

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 18 FEBRUARY 2016**

\* Councillor Reynolds – Chairman  
0 Councillor Thornton – Vice Chairman

* Councillor P Martin	* Councillor R Gordon-Smith
* Councillor Poulter	0 Councillor Cosser
* Councillor Wheatley	* Councillor T Martin
0 Councillor S Bott	* Councillor Hunter
* Councillor Noyce	* Councillor Welland
0 Councillor Williams	* Councillor Pinches
* Councillor Bolton	0 Councillor Gray
* Councillor Walden	0 Councillor Young
* Councillor Purkiss	

\* Present                      # Absent & no apology received                      0 Apology                      L Late

398. MINUTES

The Minutes of the meeting held on 7 January 2016, having been previously circulated, were signed by the Chairman as a true record.

399. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

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

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 4.

401. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Pinches declared a non-pecuniary interest in Agenda Item 13 on the grounds that he is Chairman of the Godalming Fairtrade Steering Group. Councillor Pinches remained in the Chamber when that agenda item was debated.

402. COMMITTEE WORK PROGRAMME

Members considered the Committee's work programme and noted the information therein.

403. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 8 January 2016	268,196.11
Receipts received since the 8 January 2016	535,643.50
Balance held in Current Account	
Balance at 16 February 2016	26,424.25
Balance held in the Business Deposit Account	
Balance at 16 February 2016	482,220.78

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

Members agreed that the Chairman should sign the schedule of accounts paid.

404. BUDGET MONITORING

Members considered a budget monitoring report for month ten of the financial year 2015/16 (the year to 31 January 2016). Members noted that the monitoring report shows a current variance of £8,016 underspent and that the projected underspend at the year end is £7,500. Members further noted that this is explained by the known underspend of £7,000 against the 2015/16 budget for grants to voluntary organisations.

Members agreed virement of this £7,000 from the grants budget to the Wilfrid Noyce Centre capital project.

405. WILFRID NOYCE REFURBISHMENT PROJECT – REPORT OF THE WORKING PARTY

Members received an oral update on the project from the Facilities Manager.

406. COMMUNITY BUILDINGS FEES & CHARGES

Members agreed Fees & Charges relating to Godalming Town Council's community buildings effective from 1 April 2016. The schedules of charges are attached to the record minutes.

407. VAT TRANSITIONAL ARRANGEMENTS

Members noted that at the meeting of this Committee held on 19 June 2014 it was agreed that authority was delegated to officers to reduce hire charges by up to 20% for current users who would experience difficulty as a result of the overall increase in charges arising from the introduction of VAT, from 1 July 2014, on lettings of the Wilfrid Noyce and Broadwater Park Community Centres (Minute 83-14 refers).

Members agreed that the subsidy should be withdrawn in two phases; i.e. reduced by 50% as of 1 April 2016 and completely withdrawn on 1 April 2017. Members noted that this would have the effect of putting all users of GTC premises on the correct rates although for six users it would mean an overall increase of 10% in each of the two years.

408. QUEEN'S 90<sup>TH</sup> BIRTHDAY CELEBRATIONS

Members considered a report from the Town Clerk.

Members agreed that the Town Clerk should register a Godalming litter pick as a "Clean for the Queen" event on Sunday, 6 March 2016 and that she should facilitate that and the Farncombe litter pick planned for Saturday, 5 March 2016.

Members further agreed to top slice £1,500 from the 2016/17 grants budget to fund the costs of waste management and toilet facilities at an extended Go Godalming Association concert to be held at the Bandstand on Sunday 12 June to celebrate HM the Queen's 90<sup>th</sup> birthday.

409. ACTION TAKEN UNDER THE TOWN CLERK'S DELEGATED AUTHORITY

Members noted a report from the Town Clerk outlining action taken under delegated authority (report attached to the record minutes).

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

Members noted with thanks a report from Councillor Wheatley on the Fairtrade Steering Group an organisation on which Councillor Wheatley represents the Town Council.

411. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 24 March 2016 at 7.00 pm in the Council Chamber.

412. ANNOUNCEMENTS

There were no announcements.

THE COMMITTEE MAY WISH TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED IE. COMMERICIALLY SENSITIVE MATTERS.

413. THE SQUARE

Members considered a confidential report from the Town Clerk and endorsed all actions taken to date and proposed.