

## **PARISH OF GODALMING**

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Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT

Sir/Madam

I HEREBY SUMMON YOU to attend the Annual Meeting of the Godalming Town Council to be held (pursuant to Public Notice) in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 21 MAY 2015 at 6.30pm.

DATED this 15<sup>th</sup> day of May 2015.

Louise P Goodfellow  
Clerk to the Town Council

### **A G E N D A**

1. To ELECT a Town Mayor for the ensuing year:  
  
Proposer: Councillor Cosser  
Seconder: Councillor P Martin
2. The newly elected Town Mayor and Mr Wilson will retire from the Council Chamber in order that the new Mayor can be robed.
3. The newly elected Town Mayor (accompanied by Mr Wilson) will return to the Council Chamber, make the Declaration of Acceptance of Office and return thanks.
4. The Mayor's Consort to receive his Chain and Badge of Office.
5. TO PASS a vote of thanks to the retiring Town Mayor:  
  
Proposer: Councillor Hunter  
Seconder: Councillor Poulter  
  
Mr Wilson to be presented with his Past Mayor's Badge.
6. To ELECT a Deputy Town Mayor for the ensuing year  
  
Proposer: Councillor Wheatley  
Seconder: Councillor Noyce
7. The Deputy Town Mayor to receive his Chain and Badge of Office and make the Declaration of Acceptance of Office.
8. The Consort to the Deputy Town Mayor to receive his Chain and Badge of Office.
9. The TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on 30 April 2015.
10. TO RECEIVE APOLOGIES FOR ABSENCE

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

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

THE TOWN MAYOR to allow members of the public to ask the Council questions, or make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

12. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

13. TO RECEIVE official announcements, letters etc.

14. TO AUTHORISE the Clerk to sign or, where appropriate to have sealed on behalf of the Town Council any orders, deeds, or documents necessary to give effect to any of the matters contained in the Reports received at this meeting or in any Resolution passed by the Council.

15. GENERAL POWER OF COMPETENCE

On 12 September 2013, until the next relevant Annual Meeting of the Council, this Council adopted the General Power of Competence. A brief report from the Town Clerk about that power and the legislative background is attached for the information of Members.

This being the next relevant Annual Meeting of the Council, Members are required to revisit that earlier decision and, if so minded, to make the following resolution:

The Town Council resolves from 21 May 2015, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

16. MEMBERSHIP OF THE POLICY & MANAGEMENT COMMITTEE

Members to note that, in accordance with SO 107, nineteen of their number will serve as Members of the Policy & Management Committee. The Committee Members are as follows:

Councillor P Martin  
Councillor Gordon-Smith  
Councillor Poulter  
Councillor Cosser  
Councillor Wheatley  
Councillor T Martin  
Councillor Reynolds  
Councillor Woodham  
Councillor S Bott  
Councillor Hunter  
Councillor Noyce  
Councillor Thornton  
Councillor Welland  
Councillor Williams  
Councillor Pinches  
Councillor Bolton  
Councillor Gray  
Councillor Walden  
Councillor Young

17. MEMBERSHIP OF THE PLANNING & ENVIRONMENT COMMITTEE

Members to note that, in accordance with SO 110, nineteen of their number will serve as Members of the Planning & Environment Committee. The Committee Members are as follows:

Councillor P Martin  
Councillor Gordon-Smith  
Councillor Poulter  
Councillor Cosser  
Councillor Wheatley  
Councillor T Martin  
Councillor Reynolds  
Councillor Woodham  
Councillor S Bott  
Councillor Hunter  
Councillor Noyce  
Councillor Thornton  
Councillor Welland  
Councillor Williams  
Councillor Pinches  
Councillor Bolton  
Councillor Gray  
Councillor Walden  
Councillor Young

18. ELECTION OF MEMBERS TO THE MAYORALTY COMMITTEE

Members to elect, in accordance with SO 111, six of their number as Members of the Mayoralty Committee of which at least three shall have served as Town Mayor (if that is possible) together with the three most recently elected Members.

The nominees for the Committee are as follows:

Councillor Gordon-Smith  
Councillor Cosser  
Councillor Wheatley  
Councillor Noyce  
Councillor Gray  
Councillor Young

19. ELECTION OF MEMBERS TO THE AUDIT COMMITTEE

Members to elect, in accordance with SO 113, five of their number as Members of the Audit Sub-Committee.

The nominees for the Committee are as follows:

Councillor Hunter  
Councillor Noyce  
Councillor Williams  
Councillor Pinches  
Councillor Walden

20. ELECTION OF MEMBERS TO THE STAFFING SUB-COMMITTEE

Members to elect, in accordance with SO 108, five of their number as Members of the Staffing Sub-Committee, one of which to be the Chairman of the Policy & Management Committee.

The nominees for the Sub-Committee are as follows:

Councillor Poulter  
Councillor Cosser  
Councillor Williams  
Councillor Walden  
Chairman of Policy & Management Committee (*ex officio*)

21. ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES

Members to elect Town Council representatives to outside bodies shown at Annexe A.

22. BANK MANDATE

In accordance with Financial Regulation 5.1 it is necessary for Full Council to agree the Council's Bank Mandate and the following resolution is recommended:

The Town Council resolves that the Council's bankers shall be authorised to honour all cheques drawn on the Council's accounts or instructions for direct debits or standing orders provided the order for payment or instruction is signed by any two of the holders, for the time being, of the following offices:

- The Town Mayor
- The Deputy Town Mayor
- The Chairman of the Policy & Management Committee
- The Vice-Chairman of the Policy & Management Committee
- The Chairman of the Planning & Environment Committee
- The Vice-Chairman of the Planning & Environment Committee

Provided that they shall be different persons.

The Town Clerk & Responsible Finance Officer should be instructed to complete a bank mandate to effect the resolution above.

23. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held on Thursday, 25 June 2015 at 6.30 pm in the Council Chamber.

24. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

21. NOMINATIONS TO EXTERNAL BODIES 2015/16

<u>EXTERNAL BODY</u>	<u>REPRESENTATIVE 2014/15</u>	<u>REPRESENTATIVES 2015/16</u>
District Scout Council	Cllr Wheatley	Cllr Wheatley
Fairtrade Steering Group	Cllr Wheatley	Cllr Wheatley
Farncombe Day Centre	Cllr Woodham	Cllr Woodham
Godalming & District Chamber of Commerce	Cllr Poulter	Cllr Poulter
Godalming/Joigny Friendship Association	Town Mayor (Ex Officio) Cllr Woodham	Town Mayor (Ex Officio) Cllr Woodham
Godalming/Mayen Association	Town Mayor (Ex Officio) Cllr Wheatley	Town Mayor (Ex Officio) Cllr Gray
Godalming Museum Trust	Cllr C Gordon-Smith	Cllr Gordon-Smith
Godalming Transportation Task Group (SCC)	Cllr Hunter Cllr Thomson	Cllr Walden Cllr Bolton
Go-Godalming Association	Town Mayor (Ex Officio) Cllr RA Gordon-Smith	Town Mayor (Ex Officio) Cllr Gordon-Smith
Holloway Hill Sports Association	Cllr T Martin	Cllr T Martin
St Mark's Community Centre Management Committee	Cllr Robinson	Cllr Pinches
St Mark's Community Initiative Group	Cllr Thomson	Cllr Bolton
SALC (formerly SCAP&TC)	Cllr Wilson	Cllr Cosser
SCC – Tree Wardens	Cllr Lister	Cllr Williams
Sport Godalming	Cllr P Martin	Cllr P Martin
Godalming Together CIC	Cllr A Bott	Cllr A Bott
Waverley Citizens Advice Bureau (observer)	Cllr Wilson	Cllr S Bott
Waverley Cycle Forum		Cllr Walden

## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]<sup>2</sup> [a non-pecuniary interest]<sup>3</sup> in the following matter:-

**COMMITTEE:**

**DATE:**

**NAME OF COUNCILLOR:** \_\_\_\_\_

**Please use the form below to state in which agenda items you have an interest.**

Agenda No.	Subject	Disclosable Pecuniary Interest	Non-Pecuniary Interest	Reason

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

**1.**

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

<sup>3</sup> A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.