

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 19 MAY 2016**

\* Councillor Reynolds – Chairman  
\* Councillor A Bott – Vice Chairman

<p>* Councillor P Martin 0 Councillor Poulter * Councillor Wheatley * Councillor S Bott * Councillor Thornton * Councillor Williams * Councillor Bolton * Councillor Walden * Councillor Purkiss</p>	<p>* Councillor R Gordon-Smith * Councillor Cosser * Councillor T Martin * Councillor Noyce * Councillor Welland * Councillor Pinches * Councillor Gray 0 Councillor Young</p>
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\* Present                      # Absent & no apology received                      0 Apology                      L Late

40. ELECTION OF A CHAIRMAN

It was resolved unanimously that Councillor Reynolds be elected as Chairman of the Policy & Management Committee for the local government year 2016/2017.

41. ELECTION OF A VICE-CHAIRMAN

It was resolved unanimously that Councillor A Bott be elected as Vice-Chairman of the Policy & Management Committee for the local government year 2016/2017.

42. MINUTES

The Minutes of the meeting held on 24 March 2016, having been previously circulated, were signed by the Chairman as a true record.

43. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

44. 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.

45. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor A Bott declared a non-pecuniary interest in Agenda Item 18 on the grounds of an indirect link with the company referred to in the report through her employment with SSALC. Councillor Bott remained in the Chamber when that agenda item was debated.

46. COMMITTEE WORK PROGRAMME

Members considered the Committee's work programme and agreed the addition of a number of items (amended work programme attached to the record minutes). Under the Wilfrid Noyce Centre item Members noted that a Mr Andrew Redfern had been appointed as Weekend Caretaker for the centre effective from 7 May 2016.

47. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

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Godalming Town Council	
Accounts paid since the 24 March 2016	103,533.32
Receipts received since the 24 March 2016	350,623.91
Balance held in Current Account	
Balance at 19 May 2016	25,832.20
Balance held in the Business Deposit Account	
Balance at 19 May 2016	525,503.52

A schedule of the accounts paid was tabled for the information of Members and a copy is attached to record minutes. 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.

48. REPEATING DIRECT DEBIT – WAVERLEY BOROUGH COUNCIL NON DOMESTIC RATING BILLS

Members agreed that three repeating monthly direct debits in favour of Waverley Borough Council be set up. These direct debits would facilitate the payment of rates for each of the Council's community buildings (Broadwater Park Community Centre, The Pepperpot and the Wilfrid Noyce Centre).

Members noted that normally these rates are paid annually by cheque while taking up the opportunity to pay by direct debit will spread the payments over twelve months; the 2016/17 rates for Broadwater Park Community Centre and The Pepperpot have been paid so the decision relates to payments from April 2017 onwards. At present there are no rate demands in respect of the Wilfrid Noyce Centre but the decision would relate to any rate demand for that property received in the current financial year.

The direct debit mandate to be signed by two Councillors authorised to sign the Council's cheques.

49. TOWN TWINNING

Members noted that part of Minute 99-15 says the following:

- No civic invitation from Joigny or Mayen shall be accepted except by resolution of this Council or relevant standing Committee, which resolution shall also specify the budget available;

Two invitations have been received one from each of the Council's twin towns, Mayen and Joigny. The first on the occasion of the 725<sup>th</sup> anniversary of the town charter in Mayen over the weekend on 9-11 September 2016 and the second to continue celebration of the 30<sup>th</sup> anniversary of the twinning between Joigny & Godalming in Joigny over the weekend of 15-16 October 2016.

The Mayor has indicated that he would like to accept the invitation from Mayen and that he would meet his own expenses of the trip and that, therefore, there would be no budget implications in accepting this invitation. Regrettably the Mayor was unable to accept the invitation from Joigny.

Members agreed that the invitation from Mayen should be accepted (at no cost to the Council's budget).

50. ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES

This item was deferred from and delegated by the Annual Meeting of Council.

Members elected Town Council representatives to outside bodies as shown on the annexe attached to the record minutes.

51. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORTING ARRANGEMENTS

Members agreed a new timetable for the submission of Members' reports on the organisation upon which they represent the Town Council. The detail of the timetable has been included in the Committee's Work Programme

Members were asked to submit their report to the Town Clerk one week before the date of the relevant meeting of this Committee to enable it to be included on the agenda for that meeting.

52. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING/JOIGNY FRIENDSHIP ASSOCIATION

Members noted with thanks a tabled report from Councillor A Bott on the Godalming/Joigny Friendship Association (copy of report attached to record minutes) an organisation on which Councillor Bott represented the Town Council while she was Mayor.

53. FARNCOMBE INITIATIVE

Members considered a report from Councillor Cosser and thanked him for his report.

54. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 9 June 2016 at 7.30 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

55. ANNOUNCEMENTS

There were no announcements.

THE COMMITTEE RESOLVED TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF THE FOLLOWING ITEM BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED IE. COMMERCIALY CONFIDENTIAL AND STAFFING MATTERS.

56. THE SQUARE

Members considered a confidential oral update from the Town Clerk.

57. REPORT OF THE STAFFING SUB COMMITTEE

Members considered the confidential report of the Staffing Sub Committee and the written advice of the Town Clerk and the outcome of their deliberations is recorded in a confidential minute (copy attached to record minutes).