

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 5 MARCH 2020**

\* Councillor Follows – Chair  
\* Councillor Williams – Vice Chair

* Councillor Adam	* Councillor Ashworth
* Councillor Boyle	0 Councillor Cosser
* Councillor Crooks	* Councillor Duce
* Councillor Heagin	* Councillor Hullah
* Councillor Martin	0 Councillor Neill
* Councillor Purvis	* Councillor PS Rivers
* Councillor Rosoman	0 Councillor Steel
* Councillor Stubbs	* Councillor Wardell
* Councillor Welland	

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

441. MINUTES

The Minutes of the meeting held on 23 January 2020, having been previously circulated were signed by the Chair as a true record.

442. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

443. 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.

444. 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.

445. QUESTIONS BY MEMBERS

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

446. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 24th of January 2020	159,564.33
Receipts received since the 24th of January 2020	16,268.22
Balance held in HSBC Current Account	
Balance at 5 March 2020	4,823.07
Balance held in the HSBC Business Deposit Account	
Balance at 5 March 2020	390,188.68

CCLA Deposit Account  
Balance at 5 March 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.

447. BUDGET MONITORING

Members considered a budget monitoring report to 31 January 2020. The monitoring report showed a current variance of £7,433 underspend against budget.

448. COMMITTEE WORK PROGRAMME

Members considered the draft work programme and noted progress therein.

449. GTC PROGRAMME 2019-2023 – REVIEW

Members resolved to agree the publication of the GTC Programme 2019-2023. Members further resolved that the Working Group review the programme and clarify ownership of items and how to monitor progress.

450. APPLICATIONS FOR GRANT AID

Members considered the following application for Council Community Funding:

Godalming & District Scout Canoe Club

£500 was granted to assist with the costs of replacing 8 in no. canoe paddles.

451. ARTICLE 4 DIRECTION

Members resolved to agree that Article 4 Direction be removed as a standing item on this Committee's agenda with any future Article 4 Direction matters being referred to the Environment & Planning Committee.

452. FARNCOMBE INITIATIVE

Members resolved to agree that the Farncombe Initiative should amend its operating model to enable its Members to form a formal Community/Residents' Association to manage its own business and apply for grants and other support in its own right.

453. COMMUNITY EVENTS WORKING GROUP – REPORT

Members considered a report from the Community Events Working Group and agreed the following recommendations contained within the report.

1. The Council should adopt a formal policy regarding Community Events and Community Support.
2. Staycation, including Staycation Live, should be endorsed for 2020 with the following evolutionary adjustments:
  - 2.1 seek economies of scale in the costs of promoting the individual sessions available in Staycation week, as it continues to grow;
  - 2.2 review user journey when seeking details of activities available;

- 2.3 follow up the issues arising from the debrief of Staycation Live in 2019;
- 2.4 seek greater transparency regarding cost recovery by the Sponsor of Staycation Live; and
- 2.5 discontinue Dogalming subject to a sufficiently strong message of continuing commitment to community support and engagement.

3. The group should continue to develop ideas for expanding the programme of community events and strengthening communications.

454. COMMUNITY EVENTS WORKING GROUP – COMMUNITY EVENTS AND SUPPORT POLICY

Members considered the Community Events & Community Support Policy and resolved to agree to recommend the Policy for adoption by the Full Council.

455. VE75 COMMEMORATIVE WEEKEND

Members resolved to approve the Godalming VE75 Commemorative Weekend Programme of Events.

456. ADOPT-A-KIOSK

Members resolved to approve the signing of a contract and payment of a fee of £1 to adopt the telephone kiosk located in Deanery Road for community use. Members further resolved that matters relating to the future community use and required planning consents for the kiosk be transferred to the Environment & Planning Committee.

457. GODALMING FIREWORK EVENT

Members resolved to agree that Godalming Town Council provide support to Broadwater Pavilion to facilitate a Godalming Town Firework Event at Broadwater Rugby Ground on the condition that the Pavilion consider the environmental impacts of the event.

458. ANNUAL REPORT

Members reviewed the annual report and noted that it would be posted on the Council's website and distributed at the Annual Town Meeting to be held on 19 March 2020.

459. GUIDANCE FOR MEMBERS ACTING AS TOWN COUNCIL REPRESENTATIVES ON EXTERNAL BODIES

Members noted the guidance on the role of Councillors appointed as Town Council Representatives on External Bodies.

460. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON ST MARK'S COMMUNITY INITIATIVE GROUP

Members noted a report from Councillor Ashworth on the St Mark's Community Initiative Group, an organisation upon which Councillor Ashworth represents the Town Council.

461. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING TOGETHER CIC

Members noted an oral report from Councillor Welland on the Godalming Together CIC, an organisation upon which Councillor Welland represents the Town Council.

462. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON SALC

Members noted that the report from Councillor Cosser on the SALC would be deferred to the next meeting on 16 April 2020.

463. COMMUNICATIONS ARISING FROM THIS MEETING

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

- press release on the grant awarded to the Canoe Club; and
- full media campaign on VE Day programme of events

464. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 16 April 2020 in the Council Chamber at 7.15pm, or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

465. ANNOUNCEMENTS

The following announcements were made:

- Waverley Borough Council has a webpage on the coronavirus issue which is updated daily based on NHS advice;
- Waverley Borough Council has agreed a Climate Change motion which was written with Godalming and Haslemere specifically in mind; and
- in order for the VE Day programme of events to be a success, it would require Member support.

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. LEGAL ISSUES.

466. WIGGINS YARD

Following consideration of a confidential report on options to restore the cobbled Wiggins Yard, Members resolved to agree the recommendations contained within the report.