

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 25 APRIL 2013**

\* Councillor T Martin – 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 * Councillor Wilson * Councillor A Bott * Councillor Hunter 0 Councillor Robinson 0 Councillor Welland</p>
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\* Present                      # Absent & no apology received                      0 Apology                      L Late

438. MINUTES

The Minutes of the meeting held on 14 March 2013, having been previously circulated, were signed by the Chairman as a true record.

439. 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 80.

440. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Cosser declared a non-pecuniary interest in Agenda Item 13, the grant aid in kind application from Godalming Together CIC on the grounds that he is a Director of the CIC. Councillor Cosser remained in the Chamber when that agenda item was debated.

Councillor Poulter declared non-pecuniary interests in Agenda Item 13, the grant aid in kind applications from Godalming Together CIC and the Go-Godalming Association and Godalming Museum, on the grounds that her husband is Chairman of the CIC and she is Vice-President of Go-Godalming. Councillor Poulter remained in the Chamber when those agenda items were debated.

Councillor Thomson declared non-pecuniary interests in Agenda Item 12, the grant applications from Waverley CAB and Godalming Museum, on the grounds that she is a Patron of the CAB and a Friend of Godalming Museum. Councillor Thomson remained in the Chamber when those agenda items were debated.

Councillor Wilson declared non-pecuniary interests in Agenda Item 12, the grant applications from Waverley CAB and Godalming Museum, on the grounds that he is the Godalming Town Council representative on the CAB, a Friend of Godalming Museum and his wife is a museum volunteer. Councillor Wilson remained in the Chamber when those agenda items were debated.

Councillor A Bott declared a non-pecuniary interest in Agenda Item 13, the grant aid in kind application from Godalming Together CIC on the grounds that she is a Director of the CIC. Councillor Bott remained in the Chamber when that agenda item was debated.

Councillor Williams declared a non-pecuniary interest in Agenda Item 12, the grant application from Waverley CAB, on the grounds that he is the Waverley Borough Council representative on the CAB. Councillor Williams remained in the Chamber when that agenda item was debated.

441. COMMITTEE WORK PROGRAMME

Members noted the draft work programme (programme attached to the record minutes).

442. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council Accounts paid since the 28 February 2013	49,698.62
Balance held in Current Account Balance at 31 March 2013	-3,963.53
Balance held in the Business Deposit Account Balance at 31 March 2013	411,499.57

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.

443. REVIEW OF BANKING PROVISION

Members considered a report from the Responsible Finance Officer and AGREED that the Council should not change bankers.

444. WILFRID NOYCE COMMUNITY CENTRE USE BY WEY VALLEY ARTISTS

Members considered a report from the Facilities Manager and AGREED that three artists should be accommodated at the Wilfrid Noyce Centre under the terms of the draft license agreement considered at the meeting (draft license attached to record minutes).

445. RESPONSE TO CONSULTATION ON WAVERLEY BOROUGH COUNCIL'S AMENDED STATEMENT OF LICENSING POLICY

Members considered a draft response to the consultation – and AGREED that the Town Clerk should respond to Waverley Borough Council indicating that the Town Council has no comments to make on the draft policy.

446. TOWN COUNCIL REPRESENTATION ON THE DISTRICT SCOUT COUNCIL

Members AGREED to provide a representative to the Godalming District Scout Council. The organisation will be placed upon the schedule of External Bodies and representatives to be agreed by Annual Council on 9 May 2013.

447. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON THE GODALMING MUSEUM TRUST

Members noted, with thanks, a report from Councillor C Gordon-Smith on the Godalming Museum Trust, an organisation on which Councillor C Gordon-Smith represents the Town Council (copy attached to record minutes).

448. APPLICATIONS FOR GRANT AID

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

**Citizens Advice Waverley**

£26,250 was granted to provide a locally available, independent, high quality advice service for Godalming residents. Previous grants: £23,744 in 2007/08, £24,456 in 2008/09, £25,455 in 2009/10, £28,040 in 2010/11, £26,250 in 2011/12 and £26,250 in 2012/13.

**Godalming Museum Trust**

£4,600 was granted to assist with the costs of providing a Volunteer Co-ordinator for 12 hours a week. Previous grants: £4,000 pa from 2004-2009, £4,600 in 2010/11, £950 in 2011/12, £4,600 in 2012/13. (Note that the matter was decided by the casting vote of the Chairman.)

**Sport Godalming**

£1,000 was granted to assist with general operating costs of the charity. Previous grants: £500 in 2002/03, £500 in 2004/05, £500 in 2006/07, £1,500 in 2007/08, £500 in 2008/09, £500 in 2009/10, £500 in 2010/11, £500 in 2011/12 and £1,000 in 2012/13.

449. GRANT AID IN KIND

Members considered the following applications for grant aid in kind and decided upon them as shown:

**Godalming & District Community First Responders**

Grant Aid in Kind in the sum of £126 was granted being an exemption from fees for the use of the Pepperpot – 6 times per year for 3 hours each session, for regular training and meeting sessions.

**Godalming Round Table**

£100 Grant Aid in Kind was granted in the form of ten hours free use of the Wilfrid Noyce Centre on Saturday, 1 June 2013.

**Godalming Together Community Interest Company**

£210 Grant Aid in Kind was granted in the form of free use of The Pepperpot for fifteen two-hour meetings in 2013/14.

**The Godalming Trust**

£208 Grant Aid in Kind was granted in the form of free use of the Pepperpot Undercroft and Upper Room over the weekend of 7 & 8 September 2013 (Heritage Open Days).

**GO Godalming Association**

£84 Grant Aid in Kind was granted in the form of free use of the Pepperpot Upper Room for the association's quarterly committee meetings for 2013/14.

### **St John's Spring Fair**

£100 Grant Aid in Kind was granted in the form of ten hours free use of the Wilfrid Noyce Centre on Saturday, 4 May 2013 in order to facilitate St John's Farncombe's customary Spring Fair on the Burys Field.

### **Meath Epilepsy Trust**

£36 Grant Aid in Kind was granted in the form of six hours free use of the Pepperpot Undercroft is required for a sale on Friday 3 May 2013.

#### 450. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 6 June 2013 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee meeting, whichever is later.

#### 451. ANNOUNCEMENTS

It being the Chairman's last meeting as Chairman he thanked all Members for their 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. COMMERCIALY SENSITIVE MATTERS.

#### 452. WILFRID NOYCE COMMUNITY CENTRE – USE OF OFFICE ACCOMMODATION BY TRINITY TRUST TEAM

Members considered a confidential report from the Town Clerk, and gave the Town Clerk guidance on the basis on which she should seek to maximise the community benefit of the Wilfrid Noyce Centre.

#### 453. THE SQUARE

Members considered a confidential report from the Town Clerk and agreed that a letter should be sent to the head leaseholder of The Square (copy letter attached as a confidential minute to the record minutes). Councillor Cosser asked for his vote against the resolution to be recorded.