

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 17 MAY 2012**

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

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

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

33. MINUTES

The Minutes of the meeting held on 5 April 2012, having been previously circulated, were signed by the Chairman as a true record.

34. 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.

35. DISCLOSURE OF PERSONAL AND PREJUDICIAL INTERESTS

Members declared no Personal or Prejudicial Interest in relation to any item on the agenda for this meeting, which is required to be disclosed by Local Authorities (Model Code of Conduct) Order 2007 No.1159.

36. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council Accounts paid since the 5 April 2012	91,467.43
Balance held in Current Account Balance at 30 April 2012	28,954.75
Balance held in the Business Deposit Account Balance at 30 April 2012	390,386.60

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.

37. GODALMING TOWN COUNCIL FINANCIAL REGULATIONS UPDATE

Members agreed to adopt the Financial Regulations for the financial year 2012/13 subject to a small amendment at paragraph 5.3 to change the reference to “paragraph 64 of

Standing Orders” to “paragraph 70 of Standing Orders”. Members noted that Standing Order 76 specifically requires that this Committee decide the limits set out at paragraph 12.1(h) of the Financial Regulations and further noted that no amendments to paragraph 12.1(h) are proposed this year. Members therefore agreed the existing limits.

38. BROADWATER PARK COMMUNITY CENTRE – FLOODING OF CAR PARK

Members considered a report from the Facilities Manager relating to the regular flooding of Broadwater Park Community Centre car park. Members agreed the following, that:

- drain clearance should become a bi-annual maintenance item the costs of which are to be contained within the Broadwater Park Community Centre maintenance budget;
- repair of the collapsed drainage pipework should be attempted from the inspection pit at a cost of £1,800 to be met from Broadwater Park Community Centre reserves (currently standing at £7,630); and
- in the light of the costs already incurred in investigating the drains and possible repair solutions, financial regulation 12.1 (h) (c) (requiring competitive quotes to be taken for the work) was waived in order to allow the existing contractor to continue the work.

39. GODALMING MUSEUM - FUNDING

Members recalled that at the last meeting of this Committee, when considering a grant application from Godalming Museum, Members had indicated that they wished the Town Clerk to explore options other than an annual grant application for the future funding of the museum’s Volunteer Co-ordinator (Minute 423-011 refers).

However, it emerged during debate that the officers present on 5 April had misunderstood the detail of Members’ intentions. The Town Clerk expressed her confusion and the wish that Members should express their intentions clearly. Members stressed that it was not their intention to continue revenue funding Godalming Museum and that the Town Clerk should discourage the Museum from making further annual grant applications for the Volunteer Co-ordinator post. However, grant applications for one-off projects would be welcomed.

40. ALLOCATION OF MAYORAL CHARITY MONEY

Members agreed that the balance of £2,972.89 (held in an account separate from the Town Council’s accounts and being the residual sum of substantial charity monies raised by the late Maureen Nyazai when she was Town Mayor in 2000) should be split equally between three organisations which do a great deal for the town’s young people: namely the Farncombe Community Street Team, the Trinity Trust and the Eashing Yooffie. Members asked that their wishes in this matter be communicated to Mrs Crossman and Mr Steel the remaining signatories to the account so that they can disperse the funds and close the account.

41. THE PEPPERPOT – SAFETY OF ACCESS TO THE UNDERCROFT

Members considered how entrance to and egress from the Undercroft might be improved and agreed that their preferred solution would be to incorporate an additional step on two of the arches (where the step down to the pavement is very high) and to fit a balustrade within the smaller archway (where an additional step cannot be incorporated because of the location of a drain inspection pit cover).

Members noted that this work would require planning approval and listed building consent and authorised the preparation and submission of the relevant applications to the planning authority. All fees are to be met from within the Pepperpot maintenance budget.

42. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING MUSEUM TRUST

Members noted a tabled report from Councillor C Gordon-Smith on the Godalming Museum Trust (report attached to the record minutes) an organisation on which Councillor Gordon-Smith represents the Town Council.

43. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 28 June 2012 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee meeting, whichever is later.

44. 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.

45. THE SQUARE

Members considered a letter from one of the head leaseholders of The Square and agreed that, subject to legal advice, the answer to both questions posed in the letter should be “no”. The Town Clerk was authorised to seek the necessary legal advice.