

# PARISH OF GODALMING

## AT A MEETING OF THE TOWN COUNCIL

### OF THE PARISH OF GODALMING HELD IN THE GODALMING CHAMBER

ON THURSDAY, 17 NOVEMBER 2016 AT 7.00 PM

*	The Town Mayor (Councillor D Hunter)		
0	The Deputy Town Mayor (Councillor Thornton)		
0	Councillor P Martin	*	Councillor RA Gordon-Smith
0	Councillor Poulter	*	Councillor Cosser
*	Councillor Wheatley	*	Councillor T Martin
0	Councillor A Bott	0	Councillor Reynolds
0	Councillor S Bott	*	Councillor Noyce
#	Councillor Welland	*	Councillor Williams
*	Councillor Pinches	*	Councillor Bolton
*	Councillor Gray	0	Councillor Walden
0	Councillor Young	L	Councillor Purkiss

\* Present                      # Absent without apology                      0 Apology for Absence                      L Late

#### 344. MINUTES

The Minutes of the meeting of the Council held on 15 September 2016 were signed by the Mayor as a correct record.

#### 345. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

#### 346. 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 4.

#### 347. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Gordon-Smith declared a non-pecuniary interest in Agenda Item 10 on the grounds that he is the Godalming Town Council representative on the Godalming Museum Trust. Councillor Gordon-Smith remained in the Chamber when that agenda item was debated.

Councillor T Martin declared a non-pecuniary interest in Agenda Item 10 on the grounds that he is the Deputy Leader of Waverley Borough Council. Councillor Martin remained in the Chamber when that agenda item was debated.

Councillor Bolton declared a non-pecuniary interest in Agenda Item 10 on the grounds that he is on the Executive of Waverley Borough Council. Councillor Bolton remained in the Chamber when that agenda item was debated.

348. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

349. COMMITTEE REPORTS

The reports of the following Committees setting out decisions taken pursuant to delegated powers were RECEIVED

**Audit Committee**

There were no recommendations to Full Council.

**Planning & Environment Committee**

There were no recommendations to Full Council.

**Policy & Management Committee**

Upon the recommendation of the Policy & Management Committee Members ADOPTED a revised publication scheme (revised publication scheme attached to the record minutes).

Members noted that the Policy & Management Committee had agreed, in principle, to progress the proposal to transfer responsibility for Godalming Museum from Waverley Borough Council to Godalming Town Council and requested a further report to this meeting (Minutes 353-16 and 358-16 below refer).

350. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

The reports of the following committees setting out decisions taken pursuant to delegated powers were RECEIVED:

	Meetings Dated
Audit Committee	6 October 2016
Planning & Environment Committee	22 September 2016 13 October 2016 3 November 2016
Policy & Management Committee	13 October 2016

351. GODALMING JOINT BURIAL COMMITTEE

The report of the meeting of the Joint Burial Committee held on 10 November 2016 was noted.

352. WILFRID NOYCE CENTRE IMPROVEMENT PROJECT – PHASE 2

Members considered a report from the Deputy Town Clerk and the Responsible Finance Officer and AGREED the following:

- To implement Phase 2 of the Wilfrid Noyce Centre Refurbishment Project as detailed in the attached reports and tabled plans;
- That the Town Clerk acting as Responsible Finance Officer should make application to the Department for Communities & Local Government (DCLG) via the Surrey Association

of Local Councils for approval to borrow up to £300,000 (over a 29.5 year period based on an annuity loan from the Public Works Loan Board) in order to complete Phase 2 of the Wilfrid Noyce Centre Improvement Project;

- That £20,000 should be earmarked in reserves for this project (the detail of the movements between reserves to create the earmarked reserve to be considered alongside the revised estimates for 2016/17 and the budget for 2017/18);
- Drake & Kannemeyer LLP should be appointed to undertake stage 2-5 Design Consultancy Services for Phase 2 of the Wilfrid Noyce Improvement Project and CDM 2015 principle designers and that this be conducted as soon as is reasonably practicable in order for the acceptance of tender recommendation report to be put to the Policy & Management Committee on 23 February 2017; and
- Exploratory investigation to determine soil contamination levels should be undertaken at a cost of £1,450.

353. GODALMING MUSEUM – TRANSFER OF RESPONSIBILITY

Further to the deliberations of the Policy & Management Committee referred to above, Members RECEIVED a confidential report on the proposal to transfer responsibility for Godalming Museum from Waverley Borough Council to Godalming Town Council. That report included a condition survey of the museum building; Members AGREED to defer this item to the confidential part of the agenda (Minute 358-16 below refers).

354. SEALING OF DOCUMENTS, ETC.

The following resolution was passed nem con.

THAT THE TOWN CLERK BE AUTHORISED 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 TOWN COUNCIL.

355. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held on Thursday, 19 January 2017 at 7.00 pm in the Council Chamber.

356. ANNOUNCEMENTS

The Town Clerk announced that Rita Tong, the Finance Administrator had recently completed the Certificate in Local Council Administration. All present congratulated Mrs Tong and a bouquet of flowers was presented.

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. STAFFING MATTERS OR COMMERCIALY SENSITIVE MATTERS.

357. CONFIDENTIAL INFORMATION RELATING TO AGENDA ITEM 9

There was no discussion of confidential information in relation to the Wilfrid Noyce Centre Improvement Project – Phase 2.

358. CONFIDENTIAL INFORMATION RELATING TO AGENDA ITEM 10

Members considered the confidential annexes to Agenda Item 10 Godalming Museum – Transfer of Responsibility and their deliberations are recorded in a confidential minute.