

## **PARISH OF GODALMING**

Tel: 01483 523575  
Fax: 01483 523077  
E-Mail: office@godalming-tc.gov.uk  
Website: www.godalming-tc.gov.uk

Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT

Sir/Madam

I HEREBY SUMMON YOU to attend the Full Council Meeting of the Godalming Town Council to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 3 MAY 2012 at 6.30pm.

DATED this 27<sup>th</sup> day of April 2012.

Louise P Goodfellow  
Clerk to the Town Council

### **A G E N D A**

1. THE TOWN MAYOR to sign as a correct record the Minutes of the extraordinary Meeting of the Council held on the 15 March 2012.
2. TO RECEIVE apologies for absence.
3. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

THE TOWN MAYOR to allow members of the public to ask the Council questions, or make a statement or present a petition. This forum to be conducted in accordance with Standing Order 80.

4. DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS

TO RECEIVE from Members, in relation to any items included on the agenda for this meeting, disclosure of any interests which are required to be disclosed by the Local Authorities (Model Code of Conduct) Order 2007 No.1159.

Members are requested to disclose, in accordance with the Code of Conduct, both the existence and nature of any "Personal" or "Prejudicial" interests that they may have in relation to matters for consideration on this agenda.

#### Personal Interests

- (1) Subject to sub-paragraphs (2) to (5) below, where a Member has a personal interest in any business of the Town Council and attends a meeting of the Council at which the business is considered, the Member must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.
- (2) Where the Member has a personal interest in any business of the Town Council which relates to or is likely to affect a person described in paragraph 8(1)(a)(i) or 8(1)(a)(ii)(aa) of the Code of Conduct, the Member needs only disclose to the

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

meeting the existence and nature of that interest when s/he addresses the meeting on that business.

- (3) Where the Member has a personal interest in any business of the Town Council of the type mentioned in paragraph 8(1)(a)(viii) of the Code of Conduct, the Member need not disclose the nature or existence of that interest to the meeting if the interest was registered more than three years before the date of the meeting.
- (4) Sub-paragraph (1) only applies where the Member is aware or ought reasonably to be aware of the existence of the personal interest.
- (5) Where a Member has a personal interest but, by virtue of paragraph 14 of the Code of Conduct, sensitive information relating to it is not registered in the Town Council's register of members' interests, the Member must indicate to the meeting that s/he has a personal interest, but need not disclose the sensitive information to the meeting.

### Prejudicial Interests

Where a Member has a personal interest in any business of the Town Council that Member also has a prejudicial interest in that business where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice that Member's judgement of the public interest. Where a Member has a prejudicial interest that Member must withdraw from the room or chamber where a meeting considering the business is being held.

5. TO RECEIVE official announcements, letters, etc.
6. TO RECEIVE Chairmen's reports of the Committees as under:

### Planning & Environment Committee

There were no recommendations to Full Council.

### Policy & Management Committee

The Policy & Management Committee has reviewed, and where appropriate amended, the following documents (each is attached for the information of Members) and recommends all to Full Council for adoption:

- Financial Regulations
- Health & Safety Policy
- Grievance Procedure
- Employee Code of Conduct
- Bullying & Harassment Policy

### Mayoralty Committee

The Mayoralty Committee made the following recommendation to Full Council. That it permit a Mayor's Cadet to be appointed for the civic year 2012/13; provided that any expenses incurred as a result of the appointment should be met from the Mayor's Allowance; that that the cadet should be aged 14 years or older; and that the cadet appointed should be invited to be present on all civic occasion and at any event at which

the organiser has specifically stated that the cadet may accompany the Mayor (but that no such event should require the absence of the cadet from school/college).

7. TO RECEIVE the minutes of the undermentioned Committees:

	Meetings Dated
Planning & Environment Committee	26 January 2012 23 February 2012 15 March 2012 5 April 2012 26 April 2012
Policy & Management Committee	23 February 2012 15 March 2012 5 April 2012
Mayoralty Committee	19 April 2012

8. GODALMING JOINT BURIAL COMMITTEE – REPORT

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 12 April 2012.

9. TO AUTHORISE the Clerk 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 Council.

10. ADDRESS OF CONGRATULATIONS TO HER MAJESTY THE QUEEN – HER MAJESTY'S REPLY

The Mayor will read the gracious reply of Her Majesty Queen Elizabeth II to the address of congratulations sent by this Council to the Queen on the occasion of completing the 60<sup>th</sup> year of her reign on 6 February 2012.

11. HONORARY FREEMAN OF THE TOWN OF GODALMING – MR JOHN YOUNG

Mr John Young will be invited to accept the title of Honorary Freeman of the Town of Godalming – the first man to be invited to do so in modern times.

The following is the citation considered by this council in deciding to make this award (Minute 328-11 refers):

“John Young was born in Elstead over eighty years ago but has lived nearly all of his life in Victoria Road, Godalming, in the home originally belonging to his grandparents.

John's first job after leaving school was to drive the van for Godalming Laundry, his feet barely reaching the pedals. He then started in the building trade and ended a long career project managing commercial building and refurbishment works. John still works every morning as Site Manager at the Bramley Business Centre.

It is John's love of Godalming, the depth and detail of his knowledge of the history and fabric of the town that is truly staggering. There is not a drain, not a natural spring trickling under our feet that has escaped inclusion in John's meticulous records. This dedicated, scholarly attention to detail has made him an invaluable

contributor to the work of Godalming Museum. He has worked as a librarian there on Tuesday afternoons for over twenty years. One volunteer has remarked: "When a visitor arrives with a query it is always with great delight that I tell them to go upstairs to the library, where John will certainly be able to help them, using his considerable knowledge and librarian skills to find the answer."

John has used his knowledge and skills as a professional builder to voluntarily project manage the 1998 and 2008-09 museum refurbishments. He also created the Lutyens style decorative brick pavement in the Arts and Craft gallery in 1998.

As an active member of the Godalming Trust he does everything he can to ensure that Godalming's heritage is protected and the environmental schemes appropriate. John has attended Town Council planning meetings for 50 years, missing only a handful over all that time. He has been of enormous help to Waverley Borough Council officers and members on planning matters affecting the town, most recently the hydrology and working history of the Keysite.

He is an active member of many local organisations including the Surrey Postcard Club and has an amazing collection of 30,000 postcards and 1,000 slides. He regularly gives highly acclaimed talks to groups and schools. John is a natural communicator and can hold a class of children in the palm of his hand. He is currently putting together a slideshow on Jack Phillips and the Titanic in preparation for the centenary of the sinking of the ship in 2012. It is largely through John's long-term support that the Jack Phillip's memorial garden is now being refurbished.

John is also a gifted photographer and continues to chronicle the life of our town, with a keen understanding of history in the making and the need to pass this on to the next generation.

John has made and continues to make, a truly outstanding contribution to our community life. John is a much loved and well-known resident of this town. He is the kindest neighbour, a modest, charming and gentle man who is, for many, simply "Mr Godalming".

12. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held on Thursday, 10 May 2012 at 6.30 pm in the Council Chamber.

13. ANNOUNCEMENTS

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

## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> of a personal interest or a prejudicial interest in a matter under consideration at a meeting (S.81 Local Government Act 2000 and the adopted Godalming Town Council Code of Conduct).

As required by the Local Government Act 2000, **I HEREBY DISCLOSE**, for the information of the authority that I have [a personal interest]<sup>2</sup> [a prejudicial interest]<sup>3</sup> in<sup>4</sup> the following matter:-

**COMMITTEE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**NAME OF COUNCILLOR:** \_\_\_\_\_

**Please use the form below to state in which agenda items you have an interest. If you have a prejudicial interest in an item, please indicate whether you wish to speak (refer to Godalming Town Council's Code of Conduct paragraph 12(2)).**

Agenda No.	Subject	Personal	Prejudicial	Reason	Speak?	
					Yes	No

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee – section 83, Local Government Act 2000.

<sup>2</sup> A personal interest includes:

Any matter registered in the register of interests

Any decision which affects the well-being or financial position of a member or a friend or relative to a greater extent than others.

<sup>3</sup> A prejudicial interest is a personal interest so significant that it is likely to prejudice the member's judgment of the public interest.

<sup>4</sup> State item under consideration.