

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD VIA ZOOM ON TUESDAY, 26 MAY 2020**

- * Councillor Follows – Chair
- * Councillor Williams – Vice Chair

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| * Councillor Adam | * Councillor Ashworth |
| * Councillor Boyle | * Councillor Cosser |
| * Councillor Crooks | * Councillor Duce |
| * Councillor Heagin | * Councillor Hullah |
| * Councillor Martin | * Councillor Neill |
| * Councillor Purvis | * Councillor PS Rivers |
| * Councillor Rosoman | * Councillor Steel |
| * Councillor Stubbs | * Councillor Wardell |
| * Councillor Welland | |

* Present # Absent & No Apology Received 0 Apology L Late ^ Council Duties

1. ELECTION OF CHAIR

On the proposition of Councillor Williams, seconded by Councillor Paul Rivers, it was resolved that Councillor Follows be elected as Chair of the Policy & Management Committee for the Local Government year 2020/21.

2. ELECTION OF A VICE-CHAIR

On the proposition of Councillor Follows, seconded by Councillor Hullah, it was resolved that Councillor Williams be elected as Vice-Chair of the Policy & Management Committee for the Local Government year 2020/21.

3. MINUTES

The Minutes of the meeting held on 5 March 2020, having been previously circulated were approved by the Chair as a true record and will be signed in accordance with Min No 468(iv)-20.

4. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

5. 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.

6. 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.

7. QUESTIONS BY MEMBERS

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

8. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council for the year ended 31 March 2020	
Accounts paid between 6 March and 31 March 2020	73,533.05
Receipts received between 6 March and 31 March 2020	20,659.69
Balance held in HSBC Current Account	
Balance at 31 March 2020	31,692.61
Balance held in the HSBC Business Deposit Account	
Balance at 31 March 2020	310,188.68
CCLA Deposit Account	
Balance at 31 March 2020	150,000.00
Godalming Town Council for the year ended 31 March 2021	
Accounts paid between 1 April and 26 May 2020	168,459.52
Receipts received between 1 April and 26 May 2020	448,370.86
Balance held in HSBC Current Account	
Balance at 26 May 2020	6,514.03
Balance held in the HSBC Business Deposit Account	
Balance at 26 May 2020	615,364.92
CCLA Deposit Account	
Balance at 26 May 2020	150,000.00

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.

9. ROAD TRAFFIC REGULATION ACT 1984 – TEMPORARY RESTRICTIONS ON GODALMING HIGH STREET

Members were informed that the Government Guidance issued on 13 May 2020 relating to the Management of Social Distancing in High Street and Town Centres indicates that "*it is within high streets that conflict in achieving social distancing is most likely to arise*" and set out a number of temporary interventions that could be considered for high streets and town centres.

The first of the suggested interventions being the widening of footways by utilising carriageways. Members were informed that due to the narrow pavements within Godalming retail centre social distancing would not be achievable without utilising the carriageway. Additionally, with Godalming High Street also being a one way road serving a number of side roads and business parking areas the requirements of both social distancing protocols and the amenity of the residents and businesses need to be considered and where possible, arrangements sought that achieve an appropriate balance between differing requirements.

Members were informed that the issuing of a temporary prohibition or restriction notice is the responsibility of the Local Highways Authority. However, on the issuing of the guidance, Godalming Town Council Officers acted expediently in submitting an application to the Local Highways Authority so as to ensure such restrictions, as may be granted, are available for use on or after 1 June as required. At the time of application 1 June was the anticipated date

for the lifting of restrictions for the opening of non-essential shops (subsequent guidance has moved this date to 15 June). The submitted application requested that:

In pursuant of the Road Traffic Regulation Act 1984, Section 14(1)(b) and Section 14 (2)(b) to prevent the likelihood of danger to the public caused by the requirements of social distancing protocols it is requested that temporary restrictions are put in place for Godalming High Street from the Access Control Barrier adjacent to its junction with Queen Street along its length to its Junction with Church Street, to all vehicular traffic, excepting; emergency vehicles and vehicles holding resident and/or business access permits. The Temporary Closure to be between 10.00am and 4.00pm daily Monday-Saturday from 1 June (assuming that this date remains as the 'opening up date' – as indicated in the guidance this action would cover the main footfall area of the Town).

Members approved of the application and noted that the application was a precautionary and preparatory action.

10. GODALMING TOWN COUNCIL SUPPORT – SOCIAL DISTANCING IN HIGH STREETS AND TOWN CENTRES

Members resolved to agree that Godalming Town Council should manage the implementation of a temporary prohibition and restriction on roads order for Godalming High Street from Monday, 15 June 2020 (or as and when the Government determine non-essential retail shops may re-open) between 10.00am and 4.00pm Monday-Saturday for an initial period of 21 days.

Members resolved to agree to authorise the Town Clerk to engage appropriate operatives to act as Town Centre Wardens during the period of prohibition and restriction of Godalming High Street as indicated in the relevant order notice, the funding for which to come from the cancelled Staycation revenue budget in the first instance.

Members resolved to agree that the effectiveness and/or requirement to request an extension of the prohibition and restriction order be delegated to the Town Clerk in consultation with the Group Leaders.

11. GODALMING & VILLAGES COMMUNITY STORE & RELIEF OF FOOD ANXIETY AND POVERTY IN GODALMING WORKING GROUP – (COMMUNITY STORE WORKING GROUP)

Members resolved to approve the formation of the Godalming & Villages Community Store & Relief of Food Anxiety and Poverty in Godalming Working Group – (Community Store Working Group).

Members resolved to approve the Terms of Reference of the Community Store Working Group (attached to record minutes).

Members resolved to appoint the following members to the Community Store Working Group:

Cllr Ashworth
Cllr Follows
Cllr Wardell
Cllr Williams

Additionally, Members resolved to agree that the Chair of the Working Group should provide progress reports at each meeting of this Committee.

12. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified the following items from this meeting to be publicised and the type of publicity required:

- Town Centre changes via the pre-agreed social media campaign.

13. DATE OF NEXT MEETING

Unless otherwise summoned, the next meeting of the Policy & Management Committee to be held via Zoom on Thursday, 25 June 2020 at 7.00pm.

14. ANNOUNCEMENTS

There were no announcements.