

GODALMING TOWN COUNCIL

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Municipal Buildings
Bridge Street
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22 December 2014

I HEREBY SUMMON YOU to attend the **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 8 JANUARY 2015 at 7.15 pm, or at the conclusion of the Planning & Environment Committee meeting, whichever is later.

Louise P Goodfellow
Town Clerk

Committee Members: Councillor Reynolds – Chairman
Councillor A Bott – Vice Chairman

Councillor P Martin
Councillor Poulter
Councillor Cosser
Councillor T Martin
Councillor Lister
Councillor S Bott
Councillor Noyce
Councillor Thornton
Councillor Williams

Councillor R Gordon-Smith
Councillor Thomson
Councillor Wheatley
Councillor C Gordon-Smith
Councillor Woodham
Councillor Hunter
Councillor Robinson
Councillor Welland

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 4 December 2014, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

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

The Chairman to allow members of the public to ask the Council questions, make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

4. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

5. COMMITTEE WORK PROGRAMME

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

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

6. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

Town Clerk to report on the accounts paid since the last meeting.

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

Members to agree that the Chairman should sign the schedule of accounts paid.

7. APPLICATIONS FOR GRANT AID

		£
Information:	2014/2015 Grants Budget	55,000.00
	Plus Refunded Grant from 14 October 2010	5,000.00
	Less Allocations this year to date	58,186.00 *
	Balance available for allocation	1,362.50
	Applications this meeting	2,500.00
	Overspend if all applications agreed **	1,137.50
* Allocations this year to date:		
24 April 2014	Citizens Advice Waverley (Godalming Bureau)	28,000.00
	The Friends of Broadwater School	545.00
	Godalming Museum Trust	5,000.00
	Godalming World War I Commemorations	5,000.00
	St Peter & St Paul Scout Group	1,300.00
	Friends of Broadwater Park (Grant Aid in Kind)	93.00
	Godalming Round Table (Grant Aid in Kind)	110.00
	Godalming Together CIC (Grant Aid in Kind)	210.00
	The Godalming Trust (Grant Aid in Kind)	208.00
	GO Godalming Association (Grant Aid in Kind)	84.00
	St John's Spring Fair (Grant Aid in Kind)	110.00
	Godalming & District Community First Responders (Grant Aid in Kind)	126.00
	The Cellar Café	800.00
	Community Street Team	5,000.00
19 June 2014	Sport Godalming	1,000.00
23 October 2014	Churches Together in Godalming & District	600.00
	Farncombe Youth Football Club	4,000.00
	Godalming Trust	1,000.00
	Waverley Hoppa Community Transport	5,000.00
		<u>58,186.00</u>

** Members are asked to note that while approval of all grant applications might yield an overspend, one of the April grants - £5,000 for WW1 Commemorations was awarded to Godalming Town Council itself. Also since, as reported at the last meeting of this Committee and shown in the revised estimates at Agenda Item 8 below, the Town Council is likely to underspend overall then if Members are minded to approve all applications the grants overspend could be funded from the general underspend. That is to say - the £16,451 underspend shown in the revised estimates as a transfer to the revenue reserve could be reduced to £15,313.50 with £1,137.50 being added to the grants budget. These changes could be reflected in the figures to be presented to Full Council on 15 January 2015.

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

Go Godalming Association (Godalming in Bloom)

£500 is applied for to assist with summer activities ie. purchase and distribution of seeds and tools for schools, provision of certificates and engraving of trophies; photo displays; prizes; promotional materials and a contribution towards website design and insurance for volunteers.

Previous Grants: No cash grants; Grant Aid in Kind: 2011/12 £126, 2012/13 £84 and 2013/14 £84

Loseley Fields Primary School

£1,200 is applied for to assist with the costs of providing a Scrapstore Playpod which aims to transform play at break times and lunchtimes by introducing loose and scrap parts to the school playground.

Previous Grants: None

Voluntary Action SW Surrey

£800 is applied for as a contribution towards rent and volunteers expenses at Volunteer Centre in Godalming.

Previous Grants: None

8. REVISED ESTIMATES 2014/15 AND BUDGET 2015/16

Members to consider a report from the Town Clerk & Responsible Finance Officer (report attached for the information of Members).

Members are asked to consider the budget, agree the revised estimates for 2014/15 (subject to decisions made at Agenda Item 7 above) and to make a recommendation to Full Council as to the level of precept to be set for the financial year 2015/16.

9. WILFRID NOYCE COMMUNITY CENTRE REFURBISHMENT PROJECT

Members to approve the plans for the Wilfrid Noyce Community Centre Refurbishment (to be tabled at the meeting) and to agree to submit the plans to the planning authority for detailed planning permission and to Waverley Borough Council Asset Management Group for Freeholder consent to the plans. See also Agenda Item 15 below.

10. REVIEW OF STANDING ORDERS

Members to consider amended Standing Orders 5 & 111 (attached for the information of Members) – amended to effect changes to the composition of the Mayoralty Committee (SO 111) and to reflect changes in the law permitting the recording etc. of Council meetings and to give effect to this Committee's decision (yet to be ratified by Full Council) to make audio recordings of meetings of the Council and its Standing Committees (SO 5).

Members are asked to recommend the amended Standing Orders to Full Council for adoption.

11. REVIEW OF FINANCIAL REGULATIONS

Members to consider new Financial Regulations (attached for the information of Members). These Regulations are based on the new Model Financial Regulations published by NALC in October 2014 and have been adapted to meet the requirements of this Council. The Audit Committee will be asked to look at these Regulations in parallel with this Committee and make its own observations to Full Council. The Town Clerk will report orally on where these new regulations will require changes in working practices at Godalming Town Council.

Members are asked to recommend the new Financial Regulations to Full Council for adoption.

12. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON HOLLOWAY HILL SPORTS ASSOCIATION

Members are asked to note a report from Councillor T Martin on the Holloway Hill Sports Association (report attached for the information of Members) an organisation on which Councillor T Martin represents the Town Council.

13. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 19 February 2015 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

14. ANNOUNCEMENTS

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

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

15. WILFRID NOYCE COMMUNITY CENTRE REFURBISHMENT PROJECT

Members to consider a confidential report from the Wilfrid Noyce Community Centre Working Group (attached for Members' information).

