



# Godalming

Town Council

**Annual Report  
2015-16**

This version of the report is published by Godalming Town Council for the Annual Town Meeting 14 April 2016

A second version including the Town Council's Accounts for 2015/16 will be published on 30 June 2016

## Godalming Town Council.....

- Continues a Mayoral tradition dating back to 1575
- Has 20 elected Members
- Controls assets of £11.1 million
- Holds almost 50 council or committee meetings a year; all of which are open to the public
- Employs/retains a Town Clerk & Responsible Finance Office, Personal Assistant to the Town Clerk & Mayor, Facilities & Cemeteries Manager, Finance Administrator, Godalming Project Co-ordinator & Community Centre Manager, Community Navigator, and Sergeant-at-Mace (that is six full-time equivalent staff)
- Provides up to £55,000 a year funding to local organisations
- Manages four community spaces; the Old Town Hall (Pepperpot), the Wilfrid Noyce Centre, Broadwater Park Community Centre and the Godalming Bandstand
- Provides the land for over 200 allotments
- Together with Busbridge Parish Council owns and runs two cemeteries
- Provides Christmas Lights for the Godalming Town Centre and Farncombe Village Centre
- Runs a Christmas Festival annually
- Facilitates eight Farmers Markets per annum
- Is one of a diminishing number of councils in the UK still to require its councillors and staff to wear robes and regalia at council meetings and civic occasions
- Organises the Town's annual Remembrance Sunday Parade
- Nominates representatives to serve on about 20 local voluntary, public and community organisations
- Comments on around 400 planning applications each year
- Runs an annual Staycation week every August
- Facilitates the planning of numerous community events



# INTRODUCTION



It has been a very rewarding year as the Mayor of Godalming. Thank you to my fellow councillors for granting me the honour of the historic role of Mayor of Godalming for the year 2015/16.

Many will be aware of the almshouses in Meadow – a significant part of Godalming history. The Worshipful Company of Carpenters administer the bequest of Richard Wyatt, a freeman and Master of the Company. A successful businessman in the 17<sup>th</sup> Century, he used his riches to provide 'social' housing for the poor through the provision of the almshouses. I was pleased to make a welcome speech to the Worshipful Company on potentially their last visit to Godalming. I am proud to say that my speech reflecting on their long association with the Town has found its way into their archives.

Another honour for me was being part of the opening of the newly refurbished Wilfrid Noyce Centre – a flagship in the Town Centre. Through naming one of the facilities the Wyatt Hall we have ensured that Richard Wyatt's memory lives on into future generations. The Centre, built in the early 1960s, also has an historical significance. It was opened in 1962 for the youth of the Parish by Wilfrid Noyce – a Charterhouse teacher and renowned mountaineer. He presented the first youth awards there. It has since provided a wide range of community services and it is, therefore, very appropriate that it should be re-opened by the late Wilfrid Noyce's sons, Jeremy and Michael. The main hall has been named the Caudle Hall in memory of another stalwart of our town, the late Peter Caudle, whose Trust has enabled funding for enhanced facilities in the Centre.

In June we marked the 30th anniversary of the Town's twinning with Joigny. Our French visitors enjoyed a sunny weekend attending my Civic Service at Ladywell Convent followed by a social gathering later in the evening. In August the Mayor of Godalming was again invited to open the Thai Festival in Milford which was a wonderful, colourful and cultural event.

We are fortunate to boast a plethora of organisations and talent that makes Godalming so vibrant and the envy of many other towns and villages. I and Steve, my Consort, have attended the various events of many organisations and individuals who have tirelessly worked within our local community to ensure that everyone has an opportunity to be involved and not be isolated. Many come under the umbrella of the aptly named 'Go Godalming Association'.

It is not possible to mention all the Volunteers individually in this Report which, in itself, is a great reflection on the extent of the voluntary provision across Godalming and Farncombe. However, in the course of the year as the Mayor, I am pleased that I have had the opportunity to acknowledge our appreciation of them when attending their events or through the Volunteer Awards.

We have seen improvements to our environment both in Godalming and in Farncombe in which the Council has been proud to be involved. It is all about pride in where we live and

it is rewarding to see the commitment from volunteers and organisations who have helped to drive forward these improvements.

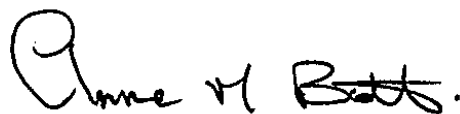
Our annual events – markets, fairs, and festival - have gone from strength to strength. The annual firework display and Christmas Festival continue to be well received and supported. This is due to the commitment from the Lions, the Town Council staff, the Chamber of Commerce and other organisations. On behalf of the Town I thank you.

No Annual Report would be complete without mentioning the ‘August Week’ otherwise known as Staycation. Yet another successful event, again only achievable with the support of businesses, organisations and volunteers. There is something for all ages, but, of course, the main focus is to ensure that our ‘youngsters’ have a good time ‘rain or sunshine’ and the opportunity to try out new experiences.

Sport and performing arts also feature in no short measure. ‘Sport Godalming’ plays a major role in supporting local sportsmen and women. I was delighted to be among those presenting the well-deserved awards at their Annual Awards Evening in January. There are always new initiatives such as the Annual Run which has become an established fixture.

Performing arts are so well represented in theatre and music with amazing talent from every age and every genre of music. Steve and I have thoroughly enjoyed all the events. We were delighted to join the Godalming Operatic Society to celebrate their 90<sup>th</sup> anniversary and I was also able to join the Godalming Gospel Choir who were finalists in the BBC’s Songs of Praise ‘Gospel Choirs’ Competition.

We can certainly boast that we are not a standstill Town. Some visitors to the Town remarked to me *‘I hope you all realise just how lucky you are to live in a place that is so welcoming and cares about its community’*. I believe this sums up the spirit of Godalming and, more importantly, a wonderful commendation for every organisation and individual who contributes to a place in which I have been very proud to be Mayor.



Councillor Anne Bott  
Mayor of Godalming 2015/16





For 2015/16 Godalming Town Council agreed that it had three priorities for the town:

- to support the development of services for young people;
- to enable all residents to share in the advantages of living here; and
- to preserve the town's heritage.

Bearing these priorities in mind here are some of the things that Godalming Town Council has achieved in the past year. We have:

- Refurbished the Wilfrid Noyce Centre as a modern, flexible and affordable community venue at the heart of the town;
- Supported numerous voluntary organisations in the town with grant aid totalling £55,000 (see the section on grants on page 10 of this report);
- Continued the process of developing a Neighbourhood Plan for Godalming & Farncombe;
- Undertook significant Neighbourhood Plan consultation by sending a questionnaire to every household in the town (9,300) and achieved a 20% response rate;
- Signed a Memorandum of Understanding with other agencies to provide the best opportunity for a flood defence scheme along Hell Ditch, and agreed a significant contribution of money and land towards the scheme;
- Commenced a programme of enhancing street furniture.

# COMMITTEES

## Policy & Management Committee

### What is it?

A Committee of 19 Councillors that deals with most of the Council's business, discusses Council policy and manages all the Council's assets – its finances, staff and properties.



Councillor Stefan Reynolds  
Committee Chairman 2015/16

### What has it done?

- Met nine times
- Considered 20 grant applications and awarded £48,759.00 in grants to local organisations (see page 10 of this report)
- Improved the quality and frequency of budget monitoring
- Commissioned a new Town Council logo
- Worked in partnership with the Environment Agency and others on flood alleviation proposals for Godalming and specifically supervised maintenance of Hell Ditch
- Supported the installation of a further two public access defibrillators in the community
- Planned and financed a new Town Council website
- Completed the £1 million refurbishment of the Wilfrid Noyce Centre

## Planning & Environment Committee

### What is it?

A Committee of 19 Councillors that looks at and makes comments on all Godalming planning applications. This Committee also considers issues relating to the local environment and infrastructure.



Councillor Joy Poulter  
Committee Chairman 2015/16

### What has it done?

- Met 16 times (approx. every 3 weeks)
- Made comments to the Planning Authority (Waverley Borough Council) on 394 planning applications
- Supervised the process of developing a Neighbourhood Plan for Godalming including a questionnaire to all households and an exhibition at Godalming Museum



## Mayoralty Committee



### **What is it?**

A Committee of six Councillors that considers and makes recommendations to the Full Council on the selection, appointment and protocols of the Mayor and Deputy Mayor.

Councillor Julie Noyce  
Committee Chairman 2015/16

### **What has it done?**

- Met once
- Nominated Councillor David Hunter as Mayor and Councillor Simon Thornton as Deputy Mayor for 2016/17

## Audit Committee



### **What is it?**

A Committee of five Councillors that considers the adequacy of the Council's risk management framework and the associated control environment and oversees the financial reporting process.

Councillor David Hunter  
Committee Chairman 2015/16

### **What has it done?**

- Met three times
- Reviewed financial controls and risks
- Supervised arrangements for the review of internal controls and Internal Audit

## Staffing Sub-Committee



### **What is it?**

A Committee comprising of five Councillors that considers all matters relating to the appointment and management of Council staff and makes recommendations to the Policy & Management Committee.

Councillor Steve Cosser  
Sub-Committee Chairman 2015/16

### **What has it done?**

- Met three times
- Reviewed the Health & Safety Policy and the Bullying & Harassment Policy
- Recommended the appointment of a weekend caretaker for the Wilfrid Noyce Centre

Re-roofing Nightingale Cemetery Chapel – a Project for 2016



## **Godalming Joint Burial Committee**

### **What is it?**



A committee with six Councillors from Godalming Town Council and two from Busbridge Parish Council charged with managing Godalming's two cemeteries – Nightingale Cemetery in Farncombe and Eashing Cemetery at Ockford Ridge.

Councillor Liz Wheatley  
Committee Chairman 2015/16

### **What has it done?**

- Met four times
- Interred 27 bodies and 13 sets of ashes
- Sold the exclusive rights of burial for 21 plots
- Inspected and recorded (including photographs) 100% of the memorials within the consecrated section of Eashing Cemetery, memorial inspections of the unconsecrated area are ongoing
- Provided additional space within Nightingale Cemetery for the interment of cremated remains
- Commenced the re-roofing of Nightingale Cemetery Chapel Buildings
- Resolved the issue of penetrating damp at the Nightingale Cemetery Old Mortuary
- Worked with Surrey Wildlife Trust to ensure the protection of bat species during the re-roofing of Nightingale Chapel buildings
- Extended the area for the sowing of wildflowers at Nightingale Cemetery, the wildflower areas have proved to be a haven for pollinating insects
- Created new flower borders at Eashing Cemetery
- Conducted a full tree safety audit of Eashing Cemetery and conducted the necessary pollarding and other associated safety work



## GRANTS

As already stated, in the past year Godalming Town Council has supported numerous organisations in the town with grant aid totalling over £48,000. This is an important part of the Town Council's work recognising the huge contribution that these organisations make to the quality of life in our community.

In 2015/16 the largest of these grants was to the Waverley Citizens Advice Bureau (CAB) to ensure the continued provision of a CAB service in Godalming. This Council has provided a significant grant to the CAB for more than a decade. The Council has also continued to provide on-going support to Godalming Museum and Hospital Hoppa. A number of organisations were also given grant aid in the form of free use of one of the Town Council's buildings for meetings or to facilitate an event (those grants are included below and a cash value put on the grant so that the support is properly accounted for).

One-off grants in 2015/16 included payments to help refurbish Moss Lane School's playground and to the National Autistic Society to help provide a sensory room at the Old Mill Day Service.

Below is a full list of all grants made by Godalming Town Council in the financial year 2015/16.

### Summary of Grants Awarded 2015/16

	£
Churches Together in Godalming & District	600.00
Citizens Advice Waverley	28,000.00
Friends of Broadwater Park ( <i>Grant aid in the form of free use of premises</i> )	93.00
Godalming & District Community First Responders ( <i>Grant aid in the form of free use of premises</i> )	126.00
Godalming Museum Trust	5,000.00
Godalming Round Table ( <i>Grant aid in the form of free use of premises</i> )	200.00
Godalming Trust	1,000.00
Godalming Trust ( <i>Grant aid in the form of free use of premises</i> )	208.00
Moss Lane School Association	2,000.00
National Autistic Society	2,500.00
Sport Godalming	1,000.00
St Johns Spring Fair ( <i>Grant aid in the form of free use of premises</i> )	132.00
The Cellar Café	800.00
Victim Support	100.00
Waverley Borough Council	2,000.00
Waverley Hoppa Community Transport (Hospital Hoppa)	5,000.00
	48,759.00

Full details of the Council's grants scheme can be obtained from the Town Clerk (contact details at the back of this report (regrettably the website is unavailable at the time of publication of this report – [www.godalming-tc.gov.uk](http://www.godalming-tc.gov.uk)).





**Moss Lane School – New Playground Equipment**



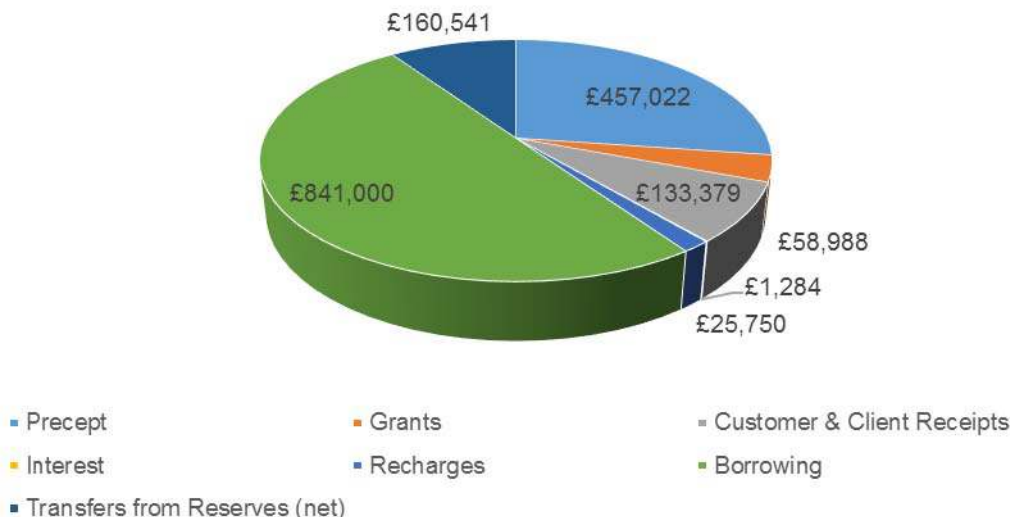
# MONEY

## ANNUAL ACCOUNTS 2015/16

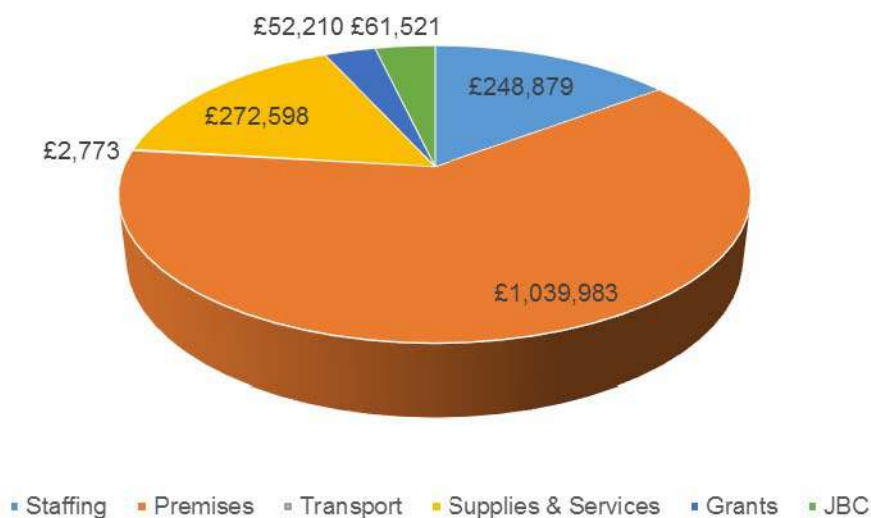
The Council's accounts are prepared in accordance with the Account & Audit Regulations 2015. They are subject to internal audit (by an independent auditor appointed by the Town Council) and to external audit (by a different independent auditor). Every year local government electors are given an opportunity to examine the Council's accounts and financial records and the accounts will be published on the Town Council's new website (currently under construction).

Below is a summary of how the Council's budget (including overheads) was spent in 2015/16. Note that these figures are based on the most up to date actual figures available at the time of writing but that they may be subject to change because the 2015/16 accounts have not yet been finalised.

### Where the money came from



### Where the money went



Godalming Town Council  
Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT  
Tel: 01483 523575  
Fax: 01483 523077  
E-Mail: [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)  
Web: [www.godalming-tc.gov.uk](http://www.godalming-tc.gov.uk) (currently unavailable)

Town Clerk: Louise Goodfellow

## Your Town Councillors

### BINSCOMBE WARD

Cllr MA Gray, 3 Netherwood Court, Filmer Grove, Godalming, GU7 3AF	01483 427159
*Cllr DM Hunter, 86 Furze Lane, Farncombe, Godalming, GU7 3NP	01483 421231
*Cllr JE Wheatley, 1 Sol-Y-Vista, Frith Hill Road, Godalming, GU7 2EF	01483 423492
Cllr FG Young, 41 Binscombe Lane, Godalming, GU7 3PP	07860 811383

### CENTRAL & OCKFORD WARD

*Cllr AJC Bolton, 4 Huxley Close, Godalming, GU7 2AS	01483 429078
Cllr NC Pinches, 9 Hilltop Close, Guildford, GU3 3HR	01483 234253
*Cllr SD Thornton, 3 Bowling Green, Compton, Guildford, GU3 6JT	07887 407378
Cllr O Purkiss, 21 Overbrook, Godalming, GU7 1LX	07493 014625

### CHARTERHOUSE WARD

<sup>0</sup> Cllr SW Cosser, 3 Hillside Way, Godalming, GU7 2HN	01483 414035
*Cllr RA Gordon-Smith, 15 Nightingale Road, Godalming, GU7 3AG	01483 424483
Cllr JM Poulter, 27 Nightingale Road, Godalming, GU7 2HP	01483 417051
*Cllr SN Reynolds, Brooklands, Red House Lane, Elstead, GU8 6DR	01483 421601

### FARNCOMBE & CATTESHALL WARD

Cllr JE Noyce, 19 Overbrook, Godalming, GU7 1LX	01483 429815
Cllr KA Walden, Flat 2, 42 Croft Road, Godalming, GU7 1DD	01483 374575
*Cllr RA Welland, 19 Elm Road, Farncombe, Godalming, GU7 3SW	01483 527445
*Cllr N Williams, 26 Town End Street, Godalming, GU7 1BH	01483 239997

### HOLLOWAY WARD

Cllr AM Bott, Acorns, The Fairway, Godalming, GU7 1PG	01483 420014
Cllr SJ Bott, Acorns, The Fairway, Godalming, GU7 1PG	01483 420014
<sup>0</sup> *Cllr PJ Martin, 18 Windy Wood, Godalming, GU7 1XX	01483 425644
*Cllr TE Martin, Tanglewood, Station Lane, Enton, Godalming, GU8 5AE	01483 527006

\*Waverley Members

<sup>0</sup>Surrey County Council Members