

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 5 JANUARY 2012**

* Councillor T Martin – Chairman
* Councillor Wheatley – Vice Chairman

<p>* Councillor P Martin * Councillor Poulter * Councillor C Gordon-Smith * Councillor Reynolds * Councillor Woodham * Councillor S Bott * Councillor Noyce * Councillor Thornton * Councillor Williams</p>	<p>* Councillor R Gordon-Smith 0 Councillor Thomson * Councillor Lister * Councillor Wilson * Councillor A Bott * Councillor Hunter * Councillor Robinson L Councillor Welland</p>
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* Present # Absent & no apology received 0 Apology L Late

302. MINUTES

The Minutes of the meeting held on 17 November 2011, having been previously circulated, were signed by the Chairman as a true record.

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

Three members of the public had asked to make a statement in accordance with Standing Order No 80. Dawn Tippett of Boots Opticians, 33 High Street Godalming and Robert Carder of Robert Carder Shoes, 64 High Street Godalming had each asked to make a statement relating to Agenda Item 10 – the petition from Godalming Businesses. Robert Park of 4 Wood Road, Farncombe had asked to make a statement relating to Agenda Item 12 – the grant application from Farncombe & Binscombe Care Voluntary Transport/Good Neighbour Scheme.

The Chairman determined to take each statement at the relevant part of the agenda.

304. DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS

Councillor Poulter declared a personal interest in Agenda Item 10 on the grounds that she is the Town Council’s representative on the Godalming & District Chamber of Commerce. Councillor Poulter remained in the room while that item was debated.

Councillor Lister declared a personal interest in Agenda Item 12 - the grant application from Farncombe & Binscombe Care Voluntary Transport/Good Neighbour Scheme on the grounds that she had joined the initial committee of the scheme to help with the set up. Councillor Lister remained in the room while that item was debated.

Councillor Wheatley declared a personal & prejudicial interest in Agenda Item 12 - the grant application from Farncombe & Binscombe Care Voluntary Transport/Good Neighbour Scheme on the grounds that she is currently treasurer of the scheme. Councillor Wheatley left the room while that item was debated.

Councillor Reynolds declared a personal interest in Agenda Item 10 on the grounds that he has been involved in and marshalled at all recent town events. Councillor Reynolds remained in the room while that item was debated.

Councillor Wilson declared a personal interest in Agenda Item 12 - the grant application from Farncombe & Binscombe Care Voluntary Transport/Good Neighbour Scheme on the grounds that he was a member of the founding committee but was now no longer so. Councillor Wilson remained in the room while that item was debated.

Councillor Thornton declared a personal & prejudicial interest in Agenda Item 10 on the grounds that he runs the Food Festival and owns a shop in the High Street. Councillor Thornton moved to the public gallery to hear the statements from members of the public and subsequent questions from Members; he left the room while that item was debated.

305. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council Accounts paid since the 8 November 2011	95,283.51
Balance held in Current Account Balance at 20 December 2011	21,885.69
Balance held in the Business Deposit Account Balance at 20 December 2011	430,105.47

A schedule of the accounts paid was tabled for the information of Members. 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 Chairman should sign the schedule of accounts paid.

306. REVISED ESTIMATES 2011/12 AND BUDGET 2012/13

Members considered the draft revised Estimates for 2011/12 and the Budget for 2012/13. These estimates also included the budgets for Wilfrid Noyce Community Centre, Broadwater Park Community Centre and The Pepperpot.

Members agreed the revised estimates for 2011/12, and recommended the 2012/13 Budget to Full Council. Members further recommended that the precept for 2012/13 should be £443,027 which equates to a 0% increase at Band D Council Tax.

307. JUBILEE UPDATE

Members noted the report from the Facilities Manager regarding the programme of events and budget for Godalming's celebrations of Her Majesty the Queen's Diamond Jubilee.

308. ADDRESS OF CONGRATULATIONS TO HER MAJESTY THE QUEEN

Members resolved to send an Address of Congratulations to Her Majesty Queen Elizabeth II on the occasion of completing the 60th year of her reign on 6 February 2012.

Members considered the wording for that address (with reference to the Address sent by Godalming Borough Council on the occasion of the Diamond Jubilee of Queen Victoria in 1897) and recommended the address to Full Council (text of the address attached to the record minutes).

309. FREDERICK HEATHER

Members considered correspondence received from Mr C Redford great-nephew of the late Frederick Heather and noted that Mr Redford would like his great-uncle included on the Famous Forebears page of Godalming Town Council's website.

Members debated the matter and decided that Frederick Heather should not be included in the Famous Forebears page of the Godalming Town Council website.

Members instructed the Town Clerk to review the Famous Forebears page of the website and bring a further report back to this Committee within the next twelve months. The report should address the following issues: whether the webpage is a necessary part of the Town Council's website; if the page is to be retained what the criteria for inclusion of an individual should be; whether all individuals currently listed should be retained on the page and whether any individuals are missing.

310. PETITION FROM GODALMING BUSINESSES

Two members of the public exercised their right to make a statement in relation to this item; both individuals (Ms Tippett & Mr Carder) spoke against the petition and in favour of retaining Godalming's three festivals (the Easter Festival, the July Food Festival and the Christmas Festival) on Saturdays. Members took the opportunity to ask Ms Tippett and Mr Carder clarifying questions. Members also noted that no-one signing the petition had availed themselves of the opportunity to attend the meeting and speak in support of the petition.

Members received a petition signed by eighteen Godalming businesses (copy of petition attached to the record minutes). The petition addressed to the Town Council said:

"We understand the reasons for running events in the town and fully support this in attracting large numbers of people to enjoy a fabulous family day. There are some businesses that prosper well from these days.

Our concern is with holding these events on a Saturday; the car parks are full for the day which prevents ordinary shoppers going about their normal activities, indeed many businesses attract customers from well outside Godalming who will not be aware of these events.

The events are a boost to the town, commerce and individual businesses. Unfortunately, there are a number of businesses having in some cases, no business at all on the day.

We would like these events to be held on a Sunday because we believe this would allow shoppers to go about their normal business on a Saturday and, enjoy the family event on the Sunday. Businesses who do well during an event should have good business on both Saturday and Sunday."

The Town Clerk advised Members that the Town Council did not organise the festivals by itself but worked in partnership with others, primarily the Godalming & District Chamber of Commerce and the Godalming Together Community Interest Company. Consequently the Town Council could not decide unilaterally to change each festival from a Saturday to a Sunday, though it could decide not to direct its resources to a Saturday festival if it were so minded. The Town Clerk further reminded the Committee that the Town Council did not have a fiduciary relationship with the town's businesses but did have a fiduciary relationship with the town's residents, and that the only proper interest that the Council could have in supporting businesses was the extent to which such support delivered a positive outcome for the town's residents.

Members debated the matter and resolved that while the Committee received the petition it could not support any proposal to move the festivals to a Sunday. Members stated that they welcomed the partnership that has been formed between the Godalming Town Council and the Godalming & District Chamber of Commerce that worked towards reinvigorating the High Street and the town's retail economy.

311. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING & DISTRICT CHAMBER OF COMMERCE

Members noted a report from Councillor Poulter on the Godalming & District Chamber of Commerce (copy report attached to the record minutes) an organisation on which Councillor Poulter represents the Town Council.

312. APPLICATIONS FOR GRANT AID

A member of the public exercised his right to make a statement in relation to this item; Mr Robert Park spoke in support of the grant application from Farncombe & Binscombe Care and Members took the opportunity to ask him questions.

Members considered the following applications for grant aid and decided upon them as indicated.

Farncombe & Binscombe Care Voluntary Transport/Good Neighbour Scheme

£500 was granted to cover a project launch and first year expenses as detailed in its application.

Surrey Crimestoppers

Surrey Crimestoppers had invited the Town Council to make an unspecified donation to the charity's work. Members instructed the Town Clerk to write to the charity inviting them to make a formal grant application.

313. DRAFT SCHEDULE OF MEETINGS 2012/13

Members considered a draft schedule of meetings for the Civic Year 2012/13 and made the following amendments:

- the Full Council meeting scheduled for 2 May 2013 was deleted;
- a Full Council meeting was added on 25 April 2013 at 7.30pm (or at the conclusion of the preceding meeting whichever is later); and
- the start time of the Policy & Management Committee meeting scheduled for 25 April 2013 was amended to 7.00pm (or at the conclusion of the preceding meeting whichever is later).

With the above amendments Members agreed the draft schedule of meetings for the Civic Year 2012/13 and recommended it to Full Council for adoption.

314. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 23 February 2012 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

315. ANNOUNCEMENTS

There were no announcements.

THE COMMITTEE RESOLVED 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 AND COMMERCIALY SENSITIVE MATTERS.

Note that although the following matters were considered in confidential session the resulting minute need not be considered confidential.

316. REPORT OF THE STAFFING SUB-COMMITTEE

Members considered a confidential report from the Staffing Sub-Committee and resolved to accept the transfer of the Godalming Project Coordinator post from Waverley Borough Council and that the post should be made a permanent one.

317. THE SQUARE

Members considered a confidential report from the Town Clerk and resolved that they were not prepared to sell the Town Council's freehold interest in The Square.