

PARISH OF GODALMING

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Municipal Buildings
Bridge Street
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Sir/Madam

I HEREBY SUMMON YOU to attend the Full Council Meeting of the Godalming Town Council to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 14 SEPTEMBER 2017 at 7.00pm, or at the conclusion of the preceding Staffing Committee, whichever is later.

DATED this 8th day of September 2017.

Andy Jeffery
Acting Clerk to the Town Council

The meeting will be preceded by prayer with the Revd Margot Spencer officiating – all who wish to participate in prayers are most welcome to do so; however, anyone not wishing to participate may leave the chamber or sit quietly for the short duration of the prayers. All individuals' decisions in this matter are respected.

A G E N D A

1. THE TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on the 20 July 2017.
2. TO RECEIVE apologies for absence.
3. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

THE TOWN MAYOR to allow members of the public to ask the Council questions, or make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.
4. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY 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.
5. TO RECEIVE official announcements, letters, etc.
6. TO RECEIVE Chairmen's reports of the Committees as under:

Audit Committee

There were no recommendations.

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

Policy & Management Committee

The Policy & Management Committee request that the mayor, acting as Chairman of the Council, calls an extraordinary Full Council meeting to be held in the Council Chamber at 8.00pm, or on conclusion of the preceding meeting of the Policy & Management Committee, whichever is later, on Thursday 5 October 2017 in order to consider the recommendations of the Policy & Management Committee relating to the work of the Resources Working Group.

The Policy & Management Committee recommends that Full Council considers the Service Level Agreement (SLA) between Waverley Borough Council and Godalming Town Council for transfer of the management of Godalming Museum (for the information of Members the SLA will be distributed as early as possible prior to the meeting and formally tabled at the meeting) and, if approved, that Council resolves for the agreement to be sealed by the Council's common seal in accordance with Standing Order 90. Members to note that the SLA will become null and void if the freehold transfer is not completed.

The Policy & Management Committee recommends that Full Council considers the Management Agreement between Godalming Town Council and Godalming Museum Trust for the operation of Godalming Museum upon the successful transfer of the Godalming Museum from Waverley Borough Council to Godalming Town Council (for the information of Members the Management Agreement will be distributed as early as possible prior to the meeting and formally tabled at the meeting) and, if so approved, that Council resolves for the agreement to be sealed by the Council's common seal in accordance with Standing Order 90. Members to note that the Management Agreement will come into effect on the successful conclusion of the transfer process.

The Policy & Management Committee recommends that Full Council resolves for legal documents associated with the Freehold Transfer of 107–109 High Street and 109a High Street, to be sealed by the Council's common seal in accordance with Standing Order 90.

The Policy & Management Committee recommends that Full Council resolves for legal documents associated with the assignment to Godalming Town Council of the existing lease between Waverley Borough Council and Godalming Museum Trust for the property known as 109a High Street, to be sealed by the Council's common seal in accordance with Standing Order 90.

Staffing Committee

To receive the recommendations of the Staffing Committee for measures associated with the transfer of Staff Members from the employ of Waverley Borough Council to Godalming Town Council as required by the Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended by the Collective Redundancies and Transfer of Undertakings (Protection of Employment) (Amendment) Regulations 2014 (TUPE) (confidential report to be tabled for the information of Members).

7. TO RECEIVE the minutes of the undermentioned Committees:

	Meetings Dated
Audit Committee	27 July 2017
Policy & Management Committee	7 September 2017
Staffing Committee	27 July 2017 14 September 2017

8. GODALMING JOINT BURIAL COMMITTEE – REPORT

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 14 September 2017.

9. 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.

10. CITIZENS' ADVICE WAVERLEY

Members to receive a presentation from Mr Paul Rees, Chairman of Citizens' Advice Waverley on the work of the Godalming branch.

Members to note that the grant application from Citizen's Advice Waverley deferred for decision by the Policy & Management Committee on 13 July 2017 will be considered at the Policy & Management Committee to be held on Thursday, 19 October 2017.

11. STAYCATION 2017

Members to receive a short presentation from Mrs Suzie Gortler, Project Co-ordinator of Godalming Town Council on this year's successful Staycation.

12. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held on Thursday, 16 November 2017 at 7.00 pm in the Council Chamber.

13. ANNOUNCEMENTS

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

GODALMING TOWN COUNCIL

Disclosure by a Member¹ of a disclosable pecuniary interest or a 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]² [a non-pecuniary interest]³ 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 Interest	Non-Pecuniary Interest	Reason

Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² 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

³ A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.