

To: All Members of the EXECUTIVE  
(ACTING AS TRUSTEE OF THE  
JOSEPH EWART BEQUEST)

When calling please ask for:  
Louise Fleming, Democratic Services &  
Business Support Team Manager

**Policy and Governance**

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Calls may be recorded for training or monitoring

Date: 25 March 2022

**Membership of the Executive (Acting as Trustee of the Joseph Ewart Bequest)**

Cllr Paul Follows (Chairman)  
Cllr Peter Clark (Vice Chairman)  
Cllr Kika Mirylees  
Cllr Andy MacLeod  
Cllr Penny Marriott

Cllr Mark Merryweather  
Cllr Nick Palmer  
Cllr Paul Rivers  
Cllr Liz Townsend  
Cllr Steve Williams

Dear Councillors

A meeting of the EXECUTIVE (ACTING AS TRUSTEE OF THE JOSEPH EWART BEQUEST) will be held as follows:

DATE: TUESDAY, 5 APRIL 2022

TIME: 6.15 PM (or on the rise of the Executive meeting scheduled for 6.00pm  
the same evening)

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

The Agenda for the Meeting is set out below.

Please note that due to current Covid restrictions, seating in the public gallery is extremely limited. The meeting can be viewed remotely via [Waverley Borough Council's YouTube channel](#) or by visiting [www.waverley.gov.uk/webcast](http://www.waverley.gov.uk/webcast).

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.

### **AGENDA**

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence.

2. **MINUTES** (Pages 5 - 6)

To approve the Minutes of the meeting held on 3 November 2020 as a correct record.

3. **DECLARATIONS OF INTERESTS**

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

4. **FUNDING REQUEST - REPLACEMENT OF TIMBER AND GLAZED PORCHES AT COLLEGE GARDENS, FARNHAM** (Pages 7 - 10)

[Portfolio Holder: Councillor Paul Rivers]

The purpose of this report is to seek approval from the Joseph Ewart Bequest Trust to request additional funding to cover the replacement of five external timber and glazed porches and associated roofing line works at the wider properties College Gardens, Farnham.

#### **Recommendation**

It is recommended that the Executive acting as Trustee of the Joseph Ewart

Bequest:

- Give approval to progressing and completing the works at College Gardens, Farnham at a total budget of £60,000 funded from the trusts unrestricted funds.

**For further information or assistance, please telephone  
Louise Fleming, Democratic Services & Business Support Team  
Manager, on 01483 523517 or by email at  
louise.fleming@waverley.gov.uk**

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## WAVERLEY BOROUGH COUNCIL

### MINUTES OF THE EXECUTIVE (ACTING AS TRUSTEE OF THE JOSEPH EWART BEQUEST) - 3 NOVEMBER 2020

(To be read in conjunction with the Agenda for the Meeting)

#### **Present**

Cllr John Ward (Chairman)	Cllr Mark Merryweather
Cllr Paul Follows (Vice Chairman)	Cllr Nick Palmer
Cllr Peter Clark	Cllr Anne-Marie Rosoman
Cllr Andy MacLeod	Cllr Liz Townsend
Cllr Michaela Martin	Cllr Steve Williams

#### **Also Present**

Councillor Julia Potts

#### 4 MINUTES (Agenda item 1)

The Minutes of the meeting held on 28 July 2020 were agreed as a correct record.

#### 5 APOLOGIES FOR ABSENCE (Agenda item 2)

There were none.

#### 6 DECLARATIONS OF INTERESTS (Agenda item 3)

There were none.

#### 7 EWART BEQUEST - GREENFIELD ROAD UPDATE (Agenda item 4)

Cllr Rosoman presented the report which set out the proposal to build five affordable dwellings on a site at Greenfield Road, Farnham to be let in accordance within the terms of the Joseph Ewart Bequest. The five dwellings would be built to an enhanced specification in line with the government's preferred uplift in energy efficiency and zero carbon footprint and would contribute to achieving the Council's goal of carbon neutrality by 2030 while meeting the needs of Farnham residents aged over 65 who were on the Council's Housing Register.

The Executive, acting as Trustee of the Joseph Ewart Bequest RESOLVED to:

1. note the contents of the update report;
2. agree to the proposed enhanced level of specification to support the council in the delivery of its aim to become a carbon neutral council by 2030, by encouraging carbon reduction and carbon offsetting, and promotion of biodiversity and sustainable homes; and,
3. agree an increase budget allocation to deliver 5 new homes at the enhanced specification, rather than the three originally proposed.

**The meeting commenced at 6.00 pm and concluded at 6.35 pm**

**Chairman**

**WAVERLEY BOROUGH COUNCIL**

**EXECUTIVE (ACTING AS TRUSTEE of JOSEPH EWART BEQUEST)**

**TUESDAY 5 APRIL 2022**

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**Title:**

**FUNDING REQUEST - REPLACEMENT OF TIMBER AND GLAZED PORCHES AT  
COLLEGE GARDENS FARNHAM**

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**Portfolio Holder:** Cllr Paul Rivers, Portfolio Holder for Housing

**Head of Service:** Mr Hugh Wagstaff, Head of Housing Operations

**Key decision:** No

**Access:** Public

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**1. Purpose and summary**

- 1.1 The purpose of this report is to seek approval from the Joseph Ewart Bequest Trust to request additional funding to cover the replacement of five external timber and glazed porches and associated roofing line works at the wider properties College Gardens, Farnham.
- 1.2 There are 5 external timber and glazed porches on brick low level walls and tiled roofs to the College Garden Bungalows. The timber elements to all 5 porches are in very poor condition, having been previously repaired numerous times and now are deemed beyond reasonable and economic repair. Therefore, it is recommended to replace the timber structures and glazed elements.

**2. Recommendation**

It is recommended that the Executive acting as Trustee of the Joseph Ewart Bequest:

- Give approval to progressing and completing the works at College Gardens, Farnham at a total budget of £60,000 funded from the trusts unrestricted funds.

**3. Reason for the recommendation**

The reason for this request is to ensure the homes in College Gardens meet decent homes standard with regular investment to ensure they provide safe and secure homes for the residents that live there.

#### **4. Background**

- 4.1 Waverley Borough Council is the sole trustee of the Joseph Ewart Bequest, a registered charity with the objective of providing small bungalow cottages suitable as homes for the elderly people with limited financial resources who have lived in the former Farnham Urban District area for at least five years. The charity owns 19 properties for elderly people in Farnham, including 16 bungalows at College Gardens and three bungalows at Arthur Road, Farnham
- 4.2 The unrestricted funds which are available to the trustees for the general purposes of the charity as set out in its governing document, with approval from the Charities Commission, are currently more than £1m.
- 4.3 Request for additional funding to replace 5 external timber and glazed porches and further planned works to the remaining 19 properties (in College Gardens) to make roofline, roofing and guttering repairs. It is anticipated that works will cost £60,000
- 4.4 Survey work will need to be commissioned to understand what timber has been used and what timber is appropriate going forward, as well as developing a solution to ensure the replacements can be made safely without disturbing the brick low level walls and canopy roof covering.
- 4.4 Associated works will also be required to be completed including clearing of the Finlock gutters, any repairs/replacement to the gutters, roofing repairs to several the bungalows where tiles have slipped, broken and major moss removal.
- 4.5 Costs are expected to be in approximately £60,000

#### **5. Relationship to the Corporate Strategy and Service Plan**

- 5.1 This links to the Corporate Strategy and Service Plan as far as:  
It will enable the Council to optimise the availability of housing that meets the needs of local people at all income levels and which is sustainable and energy efficient.



- 5.2 Furthermore, the procurement of this contract will enable the Council to ensure our tenants have a safe, warm, high quality, energy efficient and affordable home.

## **6. Implications of decision**

### **6.1 Resource (Finance, procurement, staffing, IT)**

Finance views have been sought:

Ewart Trust balances held within unallocated unrestricted funds currently total £1.25m. The reserves policy for the Ewart trust requires a minimum balance of £105,000 to be held. Therefore, there are sufficient funds available to undertake this work within the trusts balances.

### **6.2 Risk management**

There are very minimal risk management considerations by undertaking this work, it will be carried out by the Planned Works Team in Housing and resource has been allocated. Contractors will have to be procured to complete the works and whilst market costs are escalating this has been considered and incorporated into the funding request.

### **6.3 Legal**

Council has previously given authority for the Executive to act as Trustee in relation to matters such as that covered in this report. There are no direct legal implications arising from this report.

### **6.4 Equality, diversity and inclusion**

“There are no direct equality, diversity or inclusion implications in this report. Equality impact assessments are carried out when necessary across the council to ensure service delivery meets the requirements of the Public Sector Equality Duty under the Equality Act 2010.”

### **6.5 Climate emergency declaration**

By ensuring an appropriate survey is undertaken works and materials will be utilised to ensure that the most sustainable options are utilised and contractors will be expected to recycle or reuse materials on site

## 7. **Governance journey**

- 7.1 The report has been presented to Executive Briefing on 22 March 2022 prior to Executive on 5 April 2022

### **Annexes:**

NA

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### **Background Papers**

There are / are no background papers, as defined by Section 100D(5) of the Local Government Act 1972).

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### **CONTACT OFFICER:**

Name: Heather Rigg

Position: Housing Operations Manager

Telephone: 0148 352373

Email: Heather.Rigg@waverley.gov.uk

Agreed and signed off by:

Legal Services: date: 4 March 2022 (Daniel Bainbridge)

Head of Finance: 22 February 2022 (Rosie Plaistowe)

Strategic Director: date

Portfolio Holder: date