the town centre and reduce congestion on the roads at key times. This is particularly the case if cycling is used as a mode of travel to work when the roads are busiest. For instance, around 1,000 vehicles travel into Godalming along Meadow/Bridge Road between 8am and 9am each weekday morning. Evidence gathered to inform the Neighbourhood Plan suggests that as much as a quarter of these cars may be coming from as close as Farncombe or Binscombe and travelling elsewhere in Godalming. Even if only a third of these trips could be shifted to bike (or walking) this would contribute greatly to improving traffic circulation and reducing the impact of traffic.

#### 11.4 Guildford-Godalming Greenway

Many people find road traffic intimidating and are discouraged from cycling as a result. Parents are understandably reluctant to allow their children to cycle on or near busy roads. The provision of a well-designed and largely off-road route would offer a protected and suitable environment in which children and others can be safe and secure. This is the principal aim of the Guildford to Godalming Greenway, the provision of an alternative route suitable for day to day activities such as getting to school, going shopping, commuting to work or simply enjoying time out in the fresh air that will alleviate the concerns associated with busy roads.<sup>12</sup>

Whilst the spine of the Guildford to Godalming Greenway is to provide a safe route between the two conurbations, it is equally important that safe routes are provided from the residential areas of Binscombe and Farncombe to the spinal route travelling either towards Godalming or Guildford.

GTC has engaged with the Godalming Cycle Campaign, Waverley Borough Council and Surrey County Council to support the Greenway. In doing so, GTC's priority has been to ensure that feeder routes are able to connect to the spine. Additionally GTC wishes the spine to traverse across Godalming to enable Farncombe and Binscombe to be safely linked to Godalming Town Centre and onwards towards Ockford Ridge, Milford and Witley.

In pursuance of that aim, GTC funded a feasibility study for the cross Godalming section and put forward proposals that would link the greenway's spine from Broadwater Park, through Farncombe and onwards towards Godalming. Both SCC and WBC have consulted on route options.

### **12. Transport – Car Use**

Whilst Binscombe and Farncombe could not to be considered as a gridlocked area, surveys conducted for the Neighbourhood Plan indicated that reliance on the car as a means of getting about is high and is the predominant mode of travel for the community of Godalming and Farncombe. Although the goal of any transport policy must be to reduce car use, there is a balance to be struck between discouraging car use where possible and providing for needs where appropriate.

Transport is used principally for people to access services - education, healthcare, shopping, jobs and leisure. Enabling people to access these services as easily as possible, and preferably as close as possible to where they live, minimises cost, time and use of resources. As such, until public transport becomes resident's first choice, there does need to be satisfactory provision of parking to help the local centres to thrive.

Whilst it could be argued that local centres such as the Binscombe Crescent and Long Gore shops have adequate parking facilities to match their needs, the same argument may not necessarily hold true for the Farncombe retail centre. The combinations of activities within this area, be it retail, assemblies in the church or the day centre, social gatherings in the café's or the need for practical services such as the pharmacy or laundrette, individually and collectively place a strain on the adequacy of the available on-street and retail off-street parking

Although Farncombe as an area has at 71% the lowest access to a car, compared to an average of 85% across the town and 96% in some other areas, it is faced with similar, parking problems around its retail centres as other locations. Parking issues around the Farncombe village retail centre could of course be seen as a sign of a successful local

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<sup>12</sup> [http://www.guildfordgodalminggreenway.com/?page\\_id=30](http://www.guildfordgodalminggreenway.com/?page_id=30)

centre. Whilst the ideal would be for people to walk or cycle to the local retail centres, if residents are using their vehicles to access a retail offering, it is preferable that they support the local centres rather than travelling further afield.

Parking and road safety issues in and around the centre of Farncombe are further compounded by the prevalence of commuter traffic. Much of which, according to anecdotal evidence, travels in from outside the area to make use of the free parking spaces and the opportunity to get a seat on the train before Guildford. The level of commuter traffic appears to be particularly acute on the residential roads around the station.

### 12.1 Electric Vehicle Charging Points

In considering private vehicle use, with the government announced phasing out of internal combustion engines (ICE), the need/demand for appropriate infrastructure to support electric vehicles (EV) must be addressed.

For many EV drivers the need for on-route EV charging is a logistical requirement that is largely met by private provision on retail and business sites, for the majority of EV users the ability to charge overnight is a greater everyday need. Whilst changes in planning regulations will require all new build premises with parking facilities to provide EV charging points and government grants are likely to be available for a number of years to support householders who are able to provide for off-road EV charging, for residents who do not have off-street parking facilities the transition from ICE to EV holds more challenges.

Government figures show that around 40% of Britain's 33 million cars belong to households without off-street parking, with the percentage increasing towards 60% in areas of higher population density. It is estimated that between 400,000 and 500,000 on-street EV chargers will be required by 2030 when half of the UK's cars should be electric. However, if the infrastructure isn't there then people will hesitate to buy an electric car unless they are forced to. Good infrastructure will be essential to convincing more and more residents to go electric<sup>13</sup>

The provision of EV charging facilities within residential areas with predominantly on-street parking needs to be addressed in order to support the transition to EV. With a clear cessation date for the sale of private ICE vehicles, it could be argued that it is the responsibility of government agencies at all levels to push for the installation of on-street EV charging facilities even in the face of opposition from current residents. GTC will work closely with WBC and SCC on their roll-out programmes and push hard for on street EV provision that reflects the constraints of the local environs.

### 12.2 Twenty Is Plenty

Godalming Town Council believes that the implementation of a wide-area 20mph speed limit on residential roads, combined with a public information campaign, would have immediate beneficial impacts on road safety, air quality, active transport and community well-being and would support the Council's climate emergency objectives. The creation of a 20mph zone within the main residential areas of Binscombe and Farncombe, could not only create a safer environment, but also a cleaner and healthier place to live.

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<sup>13</sup> <https://www.reuters.com/technology/rocking-down-electric-avenue-good-luck-charging-your-car-2021-10-13/>

## 13. Transport – Public Transport

### 13.1 Bus Services

Bus services are an important part of creating a strategic shift away from the private car. Bus routes need to serve key locations such as the town centre and the railway stations more frequently and more reliably in order to increase bus use.

Other than direct Godalming/Guildford routes along Meadrow, Farncombe & Binscombe are served in varying degrees by the Number 46, 42, 503 and 523 bus services.

No. 46. Aldershot, Farnham, Elstead, Shackleford, Hurtmore, Godalming, Farncombe, Compton and Guildford - This route serves part of Green Lane, Barnes Road/Spring Grove, Binscombe Lane/Farncombe Street and Nightingale Road. Towards Godalming the route is served by 12 buses Mon – Fri (roughly 1 per hour between 06.45 and 18.49) and 11 on a Saturday (roughly 1 per hour starting at 08.29) and 11 busses towards Guildford Mon-Sat from approx 07.30 to 18.51

No.42. Cranleigh, Nanhurst Corner, Alfold Crossways, Dunsfold, Loxhill, Hascombe, Busbridge, Godalming, Catteshall, Farncombe and Guildford. - This route serves Furze Lane, Birch Road, Silo Drive and Silo Road, Warren Road, Elizabeth Road, Farncombe Street, St Johns Road and Hare Lane. On a weekday there are 7 buses on this route.

No 503 between Hambledon - Milford – Guildford operates one service a day via Farncombe on a Monday, Wednesday and Friday serving Summers Road, St John's Street and Hare Lane. - This service provides a public transport route to the Mill Medical Practice and the Sainsbury's Superstore. The pickup from St John's Farncombe being at 10.49 with a return journey towards Guildford arriving at St John's Street at 12.50.

No 523 between Guildford, Farncombe, Godalming, Busbridge and Milford Hospital operates two services service a day via Farncombe on a Tuesday and Thursday Friday serving Summers Road, St John's Street and Hare Lane. - This service provides a public transport route to Milford Hospital. The pickup from St John's Farncombe being at 09.50 and 12.50 with the return journeys toward Guildford arriving at St Johns Street at 10.30 and 13.30

No buses run in Farncombe or Binscombe on a Sunday or Public Holiday, there are no bus routes that drop off or pick up outside Farncombe Station or at the Binscombe Medical Centre and the frequency of the bus services from Binscombe and Farncombe towards Godalming and Guildford is considered inadequate and does little to encourage the use of public transport as a realistic, viable alternative for private car use for short local journeys. Additionally, the many sport facilities reached, via Summers Road, on Broadwater Park are also not well served with only a three day a week service which excludes Saturdays when the Park Run is held.

### 13.2 Railway Services

As with bus services, the railway should be an integral part of the public transport network serving the needs of the community.

Until March 2021, Farncombe Station had historically been serviced by 4 trains per hour during peak periods and two trains per hour during the off-peak period, reducing to one off-peak train per hour on a Sunday. However, as part of the railways response to changes in services due to changes in rail travel during and post the Covid pandemic, the train services stopping at Farncombe were reduced to 3 trains during peak travel times and 1 train per hour during off-peak times.

Godalming Town Council and many community groups were proactive in pushing for this the service to be re-instated to pre-covid levels. Initially SWR indicated that the service would be re-instated as part of a service review for the train schedules from December 2022<sup>14</sup>. However, pleasingly the 2<sup>nd</sup> off peak service was re-instated 11 months earlier in January 2022.

It has been the aspiration of many to also see the Saturday and Sunday service increased to two trains per hour to promote leisure travel. This would not only service visitors who wished to visit the area or access the Surrey Hills, but would also provide greater choice for residents to travel along the main line to Portsmouth or London or many other destinations for leisure.

### 13.3 Rail/Bus Integration

Although the Neighbourhood Plan supports the redesign of the forecourt at Godalming and Farncombe railway stations so that buses can stop outside the entrance and create an environment suitable for all users, at present no buses stop at Farncombe Station.

Passengers arriving from the Portsmouth direction seeking onward travel by public transport would need to walk either to Nightingale Road bus stop D for routes towards Guildford/Compton (Watts Gallery) or to St John's Street bus stop B for routes towards Dunsfold/Cranleigh direction. If buses do not stop directly at a railway station, then clear unambiguous signage and information boards are needed to assist visitors to easily transit from rail to bus and to promote local places of interest, shops and café's that are available during the waiting time between bus and train and visa-versa.

It is also important that, in order to minimise journey times, the rail and bus timetabling is also integrated. When considering the onward journeys from Farncombe Station the two most likely journeys are to either Watts Gallery in Compton (No.46 bus) or towards Winkworth Arboretum (No 42 Bus).

For Journeys from the Portsmouth end of the line the weekday and Saturday integration towards Compton has an average of 43 minutes between train arrival and bus service, this allows for a relaxed transit and the opportunity to take advantage of the Station Café or other outlets in Farncombe. However, whilst a morning transit to Winkworth would result in a reasonable 30 minute wait between train arrival and bus departure, the afternoon timetabling of the Non42 bus sees it depart 1 minute after the arrival of the Portsmouth train, meaning that passengers will likely experience nearly an hour's wait.

For trains arriving from the London direction, whilst the onward journey on the No 42 bus towards Winkworth would average a 45 minute wait, for those wishing to visit Watts Gallery the wait would be extended to 55 minutes.

With no bus services on a Sunday, the public transport option to Watts Gallery is more challenging and would mean a 2<sup>1/2</sup> mile walk or cycle and for those planning on visiting Winkworth the distance is 3 miles.

## 14. **Economic Profile and Potential Forces for Change**

Waverley in general is an affluent area with a buoyant local economy and low level of unemployment. Farncombe village and the locality shopping parades at Binscombe offer a mix of retail, professional services and residential. Despite the economic shock experienced by the retail sector during the Coronavirus pandemic, the level of

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unoccupied retail units remained low, with the September 2021 Waverley retail unit vacancy survey showing no vacant units in the Farncombe retail area. However, by Spring 2022, the picture had changed when a number of retail units had become vacant during the same quarter. This has had the effect of significantly altering the feel of the village retail area.

**Retail Vacancy Rates - Waverley Retail Centres for February 2022**

Location	Retail Premises	Vacant	Vacancy Rate
Farnham	240	9	4%
Milford	23	1	4%
Farncombe	40	5	13%
Godalming	202	18	9%
Haslemere	119	8	7%
Bramley	30	3	10%
Wey Hill	72	2	3%
Cranleigh	113	8	7%

The table above provides a comparative indication for February 2022. Farncombe had seen 5 of its 40 retail units become vacant which created a 13% vacancy rate. Whilst the highest rate since 2018 at the time of writing, a planning application for one unit to become a restaurant was being considered by the planning authority.

Despite the above, there remains a strong presence of shops in Farncombe and Binscombe and residents continue to be served by several independent and national retailers, as well as takeaway food outlets, cafes and charity shops. Within the area there are three convenience supermarkets, a white goods retailer, a post office, restaurants, barbers, hairdressers and smaller convenience stores as well as a laundrette, vets and a garage with car showroom.

Although there is no longer any banks operating in the Farncombe or Binscombe. Most services that were available within a locality bank can be done at the post office. This adds to the importance of the Farncombe Post Office. As at December 2021, the area also has three externally accessible cashpoint machines.

Despite the Neighbourhood Plan identifying that the retail needs of the expanding population would be best served through small scale expansion of Farncombe Local Centre (NP Policy GOD 4)<sup>15</sup> and Waverley Local Plan Policy TCS2 of the LPP1 providing some safeguards to local centres<sup>16</sup> the conversion of commercial properties to residential has already been experienced in Farncombe in the loss of the bank building, dry cleaners and the former bakery and pet shop as well as the Owen Road development.

Whilst Waverley as the Local Planning Authority was able in April 2019 to make an Article 4 Direction to remove permitted development rights that allow the change of use from commercial uses to residential in the commercial area of Beacon Hill near

<sup>15</sup> <https://godalming-tc.gov.uk/wp-content/uploads/2019/04/Godalming-NP-Referendum-Version-April-2019-Part-1.pdf>

<sup>16</sup> [https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1\\_July\\_2019\\_web.pdf?ver=M4C0VK\\_SH7V54tLWEaTftA%3d%3d](https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d) (page 98)  
[https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1\\_July\\_2019\\_web.pdf?ver=M4C0VK\\_SH7V54tLWEaTftA%3d%3d](https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d) (page 98)



Hindhead<sup>17</sup>, achieving the same protection for the retail centre of Farncombe has, due to changes announced in July 2021 (see para 14), been made more challenging. However, this is a move that the Town Council would support.

A further concern is that the range of retail outlets on Farncombe Street has become more restricted in recent years. Whilst local residents would like to see a greater variety of shops, the reality is that the market determines the available retail offering. However, whilst local authorities cannot influence or prevent individual retailers operating within existing 'Class of Use' of a property, they can, if appropriate, manage changes of the class of use of a property. This does afford an opportunity to influence planning decisions towards a suitable balance of retail outlets.

## **15. Restricting Article 4 Directions**

New text was added to Paragraph 53 of the National Planning Policy Framework in July 2021 on Article 4 Directions (areas where certain permitted development rights are unavailable) to make it tougher for Local Planning Authorities to secure blanket A4Ds. Additional text also requires that A4Ds be restricted to the smallest geographical area possible and based on robust evidence.

The new wording seeks to limit the use of A4Ds to core primary shopping areas. The policy prioritises the high street uses over residential uses, albeit only where a change to residential would "include the loss of the essential core of a primary shopping area which would seriously undermine its vitality and viability"

## **16. Business Improvement District**

Godalming Town Council, alongside The Godalming & District Chamber of Commerce and Waverley Borough Council are supporting the development of a Business Improvement District (BID) within the Godalming Area. As part of that process GTC will seek opportunities to explore whether the Farncombe and Binscombe retail areas might be able to benefit from being either a formal part of a BID area or from opportunities that might be available as businesses although not part of the formal BID area.

## **17. Built Environment**

### **17.1 Development**

Farncombe and Binscombe are areas with a relatively high density of housing and little land for significant further development. Public parks and allotment sites form the majority of the open space in the area. As such, with the notable exception of land taken out of the Green belt on the outskirts of Binscombe, the amount of potential development land is predominately limited to infill land and the redevelopment/conversion of exiting developments.

### **17.2 Permitted Development Rights**

Since 2013 the scope of Permitted Development Rights (PDR) available under the Town and Country Planning (General Permitted Development) (England) Order 2015 ("the Order") as amended<sup>18</sup>. Part 1 of Schedule 2 to the Order sets out the permitted development rules concerning what enlargements, improvements, alterations and other additions a householder may make to their house and the area around it without the need for an application for planning permission.

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<sup>17</sup> <https://www.waverley.gov.uk/Services/Planning-and-building/Planning-strategies-and-policies/Article-4-directions>

<sup>18</sup> The Order and subsequent amendments can be found at: <http://www.legislation.gov.uk/uksi/2015/596>

Although PDRs do not remove requirements for permissions or consents under other regimes such as the building regulations<sup>19</sup> and the Party Wall Act<sup>20</sup>, they do allow householders to improve and extend their homes without the need to apply for planning permission where that would be out of proportion with the impact of works carried out. Larger single storey rear extensions are subject to a neighbour consultation scheme.

Additionally, The Government has implemented significant changes to the use classes system in England (Use Class Order 1987) through the new Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020. The main driver of change has been a need to enable the repurposing of buildings on high street and town centres.

The new permitted development rights significantly extend the scope of new development which can be carried out without planning permission.

Taken together, the changes represent a very significant shift in control away from local authorities and the communities they represent, into a significantly less regulated environment. Overall, the local planning authority has lost a significant degree of control over changes of use.

### 17.3 Land South East of Binscombe

A review of the Green Belt boundary in Waverley was undertaken in 2014. The purpose of the Review was to assess the performance of the Green Belt designation against NPPF criteria and to then consider specific areas of search for boundary adjustments. The study made a number of recommendations and identified land that could be removed from the Green Belt.<sup>21</sup>

Subsequently as part of the Local Plan process, an area of land to the south east of Binscombe was removed from the Green Belt and designated for housing development. This land now forms part of the settlement area of Godalming and is no longer be within the Area of Great Landscape Value.<sup>22</sup>

### 17.4 Telecoms Masts

There are continuing ad hoc attempts by the telecoms companies to install 20 meter monopoles to support their 5G networks. These are often in inappropriate locations (two attempts in Marshall Road; at the bottom of the Farncombe Hill open green space by Binscombe Crescent). Fortunately, WBC Planning have rejected some of the very inappropriate developments. GTC remains convinced of the need for coordinated planning of telecoms infrastructure by the telecoms companies working with WBC, GTC and other local stakeholders. GTC will continue to lobby for this more rational, proactive and inclusive approach to planning.

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<sup>19</sup> Information on building regulations can be found at <https://www.gov.uk/building-regulations-approval/whenyou-need-approval>

<sup>20</sup> Guidance on the Party Wall etc. Act 1996 can be found at <https://www.gov.uk/party-wall-etc-act-1996-guidance>

<sup>21</sup> Waverley Borough Council Green Belt Review Parts 1 and 2: August 2014  
<https://haslemeretc.org/wp-content/uploads/2021/02/WBC-Green-Belt-Review-Part-1.pdf>

<sup>22</sup> [https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1\\_July\\_2019\\_web.pdf?ver=M4C0VK\\_SH7V54tLWEaTftA%3d%3d](https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d) page 113 – 114.  
[https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1\\_July\\_2019\\_web.pdf?ver=M4C0VK\\_SH7V54tLWEaTftA%3d%3d](https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d) page 113 – 114.

## 18. House Prices and the Need for Social Housing

Just over 100 years ago, in response to the housing crisis that existed at the time, the then Godalming Borough Council built the first social (Council) housing at The Oval in Farncombe. The same Council continued with the building of Council Housing to deal with housing crisis in the area and created what became known as the Tudors followed by the Binscombe extension in the 1950's. Nearly 70 years on the Farncombe and Binscombe area still faces a housing crisis centred on the ability of local residents to be able to afford a decent home, be it as owners or renters.

At £602,000, Surrey has the second highest average house prices out of 55 England and Wales counties. Only greater London is more expensive,<sup>23</sup> and although the average house price in the GU7,3 postcode area (Farncombe and Binscombe) of £526,138 is some £76,000 lower than the Surrey average, the median salary in Waverley Borough is £3,300 lower than the Surrey average and some £14,000 below the median salary in the highest earning borough in Surrey (Runnymede).<sup>24</sup>

Within Waverley Borough the median salary in 2021 of £28,400 was £2,900 lower than the UK average. Likewise, the average salary in Waverley at £32,800 was also below the UK average of £38,300<sup>25</sup>.

However, with a below average income level, the average property prices in GU7,3 post code area, which covers Farncombe and Binscombe, shows a stark and alarming disparity when compared with the average property prices for England.

At the lower end of the housing market, the average sale price for flats and maisonettes in Farncombe and Binscombe, as reported by Zoopla for the previous 12 months of sales from the date of this report, was nearly 37% higher than the average in the UK.<sup>26</sup> Likewise, significant higher prices in comparison to the UK average are experienced when purchasing a terraced property (+50%), semi-detached properties (+64%) and detached properties at (+69%).

Taken as a whole, with a median salary of £28,400 and an average house price for the area of £526,138, a Farncombe household with two median earners would have a house cost to earnings ratio of 9.2. Even at the lower end of the housing market the ratio would be in the region of 6.55. This compares with an average ratio for England of 5.26 for the average house and 4.33 at the lower end of the market.

With house prices to income ratios being so high, many in the GU7,3 postcode area have little option other than to rent. However, the average rental price of property in the GU7 area of £1,502<sup>27</sup> takes a much higher proportion of household income than would be the case in many other areas of the country. A household with two median incomes in Farncombe would be paying approximately 40% of their income in rent, whereas the average rent for a household with the same income living in Lincoln would be just 15%.

When considering the median salary vs housing costs, many essential workers will be earning below the median wage. As well as nurses with starting salaries of £25,655, a healthcare assistant at £17,699, a primary school teacher starting on £25,714 or a newly qualified police constable with a starting salary of £21,402 who will take 5 years to reach the median salary, will all be better off working in other areas of the country with lower

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<sup>23</sup> <https://www.plumplot.co.uk/Surrey-house-prices.html>

<sup>24</sup> <https://www.plumplot.co.uk/Surrey-salary-and-unemployment.html>

<sup>25</sup> <https://www.plumplot.co.uk/Surrey-salary-and-unemployment.html>

<sup>26</sup> <https://www.zoopla.co.uk/house-prices/uk/>

<sup>27</sup> [https://www.home.co.uk/for\\_rent/godalming/current\\_rents?location=godalming](https://www.home.co.uk/for_rent/godalming/current_rents?location=godalming)

housing costs. As workers with portable skills and nationally agreed pay structures, the danger of essential worker skill shortages serving the Farncombe and Binscombe area is very real. There are many more essential workers who serve or support the community such as cleaners, classroom assistants and shop workers who are equally challenged by high housing costs in Farncombe and Binscombe.

In setting out the housing cost challenge faced by many in the community, Godalming Town Council believes that a sustainable solution for the lowest paid, but essential workers in our community, can only be achieved through the provision of affordable rented housing.

As such, whilst there are few development sites in the Farncombe and Binscombe area, GTC would wish that if development is to occur on sites such as the Land to the East of Binscombe then any development should be first and foremost for the provision of socially rented housing.

In Considering options for socially rented developments, Godalming Town Council would wish to see WBC exploring as many options as possible, including in a similar fashion to that undertaken at Ockford Ridge, the regeneration of some of the older social housing stock in the area as well as innovative developments utilising factory made modular building that would not only speed up the delivery of social housing but would also reduce the carbon footprint associate with traditional building techniques.

notes:

1. The median salary is the middle income for the population. i.e. half the population earn below that amount and half earn above that amount. The average salary is the mathematical mean for all salaries earned by the population.
2. Waverley Borough is the lowest level that salary figures could be determined.

## **19. Community Use of the Built Environment**

The built and green environment of Farncombe and Binscombe is used by residents to access day-to-day facilities, but it is also used to provide a focal point for a variety of organised activities.

For a number of years, St John's Church have held a number of community events including the 'Village Show' which is a local produce show. Likewise the Day Centre holds a summer fete, a Christmas bazaar and hosts the Farncombe Village Christmas Lights switch on event.

Godalming Town Council had for 3 years organised a village fete on the Canon Bowring recreation ground, this was then passed on to the community to run. Unfortunately, without the input of the Council this event became unsustainable for the resources available and is no longer held on the recreation ground. However, a number of the local schools hold annual fetes and Christmas sales.

As stated earlier a parkrun is now held each Saturday morning at Broadwater Park

Outwith of the Farncombe village area, an annual firework event is organised by the Farncombe Youth Football club and held at Meades Park, and a number events are held at the Rugby Club at Broadwater Park, including the NCT low bangs firework display.

In 2020 Godalming Town Council lobbied WBC to enable Farncombe Street between the Junction with St John's Road and the Western Railway Crossing to be used for on-street trading. As such, the possibility exists for an occasional market to be held at that

location. Use of the Farncombe Station Car Park has also been mooted as a possible location for holding occasional markets.

#### 19.1 Farncombe Station Signal Box

In 2023 the signalling requirements for the London to Portsmouth will be operated from an operational control centre located at Basingstoke, as such the signal boxes along the line will become redundant. Whilst negotiations are taking place between Network Rail, the Community Rail Network and the Railway Heritage Trust to determine whether the listed signal box at Haslemere Station can be preserved as a railway heritage museum, it is likely that Farncombe's signal box will be mothballed or demolished.

The building itself is unsuitable for re-purposing to other uses without considerable expense, Godalming Town Council consider that a beneficial outcome for the community would be for the railway operators to remove the building and structures so that the land it currently occupies could be used to provide a small garden area with shelter for use by those waiting at the crossing whilst the barriers are down.

#### 19.2 Telephone boxes.

Godalming Town Council has adopted the phone box in Spring Grove. The council plans to undertake the refurbishment, painting, replacement glass and electrical safety as required by the adoption agreement with BT. Additionally the Council will apply for any planning permission required to change its use from a telephone Kiosk to whatever purpose is finally agreed. Local Councillors will consider options for the future use to which the kiosks should be put.

### 20. **Public Art**

With the exception of the picture boards installed on the Southbound platform and artworks displayed in the waiting rooms of Farncombe Station, there is a notable absence of street art within Farncombe and Binscombe. However, there are a number of places where art could add to the street scene, such as the gable walls of the public toilets, the green at The Oval or by the Day Centre

A number of organisations, including the Centre for Active Design, set out that a vibrant public art programme offers a range of benefits and opportunities for enhancing the urban environment, increasing the use and enjoyment of public space and building social cohesion. Public Art provides a means of celebrating culture, diverse communities and shared history. It contributes to civic pride and helps forge a positive identity for the town. Through art the town can project its collective identity and vision, while individuals and community groups are also empowered to express their unique identities.

Public art supports the creative industries, creating opportunities for artists and designers. Public art can also:

- energise public spaces;
- expand thinking;
- transform the places where we live, work and play;
- create places of interaction; and
- lead to a sense of civic pride.

21<sup>st</sup> century, public art does not need to be considered as statues and monuments whose meanings fade into obscurity. In this context public art could be graffiti walls, murals or paintings as well as sculpture. It can be permanently displayed as part of the street scene or it could be transient art displayed or provided in a publicly accessible building such as the station waiting rooms.

## **GTC's Role in the Farncombe Village & Binscombe Area**

### **21. Public Realm and Built Environment**

#### **21.1 Planning**

GTC reversed a previous decision to disband its planning committee by the establishment in January 2020 of the Environment & Planning Committee (E&P). The E&P is responsible for providing advocacy on behalf of local residents to ensure that the character of the Farncombe Village and Binscombe Community area is not adversely impacted by developments.

#### **21.2 Guildford to Godalming Greenway – Linking Residential Areas**

Whilst the Guildford to Godalming Greenway is potentially an important step towards providing a practical alternative option for travel between the two towns, the Town Council also wishes it to be a catalyst to provide safe routes for local residents to walk and cycle from Farncombe and Binscombe into the town centre.

#### **21.3 Benches & Bus Stops & Notice Boards**

There are a number of bus stops, notably along Farncombe Street and Binscombe Lane which could benefit from adjacent public seating. An audit of potential locations and an installation plan, based on available funds, should be agreed. Likewise both the St John's and Meadow bus stops could benefit from refurbishment and where appropriate additional locations suitable for bus stop provision should be identified.

Although private land, GTC should seek to acquire permissions to install a public notice board at Binscombe Crescent Shops.

#### **21.4 Farncombe Station Signal Box**

To investigate and work with Network Rail and the Community Rail Partnership to explore options for use of the land current occupied by the signal box for when the signal box becomes defunct.

### **22. Business & Economic Development**

#### **22.1 Regeneration and Supporting the Local Economy**

GTC, in common with all other Town & Parish Councils, has very few statutory duties. However, it does hold The General Power of Competence. The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives councils the power to do anything an individual can do provided it is not prohibited by other legislation.

The GPC will allow GTC to support its community by being a positive actor in working for greater economic growth and resilience in the local communities. The GPC provides both a legal power on which to act and/or giving greater confidence to work in new and innovative ways.

GTC's role is, as far as possible, to ensure that the Farncombe and Binscombe retail areas remains a visually attractive and vibrant location for businesses to operate.

### **23. Transport**

#### **23.1 EV Charging Points**

The provision of EV charging facilities within residential areas with predominantly on-street parking need to be addressed in order to support the transition to EV. With a clear cessation date for the sale of private ICE vehicles, it could be argued that it is the responsibility of government agencies at all levels to push for the installation of one-street EV charging facilities even in the face of opposition from current residents. GTC works with both WBC and SCC to identify potential locations for EV Charging points.

### 23.2 Twenty Is Plenty

On 11 March 2021, Godalming Town Council approved a motion calling on SCC to support the creation of 20mph zones in and around Godalming. In doing so Godalming Town Council stated that it believes that the implementation of a wide-area 20mph speed limit on residential roads, combined with a public information campaign, would have immediate beneficial impacts on road safety, air quality, active transport and community well-being and would support the Council's climate emergency objectives. The creation of a 20mph zone within the main residential areas of Binscombe and Farncombe, could not only create a safer environment, but also a cleaner and healthier place to live.

### 23.3 Transport and Access Master Plan

While the Council will continue to advocate for improvements in infrastructure and accessibility, there is a need to develop a more strategic plan addressing road usage and routes. This needs to be developed in consultation with local residents, schools, businesses, and other stakeholders, to form a coherent plan of improvement which will make routes from/to and through Farncombe and Binscombe safer and greener.

This would also look in more detail at 20mph limits, Greenway connections, changes in road layouts, pavements, traffic calming, buses at Farncombe Station and more widely etc.

## 24. **Green Environment**

### 24.1 Floral Godalming (Farncombe & Binscombe)

Floral displays softens the built environment by providing colour and interest, helps support pollinating insects and provides a sense of civic pride and well-being.

Troughs, baskets and planters installed in key locations complement those businesses and property owners who also strive to brighten up the area with floral displays. If Floral Godalming were to be extended into the Farncombe and Binscombe area, the public display element would be planted up, installed, watered and maintained by GTC staff in as economical and sustainable way as possible. However, whilst GTC does seek to attract sponsorship of the floral displays, in terms of staff time, infrastructure and plants etc, the majority of the costs lie with GTC.

In looking to expand into the Farncombe and Binscombe area, for the scheme to have a significant impact, it is important that the local community and not just the Town Council, are involved in creating displays. Displays need not be limited to planters but may involve the planting of verges and other poorly maintained/minimal diversity grassed areas.

### 24.2 Tree Planting

With a focus on residential areas and verges for tree planting, as a community within a wider borough, GTC would wish to see tree planting being undertaken in

line with the Waverley Tree Planting Strategy. Location of sites and type of trees should be identified through consultation with local residents, businesses and schools.

#### 24.3 Protection of Trees

In order to provide added protection to trees not subject to a TPO, Godalming Town Council would wish to see WBC add all trees lying within a conservation area, protected woodland or other area where trees are subject to protection by a local policy from felling, topping, lopping, uprooting, wilful damage or wilful destruction with a trunk diameter of 75mm or more when measured at 1.5m above ground level, added to the WBC digital mapping system

Godalming Town Council will, as part of its review of the Godalming & Farncombe Neighbourhood Plan, as is already the case for the wooden hillside of the town, seek to establish an area protection for the tree stock within the Farncombe and Binscombe area.

#### 24.4 Allotments

GTC to explore future availability of additional allotment sites.

### **25. Community Facilities, Events, Venues.**

#### 25.1 Farncombe Youth Football Club - Meades Park – Green Lane

Meades Park, home to the Farncombe Youth Football Club, is one of the largest, provider of youth activity in Farncombe and Binscombe. As a key community facility, GTC to work with the FYFC management team to support bids for ground improvements that will benefit the future members of the club without inversely impacting on the surrounding neighbourhood.

#### 25.2 Broadwater Park Changing Rooms

The changing rooms at Broadwater park are an underused asset to the community, due to their dilapidate state. GTC believe they need to be refurbished in order to utilise their full potential and become a valued community facility. GTC will continue to work with WBC to support the funding applications for improving the changing rooms and providing an operating base for the Godalming and Villages Community Store.

#### 25.3 Community Events

GTC recognises the importance of events within the community and stated its commitment to their delivery, both directly and indirectly by adopting a clear policy position to support community events.<sup>28</sup>

In 2020 Godalming Town Council lobbied WBC to enable Farncombe Street between the Junction with St John's Road and the Western Railway Crossing to be used for on street trading. As such, the possibility exists for an occasional market to be held at that location.

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<sup>28</sup> <https://godalming-tc.gov.uk/wp-content/uploads/2020/08/Community-Events-Support-Policy-30-April-2020.pdf>



25.4 Baden Hall

As with many community buildings of its age, Baden Hall has a number of challenges to enable it to become a more energy efficient and environmentally friendly building. As one of the few buildings available for community hire GTC wishes to work with the Baden Hall management group to support its future availability.

25.5 Telephone boxes.

Godalming Town Council has adopted the phone box in Spring Grove. The council plans to undertake the refurbishment, painting, replacement glass and electrical safety as required by the adoption agreement with BT. Additionally the Council will apply for any planning permission required to change its use from a telephone Kiosk to whatever purpose is finally agreed. Local Councillors will consider options for the future use to which the kiosks should be put.

25.6 Public Art

Godalming has a thriving arts community, be it art group collectives where individual artists collaborate to create exhibitions, commercial galleries, artisan craft makers, drama groups or artistic performers.

GTC to work with local art groups, WBC and other land owners to determine options for public art within the Farncombe and Binscombe area.

## GTC Action Plan

### 26. Action Plan - Context

GTC's Programme 2019-2023 informs many individual work strands being considered or actioned by the Council. However, whilst providing the generality of aims and objectives, the programme leaves the detail to be considered elsewhere.

This report seeks to consider in the round a number of the aims and objectives contained within the programme as they pertain to the Farncombe Village and Binscombe Community areas. Having looked at what GTC is either currently doing, planning to do or could do if it so wished, a table of current or potential actions is set out below.

### 27. Table of Actions

#### **Action 1 Planning**

Continue to provide an opportunity for the public to express their views on planning matters and to provide advocacy for the protection of the character of the Farncombe and Binscombe locality. Utilise GTC's social media to promote knowledge of how residents are able to express concerns to Members at meeting of the council or its committees.

Work to ensure, by advocacy and planning comments and objections, that the character of the Farncombe Village and Binscombe Community area is not adversely impacted by developments.

Farncombe retail; PDR etc.

Support affordable and social housing for the community.

#### **Action 2 Guildford to Godalming Greenway – Linking Residential Areas**

Support the Greenway and advocate for it to be a catalyst to provide safe routes for local residents to walk and cycle from Farncombe and Binscombe into Godalming town centre.

#### **Action 3 Community Events**

Continue to support local community events.

Support local market events in the Farncombe Station area via the Rail Partnership Consult on the desirability of holding market events in Farncombe Street between the Junction with St John's Road and the Western Railway Crossing.

#### **Action 4 Floral Godalming (Farncombe & Binscombe)**

Work with the local community to expand Floral Godalming into the Farncombe and Binscombe area. Displays need not be limited to planters but may involve the planting of verges and other poorly maintained/minimal diversity grassed areas.

Floral Godalming (Farncombe & Binscombe) should also consider locations for tree planting within the area.

#### **Action 5 Benches & Bus Stops & Notice Boards**

Conduct an audit of potential locations for new benches and agree an installation plan, based on available funds. Refurbish the St John's and Meadow bus stop shelters Identify additional locations suitable for bus shelter provision.

**Action 6            Farncombe Signal Box**

Work with Network Rail and the Community Rail Partnership to explore options for use of the land current occupied by the signal box for when the signal box becomes defunct.

**Action 7            Telephone Kiosks**

The Council has adopted the phone box in Spring Grove. The council plans to undertake the refurbishment, painting, replacement glass and electrical safety as required by the adoption agreement with BT. Additionally the Council will apply for any planning permission required to change its use from a telephone Kiosk to whatever purpose is finally agreed. Local Councillors will consider options for the future use to which the kiosks should be put.

**Action 8            Public Art**

GTC to work with local art groups, WBC and other land owners to determine options for public art within the Farncombe and Binscombe area, including, for instance, the gable walls of the GTC-operated public toilets in Station Road.

As far as possible GTC will also support the preservation of historic signage and 'Ghost Advertisements/Brickads' within the village centre.

**Action 9            Regeneration and Supporting the Local Economy**

GTC's role is, as far as possible, to ensure that the Farncombe and Binscombe retail areas remain a visually attractive and vibrant location for businesses to operate

If required, GTC will work with and support the Local Planning Authority for the making of an Article 4 Direction for the Farncombe retail centre to remove the permitted development rights that allow the change of use from commercial to residential.

Through its Environment and Planning Committee. GTC will seek to influence planning decisions that contribute to creating and maintaining a balanced retail offering and hospitality offering.

**Action 10          Baden Hall**

As one of the few buildings within the area available for community hire, GTC will work with the Baden Hall management group to support works to improve the energy efficiency and equality provision to allow the building to meet community needs.

**Action 11          EV Charging Points**

GTC will work with both WBC and SCC to identify potential locations for EV Charging points.

**Action 12          Twenty is Plenty**

The Council will lobby the Highways Authority to consult with residents for the creation of a 20mph zone within the main residential areas of Binscombe and Farncombe, to not only create a safer environment, but also a cleaner and healthier place to live.

**Action 13          Farncombe Youth Football Club - Meades Park – Green Lane**

GTC to work with the FYFC management team to support bids for ground improvements that will benefit the future members of the club without adversely impacting upon the surrounding neighbourhood.

**Action 14          Allotments**

GTC to explore future availability of additional allotment sites

### **Action 15 Youth Provision**

Godalming Town Council is committed to the provision of the Godalming and Farncombe Youth Centre and Drop-In-Centre for young people of Secondary School age located at Broadwater Park. GTC will, where possible, seek to expand its youth provision to match the local need.

### **Action 16 Alleyways and Footpaths**

Continue to advocate for the upkeep of alleyways and footpaths (which are the responsibility of SCC, WBC and local residents)

### **Action 17 Godalming & Villages Community Store**

Support the relocation of the Godalming & Villages Community Store to new premises located at Broadwater Park, Farncombe.

### **Action 18 Recreation Grounds**

Advocate for Waverley Borough Council to consult with residents to review the Public Spaces Protection Order at the end of 2022 to establish support for the Canon Bowring Recreation Ground to revert to its previous designation as a dog exclusion zone.

Similarly, GTC will support consultation for the Combe Road Recreation Ground to also become a dog exclusion zone in the same review.

Advocate for improved provision for those with disabilities, including improved access to existing facilities.

Support the repurposing of some parts of the former Broadwater Golf Club site to include a combined Skateboard, BMX, scooter and outdoor activity hub with associated infrastructure, incorporating nature trails and environmental enhancements.

Notwithstanding the above Godalming Town Council remains open to other proposals brought forward for this site on its merits and overall benefit for the community.

### **Action 20 Public Notice Boards**

Investigate provision of a public noticeboard on Binscombe Lane by the Binscombe Crescent shopping arcade. GTC to identify improved noticeboard designs as part of future replacement program.

### **Action 21 Rail/Bus Integration**

Advocate for the redesign of the forecourt at Farncombe railway station so that buses can stop outside the entrance, as envisaged by the Neighbourhood Plan and for the 46 Bus to stop at Farncombe Train Station.

### **Action 22 Highways Infrastructure**

Remain actively engaged with SCC Highways for the benefit of the local area and to engage the Surrey County Councillor for Godalming North in identifying areas in need of improvement or intervention by SCC Highways.

### **Action 23 Accessibility, Walkability and Bikeability**

Advocate for effective use of techniques to change how road space is used and prioritised in terms of who uses it in line with the recently revised Highways Code – priority for pedestrians, cyclists and horses. Support a campaign to publicise the revised priorities.

### **Action 24 Transport and Access Master Plan**

Produce a transport and access master plan that looks at improvements in infrastructure and accessibility, road usage and routes. Developed in consultation with local residents, schools, businesses, and other stakeholders, the aim would be to produce a coherent

plan of improvement which will make routes from/to and through Francombe and Binscombe safer and greener.

**Action 26          Rugby Club**

Identify whether the Council is able to support community events held at Broadwater Pavilion and the Rugby Club grounds.

**Action 27          Possible Extension of Godalming Leisure Centre**

To review and comment upon the WBC business case for any extension of the Godalming Leisure Centre, takes the following into account in determining observations and Godalming Town Council's support or otherwise:

- That the specific recreational, leisure and fitness facility needs of the community have been identified.
- The identified needs of the community have been measured against the existing supply of recreational, leisure and fitness facilities within the area, including community facilities such as Broadwater Park School Community Gym, private membership fitness centres and multi-sports facilities in neighbouring areas such as the Surrey Sports Park.  
The desirability of focusing any additional facilities identified by the community needs analysis at the existing Godalming Leisure Centre location, as opposed to expanding opportunities at other locations, such as Godalming 6<sup>th</sup> Form College, Rodborough School in Milford, or new facilities located in areas of significant residential expansion such as Milford, or Dunsfold Park, thus reducing the need for extended vehicle movements across the local road networks.
- the desirability of provision of additional car parking spaces in light of WBC's declaration of a climate emergency
- the over-riding of Green Belt protection and loss of school playing fields to provide additional car parking spaces at Godalming Leisure Centre.

Godalming Town Council would also wish to see a comprehensive traffic analysis that models the impact of any extension of the Leisure Centre, especially in relation to any cumulative effect associated with the expansion of Broadwater School

**Action 28          Protection of Trees**

In order to provide added protection to trees not subject to a TPO, Godalming Town Council will:

- Request that WBC adds all trees lying within a conservation area, protected woodland or other area where trees are subject to protection by a local policy from felling, topping, lopping, uprooting, wilful damage or wilful destruction with a trunk diameter of 75mm or more when measured at 1.5m above ground level, added to the WBC digital mapping system
- Through the review process of the Godalming & Farncombe Neighbourhood Plan review process seek to establish an area protection order for the tree stock within the Farncombe and Binscombe area

**Action 29          Encourage Tree Planting**

In collaboration with the Waverley Tree Planting Strategy and consultation with local residents, businesses and schools, identify potential sites within the Farncombe and Binscombe area with a focus on residential areas and verges for tree planting.

**Action 30          Social Housing**

In consultation with local residents, GTC will support improvement to the existing social housing stock by WBC and for future provision of properties to be made available as social rented homes.



**Godalming**  
Town Council

Supporting Our Community

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# GODALMING TOWN CENTRE AREA

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Preserving the Past, Protecting the Present, Planning the Future

Adopted by Full Council – April 2021

# TABLE OF CONTENTS

<b>TABLE OF CONTENTS</b>	<b>- 1 -</b>
<b>GLOSSARY OF TERMS</b>	<b>- 2 -</b>
<b>PART ONE</b>	<b>- 3 -</b>
1. <i>Preamble</i>	- 3 -
2. <i>Introduction</i>	- 3 -
3. <i>Godalming Town Centre Conservation Area</i>	- 3 -
4. <i>Important Features and Vistas</i>	- 4 -
5. <i>Open Space and Landscape</i>	- 4 -
6. <i>Community Use of the Town Centre Built Environment</i>	- 6 -
7. <i>Street Furniture and Decluttering</i>	- 6 -
8. <i>Public Art</i>	- 7 -
9. <i>Economic Profile and Potential Forces for Change</i>	- 7 -
<b>PART TWO</b>	<b>- 9 -</b>
10. <i>GTC's Role for the Town Centre Area Built and Green Environment</i>	- 9 -
10.1. <i>Planning</i>	- 9 -
10.2. <i>Article 4 Directive</i>	- 9 -
10.3. <i>Wiggins Yard Environmental Improvement Scheme</i>	- 9 -
10.4. <i>Guildford to Godalming Greenway – Cross Godalming Section</i>	- 9 -
10.5. <i>Current Pedestrianisation</i>	- 10 -
10.6. <i>Future Pedestrianisation</i>	- 10 -
10.7. <i>Crown Court Pedestrian Area</i>	- 11 -
10.8. <i>Community Events – The Green Environment</i>	- 11 -
10.9. <i>Community Events – Town Centre Built Environment</i>	- 13 -
10.10. <i>Floral Godalming</i>	- 13 -
10.11. <i>Signage, Rails, Bollards, Bells &amp; Benches</i>	- 13 -
10.12. <i>The Pepperpot</i>	- 14 -
10.13. <i>Public Art</i>	- 15 -
10.14. <i>Regeneration and Supporting the Local Economy</i>	- 15 -
10.15. <i>Business Improvement District</i>	- 15 -
10.16. <i>Devolution of Public Assets</i>	- 16 -
<b>PART THREE</b>	<b>- 18 -</b>
11. <i>Action Plan</i>	- 18 -
12. <i>Table of Actions</i>	- 18 -

## **GLOSSARY OF TERMS**

**Built Environment** - encompasses all forms of building (housing, industrial, commercial, hospitals, schools etc.), and civil engineering infrastructure both above and below ground and includes the managed landscapes between and around buildings.

**Community Wellbeing** - the combination of social, economic, environmental, cultural, and political conditions identified by individuals and their communities as essential for them to flourish and fulfil their potential.

**Socio-economic Strata** - refers to the condition within a society where social classes are separated, or stratified, along economic lines.

**Urban Life** - Urban life refers to the life of the people living in towns and cities.

**Place-shaping** - a term coined in the Lyons Inquiry (2004-7) into the form, function and funding of local government in England. Lyons suggested that local government should act as the voice of a whole community and as "an agent of place"

**Walkability** - Walkability is a measure of how friendly an area is to walking. Walkability has health, environmental, and economic benefits.

**Bikeability** - Bikeability is (in line with its sibling term 'walkability') an indication of the ability of the urban infrastructure to support and foster cycling as a mode of transport and mobility.

**Green environment** - the natural environment within an urban area such as parks, verges, sports fields and other unbuilt areas.

**Staycation** – a collection of activities held during the first week of August to provide 'a holiday at home' for local residents.

**Staycation Live** – a music festival held over the first weekend of Staycation.

**On-Line Retail** – consumer retail purchases made via the internet.

**Off-line Retail** – consumer retail purchases made in a physical retail outlet such as a shop or market stall.

**Public Works Loan Board** - a lending facility operated on behalf of HM Treasury to provide loans to local authorities, and other specified bodies. Loans are made mainly for capital projects.

**Social Return [on investments]** - a principles-based method for measuring extra-financial value such as environmental or social value.

**Permitted Development Rights** - The Town and Country Planning (General Permitted Development) (England) Order 2015 (the "GPDO 2015") is a Statutory Instrument, that grants planning permission for certain types of development such as change of use of offices to residential dwellings. Development undertaken in this way is referred to as permitted development.

**Article 4 Direction Order** - An Article 4 direction is made by a local planning authority to restrict the use of permitted development rights. An Article 4 Direction does not in itself prohibit any action but means that a landowner is required to seek planning consent whereas without the direction this would not be necessary.

**Community Infrastructure Levy** - The Community Infrastructure Levy is a charge levied by local authorities on new development in their area. It is an important tool to help deliver the infrastructure needed to support development.

**Catch 22 Situation**– a dilemma or difficult circumstance from which there is no escape because of mutually conflicting or dependent condition.

**20 is Plenty** - a campaign for a default speed of 20mph on residential streets and in town and village centres, without the need for physical calming.

**Performing Rights Society** – a partner organisation of PRS for Music, a British music copyright collective, which undertakes rights management for musical works on behalf of its members. This includes licencing venues for live musical performances.

**SCC Members Community Allocation** – a fund provided to each Surrey County Councillor to help residents, voluntary and community organisations deliver activities that benefitted local people in their neighbourhoods.

**Business Improvement District** - business led partnerships which are created through a ballot process to deliver additional services to local businesses. They can be a powerful tool to allow the business community and local authorities to work together to improve the local trading environment.



# **PART ONE**

## **1. Preamble**

This report aims to:

- Provide the context and raise awareness of some of the issues affecting the Town Centre area and how the Town Centre relates to Community well-being.
- Identify current activity being delivered by Godalming Town Council (GTC) to support the general well-being of residents and economic viability of the Town Centre area.
- Identify ways in which GTC can provide direct action, influence or support further improvements within the Town Centre area.

## **2. Introduction<sup>1</sup>**

The built environment has a significant impact on people's general feeling of well-being. In considering how the built environment or 'place' can impact on those whose lives it touches, decision makers would do well to consider that the very large majority of research evidence points in the same broad direction; better place quality adds value economically, socially and with regard to health and environmental outcomes. The impacts of place are profound, contribute benefits to society over short, medium and long-term time horizons, and reverberate throughout the lives of citizens across all socio-economic strata.

Place quality is not an aspiration only to be considered when things are good or only for the wealthy. Instead, as the research evidence indicates, it is a basic necessity of urban life with profound and far-reaching impacts on the lives of citizens today and tomorrow. It is so important to basic well-being that it should be the expectation of all. This knowledge can be used to advance the case for quality when place-shaping policy, project or investment decisions are being made.

A *VERY strong positive* association between place derived value of all types (health, social, economic and environmental) and six qualities: greenness in the built environment (notably the presence of trees, grass, water, and open space – the latter if of good quality); a mix of uses (notably the diversity of land uses within a neighbourhood); low levels of traffic; the walkability and bike ability of places (derived from their strategic street-based connectivity and the quality of the local public realm); the use of more compact (less sprawling and fragmented) patterns of development; and ready, convenient connection to a good public transport network.

In considering these very strong positive associations, the Godalming Town Centre area could potentially be described as the ideal location to represent all these qualities. However, there is a body of evidence that suggests car dependence and poor maintenance/dilapidation (including of green spaces) has an equally strong negative association as qualities to be avoided when shaping the built environment.

## **3. Godalming Town Centre Conservation Area**

Godalming central retail area lies within the Godalming Town Centre Conservation Area (CA). The character of the CA relies on the many listed buildings in the compact historic core and contains a mix of uses, including retail, office and residential. There are 125 listed buildings, 15 heritage features and 2 buildings of local merit within the CA.

Overall, the CA appears to be in a good condition, but there are some buildings and locations which, due to condition, materials, street furniture and other factors currently detract from the CA. Whilst not all the remedies for these issues lie with GTC, there are areas, such as advocacy for good design and planning, the maintenance of street furniture and acting as the 'local eyes' for the reporting of

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<sup>1</sup> Matthew Carmona (2019) Place value: place quality and its impact on health, social, economic and environmental outcomes, Journal of Urban Design, 24:1, 1-48, DOI: [10.1080/13574809.2018.1472523](https://doi.org/10.1080/13574809.2018.1472523)

issues to the relevant authorities, that GTC can play a significant role in maintaining the character of the CA. Indeed, it could be argued that, if not GTC than who?

Connectivity to the open green spaces: the Phillips Memorial Park, the allotments and the churchyard, is also an important aspect of the CA, in particular the relationship with the River Wey and the Lammas Lands beyond, and should be considered in any review or plans for enhancing the public realm within the CA. This connectivity should play an important role in any consideration for projects that seek to link the main retail areas towards the green spaces, in particular the Wiggins Yard and Crown Court Environmental Improvement Projects.

#### **4. Important Features and Vistas**

The “Pepperpot” or Old Town Hall, owned by GTC, is an important landmark, which is represented as the “symbol of the town’s independence” and used as the Town Council’s logo. The Pepperpot is the historic and present-day focal point for public announcements and events. Included in the heritage features located within the CA is the tall iron hand lever pump at The Pepperpot, which provided a communal water supply before mains water was laid on. This hand pump, like the exterior of The Pepperpot was last painted and preserved over 10 years ago and is now in need of repainting. It is suggested that The Pepperpot, whether overtly acknowledged or not, is seen as a symbol of civic pride by many residents who will consider any lack of upkeep or maintenance as a dereliction of public responsibility by GTC.

Church Street has arguably the most character in Godalming with many 17<sup>th</sup> century timber framed buildings. This street also meanders to reveal the 12<sup>th</sup> century Grade 1 listed Church of Saint Peter and Saint Paul. The street furniture in the area around the church and iron stone pavement was replaced approx. 6 years ago and an additional public bench, which is well used, was installed.

Crown Court is a gateway location within the town centre and is used for public events such as markets, community activities and also houses the town centre’s public toilets. It is surrounded by listed buildings with a walk-through arch constructed in the early 1950s from the original materials of earlier buildings and flagstone paving. This area is owned by Waverley Borough Council (WBC) with an agreement in place for GTC to manage its use for community events. Along with its historical character, its position adjacent to the town’s main car park makes this an ideal location for small ‘markets’ and community events. It is suggested that this area is under-utilised and that options for enhancing the area and making it more inviting and relevant should be explored. Likewise, in considering the positive benefits of linking the urban environment to the green environment of The Burys, Phillips Memorial Park and river side, any improvements in this area should aim to achieve a sense of flow between the two.

One of the key characteristics of the CA is the “yards” located behind the main streets. Many of these “yards” would have housed workshops in the past. The “yards” are mainly in private ownership, one exception being Wiggins Yard where the maintenance responsibilities are undefined, resulting in the historic cobbles needing substantial works to make the passage between Bridge Street and The Burys useable by pedestrians, including wheelchair users.

#### **5. Open Space and Landscape**

This section is concerned not just with the ‘fixed’ built environment but also the influences on the landscape through interventions such as ‘Floral Godalming’ and ‘In Bloom’. Colourful flower planters, window boxes and hanging baskets within a built environment can create a stronger sense of pride of place, contributing to a cleaner and greener place to live and visit, with higher environmental awareness.<sup>2</sup>

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<sup>2</sup> <https://www.rhs.org.uk/get-involved/britain-in-bloom/why>

If parks and green spaces are well managed, research has shown that communities use their local spaces more, have better relationships with their local councils and take some pride in the area where they live.<sup>3</sup>

Parks and green spaces contribute to all aspects of health and well-being including increasing levels of physical activity which could alleviate pressures on the NHS. Simply being outside in a green space can promote mental wellbeing, relieve stress, overcome isolation, improve social cohesion and alleviate physical problems.<sup>4</sup>

Parks provide spaces where people can get some fresh air, go for a walk, play, exercise or just enjoy the surroundings. Research by Keep Britain Tidy found that: "Visits to green spaces with friends and extended family groups were highly valued for enabling social bonding in largely natural and frequently picturesque surroundings."<sup>5</sup>

Parks and green space can provide schools with a living, breathing, fully interactive and continually changing outdoor classroom; a wonderful resource with which to support curriculum activities. Access is easy and because they exist locally, visits can be frequent allowing longer-term projects to be undertaken. The Local Park or green space has become an increasingly popular destination for study of the natural environment as well as social and urban development.<sup>6</sup> In this context, GTC has supported Moss Lane School in accessing outside space. A final thought in support of the importance of the town centre area green spaces comes from the Urban Parks Forum which contends that green spaces support childhood and provide a freedom so often denied in congested traffic-strewn streets. They can help counter the negative effects of urban growth on the public environment and encourage children to become better stewards of the environment in the future.<sup>7</sup>

The Phillips Memorial Park (which includes The Burys Field) is the only open green space in the CA. The Phillips Memorial Cloister itself is a quieter space but unfortunately has been subject to vandalism in the past. This might be because the structure is less open and has limited natural surveillance. On the whole the park is well maintained by WBC and in the summertime many people use the park and enjoy events such as the Sunday 'Music in the Park' concerts and the Staycation Live Music Festival. There are additional structures/buildings such as the bandstand, the bowls green and hut, the church and the children's playground which also add to the ambience of the area. The allotments also add variety to this area. As well as the traditional use of the bandstand for concerts, residents take advantage of the covered structure of the bandstand for a variety of exercise activities. The bandstand and Phillips Memorial Park are used on average for less than 100 hours per year for organised public events (including Concerts, Staycation, Town Show etc.). Greater use of these public realm assets should be explored.

Most of the CA, including the "yards", is accessible to the public with the CA being reasonably permeable for pedestrians. The key gateways by foot into the centre include Crown Court car park, Wiggins Yard, Lower South Street, Oglethorpe Court Passageway, Queens Street, Wharf Street, Station Approach, Mill Lane, Pound Lane and Church Street. Of these Wiggins Yard and Oglethorpe Court Passageway are the least accessibility friendly routes, Oglethorpe Court Passageway because of a flight of steps with no adjacent ramp and Wiggins Yard by lack of maintenance.

The main footpaths on the High Street were subject to an improvement scheme in the early 1990s. They have red brick paving, granite setts in certain parts and traditional kerbstones. There is a mixture of signage including traditional finger posts. On the High Street there are traditional style guard rails and bollards, which are also utilised by GTC to support Floral Godalming planters.

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<sup>3</sup> CABE Space. (2010). Urban Green Nation: Building the Evidence Base  
[https://www.designcouncil.org.uk/sites/default/files/asset/document/urban-green-nation\\_0\\_0.pdf](https://www.designcouncil.org.uk/sites/default/files/asset/document/urban-green-nation_0_0.pdf)

<sup>4</sup> CABE. (2009). Future Health: Sustainable places for health and well-being

<sup>5</sup> Keep Britain Tidy. (2010). People Places and their Green Spaces

<sup>6</sup> Urban Parks Forum. (2002). Your Parks: the benefits of parks and green space

<sup>7</sup> Urban Parks Forum. (2002). Your Parks: the benefits of parks and green space

The ownership of the street furniture and public realm infrastructure such as bells, bollards and rails has been the focus of much dispute, resulting in GTC becoming custodians by default. The red brick paving is no longer produced resulting in an increasingly patchwork look to the pavements. The granite kerbs in the High Street and Bridge Street are generally in good condition. However, due to the size and frequency of delivery vehicles driving on and off of the loading bay areas which necessitate 'bumping' over the kerbs, an increasing number of the kerb stones are becoming displaced. The mounting of the pavement area also causes damage to the crossover drains. Whilst the buildings along Godalming High Street and Bridge Street have historic character, the 1990's design of the pavements and carriageway have not stood the test of time, are dated and increasingly challenging to maintain. Although beyond GTC's ability to fund, the Town Council does have a role in lobbying the Highways Authority and Principal Authorities for more than 'make do and mend' patchwork repairs to the Godalming CA and should be seeking wholesale regeneration of the low-level street scene of Godalming High Street, Queen Street, Wharf Street and Bridge Street, including the provision of 'shared space' and pedestrianisation as a means of traffic control and reduction.

Traffic is one way on the main roads: Bridge Street, Wharf Street, the High Street and Church Street. This, in addition to Flambard Way, has helped reduce traffic through the CA. Traffic calming, in the form of speed bumps and pedestrianisation of the High Street on Saturdays, has been implemented. Additionally, since May 2020 an 18-month Temporary Road Order (TRO) has been available for use to aid social distancing requirements. During periods of operation the TRO has significantly reduced the vehicular obstructions along the main section of the High Street and on the whole was well received by residents. As indicated by the research evidence mentioned in the introduction, low levels of traffic along with improved walkability and bikeability are positive associates of wellbeing in place-shaping and consideration should be given to options for improving the pedestrian experience within the central retail area of the Town Centre.

## **6. Community Use of the Town Centre Built Environment**

The Town Centre's built and green environment is used by residents and visitors to Godalming to access day-to-day facilities, but it is also used to provide a focal point for a variety of organised activities as well as less formal and more ad-hoc events.

For a number of years, Godalming has had a programme of annual events held on the High Street & Church Street and associated areas, The Burys or the Phillips Memorial Park. Additionally, in more recent times GTC has also organised or managed events that have been based within the Crown Court pedestrian area.

The majority of these events are either totally free at the point of entry or at worse seek a donation to help cover the organiser's fixed costs (Town Show and Staycation Live), the only current community event that has an entry fee, is the Godalming Community Run. 2020 saw the cancellation of all the 'traditional' community events and it is likely that the majority will also be either cancelled or rescheduled for 2021. With a two-year hiatus, a possibility exists that some events will not continue or if they do so, the organisers may take the opportunity provided by the enforced break to 're-brand' or alter the delivery model of their event.

## **7. Street Furniture and Decluttering**

It is important to reinforce the distinctiveness of Godalming through a clear and consolidated approach to street furniture, including bollards, lamp posts, benches and litter bins. In order to ensure consistency throughout the CA, as far as reasonably practicable, coordinated street furniture has been implemented throughout the town by GTC and WBC. However, improving the CA does not just mean the installation of new coordinated street furniture, it also means rationalising what is already there and removing or repositioning signage and street furniture that is no longer required or used.

With the exception of litter bins which have been replaced by both GTC and WBC, the maintenance of the public realm within the CA has predominately fallen to GTC to manage. Prior to 2019, this was undertaken by out-sourcing repairs. Following the appointment of GTC direct maintenance staff, the repair and refurbishment of the public realm street furniture will now be, wherever possible and safe to do so, undertaken by the GTC maintenance team.

In relation to highways infrastructure, GTC remains actively engaged with SCC Highways for the identification and reporting of highway defects as well as working with Surrey Members to identify areas in need of improvement or intervention by SCC Highways.

## **8. Public Art**

There is a notable absence of physical street art within Godalming. However, there are a number of places where art could add to the street scene, such as Crown Court, the public realm next to The Red Lion pub or the entrance to Wharf Street from Flambard Way, where the circular 'plinth' on the west side of the street was, when the town centre scheme was originally envisaged, intended to be a location for public art.

A number of organisations, including the Centre for Active Design, set out that a vibrant public art programme offers a range of benefits and opportunities for enhancing the urban environment, increasing the use and enjoyment of public space and building social cohesion. Public Art provides a means of celebrating culture, diverse communities and shared history. It contributes to civic pride and help forge a positive identity for the town. Through art the town can project its collective identity and vision, while individuals and community groups are also empowered to express their unique identities.

Public art supports the creative industries, creating opportunities for artists and designers. Public art can also:

- energise public spaces;
- expand thinking;
- transform the places where we live, work and play;
- create places of interaction; and
- lead to a sense of civic pride.

However, in the 21<sup>st</sup> century, public art does not need to be considered as statues and monuments whose meanings fade into obscurity. In this context public art is not just art displayed within the street scene, it can be any art form, from physical art such as sculpture, paintings or drawings to performance art such as drama, dance and speech. It can be permanently displayed as part of the street scene or it could be transient such as performance art on the bandstand or any form of art displayed or provided in a publicly accessible building such as the Museum, shops, cafes, restaurants and pubs etc.

## **9. Economic Profile and Potential Forces for Change**

Waverley in general is an affluent area with a buoyant local economy and low level of unemployment. Godalming town centre is a mix of retail, office and residential. The majority of homes in this part of the Ward are privately or social rented. Despite the economic shock experienced by the retail sector during the Coronavirus pandemic, the level of unoccupied retail units remains relatively low (8% Feb 2021). There remains a strong presence of shops and residents continue to be served by independent butchers, bakers, greengrocers, delicatessens, clothing stores, hardware stores and cafes. However, whilst not having been impacted by the closure of major multinational fashion retailers as deeply as larger regional centres, changes to retail banking and other business closures have resulted in a number of retail units becoming vacant.

Although high streets and town centres have continuously evolved over the last 100+ years, the rate of change over the last decade has significantly increased due to the speed of changing consumer habits. As with many other town centres, Godalming retailers are facing the challenge of changing purchasing habits, which quickly accelerated during 2020 and the first quarter of 2021. Online sales penetration has continued to reach new heights, and according to the Office for National Statistics they accounted for a 31.9% share of total UK retail sales in the last quarter of 2020. However, although some retailers saw online sales rise enough to counteract losses from in-store transactions, for many, this placed a further squeeze on margins due to the incurred costs of delivery/returns. As would be expected, fashion and footwear retailers were disproportionately impacted by Covid

restrictions. This impact has been seen in Godalming with the closure of a number of national clothing retailers. Of the various sectors, homeware retailers continued to report promising growth figures mainly due to a very strong residential sales market and homeworking triggering additional home improvements. Ongoing growth has cemented objectives regarding store expansion for some, including B&M, who opened 16 new stores in the period, with an additional 18 expected in the current quarter. The challenge for Godalming and WBC economic development strategy, is attracting expanding sectors to replace those whose retail model is no longer viable. Questions that need to be asked are what attracts companies such as B&M to a location and is there anything that GTC can do to improve the attractiveness for companies to locate to Godalming?

Historically Godalming has had a relatively low rate of change of shops which has provided a fairly stable retail offering. Indicators such as lease lengths dropping to record lows could be seen as part of the changing pattern and uncertainty surrounding the future direction of off-line retail. For new high street deals, leases averaged 7.6 years in 2020, down -7.1% on the 2019 average. It is interesting to note that although local authorities might not be as active investors as they once were in the commercial property sector due to the changes in the Public Works Loan Board criteria for loans, this does not seem to have affected their appetite for the retail sector. This is because much activity centres on buying within their locality, and thus it can be justified as a regeneration focused decision rather than a purely income focused one. However, while the rationale amongst local authorities has definitely swung towards “social return” being more important than income return, such assets also need to be good income generators to service the borrowing while the council focuses on supporting the continued viability of its town or high street’s retail offer.

At a macro level, there was a slight resurgence in investment activity in high street shops in the final quarter of 2020. However, 55% of the transactions were on food stores which are seen as a low-risk, Covid- defensive segment of the market. The overall volume of shop assets traded in the second half of 2020 does indicate that there is some confidence amongst investors. Therefore, it is important that Godalming is seen to be a positive investment opportunity and one that has resisted a spiral of decline.

It is expected that that shop unit freehold purchasing and leasing activity will be biased towards the second half of the year, once social distancing measures have reduced, and non-essential retail has reopened. Sizeable questions remain around retailer viability and how rent levels etc are priced in, but where there are supportable income streams in the right locations it is expected that there will be an increasing level of private investor interest. That said property companies will continue to be more focused on assets where there is an opportunity for conversion, typically to residential uses.<sup>8</sup>

This latter aspect has already been experienced in parts of Godalming. However, the ability to bypass local accountability and decision making to re-purpose existing retail and office space is, thanks to the existence of the Conservation Area (CA), not available to developers via the Permitted Development Rights route and therefore planning applications must be submitted for any Change of Use within the bounds of the Godalming Town Centre CA. Likewise, the Article 4 Direction, which was made in May 2020, removes Permitted Development Rights for the conversion of office buildings to residential dwellings in the Article 4 Directive area around Godalming Railway Station.

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<sup>8</sup> <https://pdf.euro.savills.co.uk/uk/commercial-retail-uk/shopping-centre-and-high-street---q4-2020.pdf>

## **PART TWO**

### **10. GTC's Role for the Town Centre Area Built and Green Environment**

GTC is involved in a number of activities in relation to the town centre area built and green environment including the use of the town centre's open spaces.

#### **10.1. Planning**

GTC reversed a previous decision to disband its planning committee by the establishment in January 2020 of the Environment & Planning Committee (E&P). The E&P is responsible for providing advocacy on behalf of local residents to ensure that the character of the Town Centre CA is not adversely impacted by developments. – **Action 1.**

#### **10.2. Article 4 Directive**

An Article 4 Direction restricts the scope of permitted development rights in relation to a particular area or site. Where an article 4 direction is in effect, a planning application may be required for development that would otherwise have been permitted development. Within the Borough of Waverley, there are currently only two areas subject to an Article 4 Direction. The first area was established for Beacon Hill and was set up as a pilot scheme, with the Godalming Railway Station area being the first location outwith of the pilot scheme to be subject to an Article 4 Direction order.

Although the making of an Article 4 Direction is the responsibility of the Local Planning Authority, the Godalming Article 4 Direction resulted from direct lobbying by GTC, who provided evidence-based data in support of the Article 4 Directive. <https://www.waverley.gov.uk/Services/Planning-and-building/Planning-strategies-and-policies/Article-4-directions> The E&P has a responsibility to challenge any Prior Notification Notices for development within the Godalming Article 4 Direction area. – **Action 2.**

#### **10.3. Wiggins Yard Environmental Improvement Scheme**

The Wiggins Yard Environmental Improvement Scheme is an aspiration for a joint venture between WBC and GTC. The project's main priority is to improve the pedestrian link between Bridge Street and The Burys Field, which is safe to use by all within our community, including wheelchair users and those using buggies and mobility scooters. The project is predicated on the preservation of the historic setting of Wiggins Yard and the reuse of the existing cobbles and setts.

The outcome of this project will contribute to improved connectivity between the built and green environment within the Town Centre area. To date WBC has led on this project in relation to legal issues, the commissioning of viability studies and securing funding to be used toward this infrastructure project via an S106 financial contribution. Whilst a number of issues are still to be resolved, it is expected that if all pre-conditions are resolved, GTC will take on responsibility for the delivery of the works and future upkeep of the 'Wiggins Yard' passageway. – **Action 3**

An aside of this project will be to provide a pedestrian link into Bridge Street for cyclists who have made use of the cross-town cycle link to come into town and have 'parked' their bike in the shelter located outside of WBC offices.

#### **10.4. Guildford to Godalming Greenway – Cross Godalming Section**

The Guildford to Godalming Greenway is potentially an important step towards providing a practical alternative option for travel between the two towns, but equally important is the opportunity to provide a safe route for local residents into the town centre.

The Greenway aims to provide a route suitable for day-to-day activities such as getting to school, going shopping, commuting to work or simply enjoying time out in the fresh air<sup>9</sup>.

The Greenway project is not only supported by GTC but by both Waverley and Guildford Borough Councils. In July 2018 GTC agreed that Officers should work with the Godalming Cycle Campaign to explore options to enable consideration of the project for Community Infrastructure Funding. Whilst the opportunities for funding have experienced a number of setbacks, the project continues to resonate and find traction amongst both decision makers and the wider public.

In October 2020, GTC agreed to fund a Design and Feasibility Study for the 'Cross Godalming' section of the route, which passes through the Town Centre area green environment. In providing the grant for the Design & Feasibility Study, GTC requested that the study considers what route could link the Greenway from the Phillips Memorial Park to the High Street. Such a link could help reduce private vehicle traffic with the Town Centre, thus making it a more pleasant experience for pedestrians within the Town Centre built environment. – **Action 4**

#### 10.5. **Current Pedestrianisation**

Since 2001 Godalming High Street, between its junction with Queen Street and its junction with Church Street has been subject to a Permanent Road Traffic Order. The effect of the order is to restrict traffic on a Saturday between 10am and 4pm from entering the controlled area. There are a number of exemptions including public transport buses and vehicles belonging to residents or workers who have a designated parking place within the controlled area.

Access to the restricted area is controlled by a rising bollard, which for safety reasons must be manually operated on each first occasion of daily operation. On a Saturday this operation is carried out by the On-Street Parking Enforcement Officer. Subsequent lowering of the bollard is achieved by use of an access control card. In accordance with the terms of the Permanent Road Traffic Order, GTC acts as an agent for SCC for the issuing of the access cards.

In May 2020 an additional Temporary Road Traffic Order was issued to support Social Distancing measures that permitted traffic restrictions within the same area between 10.30am and 3.30pm Mon-Sat. The main differences being that the exemptions were widened to permit delivery vehicles access and that GTC staff carried out the daily activation of the bollard between Mon-Fri. In extending the operation between Mon-Fri a greater number of access cards are required in order to accommodate business requirements that had not been required just for the Saturday operations.

Whilst the bollard was not operated Mon-Fri during periods of national lockdown when non-essential shops were closed, it remained operational on a Saturday in accordance with the Permanent Order. With reopening of non-essential shops expected on the 12 April, GTC will recommence the weekday operation of the bollard through to 21 June when, unless social distancing requirements remain extant, the bollard operation will revert to Saturday's only as the purpose of the Temporary Order will no longer exist. However, if social distancing requirements of some description remain in force, GTC will seek further guidance on whether the Temporary Road Traffic Order should remain in operation. – **Action 5**

#### 10.6. **Future Pedestrianisation**

Once the Temporary Road Traffic Order falls away, either through its purpose no longer existing, or through time expiry of its maximum period of operation, the limit of traffic

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<sup>9</sup> <http://www.guildfordgodalminggreenway.com>



restrictions within Godalming High Street will fall back onto those permitted by the Permanent Order.

During the period of operation of the Temporary Road Traffic Order the overwhelming consensus of nearly 2000 users of the High Street surveyed by GTC found the extended restrictions to be a positive benefit. This is in keeping with the evidence highlighted at paragraph 1 regarding the positive association of low levels of traffic, walkability and bikeability. The Temporary Road Traffic Order put into practice actions that had been discussed for many years but not implemented due to a classic Catch 22 situation. Without evidence further restrictions could not be justified, without implementing the restrictions evidence could not be attained!

However, it should be noted that the operation of the extended restrictions was not without issue. With the increased residential population of the Town Centre area and reliance by businesses on just in time deliveries, the logistic challenges and potential disruption to residents and businesses are significantly greater than when the Permanent Order was granted in 2001. That said, it could also be argued that the benefits that could be derived are also significantly greater than in 2001.

The 'pedestrianisation' or more correctly the Road Traffic Restriction Order required to make permanent amendments to the current traffic arrangements lies with Surrey County Council. However, it could be argued that if GTC considers that extending the Road Traffic Restrictions granted in 2001 would be beneficial to the well-being of residents and businesses then it has a responsibility to advocate those benefits to SCC and take a lead on promoting traffic reduction measures within the town centre.

Whilst the physical restriction of some traffic would help to improve the environment, so could the control of traffic speed within the Town Centre area. Speed control for all traffic within the whole of the Town Centre area could be achieved through the implementation of an area wide speed restriction such as advocated by the "20 is Plenty" campaign. – **Action 6**

#### 10.7. **Crown Court Pedestrian Area**

As stated earlier, Crown Court pedestrian area is a gateway location which has the potential to become a focal point for community activity, be it increased market style events, as a showcase location for the performing arts, or indeed just as a simple but pleasant resting point to sit and talk with friends. However, it also has the potential to become a linkway to provide flow from the built environment to the green environment.

GTC does have a stake in Crown Court in that it has the leases of, and manages, the Crown Court public toilets. GTC also organises, manages or is a partner organisation for the majority of the community events that are held within the town centre, including the Friday pop-up markets, the Farmers' Markets, Spring, Summer and Christmas Festivals, all of which utilise Crown Court. However, GTC does not have ownership of Crown Court pedestrian area, and therefore can only act as an advocate for improvements to this area. Such advocacy may, if the Council felt it would benefit residents, extend to financial support to the owners for improvements through the use of Neighbourhood CIL funding.

In recognition of its position to provide advocacy for environmental improvements to this key location, in September 2020, GTC agreed to establish a working group to explore ideas and options relating to the Crown Court area. – **Action 7**

#### 10.8. **Community Events – The Green Environment**

Crown Court pedestrian area and the High Street are not the only locations within the town Centre area used to host community events. The three main festivals plus the annual town show all utilise Church Street as well as Crown Court and the High Street. The annual Remembrance Parade also uses the High Street and Church Street but also gathers at the War Memorial in the Phillips Memorial Park.

The Phillips Memorial Park hosts a number of events throughout the summer months, most notable of which are the Music in the Park concerts held each Sunday, 3pm to 5pm between May & September at the Godalming Bandstand, The Rotary Club's Duck Race, The Godalming Community Run and the Staycation Live Music Festival held over two days in August. Whilst GTC supports all these events, all except the Godalming Run utilise the Godalming Bandstand.

Godalming Bandstand is owned by GTC, although the land it sits upon is leased at a peppercorn rent from WBC. The Bandstand is licensed for regulated entertainment. However, whilst GTC may give permission for the use of the bandstand, permission is required from WBC for any associated activities within the Phillips Memorial Park. This is a protective arrangement to safeguard the park. Whilst GTC does not pay for the use of the Park (including The Burys Field) for each occasion of use, it does pay an annual fee to cover administrative costs incurred by WBC to process land use permits for GTC and other community organised events.

The Bandstand is used by a wide cross section of the community, be it people using it for early morning yoga, exercise routines, family picnics or just as a sheltered meeting place. Although the Bandstand does have a schedule of charges set against it use, apart from the Music in the Park concerts who pay for approx. 52 hours of use per annum, the reality is that no other fees are collected for the use of the Bandstand. It could be argued that the one organisation that is charged provides the greatest community benefit from the use of the bandstand, with many hundreds if not thousands of residents and visitors each year enjoying the Sunday afternoon concerts. Additionally, GTC also recovers the cost of the Performing Rights Society licence fee from the concert organisers. In arranging the concerts, the organisers not only need to find sponsors for the bands, they also need to raise funds to pay the hire charges and the performing rights fee. In considering the community benefits derived from the provision of these free to attend public concerts, GTC may wish to review the application of a hire fee for community use of the Bandstand, and whether such fee should be limited to the recovery of the cost of the Performing Rights Society licence fee. The cost of the electricity is paid by the concert organisers. – **Action 8**

The Burys Field forms part of The Phillips Memorial Park. The main activities taking place at the field are skateboarding and youth football. Although WBC owns, maintains and manages the field, including sports bookings, the flood lights are powered from the Wilfrid Noyce Centre (WNC). The current floodlights were provided by grants from SCC Member's Communication Allocation and a grant from WBC with GTC arranging for the installation works. Whilst the lights are adequate for training, they would be improved by the repair of a defective light column (requiring the replacement of the underground power supply cable). – **Action 9**

When required, water and power is also provided from the WNC for community events, such as the Town Show and St John's Spring Fair, held on The Burys Field. GTC makes no charge for this provision. However, where a community event also requires the use of the WNC, that is provided via grant aid in kind.

With the combined organised community usage of The Phillips Memorial Park and Burys Field, excluding football training and matches, being less than 100 hours per annum, it could be argued that these are underutilised community assets and that it should be possible to hold a greater number of community events at these locations. Such events could include the Godalming Green Gala, to be held for the first time in August 2021. There are also opportunities for WBC to permit more commercial events such as, amongst other activities, outdoor cinema, which was successfully arranged in 2019, funfairs and circus. - **Action 10**

#### 10.9. **Community Events – Town Centre Built Environment**

GTC recognises the importance of events within the community and stated its commitment to their delivery, both directly and indirectly by adopting a clear policy position to support community events.

Due to the Coronavirus pandemic, it was not possible to deliver upon this commitment in 2020. However, GTC hopes to be able to resume community events in 2021 starting with the Farmers' Markets in April when non-essential retail is to be allowed. If the recovery maintains the trajectory outlined by the Government, it is anticipated that the Music in the Park concerts will resume on 27 June, and that the first major GTC community event will be the Green Gala in August 2021. The Round Table's Town Show is expected to be held on Saturday, 19 September and the Christmas Festival is expected to be held on the 27 November. Whilst not quite the full slate of annual events, it is hoped that they will provide a launchpad to the continuance of Godalming's collective community spirit.

Looking forward to 2022 and beyond, GTC is seeking to hold a number of new events including the Godalming Gig and the Godalming Fringe. Additionally, GTC will be looking to work with other community groups and organisations to join in the national celebrations of Her Majesty Queen Elizabeth II Platinum Jubilee, 2-5 June 2022. – **Action 11**

#### 10.10. **Floral Godalming**

Floral Godalming softens the built environment within the town centre built up environs, provides colour and interest, helps support pollinating insects and provides a sense of civic pride and well-being, especially when the effort involved in Floral Godalming is recognised by external organisations such as South East in Bloom.

The troughs, baskets and planters are installed on rails and bollards with the town centre, as well as a number of public buildings and complements those businesses and property owners who also strive to brighten up the area with floral displays. The flower troughs etc are planted up, installed, watered and maintained by GTC staff in as economical and sustainable way as possible. However, whilst GTC does seek to attract sponsorship of the floral displays, in terms of staff time, infrastructure and the cost of the plants etc, the majority of the costs lie with GTC. It is the aspiration of GTC to expand Floral Godalming to cover a wider area, in particular the town centre approach roundabouts at the Inn on the Lake and Meadow/Bridge Road/Chalk Road. The Town Council also wishes to see the pedestrian approaches to the town benefit from Floral Godalming through the installation of flower troughs on the pedestrian safety barriers around the pedestrian refuges located by the Chalk Road roundabout and the pedestrian crossing points located along Flambard Way. – **Action 12**

As the scheme expands, the supporting infrastructure and staff time will also need to expand. This could be in the form of a community greenhouse located in the rear garden of Broadwater Park Community Centre that could support community growers 'Godalming Growers' to produce plants from seed. Whilst there would be costs in setting up such a structure to support this type of community involvement, and there would still be a need for GTC staff resource for oversight and support, these should be balanced against the longer-term benefits from greater community involvement in Floral Godalming. – **Action 13**

#### 10.11. **Signage, Rails, Bollards, Bells & Benches**

Following the refurbishment of the High Street in the late 1990's by SCC, the maintenance of the installed infrastructure, signage, rails, bollards, bells and benches has been an issue of much debate between a number of authorities. Whilst the maintenance of the footpaths and carriageway clearly lies with SCC highways, the maintenance and repair of the street furniture has been less clear, resulting in its deterioration.

In 2013/14 GTC worked with SCC to implement some of the outcomes from the Town Centre CA appraisal, which included the removal of redundant street furniture, the installation of new,

or the relocation of some existing furniture to where it would provide a greater benefit, the repair and replacement of damaged items and the repainting of all remaining items.

Since that time, GTC has been the custodian of the town centre area street furniture, especially since the introduction of Floral Godalming, which relies upon this infrastructure. It is now approaching 7 years since the last full audit and targeted maintenance program. With GTC now having the benefit of a directly employed maintenance capability, during 2021 it is planned to conduct a full audit, repair and repaint of the existing street furniture and to establish a future maintenance cycle.

The fingerpost signage within the CA was audited in 2012 with some redundant signs being removed and others 'repointed' and additional fingers added where necessary. The town centre fingerposts and signage should be considered in the round with the fingerposts installed by WBC along the riverside walk and the Phillips Memorial Park as well as directional and info-signage and maps located at the railway station and WBC car parks. Any audit of GTC signage should incorporate all signage, irrespective of installer, and look to ensure accuracy of information. – **Action 14**

#### 10.12. The Pepperpot

As indicated at paragraph 4, The Pepperpot as an iconic building in the ownership of GTC should be well maintained, although the interior has recently been renovated, the exterior is beginning to show signs of age and is in need of repainting. Additionally, the bell stick needs repairing which can only be carried out if scaffolding is erected to gain access to the cupola – **Action 15**

GTC should investigate the possibility of installing 'fixed' tables and benches in the area around The Pepperpot for use by town centre visitors. Public seating with tables in this area could add vibrancy to the immediate area and provide an outside seating area for patrons of a number of small café's and food outlets who do not have outside space. – **Action 16**

#### **Buildings of Local Merit**

Godalming has many beautiful buildings which contribute greatly to the individual appeal of the town. While many of Godalming's buildings are already protected by listed building status, there are others that do not meet the Department of National Heritage's listing criteria but could be recognised as being of importance to Godalming.

There are only 2 buildings of local merit (BLMs) within the CA, at 96 and 117 High Street [96 is currently occupied by Arthouse Unlimited and 117 by McAllister Thomas Fine Arts]. Both are Georgian, 2 storey, red brick or rendered with original windows. They have retail/restaurant use on the ground floor. They are well preserved and maintained and fit in well in the street scene. Under the National Planning Policy Framework, BLMs are considered to be designated heritage assets.<sup>10</sup>

There are no additional planning controls for BLMs but, the identification does mean it is a material consideration in planning applications. Although BLMs are adopted by WBC acting as the local planning authority, it is for the responsibility of the local town or parish council for going through the process to identify BLMs.<sup>11</sup>

Godalming Town Council could, as exemplified by Cranleigh and Farnham, take a local lead in the identification of BLMs. If the Council were to put forward a scheme to identify potential BLMs, it is suggested that it does so in collaboration with the Godalming Trust and Godalming Museum. Any such scheme should not be limited to the town centre area but should cover the civic parish of Godalming. – **Action 17**

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<sup>10</sup> WBC – Godalming Town Centre Conservation Area Appraisal September 2013, para 3.6

<sup>11</sup> <https://www.waverley.gov.uk/Services/Planning-and-building/Heritage-trees-and-design/Buildings-of-Local-Merit>

### 10.13. **Public Art**

Godalming has a thriving arts community, be it art group collectives where individual artists collaborate to create exhibitions, commercial galleries, artisan craft makers, drama groups or artistic performers. However, whilst their individual contributions are greatly appreciated and admired by those who are fortunate enough to know about them, as a collective their impact upon the town could be so much greater.

There are a number of community forums who seek to represent and promote a shared interest e.g., Sports Godalming, the Godalming Green Forum, but at present there is no forum or collective representation of the arts community. – **Action 18**

### 10.14. **Regeneration and Supporting the Local Economy**

GTC, in common with all other Town & Parish Councils, has very few statutory duties. However, it does hold The General Power of Competence. The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives councils the power to do anything an individual can do provided it is not prohibited by other legislation.

The GPC will allow GTC to support its community in difficult times to arrest and prevent a perception of decline within the town centre retail area, manage change and be a positive actor in building back the retail and business base and working for greater economic growth and resilience in the local communities. The GPC provides both a legal power on which to act and/or giving greater confidence to work in new and innovative ways.

The narrative set out in this paper and the action highlighted below are all within the power of GTC to enact. Whilst individually, each area is a laudable aim unto itself, combined they provide a strong message that Godalming is a resilient community, that is capable of adapting to economic and societal changes, thus avoiding an actual or perceived environment of decline.

The recovery from the economic impact of the Coronavirus pandemic within our community can only be achieved by working in partnership with others. The existing business community has a vital part to play in ensuring it provides a welcoming and supportive environment to customers and clients, that its offering meets their needs and the service provided is such that they feel the benefits of 'supporting local'.

GTC's role is, as far as possible, to ensure that Godalming town centre remains a visually attractive and vibrant location for business to operate. Godalming needs to be a location of first choice and not one of last resort. By doing so, GTC provides the tools for Business Waverley<sup>12</sup> to work to attract new businesses to Godalming. – **Action 19**

### 10.15. **Business Improvement District**

With a business turnover of over £4.9 billion, and the highest density of businesses in Surrey, Waverley punches above its weight when it comes to business.<sup>13</sup> That is not to say that there is not more that could be done to support the business community or that the business community should not look at options to support themselves.

One option for the business community to develop resilience and to ensure that Godalming is a location of first choice for customers, clients and businesses looking for new opportunities, is to identify a programme of improvements that will enhance the business environment and then to seek to implement those improvement projects via a Business Improvement District (BID).

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<sup>12</sup> <https://www.businesswaverley.co.uk/en-GB>

<sup>13</sup> <https://www.businesswaverley.co.uk/en-GB/page/5d95c2ca0f0bdc187fdb7951>

Waverley Borough Council has supported the local Chambers of Commerce in conducting a feasibility and viability study for the creation of BID areas. As part of that study GTC, along with a number of other businesses and the Godalming & District Chamber of Commerce, identified a viable BID area. The next stage of the BID process is to establish the BID criteria, this would include the aims of the BID, i.e., what are the project objectives and costs. From the establishment of what businesses wish the BID to provide and the cost of doing so, it is possible to determine the required levy to be applied to local business rates and the minimum business rate threshold for paying the BID levy.

Although the establishment of a BID area was first mooted in 2018, the enforced closure of businesses during 2020 put its progress on hold. It is expected that WBC and the Chambers of Commerce within Waverley will recommence work on the BID in September 2021.

As a main provider of community events and infrastructure, as well as a potential payee of the BID Levy, GTC does have an interest in the BID process. However, it should be noted that although a BID can provide events and services to benefit a business area, such provision should not be a replacement for the events, activities or services already provided. That is not to say that the BID cannot contribute to improved or expand provision, or if successful commission the provision of additional services from GTC.

Whilst the details of how or whether the BID process is taken forward is yet to be determined, a consideration for its development is the cost of establishing the evidence base and BID prospectus to take to referendum. Whilst GTC, as a public body, cannot lead on the BID, it is able to support organisations in developing the BID. – **Action 20**

#### 10.16. **Devolution of Public Assets**

The Government has stated “power should be exercised at the lowest practical level - close to the people who are affected by decisions, rather than distant from them. Local authorities can do their job best when they have genuine freedom to respond to what local people want, not what they are told to do by Central Government. In challenging financial times, this freedom is more important than ever, enabling local authorities to innovate and deliver better value for taxpayers’ money”.<sup>14</sup>

In providing the tools to enable words to become actions, the Government introduced the ability for a local council to obtain the General Power of Competence. As stated earlier, GTC holds this General Power. The granting of this power to GTC has allowed it to take over the ownership of the Godalming Museum building, and in partnership with the Godalming Museum Trust provides a Museum Service for the benefit of the town. Likewise, it also permitted the transfer of the public toilet facilities to GTC to ensure that such provision continues to be provided. These are examples of choices that can be made and outcomes that can be achieved when principal and local councils work together for the benefit of the local area.

There are a number of other areas where GTC believes the control of public assets from the principal authority to the local council would be to the benefit of the local community.

Although just outside the town centre area, two such assets, Charterhouse Green and The Lammas Land adjacent to Meadow allotments, are considered to be place shapers not only for the immediate locality but also for the general feeling of community that greater use of these assets could achieve. Requests for the transfer of both these land assets have been made to WBC. – **Action 21**

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<sup>14</sup> Communities and Local Government (2011) A Plain English Guide to the Localism Act [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/5959/1896534.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/5959/1896534.pdf)

GTC would also wish to explore the transfer of a number of other local assets from larger authorities to the custodianship of the Town Council as representatives of the local community. These would include:

- the freehold of the public toilets – enabling long term investment;
- the Crown Court pedestrian area – providing a clearer line between community management, maintenance and future investment responsibilities;
- the freehold of the Wilfrid Noyce Centre – safeguarding the provision of this important Community asset; and
- the freehold of The Burys Scouts HQ – passing responsibility for the support and development of this important youth facility to the local community.

The future of principal authorities is under much debate and consideration, with each having to manage their statutory responsibilities in an ever-challenging financial environment.

It is suggested that whatever the future of larger authorities, any direction of travel will tend towards more remote and less local involvement, with an increasing number of discretionary, non-statutory provisions becoming the responsibility of local communities. It is argued that where a community is served by a local council, that council would be the logical conduit for local activity. GTC would wish to see this process managed in a proactive and collaborative manner for the benefit of the present and future local community. – **Action 22**

## PART THREE

### 11. Action Plan

GTC's programme 2019-2023 informs many of the individual work strands being considered or actioned by the Council. However, whilst providing the generality of aims and objectives, the programme leaves the detail to be considered elsewhere.

This document has sought to consider in the round, a number of the aims and objectives contained within the programme as they pertain to the town centre area. Having looked at what GTC is either currently doing, planning to do or could do if it so wished, a table of current or potential actions is set out below.

### 12. Table of Actions

<b>Action 1</b>	<b>Planning</b>
Continue to provide an opportunity for the public to express their views on planning matters and to provide advocacy for the protection of the character and historic setting of the town centre area. Utilise GTC's social media to promote knowledge of how residents can express concerns to Members at meeting of the council or its committees.	
<b>Action 2</b>	<b>Article 4 Directive</b>
Environment & Planning Committee to monitor planning schedules to ensure that any matter relating to Change of Use development within the Article 4 Direction Order area is subject to a planning application and to review all planning applications for development within the Article 4 Direction Order area.	
<b>Action 3</b>	<b>Wiggins Yard Environmental Improvement Scheme</b>
To continue to explore options with WBC for the environmental improvement works to Wiggins Yard, bring forward proposals that are within the available S106 funding agreement and also provide the maximum benefit for residents. GTC to consider proposals and if approved, formally accept responsibility for the delivery of the project.	
Due to delays caused by the Covid pandemic and legal complexities regarding ownership and liabilities, combined with increased costs against a fixed S106 provision, the delivery of the Wiggins Yard Improvement Scheme has become less viable. GTC has sought clarification on the use of the allocated funds and likely timescale for project delivery.	
<b>Action 4</b>	<b>Guildford to Godalming Greenway – Cross Godalming Section</b>
When available bring the outcomes of the Design and Feasibility report to the Environment & Planning Committee and, if appropriate, support a bid for Strategic CIL funding.	
The Cross Godalming section of the Godalming Green has been awarded £200,000 Strategic CIL funding in order to take the delivery of the scheme forward. Additionally Surrey County Council has held public engagement and consultation events to determine support and route preferences for the delivery of the wider Guildford to Godalming Greenway project.	
<b>Action 5</b>	<b>Current Pedestrianisation</b>
Continue to implement the road traffic restrictions upon Godalming High Street to meet the requirements of the Temporary Road Traffic Order. Continue to be informed by Government Covid-19 regulations and social distancing protocols for the operation of the Traffic Order post 21 June 2021. – <b>ACTION COMPLETE</b> due to lifting of Covid restrictions and Government guidelines	



<b>Action 6</b>	<b>Future Pedestrianisation</b>
<p>Work with SCC Member for Godalming North to establish options for traffic reduction within the Godalming town centre area to improve walkability and bikeability, including traffic access and speed restrictions. To bring forward proposals for endorsement by GTC and subsequent submission to SCC.</p> <p>GTC has made a submission to SCC on potential options to improve walkability and bikeability, including traffic access and speed restrictions with the primary retail area. SCC require GTC to work up its proposals for further consideration, as such GTC is seeking costs for professional support for doing so.</p>	
<b>Action 7</b>	<b>Crown Court Pedestrian Area</b>
<p>Crown Court Working Group to consider options for improvements to the Crown Court pedestrian area and to seek the support of WBC for its implementation. To bring forward the preferred option for endorsement by GTC and, where required, Full Council approval for Neighbourhood CIL Funding.</p> <p>GTC awaiting the outcomes of the Godalming Central improvement options before taking this forward.</p>	
<b>Action 8</b>	<b>Community Events – The Green Environment</b>
<p>Seek GTC approval to waive hire fee for the bandstand for use by organisations or groups providing free community events. Action approved and implemented by GTC policy &amp; Mananagement Committee</p>	
<b>Action 9</b>	<b>Community Events – The Burys Flood Lights</b>
<p>Obtain costings for the repair of the defective flood light column and bring to Policy &amp; Management Committee for funding consideration.</p>	
<b>Action 10</b>	<b>Community Events – The Green Environment</b>
<p>Work with WBC to identify further opportunities for community and commercial events that provide a benefit, attraction or activity for residents.</p> <p>GTC held its first Green Gala on the Burys Field in August 2021, with the event scheduled to be repeated in August 2022. Godalming Beer Festival is to be held in September 2022 at the Burys and the Rotary Duckrace also scheduled for September 2022. An organisation has been identified for the potential delivery of an event in May 2023 to replace the St Johns Spring Fair which was last held on The Burys in 2019</p>	
<b>Action 11</b>	<b>Community Events – Town Centre Built Environment</b>
<p>Continue to support and organise community events in line with GTC Community Events Policy and decisions of the Council. GTC continues to support Community events in line with its community event policy, this is not limited to main town events, but also to supporting smaller local events and school events through the loaning of equipment</p>	
<b>Action 12</b>	<b>Floral Godalming</b>
<p>Continue to implement Floral Godalming, seeking opportunities for sponsorship and working with SCC for the expansion of the scheme to incorporate the main approach roundabouts and roadside barriers at the pedestrian refuges around the approaches to the town.</p> <p>2022 has seem an expansion of floral Godalming within the primary retail area, although logistics and safety issues have currently limited the opportunity to incorporated areas outside of the primary retail area.</p>	
<b>Action 13</b>	<b>Floral Godalming</b>
<p>Seek to develop options for community engagement and involvement with the future of Floral Godalming, including options for ‘Godalming Growers’.</p>	

<b>Action 14</b>	<b>Signage, Rails, Bollards, Bells, Benches &amp; Buildings</b>
	<ul style="list-style-type: none"> <li>• Conduct a full audit of street furniture – <b>Completed May 2021</b></li> <li>• Implement a programme of repair and renovation during 2021 – <b>A program of repair and refurbishment was started in 2021 and will be a continuous process.</b></li> <li>• Audit info-signage for accuracy</li> <li>• Work with other info-signage providers, including WBC, rail operators and the Community Rail Partnership to provide a co-ordinated approach to info-signage.</li> </ul>
<b>Action 15</b>	<b>The Pepperpot</b>
	Bring forward plans for the exterior repair and repainting of The Pepperpot.
<b>Action 16</b>	<b>The Pepperpot</b>
	GTC to investigate the installation of 'fixed' public seating and tables in the area around The Pepperpot. – <b>This was investigated and found to be inappropriate for the location</b>
<b>Action 17</b>	<b>Buildings of Local Merit</b>
	GTC to champion a scheme for identification of Buildings of Local Merit and submit identified buildings for adoption by WBC.
<b>Action 18</b>	<b>Public Art</b>
	GTC to 'champion' the establishment of an Art Forum within Godalming to provide a collective voice to seek opportunities to promote, display or perform art, including art within the public realm. – <b>In 2021, Art Godalming was setup as an umbrella organisation.</b>
<b>Action 19</b>	<b>Regeneration and Supporting the Local Economy</b>
	<p>Work with WBC Economic Development Team (EDT) to promote Godalming as a positive business location, seek feedback from the EDT to identify negative issues that are within GTC powers and identify the role that Godalming Town Council and Waverley Borough Council can play in:</p> <ul style="list-style-type: none"> <li>- encouraging small, locally based businesses in order to create a circular economy, keeping money in the local economy and promoting locally sourced and sustainable goods and services;</li> <li>- encouraging businesses which will make Godalming an attractive town for people to visit and in which to spend time."</li> </ul>
<b>Action 20</b>	<b>Business Improvement District</b>
	<p>Support Godalming &amp; District Chamber of Commerce with information or resource in preparing a BID plan. Requests for significant staff resource or any financial support to be brought to Policy &amp; Management Committee for consideration.</p> <p><b>Godalming Town Council has provided financial support to enable the business community to take forward a BID proposal</b></p>
<b>Action 21</b>	<b>Devolution of Public Assets</b>
	<p>Report to Members on the progress of requested land transfers from WBC, Charterhouse Green and Lammas Land adjacent Meadow allotments.</p> <p><b>Action currently resides with WBC</b></p>
<b>Action 22</b>	<b>Devolution of Public Assets</b>
	GTC to agree which assets it wishes WBC to devolve to the Town Council and formally request WBC to transfer those assets of local community value to the Town Council.

WBC has supported GTC by leasing an area of former changing rooms to house the Community Store



Supporting Our Community

## **FIRE SAFETY PRECAUTIONS & EMERGENCY PROCEDURES** **107-109 HIGH STREET/COUNCIL MEETINGS**

Fire in any building is a potential killer. It is important that all staff are familiar with the fire precautions for the areas that they find themselves in while you are at work. The Town Clerk should ensure that all new employees are made aware of the fire precautions and procedures in the Town Council offices on the first day of their employment.

Staff should be aware of the alternative means of escape. If a member of staff is hosting visitors – at a committee or other meeting, they are to ensure that the fire evacuation information is given out before the meeting commences.

### **SOUNDING THE ALARM**

The alarm will be raised, normally by the continuous ringing of a loud bell. On hearing the alarm, staff are to leave the building immediately. Staff and any visitors are to make their way to the evacuation muster point at the junction of the High Street and Lower South Street and are to await the instructions of the designated Fire Marshal or the Fire Brigade before returning to the Council Offices.

### **FIRE EVACUATION WARDENS – COUNCIL OFFICES**

The Responsible Finance Officer (RFO) is the Town Council office Fire Evacuation Warden (in the absence of the RFO this role will be undertaken by the Support Services Executive). The Fire Evacuation Warden will ensure the Town Council offices are empty and report this to the person in charge at the assembly area. Staff are to obey the instructions of Fire Wardens when the fire alarm sounds. Irrespective of whether the evacuated site is on a monitored alarm system or not, the Fire Warden is to ring 999 and report the incident to the Fire Brigade.

### **FIRE EVACUATION WARDENS – COUNCIL MEETINGS**

Irrespective of the location of a Council Meeting, the meeting clerk is to act as the Fire Evacuation Warden to ensure that the meeting room is vacated and report this to the person in charge of the assembly area/fire officer as appropriate. As WBC do not provide a permanent receptionist during evening GTC meetings, the GTC Fire Evacuation Warden may not immediately be able to find the WBC designated Fire Warden, therefore during evening meetings the Clerk acting as Fire Evacuation Warden is to ring 999 and report the incident to the Fire Brigade.

### **DISCOVERING A FIRE**

If you discover a fire, you should **raise the alarm at once**. There are manual call points (alarm buttons covered by a glass window, also known as “break glasses”) by all final points of exit in the Council Offices and at all locations used for Council Meetings, i.e WBC Council Chamber, Pepperpot, Wilfrid Noyce Centre and the Museum. To raise the alarm, break the glass (carefully), this will activate the fire alarm. Irrespective of whether the evacuated site is on a monitored alarm system or not, the Fire Warden is to ring 999 and report the incident to the Fire Brigade. If safe to do so close all doors and windows and leave the building by the nearest safe route. Once outside, tell the person responsible where the fire you discovered is located.

## **FIRE EXTINGUISHERS**

Fire extinguishers are only to be used for small fires, for example a small fire in a waste bin. If you have not used a fire extinguisher before, the time to learn is **not** when there is a fire.

## **GOOD HOUSEKEEPING**

If you see or become aware of any blocked fire exits, potential sources of a fire or anything else which you think may compromise safety in the event of a fire it is your duty to report it, normally to the Facilities Supervisor. If the situation is not resolved quickly, contact the Town Clerk.

## **BOMB THREAT CALL – MUNICIPAL BUILDINGS**

In the event that you receive a bomb threat call please ask the following questions and keep the caller talking as long as possible

**WHERE IS THE BOMB?**

**WHAT TIME WILL IT GO OFF?**

**WHAT DOES IT LOOK LIKE?**

**WHY ARE YOU DOING THIS?**

**WHO ARE YOU?**

At the end of the call immediately ring the emergency number 999 and report the incident. Then notify the town clerk or facilities supervisor

Write down the exact words of the message.

Record anything that was specific about the caller - e.g.

**Calm or excited**

**Accent or odd language use**

**Old or young sounding**

**Background noise or music**

**If on contact with the police service they instruct the evacuation of the building, the evacuation button on the Fire System Control panel should be used to initial an evacuation.**

If you come across a suspect package, parcel or bag etc. – please:

**Report the package to the Town Clerk or Facilities Supervisor**

**DO NOT ATTEMPT TO OPEN IT YOURSELF.**

**If the package cannot be identified the police are to be contacted, staff should follow the advice given by the emergency services.**

## **TERRORIST ACTION BY POST – 109-107 HIGH STREET**

### **THE THREAT IS MINIMAL**

Terrorist (or other criminal) action intent on causing harm using the postal system is extremely rare and the Town Council is not considered to be an especially vulnerable target. Although there have been incidents in the UK since September 2001, which have been proven criminal hoaxes. Any incident, however, for the sake of the safety of staff, must be treated seriously.

### **WHAT TO DO IF YOU RECEIVE A SUSPICIOUS COMMUNICATION THROUGH THE POST**

The key advice is:

Your suspicions may be aroused particularly through a combination of the following conditions:

- the means of delivery is unexpected;
- the source of the communication is unknown to you or the source cannot be surmised;
- the addressing of the package is unusual;
- the package is discoloured/stained and/or gives off an unidentifiable smell;
- the package has excessive postage;
- there is excessive binding around the package; etc.

If a package is received that appears suspicious, if practicable place the suspect article in a bag or container that can be sealed and the call **101** for advice, if you remain concerned call 999.

### **WHAT TO DO IF PEOPLE HAVE BEEN POTENTIALLY CONTAMINATED**

If a package is leaking, has been opened and is found to contain a suspicious substance and people have been potentially contaminated by a powder or a liquid, again contact **101** and, if practicable, place the suspect article in a bag or container that can be sealed.

Close doors and windows and evacuate the immediate area in which the article has been handled. For staff within the Council Offices, Godalming you should assemble in the Pepperpot Meeting Room, but please note that it is critically important that all staff who have come into contact with the suspicious article should go to the evacuation area and remain in that area until otherwise advised, following receipt of advice from the emergency services.

Put some form of sign on the outside of the door into the evacuated area to ensure that other staff do not inadvertently enter what may be a contaminated area.

## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a disclosable pecuniary interest or other registerable interest (non-pecuniary interest) in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]<sup>2</sup> [a registerable interest (non-pecuniary interest)]<sup>3</sup> in the following matter:-

**COMMITTEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NAME OF COUNCILLOR:** \_\_\_\_\_

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interests	Other Registerable Interests (Non-Pecuniary Interests)	Reason

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

<sup>3</sup> A registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.