

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 8 JANUARY 2015**

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

0	Councillor P Martin	*	Councillor R Gordon-Smith
*	Councillor Poulter	*	Councillor Thomson
*	Councillor Cosser	*	Councillor Wheatley
0	Councillor T Martin	*	Councillor C Gordon-Smith
*	Councillor Lister	*	Councillor Woodham
*	Councillor S Bott	*	Councillor Hunter
*	Councillor Noyce	*	Councillor Robinson
0	Councillor Thornton	#	Councillor Welland
*	Councillor Williams		

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

312. MINUTES

The Minutes of the meeting held on 4 December 2014, having been previously circulated, were signed by the Chairman as a true record.

313. 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.

314. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor RA Gordon-Smith declared a non-pecuniary interest in Agenda Item 7, the grant application from the Go Godalming Association on the grounds that he is a member of the Go Godalming Committee. Councillor Gordon-Smith remained in the Chamber when that agenda item was discussed.

Councillor Poulter declared a non-pecuniary interest in Agenda Item 7, the grant application from the Go Godalming Association on the grounds that she is a Vice-President of Go Godalming Association. Councillor Poulter remained in the Chamber when that agenda item was discussed.

Councillor Cosser declared non-pecuniary interests in Agenda Item 7, the grant applications from Loseley Fields School and from the Go Godalming Association, on the grounds, respectively, that he is a Governor of the school and a member of the Go Godalming Association. Councillor Cosser remained in the Chamber when those agenda items were discussed.

Councillor Wheatley declared a non-pecuniary interest in Agenda Item 7, the grant application from Loseley Fields School on the grounds that she is a Community Governor of the school. Councillor Wheatley remained in the Chamber when that agenda item was discussed.

Councillor C Gordon-Smith declared a non-pecuniary interest in Agenda Item 7, the grant applications from the Go Godalming Association on the grounds that she is a member of the Go Godalming Committee. Councillor Gordon-Smith remained in the Chamber when that agenda item was discussed.

315. COMMITTEE WORK PROGRAMME

Members considered the work programme and agreed that an additional item be included being a report of the Communications Working Group to be received at the meeting scheduled for 11 June 2015.

316. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 23 October 2014 (plus Accounts paid between 1 & 6 September & not previously reported)	314,042.35
Balance held in Current Account	
Balance at 8 January 2015	10,227.09
Balance held in the Business Deposit Account	
Balance at 8 January 2015	592,194.52

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.

317. APPLICATIONS FOR GRANT AID

Members considered the following applications for grant aid and decided upon then as shown:

Go Godalming Association (Godalming in Bloom)

£500 was granted 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.

Loseley Fields Primary School

£1,200 was granted 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.

Voluntary Action SW Surrey

An application for £800 as a contribution towards rent and volunteers' expenses at Volunteer Centre in Godalming was declined. Members indicated that they were unwilling to take on any more commitments to fund the revenue costs of an organisation but that the Town Clerk should write to Voluntary Action SW Surrey indicating that future applications for project funding would be considered sympathetically

Members noted approval of the grant applications above yielded an overspend of £337.50 against the Grants Budget. Members agreed that since the Town Council is projected to underspend overall the grants overspend should 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 should be reduced to £16,113.50 with £337.50 being added to the grants budget. These changes to be reflected in the figures to be presented to Full Council on 15 January 2015.

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

Members considered a report from the Town Clerk & Responsible Finance Officer and agreed the revised estimates for 2014/15 (subject to the amendment agreed at Minute 317-14 above) and agreed to recommend those revised estimates and the 2015/16 budget to Full Council and recommended that for the financial year 2015/16 a precept of £457,022 be set.

319. WILFRID NOYCE COMMUNITY CENTRE REFURBISHMENT PROJECT

Members considered and approved the plans for the refurbishment of the Wilfrid Noyce Community Centre Refurbishment and agreed to submit the plans to the planning authority for detailed planning permission and to Waverley Borough Council asset management group for landlord consent to the plans.

320. REVIEW OF STANDING ORDERS

Members considered amended Standing Orders 5 & 111 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). SO 5 was agreed and further amendment to SO 111 was agreed at the meeting such that it should read as follows:

111. The Mayoralty Committee shall comprise six councillors of which at least three (if that is possible) shall have served as Town Mayor.

The amended Standing Orders are recommended to Full Council for adoption.

321. REVIEW OF FINANCIAL REGULATIONS

Members considered new Financial Regulations based on the new Model Financial Regulations published by NALC in October 2014 and adapted to meet the requirements of this Council.

Members heard that the Audit Committee had looked at the Regulations on 6 January 2015 and concurred with the amendments recommended by the Audit Committee.

Members recommended the new Financial Regulations (as amended by the Audit Committee) to Full Council for adoption.

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

Members noted, with thanks to Councillor T Martin, his report on the Holloway Hill Sports Association an organisation on which Councillor T Martin represents the Town Council.

323. 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.

324. 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 SENSITIVE MATTERS.

325. WILFRID NOYCE COMMUNITY CENTRE REFURBISHMENT PROJECT

Members considered a confidential report from the Wilfrid Noyce Community Centre Working Group and agreed a recommendation to Full Council as follows:

That Full Council authorise the increase in funds to be borrowed for the Wilfrid Noyce Centre Community Project to £841,000.