

To: All Members of the EXECUTIVE

When calling please ask for:

Fiona Cameron, Democratic Services
Manager & Deputy Monitoring Officer

Policy and Governance

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Direct line: 01483 523226

Calls may be recorded for training or monitoring

Date: 15 November 2019

Membership of the Executive

Cllr John Ward (Chairman)
Cllr Paul Follows (Vice Chairman)
Cllr David Beaman
Cllr Andy MacLeod
Cllr Mark Merryweather

Cllr John Neale
Cllr Nick Palmer
Cllr Anne-Marie Rosoman
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE will be held as follows:

DATE: TUESDAY, 26 NOVEMBER 2019

TIME: 6.00 PM (or at the conclusion of Informal Questions, if later)

PLACE: COUNCIL CHAMBER, COUNCIL OFFICES, THE BURYS,
GODALMING

The Agenda for the Meeting is set out below.

Yours sincerely

ROBIN TAYLOR
Head of Policy and Governance

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NOTES FOR MEMBERS

Contact Officers are shown at the end of each report and members are welcome to raise questions, make observations etc. in advance of the meeting with the appropriate officer.

Prior to the commencement of the meeting, the Leader, Deputy Leader or an appropriate Portfolio Holder to respond to any informal questions from members of the public, for a maximum of 15 minutes.

[Questions will be taken in the order in which questioners register with the Democratic Services Officer prior to the start of question time. When read out, each question must be concluded within 2 minutes. In the event that it is not possible to give a verbal response, a written response will be provided following the meeting.]

AGENDA

1. **MINUTES**

To confirm the Minutes of the Meeting held on 5 November 2019.

2. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

3. **DECLARATIONS OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Waverley Code of Local Government Conduct.

4. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman to respond to any questions received from members of the public for which notice has been given in accordance with Procedure Rule 10.

The deadline for receipt of questions is 5pm on Tuesday 19 November 2019.

5. **QUESTIONS FROM MEMBERS OF THE COUNCIL**

The Chairman to respond to any questions received from Members in accordance with Procedure Rule 11.

The deadline for receipt of questions is 5pm on Tuesday 19 November 2019.

6. PROPERTY MATTER - LEASE OF LAND FOR 4 SUBSTATIONS WITH ASSOCIATED CABLING AND EASEMENTS, FARNHAM (Pages 5 - 18)
[Portfolio Holder: Cllrs Andy MacLeod and Mark Merryweather]
[Wards Affected: Farnham Moor Park]

To seek approval to grant a lease to Electricity Network Company Limited for the siting of four new electricity substations with associated access and cabling and easements for the Brightwells development site.

Recommendation

That the Executive authorises the grant of a lease to Electricity Network Company Limited for the four substations and associated easements on the terms set out in (Exempt) Annexe 2.

7. PROPERTY MATTER - SHAMLEY GREEN CRICKET CLUB - LEASE OF CRICKET SQUARE AND OUTFIELD (Pages 19 - 24)
[Portfolio Holders: Cllrs Mark Merryweather and David Beaman]
[Wards Affected: Shamley Green and Cranleigh North]

Authority is sought to grant a lease of 30 years to the Shamley Green Cricket Club of the cricket square and outfield on Shamley Green as shown outlined on the plan at Annexe 1. The club's present lease of 10 years has recently expired and the club is holding over on the same terms, which provides an opportunity to grant a longer lease to the club.

Recommendation

That a lease of 30 years is granted to Shamley Green Cricket Club for the cricket square and outfield on Shamley Green on terms and conditions as set out in the (Exempt) Annexe 2, other terms and conditions to be agreed by the Assets Manager.

8. PROPERTY MATTER - LEASE EXTENSION - 5 THE RIDINGS, CRANLEIGH (Pages 25 - 28)
[Portfolio Holder: Cllr Anne-Marie Rosoman]
[Ward Affected: Cranleigh East]

The lessee of 5 the Ridings, Cranleigh, has applied to Waverley Borough Council for a lease extension in the form of a Section 42 notice, dated 4 March 2019.

Recommendation

That the lease to the tenant of 5 The Ridings, Cranleigh is extended by 90 years, for consideration as set out in (Exempt) Annexe 1.

9. EXCLUSION OF PRESS AND PUBLIC

To consider the following recommendation on the motion of the Chairman:-

Recommendation

That, pursuant to Procedure Rule 20, and in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during these items, there would be disclosure to them of exempt information (as defined by Section 100I of the Act) of the description specified at the meeting in the revised Part 1 of Schedule 12A to the Local Government Act 1972.

10. ANY OTHER ISSUES TO BE CONSIDERED IN EXEMPT SESSION

To consider matters (if any) relating to aspects of any reports on this agenda which, it is felt, may need to be considered in Exempt session.

**For further information or assistance, please telephone
Fiona Cameron, Democratic Services Manager & Deputy Monitoring
Officer, on 01483 523226 or by email at
fiona.cameron@waverley.gov.uk**

WAVERLEY BOROUGH COUNCIL

EXECUTIVE

26 NOVEMBER 2019

Title:

**PROPERTY MATTER –
LEASE OF LAND FOR 4 X SUBSTATIONS
WITH ASSOCIATED CABLING AND EASEMENTS, FARNHAM**

**[Portfolio Holder: Cllr Andy MacLeod and Cllr Mark Merryweather]
[Wards Affected: Farnham Moor Park]**

Summary and purpose:

To seek approval to grant a lease to Electricity Network Company Limited for the siting of four new electricity substations with associated access and cabling and easements for the Brightwells development site.

Note pursuant to Section 100B(5) of the Local Government Act 1972

(Exempt) Annexe 2 to this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972:

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

How this report relates to the Council's Corporate Strategy:

The proposal will provide a seamless electricity supply to the new Brightwells development in Farnham, benefiting businesses and facilities within this area and minimising disruption.

Equality and Diversity Implications:

No implications

Financial Implications:

The proposal will see no reduction in rental income.

Legal Implications:

The substations will be sited within the Brightwells development and easements will therefore be required in order for cabling to be installed and to allow future access by the lessee.

Background

1. The Brightwells development in Farnham requires four new electricity sub-stations to be located within the boundary of the development to serve the scheme. The locations of the substations are shown on plans 1 to 4 at Annexe 1.
 2. The related easement routes are shown in green on plans 1 to 4 at Annex 1 and hatched red on plan 5, and the Council will need to enter into a lease of the substation sites, to include the required easements.
 3. The Council is not able to charge for the easements as per the restrictions from utility companies.
-

Recommendation

That the Executive authorises the grant of a lease to Electricity Network Company Limited for the four substations and associated easements on the terms set out in (Exempt) Annexe 2.

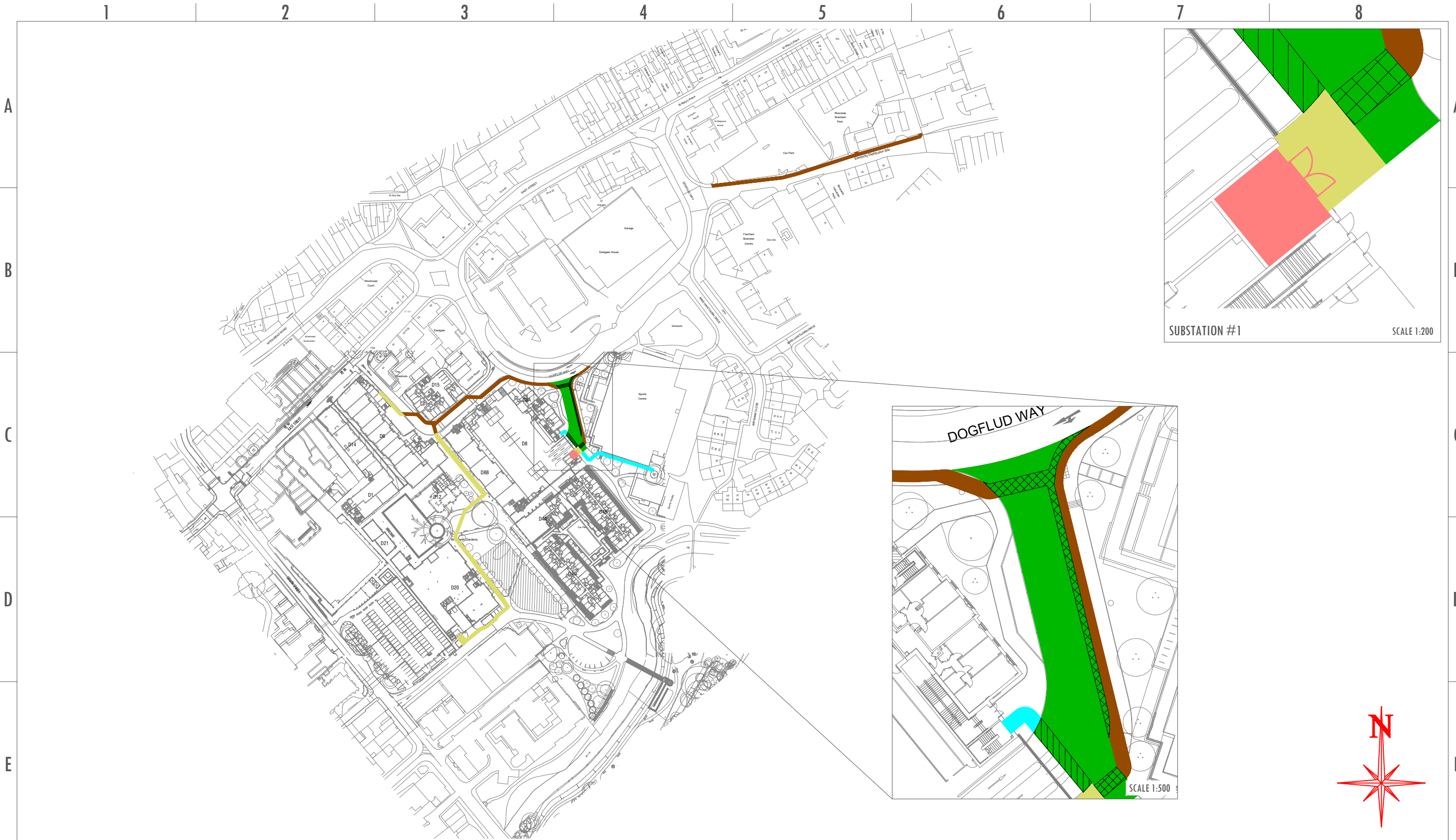
Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

CONTACT OFFICER:

Name: Debbie Smith
Development Programme Manager

Telephone: 01483 523443
E-mail: Debbie.Smith@waverley.gov.uk



Drawing Scale : 1:2500
 O.S.REF : (484223,146961)
 Network Number : N0019789-1
 Project Number : P-0095679-0001
 Drawing Number : P-0095679-DWG-900-Legal Plan Sub #1

Developer : Crest Nicholson Regeneration
 Location : East Street
 Farnham
 Surrey, GU9 7RX

enc
 the electricity network co.

This electrical design has been carried out by :

Engineering Manager
 The Gas Transportation Company Ltd Tel: 01359 240363
 Woolpit Business Park Fax: 01359 244398
 Bury St Edmunds Suffolk
 IP30 9UP
www.gtc-uk.co.uk

All cables and equipment used on this design are to be in accordance with G81 standards.

© Electricity Networks Company Ltd

LEGEND

Substation	
SSE cable easement	
ENC cable easement	
ENC & SSE 24 hr Access	
ENC & SSE 24 hr access & ENC & SSE cable easement	
ENC & SSE 24 hr access & SSE cable easement	
ENC & SSE 24 hr access & ENC cable easement	

Rev	Revision Note	Date	Drawn by	Approved
0	Original drawing	14/09/18	HV	EW
1	Access and easements within adopted highway removed	04/02/19	HV	RL
2	Site background updated, SSEN, ENC & Access easements amended	11/06/19	MDB	RL
3	SSEN Cable easement amended	18/07/19	MDB	RL
4	ENC Cable easement amended as per client mark up	05/08/19	MDB	RL

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Drawing Scale : 1:2500
 O.S.REF : (484223,146961)

Network Number : N0019789-1
 Project Number : P-0095679-0001
 Drawing Number : P-0095679-DWG-901-Legal Plan Sub #2

Developer : Crest Nicholson Regeneration
 Location : East Street
 Farnham
 Surrey, GU9 7RX



This electrical design has been carried out by :

Engineering Manager
 The Gas Transportation Company Ltd Tel : 01359 240363
 Woolpit Business Park Fax : 01359 244398
 Bury St Edmunds Suffolk
 IP30 9UP www.gtc-uk.co.uk

All cables and equipment used on this design are to be in accordance with G81 standards.

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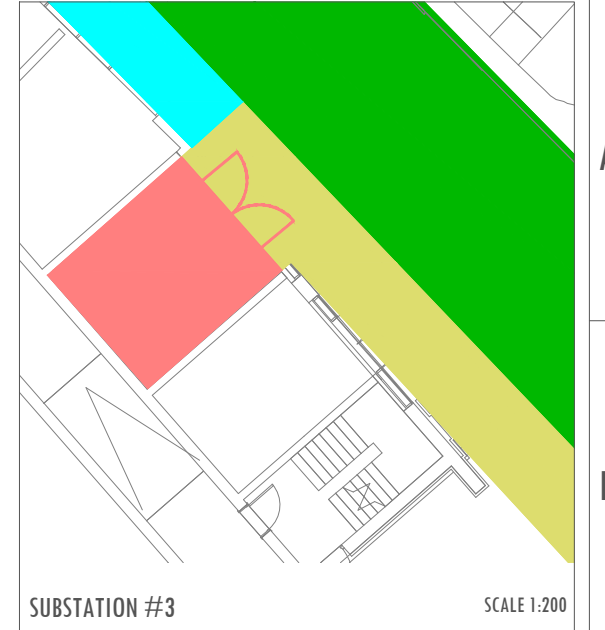
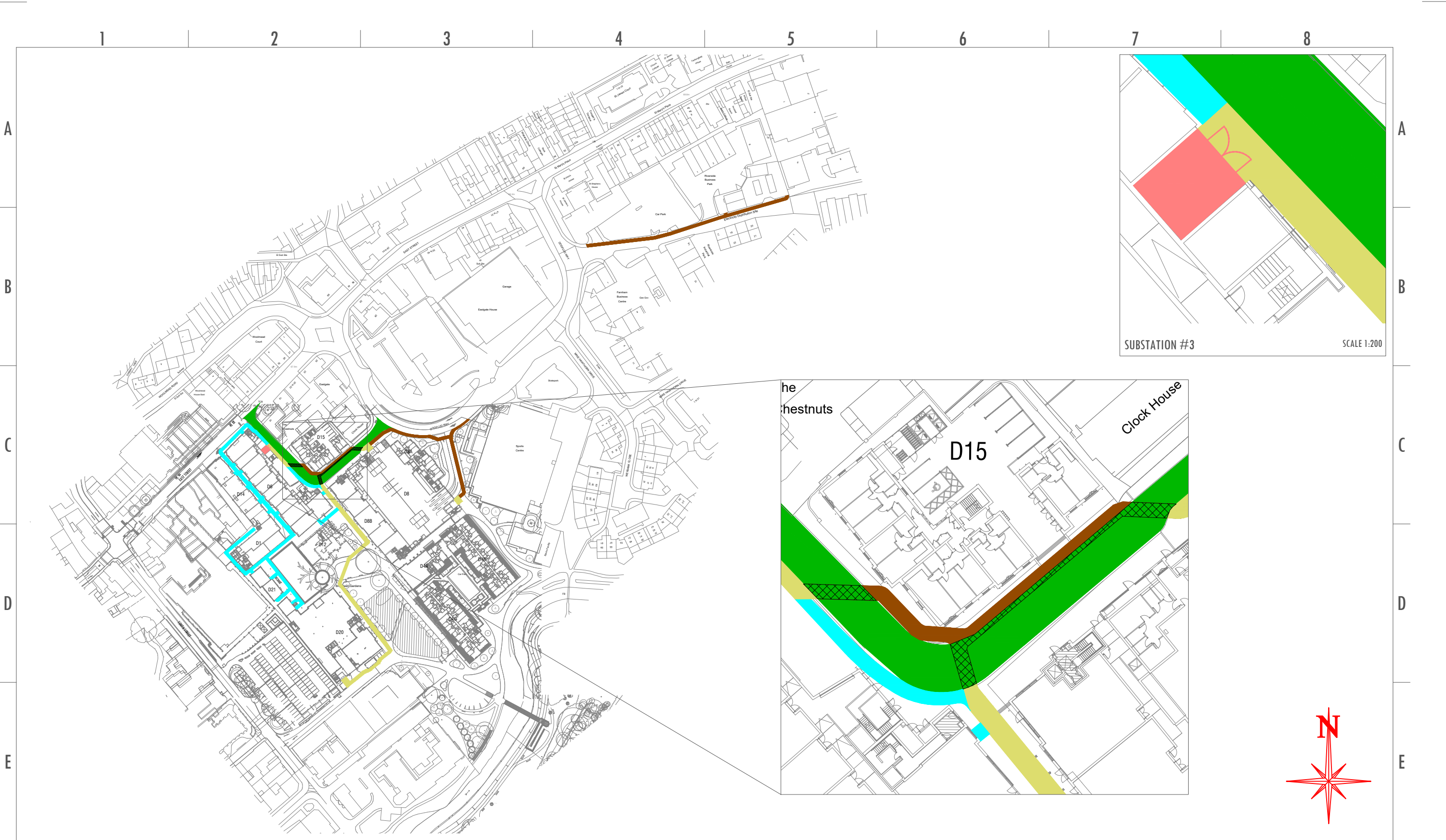
LEGEND

Substation	
SSE cable easement	
ENC cable easement	
ENC & SSE 24 hr Access	
ENC & SSE 24 hr access & ENC & SSE cable easement	
ENC & SSE 24 hr Access & ENC cable easement	
ENC & SSE 24 hr access & SSE cable easement	

Rev	Revision Note	Date	Drawn by	Approved
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3	SSEN Cable easement amended	18/07/19	MDB	RL
4	ENC Cable easement amended as per client mark up	05/08/19	MDB	RL

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Drawing Scale : 1:1250
 O.S.REF : (484223,146961)
 Network Number : N0019789-1
 Project Number : P-0095679-0001
 Drawing Number : P-0095679-DWG-902-Legal Plan Sub #3
 Developer : Crest Nicholson Regeneration
 Location : East Street
 Farnham
 Surrey, GU9 7RX



This electrical design has been carried out by:
 Engineering Manager
 The Gas Transportation Company Ltd Tel: 01359 240363
 Woolpit Business Park Fax: 01359 244398
 Bury St Edmunds Suffolk
 IP30 9UP
 www.gtc-uk.co.uk
 All cables and equipment used on this design are to be in accordance with G81 standards.
 © Electricity Networks Company Ltd

LEGEND

Substation	
SSE cable easement	
ENC cable easement	
ENC & SSE 24 hr Access	
ENC & SSE 24 hr access & ENC & SSE cable easement	
ENC & SSE 24 hr Access & ENC cable easement	
ENC & SSE 24 hr access & SSE cable easement	

Rev	Revision Note	Date	Drawn by	Approved
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3	SSEN Cable easement amended	18/07/19	MDB	RL
4	ENC Cable easement amended as per client mark up	05/08/19	MDB	RL

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Drawing Scale : 1:2500
 O.S.REF : (484223,146961)

Network Number : N0019789-1
 Project Number : P-0095679-0001
 Drawing Number : P-0095679-DWG-903-Legal Plan Sub #4

Developer : Crest Nicholson Regeneration
 Location : East Street
 Farnham
 Surrey, GU9 7RX

enc
 the electricity network co.

This electrical design has been carried out by :

Engineering Manager
 The Gas Transportation Company Ltd Tel: 01359 240363
 Woolpit Business Park Fax: 01359 244398
 Bury St Edmunds Suffolk
 IP30 9UP www.gtc-uk.co.uk

All cables and equipment used on this design are to be in accordance with G81 standards.

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LEGEND

Substation	
SSE cable easement	
ENC cable easement	
ENC & SSE 24 hr Access	
ENC & SSE 24 hr access & ENC & SSE cable easement	
ENC & SSE 24 hr Access & ENC cable easement	

Rev	Revision Note	Date	Drawn by	Approved
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3	SSEN Cable easement amended	18/07/19	MDB	RL
4	SSEN & ENC Cable easements amended, Access amended	05/08/19	MDB	RL

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NOTES

Client to ensure that NINE guidelines for separation of utility services are respected throughout this site.

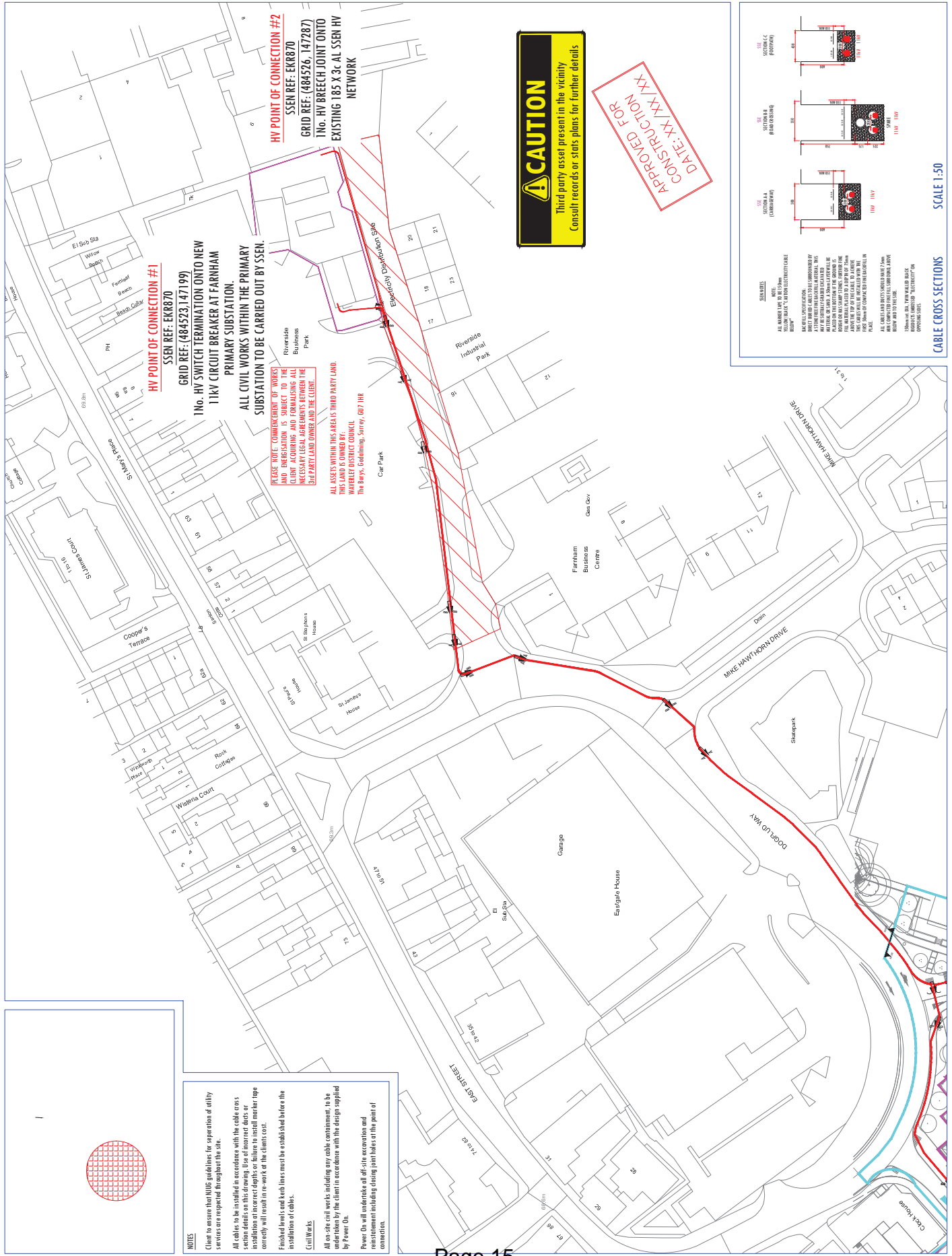
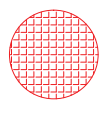
All cables to be installed in accordance with the cable cross section details on this drawing. Use of incorrect ducts or installation at incorrect depths or failure to install marker tape correctly will result in re-work at the client's cost.

Finished levels and kerb lines must be established before the installation of cables.

Civil Works

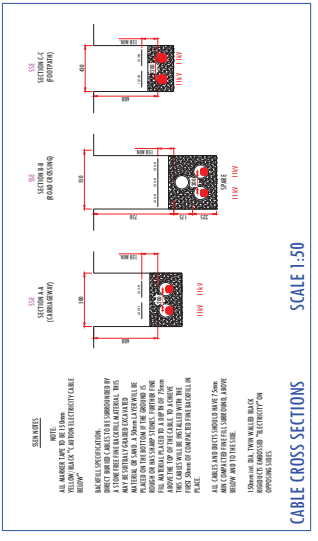
All site civil works, including any cable containment, to be undertaken by the client in accordance with the design supplied by Power On.

Power On will undertake all off-site excavation and reinstatement including closing joint holes at the point of connection.



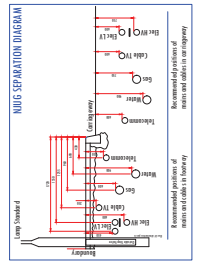
CAUTION
 Third party asset present in the vicinity
 Consult records or plans for further details

APPROVED FOR CONSTRUCTION
 DATE: XX/XX/XX



LEGEND

- HV Cable (& Existing HV)
- LV Cable (& Existing LV)
- Live LV Cable
- Control / Signal Cable
- Earth Bonding
- Termination
- Joint (HV / LV / Live LV)
- Pressure End (HV / LV / Live LV)
- Earth Rod
- Legal boundaries
- Building Outline



REV	Amendment	Date	Drawn	Checked
1	PROVISION SUPPLY CABLES BY CABLE ROUTE UPDATES, BLOCKS OF CABLE ROUTE AND ADDITIONAL SUPPLY FEEDS, ADDITIONAL LEGAL AGREEMENTS NOT ADDED	30/04/19	AMR	AM
2	ORIGINAL ISSUE	14/07/18	AMR	AM

POWER ON
 connections

POWER ON CONNECTIONS Ltd.
 1000 THE COMMONS, WESTMINSTER, LONDON SW1P 3JH
 TELEPHONE: 0203 232322
 FACSIMILE: 0203 274796

Client: CREST NICHOLSON REGENERATION
 Project Name: EAST STREET, FARNHAM
 Drawing No: SUBSTATION LOCATION & CABLE ROUTE PLAN - OFF-SITE
 Site Address: EAST STREET, FARNHAM, SURREY, GU14 7PX

IF IN DOUBT - ASK

Design Engineer: MICHAEL BOULDER 0773 573 325
 Client's Site Engineer / Project Manager: MICHAEL BOULDER 0773 573 325
 Status: VARIOUS (MESH) 2/4
 Network Operator Ref: EK8870
 Contact Drawing No: P-0095679/DWG/010

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE

26 NOVEMBER 2019

Title:

**PROPERTY MATTER - SHAMLEY GREEN CRICKET CLUB
– LEASE OF CRICKET SQUARE AND OUTFIELD**

**[Portfolio Holders: Cllrs Mark Merryweather & David Beaman]
[Ward Affected: Shamley Green & Cranleigh North]**

Note pursuant to Section 100B(5) of the Local Government Act 1972

Annexe 2 of this report contains exempt information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972:

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Summary and purpose:

Authority is sought to grant a lease of 30 years to the Shamley Green Cricket Club of the cricket square and outfield on Shamley Green as shown outlined on the plan at Annexe 1. The club's present lease of 10 years has recently expired and the club is holding over on the same terms, which provides an opportunity to grant a longer lease to the club.

How this report relates to the Council's Corporate Priorities:

This report relates to the Council's People / Place / Prosperity priority as it ensures the continuing provision of cricket in a rural area.

Equality and Diversity Implications:

There are no Equality and Diversity implications

Financial Implications:

This lease will secure a small rental stream for the Council.

Legal Implications:

Each party will be responsible for meeting its own legal costs in the preparation of this new lease.

Background

1. Shamley Green Cricket Club is an active club with strong connections to local schools. It has been playing on Shamley Green since the eighteenth century and the first lease with Waverley was entered into in 2008. The leased area includes

the cricket square and the outfield. The lease expired in October 2018 and a new lease is required.

2. Even though the term of the existing lease has expired, the club is “holding over” under the terms of the existing lease. This means that the terms and conditions of the existing lease continue to be in force with the exception of the length of the lease. This is indeterminate and either party can give notice to terminate the lease following procedures laid down in the Landlord and Tenant Act 1954.

New lease

3. Both Waverley and the club would like to enter into a new lease to secure the future of the club and retain the village ambience. While it is possible to renew the lease for a further 10 years, a lease of 30 years provides the club with greater opportunities to obtain grants to improve their facilities and increase local participation in sport. Grant funding bodies typically require clubs benefitting from their grants to either own property or have leases, the length of which vary according to the level of the grant. A 30 year lease will allow the club to apply for grants over the period of the lease without having to come back and request longer terms to meet grant bodies’ requirements.
4. At present, Waverley manages all of the green, including cutting the grass of the outfield. The Council does not however maintain the area to a cricket outfield standard. The Cricket Club are responsible for any extra cuts required to meet this standard and any other work as required or necessary to maintain a cricket outfield. They are also responsible for maintaining the cricket table and wicket areas.

Recommendation

That a lease of 30 years is granted to Shamley Green Cricket Club for the cricket square and outfield on Shamley Green on terms and conditions as set out in the (Exempt) Annex, other terms and conditions to be agreed by the Assets Manager.

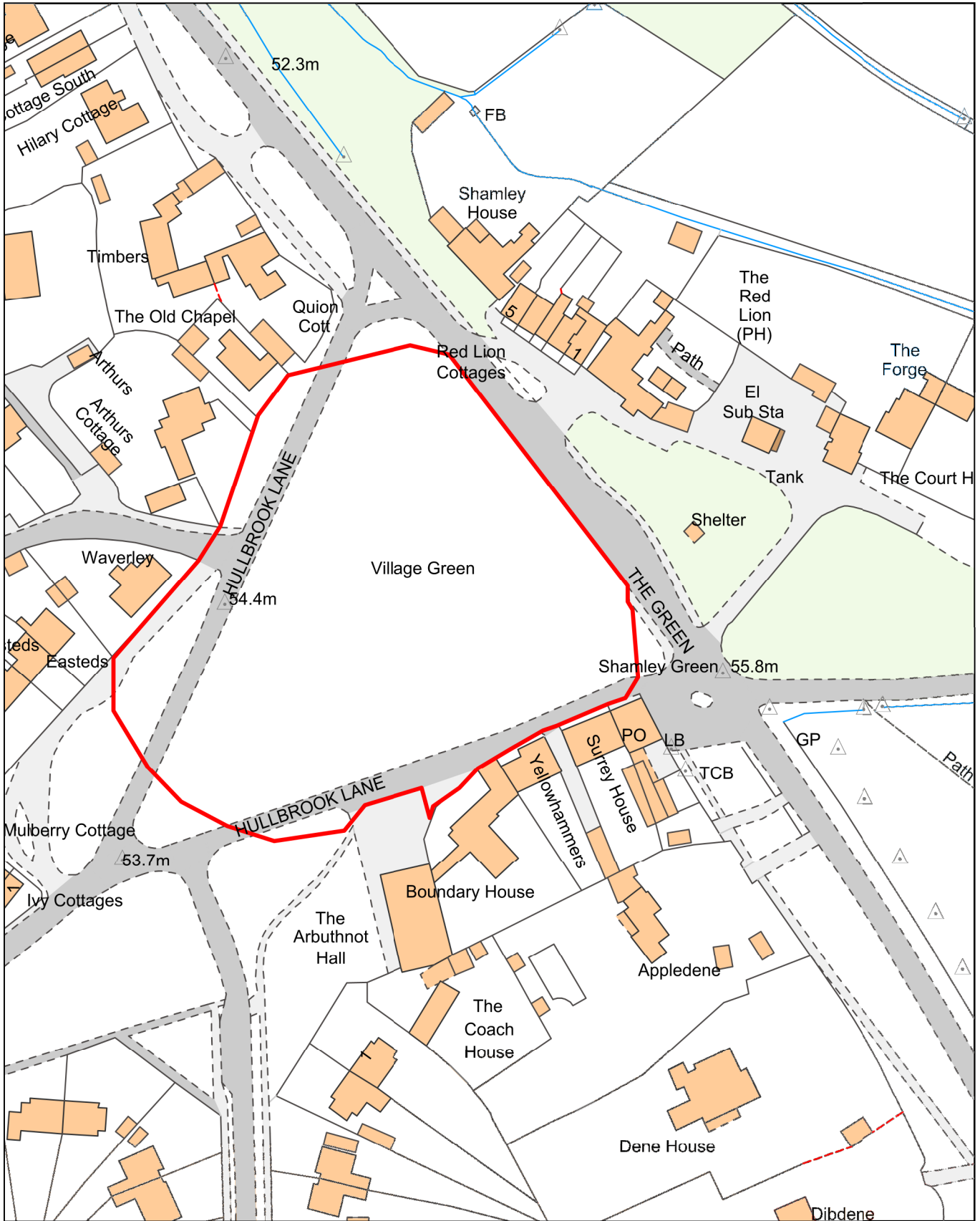
Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

CONTACT OFFICER:

Name: Caroline Wallis
Assets Manager

Telephone: 01483 523314
E-mail: caroline.wallis@waverley.gov.uk



Waverley Borough Council
 The Bury, Godalming, Surrey
 GU7 1HR
 Telephone: 01483 523333
 Fax No: 01483 426337

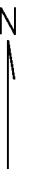
**Lease of Shamley Green
 Cricket Ground
 Hullbrook Lane
 Shamley Green**

Scale 1: 1,250

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WAVERLEY BOROUGH COUNCIL

EXECUTIVE

26 NOVEMBER 2019

Title:

**PROPERTY MATTER –
LEASE EXTENSION – 5 THE RIDINGS, CRANLEIGH**

**[Portfolio Holder: Cllr Anne Marie-Rosoman]
[Ward Affected: Cranleigh East]**

Note pursuant to Section 100B(5) of the Local Government Act 1972

Annexe 1 to this report contains information by virtue of which the public is likely to be excluded during the item to which the report relates, as specified in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, namely:

Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Summary and purpose:

The lessee of 5 the Ridings, Cranleigh, has applied to Waverley Borough Council for a lease extension in the form of a Section 42 notice, dated 4 March 2019.

How this report relates to the Council's Corporate Strategy:

This is a legal process that offers long term security of tenure to a resident.

Financial Implications:

A premium plus costs has been agreed.

Legal Implications:

Pursuant to the Leasehold Reform, Housing and Urban Development Act 1993 the lease will be extended for a further 90 years. This is a statutory process and the Council has no grounds on which to object.

Background

1. A Section 42 Notice is a formal request from a leaseholder to extend their lease. It is given pursuant to the Leasehold Reform, Housing and Urban Development Act 1993 and entitles a leaseholder to an additional 90 years on top of their remaining lease term. A Section 42 Notice has been served on the Council requesting an extension to the lease for 5 The Ridings, Cranleigh dated 6 June 2005 for a term of 102.5 years. The unexpired term is 88 years at the date of the Lessee's Section 42 notice.

2. The lease is effectively a Full Repairing and Insuring lease. The lessee is responsible for the cost for the upkeep and maintenance of the parent building via a service charge.
3. A premium will be received for the lease extension. An independent valuation was carried out, the cost of which will be borne by the lessee, which showed what represented a fair and reasonable premium. The agreed figure, which is shown in the Exempt Annexe, is over and above the valuation received.

Recommendation

That the lease to the tenant of 5 The Ridings, Cranleigh is extended by 90 years, for consideration as set out in (Exempt) Annexe 1.

Background Papers

There are no background papers (as defined by Section 100D(5) of the Local Government Act 1972) relating to this report.

CONTACT OFFICER:

Name: Caroline Wallis
Assets

Telephone: 01483 523314
E-mail: caroline.wallis@waverley.gov.uk

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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