

GODALMING TOWN COUNCIL

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Godalming
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4 March 2022

I HEREBY SUMMON YOU to attend the **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 10 MARCH 2022 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

Andy Jeffery
Town Clerk

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email office@godalming-tc.gov.uk

Where possible proceedings will be live streamed via the Town Council's Facebook page. If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page.

Committee Members: Councillor Follows – Chair
Councillor Williams – Vice Chair

Councillor Adam
Councillor Boyle
Councillor Crooks
Councillor Faraday
Councillor Hullah
Councillor Neill
Councillor PS Rivers
Councillor Stubbs
Councillor Welland

Councillor Ashworth
Councillor Cosser
Councillor Duce
Councillor Heagin
Councillor Martin
Councillor PMA Rivers
Councillor Rosoman
Councillor Weightman

AGENDA

1. MINUTES

To approve as a correct record the minutes of the Extraordinary meeting held on the 3 February 2022, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. 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.

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

The Chair to invite members of the public to make representations, ask or answer questions and give evidence in respect of the business on the agenda or other matters not on the agenda. This forum to be conducted in accordance with Standing Order 5:

- the period of time designated for public participation at a meeting for a maximum of three minutes per person or 15 minutes overall, unless otherwise directed by the chairman of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. If a matter raised is one for Principle Councils or other authorities, the person making representations will be informed of the appropriate contact details.

5. QUESTIONS BY MEMBERS

To consider any questions from Councillors in accordance with Standing Order 6.

6. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

RFO 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. BUDGET MONITORING

Members to consider a budget monitoring report to 31 January 2022 (detailed report attached for the information of Members).

Cost Centre	Year to date Variance	Projected Variance @ Year End
	£	£
Head Office Costs	11,028 u/s	2,000 u/s
Civic Expenses	3,204 u/s	7,500 u/s
Town Promotion	424 u/s	0 o/s
Staycation	2 u/s	0 u/s
Festivals & Markets	5,107 u/s	5,000 u/s
Christmas Lights	6,213 o/s	6,200 o/s
BWP Community Centre	8,776 u/s	0 o/s
Pepperpot	1,140 u/s	0 o/s
The Square	610 u/s	0 u/s
Allotments	424 o/s	0 o/s
Wilfrid Noyce Community Centre	7,641 u/s	3,000 u/s
Bandstand	97 u/s	0 o/s
Godalming Museum	4,407 o/s	2,000 o/s
Land & Property Other	1,189 u/s	0 u/s
107-109 High Street	0 o/s	0 o/s
Mayors' Charity	110 o/s	0 o/s
Community Store	12,137 u/s	0 o/s
TOTAL	40,200 u/s	9,300 u/s

The monitoring report shows a current variance of £40,200 underspend against Revised Estimates. Items to note in the forecast:

Head Office Costs – Grants budget underspent by £12,000 which is largely the Carbon Reduction & Biodiversity Fund. Whilst there was an application for this fund, the applicant has been encouraged to make a CIL funding application instead.

Civic Expenses – the Mayors’ Civic Dinner has been cancelled for the current civic year resulting in a saving of £7,500.

Festivals & Markets – a different approach to promoting and running the Christmas Festival was used, resulting in cost savings.

Christmas Lights - £2,000 storage fees and £4,000 spent in new lights (over that already budgeted).

Wilfrid Noyce Centre – above expected revenues due to the relaxation of COVID restrictions.

Museum – unplanned maintenance in loft resulting in an overspend of £2,000. Timing issue on invoice to Godalming Museum Trust £2,000.

8. COMMITTEE WORK PROGRAMME

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

9. APPLICATIONS FOR GRANT AID – ITEM FOR DECISION

Information:	£
21/2022 Grants Budget	70,000.00
Allocations this year to date	0.00
Balance available for allocation	70,000.00
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21/2022 Council Community Fund Allocation	5,000.00
Allocations this year to date	2058.00
Council Community Fund applications this meeting (including Grant Aid in Kind)	1,036.00
Balance unallocated if applications agreed	1,906.00

Members to consider the following application for grant aid – the summary of the application is given below – the detailed application is attached for the information of Members.

Applications for Council Community Funding

St Marks Community Centre & Church – Cllr Ashworth, Cllr Follows

£700 is applied for to facilitate the external installation of an automatic defibrillator at the centre for community use.

Previous Grants: £500.00 in 2002/03, £390.00 in 2003/04, £500.00 in 2004/05, £600.00 in 2005/06, £6,000.00 in 2007/08, £1,493.00 in 2017/18 and £450.00 in 2020/21

Members will note from the attached letter that St Marks Church and Community Centre launching a campaign to raise £1,100 to provide an Automatic Emergency Defibrillator (AED) at the centre. The Town Clerk was informed on 25 February that the fundraising target for the AED has been reached. Having been made aware of their aim, the possibility of locating the defibrillator external to the building was raised. GTC was informed that raising the funds

required for the AED had been challenging for St Marks Church and Community Centre let alone trying to raise extra funds for an appropriate external storage cabinet. However, they did agree that if funding for an external storage cabinet could be acquired they would be happy to have the AED located external to the building so that, as with other locations (Wilfrid Noyce, Pepperpot, Farncombe Cricket Club etc.), not only would an AED be available for users of the building, but also for the wider local community.

It is in light of this position that GTC is being asked to fund and manage the installation of an external storage cabinet. As with other cabinets provided by GTC to house an AED, it is important that a suitable cabinet is chosen to ensure the AED is protected from the environmental conditions and unauthorised tampering. Whilst it is unknown at this stage the exact make and model of AED to be purchased, most AED's on the market have an operating temperature of 0-50 degrees Celsius and must be kept above freezing to be operational.

When choosing an outdoor AED cabinet it should be temperature controlled to keep the AED at the correct operating temperature, thus preserving battery life and condition of the AED. Ideally the cabinets should have a heater and fan linked to a temperature sensor so if the weather is too cold the heater turns on automatically and in hot weather a fan system helps to extract excess heat.

The Town Clerk has costed a range of potential cabinets all of which are in the range of £475 - £500 ex VAT. If Members were to support this request, it is recommended that an additional sum estimated at £225 be allocated for GTC staff to fix the cabinet in position and for a qualified electrician to connect it to an appropriate power supply.

The purchase of the cabinet to be made when GTC is informed by the applicant of the make and model of the AED to be purchased.

Godalming Repair Café – Cllr PMA Rivers

Rotary in Godalming wish to launch a new service for residents to provide a 'Repair Café'. Information regarding the Repair Café is included in the outline proposal document (attached for the information of Members).

Whilst details are still to be finalised the organisers would like to establish whether the Town Council would support the proposal by providing an In-Kind benefit of either the Oglethorpe or Activity Hall at Broadwater Park on the 4th Saturday of each month to host the Repair Café.

The In-Kind cost of such provision being £28 per session equating to up to £336 per annum.

Members are requested to approve the inclusion of the Repair Café to those organisations receiving In-Kind use of community rooms at a cost of £336 per annum against the Community Grants Budget.

10. FARNCOMBE DAY CENTRE ANNUAL REPORT – ITEM FOR NOTE

As required by the Council's Service Level Agreement with the Farncombe Day Centre, Members to receive the centre's annual SLA report (attached for the information of Members).

11. MUSEUM LEASE – ITEM TO NOTE

On the transfer of the Museum Service from WBC to GTC, not only did Godalming Town Council acquire the Freehold of 109a High Street, it also become the landlord of the Godalming Museum Trust. The existing lease with the Godalming Museum Trust expires in September 2022. As such, to avoid the need to roll forward with the current lease, under the Council's Scheme of Delegation, the Town Clerk will engage with the Godalming Museum Trust to negotiate a new lease agreement. Additionally, as part of this process the current

Management Agreement between GTC and the Godalming Museum Trust will also be reviewed.

12. **PUBLIC TOILETS – ITEM FOR DECISION**

Recommendation:

As detailed within the report below, Members to resolve to approve the installation of semi-automatic roller shutters at the Public Toilet facilities operated by Godalming Town Council.

Godalming Town Council has responsibility for the operation of the public toilets in both Godalming and Farncombe. Whilst work has been undertaken to reduce utility costs, i.e water efficiency, LED lighting etc., and the majority of maintenance is carried out by the in-house staff, the biggest costs for their operation is the daily unlocking and locking up of the buildings and the cleaning of the facilities.

In order to reduce the cost associated with the unlocking and locking up of the facilities, staff wish Members to consider options that would negate the need for the manual unlocking of the buildings each morning.

By installing a timed roller shutter system at the entrance to each facility, the toilets would automatically be opened each morning. The cleaning and locking up regime would then be amalgamated so that the cleaning contractor would undertake the cleaning of the facilities at the end of each day. For Crown Court this would be approx 5.30pm and for Farncombe approx 6.30pm. On completion of the cleaning the contractor would then manually shut the roller shutter. As indicated at 7.00am the shutter would open and the facilities would be ready for use.

Members may wish to note that whilst the shutters may be set to open on a timer, they cannot be set to close on a timer. However the timer on each shutter may be over-ridden if for whatever reason we did not wish a section of the facility to be opened, for example due to ongoing maintenance or defect.

It is suggested that the provision of the shutter, meaning that GTC were only engaging a contractor to visit once per day to clean and lock up, as opposed to the current arrangement, might increase the number of contractors who would wish to be considered for the cleaning contract.

Whilst the detailed cost of achieving this has only been explored for Crown Court, the costs indicated for the Farncombe facilities is similar.

The specification is Aluminium Calisto Roller Shutters, Powder Coat Finish in Black, Single Phase Tube Motor (connected to adjacent supply), Key Fob Operation, External Manual Crank Handle Override, Safety Brake, Timer to open shutters at set time in the morning and closed manually with key fob in the evening.

The three shutters required for Crown Court being £3,316 with Farncombe at £1,150 plus associated works, if approved works to be funded from the Land and Other Property reserve, which as indicated in the current monitoring report stands at £111,056.

Members may wish to note, that whilst the Farncombe public toilet facility is a gender neutral facility, at Crown Court such a facility is only available by using the accessible WC facility, this is not an ideal arrangement. The drainage system supporting Crown Court facilities, is at best inadequate, consisting of five changes of direction in the flow route, with each directional change being a potential blockage point and at least two blocking on a frequent basis which then requires regular manual clearance. In looking at ways to rectify this problem, the option of reconfiguring the layout to create gender neutral facilities as opposed to designated male

and female spaces is also being investigated and will be subject to a separate report. However, assuming Members approve the proposed works, it is unlikely that any reconfiguring would begin in 2022. As such, Members will wish to know that the roller shutters proposed above, would be repurposed in any future configuration.

13. FARNCOMBE & BINSCOMBE COMMUNITY VISION FOR A GREENER CLEANER FUTURE – ITEM FOR DECISION

Recommendations:

- a. **Members to resolve to approved the draft consultation document entitled “Farncombe Village & Binscombe Community Vision For A Greener Cleaner Sustainable Future”**
- b. **Members to resolve to agree the document should be subject to a six week consultation period.**
- c. **The Farncombe & Binscombe Vision Task & Finish group should review consultation feedback, revise the draft document as appropriate and bring back the revised document for consideration by this Committee.**
- d. **Members to extend the operation of the Farncombe & Binscombe Task & Finish Group for an additional 6 months until October 2022 to enable it to complete its task.**

On 22 April 2021 following a recommendation from Full Council, Members resolved that the Ward Councillors of the Farncombe & Catteshall ward and Binscombe ward form a Task & Finish Group to produce a document that would:

- provide the context and raise awareness of some of the issues affecting the Farncombe and Binscombe area and how they relate to Community well-being;
- identify current activity being delivered by Godalming Town Council (GTC) to support the general well-being of residents and economic viability of the Farncombe retail area; and
- identify ways in which GTC can provide direct action, influence or support further improvements within the Farncombe and Binscombe area.

Following a series of meetings, via zoom and in person, along with email correspondence to which all ward Members were invited, the Task & Finish Group submits its draft document for approval by this committee (attached for the information of Members).

If approved the Task & Finish Group would wish the document to be published on the town council’s website as a draft document and for the council to seek feedback via a six week consultation. On completion of the consultation the Task & Finish Group wishes to consider any feedback received prior to bringing the document back for consideration by this committee.

14. STAFF PAY RISE – ITEM FOR DECISION

Recommendations - Members of the Policy & Management Committee to resolve:

- a. **That if the final agreed NJC and JNC pay settlement for 2021 is at 2% or below, the Town Clerk is to authorise its payment (including any backdated agreement) without further recourse to the Council**
- b. **That if the final agreed NJC and JNC pay settlement for 2021 is over 2% the Town Clerk is to seek authorisation for payment at the next available Policy & Management Committee after the award notification.**

Additionally, Members are requested to note the circular from the National Employers of Local Government Services of Local Services (attached for the information of Members). In particular the Town Clerk wishes Members to note the sections following on

from 'The challenge in 2022 and beyond'. Members are also requested to note the fact that we have been instructed by the Employer's Secretary that since 1 April 2020, the hourly rate of Spinal Column Point (SCP) 1 on the NJC 'Green Book' pay spine has been £9.25 per hour and SCP2 has been £9.43 per hour. On 1 April 2022, the National Living Wage (NLW) will increase from £8.91 per hour to £9.50.

This means that in the absence of the NJC having yet reached a pay agreement for 2021, SCPs 1 and 2 will fall below the statutory NLW. Organisations must therefore ensure that employees currently paid on those two pay points have their pay increased with effect from 1 April to £9.50ph. This uprated figures should continue to be paid until such time as the NJC reaches a settlement on pay for 2021. This temporary change affects 1 PT staff member, The RFO had factored the increase in NLW into the 2022/23 budget.

Background to Recommendations

At the Staffing Committee meeting held on 10 February 2022, Members noted the unsatisfactory position regarding the delay in announcing the 2021 NJC and JNC pay award for Local Council and Youth Work Employees.

Additionally, Members noted that any award is unlikely to be announced before the end of the current financial year and that whilst the level of any pay settlement for 2021 is as yet unknown, the Staffing Committee wished to expedite the implementation of any award once announced.

In doing so the Staffing Committee recognised that whilst the Council has made a provision for an award of up to 2%, an award above that amount requires the Council to determine how any additional sum above that amount would be funded. As such whilst the Staffing Committee agreed that no pay award should be made prior to the announcement of the nationally agreed settlement, Members proposed the recommendations above for consideration by the Policy & Management Committee, to whom the delegated authority for approving staff pay awards lies.

15. MOTION ON NOTICE – ITEM FOR DECISION

Proposed by Cllr Adams

Motion: For Godalming Town Council to support the post Covid 'bounce back' of Staycation Live Music Festival

Members to consider the Motion and if agreed, resolve to approve the implementation of the motion as set out in the Motions recommendation.

Recommendation: In recognising the challenges of recreating the event following its hiatus, the proposer is asking Members to re-iterate their support for the Staycation Live Music Festival and for Members to resolve to agree that in line with the Council's Community Events and Community Support Policy, the Town Clerk is authorised to support the Staycation organising team to provide general advice and guidance relating to the event management plan, assist in obtaining appropriate licences to support the event programme and as in previous years provide facilities and loan equipment to support the event.

Background:

Staycation live is a hugely popular and successful annual event, which is the highlight of the local event calendar for many. As an event it appeals to a wide range of residents from families with young children to adults who enjoy the wide range of music and activities provided over the course of the weekend.

Following the cancellation of the 2020 and 2021 events, Staycation Live Music Festival 2022 will be the belated 10th anniversary since Godalming Town Council first began its support for this hugely popular community event. The anticipated programme for Staycation Live Music Festival 2022 will run from Friday 5th to Sunday 7th August:

Friday, 5 August:	Cloisters Lockiedread Stage	music and dance 6pm-11pm
Saturday, 6 August:	Staycation Live Festival Stage	(Bandstand) Midday-7pm
Saturday, 6 August:	Cloisters Lockiedread Stage	music and dance 7pm-11pm
Sunday, 7 August:	Staycation Live Festival Stage	(Bandstand) Midday-7pm

As exemplified by the 2021 Town Show and the Pride in Surrey event held in September 2021, community events such as Staycation Live Music Festival not only provide a community focus and a sense of community well-being, they are also important for the economic well-being of the retail and hospitality sector of the town. As with Staycation Live, neither the Town Show nor Pride in Surrey were held in the town centre, however, between them they averaged a 38% footfall increase in the centre of town when compared to a normal Saturday (Town Show 40%, Pride 36%). It is also reported that the one-day Pride in Surrey event was worth in excess of £300K to the local economy.

Godalming Town Council, through its Godalming Town Centre Area Strategy and Community Events & Community Support Policy has recognised both the economic and community benefit of such events and the role GTC can play, through either direct delivery or partnership support, which can include general advice on format and timing, assistance with road closures, assistance with obtaining appropriate licences and the loan of equipment.

Following the cancellations of 2020 and 2021 due to Covid. The support and assistance from the Town Council for the small, but dedicated Staycation Live Music Festival organising team, is more important than ever.

16. **ROTARY'S WAVERLEY-WIDE SUPPORT FUND – ITEM TO NOTE**

In January 2022 Godalming Town Council supported changes to the name and eligibility criteria of the Rotary's Waverley Covid Support Fund, which became the Rotary Waverley-wide Support Fund (RWSF) (Min No 395-21 refers). In the 6 weeks since the change, Rotary in Godalming has managed 75 applications to the fund, which is a 120% increase from the number of applications dealt with over the previous 16 months.

The significant increase in applications has just about exhausted the available funds, and as set out in the attached letter, the Trustees of the Godalming Woolsack Rotary Club Charitable Trust and associated Rotarians in Godalming, will not be seeking additional funding to support this fund and intend to close the Fund.

Members will wish to note that WBC will manage any future applications for support.

17. **COUNCIL PROGRAMME 2019-2023 – ITEM FOR DECISION**

Recommendation: Members to resolve to approve the status designation of GTC objectives

Members to review the Council Programme 2019-2023 adopted by Full Council on 26 September 2019 and reviewed by this Committee on 25 June 2020 (attached for the information of Members) and if agreed, approve the status designation of the GTC objectives and the publication of the updated document. Items highlighted in red are dependent upon decisions made at committee meetings of the 10 March 2022.

18. CITIZENS' ADVICE WAVERLEY – ITEM FOR INFORMATION

Members to receive an update on third party funding arrangements for Citizen Advice Waverley, GTC's SLA support and future service provision for Godalming residents, including recent correspondence (attached for the information of Members) relating to CAW funding related issues.

19. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON SURREY HILLS TO SOUTH DOWNS COMMUNITY RAIL PARTNERSHIP

Members to receive a report from the Town Clerk regarding the operation of Surrey Hills to South Downs Community Rail Partnership.

20. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON SALC

Members are asked to note a report from Councillor Cosser on the Surrey Association of Local Councils (SALC) (attached for the information of Members) an organisation upon which Councillor Cosser represents the Town Council.

21. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters (if any), discussed at this meeting, are to be publicised.

22. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 21 April 2022 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

23. ANNOUNCEMENTS

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

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE MAY WISH TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM(S) 24 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED I.E COMMERCIAL-IN CONFIDENCE

24. THE SQUARE

Members to receive a confidential report (attached for the information of Members) from the Town Clerk on proposals received regarding The Square.

Detailed Income & Expenditure by Phased Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Head Office Costs</u>											
1001 Precept	0	0	0	769,225	769,225	0	769,225			100.0%	
1102 Community Infrastructure Levy	0	0	0	174,961	174,961	0	174,961			100.0%	
1202 Grants - WBC	0	0	0	3,530	3,530	0	3,530			100.0%	
1204 Grants - Other	0	0	0	9,061	9,061	0	9,061			100.0%	
1303 Other customer/client receipts	3,723	500	(3,223)	25,446	21,167	(4,279)	22,167			114.8%	
1304 Donations	0	0	0	529	0	(529)	0			0.0%	
1401 Interest Received	11	3	(8)	48	35	(13)	41			116.5%	
1501 Recharges to Godalming JBC	0	0	0	39,775	39,776	1	39,776			100.0%	
Head Office Costs :- Income	3,735	503	(3,232)	1,022,575	1,017,755	(4,820)	1,018,761			100.4%	0
4001 Salaries	24,651	22,300	(2,351)	222,945	220,830	(2,115)	265,430		42,485	84.0%	
4002 Employer's NIC	2,423	2,140	(283)	21,335	20,965	(370)	25,245		3,910	84.5%	
4003 Employer's Superannuation	4,508	4,081	(427)	40,833	40,468	(365)	48,630		7,797	84.0%	
4011 Staff Training	75	250	175	1,344	2,500	1,156	3,000		1,656	44.8%	
4012 Recruitment Advertising	0	0	0	2,217	2,130	(87)	2,130		(87)	104.1%	
4013 Other Staff Expenses	0	50	50	76	150	74	250		174	30.5%	
4102 Property Maintenance	10	200	190	2,005	2,000	(5)	2,400		395	83.6%	
4103 Maintenance Contracts	40	200	160	1,811	2,000	189	2,400		589	75.4%	
4111 Energy Costs	266	265	(1)	1,566	2,650	1,084	3,200		1,634	48.9%	
4121 Rents	0	0	0	887	887	0	887		0	100.0%	
4131 Rates	0	0	0	12,048	12,048	0	12,048		0	100.0%	
4141 Water Services	0	25	25	0	250	250	300		300	0.0%	
4161 Cleaning	278	350	72	3,174	3,332	158	4,032		858	78.7%	

Detailed Income & Expenditure by Phased Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4162 Waste Removal	60	30	(30)	311	312	1	372		61	83.7%	
4163 Domestic Supplies	37	10	(27)	203	77	(126)	97		(106)	209.7%	
4164 Workshop Consumables	337	300	(37)	3,365	3,208	(157)	3,808		443	88.4%	
4202 Car Allowances	0	80	80	266	794	528	994		728	26.7%	
4203 Other Transport Costs	0	0	0	6	6	0	6		0	97.2%	
4204 Fuel Costs	119	100	(19)	837	954	117	1,154		317	72.6%	
4205 Vehicle Maintenance	82	100	18	1,792	1,942	150	2,142		350	83.7%	
4301 Equipment	440	0	(440)	4,155	3,672	(483)	4,172		17	99.6%	
4304 Catering & Hospitality	0	30	30	247	308	61	368		121	67.2%	
4305 Clothes, Uniform & Laundry	0	100	100	978	1,224	246	1,424		446	68.7%	
4306 Printing	377	200	(177)	1,135	2,000	865	2,400		1,265	47.3%	
4307 Stationery	12	340	328	1,740	3,400	1,660	4,090		2,350	42.5%	
4311 Professional Fees - Legal	1,887	0	(1,887)	6,437	1,525	(4,912)	1,525		(4,912)	422.1%	
4312 Professional Fees - Surveyors	0	0	0	3,600	3,600	0	3,600		0	100.0%	
4313 Professional Fees - Other	365	0	(365)	3,334	2,969	(365)	4,875		1,541	68.4%	
4314 Audit Fees	0	0	0	2,020	2,555	535	3,300		1,280	61.2%	
4315 Insurance	0	0	0	8,772	8,772	0	8,772		0	100.0%	
4321 Bank Charges	20	15	(5)	184	144	(40)	174		(10)	105.8%	
4322 Postage	0	100	100	947	1,000	54	1,200		254	78.9%	
4323 Telephones	211	230	19	2,057	2,300	243	2,765		708	74.4%	
4325 Computing	955	640	(315)	9,379	8,597	(782)	9,877		498	95.0%	
4326 Website	45	50	5	4,574	3,939	(635)	4,439		(135)	103.0%	
4327 Publicity Advertising	0	0	0	950	820	(130)	820		(130)	115.9%	
4331 Newsletter	0	0	0	0	1,100	1,100	2,200		2,200	0.0%	

Detailed Income & Expenditure by Phased Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4341 Grants	4,708	5,800	1,092	49,813	58,000	8,187	70,000		20,187	71.2%	
4342 Subscriptions	10	0	(10)	4,188	4,100	(88)	4,300		112	97.4%	
4401 Payments to Godalming JBC	0	0	0	37,690	37,690	0	37,690		0	100.0%	
4900 Miscellaneous Expenses	4	150	146	760	1,500	740	1,825		1,065	41.7%	
6000 Debt Charges - Principal	5,091	5,091	0	26,227	26,227	0	31,386		5,159	83.6%	
6001 Debt Charges - Interest	6,156	6,156	0	40,188	40,189	1	46,319		6,131	86.8%	
Head Office Costs :- Indirect Expenditure	53,167	49,383	(3,784)	526,397	533,134	6,737	626,046	0	99,649	84.1%	0
5000 Transfers to Reserves	0	0	0	9,061	0	(9,061)	0		(9,061)	0.0%	
5102 Contrib. to Other Provisions	0	0	0	199,020	207,552	8,532	207,552		8,532	95.9%	
Head Office Costs :- Other Costs	0	0	0	208,081	207,552	(529)	207,552	0	(529)	100.3%	0
Net Income over Expenditure	(49,432)	(48,880)	552	288,097	277,069	(11,028)	185,163				
<u>102 Civic Expenses</u>											
4121 Rents	0	220	220	0	1,980	1,980	2,420		2,420	0.0%	
4301 Equipment	0	0	0	663	333	(330)	333		(330)	199.2%	
4304 Catering & Hospitality	0	50	50	20	150	130	250		230	8.1%	
4305 Clothes, Uniform & Laundry	0	0	0	0	0	0	250		250	0.0%	
4306 Printing	0	0	0	160	800	640	800		640	19.9%	
4312 Professional Fees - Surveyors	0	0	0	750	750	0	750		0	100.0%	
4313 Professional Fees - Other	0	0	0	2,320	2,090	(230)	2,090		(230)	111.0%	
4325 Computing	200	200	0	2,400	2,000	(400)	2,400		0	100.0%	
4327 Publicity Advertising	0	0	0	1,120	1,120	0	1,120		0	100.0%	

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4332 Mayor's Expenses	0	100	100	660	1,000	340	1,200		540	55.0%	
4333 Members' Expenses	0	0	0	15	0	(15)	0		(15)	0.0%	
4334 Members' Training	0	100	100	35	1,000	965	1,200		1,165	2.9%	
4335 Mayor's Dinner	0	0	0	0	0	0	7,680		7,680	0.0%	
4900 Miscellaneous Expenses	0	80	80	362	486	124	646		284	56.0%	
Civic Expenses :- Indirect Expenditure	200	750	550	8,505	11,709	3,204	21,139	0	12,634	40.2%	0
5001 Transfers from Reserves	0	0	0	0	0	0	(1,100)		(1,100)	0.0%	
5102 Contrib. to Other Provisions	0	0	0	6,000	6,000	0	6,000		0	100.0%	
Civic Expenses :- Other Costs	0	0	0	6,000	6,000	0	4,900	0	(1,100)	122.4%	0
Net Expenditure	(200)	(750)	(550)	(14,505)	(17,709)	(3,204)	(26,039)				
<u>104</u> <u>Town Promotion</u>											
1303 Other customer/client receipts	0	0	0	472	472	0	472			100.0%	
Town Promotion :- Income	0	0	0	472	472	0	472			100.0%	0
4005 Agency Staff & Contractors	0	0	0	700	700	0	700		0	100.0%	
4102 Property Maintenance	0	0	0	254	254	0	254		0	99.8%	
4162 Waste Removal	0	0	0	278	278	1	278		1	99.8%	
4171 Grounds Maintenance Costs	49	0	(49)	2,316	2,268	(48)	2,268		(48)	102.1%	
4301 Equipment	0	0	0	4,694	4,694	0	4,694		0	100.0%	
4304 Catering & Hospitality	0	0	0	185	185	(0)	185		(0)	100.1%	
4306 Printing	0	0	0	209	209	0	209		0	99.8%	

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4313 Professional Fees - Other	0	0	0	2,495	2,995	500	2,995		500	83.3%	
4327 Publicity Advertising	0	0	0	2,104	2,354	250	2,354		250	89.4%	
4900 Miscellaneous Expenses	278	0	(278)	1,064	785	(279)	1,080		16	98.5%	
Town Promotion :- Indirect Expenditure	327	0	(327)	14,297	14,722	425	15,017	0	720	95.2%	0
5001 Transfers from Reserves	0	0	0	(2,518)	(2,518)	(1)	(2,518)		(1)	100.0%	
Town Promotion :- Other Costs	0	0	0	(2,518)	(2,518)	(1)	(2,518)	0	(1)	100.0%	0
Net Income over Expenditure	(327)	0	327	(11,308)	(11,732)	(424)	(12,027)				
<u>105 Staycation</u>											
1303 Other customer/client receipts	0	0	0	375	375	0	375			100.0%	
Staycation :- Income	0	0	0	375	375	0	375			100.0%	0
4111 Energy Costs	0	0	0	243	243	1	243		1	99.8%	
4121 Rents	0	0	0	180	180	0	180		0	100.0%	
4313 Professional Fees - Other	0	0	0	935	936	1	936		1	99.9%	
4327 Publicity Advertising	0	0	0	2,300	2,300	0	2,300		0	100.0%	
4900 Miscellaneous Expenses	0	0	0	64	64	0	64		0	100.0%	
Staycation :- Indirect Expenditure	0	0	0	3,722	3,723	2	3,723	0	2	100.0%	0
Net Income over Expenditure	0	0	0	(3,347)	(3,348)	(2)	(3,348)				

Detailed Income & Expenditure by Phased Budget Heading 31/01/2022

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>106 Festivals & Markets</u>											
1303 Other customer/client receipts	320	300	(20)	9,800	9,455	(345)	10,230			95.8%	
Festivals & Markets :- Income	320	300	(20)	9,800	9,455	(345)	10,230			95.8%	0
4001 Salaries	0	0	0	196	570	374	570	374		34.4%	
4002 Employer's NIC	0	0	0	19	79	60	79	60		24.3%	
4003 Employer's Superannuation	0	0	0	36	105	69	105	69		34.3%	
4162 Waste Removal	0	0	0	353	350	(3)	350	(3)		100.7%	
4163 Domestic Supplies	0	0	0	67	67	0	67	0		99.8%	
4203 Other Transport Costs	0	0	0	0	200	200	200	200		0.0%	
4301 Equipment	0	0	0	166	600	434	600	434		27.7%	
4304 Catering & Hospitality	0	0	0	93	120	27	120	27		77.5%	
4306 Printing	0	0	0	0	530	530	530	530		0.0%	
4313 Professional Fees - Other	0	0	0	1,153	1,200	48	1,200	48		96.0%	
4327 Publicity Advertising	0	0	0	190	2,630	2,440	2,630	2,440		7.2%	
4343 Licensing/PRS	0	0	0	0	110	110	110	110		0.0%	
4900 Miscellaneous Expenses	0	0	0	27	500	473	800	773		3.4%	
Festivals & Markets :- Indirect Expenditure	0	0	0	2,299	7,061	4,762	7,361	0	5,062	31.2%	0
Net Income over Expenditure	320	300	(20)	7,501	2,394	(5,107)	2,869				
<u>108 Christmas Lights</u>											
4313 Professional Fees - Other	23,082	18,600	(4,482)	43,722	37,530	(6,192)	37,530	(6,192)		116.5%	
4900 Miscellaneous Expenses	0	0	0	21	0	(21)	0	(21)		0.0%	
Christmas Lights :- Indirect Expenditure	23,082	18,600	(4,482)	43,743	37,530	(6,213)	37,530	0	(6,213)	116.6%	0
Net Expenditure	(23,082)	(18,600)	4,482	(43,743)	(37,530)	6,213	(37,530)				

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>201 BWP Community Centre</u>											
1301 Premises Hire Charges	1,136	0	(1,136)	16,207	15,190	(1,017)	15,190			106.7%	
1304 Donations	10,000	0	(10,000)	10,000	0	(10,000)	0			0.0%	
BWP Community Centre :- Income	11,136	0	(11,136)	26,207	15,190	(11,017)	15,190			172.5%	0
4101 Repair/Alteration of Buildings	2,467	0	(2,467)	2,467	0	(2,467)	0	(2,467)		0.0%	
4102 Property Maintenance	500	260	(240)	3,112	3,309	197	3,829	717		81.3%	
4103 Maintenance Contracts	40	66	26	826	905	79	1,037	211		79.6%	
4111 Energy Costs	322	293	(29)	2,187	2,930	743	3,516	1,329		62.2%	
4131 Rates	0	0	0	1,347	1,347	(0)	1,347	(0)		100.0%	
4141 Water Services	32	40	8	115	135	20	215	100		53.6%	
4161 Cleaning	1,954	25	(1,929)	6,341	6,554	213	8,722	2,381		72.7%	
4162 Waste Removal	76	65	(11)	326	385	59	515	189		63.2%	
4163 Domestic Supplies	0	10	10	0	30	30	50	50		0.0%	
4171 Grounds Maintenance Costs	0	20	20	2,491	2,551	60	2,591	100		96.1%	
4301 Equipment	13	50	37	1,271	150	(1,121)	250	(1,021)		508.5%	
4313 Professional Fees - Other	0	0	0	50	0	(50)	0	(50)		0.0%	
4323 Telephones	40	40	(0)	405	400	(5)	480	76		84.3%	
4343 Licensing/PRS	0	0	0	189	189	0	189	0		99.8%	
BWP Community Centre :- Indirect Expenditure	5,445	869	(4,576)	21,126	18,885	(2,241)	22,741	0	1,615	92.9%	0
5101 Contrib. to Premises Provision	0	0	0	2,500	2,500	0	2,500	0		100.0%	
BWP Community Centre :- Other Costs	0	0	0	2,500	2,500	0	2,500	0	0	100.0%	0
Net Income over Expenditure	5,691	(869)	(6,560)	2,581	(6,195)	(8,776)	(10,051)				

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>202</u> <u>Pepperpot</u>											
1301 Premises Hire Charges	1,259	715	(544)	9,700	8,696	(1,004)	10,126			95.8%	
Pepperpot :- Income	1,259	715	(544)	9,700	8,696	(1,004)	10,126			95.8%	0
4102 Property Maintenance	0	100	100	757	990	233	1,190		433	63.6%	
4103 Maintenance Contracts	357	80	(277)	1,141	826	(315)	986		(155)	115.8%	
4111 Energy Costs	120	200	80	790	1,241	451	1,641		851	48.2%	
4131 Rates	0	0	0	175	175	(0)	175		(0)	100.1%	
4161 Cleaning	598	25	(573)	2,017	2,105	88	2,791		774	72.3%	
4301 Equipment	0	0	0	31	0	(31)	600		569	5.2%	
4323 Telephones	40	40	(0)	405	400	(5)	480		76	84.3%	
4343 Licensing/PRS	0	0	0	354	70	(284)	70		(284)	506.4%	
Pepperpot :- Indirect Expenditure	1,116	445	(671)	5,671	5,807	136	7,933	0	2,262	71.5%	0
5101 Contrib. to Premises Provision	0	0	0	2,500	2,500	0	2,500		0	100.0%	
Pepperpot :- Other Costs	0	0	0	2,500	2,500	0	2,500	0	0	100.0%	0
Net Income over Expenditure	143	270	127	1,529	389	(1,140)	(307)				
<u>203</u> <u>The Square</u>											
1302 Rents	0	0	0	7,808	7,198	(610)	8,886			87.9%	
1303 Other customer/client receipts	0	0	0	1,297	1,297	0	1,297			100.0%	
The Square :- Income	0	0	0	9,104	8,495	(609)	10,183			89.4%	0
4315 Insurance	0	0	0	1,297	1,297	0	1,297		0	100.0%	
The Square :- Indirect Expenditure	0	0	0	1,297	1,297	0	1,297	0	0	100.0%	0
Net Income over Expenditure	0	0	0	7,808	7,198	(610)	8,886				

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>204 Allotments</u>											
1302 Rents	0	0	0	2,474	2,474	(0)	2,474			100.0%	
Allotments :- Income	0	0	0	2,474	2,474	(0)	2,474			100.0%	0
4102 Property Maintenance	0	0	0	164	0	(164)	300		136	54.8%	
4141 Water Services	16	20	4	440	179	(261)	219		(221)	201.0%	
4162 Waste Removal	0	0	0	0	0	0	215		215	0.0%	
4171 Grounds Maintenance Costs	0	0	0	6,994	6,995	1	6,995		1	100.0%	
Allotments :- Indirect Expenditure	16	20	4	7,599	7,174	(425)	7,729	0	130	98.3%	0
Net Income over Expenditure	(16)	(20)	(4)	(5,124)	(4,700)	424	(5,255)				
<u>205 Wilfrid Noyce Community Centre</u>											
1301 Premises Hire Charges	4,747	2,000	(2,747)	30,369	23,511	(6,858)	27,511			110.4%	
1303 Other customer/client receipts	0	0	0	100	100	0	100			100.0%	
1304 Donations	0	0	0	2	0	(2)	0			0.0%	
Wilfrid Noyce Community Centre :- Income	4,747	2,000	(2,747)	30,471	23,611	(6,860)	27,611			110.4%	0
4001 Salaries	0	224	224	0	224	224	672		672	0.0%	
4002 Employer's NIC	0	0	0	0	0	0	93		93	0.0%	
4003 Employer's Superannuation	0	41	41	0	41	41	124		124	0.0%	
4102 Property Maintenance	0	300	300	3,645	4,416	771	5,016		1,371	72.7%	
4103 Maintenance Contracts	1,798	545	(1,253)	5,254	3,891	(1,363)	4,981		(273)	105.5%	
4111 Energy Costs	776	440	(336)	4,154	4,400	246	5,280		1,126	78.7%	

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	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4121 Rents	0	0	0	85	0	(85)	0		(85)	0.0%	
4131 Rates	0	0	0	1,184	1,184	(0)	3,184		2,000	37.2%	
4141 Water Services	47	100	53	931	1,046	115	1,246		315	74.7%	
4161 Cleaning	3,508	25	(3,483)	11,197	11,553	356	15,416		4,219	72.6%	
4162 Waste Removal	342	160	(182)	1,494	1,351	(143)	1,671		177	89.4%	
4163 Domestic Supplies	18	50	32	26	158	132	258		232	10.3%	
4301 Equipment	1,626	300	(1,326)	2,888	3,000	112	4,000		1,112	72.2%	
4313 Professional Fees - Other	0	0	0	1,600	1,600	0	1,600		0	100.0%	
4323 Telephones	62	140	78	663	740	77	800		137	82.8%	
4343 Licensing/PRS	0	0	0	548	548	0	548		0	100.0%	
4900 Miscellaneous Expenses	0	100	100	0	300	300	500		500	0.0%	
Wilfrid Noyce Community Centre :- Indirect Expenditure	8,175	2,425	(5,750)	33,670	34,452	782	45,389	0	11,719	74.2%	0
5101 Contrib. to Premises Provision	0	0	0	2,500	2,500	0	2,500		0	100.0%	
Wilfrid Noyce Community Centre :- Other Costs	0	0	0	2,500	2,500	0	2,500	0	0	100.0%	0
Net Income over Expenditure	(3,429)	(425)	3,004	(5,700)	(13,341)	(7,641)	(20,278)				
<u>206 Bandstand</u>											
4102 Property Maintenance	0	50	50	313	500	187	600		287	52.1%	
4162 Waste Removal	0	0	0	88	88	(0)	88		(0)	100.1%	
4301 Equipment	0	0	0	72	72	0	72		0	100.0%	
4343 Licensing/PRS	0	0	0	406	316	(90)	316		(90)	128.6%	
Bandstand :- Indirect Expenditure	0	50	50	879	976	97	1,076	0	197	81.7%	0
Net Expenditure	0	(50)	(50)	(879)	(976)	(97)	(1,076)				

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Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>207 Godalming Museum</u>											
1302 Rents	0	1,706	1,706	5,119	6,824	1,705	6,824			75.0%	
1303 Other customer/client receipts	0	240	240	13,970	14,210	240	14,210			98.3%	
Godalming Museum :- Income	0	1,946	1,946	19,089	21,034	1,945	21,034			90.8%	0
4001 Salaries	4,178	4,000	(178)	41,918	41,387	(531)	49,387		7,469	84.9%	
4002 Employer's NIC	346	410	64	3,451	3,636	185	4,456		1,005	77.4%	
4003 Employer's Superannuation	714	728	14	7,029	7,236	207	8,692		1,663	80.9%	
4011 Staff Training	0	0	0	0	0	0	500		500	0.0%	
4013 Other Staff Expenses	0	0	0	320	0	(320)	0		(320)	0.0%	
4102 Property Maintenance	200	110	(90)	2,664	1,100	(1,564)	1,320		(1,344)	201.8%	
4103 Maintenance Contracts	79	80	1	1,091	793	(298)	953		(138)	114.5%	
4162 Waste Removal	0	0	0	7	7	0	7		0	99.3%	
4163 Domestic Supplies	0	0	0	142	60	(82)	60		(82)	237.2%	
4202 Car Allowances	0	0	0	0	0	0	160		160	0.0%	
4301 Equipment	0	0	0	1,780	1,779	(1)	1,779		(1)	100.0%	
4307 Stationery	0	25	25	30	105	75	155		125	19.4%	
4315 Insurance	0	0	0	3,219	3,219	0	3,219		0	100.0%	
4322 Postage	0	0	0	544	476	(68)	476		(68)	114.3%	
4323 Telephones	15	15	(0)	137	150	13	180		43	76.0%	
4325 Computing	210	216	6	2,136	2,058	(78)	2,592		456	82.4%	
4342 Subscriptions	0	0	0	120	120	0	3,120		3,000	3.8%	
Godalming Museum :- Indirect Expenditure	5,742	5,584	(158)	64,587	62,126	(2,461)	77,056	0	12,469	83.8%	0

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	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
5101 Contrib. to Premises Provision	0	0	0	13,250	13,250	0	13,250		0	100.0%	
Godalming Museum :- Other Costs	0	0	0	13,250	13,250	0	13,250	0	0	100.0%	0
Net Income over Expenditure	(5,742)	(3,638)	2,104	(58,749)	(54,342)	4,407	(69,272)				
<u>208 Land & Property - Other</u>											
4101 Repair/Alteration of Buildings	0	0	0	0	0	0	1,560		1,560	0.0%	
4102 Property Maintenance	861	325	(536)	3,669	3,250	(419)	3,900		231	94.1%	
4103 Maintenance Contracts	0	100	100	0	300	300	500		500	0.0%	
4111 Energy Costs	79	100	21	771	838	67	1,038		267	74.3%	
4131 Rates	0	0	0	(3,668)	(3,667)	1	(3,667)		1	100.0%	
4141 Water Services	124	270	146	1,224	1,635	411	2,175		951	56.3%	
4151 Fixtures & Fittings	0	250	250	0	250	250	250		250	0.0%	
4161 Cleaning	2,823	0	(2,823)	9,089	9,776	687	13,286		4,197	68.4%	
4171 Grounds Maintenance Costs	730	400	(330)	1,948	4,000	2,052	5,000		3,052	39.0%	
4301 Equipment	1,710	0	(1,710)	1,710	0	(1,710)	0		(1,710)	0.0%	
4900 Miscellaneous Expenses	0	0	0	1,800	1,350	(450)	1,800		0	100.0%	
Land & Property - Other :- Indirect Expenditure	6,327	1,445	(4,882)	16,543	17,732	1,189	25,842	0	9,299	64.0%	0
5101 Contrib. to Premises Provision	0	0	0	2,500	2,500	0	2,500		0	100.0%	
5102 Contrib. to Other Provisions	0	0	0	2,000	2,000	0	2,000		0	100.0%	
Land & Property - Other :- Other Costs	0	0	0	4,500	4,500	0	4,500	0	0	100.0%	0
Net Expenditure	(6,327)	(1,445)	4,882	(21,043)	(22,232)	(1,189)	(30,342)				

Detailed Income & Expenditure by Phased Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>301 107-9 High Street</u>											
4101 Repair/Alteration of Buildings	0	0	0	4,300	4,300	0	4,300		0	100.0%	
107-9 High Street :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,300</u>	<u>4,300</u>	<u>0</u>	<u>4,300</u>	<u>0</u>	<u>0</u>	<u>100.0%</u>	<u>0</u>
5001 Transfers from Reserves	0	0	0	0	0	0	(4,300)		(4,300)	0.0%	
107-9 High Street :- Other Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(4,300)</u>	<u>0</u>	<u>(4,300)</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>(4,300)</u>	<u>(4,300)</u>	<u>(0)</u>	<u>0</u>				
<u>414 Mayors Charity 2020 - M Steel</u>											
1304 Donations	0	0	0	190	0	(190)	0			0.0%	
Mayors Charity 2020 - M Steel :- Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>190</u>	<u>0</u>	<u>(190)</u>	<u>0</u>				<u>0</u>
4900 Miscellaneous Expenses	300	0	(300)	300	0	(300)	0		(300)	0.0%	
Mayors Charity 2020 - M Steel :- Indirect Expenditure	<u>300</u>	<u>0</u>	<u>(300)</u>	<u>300</u>	<u>0</u>	<u>(300)</u>	<u>0</u>	<u>0</u>	<u>(300)</u>		<u>0</u>
Net Income over Expenditure	<u>(300)</u>	<u>0</u>	<u>300</u>	<u>(110)</u>	<u>0</u>	<u>110</u>	<u>0</u>				
<u>416 Community Store</u>											
1202 Grants - WBC	0	0	0	7,000	0	(7,000)	0			0.0%	
1303 Other customer/client receipts	0	0	0	800	0	(800)	0			0.0%	
1304 Donations	6,375	0	(6,375)	23,888	0	(23,888)	0			0.0%	
Community Store :- Income	<u>6,375</u>	<u>0</u>	<u>(6,375)</u>	<u>31,688</u>	<u>0</u>	<u>(31,688)</u>	<u>0</u>				<u>0</u>
4101 Repair/Alteration of Buildings	1,432	0	(1,432)	3,378	0	(3,378)	0		(3,378)	0.0%	

Detailed Income & Expenditure by Phased Budget Heading 31/01/2022

Month No: 10

Cost Centre Report

	Current Month Actual	Current Month Budget	Current Month Variance	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4121 Rents	317	0	(317)	1,837	0	(1,837)	0		(1,837)	0.0%	
4162 Waste Removal	0	0	0	86	0	(86)	0		(86)	0.0%	
4163 Domestic Supplies	0	0	0	10	0	(10)	0		(10)	0.0%	
4301 Equipment	0	0	0	4,524	0	(4,524)	0		(4,524)	0.0%	
4304 Catering & Hospitality	641	0	(641)	9,666	0	(9,666)	0		(9,666)	0.0%	
4307 Stationery	0	0	0	17	0	(17)	0		(17)	0.0%	
4323 Telephones	6	0	(6)	34	0	(34)	0		(34)	0.0%	
Community Store :- Indirect Expenditure	<u>2,396</u>	<u>0</u>	<u>(2,396)</u>	<u>19,550</u>	<u>0</u>	<u>(19,550)</u>	<u>0</u>	<u>0</u>	<u>(19,550)</u>		<u>0</u>
Net Income over Expenditure	<u>3,979</u>	<u>0</u>	<u>(3,979)</u>	<u>12,137</u>	<u>0</u>	<u>(12,137)</u>	<u>0</u>				
Grand Totals:- Income	27,571	5,464	(22,107)	1,162,144	1,107,557	(54,587)	1,116,456			104.1%	
Expenditure	106,294	79,571	(26,723)	1,011,300	996,912	(14,388)	1,135,063	0	123,763	89.1%	
Net Income over Expenditure	<u>(78,722)</u>	<u>(74,107)</u>	<u>4,615</u>	<u>150,845</u>	<u>110,645</u>	<u>(40,200)</u>	<u>(18,607)</u>				
Movement to/(from) Gen Reserve	<u>(78,722)</u>			<u>150,845</u>							

8. POLICY & MANAGEMENT COMMITTEE – WORK PROGRAMME

TASK	WHO?	MINUTE REF	PROGRESS	REQUIREMENT	DUE DATE
COMMUNITY CENTRES – PERFORMANCE MONITORING	Town Clerk	46-16	On-going item for approximately quarterly reporting.	Quarterly	April 2022
CONDITION OF TREES IN THE TOWN COUNCIL'S OWNERSHIP	Town Clerk	414-16	Works to progress as agreed by Members (Min No 263-18). Full Survey conducted in Oct/November 2020, maintenance programme now complete	2 yearly	Nov 2022
APPROVAL OF VARIABLE DIRECT DEBITS	RFO	40-19	Financial Regulations (6.6) require the approval of a use of variable direct debit shall be renewed by this Committee at least every two years.	Two yearly	May 2022
ANNUAL SAFETY REPORT	Town Clerk	444-18	Health & Safety Policy requires an annual safety report to the Council.	Annual	April 2022
GTC PROGRAMME 2019 – 2023	Town Clerk		Review of GTC Work Programme 2019 – 2023 Item on this agenda	6 Monthly	March 2022
Transfer of Land Assets	Town Clerk	280-20	Members resolved to authorise the negotiation of the potential asset transfers. Request for Head of Terms with WBC		October 2021

REPRESENTATION ON EXTERNAL BODIES REPORTS:			Required Date	Revised Date
SALC	Cllr Cosser	Report expected on 10 March 2022. On this agenda	10/03/22	
Surrey Hills – South Downs Community Rail Partnership	Cllr Follows Cllr PMA Rivers	Report deferred to 10 March 2022 due to cancellation of 25 November 2021 meeting. On this agenda	10/03/22	
Waverley Citizens' Advice	Cllr Steel	Report expected on 10 March 2022. On this agenda	10/03/22	
District Scout Council	Cllr Crooks	Report expected 21 April 2022	21/04/22	
Godalming Cycle Forum	Cllr Crooks	Report expected 21 April 2022	21/04/22	
Fairtrade Steering Group	Cllr Faraday	Report expected 26 May 2022	26/05/22	
Godalming Park Run Group	Cllr Duce	Report expected 26 May 2022	26/05/22	
Farncombe Day Centre	Cllr Hullah	Report expected 9 June 2022	09/06/22	
St Marks CC Management Committee	Cllr Ashworth	Report expected 9 June 2022	09/06/22	
Rotary Waverley-Wide Support Fund	Cllr Ashworth	Report expected 30 June 2022	30/06/22	
Godalming/Joigny Friendship Association	Town Mayor Cllr Boyle	Report expected 30 June 2022	30/06/22	
Godalming/Mayen Association	Town Mayor Cllr PS Rivers	Report expected 14 July 2022	14/07/22	
Sport Godalming	Cllr Adam	Report expected 14 July 2022	14/07/22	
Godalming & District Chamber of Commerce	Cllr Stubbs	Report expected 1 September 2022	01/09/22	
Go-Godalming Association	Town Mayor Cllr Heagin	Report expected 1 September 2022	01/09/22	
Surrey Hills – South Downs Community Rail Partnership	Cllr Follows Cllr PMA Rivers	Report expected 13 October 2022	13/10/22	

REPRESENTATION ON EXTERNAL BODIES REPORTS:			Required Date	Revised Date
Godalming Museum Trust	Cllr Steel Cllr Rosoman	Report expected 13 October 2022	13/10/22	
St Mark's Community Initiative Group	Cllr Ashworth	Report expected 24 November 2022	24/11/22	
Holloway Hill Sports Association	Cllr Martin	Report expected 24 November 2022	24/11/22	
Waverley Citizens' Advice	Cllr Steel	Report expected 12 January 2023	12/01/23	
SALC	Cllr Cosser	Report expected 12 January 2023	12/01/23	
Godalming Cycle Forum	Cllr Crooks	Report expected 16 March 2023	16/03/23	
District Scout Council	Cllr Crooks	Report expected 16 March 2023	16/03/23	
Godalming Park Run Group	Cllr Duce	Report expected 20 April 2023	20/04/23	
Fairtrade Steering Group	Cllr Faraday	Report expected 20 April 2023	20/04/23	

Godalming Town Centre Area – Action Plan

Action 1	Planning	Progress
	Continue to provide an opportunity for the public to express their views on planning matters and to provide advocacy for the protection of the character and historic setting of the town centre area. Utilise GTC's social media to promote knowledge of how residents are able to express concerns to Members at meeting of the council or its committees.	Ongoing
Action 2	Article 4 Directive	
	Environment & Planning Committee to monitor planning schedules to ensure that any matter relating to Change of Use development within the Article 4 Direction Order area is subject to a planning application and to review all planning applications for development within the Article 4 Direction Order area.	Ongoing
Action 3	Wiggins Yard Environmental Improvement Scheme	
	To continue to explore options with WBC for the environmental improvement works to Wiggins Yard, bring forward proposals that are within the available S106 funding agreement and also provide the maximum benefit for residents. GTC to consider proposals and if approved, formally accept responsibility for the delivery of the project.	GTC officers reviewed the Wiggins Yard appraisal report and responded to WBC on 22 Feb 2021. A number of issues were raised regarding costs v available funding v community benefit. WBC to take forward a number of legal considerations to progress project.
Action 4	Guildford to Godalming Greenway – Cross Godalming Section	
	When available bring the outcomes of the Design and Feasibility report to the Environment & Planning Committee and, if appropriate, support a bid for Strategic CIL funding.	On 6 April 2021, WBC awarded £200,000 Strategic CIL Funding to the Guildford to Godalming Greenway – Godalming Gateway. SCC consulting on potential routes
Action 5	Current Pedestrianisation	
	Continue to implement the road traffic restrictions upon Godalming High Street to meet the requirements of the Temporary Road Traffic Order. Continue to be informed by Government Covid-19 regulations and social distancing protocols for the operation of the Traffic Order post 21 June 2021.	Completed

Action 6	Future Pedestrianisation	
Work with SCC Member for Godalming North to establish options for traffic reduction within the Godalming town centre area to improve walkability and bikeability, including traffic access and speed restrictions. To bring forward proposals for endorsement by GTC and subsequent submission to SCC.		Report Submitted to GTC for consideration, if agreed SCC will be requested to take proposals forward
Action 7	Crown Court Pedestrian Area	
Crown Court Working Group to consider options for improvements to the Crown Court pedestrian area and to seek the support of WBC for its implementation. To bring forward the preferred option for endorsement by GTC and, where required, Full Council approval for Neighbourhood CIL Funding.		Await outcomes of WBC options for The Burys area of Godalming, which may influence considerations for the Crown Court area. Options for Crown Court Public Toilets being investigated for the creation of gender neutral facilities
Action 8	Community Events – The Green Environment	
Seek GTC approval to waive hire fee for the bandstand for use by organisations or groups providing free community events.		Action Complete
Action 9	Community Events – The Green Environment	
Investigate options and costing for the repair of the defective flood light column on The Burys Field.		Quotes to be obtained
Action 10	Community Events – The Green Environment	
Work with WBC to identify further opportunities for community and commercial events that provide a benefit, attraction or activity for residents.		Pride in Surrey –held 25 September 2021 Potential beer festival May 2022
Action 11	Community Events – Town Centre Built Environment	
Continue to support and organise community events in line with GTC Community Events Policy and decisions of the Council.		Ongoing i.a.w GTC Community Events Policy and GTC Community Events Programme approved by P&M 17 December 2020 (Min No 275-20).
Action 12	Floral Godalming	
Continue to implement Floral Godalming, seeking opportunities for sponsorship and working with SCC for the expansion of the scheme to incorporate the main approach roundabouts and roadside barriers at the pedestrian refuges around the approaches to the town.		Floral Godalming 2021 progressing on 2019 footprint, options for expansion to be investigated, risk assessed and brought to P&M for additional funding as required. Replacement planters funded via Welcome Back Fund to be deployed for 2022 season.

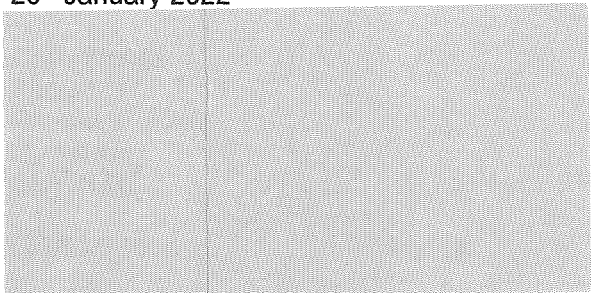
Action 13	Floral Godalming	
Seek to develop options for community engagement and involvement with the future of Floral Godalming, including options for 'Godalming Growers'.		
Action 14	Signage, Rails, Bollards, Bells, Benches & Buildings	
<ul style="list-style-type: none"> • Conduct a full audit of street furniture • Implement a programme of repair and renovation during 2021 • Audit info-signage for accuracy • Work with other info-signage providers, including WBC, rail operators and the Community Rail Partnership to provide a co-ordinated approach to info-signage. 		<p>Repair of Town Centre street furniture carried out April–June 2021.</p> <p>SCC funding to renovate/repair/replace town centre cross over drains to be completed by March 2022.</p>
Action 15	The Pepperpot	
Bring forward plans for the exterior repair and repainting of The Pepperpot.		
Action 16	The Pepperpot	
GTC to investigate the installation of 'fixed' public seating and tables in the area around The Pepperpot.		In principle permission provided with 3 benches to be trialled for suitability prior to permanent positioning. Benches sourced via the 'Welcome Back Fund' to be installed post Christmas Festival – awaiting outcome of planning application 110 High Street.
Action 17	Buildings of Local Merit	
GTC to champion a scheme for identification of Buildings of Local Merit and submit identified buildings for adoption by WBC.		
Action 18	Public Art	
GTC to 'champion' the establishment of an Art Forum within Godalming to provide a collective voice to seek opportunities to promote, display or perform art, including art within the public realm.		Cllr PMA Rivers initiated Art Forum.
Action 19	Regeneration and Supporting the Local Economy	
<p>Work with WBC Economic Development Team (EDT) to promote Godalming as a positive business location, seek feedback from the EDT to identify negative issues that are within GTC powers and identify the role that Godalming Town Council and Waverley Borough Council can play in:</p> <ul style="list-style-type: none"> - encouraging small, locally based businesses in order to create a circular economy, keeping money in the local economy and promoting locally sourced and sustainable goods and services; - encouraging businesses which will make Godalming an attractive town for people to visit and in which to spend time." 		GTC submitted a bid to the Welcome Back Fund, compliance check approved all projects, detail of delivery to be confirmed

Action 20	Business Improvement District	
Support Godalming & District Chamber of Commerce with information or resource in preparing a BID plan. Requests for significant staff resource or any financial support to be brought to Policy & Management Committee for consideration.		Bid meeting managed by WBC in Feb 2022. GTC agreed to provide funding and administrative support to a BID taskforce.
Action 21	Devolution of Public Assets	
Report to Members on the progress of requested land transfers from WBC, Charterhouse Green and Lammas Land adjacent Meadow allotments.		GTC wrote to WBC December 2020, request acknowledged and within WBC work programme
Action 22	Devolution of Public Assets	
GTC to agree which assets it wishes WBC to devolve to the Town Council and formally request WBC to transfer those assets of local community value to the Town Council.		

Key Dates for Members' Information (Town Events etc.)

Event	Date
Annual Council/Mayor Making	Thursday, 5 May 2022
Godalming Run	TBC Sunday in May
Town Show	Saturday, 4 June 2022?
Summer Food Festival	Sunday, 3 July 2022 - TBC
Staycation	Saturday, 7–Sunday, 15 August 2022
Godalming Green Gala	Saturday, 13 August 2022
Heritage Weekend	Saturday, 17-Sunday, 18 September 2022
Remembrance Sunday	Sunday, 12 November 2022
Christmas Festival & Light Switch-On	Saturday, 26 November 2022
Farncombe Christmas Lights	Thursday, 1 December 2022
Churches Together Christmas Event	Saturday, 10 December 2022
Pancake Races (School Hols 13-17 Feb 23)	Tuesday, 21 February 2023
Spring Festival – Spring into Godalming	Saturday, 1 April 2023
Annual Council/Mayor Making	Thursday, 4 May 2023
Godalming Run	TBC Sunday in May
Town Show	Saturday, 3 June 2023
Summer Food Festival	Sunday, 2 July 2023 - TBC
Staycation	Saturday, 5-Sunday, 13 August 2023 - TBC
Godalming Green Gala	Saturday, 12 August 2023
Heritage Weekend	Saturday, 16-Sunday, 17 September 2023
Remembrance Sunday	Sunday, 12 November 2023
Christmas Festival & Lights Switch-On	Saturday, 25 November 2023
Farncombe Christmas Lights	Thursday, 30 November 2023 - TBC

20th January 2022



Mr A Jeffery
Town Clerk
Godalming

Dear Andy

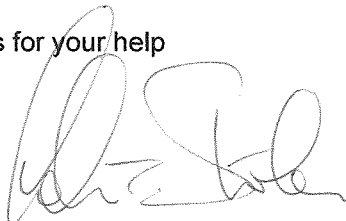
I am writing on behalf of St Marks Community Centre and Church, Franklyn Road, Godalming.

We are looking to install an automatic Defibrillator in the centre as we have many users every day. This would be available more widely during the hours we are open. To make it available to the community 24 hours per day it needs to have the special covering.

I am asking for the Town Council to give us the £700 (approximately) to turn this installation into an external facility which would then go on the Ambulance Service data base to become a community service.

We will attempt to fund raise for the £1100 required to pay for the internal version.

Many thanks for your help



Colin Stokes

Making a Difference in the Fight for Environmental Sustainability

Outline Proposal for a Repair Café in Godalming

Proposal: Rotary Clubs Godalming and Woolsack to establish with other volunteers in the community, a Repair Cafe in Godalming to operate every 4th Saturday of the month for 3 hours in the morning. We already have several skilled volunteers interested in helping as repairers and we are in discussion with other Repair Cafes already established, such as in Farnham and Haslemere.

Coffee and light refreshments will be made available to the public who bring in their broken items as well as to the volunteers who attend on the day.

Objectives: To reduce waste by encouraging the repair or adaptation of household items (including small electrical goods) that would otherwise be sent to the recycling tips.

To create public awareness of personal carbon footprints and share information on local environmental programmes.

To create a venue and a social event for the sharing of knowledge and best practices in quality repair and maintenance between the volunteer 'fixers' and the public in general.

Launch Date: To be advised

Venue: Possible venues include part of the Wilfrid Noyce Centre, with proximity to the main car park in Godalming, the Community Centre in Farncombe and other locations. If it is in the WNC, we would be seeking support from the Town Council for the use of the building.

Team: Moira Davies, Joy Poulter, Ian Coult

Status: In discussion with Insurance companies on the issue of third-party liability

Charity Registration No. 1175294

Company Registration No. 10847748 (England and Wales)

FARNCOMBE DAY CENTRE LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

FARNCOMBE DAY CENTRE LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms G Loveluck Dr E W Hislop (Chair) Ms S Thompson Mr T M Gammon Ms L A Grout Ms A Storrier (Treasurer) Mr M E D Fry Ms L Philippon	(Appointed 5 August 2021)
Charity number	1175294	
Company number	10847748	
Registered office and Principal address	Farncombe Day Centre St John's Street Farncombe Godalming Surrey GU7 3EJ	
Independent examiner	Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF	
Bankers	Co-operative Bank PLC - Manchester 1 Balloon Street Manchester M60 4EP Lloyds Bank PLC - Godalming 49 High Street Godalming Surrey GU7 1AT	

FARNCOMBE DAY CENTRE LIMITED

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Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 17

FARNCOMBE DAY CENTRE LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The Trustees operate a day and social centre for those living in the Farncombe and Godalming area. The Centre is open every weekday throughout the year. The service provided is used primarily by those over the age of 50 but is encouraging more attendance by younger users. Its main objective of providing a nutritious mid-day meal at a reasonable price, adjusted annually in line with inflation, offering social activities and entertainment, and providing additional services, such as assisted bathing, chiropody, hairdressing etc. Many users would be unable to attend the Centre without transport, so the Charity operates a minibus, which, for a subsidised price, provides individual door to door transport. The minibus is equipped with a tail lift to accommodate wheelchairs and those who cannot use stairs. The Centre also provides a Community Meals Service (CMS), which delivers meals within the area of Godalming, Farncombe and Milford.

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The normal operation of the Centre was seriously impacted by the COVID pandemic during 2020-21. During the year the Centre was unable to open fully to provide lunches but instead put in place a delivered meals service, using the Centre's minibus and drivers plus support from a core group of volunteers to deliver the meals to users' homes. From 1st July 2020 the Centre took over the running of the local Community Meals Service from Waverley Borough Council. The serviced was integrated with our existing service in terms of the preparation of meals and its administration but was delivered by a separate set of volunteers using their own cars.

As well as the grants covered in the following section, the Centre continued to receive support from local businesses and the wider community, all of which were extremely helpful in allowing the Centre to weather the impact of the pandemic.

The Day Centre staff are very dedicated, and they are assisted by supportive and kind volunteers. It is truly a team effort, for which the Trustees and users are very grateful. The cost of providing paid staff to carry out these essential duties would be considerable. Along with many other charitable organisations, we continue to have some difficulty in recruiting volunteers.

In addition to providing financial support for the Day Centre through the partnership, Waverley Borough Council has been most generous in providing and maintaining the Day Centre premises.

Financial review

The COVID pandemic has had a significant impact on the Centre's finances. Many traditional sources of self-generated income such as minibus fares, hire of the hall and receipts from hairdressing and chiropody either disappeared or suffered large reductions. Against this, the change from an in-house meals service to a delivered one and the addition of the CMS meant that catering income increased over previous years. The net result was that income from charitable activities was down by only £1,827 on the previous year and generated 36% of the Centre's total annual income.

FARNCOMBE DAY CENTRE LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

The Charity is supported by Waverley Borough Council both by direct funding and the provision of premises. In accordance with a 3-year Service Level Agreement (SLA), direct grant funding from the Council was £54,000, accounting for 34% of the Charity's running costs. The Trustees appreciate that working together with Waverley Borough Council in the context of this SLA enables the Day Centre to continue to provide its services to the local community for the duration of the agreement, especially in view of the changes to the nature of the service necessitated by the pandemic.

The Day Centre continued to receive grant funding of £12,000 from Waverley Borough Council. This grant funding contributes towards the employment care assistants, who normally provide vital support for the increasing number of Day Centre users with higher needs. During the pandemic, this work was directed towards maintaining the supply of meals to the community.

The Charity benefitted from generous grant funding to support the running of the Day Centre's minibus service which, during the pandemic, provided the means of delivering meals directly to users' homes. The amounts received in the year were £5,625 from the Henry Smith Charity, and £5,000 from Godalming Town Council.

Despite of all of the above, the Charity would have made a substantial loss during the year were it not for many COVID-related grants made by Waverley Borough Council, Godalming Town Council, Community Foundation for Surrey, Groundwork (Tesco), Scottish & Southern Energy which included a £10,000 Rates Rebate from Waverley Borough Council totalling £31,895.

Expenditure at the Centre was £623 higher than the prior financial year. We incurred additional costs in operating the delivered meal service, higher catering expenses due to higher volume of meals served as well as additional cost of personal protective equipment (PPE) and on cleaning. This was offset by a reduction in payroll costs of £19,737 due to the Centre having two vacancies at the Centre for a significant part of the financial year.

The Charity's financial accounts for 2020-21 show a surplus of £21,086 for the year.

The Charity normally aims to hold a general reserve of between 6 and 9 months running costs in the belief that this level provides a reasonable buffer against the sudden loss of one or more major sources of income or failure in fundraising. As at 31 March 2021 the reserve represented 11.5 months running cost. This cushion for contingencies means that the Charity can consider some improvements to its facilities as the country eventually emerges from the pandemic. In the longer term, the Charity will need to generate a greater level of donations or income from its activities. However, the need to generate income has to be balanced with the need to provide services at an affordable price for users of the Day Centre, many of whom come from the poorest parts of the Waverley Borough. The Charity has set aside sufficient funds to meet its contractual obligations of the minibus leasing agreement. The Trustees have given full consideration to alternative methods of transporting Day Centre users both to the Day Centre and for organised outings and have concluded that leasing is the most cost effective option available to ensure the Day Centre continues to operate effectively and meet the needs of its user community, although this will be reviewed again when the current lease is due to expire.

Risk Management

The Trustees prepare a formal Budget each year which enables them to identify significant factors and risks that Farncombe Day Centre is likely to face in the coming period. In addition, the Trustees review regularly the main operational risks to ensure the smooth functioning of its activities. The Trustees have identified and reviewed the risks to which the Charity is exposed and have appropriate controls in place to provide reasonable assurance against fraud and error.

During the pandemic, the Trustees has put in place specific risk analysis and additional measures to minimise the risk from COVID-19 to the Centre's staff, volunteers, and users.

FARNCOMBE DAY CENTRE LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

As of 1 April 2018 the Charity operating and managing the Farncombe Day Centre is Farncombe Day Centre Limited, which is controlled by its governing document, Articles of Association of November 2017. This charity has taken over from the previous charity, Age Concern Farncombe with the trustees having set up a new charitable company, limited by guarantee, Farncombe Day Centre Limited (charity 1175294 and company number 10847748). The change was formally approved by the membership of Age Concern Farncombe at an Extraordinary General Meeting on 24 July 2017. The transfer of assets and liabilities of Age Concern Farncombe to Farncombe Day Centre Limited was done by Deed of Declaration on 31 March 2018.

Farncombe Day Centre has a Board of Trustees, who are also Directors of the charitable company. Trustees are appointed by the Board of Trustees at their regular meetings. The Trustees undertake the management function with meetings being held monthly or bi-monthly which are attended by the Manager to whom day to day management is delegated within defined terms of reference.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms S Ayre (Acting Secretary)	(Resigned 31 July 2021)
Ms A Johnson	(Resigned 30 September 2021)
Ms G Loveluck	
Dr E W Hislop (Chair)	
Ms S Thompson	
Mr T M Gammon	
Ms L A Grout	
Ms A Storrier (Treasurer)	
Mr M E D Fry	
Ms L Philippson	(Appointed 5 August 2021)

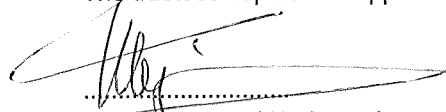
Trustee applications are invited from interested parties and references are taken. An applicant is provided with an induction pack, including the constitution and previous minutes of Trustee meetings. To gain an understanding of the Day Centre's activities and operations, the applicant meets with the Chair and is invited to visit the Day Centre prior to attending Board meetings as an observer. If the Trustees and the applicant mutually agree, the applicant is elected at a subsequent meeting of the Trustees.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Plans for future

The Trustees continue to work to ensure the Day Centre is a valued community asset within the financial constraints under which they operate. This will of necessity involve a continuing review of the services that are offered and the charges that are made, together with continuing efforts to expand the number of users of the Centre. In addition, the Trustees will continue to seek to diversify the Charity's funding sources.

The trustees' report was approved by the Board of Trustees.



Dr E W Hislop (Chairman)

Trustee

Dated: 22/12/21..

FARNCOMBE DAY CENTRE LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF FARNCOMBE DAY CENTRE LIMITED

I report to the trustees on my examination of the financial statements of Farncombe Day Centre Limited (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Frances Wilde FCCA DChA

Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated: 23 December 2021

FARNCOMBE DAY CENTRE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Income from:							
Donations and legacies	3	70,426	44,520	114,946	75,936	42,434	118,370
Charitable activities	4	63,853	-	63,853	65,680	-	65,680
Investments	5	31	-	31	309	-	309
Total income		<u>134,310</u>	<u>44,520</u>	<u>178,830</u>	<u>141,925</u>	<u>42,434</u>	<u>184,359</u>
Expenditure on:							
Charitable activities	6	103,902	53,842	157,744	123,389	33,732	157,121
Net income/(expenditure) for the year/ Net movement in funds		30,408	(9,322)	21,086	18,536	8,702	27,238
Fund balances at 1 April 2020		<u>125,663</u>	<u>22,396</u>	<u>148,059</u>	<u>107,127</u>	<u>13,694</u>	<u>120,821</u>
Fund balances at 31 March 2021		<u><u>156,071</u></u>	<u><u>13,074</u></u>	<u><u>169,145</u></u>	<u><u>125,663</u></u>	<u><u>22,396</u></u>	<u><u>148,059</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

FARNCOMBE DAY CENTRE LIMITED

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		19,043		24,567
Current assets					
Debtors	11	7,456		5,201	
Cash at bank and in hand		152,181		131,256	
		<u>159,637</u>		<u>136,457</u>	
Creditors: amounts falling due within one year	12	<u>(9,535)</u>		<u>(12,965)</u>	
Net current assets			150,102		123,492
Total assets less current liabilities			<u>169,145</u>		<u>148,059</u>
Income funds					
Restricted funds	14		13,074		22,396
Unrestricted funds			156,071		125,663
			<u>169,145</u>		<u>148,059</u>

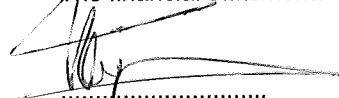
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Companies Act 2006.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 22/12/21



Dr E W Hislop (Chair)
Trustee



Ms A Storrier (Treasurer)
Trustee

Company Registration No. 10847748

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Farncombe Day Centre Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Farncombe Day Centre, St John's Street, Farncombe, Godalming, Surrey, GU7 3EJ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings and equipment	20% straight line
----------------------------------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations and gifts	3,935	-	3,935	13,488	-	13,488
Grants receivable	65,491	44,520	110,011	62,448	42,434	104,882
Donated goods and services	1,000	-	1,000	-	-	-
	<u>70,426</u>	<u>44,520</u>	<u>114,946</u>	<u>75,936</u>	<u>42,434</u>	<u>118,370</u>
Grants receivable for core activities						
Waverley Borough Council	64,000	21,000	85,000	55,000	19,050	74,050
Community Foundation Surrey	-	6,390	6,390	7,448	3,375	10,823
Godalming Town Council	-	7,500	7,500	-	5,000	5,000
Henry Smith Foundation	-	5,625	5,625	-	9,375	9,375
Co-operative	-	-	-	-	3,384	3,384
Cala Homes	-	-	-	-	1,250	1,250
Groundwork UK	-	500	500	-	1,000	1,000
Waitrose	-	2,000	2,000	-	-	-
Surrey County Council	-	1,000	1,000	-	-	-
Scottish & Southern	-	505	505	-	-	-
Other	1,491	-	1,491	-	-	-
	<u>65,491</u>	<u>44,520</u>	<u>110,011</u>	<u>62,448</u>	<u>42,434</u>	<u>104,882</u>

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	Day Centre General 2021 £	Day Centre Catering 2021 £	Total 2021 £	Day Centre General 2020 £	Day Centre Catering 2020 £	Minibus Transport 2020 £	Total 2020 £
Sales within charitable activities	3,444	59,909	63,353	20,875	31,450	9,932	62,257
Charitable rental income	500	-	500	2,688	-	-	2,688
Other income	-	-	-	735	-	-	735
	<u>3,944</u>	<u>59,909</u>	<u>63,853</u>	<u>24,298</u>	<u>31,450</u>	<u>9,932</u>	<u>65,680</u>

5 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	<u>31</u>	<u>309</u>

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6 Charitable activities	Day Centre General		Day Centre Catering		Minibus Transport		Total Day Centre		Day Centre Categories		Minibus Transport		Total 2020	
	2021	£	2021	£	2021	£	2021	£	2020	£	2020	£	2020	£
Staff costs	39,484		22,074		14,015		75,573		57,490		23,563	15,142		96,195
Depreciation and impairment	9,569		-		-		9,569		7,990		-	-		7,990
Catering purchases	-		25,901		-		25,901		-		14,179	-		14,179
Hairdressing and baths	156		-		-		156		187		-	-		187
Printing, stationery and telephone	2,501		-		-		2,501		2,604		-	-		2,604
Cleaning materials	2,948		-		-		2,948		1,214		-	-		1,214
Social activities	138		-		-		138		2,852		-	-		2,852
Repairs and renewals	12,223		-		-		12,223		4,293		-	-		4,293
Premises service fee	1,555		-		-		1,555		1,555		-	-		1,555
Minibus lease	-		-		8,579		8,579		-		-	8,579		8,579
Minibus costs -other	-		-		3,239		3,239		-		-	3,473		3,473
Miscellaneous expenses	953		-		-		953		584		-	-		584
	<u>69,527</u>		<u>47,975</u>		<u>25,833</u>		<u>143,335</u>		<u>78,769</u>		<u>37,742</u>	<u>27,194</u>		<u>143,705</u>
Share of support costs (see note 7)	3,852		-		-		3,852		3,497		-	-		3,497
Share of governance costs (see note 7)	10,557		-		-		10,557		9,919		-	-		9,919
	<u>83,936</u>		<u>47,975</u>		<u>25,833</u>		<u>157,744</u>		<u>92,185</u>		<u>37,742</u>	<u>27,194</u>		<u>157,121</u>
Analysis by fund														
Unrestricted funds	48,010		40,684		15,208		103,902		72,828		37,742	12,819		123,389
Restricted funds	35,926		7,291		10,625		53,842		19,357		-	14,375		33,732
	<u>83,936</u>		<u>47,975</u>		<u>25,833</u>		<u>157,744</u>		<u>92,185</u>		<u>37,742</u>	<u>27,194</u>		<u>157,121</u>

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs	-	8,228	8,228	-	7,343	7,343
Insurance	1,621	-	1,621	1,591	-	1,591
Licences and permits	994	-	994	989	-	989
IT costs	613	-	613	435	-	435
Training	414	-	414	337	-	337
Advertising	210	-	210	145	-	145
Independent Examiners fee	-	1,165	1,165	-	1,296	1,296
Bank charges	-	439	439	-	323	323
Payroll costs	-	539	539	-	957	957
Other governance costs	-	186	186	-	-	-
	<u>3,852</u>	<u>10,557</u>	<u>14,409</u>	<u>3,497</u>	<u>9,919</u>	<u>13,416</u>
Analysed between						
Charitable activities	<u>3,852</u>	<u>10,557</u>	<u>14,409</u>	<u>3,497</u>	<u>9,919</u>	<u>13,416</u>

Governance costs include Independent Examination fees of £1,140 (2020: £1,115)

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Employees

Number of employees

The average monthly number of employees during the year was:

2021 Number	2020 Number
8	10

Employment costs

	2021 £	2020 £
Wages and salaries	82,478	100,351
Social security costs	277	1,477
Other pension costs	1,046	1,710
	<u>83,801</u>	<u>103,538</u>

The eight staff are comprised of one full time and seven part time posts.

10 Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
At 1 April 2020	40,286
Additions	4,045
At 31 March 2021	<u>44,331</u>
Depreciation and impairment	
At 1 April 2020	15,719
Depreciation charged in the year	9,569
At 31 March 2021	<u>25,288</u>
Carrying amount	
At 31 March 2021	<u>19,043</u>
At 31 March 2020	<u>24,567</u>

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

11 Debtors		2021	2020
		£	£
Amounts falling due within one year:			
Other debtors		3,264	1,136
Prepayments		4,192	4,065
		<u>7,456</u>	<u>5,201</u>
		<u><u>7,456</u></u>	<u><u>5,201</u></u>
12 Creditors: amounts falling due within one year		2021	2020
	Notes	£	£
Other taxation and social security		810	666
Deferred income	13	-	5,625
Accruals		8,725	6,674
		<u>9,535</u>	<u>12,965</u>
		<u><u>9,535</u></u>	<u><u>12,965</u></u>
13 Deferred income		2021	2020
		£	£
Other deferred income		-	5,625
		<u>-</u>	<u>5,625</u>
		<u><u>-</u></u>	<u><u>5,625</u></u>

The minibus grant is deferred to the extent that it contributes to funding costs incurred in a future period.

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		Movement in funds		Balance at 1 April 2021
	Incoming resources	Resources expended	Incoming resources	Resources expended	
	£	£	£	£	£
Elsley Trust	-	-	-	-	2,507
Kitchen refurbishment	-	(6,077)	-	-	1,960
Minibus	14,375	(14,375)	10,625	(10,625)	-
VGP (Care assistant)	12,000	(12,000)	12,000	(12,000)	-
Dining chairs	5,634	(762)	-	(1,757)	6,265
Ipads and fridge (CFS)	3,375	(218)	-	(837)	2,320
Flooring (WBC)	6,000	-	-	(6,000)	-
Covid 19 grant (WBC)	750	-	9,000	(9,750)	-
Older people day (WBC)	300	(300)	-	-	-
Covid-19 grant (CFS)	-	-	6,390	(6,390)	-
Covid-19 grant (SCC)	-	-	1,000	(1,000)	-
Covid-19 grant (Groundwork UK)	-	-	500	(500)	-
Covid-19 grant (Waitrose)	-	-	2,000	(2,000)	-
Covid-19 grant (Scottish & Southern)	-	-	505	(505)	-
Sealant machine (GC)	-	-	2,500	(518)	1,982
	42,434	(33,732)	44,520	(53,842)	13,074
	13,694				

FARNCOMBE DAY CENTRE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

15 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:						
Tangible assets	8,476	10,567	19,043	11,428	13,139	24,567
Current assets/ (liabilities)	147,595	2,507	150,102	114,235	9,257	123,492
	<u>156,071</u>	<u>13,074</u>	<u>169,145</u>	<u>125,663</u>	<u>22,396</u>	<u>148,059</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).



Godalming
Town Council

Supporting Our Community

**DRAFT CONSULTATION DOCUMENT
Farncombe Village & Binscombe
Community Vision For A Greener Cleaner
Sustainable Future**

Issued 21 February 2022

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Context for Farncombe Village & Binscombe Community Vision

1. Preamble

The aim of this report is to:

- Provide the context and raise awareness of specific issues affecting Farncombe Village and the Binscombe Community areas.
- Identify current activity being delivered by Godalming Town Council (GTC) to support the general well-being of residents and the economic sustainability of the village centre and locality retail areas.
- Identify ways in which GTC can provide direct action, influence or support improvements within the Farncombe Village and Binscombe Community areas.
- Provide a basis for community engagement for the enhancement of the area.

2. Introduction¹

The built environment has a significant impact on people's general feeling of well-being. In considering how the built environment or 'place' can impact on those whose lives it touches, decision makers would do well to consider that the very large majority of research evidence points in the same broad direction; better place quality adds value economically, socially and with regard to health and environmental outcomes. The impacts of place are profound, contribute benefits to society over short, medium and long-term time horizons, and reverberate throughout the lives of citizens across all socio-economic strata.

Place quality is not an aspiration only to be considered when things are good or only for the wealthy. Instead, as the research evidence indicates, it is a basic necessity of urban life with profound and far-reaching impacts on the lives of citizens today and tomorrow. It is so important to basic well-being that it should be the expectation of all. This knowledge can be used to advance the case for quality when place-shaping policy, project or investment decisions are being made.

A *VERY strong positive* association between place derived value of all types (health, social, economic and environmental) and six qualities: greenness in the built environment (notably the presence of trees, grass, water, and open space – the latter if of good quality); a mix of uses (notably the diversity of land uses within a neighbourhood); low levels of traffic; the walkability and bike ability of places (derived from their strategic street-based connectivity and the quality of the local public realm); the use of more compact (less sprawling and fragmented) patterns of development; and ready, convenient connection to a good public transport network.

3. Area Characteristics

Farncombe village lies within a gently sloping area to the northwest of the Lammas lands; the floodplain to the River Wey. A defining characteristic of this relatively compact area being extensive views of the surrounding hills and woodland

Farncombe village is mainly residential interspersed with small business and retail outlets in the village centre. The Victorian village of Farncombe straddles the railway from the existing station down to the site of the original station (now Jewsons) with roads branching from a framework of earlier roads: Hare Lane, St John's Street, Farncombe Street, Summers Road, Lower Manor Road and Nightingale Road. The infill roads form an informal grid lined with housing predominantly of the Victorian era from small terraced

¹ Matthew Carmona (2019) Place value: place quality and its impact on health, social, economic and environmental outcomes, *Journal of Urban Design*, 24:1, 1-48, DOI: [10.1080/13574809.2018.1472523](https://doi.org/10.1080/13574809.2018.1472523)

cottage to semi-detached houses and larger "villas". Most houses are set back from the pavement with a garden proportionate to the building's size. Similarly plots and buildings are in proportion to each other.

The Farncombe area expanded throughout the 20th century with the boroughs first social housing being constructed in 1920 around the Oval and Broadwater Lanes. Between the wars the village continued to grow with developments spreading north beyond George Road creating the 'Tudors'.

Post war, and particularly during the 1950's, growth continued with the then Borough Council building the Binscombe extension which linked Farncombe Village with the historic hamlet of Binscombe. The Binscombe estate is a planned network of residential roads in the low lying land leading off and between Binscombe Lane, Green Lane/ Bourne Road and Furze Lane. The houses are relatively generous in size, generally set back from the road with good size front gardens many of which are used for car parking.

A notable feature of the area is the network of footpaths linking the housing and village centre as well as the town centre of Godalming. The ownership of these alleyways & footpaths is complicated, whilst Godalming Town Council has no direct responsibility for their maintenance, it does advocate on behalf of the community for their upkeep.

As well as housing development, the 1950's saw the industrial area of Farncombe around the Silo's decline to be replaced with housing and the opening of Broadwater Secondary School. The Long Gore Estate and development towards the upper reaches of Farncombe Hill and Northbourne area being the last major housing developments of the 20th Century in Farncombe.

Typically of the housing building programmes of the 1930's onwards, the area beyond George Road primarily consists of roads of very similar or identical houses, some hedges and greenery is present, as are some allotments, but more often than not is dominated by fairly featureless patches of grassed areas with limited benefits for wildlife. The Verges, areas of grass and communal play areas located throughout the area are often scruffy and poorly maintained.

At the outer reaches of the Parish, the 1960's and 1970's also saw development around the historic Binscombe settlement with the construction of 'Guildway Homes' as well as the Copse Side and Badger Close area along with the creation of new local schools. Within the Victorian and Edwardian centre of Farncombe village infill housing development continued throughout, in areas such as Llanaway Close, Little Thatch and other former small industrial and manufacturing sites.

The 21st century has seen continued pressure on land use for housing with new developments off Furze Lane and the removal of land from the greenbelt between Binscombe and Copse Side.

4. Conservation Areas

Binscombe Conservation Area is a medieval hamlet around Binscombe Farm. The farm has a Georgian brick façade but is timber framed at the back, and together with three other timber framed buildings forms a picturesque group in spite of more recent development.

The CA area map can be found at:

https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/heritage-and-trees/Heritage/Binscombe%20Conservation%20Area%20Boundary%20Map.pdf?ver=wQU42kOhsl-CIvOLqn_K0g%3d%3d

5. Public Services and the Public Realm

The provision of public services and facilities in the urban environment has a significant impact on the quality of life that residents and others enjoy. Good quality local public services, including education and training opportunities, health care and community facilities, are identified as one of the key elements for a Sustainable Communities Plan connected with crime reduction and community safety².

A home to live in is clearly the first and most vital consideration for everyone. Beyond this, most people wish their home to be set within an attractive and healthy environment. 'Green space' is not just good to look at, it provides room for outside leisure. Plants and trees contribute to air and water quality and we have a duty to manage our environment for the benefit of the flora and fauna that we share it with. A good environment helps to keep us health, both physically and mentally.

Traditionally we have tended to like roadside verges mown, woodland cleared of dead branches and open land free from brambles, nettles and ragwort. However, this is rarely the best management plan for nature. Setting aside land for nature reduces the space available for more utilitarian uses and there can be an indirect cost associated with managing land for its aesthetic or environmental benefit, which is why initiatives such as no-mow May and creating 'bug hotels' in woodlands etc should be especially important to local authorities in making best use of their green spaces budgets

There is a limit to the amount of land that that can be set aside for outdoor recreation, i.e. parks, play areas and playing fields. Many popular sports demand a significant amount of space and it is increasingly difficult to satisfy this demand. Nevertheless, these activities provide great benefit and must be accommodated as far as possible but it is recognised that informal, outdoor leisure is also important to health and well-being and a balance must be struck between the provision of formal and informal recreation space.

6. Community – Open Spaces, Sport & Recreation

If parks and green spaces are well managed, research has shown that communities use their local spaces more, have better relationships with their local councils and take some pride in the area where they live.³

Parks and green spaces contribute to all aspects of health and well-being including increasing levels of physical activity which could alleviate pressures on the NHS. Simply being outside in a green space can promote mental wellbeing, relieve stress, overcome isolation, improve social cohesion and alleviate physical problems.⁴

Parks provide spaces where people can get some fresh air, go for a walk, play, exercise or just enjoy the surroundings. Research by Keep Britain Tidy found that: "Visits to green spaces with friends and extended family groups were highly valued for enabling social bonding in largely natural and frequently picturesque surroundings."⁵

6.1 Broadwater Park

Broadwater Park is one of three significant public parks in Godalming owned and Managed by Waverley Borough Council, the others being the Burys and Phillips

² Office of the Deputy Prime Minister (2004) *Safer Places - The Planning System and Crime Prevention*

³ CABE Space. (2010). Urban Green Nation: Building the Evidence Base
https://www.designcouncil.org.uk/sites/default/files/asset/document/urban-green-nation_0_0.pdf

⁴ CABE. (2009). Future Health: Sustainable places for health and well-being

⁵ Keep Britain Tidy. (2010). People Places and their Green Spaces

Memorial Park and Holloway Hill recreation Ground. However, Broadwater Park at 73 acres is considerably larger and contains within its curtilage a number of areas designated for specific sports, Rugby, Football, Cricket, Tennis and Angling. Broadwater Park holds Green Flag Status.

Additionally, Broadwater Park is also home to the Godalming Leisure Centre, The Godalming Band Room, The Waverley Rangers workshop, the Godalming Angling Society Club House, Broadwater Park Community Centre – owned and operated by Godalming Town Council, as well as the former stable buildings owned by WBC and used to support local community groups. Clustered around these facilities are the residential houses of the park which were historically the estate workers homes of the former Broadwater House. These homes are now all private residences.

6.2 Parkrun at Broadwater Park

Parkruns are free weekly community 5k runs which take place every Saturday morning at 9am all over the UK and internationally. Supported by GTC and following a delayed start due to Covid 19, the first weekly Parkrun was held in the summer of 2021 and is now an established weekly event utilising a course agreed with WBC.

It is important that the Park Run continues in a way that does not have a negative impact on other users of the park.

6.3 Former Golf Course

Fronting onto Meadow and adjacent to the Godalming Town Football Ground, the former Broadwater Golf Club offers a significant opportunity for additional new or alternative leisure and recreational facilities. Whilst not in its ownership, following a presentation by a young campaigner for Biking and Skateboarding, Godalming Town Council has publically expressed support for repurposing some parts of Broadwater Golf Club site to include a combined Skateboard, BMX, scooter and outdoor activity hub with associated infrastructure, incorporating nature trails and environmental enhancements. Godalming Town Council has indicated its willingness to work with Waverley Borough Council for such facilities to be provided. However, GTC's will consider any proposal brought forward for this site on its merits and overall benefit for the community.

6.4 Godalming Leisure Centre

Opened in 2012, the leisure centre was built on a greenfield site fronting Summers Road, with car parking provided on land that had formed part of Broadwater School's playing field. The site of the old swimming pool which the new centre replaced, was returned to green space.

6.5 Godalming Leisure Centre - Extension

In 2018, Waverley Borough Council agreed a plan to extend the Leisure Centre, including developing just under 4,000m² of additional parking on a disused part of Broadwater school playing fields, in exchange for funding to build a new 3G pitch at the school.

In considering the extension of the Leisure Centre, Godalming Town Council would wish to see a robust business case before any further development is allowed to take place in this, already significantly developed area of the park. Such business case should take into account the existing supply of recreational and fitness facilities in the area, including community facilities such as Broadwater Park School Community Gym, private membership fitness centres and multi-sports facilities in neighbouring areas such as the Surrey Sports Park as well as the specific needs of the community. Additionally, in light of Waverley Borough Councils declared climate emergency, GTC would question the

desirability to focus additional facilities at the existing Leisure Centre location, as opposed to expanding opportunities at other locations, such as Godalming 6th Form College in Busbridge Ward or at Rodborough School in Milford, thus reducing the need for extended vehicle movements across the local road networks.

Additionally, Godalming Town Council would also wish to see comprehensive traffic analysis that model the impact of any extension of the Leisure Centre, especially in relation to any culminate affect associated with the expansion of Broadwater School. Additionally, although potentially exempt by virtue of development for recreational purposes, Godalming Town Council would be concerned with the over-riding of Green Belt protection to provide additional car parking spaces. This is especially true as the land in question also forms part of the existing school playing fields.

6.6 Farncombe Cricket/Sports Ground

Farncombe Cricket Ground is located on Broadwater Park, fronting to Summers Road. The ground consist of two cricket pitches used by Farncombe Cricket Club and Farncombe Wanderers. The club houses and grounds of each club are leased from WBC. Farncombe Cricket Club, in addition to the traditional men's cricket teams, also has both youth and ladies cricket teams.

Out of season the outfield of the cricket pitches are also marked out as football pitches that are available for hire through WBC. Both Cricket and Football are supported by publicly owned changing facilities. In 2020 GTC conducted a feasibility for the renovation of these facilities and applied Neighbourhood CIL funding. The refurbishment project lies with WBC who are responsible for the changing rooms.

In order to achieve a greater public benefit from the Changing Rooms and Broadwater Park, GTC has entered into a lease arrangement with WBC that will see the repurposing of part of the building for community use with the intention to relocate the Godalming & Villages Community Store to Farncombe.

6.7 Guildford Rugby Club & Broadwater Pavilion

Founded in 1922, lying on the north-eastern section of Broadwater Park, Guildford Rugby Club's grounds straddling the border of Waverley and Guildford Boroughs. The first team pitch, which is also flood lit for evening training, as well as the Club House are on the Godalming side of the boundary.

The club house is a relatively modern facility which in addition to accommodating the clubs changing rooms and fitness area, also boasts not only the club bar, but also one of the largest private venue hire facilities with on-site catering in the area. The venue area of the club is known as Broadwater Pavilion.

The Rugby club is a Community Amateur Sports Club and is keen to be able to utilise its grounds and facilities for community events which is an objective that GTC are keen to support.

6.8 Godalming Town Football Club

Godalming Town Football Club is a semi-professional football club, which currently plays in the Combined Counties League Division One. Run with a community emphasis, the football ground is located at Wey Court on the southern edge of Broadwater Park.

In addition to the playing pitch and associated training area, the football ground also has a club house that is hired as a venue, predominately used on a paid basis as an after school club as well as a polling station and a range of community meetings.

As with the other sports clubs located on Broadwater Park, Waverley Borough Council are their landlords who are charged with the care and custody of this prime community assets.

6.9 Farncombe Youth Football Club - Meades Park – Green Lane

Meades Park is home to the Farncombe Youth Football Club, which is one of, if not the largest, provider of youth activity in Farncombe and potentially the whole town. Supporting over 500 boys and girls, FYFC is a key community facility. As with most grass roots sports clubs, better facilities would enable greater support for young people. The main areas of concern at Meades Park include the need for flood lights to enable after school training during the winter months, and the provision of an artificial pitch to allow for all weather provision.

6.10 Canon Bowring Recreation Ground

Owned and managed by WBC, the Canon Bowring recreation ground is accessible from Lower Manor Road and Wolseley Road. Within the recreation ground is an informal football pitch, children's playground and basketball hoop, which needs upgrading. The recreation ground is used by Godalming Junior School and has, in the past been the location for local fetes. This site had traditionally not been accessible to dogs which meant it was a `safe space` for those with young children and the pupils at Godalming Junior School. This designation was removed from the recreation ground as a whole when the Waverley Public Space Protection Order Number 2 (Dog Control)⁶ and now only applies to the children's play and the basketball court area. For the remainder of the recreation ground, dogs should be kept on a lead at all time.

The protection order is in place until December 2022 when it is scheduled for review, as part of the review, GTC would wish to see the recreation ground revert to the previous designation as being a dog exclusion zone.

6.11 St John's Church Quiet Garden

The churchyard at St John's has been closed to new burials for many years. Over the decades it had become untidy and served little useful purpose. In 2008 the churchyard was cleared and new paths and planting areas were laid out to create a focal point for the people of Farncombe to meet, sit and chat – a sort of enclosed Village Green. Thus the Quiet Garden came into being.

The Quiet Garden was created with support from a number of organisations including including Living Spaces, Breathing Places, Waverley Borough Council, Godalming Town Council, Surrey County Council, Loseley Christian Trust and the E R Thomas Trust. Farncombe residents donated plants, trees and benches and the garden is maintained by volunteers who give much of their time and skills to provide this tranquil place in the centre of the village.

6.12 Combe Road Recreation Ground

Accessed from Combe Road and Green Lane, the Combe Road recreation ground is an informal grassed area with a small children's play area within. The facilities for young children are of rather poor quality and there have been local requests for them to be upgraded.

Godalming Town Council believes that the Combe Road recreation ground should be a 'safe space' for children to play. As such, it should enjoy the same designation as those

⁶ <https://www.waverley.gov.uk/Services/Benefits-and-community-support/Crime-and-safety/Public-Space-Protection-Orders-PSPOs/Dog-control-PSPOs>

expressed for the Cannon Bowring recreation ground. Subject to consultation, Godalming Town Council would wish, as part of the December 2022 review of the Public Space Protection Order, for this area to also be a designated dog exclusion zone.

6.13 Allotments

The majority of Godalming & Farncombe's allotment land (83%) is owned by Godalming Town Council with the remaining 17% being a private allotment owned by the Farncombe & District Allotment Association. The bulk of the Town Council's allotment land is leased to the Farncombe & District Allotment Association.

Seventy Six (76%) of Godalming & Farncombe's allotment land is concentrated in two areas, Meadow/Catteshall and the 'Tudors' area of Farncombe.

The allotment sites in Farncombe are:

- George Road – 1.25 acre – Council Owned – Leased to the Allotment Association
- More Road – 4 acre – Council Owned – Leased to the Allotment Association
- Green Lane – 2.5 acres – Farncombe and District Allotment Association owned

George Road Allotments/More Road Allotments are within 200 metres of each other. Although adjacent to More Road allotment site, the Farncombe & District Allotment Association's site at Green Lane there is no inter-connection between the sites.

The Council owned allotments in Farncombe are all classified as Statutory Allotments. Although there is no legal number of allotment plots that the Town Council must provide, a figure often quoted, from the 1969 Thorpe Report,⁷ is 15 plots per 1000 households. On this basis Godalming would be providing for approximately 150 plots. At present, excluding Green Lane, Godalming's publically owned allotments can in theory provide 192 x 10 Rod Plots. However, in practice not all plots are 10 Rods as these are considered to be too large for many to manage, allowance must also be made for footpaths and non-cultivated areas. However, at present the availability of allotment plots is meeting demand.

There is the potential that more land could be made available at Meadow to provide additional plots if required in future.

6.14 Play Areas

In developing its play area strategy⁸, Waverley Borough Council has identified seven wards that fall below the borough average for both equipped play provision and the Fields-in-Trust standard for informal play space. These include Godalming Binscombe, with Long Gore particularly poorly served with no play areas to the North of Green Lane.

Additionally, the provision for those with disabilities is also poor with the play areas offering an accessible roundabout or swing, but little else. Most of the area's playgrounds are accessed over grass, which limits accessibility.

With the exception of the Multi Use Games Area at Broadwater Park and a rather sad basketball hoop at the Canon Bowring Recreation Ground, there are no activity play facilities for teenagers.

⁷ The National Archive, Kew – Department of the Environment: Directorate of Rural Affairs, Departmental Committee of Inquiry into Allotments 'The Thorpe Report': submission of report to Ministers; drafting, 1970, Ref: AT 26/26

⁸ Waverley Borough Council (2015) *Waverley Play Area Strategy 2014-2024*

Outside of Broadwater Park, the other play areas managed by Waverley Borough Council within the Farncombe village and Binscombe areas are:

- Canon Bowrings recreation ground
- Longbourne Green Play Area
- Combe Road Park

Non local authority owned play areas are provided on the Northbourne Estate and within the Greensand Way development.

7. Natural Environment – Trees

In considering the natural environment of Farncombe and Binscombe, the starting point should be that as we face climate change and that as ambitious by the declaration of Climate Emergencies from Godalming Town, Waverley Borough and Surrey County councils, the first actions we should be taking is the protection of our existing natural environment.

The best tree for helping carbon reduction is the one that is already planted, as such, the protection of our existing tree stock should be of paramount importance to the community. Binscombe & Farncombe overall have far less tree cover than the rest of Godalming yet few protections exist to look after them.

Trees within the Binscombe Conservation area are subject to some protection, as are those individual trees that are subject to Tree Preservation Orders (TPO). However there are many mature, yet common trees, which have no protection whatsoever and are at the mercy of whoever happens, at the time, to own the land they grow upon. Godalming Town Council does not believe this to be good or appropriate stewardship of assets that are of such important to both the community and its immediate and future well-being.

8. Community Meeting Places

8.1 Broadwater Community Centre – Youth Centre

Broadwater Park Community Centre (BWPCC) is a relatively modern (30 years old) purpose built community centre located adjacent to Godalming Leisure Centre and the only secondary school located within the Parish of Godalming. Opened in 1991, Broadwater Park is an exception to the majority of other users of the park, in as much as the grounds upon which it sits, including its car parking area, are held freehold by the Town Council.

The Community centre was built in the grounds of the former walled garden of Broadwater manor. The surviving boundary wall is known as a 'crinkle-crankle' wall or serpent wall and is Grade II listed.

The Community centre was until September 2021 a general use community building hired out for a range of activities. However, following its closure during the 2020/21 pandemic, Godalming Town Council re-designated the centre as a stand-alone youth centre facility for young people of secondary school age, staffed and managed by professional youth workers employed by GTC.

8.2 Binscombe Church

Binscombe Church usage has exceeded the current building's capacity and facilities, as such a number of activities being temporarily held at Broadwater School. Binscombe

Church had gained planning permission for a major development on their existing site in Barnes Road. However, in order to carry out the work significant funds are required, as of October 2021, approx 75% of the fundraising target of £1.7m had been reached. The church holds various activity sessions and is also used as a polling station.

8.3 St John's Farncombe

St John's opened in 1849 as the Anglican Parish Church of Farncombe. In addition to a place of worship, the church building and the adjoining St John's Hall is used by a range of community groups and clubs, including the Farncombe Music Club, which hold regular music gigs in the church.

8.4 Farncombe Day Centre

Adjoining Bowring House, a retirement housing complex run by Waverley Borough Council, the Farncombe Day Centre is a registered charity supported by Waverley Borough Council and Godalming Town Council that provides a welcome for people, mainly over the age of 50, living in Farncombe & Binscombe as well as the wider area. It provides lunches, socialising and activities. The Centre also offers hairdressing, chiropody and bathing services.

The Community Meal service is operated from the Day Centre's kitchen.

8.5 Baden Hall

Built at the end of the 19th century, the Baden Hall located in Tottenham Road is home to the Farncombe Scout & Guide Group. As with many community buildings of its age, Baden Hall has a number of challenges to enable it to become a more energy efficient and environmentally friendly building. The Scout Group has an ambition to increase the insulation value of the building to make it not only more efficient and cost effective to operate, but also more attractive for other community hire when not used for scouting.

9. Schools

9.1 Primary & Secondary State Schools

Farncombe and Binscombe is served by four schools, see table below⁹.

School	Age	School Type	School Capacity	School role (Jan 2022)	% of children eligible for Free School Meals
Farncombe CofE Infant	4-7	Voluntary Controlled	150	149	12.5%
Godalming Junior	7-11	Foundation	240	239	7.5%
Loseley Fields Primary	4-11	Academy Converter	420	348	25.3%
Broadwater	11-16	Academy Converter	600	572	15.4%

Points of note are:

- Broadwater School is the only secondary school in the Civil Parish of Godalming.
- There is no state (local authority) nursery school provision in the Farncombe and Binscombe area.

⁹ <https://get-information-schools.service.gov.uk>

- Loseley Fields Primary school is the only school for pupil under 11 in Godalming with a specified Special Educational Needs provision – providing for Moderate Learning Difficulties with 14 pupils supported from a capacity of 14.
- Broadwater School has a specified Special Educational Needs provision for 11-16 year old pupils with Speech, Language and Communication Needs (SLCN)

9.2 Pre-School and Family Centre Provision

Although as stated at 8.2 there are no local authority nurseries in the Farncombe and Binscombe area, although there are three privately operated pre-school nurseries that accept government funded clients. Alongside a universal provision for 15 hours per week of funded childcare over a 38 week period for children aged 3 & 4, the government provide a number of other childcare funding options depending on individual circumstances.¹⁰

Targeted, referral based family support is provided by the Barnado's charity on behalf of Surrey County Council at the former Loseley Fields Sure Start Centre, which is now known as Loseley Fields Family Centre.¹¹

10. **Medical, Dental & Well-Being**

Although served by two pharmacies, located in Farncombe Street and at 106 Binscombe within the Binscombe Medical Centre, Farncombe & Binscombe has only one dental practice operating within its area located at Binscombe Crescent close to Binscombe Medical Centre and has no opticians.

10.1 The Binscombe Medical Centre

A medium sized practice looking after the health needs of just over 10 000 patients in the Godalming area, was opened in 1990 at its current location. The Godalming & Farncombe Neighbourhood Plan states that Binscombe Medical practice is considered by the senior partner as having reached capacity. Moreover, the practice has stated a desire to relocate to a much larger, purpose-built, environmentally sustainable medical facility within the current practice area. The practice owners would envisage this facility offering additional services to the local community including upgraded pharmacy and physiotherapy in addition to outpatient facilities for the Royal Surrey Hospital consultants to provide community-based clinics.

10.2 Farncombe Community Garden

GTC made an introduction between the Binscombe Medical Centre and SCC which has led to the Binscombe Medical Centre reaching agreement to lease a plot of land from Surrey County Council on Summers Road (beside Broadwater Lodge). A business plan has been developed for submission to the Charity Commission. Whilst the Medical Centre has provided the seed funding there is a need for a lot of fund raising to take place and an application has been made to the Your Surrey Fund and Waverley Borough Council's Strategic CIL funds.

10.3 Public Toilets

GTC operates public toilets located at the junction of Farncombe Street and Station Road. The toilets are a unisex accessible facility.

10.4 Street Furniture – Benches, Shelters and Planters and Public Notice Boards

There are five bus shelters located within the Farncombe and Binscombe area, the shelters located at Furze Lane and St Johns Street are the responsibility of Godalming

¹⁰ <https://www.childcarechoices.gov.uk>

¹¹ <https://www.barnardos.org.uk/what-we-do/services/waverley-family-centres-2-sites-hale-and-loseley>

Town Council. The shelters located on Meadow by Kings Road, Elizabeth Road and at the Meadow/Bridge Road Roundabout layby are the responsibility of WBC.

GTC has installed a number of public benches within the Farncombe and Binscombe area. Public benches provided by GTC are located at Marshall Road adjacent to the railway footbridge, Long Gore shopping parade as well as by the bus stops at Spring Grove and Green Lane (opposite Barnes Road) additional on street public seating is located by the Binscombe Crescent Shops and St Johns Church Garden and at the Meadow end of Church Walk adjacent to Wey Court. Public seating is also provided by WBC within the Cannon Bowring recreation ground and Broadwater Park, including around Broadwater Lake and along the edge of the park on the Guildford Road.

WBC are planning on providing public seating on Binscombe Field located between Binscombe Lane and Mark Way.

There are a number of bus stops, notably along Farncombe Street and Binscombe Lane which could benefit from adjacent public seating.

GTC also provides and maintains a number of Public Notice boards, which in addition to the posting of statutory public notices, such as election notices, are available for use by residents. GTC periodically clears the public noticeboards to remove out of date notices and to carry out maintenance and repair. Notice board provided by GTC are made of recycled materials and are of a uniform design throughout the area. Notice board in Farncombe and Binscombe are located at:

- Green Lane by Long Gore shopping parade
- Elizabeth Road and the junction of Farncombe Hill
- St John's Street towards the junction with Farncombe Street
- Meadow/Kings Road bus stop (to be replaced 2022)

Additional public noticeboards could be located on Binscombe Lane by the Binscombe Crescent Shopping parade.

With the exception of litter bins which have been replaced by both GTC and WBC, the maintenance of the public realm has predominately fallen to GTC to manage. Prior to 2019, this was undertaken by out-sourcing repairs. Following the appointment of GTC direct maintenance staff, the repair and refurbishment of the public realm street furniture will now be, wherever possible and safe to do so, undertaken by the GTC maintenance team.

In relation to highways infrastructure, GTC remains actively engaged with SCC Highways for the identification and reporting of highway defects as well as working with Surrey Members to identify areas in need of improvement or intervention by SCC Highways.

11. Transport – Accessibility, Walkability and Bikeability

Although Farncombe and Binscombe rises towards Farncombe Hill, the general topography is relatively gentle with the lower lying areas being predominately on the flat, this should mean that walking and cycling around the area is reasonably accessible. However, reliance on the car as a means of getting about is high, it being the predominant mode of travel for the community of Godalming and Farncombe. Many of the journeys are short, local journeys within Godalming and Farncombe, which could potentially be replaced by walking or cycling, particularly through effective use of techniques that serve to change how road space is used and prioritised in terms of who

uses it. The Godalming and Farncombe Neighbourhood Plan identified that every working day, approximately 1,600 commuters travel within the Neighbourhood Plan area to get to work with 45% doing so by car.

11.1 Walking

Walking around Binscombe and Farncombe is relatively simple. The established network of lanes and alley's provides easy links between most areas and facilities. However, the majority of the alleys and lanes are bordered by hedges with the responsibility for the maintenance of the hedges being a mix of either the adjoining landowner, SCC or WBC. The maintenance of the hedges is varied and often results in overgrowth causing difficulties for pedestrians, especially wheelchair users and those with push chairs and buggies.

Whilst GTC has in the past been funded by SCC to carryout hedge cutting on a number of alleyways, following the restructuring of SCC Highways maintenance delivery, the continuance of this arrangement is uncertain.

11.2 Accessibility

Walking around Binscombe and Farncombe is an easy option for a large proportion of residents. However, due to the inconsistent provision of dropped kerbing at road junctions and crossing desire points, examples being by bus stop locations, walking is made more challenging for those with reduced or limited mobility, including parents with buggies and toddlers, the elderly, wheelchair users and those requiring the support of walking aids. The poor condition of pavements, especially around the Spring Grove area of Binscombe and the general lack of traffic calming measures at a number of strategic locations – specifically the key walking routes to schools' - also adds to the difficulties faced by some residents.

11.3 Bikeability

The relative low traffic volumes within certain parts of the main housing areas of Farncombe and Binscombe, does allow for relatively safe and easy cycling within those areas. However, cycling is more difficult on the busier arterial roads such as Binscombe and Bourne Road/Green Lane. As well as towards the main retail centre of Farncombe.

Within Farncombe's Victorian centre such as George Road, Kings Road and Wolseley Road and in some parts of the Binscombe residential estate, the reduction of road width due to the volume of on-street parking creates challenges for cyclists, whereas around the retail centre of St Johns Road and Farncombe Street the increased traffic volumes and speed are a cause of concern.

The Godalming & Farncombe Neighbourhood Plan identified that more people cycling locally would mean reduced pressure on parking in the town centre and reduce congestion on the roads at key times. This is particularly the case if cycling is used as a mode of travel to work when the roads are busiest. For instance, around 1,000 vehicles travel into Godalming along Meadow/Bridge Road between 8am and 9am each weekday morning. Evidence gathered to inform the Neighbourhood Plan suggests that as much as a quarter of these cars may be coming from as close as Farncombe or Binscombe and travelling elsewhere in Godalming. Even if only a third of these trips could be shifted to bike (or walking) this would contribute greatly to improving traffic circulation and reducing the impact of traffic.

Although cycling and walking within the Farncombe and Binscombe area is a relatively feasible option for a significant majority of residents, unless there is also a safe cycle and walking option for travel into or out of the immediate area, with the associated secure cycle storage provision it is unlikely that a significant shift from cars will be achieved.

11.4 Guildford-Godalming Greenway

Many people find road traffic intimidating and are discouraged from cycling as a result. Parents are understandably reluctant to allow their children to cycle on or near busy roads. The provision of a well-designed and largely off-road route would offer a protected and suitable environment in which children and others can be safe and secure. This is the principal aim of the Guildford to Godalming Greenway, the provision of an alternative route suitable for day to day activities such as getting to school, going shopping, commuting to work or simply enjoying time out in the fresh air that will alleviate the concerns associated with busy roads.¹²

Whilst the spine of the Guildford to Godalming Greenway is to provide a safe route between the two conurbations, it is equally important that safe routes are provided from the residential areas of Binscombe and Farncombe to the spinal route travelling either towards Godalming or Guildford.

GTC has engaged with the Godalming Cycle Campaign, Waverley Borough Council and Surrey County Council to support the Greenway. In doing so, GTC's priority has been to ensure that feeder routes are able to connect to the spine. Additionally GTC wishes the spine to traverse across Godalming to enable Farncombe and Binscombe to be safely linked to Godalming Town Centre and onwards towards Ockford Ridge, Milford and Witley.

In pursuance of that aim, GTC funded a feasibility study for the cross Godalming section and put forward proposals that would link the greenway's spine from Broadwater Park, through Farncombe and onwards towards Godalming. Both SCC and WBC have consulted on route options.

12. Transport – Car Use

Whilst Binscombe and Farncombe could not to be considered as a gridlocked area, surveys conducted for the Neighbourhood Plan indicated that reliance on the car as a means of getting about is high and is the predominant mode of travel for the community of Godalming and Farncombe. Although the goal of any transport policy must be to reduce car use, there is a balance to be struck between discouraging car use where possible and providing for needs where appropriate.

Transport is used principally for people to access services - education, healthcare, shopping, jobs and leisure. Enabling people to access these services as easily as possible, and preferably as close as possible to where they live, minimises cost, time and use of resources. As such, until public transport becomes resident's first choice, there does need to be satisfactory provision of parking to help the local centres to thrive.

Whilst it could be argued that local centres such as the Binscombe Crescent and Long Gore shops have adequate parking facilities to match their needs, the same argument may not necessarily hold true for the Farncombe retail centre. The combinations of activities within this area, be it retail, assemblies in the church or the day centre, social gatherings in the café's or the need for practical services such as the pharmacy or laundrette, individually and collectively place a strain on the adequacy of the available on-street and retail off-street parking

Although Farncombe as an area has at 71% the lowest access to a car, compared to an average of 85% across the town and 96% in some other areas, it is faced with similar, parking problems around its retail centres as other locations. Parking issues around the Farncombe village retail centre could of course be seen as a sign of a successful local

¹² http://www.guildfordgodalminggreenway.com/?page_id=30

centre. Whilst the ideal would be for people to walk or cycle to the local retail centres, if residents are using their vehicles to access a retail offering, it is preferable that they support the local centres rather than travelling further afield.

Parking and road safety issues in and around the centre of Farncombe are further compounded by the prevalence of commuter traffic. Much of which, according to anecdotal evidence, travels in from outside the area to make use of the free parking spaces and the opportunity to get a seat on the train before Guildford. The level of commuter traffic appears to be particularly acute on the residential roads around the station.

12.1 Electric Vehicle Charging Points

In considering private vehicle use, with the government announced phasing out of internal combustion engines (ICE), the need/demand for appropriate infrastructure to support electric vehicles (EV) must be addressed.

For many EV drivers the need for on-route EV charging is a logistical requirement that is largely met by private provision on retail and business sites, for the majority of EV users the ability to charge overnight is a greater everyday need. Whilst changes in planning regulations will require all new build premises with parking facilities to provide EV charging points and government grants are likely to be available for a number of years to support householders who are able to provide for off-road EV charging, for residents who do not have off-street parking facilities the transition from ICE to EV holds more challenges.

Government figures show that around 40% of Britain's 33 million cars belong to households without off-street parking, with the percentage increasing towards 60% in areas of higher population density. It is estimated that between 400,000 and 500,000 on-street EV chargers will be required by 2030 when half of the UK's cars should be electric. However, if the infrastructure isn't there then people will hesitate to buy an electric car unless they are forced to. Good infrastructure will be essential to convincing more and more residents to go electric¹³

The provision of EV charging facilities within residential areas with predominantly on-street parking needs to be addressed in order to support the transition to EV. With a clear cessation date for the sale of private ICE vehicles, it could be argued that it is the responsibility of government agencies at all levels to push for the installation of on-street EV charging facilities even in the face of opposition from current residents. GTC will work closely with WBC and SCC on their roll-out programmes and push hard for on street EV provision that reflects the constraints of the local environs.

12.2 Twenty Is Plenty

Godalming Town Council believes that the implementation of a wide-area 20mph speed limit on residential roads, combined with a public information campaign, would have immediate beneficial impacts on road safety, air quality, active transport and community well-being and would support the Council's climate emergency objectives. The creation of a 20mph zone within the main residential areas of Binscombe and Farncombe, could not only create a safer environment, but also a cleaner and healthier place to live.

¹³ <https://www.reuters.com/technology/rocking-down-electric-avenue-good-luck-charging-your-car-2021-10-13/>

13. Transport – Public Transport

13.1 Bus Services

Bus services are an important part of creating a strategic shift away from the private car. Bus routes need to serve key locations such as the town centre and the railway stations more frequently and more reliably in order to increase bus use.

Other than direct Godalming/Guildford routes along Meadrow, Farncombe & Binscombe are served in varying degrees by the Number 46, 42, 503 and 523 bus services.

No. 46. Aldershot, Farnham, Elstead, Shackleford, Hurtmore, Godalming, Farncombe, Compton and Guildford - This route serves part of Green Lane, Barnes Road/Spring Grove, Binscombe Lane/Farncombe Street and Nightingale Road. Towards Godalming the route is served by 12 buses Mon – Fri (roughly 1 per hour between 06.45 and 18.49) and 11 on a Saturday (roughly 1 per hour starting at 08.29) and 11 busses towards Guildford Mon-Sat from approx 07.30 to 18.51

No.42. Cranleigh, Nanhurst Corner, Alfold Crossways, Dunsfold, Loxhill, Hascombe, Busbridge, Godalming, Catteshall, Farncombe and Guildford. - This route serves Furze Lane, Birch Road, Silo Drive and Silo Road, Warren Road, Elizabeth Road, Farncombe Street, St Johns Road and Hare Lane. On a weekday there are 7 buses on this route.

No 503 between Hambledon - Milford – Guildford operates one service a day via Farncombe on a Monday, Wednesday and Friday serving Summers Road, St John's Street and Hare Lane. - This service provides a public transport route to the Mill Medical Practice and the Sainsbury's Superstore. The pickup from St John's Farncombe being at 10.49 with a return journey towards Guildford arriving at St John's Street at 12.50.

No 523 between Guildford, Farncombe, Godalming, Busbridge and Milford Hospital operates two services service a day via Farncombe on a Tuesday and Thursday Friday serving Summers Road, St John's Street and Hare Lane. - This service provides a public transport route to Milford Hospital. The pickup from St John's Farncombe being at 09.50 and 12.50 with the return journeys toward Guildford arriving at St Johns Street at 10.30 and 13.30

No buses run in Farncombe or Binscombe on a Sunday or Public Holiday, there are no bus routes that drop off or pick up outside Farncombe Station or at the Binscombe Medical Centre and the frequency of the bus services from Binscombe and Farncombe towards Godalming and Guildford is considered inadequate and does little to encourage the use of public transport as a realistic, viable alternative for private car use for short local journeys. Additionally, the many sport facilities reached, via Summers Road, on Broadwater Park are also not well served with only a three day a week service which excludes Saturdays when the Park Run is held.

13.2 Railway Services

As with bus services, the railway should be an integral part of the public transport network serving the needs of the community.

Until March 2021, Farncombe Station had historically been serviced by 4 trains per hour during peak periods and two trains per hour during the off-peak period, reducing to one off-peak train per hour on a Sunday. However, as part of the railways response to changes in services due to changes in rail travel during and post the Covid pandemic, the train services stopping at Farncombe were reduced to 3 trains during peak travel times and 1 train per hour during off-peak times.

Godalming Town Council and many community groups were proactive in pushing for this the service to be re-instated to pre-covid levels. Initially SWR indicated that the service would be re-instated as part of a service review for the train schedules from December 2022¹⁴. However, pleasingly the 2nd off peak service was re-instated 11 months earlier in January 2022.

It has been the aspiration of many to also see the Saturday and Sunday service increased to two trains per hour to promote leisure travel. This would not only service visitors who wished to visit the area or access the Surrey Hills, but would also provide greater choice for residents to travel along the main line to Portsmouth or London or many other destinations for leisure.

13.3 Rail/Bus Integration

Although the Neighbourhood Plan supports the redesign of the forecourt at Godalming and Farncombe railway stations so that buses can stop outside the entrance and create an environment suitable for all users, at present no buses stop at Farncombe Station.

Passengers arriving from the Portsmouth direction seeking onward travel by public transport would need to walk either to Nightingale Road bus stop D for routes towards Guildford/Compton (Watts Gallery) or to St John's Street bus stop B for routes towards Dunsfold/Cranleigh direction. If buses do not stop directly at a railway station, then clear unambiguous signage and information boards are needed to assist visitors to easily transit from rail to bus and to promote local places of interest, shops and café's that are available during the waiting time between bus and train and visa-versa.

It is also important that, in order to minimise journey times, the rail and bus timetabling is also integrated. When considering the onward journeys from Farncombe Station the two most likely journeys are to either Watts Gallery in Compton (No.46 bus) or towards Winkworth Arboretum (No 42 Bus).

For Journeys from the Portsmouth end of the line the weekday and Saturday integration towards Compton has an average of 43 minutes between train arrival and bus service, this allows for a relaxed transit and the opportunity to take advantage of the Station Café or other outlets in Farncombe. However, whilst a morning transit to Winkworth would result in a reasonable 30 minute wait between train arrival and bus departure, the afternoon timetabling of the Non42 bus sees it depart 1 minute after the arrival of the Portsmouth train, meaning that passengers will likely experience nearly an hour's wait.

For trains arriving from the London direction, whilst the onward journey on the No 42 bus towards Winkworth would average a 45 minute wait, for those wishing to visit Watts Gallery the wait would be extended to 55 minutes.

With no bus services on a Sunday, the public transport option to Watts Gallery is more challenging and would mean a 2^{1/2} mile walk or cycle and for those planning on visiting Winkworth the distance is 3 miles.

14. **Economic Profile and Potential Forces for Change**

Waverley in general is an affluent area with a buoyant local economy and low level of unemployment. Farncombe village and the locality shopping parades at Binscombe offer a mix of retail, professional services and residential. Despite the economic shock experienced by the retail sector during the Coronavirus pandemic, the level of

unoccupied retail units remains low, with the September 2021 Waverley retail unit vacancy survey showing no vacant units in the Farncombe retail area. The occupancy rate of retail units in the Farncombe and Binscombe area are significantly better than many other areas of Waverley as indicated in the table below.

Retail Vacancy Rates - Waverley Retail Centres for September 2021

Location	Retail Premises	Vacant	Vacancy Rate
Farnham	241	15	6%
Milford	23	1	4%
Farncombe	36	0	0%
Godalming	202	16	8%
Haslemere	120	8	7%
Bramley	29	2	7%
Wey Hill	72	3	4%
Cranleigh	112	9	8%

Whilst the table above provides a comparative indication for September 2021, by February 2022, Farncombe had seen 4 of its 36 retail units become vacant which created an 11% vacancy rate. That said, at the time of writing, a planning application for one unit to become a restaurant was being considered by the planning authority.

Despite the above, there remains a strong presence of shops in Farncombe and Binscombe and residents continue to be served by a number of independent and national retailers, as well as takeaway food outlets, cafes and charity shops. Within the area there are three convenience based supermarkets, a white goods retailer, a post office, restaurants, barbers, hairdressers and smaller convenience stores as well as a laundrette, vets and a garage with car showroom.

Although there is no longer any banks operating in the Farncombe or Binscombe. Most services which were available within a locality bank can be done at the post office. This adds to the importance of the Farncombe Post Office. As at December 2021, the area also has three externally accessible cashpoint machines.

As with many other local centres, retailers are facing the challenge of changing purchasing habits, which quickly accelerated during 2020 and the first quarter of 2021. Farncombe and Binscombe has had a relatively low rate of change of shops which has provided a fairly stable retail offering.

Despite the Neighbourhood Plan identifying that the retail needs of the expanding population would be best served through small scale expansion of Farncombe Local Centre (NP Policy GOD 4)¹⁵ and Waverley Local Plan Policy TCS2 of the LPP1 providing some safeguards to local centres¹⁶ the conversion of commercial properties to residential has already been experienced in Farncombe in the loss of the bank building, dry cleaners and the former bakery and pet shop as well as the Owen Road development.

¹⁵ <https://godalming-tc.gov.uk/wp-content/uploads/2019/04/Godalming-NP-Referendum-Version-April-2019-Part-1.pdf>

¹⁶ https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d (page 98)
https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d (page 98)

Whilst Waverley as the Local Planning Authority was able in April 2019 to make an Article 4 Direction to remove permitted development rights that allow the change of use from commercial uses to residential in the commercial area of Beacon Hill near Hindhead¹⁷, achieving the same protection for the retail centre of Farncombe has, due to changes announced in July 2021 (see para 14), been made more challenging. However, this is a move that the Town Council would support.

A further concern is that the range of retail outlets on Farncombe Street has become more restricted in recent years. Whilst local residents would like to see a greater variety of shops, the reality is that the market determines the available retail offering. However, whilst local authorities cannot influence or prevent individual retailers operating within existing 'Class of Use' of a property, they can, if appropriate, manage changes of the class of use of a property. This does afford an opportunity to influence planning decisions towards a suitable balance of retail outlets.

15. Restricting Article 4 Directions

New text was added to Paragraph 53 of the National Planning Policy Framework in July 2021 on Article 4 Directions (areas where certain permitted development rights are unavailable) to make it tougher for Local Planning Authorities to secure blanket A4Ds. Additional text also requires that A4Ds be restricted to the smallest geographical area possible and based on robust evidence.

The new wording seeks to limit the use of A4Ds to core primary shopping areas. The policy prioritises the high street uses over residential uses, albeit only where a change to residential would "include the loss of the essential core of a primary shopping area which would seriously undermine its vitality and viability"

16. Business Improvement District

Godalming Town Council, alongside The Godalming & District Chamber of Commerce and Waverley Borough Council are supporting the development of a Business Improvement District (BID) within the Godalming Area. As part of that process GTC will seek opportunities to explore whether the Farncombe and Binscombe retail areas might be able to benefit from being either a formal part of a BID area or from opportunities that might be available as businesses although not part of the formal BID area.

17. Built Environment

17.1 Development

Farncombe and Binscombe are areas with a relatively high density of housing and little land for significant further development. Public parks and allotment sites form the majority of the open space in the area. As such, with the notable exception of land taken out of the Green belt on the outskirts of Binscombe, the amount of potential development land is predominately limited to infill land and the redevelopment/conversion of exiting developments.

17.2 Permitted Development Rights

Since 2013 the scope of Permitted Development Rights (PDR) available under the Town and Country Planning (General Permitted Development) (England) Order 2015 ("the Order") as amended¹⁸. Part 1 of Schedule 2 to the Order sets out the permitted development rules concerning what enlargements, improvements,

¹⁷ <https://www.waverley.gov.uk/Services/Planning-and-building/Planning-strategies-and-policies/Article-4-directions>

¹⁸ The Order and subsequent amendments can be found at: <http://www.legislation.gov.uk/ukxi/2015/596>

alterations and other additions a householder may make to their house and the area around it without the need for an application for planning permission.

Although PDRs do not remove requirements for permissions or consents under other regimes such as the building regulations¹⁹ and the Party Wall Act²⁰, they do allow householders to improve and extend their homes without the need to apply for planning permission where that would be out of proportion with the impact of works carried out. Larger single storey rear extensions are subject to a neighbour consultation scheme.

Additionally, The Government has implemented significant changes to the use classes system in England (Use Class Order 1987) through the new Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020. The main driver of change has been a need to enable the repurposing of buildings on high street and town centres.

The new permitted development rights significantly extend the scope of new development which can be carried out without planning permission.

Taken together, the changes represent a very significant shift in control away from local authorities and the communities they represent, into a significantly less regulated environment. Overall, the local planning authority has lost a significant degree of control over changes of use.

17.3 Land South East of Binscombe

A review of the Green Belt boundary in Waverley was undertaken in 2014. The purpose of the Review was to assess the performance of the Green Belt designation against NPPF criteria and to then consider specific areas of search for boundary adjustments. The study made a number of recommendations and identified land that could be removed from the Green Belt.²¹

Subsequently as part of the Local Plan process, an area of land to the south east of Binscombe was removed from the Green Belt and designated for housing development. This land now forms part of the settlement area of Godalming and is no longer be within the Area of Great Landscape Value.²²

17.4 Telecoms Masts

There are continuing ad hoc attempts by the telecoms companies to install 20 meter monopoles to support their 5G networks. These are often in inappropriate locations (two attempts in Marshall Road; at the bottom of the Farncombe Hill open green space by Binscombe Crescent). Fortunately, WBC Planning have rejected some of the very inappropriate developments. GTC remains convinced of the need for coordinated planning of telecoms infrastructure by the telecoms companies

¹⁹ Information on building regulations can be found at <https://www.gov.uk/building-regulations-approval/when-you-need-approval>

²⁰ Guidance on the Party Wall etc. Act 1996 can be found at <https://www.gov.uk/party-wall-etc-act-1996-guidance>

²¹ Waverley Borough Council Green Belt Review Parts 1 and 2: August 2014

<https://haslemeretc.org/wp-content/uploads/2021/02/WBC-Green-Belt-Review-Part-1.pdf>

²² https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d page 113 – 114.
https://www.waverley.gov.uk/Portals/0/Documents/services/planning-and-building/planning-strategies-and-policies/local-plan/LPP1_July_2019_web.pdf?ver=M4C0VK_SH7V54tLWEaTftA%3d%3d page 113 – 114.

working with WBC, GTC and other local stakeholders. GTC will continue to lobby for this more rational, proactive and inclusive approach to planning.

18. House Prices and the Need for Social Housing

Just over 100 years ago, in response to the housing crisis that existed at the time, the then Godalming Borough Council built the first social (Council) housing at The Oval in Farncombe. The same Council continued with the building of Council Housing to deal with housing crisis in the area and created what became known as the Tudors followed by the Binscombe extension in the 1950's. Nearly 70 years on the Farncombe and Binscombe area still faces a housing crisis centred on the ability of local residents to be able to afford a decent home, be it as owners or renters.

At £602,000, Surrey has the second highest average house prices out of 55 England and Wales counties. Only greater London is more expensive,²³ and although the average house price in the GU7,3 postcode area (Farncombe and Binscombe) of £526,138 is some £76,000 lower than the Surrey average, the median salary in Waverley Borough is £3,300 lower than the Surrey average and some £14,000 below the median salary in the highest earning borough in Surrey (Runnymede).²⁴

Within Waverley Borough the median salary in 2021 of £28,400 was £2,900 lower than the UK average. Likewise, the average salary in Waverley at £32,800 was also below the UK average of £38,300²⁵.

However, with a below average income level, the average property prices in GU7,3 post code area, which covers Farncombe and Binscombe, shows a stark and alarming disparity when compared with the average property prices for England.

At the lower end of the housing market, the average sale price for flats and maisonettes in Farncombe and Binscombe, as reported by Zoopla for the previous 12 months of sales from the date of this report, was nearly 37%% higher than the average in the UK.²⁶ Likewise, significant higher prices in comparison to the UK average are experienced when purchasing a terraced property (+50%), semi-detached properties (+64%) and detached properties at (+69%).

Taken as a whole, with a median salary of £28,400 and an average house price for the area of £526,138, a Farncombe household with two median earners would have a house cost to earnings ratio of 9.2. Even at the lower end of the housing market the ratio would be in the region of 6.55. This compares with an average ratio for England of 5.26 for the average house and 4.33 at the lower end of the market.

With house prices to income ratios being so high, many in the GU7,3 postcode area have little option other than to rent. However, the average rental price of property in the GU7 area of £1,502²⁷ takes a much higher proportion of household income than would be the case in many other areas of the country. A household with two median incomes in Farncombe would be paying approximately 40% of their income in rent, whereas the average rent for a household with the same income living in Lincoln would be just 15%.

When considering the median salary vs housing costs, many essential workers will be earning below the median wage. As well as nurses with starting salaries of £25,655, a

²³ <https://www.plumplot.co.uk/Surrey-house-prices.html>

²⁴ <https://www.plumplot.co.uk/Surrey-salary-and-unemployment.html>

²⁵ <https://www.plumplot.co.uk/Surrey-salary-and-unemployment.html>

²⁶ <https://www.zoopla.co.uk/house-prices/uk/>

²⁷ https://www.home.co.uk/for_rent/godalming/current_rents?location=godalming

healthcare assistant at £17,699, a primary school teacher starting on £25,714 or a newly qualified police constable with a starting salary of £21,402 who will take 5 years to reach the median salary, will all be better off working in other areas of the country with lower housing costs. As workers with portable skills and nationally agreed pay structures, the danger of essential worker skill shortages serving the Farncombe and Binscombe area is very real. There are many more essential workers who serve or support the community such as cleaners, classroom assistants and shop workers who are equally challenged by high housing costs in Farncombe and Binscombe.

In setting out the housing cost challenge faced by many in the community, Godalming Town Council believes that a sustainable solution for the lowest paid, but essential workers in our community, can only be achieved through the provision of affordable rented housing.

As such, whilst there are few development sites in the Farncombe and Binscombe area, GTC would wish that if development is to occur on sites such as the Land to the East of Binscombe then any development should be first and foremost for the provision of socially rented housing.

In Considering options for socially rented developments, Godalming Town Council would wish to see WBC exploring as many options as possible, including in a similar fashion to that undertaken at Ockford Ridge, the regeneration of some of the older social housing stock in the area as well as innovative developments utilising factory made modular building that would not only speed up the delivery of social housing but would also reduce the carbon footprint associated with traditional building techniques.

notes:

1. The median salary is the middle income for the population. i.e. half the population earn below that amount and half earn above that amount. The average salary is the mathematical mean for all salaries earned by the population.
2. Waverley Borough is the lowest level that salary figures could be determined.

19. Community Use of the Built Environment

The built and green environment of Farncombe and Binscombe is used by residents to access day-to-day facilities, but it is also used to provide a focal point for a variety of organised activities.

For a number of years, St John's Church have held a number of community events including the 'Village Show' which is a local produce show. Likewise the Day Centre holds a summer fete, a Christmas bazaar and hosts the Farncombe Village Christmas Lights switch on event.

Godalming Town Council had for 3 years organised a village fete on the Canon Bowring recreation ground, this was then passed on to the community to run. Unfortunately, without the input of the Council this event became unsustainable for the resources available and is no longer held on the recreation ground. However, a number of the local schools hold annual fetes and Christmas sales.

As stated earlier a parkrun is now held each Saturday morning at Broadwater Park

Outwith of the Farncombe village area, an annual firework event is organised by the Farncombe Youth Football club and held at Meades Park, and a number of events are held at the Rugby Club at Broadwater Park, including the NCT low bangs firework display.

In 2020 Godalming Town Council lobbied WBC to enable Farncombe Street between the Junction with St John's Road and the Western Railway Crossing to be used for on-street trading. As such, the possibility exists for an occasional market to be held at that location. Use of the Farncombe Station Car Park has also been mooted as a possible location for holding occasional markets.

19.1 Farncombe Station Signal Box

In 2023 the signalling requirements for the London to Portsmouth will be operated from an operational control centre located at Basingstoke, as such the signal boxes along the line will become redundant. Whilst negotiations are taking place between Network Rail, the Community Rail Network and the Railway Heritage Trust to determine whether the listed signal box at Haslemere Station can be preserved as a railway heritage museum, it is likely that Farncombe's signal box will be mothballed or demolished.

The building itself is unsuitable for re-purposing to other uses without considerable expense, Godalming Town Council consider that a beneficial outcome for the community would be for the railway operators to remove the building and structures so that the land it currently occupies could be used to provide a small garden area with shelter for use by those waiting at the crossing whilst the barriers are down.

19.2 Telephone boxes.

Godalming Town Council has adopted the phone box in Spring Grove. The council plans to undertake the refurbishment, painting, replacement glass and electrical safety as required by the adoption agreement with BT. Additionally the Council will apply for any planning permission required to change its use from a telephone Kiosk to whatever purpose is finally agreed. Local Councillors will consider options for the future use to which the kiosks should be put.

20. **Public Art**

With the exception of the picture boards installed on the Southbound platform and artworks displayed in the waiting rooms of Farncombe Station, there is a notable absence of street art within Farncombe and Binscombe. However, there are a number of places where art could add to the street scene, such as the gable walls of the public toilets, the green at The Oval or by the Day Centre

A number of organisations, including the Centre for Active Design, set out that a vibrant public art programme offers a range of benefits and opportunities for enhancing the urban environment, increasing the use and enjoyment of public space and building social cohesion. Public Art provides a means of celebrating culture, diverse communities and shared history. It contributes to civic pride and helps forge a positive identity for the town. Through art the town can project its collective identity and vision, while individuals and community groups are also empowered to express their unique identities.

Public art supports the creative industries, creating opportunities for artists and designers. Public art can also:

- energise public spaces;
- expand thinking;
- transform the places where we live, work and play;
- create places of interaction; and
- lead to a sense of civic pride.

21st century, public art does not need to be considered as statues and monuments whose meanings fade into obscurity. In this context public art could be graffiti walls,

murals or paintings as well as sculpture. It can be permanently displayed as part of the street scene or it could be transient art displayed or provided in a publicly accessible building such as the station waiting rooms.

GTC's Role in the Farncombe Village & Binscombe Area

21. Public Realm and Built Environment

21.1 Planning

GTC reversed a previous decision to disband its planning committee by the establishment in January 2020 of the Environment & Planning Committee (E&P). The E&P is responsible for providing advocacy on behalf of local residents to ensure that the character of the Farncombe Village and Binscombe Community area is not adversely impacted by developments.

21.2 Guildford to Godalming Greenway – Linking Residential Areas

Whilst the Guildford to Godalming Greenway is potentially an important step towards providing a practical alternative option for travel between the two towns, the Town Council also wishes it to be a catalyst to provide safe routes for local residents to walk and cycle from Farncombe and Binscombe into the town centre.

21.3 Benches & Bus Stops & Notice Boards

There are a number of bus stops, notably along Farncombe Street and Binscombe Lane which could benefit from adjacent public seating. An audit of potential locations and an installation plan, based on available funds, should be agreed. Likewise both the St John's and Meadow bus stops could benefit from refurbishment and where appropriate additional locations suitable for bus stop provision should be identified.

Although private land, GTC should seek to acquire permissions to install a public notice board at Binscombe Crescent Shops.

21.4 Farncombe Station Signal Box

To investigate and work with Network Rail and the Community Rail Partnership to explore options for use of the land current occupied by the signal box for when the signal box becomes defunct.

22. Business & Economic Development

22.1 Regeneration and Supporting the Local Economy

GTC, in common with all other Town & Parish Councils, has very few statutory duties. However, it does hold The General Power of Competence. The General Power of Competence (GPC) was introduced by the Localism Act 2011 and took effect in February 2012. In simple terms, it gives councils the power to do anything an individual can do provided it is not prohibited by other legislation.

The GPC will allow GTC to support its community by being a positive actor in working for greater economic growth and resilience in the local communities. The GPC provides both a legal power on which to act and/or giving greater confidence to work in new and innovative ways.

GTC's role is, as far as possible, to ensure that the Farncombe and Binscombe retail areas remains a visually attractive and vibrant location for businesses to operate.

23. Transport

23.1 EV Charging Points

The provision of EV charging facilities within residential areas with predominantly on-street parking need to be addressed in order to support the transition to EV. With a clear cessation date for the sale of private ICE vehicles, it could be argued that it is the responsibility of government agencies at all levels to push for the installation of one-street EV charging facilities even in the face of opposition from current residents. GTC works with both WBC and SCC to identify potential locations for EV Charging points.

23.2 Twenty Is Plenty

On 11 March 2021, Godalming Town Council approved a motion calling on SCC to support the creation of 20mph zones in and around Godalming. In doing so Godalming Town Council stated that it believes that the implementation of a wide-area 20mph speed limit on residential roads, combined with a public information campaign, would have immediate beneficial impacts on road safety, air quality, active transport and community well-being and would support the Council's climate emergency objectives. The creation of a 20mph zone within the main residential areas of Binscombe and Farncombe, could not only create a safer environment, but also a cleaner and healthier place to live.

23.3 Transport and Access Master Plan

While the Council will continue to advocate for improvements in infrastructure and accessibility, there is a need to develop a more strategic plan addressing road usage and routes. This needs to be developed in consultation with local residents, schools, businesses, and other stakeholders, to form a coherent plan of improvement which will make routes from/to and through Francombe and Binscombe safer and greener.

This would also look in more detail at 20mph limits, Greenway connections, changes in road layouts, pavements, traffic calming, buses at Farncombe Station and more widely etc.

24. Green Environment

24.1 Floral Godalming (Farncombe & Binscombe)

Floral displays softens the built environment by providing colour and interest, helps support pollinating insects and provides a sense of civic pride and well-being.

Troughs, baskets and planters installed in key locations complement those businesses and property owners who also strive to brighten up the area with floral displays. If Floral Godalming were to be extended into the Farncombe and Binscombe area, the public display element would be planted up, installed, watered and maintained by GTC staff in as economical and sustainable way as possible. However, whilst GTC does seek to attract sponsorship of the floral displays, in terms of staff time, infrastructure and plants etc, the majority of the costs lie with GTC.

In looking to expand into the Farncombe and Binscombe area, for the scheme to have a significant impact, it is important that the local community and not just the Town Council, are involved in creating displays. Displays need not be limited to planters but may involve the planting of verges and other poorly maintained/minimal diversity grassed areas.

24.2 Tree Planting

With a focus on residential areas and verges for tree planting, as a community within a wider borough, GTC would wish to see tree planting being undertaken in line with the Waverley Tree Planting Strategy. Location of sites and type of trees should be identified through consultation with local residents, businesses and schools.

24.3 Protection of Trees

In order to provide added protection to trees not subject to a TPO, Godalming Town Council would wish to see WBC add all trees lying within a conservation area, protected woodland or other area where trees are subject to protection by a local policy from felling, topping, lopping, uprooting, wilful damage or wilful destruction with a trunk diameter of 75mm or more when measured at 1.5m above ground level, added to the WBC digital mapping system

Godalming Town Council will, as part of its review of the Godalming & Farncombe Neighbourhood Plan, as is already the case for the wooden hillside of the town, seek to establish an area protection for the tree stock within the Farncombe and Binscombe area.

24.4 Allotments

GTC to explore future availability of additional allotment sites.

25. Community Facilities, Events, Venues.

25.1 Farncombe Youth Football Club - Meades Park – Green Lane

Meades Park, home to the Farncombe Youth Football Club, is one of the largest, provider of youth activity in Farncombe and Binscombe. As a key community facility, GTC to work with the FYFC management team to support bids for ground improvements that will benefit the future members of the club without inversely impacting on the surrounding neighbourhood.

25.2 Broadwater Park Changing Rooms

The changing rooms at Broadwater park are an underused asset to the community, due to their dilapidate state. GTC believe they need to be refurbished in order to utilise their full potential and become a valued community facility. GTC will continue to work with WBC to support the funding applications for improving the changing rooms and providing an operating base for the Godalming and Villages Community Store.

25.3 Community Events

GTC recognises the importance of events within the community and stated its commitment to their delivery, both directly and indirectly by adopting a clear policy position to support community events.²⁸

In 2020 Godalming Town Council lobbied WBC to enable Farncombe Street between the Junction with St John's Road and the Western Railway Crossing to be used for on street trading. As such, the possibility exists for an occasional market to be held at that location.

²⁸ <https://godalming-tc.gov.uk/wp-content/uploads/2020/08/Community-Events-Support-Policy-30-April-2020.pdf>

25.4 Baden Hall

As with many community buildings of its age, Baden Hall has a number of challenges to enable it to become a more energy efficient and environmentally friendly building. As one of the few buildings available for community hire GTC wishes to work with the Baden Hall management group to support its future availability.

25.5 Telephone boxes.

Godalming Town Council has adopted the phone box in Spring Grove. The council plans to undertake the refurbishment, painting, replacement glass and electrical safety as required by the adoption agreement with BT. Additionally the Council will apply for any planning permission required to change its use from a telephone Kiosk to whatever purpose is finally agreed. Local Councillors will consider options for the future use to which the kiosks should be put.

25.6 Public Art

Godalming has a thriving arts community, be it art group collectives where individual artists collaborate to create exhibitions, commercial galleries, artisan craft makers, drama groups or artistic performers.

GTC to work with local art groups, WBC and other land owners to determine options for public art within the Farncombe and Binscombe area.

GTC Action Plan

26. Action Plan - Context

GTC's Programme 2019-2023 informs many individual work strands being considered or actioned by the Council. However, whilst providing the generality of aims and objectives, the programme leaves the detail to be considered elsewhere.

This report seeks to consider in the round a number of the aims and objectives contained within the programme as they pertain to the Farncombe Village and Binscombe Community areas. Having looked at what GTC is either currently doing, planning to do or could do if it so wished, a table of current or potential actions is set out below.

27. Table of Actions

Action 1 Planning

Continue to provide an opportunity for the public to express their views on planning matters and to provide advocacy for the protection of the character of the Farncombe and Binscombe locality. Utilise GTC's social media to promote knowledge of how residents are able to express concerns to Members at meeting of the council or its committees.

Work to ensure, by advocacy and planning comments and objections, that the character of the Farncombe Village and Binscombe Community area is not adversely impacted by developments.

Farncombe retail; PDR etc.

Support affordable and social housing for the community.

Action 2 Guildford to Godalming Greenway – Linking Residential Areas

Support the Greenway and advocate for it to be a catalyst to provide safe routes for local residents to walk and cycle from Farncombe and Binscombe into Godalming town centre.

Action 3 Community Events

Continue to support local community events.

Support local market events in the Farncombe Station area via the Rail Partnership Consult on the desirability of holding market events in Farncombe Street between the Junction with St John's Road and the Western Railway Crossing.

Action 4 Floral Godalming (Farncombe & Binscombe)

Work with the local community to expand Floral Godalming into the Farncombe and Binscombe area. Displays need not be limited to planters but may involve the planting of verges and other poorly maintained/minimal diversity grassed areas.

Floral Godalming (Farncombe & Binscombe) should also consider locations for tree planting within the area.

Action 5 Benches & Bus Stops & Notice Boards

Conduct an audit of potential locations for new benches and agree an installation plan, based on available funds. Refurbish the St John's and Meadow bus stop shelters Identify additional locations suitable for bus shelter provision.

Action 6 Farncombe Signal Box

Work with Network Rail and the Community Rail Partnership to explore options for use of the land current occupied by the signal box for when the signal box becomes defunct.

Action 7 Telephone Kiosks

The Council has adopted the phone box in Spring Grove. The council plans to undertake the refurbishment, painting, replacement glass and electrical safety as required by the adoption agreement with BT. Additionally the Council will apply for any planning permission required to change its use from a telephone Kiosk to whatever purpose is finally agreed. Local Councillors will consider options for the future use to which the kiosks should be put.

Action 8 Public Art

GTC to work with local art groups, WBC and other land owners to determine options for public art within the Farncombe and Binscombe area, including, for instance, the gable walls of the GTC-operated public toilets in Station Road.

As far as possible GTC will also support the preservation of historic signage and 'Ghost Advertisements/Brickads' within the village centre.

Action 9 Regeneration and Supporting the Local Economy

GTC's role is, as far as possible, to ensure that the Farncombe and Binscombe retail areas remain a visually attractive and vibrant location for businesses to operate

If required, GTC will work with and support the Local Planning Authority for the making of an Article 4 Direction for the Farncombe retail centre to remove the permitted development rights that allow the change of use from commercial to residential.

Through its Environment and Planning Committee. GTC will seek to influence planning decisions that contribute to creating and maintaining a balanced retail offering and hospitality offering.

Action 10 Baden Hall

As one of the few buildings within the area available for community hire, GTC will work with the Baden Hall management group to support works to improve the energy efficiency and equality provision to allow the building to meet community needs.

Action 11 EV Charging Points

GTC will work with both WBC and SCC to identify potential locations for EV Charging points.

Action 12 Twenty is Plenty

The Council will lobby the Highways Authority to consult with residents for the creation of a 20mph zone within the main residential areas of Binscombe and Farncombe, to not only create a safer environment, but also a cleaner and healthier place to live.

Action 13 Farncombe Youth Football Club - Meades Park – Green Lane

GTC to work with the FYFC management team to support bids for ground improvements that will benefit the future members of the club without adversely impacting upon the surrounding neighbourhood.

Action 14 Allotments

GTC to explore future availability of additional allotment sites

Action 15 Youth Provision

Godalming Town Council is committed to the provision of the Godalming and Farncombe Youth Centre and Drop-In-Centre for young people of Secondary School age located at Broadwater Park. GTC will, where possible, seek to expand its youth provision to match the local need.

Action 16 Alleyways and Footpaths

Continue to advocate for the upkeep of alleyways and footpaths (which are the responsibility of SCC, WBC and local residents)

Action 17 Godalming & Villages Community Store

Support the relocation of the Godalming & Villages Community Store to new premises located at Broadwater Park, Farncombe.

Action 18 Recreation Grounds

Advocate for Waverley Borough Council to consult with residents to review the Public Spaces Protection Order at the end of 2022 to establish support for the Canon Bowring Recreation Ground to revert to its previous designation as a dog exclusion zone.

Similarly, GTC will support consultation for the Combe Road Recreation Ground to also become a dog exclusion zone in the same review.

Advocate for improved provision for those with disabilities, including improved access to existing facilities.

Support the repurposing of some parts of the former Broadwater Golf Club site to include a combined Skateboard, BMX, scooter and outdoor activity hub with associated infrastructure, incorporating nature trails and environmental enhancements.

Notwithstanding the above Godalming Town Council remains open to other proposals brought forward for this site on its merits and overall benefit for the community.

Action 20 Public Notice Boards

Investigate provision of a public noticeboard on Binscombe Lane by the Binscombe Crescent shopping arcade. GTC to identify improved noticeboard designs as part of future replacement program.

Action 21 Rail/Bus Integration

Advocate for the redesign of the forecourt at Farncombe railway station so that buses can stop outside the entrance, as envisaged by the Neighbourhood Plan and for the 46 Bus to stop at Farncombe Train Station.

Action 22 Highways Infrastructure

Remain actively engaged with SCC Highways for the benefit of the local area and to engage the Surrey County Councillor for Godalming North in identifying areas in need of improvement or intervention by SCC Highways.

Action 23 Accessibility, Walkability and Bikeability

Advocate for effective use of techniques to change how road space is used and prioritised in terms of who uses it in line with the recently revised Highways Code – priority for pedestrians, cyclists and horses. Support a campaign to publicise the revised priorities.

Action 24 Transport and Access Master Plan

Produce a transport and access master plan that looks at improvements in infrastructure and accessibility, road usage and routes. Developed in consultation with local residents, schools, businesses, and other stakeholders, the aim would be to produce a coherent

plan of improvement which will make routes from/to and through Francombe and Binscombe safer and greener.

Action 26 Rugby Club

Identify whether the Council is able to support community events held at Broadwater Pavilion and the Rugby Club grounds.

Action 27 Possible Extension of Godalming Leisure Centre

To review and comment upon the WBC business case for any extension of the Godalming Leisure Centre, takes the following into account in determining observations and Godalming Town Council's support or otherwise:

- That the specific recreational, leisure and fitness facility needs of the community have been identified.
- The identified needs of the community have been measured against the existing supply of recreational, leisure and fitness facilities within the area, including community facilities such as Broadwater Park School Community Gym, private membership fitness centres and multi-sports facilities in neighbouring areas such as the Surrey Sports Park.
The desirability of focusing any additional facilities identified by the community needs analysis at the existing Godalming Leisure Centre location, as opposed to expanding opportunities at other locations, such as Godalming 6th Form College, Rodborough School in Milford, or new facilities located in areas of significant residential expansion such as Milford, or Dunsfold Park, thus reducing the need for extended vehicle movements across the local road networks.
- the desirability of provision of additional car parking spaces in light of WBC's declaration of a climate emergency
- the over-riding of Green Belt protection and loss of school playing fields to provide additional car parking spaces at Godalming Leisure Centre.

Godalming Town Council would also wish to see a comprehensive traffic analysis that models the impact of any extension of the Leisure Centre, especially in relation to any cumulative effect associated with the expansion of Broadwater School

Action 28 Protection of Trees

In order to provide added protection to trees not subject to a TPO, Godalming Town Council will:

- Request that WBC adds all trees lying within a conservation area, protected woodland or other area where trees are subject to protection by a local policy from felling, topping, lopping, uprooting, wilful damage or wilful destruction with a trunk diameter of 75mm or more when measured at 1.5m above ground level, added to the WBC digital mapping system
- Through the review process of the Godalming & Farncombe Neighbourhood Plan review process seek to establish an area protection order for the tree stock within the Farncombe and Binscombe area

Action 29 Encourage Tree Planting

In collaboration with the Waverley Tree Planting Strategy and consultation with local residents, businesses and schools, identify potential sites within the Farncombe and Binscombe area with a focus on residential areas and verges for tree planting.

Action 30 Social Housing

In consultation with local residents, GTC will support improvement to the existing social housing stock by WBC and for future provision of properties to be made available as social rented homes.

National Employers for local government services

**To: Chief Executives in England, Wales and N Ireland
(additional copies for HR Director and Finance Director)
Members of the National Employers' Side
Regional Directors**

2 February 2022

Dear Chief Executive,

Update on the 2021 pay round and the challenge ahead

The National Employers met on 31 January to take stock of the unhelpful delay in finalising the 2021 pay round, due to the unions' protracted timetables for consultations and ballots.

The National Employers share councils' frustration that the unions' actions mean that, six months after the full and final offer was made, employees are unlikely to receive the monies due to them before the increase to National Insurance Contributions comes into effect in April.

I thought it would be useful to remind you of the timeline of this year's process. I also thought it timely to again bring to your attention the continuing challenge that we face in ensuring that the NJC pay spine is able to absorb the impact of significant annual increases to the statutory National Living Wage (NLW) rate, which are forecast to continue.

Timeline of the 2021 pay round

The unions (UNISON, GMB and Unite) tabled their pay claim on 15 February 2021, which was much later than in previous years when claims were usually lodged before Christmas. The National Employers met three days later on 18 February and agreed to conduct pay consultation briefings in the nine English regions, Wales and Northern Ireland between 8 and 23 March 2021. The employers also informed the unions that they would defer making a formal pay offer until after the local elections that were to take place on 6 May.

The National Employers met again on 31 March in order to receive feedback from the consultations.

On 14 May, the National Employers reconvened and made a pay offer of 1.50 per cent on all pay points, plus proposals for joint discussions on Term-Time Only, homeworking policies, mental health support and maternity etc leave. The employers' offer was rejected by the unions on 21 May.

After taking further political soundings, the National Employers met again on 27 July and voted by a majority to make an improved, full and final pay offer of 2.75 per cent on SCP1 and 1.75 per cent on SCPs 2 and above and reaffirmed their proposals for joint

discussions on the non-pay issues set out above. The employers also agreed at this meeting to make full and final pay offers of 1.50 per cent to Chief Executives and Chief Officers.

In mid-August the three unions announced plans to conduct consultative ballots on the employers' offer. All three unions recommended that the offer be rejected. Those ballots ran through to the beginning of October and all three unions received resounding majorities in favour of rejecting the employers' final offer, albeit they did not (nor were they obliged to) divulge the turnout figures in each ballot.

The National Employers met again on 19 October and voted by a majority to reaffirm their offer as full and final.

In mid-November UNISON announced it would be conducting a formal national strike ballot that would close in mid-January. GMB announced it would be conducting another consultative ballot (in order determine whether there was support for a subsequent strike ballot) that would close in mid-December. Unite announced a much later timetable: its formal national strike ballot would run from mid-January to mid / end-February.

The turnout in UNISON's strike ballot was just 14.5 per cent, far short of the minimum 50 per cent required in order for any industrial action to be lawful. GMB has not proceeded to a formal strike ballot. At the time of writing, Unite is still conducting its ballot. So, at present we do not have an agreed pay award for 2021 and we will of course keep you informed of any developments in relation to that process. Notwithstanding the outcome of the 2021 pay award, looking ahead there is a major challenge facing us with which we need to engage.

Each of the three unions are not expected to begin to consult their members on the content of their 2022 pay claim until at least March, which means we do not expect it to be tabled until at least April (which will already be beyond the usual pay award implementation date of 1 April). In light of this, the National Employers agreed at their meeting on 31 January, that arrangements should be made for Leaders, senior elected members, Chief Executives, HR and Finance Directors from every council in each of the nine English regions, Wales and Northern Ireland to be invited to briefings with members of the LGA's Workforce Team, with National Employer members also in attendance.

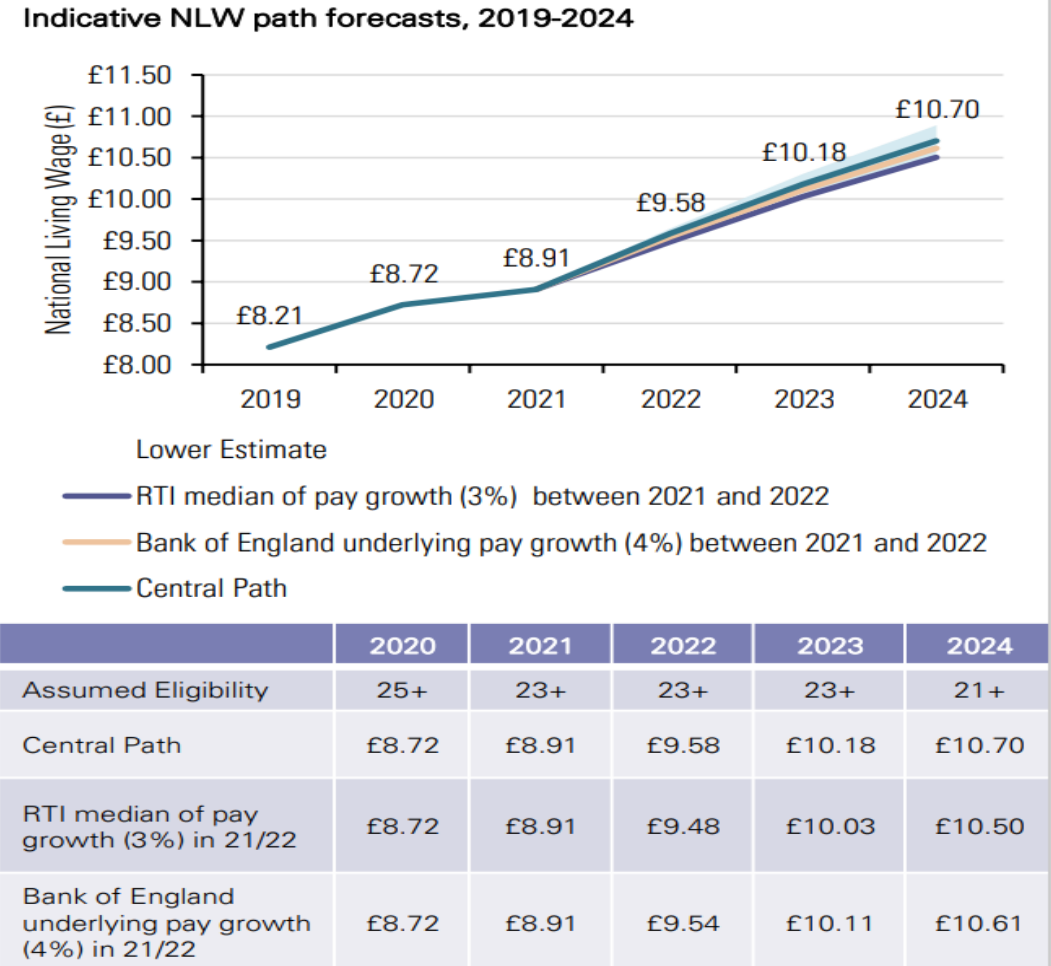
Arrangements for these meetings will be coordinated by each of the Regional Employer Organisations in England, the WLGA and NILGA and details will be provided by them in due course. For the reasons set out below, it is imperative that every council is represented at these meetings, which we hope to conclude by the end of March.

The challenge in 2022 and beyond

The employers' full and final offer would result in the bottom pay point (SCP1) reaching £9.50 (backdated to take effect from 1 April 2021) and it will remain at that level until the 2022 pay round is completed. The statutory NLW will increase to £9.50 on 1 April 2022, which means that the 'headroom' between SCP1 and the NLW, which the National Employers have tried hard to maintain over the past few years, will have completely eroded from a peak of 79p per hour in 2019. Maintaining headroom has been a key

principle of the employers since the original National Minimum Wage, and subsequent NLW, were introduced. The National Employers do not believe that local government should be a minimum wage employer.

The Low Pay Commission (LPC) has updated its forecast for the NLW, as shown:



The Chancellor’s reiteration of the target for the NLW to reach 66 per cent of median earnings in 2024 provides confirmation of existing policy but the forecasts from the LPC show that their central path (with an indicative margin of +/- 20p per hour) leads to a NLW of £10.70 in 2024. This is 37p per hour higher than the forecast made in April 2021, which illustrates the erratic nature of the forecasts against which we are trying to plot a path ahead for the NJC pay spine.

Using the current 2024 LPC forecast figure of £10.70 as the starting point, we have considered a cautious assessment of the NJC’s bottom pay point at that time to be £11. This would allow for a margin of forecast variance in line with past experience and potentially start to restore some of the lost headroom, which in 2019 stood at 79p. This would require increasing SCP1 by 15.8 per cent from £9.50 (the hourly rate for SCP1 when the 2021 pay deal is eventually finalised).

However, because the NJC’s negotiating timescales almost always run past the implementation date of 1 April each year, it is the 2023 pay deal that would need to

achieve the relevant rate in order to be compliant with the NLW on 1 April 2024 (if the forecast is correct), as that year’s pay deal is unlikely to be agreed in time.

Without having the luxury of time in which to be able to implement the necessary changes to the pay spine over a longer period and thereby reduce the burden of cost and effort for councils, there are only a limited number of ways in which the NLW challenge can be met. The National Employers will of course consider all available options but I have highlighted a few here for consideration.

Deleting pay points

One way of keeping ahead of the NLW would be to delete pay points from the bottom of the NJC pay spine. However, time is against us. It is now too late to contemplate deleting the bottom pay point with effect from 1 April 2022; we know that councils would need at least six or more months to reconfigure and implement such a change. Additionally, there has been no discussion with the trade unions, with whom agreement would be necessary.

Some pay deals in the past have included agreement to delete pay points at the mid-year stage (1 October) but even that could only realistically be achieved this year if the 2022 pay deal is agreed relatively quickly (ideally before the end of April), which looks very unlikely at this point.

However, regardless of the timescale consideration, the challenge we face goes beyond deleting just one or two pay points. This is illustrated by the table below, which shows the lower quartile of NJC pay spine should agreement be reached on the employers’ 2021 pay offer:

SCP	FTE	01-Apr-21 (subject to agreement)	
1	8,425	£18,333	£9.50
2	7,647	£18,516	£9.60
3	10,266	£18,887	£9.79
4	15,362	£19,264	£9.99
5	13,619	£19,650	£10.19
6	29,877	£20,043	£10.39
7	10,152	£20,444	£10.60
8	10,526	£20,852	£10.81
9	10,397	£21,269	£11.02
10	1,744	£21,695	£11.25

In many councils, these ten pay points would typically cover at least the first two or three grades, possibly four. So, by deleting pay points, the impact on local grading structures would be significant in some councils and would come just a few years since grading structures were last changed as result of the introduction of the revised pay spine in 2019. You will note from the FTE figures that the numbers of staff potentially affected are

substantial, it should be noted that there is a high volume of part-time employment at these grades, so the headcount is significantly higher.

Some councils do not employ anyone on the first few pay points so would be unaffected should one or more be deleted. However, in other councils the numbers are relatively large.

A snapshot survey conducted in October 2021 showed totals of staff on the bottom three pay points as follows:

<u>SCP 1</u>		<u>SCP 2</u>		<u>SCP 3</u>	
Full-time headcount	Part-time headcount	Full-time headcount	Part-time headcount	Full-time headcount	Part-time headcount
919	16,162	1,362	21,090	3,054	20,910

Bottom-loading

Another option that could be used alongside deletion of pay points is bottom-loading. However, this too is problematic. The differentials between pay points are so minimal, there is very little space to increase lower pay points by a higher amount than those further up the pay spine before ‘leapfrogging’ occurs, which means lower pay points overtake higher pay points in terms of monetary value.

Moreover, it cannot be taken for granted that bottom-loading will be desirable to all. In recent years there has been a focus on the pay levels in professional jobs, the so-called ‘squeezed middle’; this is likely to intensify as lower-paid staff are now effectively guaranteed pay awards each year by virtue of the government’s NLW policy.

Reducing the working week

The only other available option might be to reduce the length of the standard working week and thus improve hourly rates by default (although the unions’ starting point would be a shorter working week with no loss of pay, which has been a feature of recent pay claims and met with widespread opposition in regional employer consultations). However, we do not underestimate the huge amount of work in negotiating, agreeing and implementing such a change. Reducing the working week would require considerable groundwork over a relatively long period (two to three years), so would not be a short-term fix to the NLW challenge we are facing.

Other pressures on 2022 local government pay

The NLW is not the only pressure on 2022 pay. While the National Employers are not yet in receipt of a pay claim from the trade unions, the landscape around pay is in many ways different from recent years:

Government policy – government has announced that the qualified ‘pay freeze’ in the public sector is over. Although this never applied directly to local government, it was a

factor considered by some councils and reflected in recent years' consultations. Current government pay policy has less clarity than previously, with remits for pay review bodies making reference to 'affordability' and 'consistency with private sector pay increases'.

Inflation – NJC pay awards have rarely been linked to inflation but are often referred to as 'cost of living' increases. Inflation has been low for some years now but it is now rising and is likely to either rise further or stay at the current level in the region of 5-6 per cent.

National Insurance – from April 2022 employees will pay higher levels of national insurance (there is a headline 1.25 per cent increase to employee national insurance). The government has confirmed that public sector employers will have their additional national insurance costs covered, in the case of local government, through the Settlement.

Capacity pressures in local government have grown at multiple levels. Councils have been reporting difficulty in recruiting and retaining key professional staff for some years and this has escalated in recent times. The causes of these difficulties, very broadly, fit into two categories.

The first is those professions where there are simply too few qualified individuals in the labour market to meet the demand. In this group we may count social workers, public health officers and regulatory services specialists.

The second group consists of those professions where local government has difficulty recruiting because pay levels are too far adrift of competitor employers (often the NHS as much as the private sector). In this group sit building control and planning specialists, IT and legal professionals at all levels and health and education workers such as registered nurses, occupational therapists and educational psychologists.

Beyond the specialist professions, councils are also increasingly reporting difficulties in recruiting senior managers and many are conscious of the proximity of many senior leaders to retirement age and a reducing pool of applicants for existing roles. Here, pay is clearly not the only factor causing difficulties but it is cited anecdotally as an issue in particular within the context of significant expansion of NHS roles at similar levels.

Finally, and perhaps to come full circle, councils have increasingly reported difficulties in the current labour market recruiting to entry level roles at and just above the base of the pay spine; primarily, these appear to be public facing roles where competition with the private sector has become increasingly fierce in a number of regions (not all, but the majority).

Conclusion

It is clear that 2022 is going to be a particularly difficult year for the national bargaining machinery, and the National Employers in particular, who will have to make decisions on pay that will be challenging, albeit they will be taken primarily as a result of decisions and policies emanating from government and the LPC.

All options for meeting the NLW challenge will lead to increased costs to councils and as a result will divert money away from other critical pay issues including those high up councils' agenda such as local government workforce capacity.

I look forward to hearing your views on the issues set out above at the regional meetings that are being arranged.

Yours sincerely,

Naomi Cooke

Naomi Cooke
Employers' Secretary



Rotary's Waverley-wide Support Fund



To: [REDACTED], Waverley Borough Council

CC: Andy Jeffery, Godalming Town Council

21 February 2022

Closure of Rotary's Waverley-wide Support Fund (RWSF)

This letter is to confirm the decision of the Trustees of the Godalming Woolsack Rotary Club Charitable Trust and associated Rotarians in Godalming, of our intention to close this Fund and the reasons for this decision.

In December 2021, we advised both WBC and GTC of our intention to close the Rotary's Waverley-wide COVID Support Fund (RWCSF) and to open at the start of 2022 a successor fund, titled RWSF, having very similar objectives but without a necessary link to COVID for beneficiaries. This change was supported by both Councils.

In January 2022 we were invited to a meeting hosted by [REDACTED] and [REDACTED], and including representatives of Farnham TC, Haslemere TC and CAW, for the purpose of discussing your objectives in and proposed procedures for distributing new funding from Government, the "Household Support Fund". Although we already had reserves of £20,000, inherited from the COVID fund, and were not seeking any additional funding, you asked that we help with distributing some of the additional money. We agreed to take £15,000 on the understanding that we could return any of this not spent by the end of March 2022.

We have subsequently seen a very rapid rise in the number of applications to the Fund. The team set up to evaluate, decide and implement grants under the RWCSF, dealt with 34 applications over more than one year. In great contrast, a strengthened team of Rotarians operating the RWSF had received 75 applications after just 6 weeks of this year. The work required to investigate each application, decide on a grant and then implement that grant, without making cash payments directly to the applicant, has had two impacts. Firstly, it has overloaded the people available for the work involved and secondly it will have exhausted our funds by the time we have concluded payments on about 80 cases.

WBC has offered to provide this Fund with additional financing if we ask for it. However, we have taken a broader look at this work to see if it remains appropriate as a project for Rotarian volunteers. The situation at the start of the pandemic was exceptional and was an emergency. In line with the ethos of Rotary, we were keen to help people suffering from that emergency as best we

The two Rotary Clubs in Godalming run this Support Fund to support their community.

For details, visit the fund website: www.rotaryc19fund.org

Postal address: Rotary Support Fund, c/o Godalming Town Council, 107-109 High Street, Godalming, GU7 1AQ
This is a restricted fund of Rotary Club of Godalming Woolsack Charity Trust Fund. Registered Charity: 1079545

could and the COVID fund was one way we found to help our community. Although we had grants from the two Councils, the money was raised by us.

The situation now appears to be quite different in that we are acting in effect as unpaid civil servants, under the direction of WBC, to distribute Government money to those in need, of which there will always be a proportion in our society. We do not believe this is an appropriate role for Rotarians in Godalming to take on.

You are already aware of our decision and have agreed to take over the responsibility for receiving applications for support and for dealing with them. We will continue to work with you to ensure a smooth transition of responsibilities. We will be happy to discuss with you the most suitable procedures for redirecting those applications that come to us after we have logged a total of 80 cases, or such higher number as we both agree is manageable by us.

We are proud of the help that we have been able to bring to over 100 families in Waverley over nearly two years in which these Funds have been operated by us. None of this would have been possible without the huge part played by CAW, both as referees for many of the applicants, as advisers to us on the complex subject of benefits and allowances, and as a participant in our panel meetings. We are extremely grateful for all their help. As Rotarians we continue to look for ways in which we can give service to our community.

Yours on behalf of the RWSF team







PROGRAMME 2019-2023

PURPOSE

This document sets out for Members, Staff and the Community how the Town Council will work to achieve its objectives set out in the Neighbourhood Plan in the best interests of all who live and work in the town, and all who use the Town Council's services. It provides direction and focus for future Council strategies, projects and business plans and will help guide the Town Council in setting its budget. It will provide a basis on which to monitor the performance of the Council and will be regularly reviewed and updated as priorities and projects change.

SCOPE

- This document sets out a high level programme of Council activities to meet the broad aims and objectives set out in the 2019 Godalming and Farncombe Neighbourhood Plan for the administrative period 2019-2023.
- It will underpin development of the Council's 2019-2023 business plan.
- Further work will set out in more detail the Council's annual work programme of activities for the period from June 2019 to March 2020 with programmes for subsequent years to be developed on a rolling basis.
- A Delivery Plan will be prepared to provide for each activity in the work programme in detail for the year ahead and more broadly for subsequent years:
 - detailed objectives, accountabilities and target dates;
 - high level metrics to track progress and achievement;
 - Key enablers and dependencies; and
 - Key risks.
- These delivery plans will guide the work of the Council each year and enable progress to be tracked pragmatically against our objectives.

RELATIONSHIP TO OTHER DOCUMENTS

<p><u>Godalming & Farncombe Neighbourhood Plan</u></p>	<p>The Neighbourhood Plan provides a broad context for the Town Council's Aims & Objectives. As it has been extensively consulted upon, and democratically endorsed in the referendum of 9 July, it provides a solid framework and reference point for the development of the Programme document, which should be consistent with it.</p>
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<p><u>GTC Business Plan to 2023</u></p> <ul style="list-style-type: none"> • SMART objectives • timetable • accountability/responsibility • dependencies • resources • risks 	<p>In parallel with the development and agreement of the Aims & Objectives Document, Members will work closely with Council Staff to develop a detailed multi-year business plan which will guide both Members and Council Staff's work and provide a basis for budgeting.</p>
<p><u>GTC Annual Budget</u></p>	<p>The Aims & Objectives Document sets out what the Council intends to achieve over the next few years, therefore, providing important input into the development of annual budgets, largely via the GTC Business Plan to 2023.</p>
<p><u>Council's Annual Delivery Plans</u></p>	<p>While all documents mentioned in this section will be available to the public, it will be important to translate the aims and objectives into a set of easily understood commitments which will be presented to the public in an attractive, easy to understand and informative manner.</p>
<p><u>Council Accountability</u></p>	<p>The Aims & Objectives Document is an important factor in ensuring that the public understand what commitments the Council is making and how and when it intends to deliver them; to ensure that the Council can be properly and effectively accountable to those who work and live in the Town.</p>

CONTEXT

Neighbourhood Plan – Vision for Godalming and Farncombe:

'In 2032, Godalming and Farncombe has successfully retained its distinctive historic feel whilst sustainable growth has enabled it to address the challenges that its people have faced.

The historic core of the town has been protected and the increased footfall in the town has helped to retain the vitality of its shops and services. High quality external finishes to new shopfronts and signage have helped to give the community back its High Street that is distinctly 'Godalming'.

The increased footfall has been helped by a recognition that the car has been choking a town unable to resolve its congestion by providing new roads. Instead, pavements, footways and cycle paths have been created and improved along key routes so now more people leave the car at home and instead come to shop, take their children to school or go to work on foot, by bicycle or by bus (including school buses).

Whilst traditional employment has fallen in Godalming and Farncombe, the highly skilled population has taken the opportunity created by the development of more modern workspaces. Small-scale, flexible workspaces and co-working hubs have been developed across the area which have encouraged a growing entrepreneurial spirit and the development of new companies which can share space and network. This has been complemented by the roll-out of faster broadband. Godalming and Farncombe have adapted in order to remain competitive.

This has all helped to encourage more young people with families to live in Godalming. This has been assisted by family housing being freed up by older people who have been able to move into newly built housing and facilities that are specifically designed to address their needs. Whilst this development has been modern in its thinking, it has been designed to be in keeping with the character of the area in which it sits; innovation in design is encouraged but in a way that still means new buildings sit comfortably within their surroundings.

The growing population has not been to the detriment of Godalming and Farncombe's environment or infrastructure. Existing community facilities have been protected and new facilities delivered alongside growth. Equally, new development has protected and enhanced the high quality natural environment which defines the setting of the town and has been designed to maximise sustainability. Godalming and Farncombe has grown, but not at the expense of the environment or the health and wellbeing of its people.'

Ref: Godalming & Farncombe Neighbourhood Plan 2017-2032 Page 16

Godalming & Farncombe Neighbourhood Plan Objectives

Housing

- To address the housing and social care needs of the population of Godalming and Farncombe.

Transport

- To increase walking and cycling as alternatives to the private car.
- To improve public transport networks and availability.
- To address parking problems, particularly at Godalming and Farncombe stations.

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Economy

- To provide modern, flexible employment space for start-ups and growing micro-businesses.
- To ensure a flexible approach to Godalming town centre and Farncombe village centre which helps to preserve and enhance their vitality.

Community and Infrastructure

- To safeguard existing community infrastructure and to ensure new development provides the community facilities that are lacking in the town.

Heritage and Design

- To ensure that development respects the character of the area.
- To ensure that shopfronts in the town centre protect and enhance the heritage of the Town Centre Conservation Area.

Environment

- To protect and enhance the sensitive natural environment in which Godalming and Farncombe sits.
- To ensure development enhances the potential for local flora and fauna to thrive.
- To ensure that development is sustainable, particularly in its use of water and energy.
- To ensure development minimises air pollution and removes the need for Air Quality Management Areas.

Ref: Godalming & Farncombe Neighbourhood Plan 2017-2032 Page 17

GODALMING TOWN COUNCIL PROGRAMME 2019-2023

This document sets out the Town Council's Programme for the period 2019-2023. It is focused on delivering the Neighbourhood Plan objectives. However, the Council has to undertake activities that go beyond the scope of the Neighbourhood Plan. The Neighbourhood Plan sets out how the community vision (see above) will be realised through planning and controlling land use and development change over the plan period 2017 to 2032. These form one part of this programme document, other objectives have been added to reflect the full range of Council work.

	Completed
	No known problems hindering progress
	Minor concerns or known issues which may impede progress
	Major problems putting completion at significant risk
	Abandoned / failed
	No accountability yet assigned

GTC Objective	Status	Plan implementation Date	Notes
Environment and Planning (encompassing NP Objectives for Environment, Housing and Transport)			
Activities			
Establish GTC Environment & Planning Committee.	Complete	Action complete	Agreed by FC 26 Sept
Commit to becoming a carbon-neutral organisation by 2030, to cover scope 1, 2 and 3 emissions, including an earlier target of 2025 for all scope 1 and 2 emissions.	Complete	Action complete	Commitment made by GTC 25 July 2019.
Conduct annual carbon audits to establish and subsequently monitor the Council's carbon footprint.	Ongoing	Annual	Next Audit due May 2022 for period 2020/21
Establish a budget for environmental grants to encourage and enable carbon-reduction and mitigation schemes to improve bio-diversity within Godalming.	Complete	Action complete	Established in 2019/20 funded from Emerging projects fund 2020 onwards as base budget item
Establish criteria for the award of environmental grants.	Complete	Action complete	Adopted by FC 23 April 2020
Establish the protocols for reporting environmental implications of recommendations in Officer reports alongside legal, financial and equality implications. Where appropriate these will include the impact of recommendations on CO ² emissions as well as any other relevant environmental factors.		TBC	No action taken by GTC as yet. Framework to be agreed and brought to E&P committee

Seek ways to facilitate and encourage our community to reduce direct and indirect CO ² emissions, to conserve and enhance biodiversity and to become resilient to changes caused by the changing climate.	Ongoing	Ongoing actions	Throughout 2020 GTC displayed public information boards at 107-109 High Street, versions of the information has been transferred to information board below the Pepperpot. GTC has set up and is supporting the Godalming Climate Forum and held Godalming's first sustainability fair on 14 August 2021 Conducted Biodiversity Net Gain Audit for Eashing Cemetery
Take active steps where possible to encourage: a) increased use of sustainable transport; b) reductions in energy use in homes, shops, businesses and elsewhere and a public education campaign in order to facilitate this; c) organisations undertaking construction and building works to adopt sustainable building practices and to provide sustainable developments that minimise carbon emissions; d) development and use of renewable energy sources; e) production, sale and consumption of locally sourced and sustainably produced food; f) adoption of wildlife friendly land and water management practices; g) any other sustainable methods and steps for achieving the Neighbourhood Plan objectives.	Ongoing	Ongoing actions	GTC actively supporting the Godalming Cycle Forum to encourage active travel, and is also a lead member of the Community Rail partnership to promote rail travel with active travel options for onward journeys. GTC provided a grant to undertake the feasibility study which supported a successful CIL application for the Godalming Crossway section of the Guildford/Godalming Greenway. GTC is working with WBC & Surrey to develop the Greenway and also engaging with WBC, the Cycle forum and others to provide active travel infrastructure including new cycle shelters and EV charging points. GTC has transferred to 100% UK certified renewable electricity suppliers and is promoting sustainable living through its involvement with the Godalming Climate Forum and the Godalming Green Gala
Develop, adopt, maintain and review annually a Carbon Reduction Plan.	Ongoing	Annual	Next Audit due May 2022 for period 2020/21
Improve public participation in planning.	Ongoing	Ongoing	Formation of E&P committee. GTC promotes via its social media platforms public consultations including developer consultations, thus increasing the reach of those consultations.
Where practicable, work with WBC to develop, maintain and run social housing.	Cllr Boyle Cllr Rosoman	TBC	No action taken by GTC as yet.
Support Waverley Borough Council in improving the provision of affordable housing.	Ongoing	Ongoing actions	Godalming Town Council Environment & Planning Committee welcomes the new Waverley Borough Council Affordable Housing Strategy document "Build More, Build Better, Build for Life 2022-2025.

			<p>In recognition of Affordable Housing Strategy, Godalming Town Council's Environment & Planning Committee will support the provision of local high quality affordable and social housing by:</p> <ul style="list-style-type: none"> • working closely with Waverley Borough Council; • identifying opportunities for land use, change of building use or other means to develop social housing, including on land and properties directly controlled by the Town Council; • supporting a housing needs survey in alliance with Waverley Borough Council to identify local affordable and social housing needs in detail; • highlighting significant planning applications in the town for opportunities to work with developers to provide affordable and social housing; • working with all parties to ensure that existing local residents and key workers have priority for affordable and social housing; • Supporting local self-build schemes.
Oppose development of fossil fuel mineral extraction.	Cllr Williams		No action taken by GTC as yet
Discourage single use plastics and promote deposit schemes for plastic bottles.	Ongoing	Ongoing	GTC resolved to support the Godalming Plastic Free Campaign
Protect natural habitats and biodiversity.	Ongoing	Ongoing	Management of green spaces, limited use of pesticides and herbicides. Working with WBC/Thackham and Surrey Wildlife on Community Orchard and gardening projects, creating wildlife corridors at Eashing Cemetery through hedgerow management, improving biodiversity at Nightingale Cemetery through tree planting programme to add bird friendly trees.
Where practicable provide support for rewilding projects.	Ongoing	Ongoing	JBC rewilding at Eashing Cemetery, rewilding of grass verges i.e Wharf Nursery/Flambards Way
Promote strategies for reducing and reusing materials as much as recycling.		TBC	Cllr to be nominated to devise strategy.
Provide an information hub to promote understanding of individuals' and communities' impacts on climate change.		TCB	Potential locations, personnel and funding to be identified

Work with community groups and statutory bodies to improve cycling environment, safety, infrastructure and facilities.	Ongoing	Ongoing	GTC work with Godalming Cycling Campaign, SCC and other partners regarding cycling environment
To provide, maintain and operate public drinking water fountains/bottle refill points.		TBC	Original location proved unfeasible, to seek alternative options
Work with local organisations to promote the transfer from incandescent lighting to LED lighting systems and where appropriate provide LED lamps for vulnerable members of the community.	Ongoing	Ongoing	Discussions with CAW and other Community Groups for volunteer base to promote. Information stand at Godalming Green Gala and at 'Take the Jump' events
Where appropriate, utilise Council maintenance staff in support of the Council's environmental objectives.	Ongoing	Ongoing	GTC Staff are utilised where appropriate and within resource
Community Safety			
Liaise with police and community groups and identify the resources required to promote schemes aimed at reducing anti-social behaviour and crime.	Ongoing	Ongoing	ASB meeting held at Farncombe, GTC working with Police and other agencies to identify issues and investigate preventative measures. GTC have employed a Youth Service Officer and are setting up a Youth Club and Youth drop-in centre.
Promote traffic slowing schemes such as Twenty's Plenty and safer walking routes to school.	Ongoing	Ongoing	GTC agreed to support Twenty Plenty campaign and to lobby for introduction in Godalming. Additionally GTC have written to SCC to seek consultation on introduction of a 20mph zone within the Primary Retail Centre
Seek to create a more pedestrian friendly environment through increased pedestrianisation and residential parking schemes.	Ongoing	Ongoing	Utilizing experiences gained during the 2020/2021 lockdowns, GTC has agreed to submit proposals to SCC for permanent traffic control measures in the town centre.

Youth Provision			
Promote engagement with voluntary and statutory providers of youth services to determine how the Council can support increased provision and access to youth provision, support and services within Godalming.	Ongoing	Ongoing	GTC have employed a Youth Service Officer and are setting up a Youth Club and drop-in centre at Broadwater Park.
Develop and support youth engagement in the democratic process.	A Duce	TBC	Actions to be determined by consultation with young people once the youth centre is established.
Develop and support youth engagement programmes and activities aimed at raising awareness of environmental issues.	A Duce S Williams	TBC	Actions to be determined by consultation with young people once the youth centre is established.
Support Local Business			
Work with local business organisations, Waverley Borough Council, the Godalming and District Chamber of Commerce and other organisations to promote Godalming as a retail and business centre.	Ongoing	Established and ongoing	GTC work with the Chamber of Commerce and WBC economic development team to promote Godalming and Farncombe.
Work with local stakeholders to organise, manage and promote community events including town festivals, national celebrations and commemorations, markets, Staycation and other activities that enhance and support the vitality and vibrancy of the town, its retail centres, businesses and community.	Ongoing	Established and ongoing	GTC supports a full programme of Community events both annual and individual national celebratory events. Farmers Markets, Friday Pop-Up, Saturday Pop-Up, Remembrance Day Parade, Godalming Christmas Festival & Lights Switch On, Santa Grotto, Farncombe Christmas Lights, Town Day, Spring Festival, Godalming Community Run, St John's Spring Fair, The Town Show, The Spring Festival, The Food Festival, Staycation and for 2021 the Godalming green Gala
Use and support ethical, local, Fair Trade and Tax Mark compliant suppliers.	Complete	Complete	GTC committed to using support ethical, local, Fair Trade and Tax Mark compliant suppliers and procurement procedures allow.
Support the protection of local sustainable office and work spaces via an Article 4 Direction Order(s) for key sites in the town.	Complete	Complete	Article 4 Direction Order Made April 2020

Work with local business organisations and other stakeholders; promote sustainable and regenerative business models.	Cllr Faraday	TBC	No action taken by GTC as yet
Equality, Diversity, Inclusion, Health and Wellbeing			
The Council is fully committed to the elimination of unlawful and unfair discrimination and will endeavour to support all groups within our community.	Ongoing	Ongoing	GTC adopts and implements policies to ensure equality of access to its services and facilities and that all people within our community are treated equally.
Work with stakeholder groups to support the establishment of the Godalming Parkrun.	Complete	Complete	Godalming Park Run commences Summer 2021
Support groups, organisations and projects aimed at reducing loneliness and isolation within our community including specific support for those living with or supporting others with mental health issues.	Ongoing	Ongoing	GTC supports the work of the CAW and Farncombe Day Centre through the provision SLA's, provides Grant Aid in Kind for the Godalming Good Neighbours Scheme and supports mental health organisations, such as the Green Teen Grant Support, whilst other organisations are supported through use of community venues
Work with local organisations to support and promote events and activities that inform and engage residents in creating a sense of community, safe spaces, openness and accessibility for all residents and visitors.	Ongoing	Ongoing	GTC supports the work of local charities such as the Cellar Café, The Godalming Dementia Action Alliance and Day Centres
Community Engagement			
Relocation of Godalming Town Council administrative offices to more suitable premises that will enable full access to Council services by all members of our community.	Complete	Complete	GTC relocated on 1 April 2021
Support monthly Council Consultation & Listening Events.			Trial of regular events had little uptake, consultation to be focussed on specific issues

Use "listening exercises" to support consultation for key issues.			As above with additiona of social media and direct comms utilised to understand key issues.
Engagement with residents via traditional and social media.	Ongoing	Ongoing	As per GTC Press, Communications and Community Engagement Policies
Actively disseminate information on Councillor attendance, voting record etc.	Ongoing	Ongoing	Members attendance recorded and published on GTC Website GTC Standing Orders state voting is by show of hands unless a recorded vote is requested by a Member. Outcomes of votes and recorded votes are detailed in the official minutes of the Council
Establish a large Town Hall Meeting once a year.	Ongoing	Ongoing	GTC required by the LGA 1972 to hold an annual meeting of the parish. The LGA states restrictions on the timing of the meeting but not of its format.
Engage residents in developing priorities for how to spend Community Infrastructure Levy funds.	Chair, E&P Committee	TBC	GTC adopted CIL policy and welcomes proposals from residents regarding projects that could be supported via Neighbourhood CIL
Council Staffing			
Recruit Direct Work Force to reduce and eventually replace use of contractors.	Complete	Complete	GTC direct maintenance work force recruited, areas identified for specialist contractors, i.e gas safety inspections and electrical installations.
Provide appropriate staffing resource to meet the aims and objectives of the Council.	Ongoing	Ongoing	GTC currently resourced to requirement, requirement to be monitored and reviewed as necessary.
Provide appropriate training to support implementation of the Council's aims, objectives and delivery programme.	Ongoing	Ongoing	Training commitment set out in Council's Training Statement of Intent.

SURREY ASSOCIATION OF LOCAL COUNCILS (SALC)

1. The Town Council, along with almost all other Town and Parish Councils in Surrey, is a member of the Surrey Association of Local Councils (SALC). The Association is a membership organisation which provides access to a wide range of advice, support, information sharing and training provision for Parish and Town councils throughout Surrey. Also the Association is, if needed, a vital safety net in providing support that a Council could not get from anywhere else (or at least not without paying significant costs) when difficulties arise in respect of complex employment issues, challenges to decisions, non-compliance, internal conflicts etc. Through their membership of the Surrey Association, a Council also has access to membership of the National Association of Local Councils (NALC) which acts as a national lobbying body for local councils, provides extensive legal and related advice and guidance on national legislation and is a valuable forum for sharing of good practice within the sector.

2. For many years SALC worked in formal co-operation with the Associations in East and West Sussex through a trading company (SSALC) to provide services to its member councils . Just over a year ago though this joint arrangement was discontinued and it became necessary for the Surrey Board to put together alternative arrangements for service provision to Surrey members . The objective set was to ensure that the Board were able to secure a seamless transition of services providing at least the same level of support to members councils and at no additional cost. This was achieved and the new arrangements (which included the recruitment of key experienced existing SSALC staff) involved the appointment of Mulberry and Co as service providers went live on 1 April 2021.

3 During the past year both formal and informal feedback from SALC members on the new arrangements has been hugely positive and a recent survey by the SALC Board has confirmed that the services being provided meet well the needs of members. The new SALC board, elected at the AGM in October last year, will though be looking carefully at the survey returns and continuing to listen carefully through the existing regular for a held with members to

member views with a view to identifying any improvements needing to be made to SALC services in the coming year. One particular advantage of the new arrangements is the opportunity to sharpen the Surrey focus of the organisation and excellent links have already been forged in the past year with Surrey County Council which is enabling the voice of Towns and Parish Councils to be heard at the highest levels at the County Council and for SALC also to work more closely with key groups and individuals in the Police, Health etc in Surrey.

4.. As the elected Chairman of SALC I have been much involved in leading the development of these new arrangements and believe they provide an exciting opportunity to provide a much sharper Surrey focus to the Board's activities in consultation with member Councils

5. The Town Council office circulate to all Councillors all appropriate SALC And National Council (NALC)bulletins which enables members to keep in touch with current and emerging issues and to identify any training courses, conferences etc that they may find useful. I am always happy to discuss any issues that members may have in connection with SALC.

Steve Cosser

February 2022

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 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

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