

# PARISH OF GODALMING

AT A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD IN THE GODALMING CHAMBER

ON THURSDAY 31 MARCH 2016 AT 7.00 PM

\* The Town Mayor (Councillor A Bott)  
\* The Deputy Town Mayor (Councillor Hunter)

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

\* Present                      # Absent without apology                      0 Apology for Absence                      L Late

## 476. MINUTES

The Minutes of the meeting of the Council held on 2016 were signed by the Mayor as a correct record.

## 477. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

## 478. 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.

## 479. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

## 480. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

## 481. COMMITTEE REPORTS

The reports of the following Committees setting out decisions taken pursuant to delegated powers were RECEIVED:

### **Audit Committee**

Upon the recommendation of the Audit Committee, Full Council agreed the following:

#### **Smaller Authorities' Audit Appointments**

That the Council should opt-in to the Small Authorities Audit Appointments; and

#### **Electronic Payments**

That Council proceed to implement electronic payments with the daily limit to be set at £50,000.

### **Planning & Environment Committee**

There were no recommendations to Full Council.

### **Policy & Management Committee**

Upon the recommendation of the Policy & Management Committee, Full Council agreed to adopt the Health & Safety Policy; and the Bullying & Harassment Policy.

Upon the recommendation of the Audit Committee and the Policy & Management Committee, Full Council agreed to adopt Financial Regulations as reviewed and amended. Copy of the amended Financial Regulations attached to the record minutes.

482. The minutes of the undermentioned Committees were RECEIVED:

	Meetings Dated
Audit Committee	10 March 2016
Planning & Environment Committee	28 January 2016 18 February 2016 10 March 2016
Policy & Management Committee	18 February 2016 24 March 2016

483. **GODALMING JOINT BURIAL COMMITTEE – REPORT**

The report of the meeting of the Joint Burial Committee held on 24 March 2016 was deferred until the next meeting of Council.

484. **SEALING OF DOCUMENTS, ETC.**

The following resolution was passed nem con.

THAT THE TOWN CLERK BE AUTHORISED TO SIGN OR WHERE APPROPRIATE, TO HAVE SEALED ON BEHALF OF THE TOWN COUNCIL ANY ORDERS, DEEDS OR DOCUMENTS NECESSARY TO GIVE EFFECT TO ANY OF THE MATTERS CONTAINED IN THE REPORTS RECEIVED AT THIS MEETING OR IN ANY RESOLUTION PASSED BY THE TOWN COUNCIL.

485. **APPROVAL OF INTERNAL AUDIT**

Members considered the report of the Internal Auditor.

486. APPOINTMENT OF INTERNAL AUDITOR FOR FINANCIAL YEAR 2016/17

Members approved the appointment of Mulberry & Co as the Town Council's Internal Auditor for the Financial Year 2016/17.

487. DATE OF NEXT MEETING

The next meeting of the Full Council is scheduled to be held on Thursday, 28 April 2016 at 7.00 pm in the Council Chamber.

488. 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. COMMERCIAL SENSITIVE MATTERS.

489. THE SQUARE

Members considered a confidential report from the Policy & Management Committee and an oral update from the Town Clerk. The resulting minute need not be considered confidential.

The Council RESOLVED that it was its intention to take all appropriate steps to facilitate the surrender of the current sub-lease on The Square and the granting of a new sub-lease to Cote Restaurants Ltd.

Subject to the current leaseholder meeting all the conditions set out in the Town Clerk's letter of 24 March 2016 the Council delegated to the Town Clerk, working with the Town Council's solicitors (and in consultation with the Chairman of the Policy & Management Committee as necessary), authority to finalise the details of the following documents (and any others necessary to complete the transaction):

- a deed of variation of the head lease,
- a licence to sublet, and
- a licence for alterations.

The Council RESOLVED that when complete the Town Clerk may have the above documents sealed in accordance with Standing Order 91.