

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 25 MAY 2023**

- * Councillor Follows – Chair
- * Councillor Weightman – Vice Chair

0	Councillor Adam	*	Councillor Martin
*	Councillor Clayton	*	Councillor PS Rivers
*	Councillor Crooks	*	Councillor PMA Rivers
0	Councillor Crowe	*	Councillor Steel
*	Councillor Downey	*	Councillor Taylor
*	Councillor Follows	*	Councillor Thomson
*	Councillor Heagin	*	Councillor Weightman
0	Councillor Holliday	0	Councillor Williams

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

44. ELECTION OF CHAIR

On the proposition of Councillor PMA Rivers, seconded by Councillor Steel, Councillor Follows was nominated to be elected as the committee Chair; there being no other nominations it was resolved unanimously that Councillor Follows be elected as Chair of the Policy & Management Committee for the local government year 2023/24.

45. ELECTION OF A VICE-CHAIR

On the proposition of Councillor Crooks, seconded by Councillor Follows, Councillor Weightman was nominated to be elected as the committee Vice-Chair; there being no other nominations it was resolved unanimously that Councillor Weightman be elected as Chair of the Policy & Management Committee for the local government year 2023/24.

46. MINUTES

The Minutes of the meeting held on 20 April 2023, having been previously circulated were signed by the Chair as a true record.

47. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

48. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE 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.

49. 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 4.

50. QUESTIONS BY MEMBERS

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

51. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 1st of April 2023	248,886.39
Receipts received since the 1st of April 2023	842,394.55
Balance held in HSBC Current Account	
Balance at 25 May 2023	27,039.02
Balance held in the HSBC Business Deposit Account	
Balance at 25 May 2023	1,473,094.00
Balance held in the CCLA Deposit Account	
Balance at 25 May 2023	200,000.00

A schedule of the accounts paid was tabled for the information of Members and a copy is attached to record minutes. The vouchers relating to these payments were also tabled at the meeting for inspection. All payments made were in line with the agreed budget or other resolution of this Committee or Full Council.

Members agreed that the Chair should sign the schedule of accounts paid.

52. BUDGET MONITORING

Members considered the budget monitoring report to 30 April 2023 against the revised budget agreed at Full Council on 27 April 2023 (detailed report attached to record minutes).

The monitoring report showed a current variance of £55,794 underspend against the revised Budget. Items noted in the report:

Head Office

- £6.8k Rates underspend – this is the first ‘normal’ rates invoice since COVID and the change of use from retail to office space. This is a permanent saving.
- £4.3k Insurance overspend – insurance now incorporates Cemeteries and is offset by an underspend of £5k in insurance in the Cemeteries cost centre. Overall, savings were made in our insurance by combining the polices.
- £37.6k Grants overspend – this is a timing issue only with our four SLA Grants paid in April.

Town Promotion

- £3.1k Income – timing issue only. Sponsorship and donation for Floral Godalming received/invoiced in April but budgeted in June.

Festivals & Markets

- £0.9k Payroll underspend – staff who worked the Spring festival elected to take TOIL rather than be paid.
- £1.7k Advertising – costs were incurred in March, prior to the Spring festival.

Coronation Concert

- Budget approved P&M 24 November 2022 (Min No 393-22 refers).
- Actual costs to date against budget as straddles two financial years.
- Current loss for event is £3k which is to come out of the Emerging Projects reserve.

BWP Youth Centre

- £101.2k received from UK Shared Prosperity Fund for 2023/24 to expand the youth service into Ockford Ridge and surrounding villages.
- £2.2k Repair/Alteration of Buildings overspend – deposit for solar panels as part of Capital Works Programme (Min Nos 314-22 and 602-22 refer).
- £21.9k Equipment overspend – this is the purchase of the Welfare Van to enable the provision of a mobile service.

Wilfrid Noyce Centre

- £3.8k Rates underspend – unexpected Retail Hospitality & Leisure Scheme discount applied.
- £1.0k Cleaning underspend – timing issues only (invoice from Waverley outstanding).

Godalming Museum

- £1.7k Rental Income – quarterly rent not yet invoiced, timing issue only
- £1.3k Rent overspend – car park space for Curator instead of monthly allowance. Timing issue only as salary underspend will offset rent overspend.

Land & Property Other

- £3.7k Equipment overspend – defibrillators for phone boxes in Spring Grove and Charterhouse.

Cemeteries

- £4.6k Rates underspend – challenge to rateable value successful resulting in lower rates for Eashing Cemetery.
- £4.7k Grounds Maintenance underspend – timing issue only.
- £5k Insurance underspend – insurance now combined in GTC main policy – see Head Office comments.

53. APPLICATIONS FOR GRANT AID

Members considered the following application for grant aid:

Applications for Council Community Funding

Farncombe Youth Football Club

Sponsors: Cllr Alex Adam, Cllr Penny Rivers

£750 was granted to support The Waverley Cup football tournament.

54. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified the Farncombe Youth Football Club grant to be subject to further publicity.

55. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 1 June 2023 at 7.00pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

56. ANNOUNCEMENTS

There were no announcements.