

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 30 JUNE 2022**

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

* Councillor Adam	* Councillor Ashworth
* Councillor Boyle	* Councillor Cosser
* Councillor Crooks	* Councillor Duce
* Councillor Heagin	* Councillor Hullah
* Councillor Kiehl	0 Councillor Martin
* Councillor Neill	0 Councillor PS Rivers
0 Councillor PMA Rivers	* Councillor Steel
* Councillor Stubbs	0 Councillor Welland
* Councillor Williams	

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

119. MINUTES

The Minutes of the meeting held on 9 June 2022, having been previously circulated were signed by the Chair as a true record.

120. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

121. 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.

122. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

Mr Martyn Sandford a resident of Godalming asked that:

At the meeting of 21 April 2022, it was mentioned that the Waverley Cycle Forum had not met for 2 years. Mr Sandford wished to know whether the reason for this had been ascertained and as much is happening within Waverley regarding active travel and the part it is playing in the climate change agenda, are there plans to restart the Waverley Cycle Forum meetings?

The Chair noted that this should normally be directed to Waverley Borough Council as the Waverley Cycle Forum is/was a group chaired by a Waverley Councillor. However, as the Portfolio Holder for Environment and Sustainability at Waverley was present he was invited to answer this question.

Cllr Williams confirmed that the Waverley Cycle Forum had not met for approximately 2 years. However, as the original purpose of the Waverley Cycle Forum was to seek engagement with the various different cycle groups in Waverley, and that since its last meeting Waverley Borough Council has appointed a Sustainability Officer whose role it is to engage with the community and is leading on the LCWIP process, Waverley are reviewing whether the Waverley Cycle Forum is still required.

123. QUESTIONS BY MEMBERS

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

124. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 10 June	41,277.08
Receipts received since the 10 June	6,819.19
Balance held in HSBC Current Account	
Balance at 30 June 2022	19,810.93
Balance held in the HSBC Business Deposit Account	
Balance at 30 June 2022	900,458.70
CCLA Deposit Account	
Balance at 30 June 2022	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.

125. BUDGET MONITORING

Members considered a budget monitoring report to 31 May 2022 which shows a current variance of £26,670 underspend against Budget. Items to note in the forecast:

Head Office – timing issues only.

Town Promotion – includes £3,700 for the Queen’s Jubilee celebrations which will be funded from Emerging Projects (Min No 401-21 P&M 13 Jan 2022 refers).

Festivals & Markets – the Spring Festival was more successful than budgeted with costs well below that anticipated resulting in an additional £2,500 surplus to budget.

BWP Youth Centre – includes £12,000 alterations to building to make suitable for youth services which will be funded from Emerging Projects (Min No 402-21 P&M 13 Jan 2022 refers).

WN Community Centre – Rebuilding revenue from COVID going better than planned to result in £5k above budget revenue. £3k refund from Everflow for overcharged water usage. Remainder timing issues only.

Museum – haven’t invoiced first quarter rent yet.

Following a question from Cllr Cosser regarding the overspend at BWP Youth Centre, Members were informed that they had previously agreed funding from reserves to meet the cost of the works and that the overspend currently shown against the revenue budget will be resolved once funds are vired from reserves to the revenue budget as part of the revised estimate process.

Cllr Cosser expressed his satisfaction that the income generation recovery of the Wilfrid Noyce Centre was greater than expected.

126. COMMITTEE WORK PROGRAMME

Members considered the draft work programme. Following a question from Cllr Cosser, the Chair stated that the proposed land transfers were progressing and would be brought to this committee for consideration once they had been reviewed by the Waverley Executive.

127. PERFORMANCE INDICATORS

Members reviewed the proposed Performance Indicators (PIs) as amended following earlier consideration at a meeting of this committee held on 9 June. Having made no further amendments, Members resolved to recommend that the PIs for the Policy & Management Committee are incorporated into the PI table along with other Committee's PIs for recommendation to Full Council.

128. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON ST MARKS COMMUNITY CENTRE MANAGEMENT COMMITTEE

As the meeting of the St Marks Community Centre Management Committee was only held the previous evening, Councillor Ashworth provided an oral report and will forward a written report to the Town Clerk for distribution to Members.

Members noted that although St Marks is supporting the local community via the St Marks Foodbank and importantly the Breakfast Club, there is a concern surrounding the provision of breakfast/lunch once the summer holidays begin for those who are supported by the Breakfast Club and free school meals.

Members requested that the Town Clerk writes to WBC to urge the use of the Government's Hardship Fund to assist in this area.

129. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING/JOIGNY FRIENDSHIP ASSOCIATION

Members noted a report from Councillor Boyle on the Godalming/Joigny Friendship Association, an organisation upon which Councillor Boyle represents the Town Council.

130. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified no agenda items for further publicity.

131. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 14 July 2022 at 7.00pm.

132. ANNOUNCEMENTS

The Town Clerk informed Members that the Waverley Economic Development team and the Department of Work & Pensions had arranged a job fair to assist Ukrainians living in the Waverley area seek employment. Godalming Town Council is working with Haslemere Town Council to arrange transport for those from these areas to be able to attend.