

Godalming Town Council



**Annual Report
2010-11**

This version of the report is published by Godalming Town Council for the Annual Town Meeting 14 April 2011

A second version including the Town Council's Accounts for 2010/11 will be published on 30 June 2011



Godalming Town Council.....

- Continues a Mayoral tradition dating back to 1575
- Has 20 elected Members
- Controls assets of £11.1 million
- Holds around 50 Council or Committee meetings a year; all of which are open to the public
- Employs/retains a Town Clerk, Personal Assistant to the Town Clerk & Mayor, Facilities & Cemeteries Manager, Responsible Finance Officer, Sergeant-at-Mace and two Community Centre Managers (that is just over four full-time equivalent staff)
- 50% funds a part-time Godalming Project Co-ordinator
- Provides £62,000 a year funding to local organisations
- Manages three community buildings; the Old Town Hall (Pepperpot), the Wilfrid Noyce Centre, and Broadwater Park Community Centre
- Provides the land for over 200 allotments
- Together with Busbridge Parish Council owns and runs two cemeteries
- Provides Christmas Lights for the Godalming Town Centre
- Is one of a diminishing number of councils in the UK still to require its councillors and staff to wear robes and regalia at Council meetings and Civic occasions
- Organises the Town's annual Remembrance Sunday Parade
- Nominates representatives to serve on about 20 local voluntary, public and community organisations including the new Community Interest Company
- Comments on around 300 planning applications each year



REVIEW



Hello – and welcome to Godalming Town Council's 2010/11 Annual Report.

Godalming Town Council has been around in one form or another since 1575. The organisation of Local Government has changed over the years and today Godalming Town Council is the third in three tiers of local government for the town. The other two being Surrey County Council and Waverley Borough Council.

Godalming Town Council has 20 Councillors representing the five wards within the town – you can find Councillors' contact details at the back of this report. The Town Council has a number of roles, one of the most important of which is to foster and encourage a sense of community in the Town and to act as advocate for the town when dealing with other local authorities, the health service and so on. I have been elected by my fellow Town Councillors to serve as Mayor for the year to May 2011.

Godalming has developed lasting ties with the village communities that form its rural hinterland and has strong links with Guildford and other neighbouring towns. Godalming is, above all else, a good neighbour and it has been a daily privilege to represent such a special place.

We live in a relatively affluent area of the country but, particularly in the current economic climate, many are in need of friendship and support to help them through tougher times. We have ever more reason to be grateful for Godalming's formidable body of local volunteers.

I am proud to have witnessed how the Town Council has continued to work so well supporting local people who do so much to help others. Mayors gain a rare overview of how the town functions, how it communicates internally and develops useful areas of interdependence. It has been evident that partnership working has been a real theme this year.

Our Town Council achieved Quality Council status in 2010 and was able to make a strong submission by demonstrating its greater involvement and communication with local people.

We have seen active support for Godalming Staycation, providing a week of tremendous summer activities for families at home in the holidays.

Another important partnership development has been through the Council's financial contribution to support the Community Interest Company (CIC) in taking forward the work of the Godalming Healthcheck.

The Chamber of Commerce has continued to work in close partnership with local and Borough Councils and the CIC. Their expertise has enhanced the commercial life and



INTRODUCTION

vitality of the town. Who will forget the unprecedented high street crowds for the food festivals and the Christmas lights?

A great deal of my work as Mayor this year has involved young people supported through the Scout and Guide movement, sports clubs and activity groups, in and out of school. Local churches have also continued to underpin so much of our community life and, along with our schools, they have been generous hosts, providing performance space for the music making and drama that form the rich cultural life of our town.

During my year it has been evident that Godalming does not just look inwards. We do not lose sight of the bigger picture and I have enjoyed meeting the groups from our twin towns of Mayen and Joigny who have formed great friendships with our local twinning groups. We also have passionate people who support others in need right across the world, from those dedicated to supporting the Palestinian farmers, to the recent Japanese tsunami appeal at the Pepperpot raising £4,000 in a single morning.

The Town Council continues to take good care of its buildings and grounds, taking very seriously the role it has to play in ensuring that Godalming remains a beautiful place. I have been able to help promote the Pepperpot Appeal and seen firsthand the excellent renovations already carried out to keep our iconic town centre building in excellent repair. The Town Council also acts as an effective advocate for local people concerned by the scale of proposed development at the key site. The care taken to scrutinise planning issues and provide opportunities for local people to express their views will be an important part of the Council's work again in the coming year.

As I finish my year, I can look back with great affection and appreciation for the support the Town Council receives from its professional staff and the community volunteers who help us all to make Godalming so special!

Councillor Jane Thomson
Mayor of Godalming 2010/11

REVIEW



Christmas in Godalming 2010



REVIEW

For 2010/11 Godalming Town Council agreed that it had three priorities for the town:

- to support the development of services for young people;
- to enable all residents to share in the advantages of living here; and
- to preserve the town's heritage.

Bearing these priorities in mind here are some of things that Godalming Town Council has achieved in the past year. We have:

- Been recognised as a Quality Council
- Organised the Godalming Staycation – a week long programme of events in August to encourage families to holiday at home
- Supported numerous voluntary organisations in the town with grant aid totalling more than £62,000 (see the section on grants on page 10 of this report)
- Set up a new Community Interest Company – Godalming Together – to take forward the Godalming Healthcheck
- Welcomed (and part-funded) a new Godalming Projects Co-ordinator employed by Waverley Borough Council to implement new projects for the benefit of the town
- Welcomed a new Facilities & Cemeteries Manager
- Re-opened the Old Town Hall (popularly known as The Pepperpot) following £100,000 of exterior renovation work
- Renewed Godalming town centre's Christmas Lights with more energy-efficient LED lights
- In partnership with the Chamber of Commerce expanded the display of Christmas Lights in the town centre
- Continued our opposition to inappropriate development on the Godalming Key Site.

COMMITTEES



Policy & Management Committee

What is it?

A Committee of 19 Councillors that deals with most of the Council's business, discusses Council policy and manages all the Council's assets – its finances, staff and properties.



Councillor Steve Cosser
Committee Chairman 2010/11

What has it done?

- Met 9 times
- Considered 23 grant applications and awarded £62,572.60 in grants to local organisations (see page 10 of this report)
- Negotiated a partnership deal with the Chamber of Commerce to expand Godalming town centre's Christmas Lights
- Taken control of the Godalming Bandstand
- Set up a new Community Interest Company – Godalming Together – to take forward the Godalming Healthcheck
- Achieved Quality Council status

Planning & Environment Committee

What is it?

A Committee of 19 Councillors that looks at and makes comments on all Godalming planning applications. This Committee also considers issues relating to the local environment and infrastructure.



Councillor Stefan Reynolds
Committee Chairman 2010/11

What has it done?

- Met 16 times (every 3 weeks)
- Made comments to the Planning Authority (Waverley Borough Council) on 338 planning applications
- Used its powers to ensure the planting of a verge at Binscombe
- Endorsed the 20's Plenty campaign for most of Godalming's residential roads
- Lobbied against the closure of Lloyds TSB Bank in Farncombe
- Made representations at a Development Control Consultative Forum regarding potential housing at Franklyn Road



COMMITTEES

Mayoralty Committee



What is it?

A Committee of six Councillors that considers and makes recommendations to the Full Council on the selection and appointment of the Mayor and Deputy Mayor.

Councillor Tony Gordon-Smith
Committee Chairman 2010/11

What has it done?

- Met twice
- Reviewed the protocol on the acceptance of mayoral invitations
- Nominated Councillor Steve Cosser as Mayor and Councillor Liz Wheatley as Deputy Mayor for 2011/12

Staffing Sub-Committee



What is it?

A Committee comprising of five Councillors that considers all matters relating to the appointment and management of Council staff and makes recommendations to the Policy & Management Committee.

Councillor Joy Poulter
Sub-Committee Chairman 2010/11

What has it done?

- Met five times
- Supervised the formal appraisal of all employees and reviewed their training needs
- Supervised the recruitment of a new Facilities & Cemeteries Manager

Audit Sub-Committee



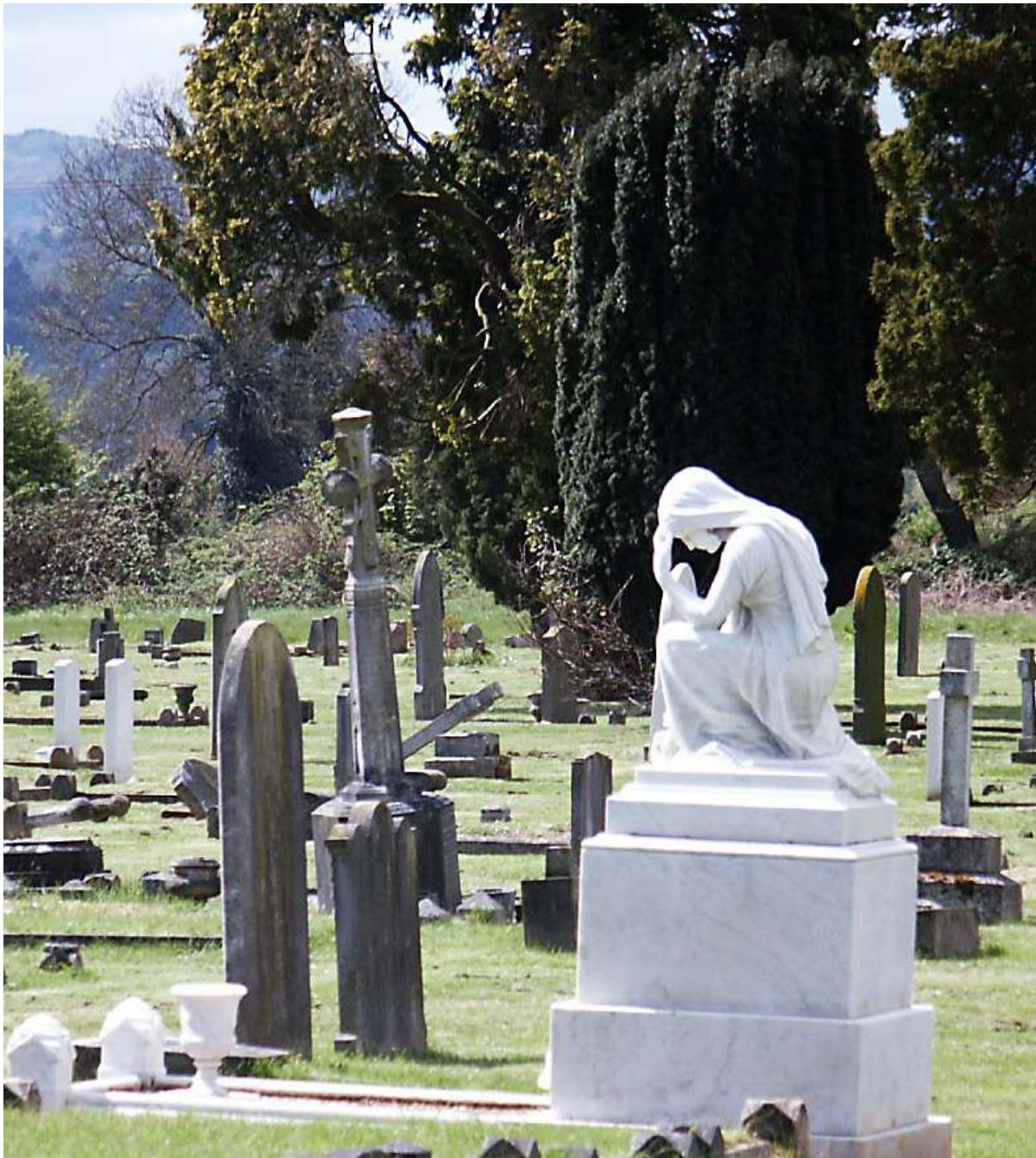
What is it?

A Committee of five Councillors that considers the adequacy of the Council's risk management framework and the associated control environment, and oversees the financial reporting process. This Committee makes recommendations to the Policy & Management Committee.

Councillor Tom Martin
Sub-Committee Chairman 2010/11

What has it done?

- Met three times
- Reviewed financial controls and risks
- Supervised arrangements for the review of Internal Audit





GODALMING JOINT BURIAL COMMITTEE

Godalming Joint Burial Committee



What is it?

A committee with six Councillors from Godalming Town Council and two from Busbridge Parish Council charged with managing Godalming's two cemeteries – Nightingale Cemetery in Farncombe and Eashing Cemetery at Ockford Ridge.

Councillor Andrew Wilson
Committee Chairman 2010/11

What has it done?

- Met eight times
- Interred 27 bodies and 12 sets of ashes
- Sold the exclusive rights of burial for 40 plots
- Installed a new bench in the Garden of Remembrance at Eashing Cemetery
- Expanded the staffing resources available to the Committee by introducing casual staff to act as Sexton when required
- Undertaken substantial tree work at Nightingale Cemetery thus improving the visual aspect and security of the Lodge House
- Acted decisively to protect the boundary at Eashing Cemetery from encroachment
- Held a successful Open Day at Eashing Cemetery on 20 November 2010
- Made representations at a Development Control Consultative Forum regarding potential housing at Franklyn Road – on the North-Western boundary of Eashing Cemetery



GRANTS

As already stated, in the past year Godalming Town Council has supported numerous organisations in the town with grant aid totalling more than £62,000. This is an important part of the Town Council's work recognising the huge contribution that these organisations make to the quality of life in our community. In recent years the Council has increased the amount of money available for grants.

In 2010/11 the largest of these grants was to the Waverley Citizens Advice Bureau (CAB) to ensure the continued provision of a CAB service in Godalming and to facilitate the Bureau's move from Queen Street to Bridge Street. This Council has provided a significant grant to the CAB for more than a decade.

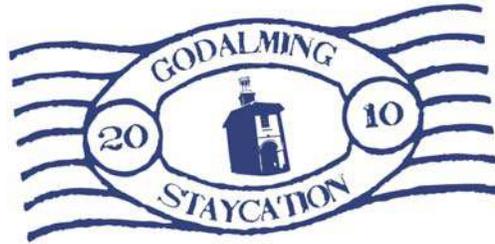
Substantial sums have been used to support the work with young people including a grant to Our Community Street Team to provide a mobile facility for youth work in Farncombe and grant aid in kind for the Trinity Trust Team to enable them to run Café Trinity at the Wilfrid Noyce Centre.

Below is a full list of all grants made by Godalming Town Council in the financial year 2010/11.

Summary of Grants Awarded 2010/11

	£
Churches Together in Godalming & District	500.00
DisCASS (<i>Grant aid in the form of free use of premises</i>)	3,120.00
Farncombe Scouts & Brownies	2,000.00
Godalming District Scout Canoe Club	500.00
Godalming Museum	8,600.00
Godalming Nativity	1,048.00
Godalming Staycation	1,500.00
Godalming Trust	621.00
Hospital Hoppa Service	5,000.00
Milford Pumas Youth Football Club	200.00
Our Community Street Team	5,000.00
Relate West Surrey	1,000.00
Sport Godalming	500.00
The Cellar Café	800.00
The Safer Waverley Partnership	500.00
Trinity Trust Team (<i>Grant aid in the form of free use of premises</i>)	2,795.00
Vitalise	348.60
Watts Gallery	500.00
Waverley Citizens Advice Bureau	28,040.00
	<hr/>
	62,572.60

Full details of the Council's grants scheme can be found on the Town Council's website – www.godalming-tc.gov.uk or may be obtained from the Town Clerk (contact details at the back of this report).



The Gory Ghost Walk



MONEY

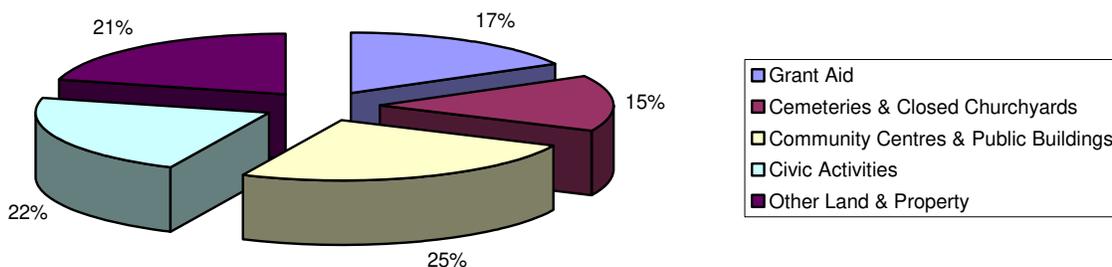
ANNUAL ACCOUNTS 2010/11

The Council's accounts are prepared in accordance with the Account & Audit Regulations 2006. They are subject to internal audit (by an independent auditor appointed by the Town Council) and to external audit (by an independent auditor appointed by the Audit Commission). Every year local government electors are given an opportunity to examine the Council's accounts and financial records. The 2010/11 accounts and records will be available for public inspection from 6 June to 1 July 2011. The accounts will be published on the Town Council's website.

Below is a summary of how the Council's budget (including overheads) was spent in 2010/11. Note that these figures are based on the latest estimates of expenditure, not actual figures because, at the time of writing, the 2010/11 accounts had not yet been finalised.

The Council's Responsible Finance Officer is Janet Crossman.

SUMMARY OF TOWN COUNCIL'S EXPENDITURE 2010/11





CONTACTS

Godalming Town Council
Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT
Tel: 01483 523575
Fax: 01483 523077
E-Mail: office@godalming-tc.gov.uk
Web: www.godalming-tc.gov.uk

Town Clerk: Louise Goodfellow

Your Town Councillors (note that these details are correct until 5 May 2011)

BINSCOMBE WARD

Cllr J Barnes, 95 Green Lane, Godalming, GU7 3TB	01483 860112
Cllr ML Peacock, 13 Binscombe Lane, Godalming, GU7 3PN	01483 415644
*Cllr L Wheatley, 1 Sol-Y-Vista, Frith Hill Road, Godalming, GU7 2EF	01483 423492
*Cllr A Wilson, 8 Dean Road, Godalming GU7 2PJ	01483 417607

CENTRAL & OCKFORD WARD

*Cllr JP Hubble, 40 High Ridge, Godalming, GU7 1YF	01483 424268
Cllr N Pinches, 24 Phillips Close, Bargate Wood, Godalming, GU7 1XZ	01483 424085
*Cllr JR Thomson, The Garden Flat, Rowberry House, 9 Shadyhanger, Godalming, GU7 2HR	01483 428266
Cllr JE Woodham, 5 Twycross Road, Godalming, GU7 2HH	01483 420310

CHARTERHOUSE WARD

⁰ Cllr S Cosser, 3 Hillside Way, Godalming, GU7 2HN	01483 414035
*Cllr RA Gordon-Smith, Hill Point, Mark Way, Godalming, GU7 2BA	01483 424483
Cllr JM Poulter, 27 Nightingale Road, Godalming, GU7 2HP	01483 417051
*Cllr SN Reynolds, Lynam House, 49 Peperharow Road, Godalming, GU7 2PL	01483 861287

FARNCOMBE & CATTESHALL WARD

*Cllr S Connolly, 29 Windy Wood, Godalming, GU7 1XX	01483 429904
Cllr AK Lister, 13 Woodmancourt, Mark Way, Godalming, GU7 2BT	01483 419574
Cllr PMA Rivers, Amity, Station Road, Farncombe, Godalming, GU7 3NF	01483 420747
Cllr PS Rivers, Amity, Station Road, Farncombe, Godalming, GU7 3NF	01483 420747

HOLLOWAY WARD

Cllr C Gordon-Smith, Hill Point, Mark Way, Godalming, GU7 2BA	01483 424483
Cllr R Foxall, April Cottage, 3 Critchmere Vale, Haslemere GU27 1PS	01428 643395
⁰ *Cllr PJ Martin, 18 Windy Wood, Godalming, GU7 1XX	01483 425644
*Cllr TE Martin, 1C St Johns Court, Farncombe Street, Godalming, GU7 3BA	01483 425335

*Waverley Members

⁰Surrey County Council Members