

# GODALMING TOWN COUNCIL

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Municipal Buildings  
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30 August 2013

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, 5 SEPTEMBER 2013 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 Wheatley – Chairman  
Councillor Poulter – Vice Chairman

Councillor P Martin  
Councillor Thomson  
Councillor C Gordon-Smith  
Councillor Reynolds  
Councillor Woodham  
Councillor S Bott  
Councillor Noyce  
Councillor Thornton  
Councillor Williams

Councillor R Gordon-Smith  
Councillor Cosser  
Councillor Lister  
Councillor Wilson  
Councillor A Bott  
Councillor Hunter  
Councillor Robinson  
Councillor Welland

## AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 25 July 2013, 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, or 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. DETAILED REVIEW OF FINANCIAL REGULATIONS

At a meeting of this Committee on 25 July 2013 Members considered a draft new set of Financial Regulations, noted that some further amendments agreed on 14 March 2013 (Minute 398-12 refers) had been omitted and agreed to consider the matter again at this meeting.

A revised draft set of Financial Regulations is attached for the consideration of Members and if agreed should be recommended to Full Council for adoption

8. FIFTY WAYS TO SAVE

On 25 July 2013 Members considered a document prepared by Councillors S Bott, Cosser and Williams looking at the publication: "50 ways to save: examples of sensible savings in local government. Practical tips and guidance for councils" published by the Department for Communities and Local Government on 19 December 2012.

It was agreed that Members' document should be passed to officers for them to investigate possible options for saving during the budget-setting process during the autumn (Minute No 127 refers).

Up until the point that Members' document was placed upon the 25 July agenda the Town Clerk had been asked not to share the document with her colleagues. Attached to this agenda is officers' response to the points made in the document – this takes the form of the original document with officers' comments given in italics and underlined.

Members are asked to note officers' response.

9. FUTURE OF TOWN TWINNING

Members to consider a report from the Town Clerk.

10. TOWN CLERK'S EXERCISE OF DELEGATED AUTHORITY

Members will be aware that the flagpole in the Phillips Memorial Park was vandalised beyond repair on the night of 31 July 2013. The flagpole was removed for reasons of public safety and in consultation with the Chairman of the Committee and with the Mayor the Town Clerk exercised her delegated authority to place an order for a replacement flagpole at a cost of £860 (the cost to be met from within the budget for noticeboards and flagpoles). This action was taken on grounds of urgency to ensure that a flagpole would be installed before Remembrance Sunday 2013.

11. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON ST MARKS COMMUNITY INITIATIVE GROUP

Members are asked to note a report from Councillor Thomson on the St Marks Community Initiative Group (report to be tabled) an organisation on which Councillor Thomson represents the Town Council.

12. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 17 October 2013 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

13. 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. COMMERCIALY SENSITIVE MATTERS.

14. THE WILFRID NOYCE CENTRE

Members to hear from Mr Andrew Jones of BPS Surveyors and to consider a report from officers.

## 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** \_\_\_\_\_

<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 2013/1464 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.