

# PARISH OF GODALMING

AT A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD IN THE GODALMING CHAMBER

ON THURSDAY 26 JUNE 2014 AT 6.30 PM

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

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

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

## 77. MINUTES

The Minutes of the meeting of the Annual Council held on 8 May 2014 were signed by the Mayor as a correct record.

## 78. 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.

## 79. 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.

## 80. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

## 81. COMMITTEE REPORTS

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

### **Audit Committee**

The Audit Committee made two recommendations to Full Council, and Council resolved to :

- RECEIVE and AGREE the report of the internal audit conducted on 2 June 2014;
- CONSIDER the Audit Committee's recommended series of answers to those questions posed by the Annual Governance Statement for the financial year 2013/14.

### **Planning & Environment Committee**

There were no recommendations from the Planning & Environment Committee.

### **Policy & Management Committee**

The Policy & Management Committee made a number of recommendations to Full Council, and Council resolved to:

- RESUME the practice of saying Christian prayers immediately preceding all meetings of Full Council; and that
- the wording of each Full Council agenda should make it clear that prayers would be said immediately prior to the meeting and that all present were welcome to stay and to participate (or not) in the prayers and that an individual's decision to leave or remain outside the Chamber for prayers was respected.
- RECEIVE & ADOPT the Annual Accounts for Godalming Town Council (incorporating Broadwater Centre Community Centre, Wilfrid Noyce Community Centre and the Peppercot) for the year ended 31 March 2014.

A further set of recommendations relating to the refurbishment of the Wilfrid Noyce Centre were considered in confidential session (Minute 90-14 refers).

## 82. **TO RECEIVE MINUTES OF COMMITTEE MEETINGS**

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

	Meetings Dated
Audit Committee	12 June 2014
Planning & Environment Committee	3 April 2014 24 April 2014 15 May 2014 5 June 2014 19 June 2014
Policy & Management Committee	24 April 2014 15 May 2014 19 June 2014

83. GODALMING JOINT BURIAL COMMITTEE

An oral report of the meeting of the Joint Burial Committee meeting held on 26 June 2014 was noted.

84. 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.

85. ANNUAL RETURN (INCLUDING ANNUAL GOVERNANCE STATEMENT) FOR THE YEAR ENDING 31 MARCH 2014

Members CONSIDERED and APPROVED the Annual Return for Godalming Town Council, Section 1 - Statement of Accounts, and having approved Section 1, Members AUTHORISED the Town Mayor to sign that section.

Members further CONSIDERED Section 2 of the Annual Return – the Annual Governance Statement, and having satisfied themselves with answers posed to the questions therein, AUTHORISED the Town Mayor to complete the statement and sign it so that the Annual Return may be forwarded to the External Auditor, BDO Stoy Hayward, to enable the external audit to proceed.

Having already received and agreed the report of the internal audit conducted on 2 June 2014 (minute 81-14 above refers) Members NOTED Section 4 of the Annual Return – Annual Internal Auditor's report.

86. APPOINTMENT OF A REPRESENTATIVE TO THE WAVERLEY CYCLE FORUM

Councillor Thomson was elected as the Town Council's representative to the Waverley Cycle Forum.

87. RETIREMENT OF MRS JANET CROSSMAN – RESPONSIBLE FINANCE OFFICER

The Mayor made a presentation to Mrs Crossman to mark the occasion of her retirement remarking upon Mrs Crossman's 44 years in Local Government of which the last 15 had been with Godalming Town Council. The Mayor reminded everyone how much Mrs Crossman would be missed.

Mrs Crossman thanked everyone present for the gift and flowers and said how much she had enjoyed her career, particularly the support of Councillors and colleagues.

88. DATE OF NEXT MEETING

The next meeting of the Full Council is scheduled to be held on Thursday, 2013 at 6.30 pm in the Council Chamber.

89. ANNOUNCEMENTS

The Town Clerk announced that all present were invited to join the Mayor in the Mayor's parlour after the meeting for a drinks reception to mark Mrs Crossman's retirement.

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.

90. WILFRID NOYCE COMMUNITY CENTRE IMPROVEMENT PROJECT

Members agreed a series of recommendations from the Policy & Management Committee the following which need not be considered confidential (but others are contained in a confidential minute attached to the record minutes), that:

- The work is to be scheduled for the summer of 2015;
- The Town Clerk should make application to the Department for Communities & Local Government (DCLG) via the Surrey Association of Local Councils for approval to borrow up to £800,000 (over a 29.5 year period based on an annuity loan from the Public Works Loan Board) for the renovation and extension of the Wilfrid Noyce Community Centre;
- From the 2014/15 budget, £33,000 (budgeted to go into the New Initiatives reserve) should be transferred to the Wilfrid Noyce reserve. This should be used to underwrite the project and provide the facility to pay interim expenditure and professional fees that may occur before any loan is acquired;
- With effect from the financial year 2015/16 the £18,000 relating to the reduced employer's superannuation contribution should be utilised to support the borrowing requirements. This should be achieved by building the cost of the repayments into the base budget; and
- From financial year 2015/16 funds that become available on completion of the Neighbourhood Plan should be identified and utilised in the base budget to support the borrowing repayments for the WNCC.