

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 29 NOVEMBER 2012**

* Councillor T Martin – Chairman
0 Councillor Poulter – Vice Chairman

* Councillor P Martin	0 Councillor R Gordon-Smith
* Councillor Thomson	* Councillor Cosser
0 Councillor C Gordon-Smith	* Councillor Lister
* Councillor Reynolds	* Councillor Wilson
0 Councillor Woodham	* Councillor A Bott
* Councillor S Bott	* Councillor Hunter
* Councillor Noyce	* Councillor Robinson
* Councillor Thornton	L Councillor Welland
0 Councillor Williams	

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

235. MINUTES

The Minutes of the meeting held on 18 October 2012, having been previously circulated, were signed by the Chairman as a true record.

236. 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 80.

237. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Thomson declared a non-pecuniary interest in Agenda Item 12 on the grounds that she was formerly Chairman of the Healthcheck and also sits on the Board of the CIC. Councillor Thomson remained in the Chamber when that agenda item was debated.

Councillor Cosser declared a non-pecuniary interest in Agenda Item 12 on the grounds he is a Surrey County Council appointed Director on Godalming Together CIC. Councillor Cosser remained in the Chamber when that agenda item was debated.

238. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council Accounts paid since the 30 September 2012	34,529.30
Balance held in Current Account Balance at 31 October 2012	35,803.43
Balance held in the Business Deposit Account Balance at 31 October 2012	535,922.76

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.

239. REVISED ESTIMATES 2012/13 AND BUDGET 2013/14

Members noted that normally at this time of the year they are asked to consider the revised estimates for the current year and the draft budget for the financial year ahead. Officers reported that there is currently so much uncertainty surrounding local council budgets for the year 2013/14 that there is not enough information for them to be able to provide a meaningful draft budget at this time. Members further noted that officers hoped to present a recommended budget to the meeting of this Committee scheduled for 10 January 2013 with a view to the precept being set at the Full Council meeting scheduled for 17 January 2013.

Members agreed that a letter of complaint to be sent by the Chairman and the Town Clerk to the Rt Hon Jeremy Hunt MP

240. WAVERLEY HOPPA COMMUNITY TRANSPORT

Members recalled that on 18 October 2012 the grant application from Waverley Hoppa Community Transport was deferred to this meeting of the Committee so that the Town Clerk could invite a representative of the organisation to attend this meeting to speak to the application. No response to the Town Clerk's letter of 24 October 2012 or her follow-up 'phone call made on 16 November 2012 had been received before the meeting. However, Andrew Carrington, Chairman and Andy Taylor, Transport Manager of Waverley Hoppa Community Transport attended the meeting to speak to the application.

Members hear Messrs Carrington & Taylor speak and took the opportunity to ask them questions, but the Chairman reminded the meeting that the grant application could not now be considered until the next meeting of the Committee.

241. HENRY SMITH CHARITY

Members considered a letter from the Clerk to the Trustees of the Henry Smith Charity and resolved to recommend to Full Council that Councillor RA Gordon Smith and Councillor Wilson be nominated to serve as Trustees on the Henry Smith Charity for four years effective from 1 April 2013.

242. REVIEW OF THE FAMOUS FOREBEARS' PAGE OF THE GTC WEBSITE

Members to consider a report from the Town Clerk and agreed the recommendations therein i.e. that:

- the history content of the Godalming Town Council website should be kept to a minimum except for those aspects of history unique to the Town Council and its properties;
- the Famous forebears page and the pages on Bargate Stone, Framework Knitting, Leather and Allied Industries, and The Mint should be deleted from the website; and
- the page on the History of Godalming be rewritten to ensure that it encompasses something of the information that would otherwise be lost from the deletion of the other pages.

243. PEPPERPOT PLANNING PERMISSION AND LISTED BUILDING CONSENT

Members noted that on 12 October 2012 the planning authority granted planning approval, listed building consent and conservation area consent for the installation of additional steps and balustrade for reasons of safety at the Pepperpot. Waverley Borough Council also require a Method of Construction Scheme to be submitted and approved prior to commencement of any works. Members authorised the surveyor to seek competitive

tenders for this work and instructed the Facilities Manager to report the results of the tender exercise to this Committee prior to any works being authorised to start.

244. SHARED USE OF BROADWATER PARK COMMUNITY CENTRE CAR PARK BY WAVERLEY BOROUGH COUNCIL

Members to consider a report from the Town Clerk and agreed that the Town Clerk should take the steps necessary to grant Waverley Borough Council a 5-year licence agreement for their shared use of the Broadwater Park Community Centre Car Park. In addition, that if required by Godalming Town Council, Waverley are to install a gate or barrier system, at Waverley's expense, to the north of the centre so that if required the 12 spaces in this area could be made for the exclusive use of the Community Centre (Minute 19-11 refers). The licence is also to state that renewal of the licence in 2018 will be for 10 years on the condition that the car park is re-surfaced, at Waverley's expense, at a date to be agreed between Godalming Town Council and Waverley Borough Council within 5 years of the start of that second licence agreement. Subsequent licence agreements will be for periods of 10 years and Godalming Town Council will not refuse the issue of a licence without reasonable grounds. On the introduction of any form of parking control scheme by Waverley Borough Council, Godalming Town Council will be entitled to 50% of the pro-rata figure of the shared parking spaces on its land against the total number operating under the Broadwater Park Leisure Centre area parking control scheme.

Members agreed to delegate authority to negotiate minor changes to the requirements above to the Town Clerk in consultation with the Committee Chairman. The Town Clerk was further instructed to seek reimbursement of the Town Council's reasonable legal expenses in drawing up the license.

245. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING TOGETHER CIC

Members noted a report from Councillor A Bott on the Godalming Together Community Interest Company (report attached to the record minutes) an organisation on which Councillor Bott represents the Town Council.

246. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 10 January 2013 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

247. 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 AND STAFFING MATTERS.

248. THE SQUARE

Members considered a confidential oral report from the Town Clerk and agreed a confidential minute(attached to the record minutes).

249. NOMINATION FOR CO -OPTED CLERK TO THE NALC LARGER COUNCILS' COMMITTEE 2013-15

Members considered a confidential report from the Town Clerk and agreed to support the Town Clerk's nomination to serve as a co-opted clerk to the NALC Larger Councils' Committee 2013-15.

250. REPORT OF THE STAFFING SUB-COMMITTEE

Members considered a confidential oral report from the Chairman of the Staffing Sub-Committee following an extraordinary meeting of the Staffing-Sub Committee held on 29 October 2012 and agreed a confidential minute (attached to the record minutes).