

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 9 JANUARY 2014**

* Councillor Wheatley – Chairman
* Councillor Poulter – Vice Chairman

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

307. MINUTES

The Minutes of the meeting held on 28 November 2013, having been previously circulated, were signed by the Chairman as a true record.

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

Two requests had been received from members of the public in accordance with Standing Order No 4.

Ms Nikki Legg of Oak Mead, Farncombe had requested to speak in support of her proposal at Agenda Item 11 (the Proposal for a Public Access Defibrillator in Godalming) and Mr Dewi Ab-iorwerth of Charterhouse Road, Godalming had requested to speak in support of the grant application from Moss Lane School at Agenda Item 14.

The Chairman welcomed Ms Legg and Mr Ab-iorwerth and determined to hear each of them at the relevant part of the agenda.

309. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Wheatley declared a non-pecuniary interest in Agenda Item 7 on the grounds that she is a member of the Go-Godalming Association. Councillor Wheatley remained in the Chamber and in the Chair when that agenda item was debated.

Councillor Poulter declared a non-pecuniary interest in Agenda Item 7 on the grounds of her involvement with the Bandstand. Councillor Poulter remained in the Chamber when that agenda item was debated.

Councillor P Martin declared a non-pecuniary interest in Agenda Item 7 on the grounds that he is a member of the Go-Godalming Association. Councillor Martin remained in the Chamber when that agenda item was debated.

Councillor Thomson declared a non-pecuniary interest in Agenda Item 14 (the grant application from Waverley Borough Council) on the grounds that she is a member of Waverley Borough Council. Councillor Thomson remained in the Chamber when that agenda item was debated.

Councillor Cosser declared a non-pecuniary interest in Agenda Item 7 on the grounds that he is a member of the Go-Godalming Association. Councillor Cosser remained in the Chamber when that agenda item was debated.

Councillor Reynolds declared a non-pecuniary interest in Agenda Item 7 on the grounds that he is a member of the Go-Godalming Association. Councillor Reynolds remained in the Chamber when that agenda item was debated.

Councillor Woodham declared a non-pecuniary interest in Agenda Item 14 (the grant application from Age Concern, Farncombe) on the grounds that she is the Town Council's representative for the Day Centre. Councillor Woodham remained in the Chamber when that agenda item was debated.

Councillor A Bott declared a non-pecuniary interest in Agenda Item 14 (the grant application from Moss Lane School) on the grounds that she is Chairman of the Moss Lane Resources Committee. Councillor Bott left the Chamber when that agenda item was debated.

310. COMMITTEE WORK PROGRAMME

Members considered the Committee's work programme and received oral updates on those items not elsewhere on the agenda (copy of work programme attached to record minutes).

311. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council Accounts paid since 1 November 2013	102,290.54
Balance held in Current Account Balance at 31 December 2013	19,133.32
Balance held in the Business Deposit Account Balance at 31 December 2013	507,342.19

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.

312. GODALMING BANDSTAND

Members considered a report from the Town Clerk and resolved that henceforth the Go-Godalming Association should be charged the standard hire rate for its use of the bandstand.

Councillor Cosser asked for his vote against the proposal to be recorded.

313. FEES & CHARGES

Members considered the Council's fees and charges for the year commencing 1 April 2014 and agreed a scale of charges for use community buildings as attached to the record minutes.

Members noted that fees and charges for both the Farncombe & District Working Men's Allotment Association and the Council's directly-managed allotments had been set for the period 2012–2015 (Minutes 364-11 and 177–11 refer).

314. APPROVAL & ADMINISTRATION OF BANNER SITES

Members noted that currently Godalming Town Council (GTC) collate all the necessary documentation and arrange for the installation and take down of a banner at Wharf Street. However, the licence to display a banner is issued by Surrey County Council Highways who require 8 weeks' notice to approve an application.

SCC Highways have proposed that the administration of approved sites is delegated to Town & Parish Councils with SCC setting the maximum fee for administering applications (to ensure consistency across the county).

Members agreed to accept the delegated authority from SCC Highways and agreed that the Town Clerk should sign the agreement on behalf of Godalming Town Council.

Members further agreed to amend the current fees for administering the Wharf Street site such that SCC Highways' flat fee of £26 is charged for all rentals up to two weeks and the Town Council's current weekly rental of £12.50 a week is applied for subsequent weeks (up to two additional weeks given that four weeks is the maximum rental period).

315. REVISED ESTIMATES 2013/14 AND BUDGET 2014/15

Members considered a report from the Responsible Finance Officer and considered the budget for 2014/15 and agreed the revised estimates for 2013/14.

The Committee resolved to recommend the budget to Full Council and specifically recommended that Council should set a precept of £449,026 for the financial year 2014/15.

316. PROPOSAL FOR A PUBLIC ACCESS DEFIBRILLATOR IN GODALMING

Members heard from Ms Nikki Legg and considered her proposal for the siting of a public access defibrillator in Godalming. Members agreed that:

- they consented to a public access defibrillator being sited in The Undercroft of The Pepperpot (subject to the agreement of the Historic Buildings Officer);
- the Town Council would take on responsibility for the ownership and maintenance of the defibrillator;
- provision of £150 p.a. for the defibrillator should be made in the Town Council's budget and a new earmarked reserve created; and
- if the defibrillator were subject to repeated vandalism then the Council would reserve the right to remove the defibrillator and its cabinet without replacing it.

317. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON SPORT GODALMING

Members noted a tabled report from Councillor P Martin on Sport Godalming (copy report attached to record minutes) an organisation on which Councillor P Martin represents the Town Council.

318. SCHEDULE OF MEETINGS 2014/15

Members noted the schedule of meetings for the civic year 2014/15 and recommended the schedule (with amendments) to Full Council.

319. APPLICATIONS FOR GRANT AID

Members heard a brief presentation from Mr Dewi Ab-iorwerth, Chairman of Governors of Moss Lane School.

Members considered the following applications for grant aid and decided upon them as follows:

Age Concern Farncombe - £554.40 was granted to help fund new kitchen equipment and uniforms.

Busbridge & Hambledon Church – an application for £5,000 to mobilise a team of volunteers for a Link Visiting Scheme (befriending service to support dementia and combat loneliness and isolation) was deferred for the Committee to receive more information on the application.

Farncombe Initiative (Godalming Town Council) – an application for £7,000 to assemble a budget to fund key improvements identified as part of the Farncombe Initiative was declined, but Members resolved that £7,000 should be transferred from the New Initiatives Fund for this purpose.

Moss Lane School – an application for £2,500 is applied for to purchase two LCD smartboards for Year 1 classes (the last purchase in a 3-year rolling programme) was declined.

Skillway – £1,350 was granted (being one third of the £4,000 applied for) as a contribution reflecting the proportion of clients from Godalming to enable the charity to pay its rent to the Godalming Joint Burial Committee.

Victim Support - £100 was granted to assist with recruiting and supervising volunteers to maintain support for victims and witnesses in the Godalming area, both in the Crown and Magistrates' Courts.

Waverley Borough Council – an application for £5,000 towards an environmental improvement project at Wiggins Yard, Godalming was deferred until more information on the scheme was available.

Waverley Hoppa Community Transport - £5,000 was granted to assist in providing an accessible door to door, non-emergency patient transport service for the residents of Godalming & Haslemere and the surrounding villages, who do not qualify for free NHS Transport.

320. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 20 February 2014 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee meeting, whichever is later.

321. ANNOUNCEMENTS

There were no announcements.