

# PARISH OF GODALMING

## MINUTES OF A MEETING OF THE TOWN COUNCIL

### OF THE PARISH OF GODALMING HELD

ON THURSDAY, 1 APRIL 2021

- \* Town Mayor (Cllr PMA Rivers)
- \* Deputy Town Mayor (Cllr Steel)

* Councillor P Martin	* Councillor Stubbs
* Councillor Cosser	* Councillor PS Rivers
* Councillor Welland	* Councillor Follows
* Councillor Adam	0 Councillor Ashworth
* Councillor Boyle	* Councillor Crooks
* Councillor Duce	0 Councillor Faraday
* Councillor Heagin	* Councillor Hullah
* Councillor Neill	* Councillor Purvis
* Councillor Rosoman	* Councillor Williams

\* Present      # Absent & No Apology Received      0 Apology for Absence      L Late

On the last Full Council meeting of this civic year, the Mayor wished to formally record her thanks to all Officers for their hard work and also to the many community volunteers who have provided so much support to others over the last 12 months.

#### 425. MINUTES

The Minutes of the meeting of the Council held on 17 December 2020 were signed by the Mayor as a correct record.

#### 426. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

#### 427. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

#### 428. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 5.

#### 429. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with Standing Order 6.

#### 430. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

431. COMMITTEE REPORTS

The reports of the following Committees setting out decisions taken pursuant to delegated powers were RECEIVED

**Policy & Management Committee**

Policy Document Review

Members agreed to adopt the following documents:

[Equality & Diversity Policy](#)

[Equality & Diversity Statement](#)

[Health & Safety Policy](#)

[Health & Safety Statement](#)

[Community Engagement Strategy.](#)

**Staffing Committee**

Modern Slavery Statement

Members resolved to adopt the Modern Slavery Statement.

432. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

The reports of the following committees setting out decisions taken pursuant to delegated powers were RECEIVED:

	Meetings Dated
Audit Committee	21 January 2021
Environment & Planning	7 January 2021 28 January 2021 18 February 2021 11 March 2021
Policy & Management Committee	28 January 2021 11 March 2021
Staffing Committee	18 February 2021

433. GODALMING JOINT BURIAL COMMITTEE

The report of the meeting of the Joint Burial Committee held on 21 January 2021 was noted.

434. REPORT OF THE PUBLIC SPACE PROTECTION ORDER WORKING GROUP

In consideration of a report from the Public Spaces Prevention Order Working Group, previously circulated to Members on 29 March 2021, Councillor Duce proposed and Councillor Neill seconded an amendment to that report and requested that Members took the amended report as the substantive document for consideration.

Following consideration and debate by Members, Members resolved, by way of a recorded vote, to accept the recommendations of the amended report and to forward them to Waverley Borough Council in response to WBC's consultation of the proposed Public Spaces Prevention Order.

The recorded vote is shown below:

For	Councillor PMA Rivers – Town Mayor		
For	Councillor Adam	For	Councillor Duce
For	Councillor Boyle	Against	Councillor Cosser
For	Councillor Crooks	For	Councillor Follows
For	Councillor Heagin	For	Councillor Hullah
Against	Councillor Martin	For	Councillor Neill
For	Councillor Purvis	For	Councillor PS Rivers
For	Councillor Steel	For	Councillor Stubbs
For	Councillor Williams	Against	Councillor Welland
For	Councillor Rosoman		

435. INTERNAL AUDITOR'S REPORT

Members considered the report from the Council's Internal Auditor, Mulberry & Co, on an interim internal audit conducted on the 22 September 2020 for the 2020/21 financial year and agreed the responses to concerns raised:

<b>Audit Point</b>	<b>Audit Findings</b>	<b>Council Response</b>
Transparency	Misdirected link on Grants	Link has now been corrected
GDPR	May want to consider redacting personal signatures on the register of interest (on public view) in future	Agreed – has now been actioned.
Bank Reconciliations	Chair MUST attend site and sign reconciliations and face bank statements	Chair has now signed all bank reconciliations.

436. CITIZENS' ADVICE WAVERLEY

Members received an update from the Town Clerk on the Service Level Agreement between Godalming Town Council and Citizens' Advice Waverley. A further report to follow at a later Committee meeting.

437. WAVERLEY HOPPA COMMUNITY TRANSPORT

As required by the terms of the SLA, Members received the annual report of Waverley Hoppa Community Transport, an organisation supported by SLA funding from Godalming Town Council.

438. NHS, SOCIAL CARE & FRONTLINE WORKERS' DAY 5 JULY 2021

Members resolved to agree that GTC should organise and promote the NHS, Social Care & Frontline Workers' Day commemorations in Godalming on 5 July 2021.

Members considered two options to mark the event and resolved to agree to proceed with Option 1 at a cost of £700.

439. GODALMING TOWN CENTRE AREA – PRESERVING THE PAST, PROTECTING THE PRESENT, PLANNING THE FUTURE

Members received a report prepared by the Town Clerk relating to a range of issues surrounding GTC activities in the Godalming Town Centre Area. In considering the presented document – Godalming Town Centre Area, Preserving the Past, Protecting the Present, Planning the Future, Cllr Rosoman proposed and Cllr Crooks seconded the following amendment to Action 19 of Part Three of the document

**Action 19 (Regeneration and Supporting the Local Economy)**

Current

*Work with WBC Economic Development Team (EDT) to promote Godalming as a positive business location, seek feedback from the EDT to identify negative issues that are within GTC powers, capabilities and resources to improve.*

Proposed

*Work with WBC Economic Development Team (EDT) to promote Godalming as a positive business location, seek feedback from the EDT to identify negative issues that are within GTC powers and identify the role that Godalming Town Council and Waverley Borough Council can play in:*

- *encouraging small, locally based businesses in order to create a circular economy, keeping money in the local economy and promoting locally sourced and sustainable goods and services;*
- *encouraging businesses which will make Godalming an attractive town for people to visit and in which to spend time.*

Prior to voting on the amendment and subsequent substantive recommendation, Cllr Cosser proposed a procedural motion, seconded by Cllr Martin, to defer this item to the first Policy & Management Committee meeting after 6 May 2021. This motion was not carried.

Members resolved to approve the amendment to Action 19 as detailed above and on a recorded vote unanimously resolved to approve the adoption of the Godalming Town Centre Area, Preserving the Past, Protecting the Present, Planning the Future document as a supplement to the Council’s Programme 2019-2023 document.

The recorded vote is shown below:

For	Councillor PMA Rivers – Town Mayor		
For	Councillor Adam	For	Councillor Duce
For	Councillor Boyle	For	Councillor Cosser
For	Councillor Crooks	For	Councillor Follows
For	Councillor Heagin	For	Councillor Hullah
For	Councillor Martin	For	Councillor Neill
For	Councillor Purvis	For	Councillor PS Rivers
For	Councillor Steel	For	Councillor Stubbs
For	Councillor Williams	For	Councillor Welland
For	Councillor Rosoman		

Following the adoption of the document the following supplemental recommendations were proposed by Cllr Rosoman and seconded by Cllr Crooks:

- i. that the action log contained in Part Three of the document be considered as ongoing monitoring and part of the agenda of the Policy & Management Committee; and
- ii. Godalming Town Council supports the principle of an equivalent document for Farncombe/Binscombe and supports the creation of a working group to further this goal (to be determined at the next meeting of Policy & Management Committee on 22 April 2021).

Members unanimously agreed the supplementary recommendations.

440. COMMUNITY INFRASTRUCTURE LEVY MONITORING REPORT

Members received the annual Community Infrastructure Levy Monitoring Report to 31 March 2021.

441. RISK ASSESSMENT FOR SAFEGUARDING

Members considered and resolved to adopt the updated risk assessment.

442. COUNCIL COMMUNITY CENTRES

Members approved the scale of charges for Community Centres for 2021/22.

Members authorised the RFO to use her discretion in applying a discount to the rate charged to regular hirers, if required, to rebuild their activities (the discount is not to exceed 20% nor be applied for longer than 12 weeks). RFO to report back to the Policy & Management Committee on any such discounts given.

443. SEALING OF DOCUMENTS, ETC.

The following resolution was passed nem con.

THAT THE TOWN CLERK BE AUTHORISED 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 TOWN COUNCIL.

444. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held on Thursday, 13 May 2020 at 7.00pm; venue to be confirmed.

445. ANNOUNCEMENTS

There were no announcements.