

## **PARISH OF GODALMING**

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Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT

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, 19 JANUARY 2012 at 6.30pm.

DATED this 13<sup>th</sup> day of January 2012.

Louise P Goodfellow  
Clerk to the Town Council

The Meeting will be preceded by Prayer; Reverend Marcus Dickinson of Godalming Baptist Church to officiate.

### **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 24 November 2011.

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 80.

4. DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS

TO RECEIVE from Members, in relation to any items included on the agenda for this meeting, disclosure of any interests which are required to be disclosed by the Local Authorities (Model Code of Conduct) Order 2007 No.1159.

Members are requested to disclose, in accordance with the Code of Conduct, both the existence and nature of any "Personal" or "Prejudicial" interests that they may have in relation to matters for consideration on this agenda.

#### Personal Interests

(1) Subject to sub-paragraphs (2) to (5) below, where a Member has a personal interest in any business of the Town Council and attends a meeting of the Council at which the business is considered, the Member must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

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

- (2) Where the Member has a personal interest in any business of the Town Council which relates to or is likely to affect a person described in paragraph 8(1)(a)(i) or 8(1)(a)(ii)(aa) of the Code of Conduct, the Member needs only disclose to the meeting the existence and nature of that interest when s/he addresses the meeting on that business.
- (3) Where the Member has a personal interest in any business of the Town Council of the type mentioned in paragraph 8(1)(a)(viii) of the Code of Conduct, the Member need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- (4) Sub-paragraph (1) only applies where the Member is aware or ought reasonably to be aware of the existence of the personal interest.
- (5) Where a Member has a personal interest but, by virtue of paragraph 14 of the Code of Conduct, sensitive information relating to it is not registered in the Town Council's register of members' interests, the Member must indicate to the meeting that s/he has a personal interest, but need not disclose the sensitive information to the meeting

### Prejudicial Interests

Where a Member has a personal interest in any business of the Town Council that Member also has a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice that Member's judgement of the public interest. Where a Member has a prejudicial interest that Member must withdraw from the room or chamber where a meeting considering the business is being held.

5. TO RECEIVE official announcements, letters, etc.
6. TO RECEIVE Chairmen's reports of the Committees as under:

### Planning & Environment Committee

There were no recommendations to Full Council.

### Policy & Management Committee

The Policy & Management Committee has three recommendations to Full Council:

#### Precept 2012/13

The Committee recommends the 2012/13 Budget to Full Council (budget papers attached for the information of Members) specifically recommends that 2012/13 should be £443,027.

#### Address of Congratulations to Her Majesty The Queen

The Committee recommends that this Council should send an Address of Congratulations to Her Majesty Queen Elizabeth II on the occasion of completing the 60<sup>th</sup> year of her reign on 6 February 2012. The Address to be worded thus:

To OUR MOST GRACIOUS SOVEREIGN LADY QUEEN ELIZABETH II.

May it please your Majesty,

We, the Mayor, Councillors and people of the Ancient Town of Godalming, in the County of Surrey, humbly desire to tender to your Majesty our most loyal and hearty congratulations on the occasion of the diamond jubilee of your glorious reign.

We are deeply sensible of the inestimable value of the influence of your Majesty's noble example so constantly to be witnessed throughout all the challenges of a long and eventful life.

We wish that your Majesty is blessed in life and good health long to reign over a devoted and happy people.

In token whereof the Common Seal of the Council was hereto affixed this 19<sup>th</sup> day of January 2012.

[SEALED]

(Signed) Stephen Cosser, Mayor  
Louise Goodfellow, Town Clerk

#### Draft Schedule of Meetings 2012/13

The Committee recommends the draft schedule of meetings for the Civic Year 2012/13 (schedule attached for the information of Members) to Full Council for adoption

#### Mayoralty Committee

The Mayoralty Committee has three recommendations to Full Council but these are to be considered in confidential session.

7. TO RECEIVE the minutes of the undermentioned Committees:

	Meetings Dated
Planning & Environment Committee	8 December 2011 5 January 2012
Policy & Management Committee	5 January 2012

8. GODALMING JOINT BURIAL COMMITTEE – REPORT

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 8 December 2011 and 12 January 2012.

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. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held on Thursday, 15 March 2012 at 6.30 pm in the Council Chamber.

11. ANNOUNCEMENTS

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

THE COUNCIL MAY WISH TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED IE. STAFFING MATTERS.

12. REPORT OF THE MAYORALTY COMMITTEE

Members TO RECEIVE a confidential oral report from the Chairman of the Mayoralty Committee.

**GODALMING TOWN COUNCIL**

Disclosure by a Member<sup>1</sup> of a personal interest or a prejudicial interest in a matter under consideration at a meeting (S.81 Local Government Act 2000 and the adopted Godalming Town Council Code of Conduct).

As required by the Local Government Act 2000, **I HEREBY DISCLOSE**, for the information of the authority that I have [a personal interest]<sup>2</sup> [a prejudicial interest]<sup>3</sup> in<sup>4</sup> the following matter:-

**COMMITTEE:**

**DATE:**

**NAME OF COUNCILLOR:** \_\_\_\_\_

**Please use the form below to state in which agenda items you have an interest. If you have a prejudicial interest in an item, please indicate whether you wish to speak (refer to Godalming Town Council’s Code of Conduct paragraph 12(2)).**

Agenda No.	Subject	Personal	Prejudicial	Reason	Speak?	
					Yes	No

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

<sup>1</sup> “Member” includes co-opted member, member of a committee, joint committee or sub-committee – section 83, Local Government Act 2000.

<sup>2</sup> A personal interest includes:

Any matter registered in the register of interests

Any decision which affects the well-being or financial position of a member or a friend or relative to a greater extent than others.

<sup>3</sup> A prejudicial interest is a personal interest so significant that it is likely to prejudice the member’s judgment of the public interest.

<sup>4</sup> State item under consideration.