

## GODALMING TOWN COUNCIL

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107-109 High Street  
Godalming  
Surrey  
GU7 1AQ

Sir/Madam

I HEREBY SUMMON YOU to attend the Extraordinary Full Council Meeting of the Godalming Town Council to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 21 MARCH 2024 at 8.00pm or at the conclusion of the preceding Policy & Management Committee meeting, whichever is later.

*Adam Duce*

DATED this 15<sup>th</sup> day of March 2024.

CLr Adam Duce  
Mayor of Godalming

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.

### AGENDA

1. MINUTES

THE TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on the 15 February 2024.

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:

- 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 Chair of the meeting,
- A question shall not require a response at the meeting nor start a debate on the question. The Chair 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.

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

5. QUESTIONS BY MEMBERS

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

6. NEIGHBOURHOOD COMMUNITY INFRASTRUCTURE LEVY

Members to consider a recommendation from the Environment & Planning Committee for the awarding of Neighbourhood Community Levy funding for the installation of bus shelter(s).

7. BROADWATER PARK YOUTH & COMMUNITY CENTRE – INFILL EXTENSION TENDER REPORT AND AWARD OF CONTRACT

The deadline for receipt of tenders for works to construct the infill extension at Broadwater Youth Centre was at 13.00 on 13 March 2023. The sealed tender documents were opened at 16.30 on the same day, witnessed by The RFO and Cllr Heagin, where the names of the bidders and their tender price was recorded.

Received tenders are evaluated against the tender specification by the appointed surveyors who provide an anonymised tender report for consideration by the Council for the award of the contract. The tender report to be distributed to Members on receipt and tabled at the meeting.

Financial regulations require any single item of expenditure in excess of £50,000 to be approved by Full Council.

Members to consider the tender report and are requested to make an award of contract for works to construct the infill extension at Broadwater Park Youth & Community Centre.

8. 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.

9. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 9 May 2024 at 6.30pm.

10. ANNOUNCEMENTS

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

## 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.