

GODALMING TOWN COUNCIL

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107-109 High Street
Godalming
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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, 8 JANUARY 2026 at 7.30pm or at the conclusion of the preceding Policy & Management Committee meeting, whichever is later.

Andy Jeffery

DATED this 19th day of December 2025.

Andy Jeffery
CEO to the Town Council

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email office@godalming-tc.gov.uk

A G E N D A

1. MINUTES

THE TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on the 11 December 2025.

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.

5. QUESTIONS BY MEMBERS

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

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

6. RECEIPT OF OFFICIAL ANNOUNCEMENTS

To receive official announcements, letters, etc.

7. AUTHORISATION OF THE CHIEF EXECUTIVE OFFICER

TO AUTHORISE the Chief Executive Officer 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.

8. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 12 February 2026 at 6.30pm.

9. ANNOUNCEMENTS

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

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE MAY WISH TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM 10 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED - LEGALLY PRIVILEGED INFORMATION AND AGENDA ITEM 11 – STAFFING MATTERS

10. TRANSFER OF LAND FROM WAVERLEY BOROUGH COUNCIL

Approval of Heads of Terms and Associated Legal Authorisations

To consider a report on the proposed Heads of Terms agreed in principle with Waverley Borough Council for the transfer of three areas of land to Godalming Town Council, namely:

- Canon Bowring's Recreation Ground, Farncombe
- Lammas Lands at Charterhouse Green
- Lammas Lands adjacent to Bridge Gate House, Bridge Road

The report sets out the background to the proposals, the key terms of transfer, and the legal, financial, risk and equality implications for the Town Council.

The report and the Heads of Terms for each site are attached for the information of Members.

If minded, Members are asked to **resolve** to agree:

- a. The Heads of Terms, as attached, for the transfer from Waverley Borough Council to Godalming Town Council of:
 - Canon Bowring's Recreation Ground, Farncombe;
 - Lammas Lands at Charterhouse Green; and
 - Lammas Lands adjacent to Bridge Gate House, Bridge Road.
- b. The Chief Executive Officer be authorised to instruct Godalming Town Council's solicitors to progress the legal conveyancing required to complete the transfers in accordance with the approved Heads of Terms.
- c. That all associated legal, valuation and surveyor costs, including third-party legal costs, be met by Godalming Town Council and funded from the Local Government Reorganisation Reserve.

11. STAFFING MATTERS

Members to receive an update from the Chair of the Staffing Committee on staffing matters.

GODALMING TOWN COUNCIL

Disclosure by a Member¹ 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]² [a registerable interest (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 Interests	Other Registerable Interests (Non-Pecuniary Interests)	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 registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.