

GODALMING TOWN COUNCIL

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Municipal Buildings
Bridge Street
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9 May 2014

I HEREBY SUMMON YOU to attend the **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 15 MAY 2014 at 7.15 pm, or at the conclusion of the Planning & Environment Committee meeting, whichever is later.

Louise P Goodfellow
Town Clerk

Committee Members: Councillor Reynolds – Chairman
Councillor A Bott – Vice Chairman

Councillor P Martin
Councillor Poulter
Councillor Cosser
Councillor T Martin
Councillor Lister
Councillor S Bott
Councillor Noyce
Councillor Thornton
Councillor Williams

Councillor R Gordon-Smith
Councillor Thomson
Councillor Wheatley
Councillor C Gordon-Smith
Councillor Woodham
Councillor Hunter
Councillor Robinson
Councillor Welland

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 24 April 2014, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

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

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

4. 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.

5. COMMITTEE WORK PROGRAMME

The Committee's work programme is attached for the information of Members.

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

6. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

Town Clerk to report on the accounts paid since the last meeting.

A schedule of the accounts paid will be tabled for the information of Members. The vouchers relating to these payments will also be tabled at the meeting for inspection. All payments made are in line with the agreed budget or other resolution of this Committee or Full Council.

Members to agree that the Chairman should sign the schedule of accounts paid.

7. INTERNAL AUDIT

Members to note that the internal audit will be conducted on 2 June 2014 and that the outcome from the internal audit will be reported to the Audit Committee on 12 June 2014 (for onward recommendation to Full Council on the 26 June 2014).

8. EXTERNAL ORGANISATIONS – REPORTING ARRANGEMENTS

A new timetable for the submission of Members' reports on the organisation upon which they represent the Town Council is attached for the information of Members. Members are asked to note that this year there is a small change and that four organisations are identified in bold (Godalming & District Chamber of Commerce, Godalming Museum Trust, Godalming Together CIC, Waverley Citizens Advice Bureau) and that it is anticipated that henceforth reports about those organisations will be received annually. When one of those reports is due to be received it is anticipated that a report from another organisation will also be received upon the same agenda.

9. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON FAIRTRADE STEERING GROUP

Members are asked to note a report from Councillor Wheatley on the Fairtrade Steering Group (report to be tabled) an organisation on which Councillor Wheatley represents the Town Council.

10. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – APPOINTMENT OF A REPRESENTATIVE TO THE WAVERLEY CYCLE FORUM

Nominations are invited for an individual to represent Godalming Town Council on the Waverley Cycle Forum, that position being currently vacant. A recommendation should be made to the next meeting of Full Council.

11. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 19 June 2014 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

12. ANNOUNCEMENTS

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

THE COMMITTEE MAY WISH 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 MATTERS.

13. STAFFING MATTERS

A confidential report from the Town Clerk to be tabled at the meeting.

GODALMING TOWN COUNCIL

Disclosure by a Member¹ 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]² [a non-pecuniary interest]³ 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 "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2014/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

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