

# GODALMING TOWN COUNCIL

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Municipal Buildings  
Bridge Street  
Godalming  
Surrey GU7 1HT

14 June 2013

I HEREBY SUMMON YOU to attend the **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Municipal Buildings, Bridge Street, Godalming on THURSDAY, 20 JUNE 2013 at 6.30 pm.

Louise P Goodfellow  
Town Clerk

Committee Members: Councillor Wheatley – Chairman  
Councillor Poulter – Vice Chairman

Councillor P Martin  
Councillor Thomson  
Councillor C Gordon-Smith  
Councillor Reynolds  
Councillor Woodham  
Councillor S Bott  
Councillor Noyce  
Councillor Thornton  
Councillor Williams

Councillor R Gordon-Smith  
Councillor Cosser  
Councillor Lister  
Councillor Wilson  
Councillor A Bott  
Councillor Hunter  
Councillor Robinson  
Councillor Welland

## **AGENDA**

1. **MINUTES**

To approve as a correct record the minutes of the meeting held on the 6 June 2013, a copy of which has been circulated previously.

2. **APOLOGIES FOR ABSENCE**

3. **PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC**

The Chairman 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 4.

4. **DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS**

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

5. **COMMITTEE WORK PROGRAMME**

The Committee's work programme is attached for the information of Members.

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

6. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

Town Clerk to report on the accounts paid since the last meeting.

A schedule of the accounts paid will be tabled for the information of Members. The vouchers relating to these payments will also be tabled at the meeting for inspection. All payments made are in line with the agreed budget or other resolution of this Committee or Full Council.

Members to agree that the Chairman should sign the schedule of accounts paid.

7. VIDEO ENTRY SYSTEM

Members agreed on 21 February 2013 (Minute No 363-12 refers) that a video lock system should be fitted to the external public entry point of the Town Council offices to provide added security and safety, especially for when the office was staffed by a lone working employee. A suitable wireless day/night system has been identified, which would meet the requirement to provide 3 video and audio monitors with remote door operation. A wireless system, WIRP13, is recommended as it negates the necessity (and cost) of installing additional fixed wiring. The system is supplied by a specialist intercom provider based in Golders Green, London at a cost of £419 which can be met from within the Town Council's Health & Safety budget.

Members are requested to approve the purchase of this system.

8. PAYMENT OF STAFF SALARIES

Members to consider a report from the Town Clerk (report attached for the information of Members).

9. VISIT TO GODALMING OF THE NEW MAYOR OF MAYEN

Members to consider a report from the Town Clerk (report attached for the information of Members).

10. GENERAL POWER OF COMPETENCE

The Town Clerk will report orally.

11. ANCESTRAL TOURISM PROJECT

Members to consider a report from the Town Clerk (report attached for the information of Members).

12. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON THE GODALMING TRANSPORTATION TASK GROUP (SCC)

Deferred from the previous meeting, Members are asked to note a report from Councillors Hunter/Thomson on the Godalming Transportation Task Group (SCC) (report attached for the information of Members) an organisation on which Councillors Hunter/Thomson represent the Town Council.

13. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON THE GO GODALMING ASSOCIATION

Members are asked to note a report from Councillor RA Gordon-Smith on the Go Godalming Association (report to be tabled at the meeting for the information of Members) an organisation on which Councillor RA Gordon-Smith represents the Town Council.

14. APPLICATIONS FOR GRANT AID

		£
Information:	2013/2014 Grants Budget	55,000.00
	Allocations this year to date	32,714.00 *
	Balance available for allocation	22,286.00
	Applications this meeting	800.00
	Balance unallocated if applications agreed	21,486.00

\* Allocations this year to date:

25 April 2013	Citizens Advice Waverley (Godalming Bureau)	26,250.00
	Godalming Museum Trust	4,600.00
	Sport Godalming	1,000.00
	Godalming & District Community First Responders (Grant Aid in Kind)	126.00
	Godalming Round Table (Grant Aid in Kind)	100.00
	Godalming Together CIC (Grant Aid in Kind)	210.00
	The Godalming Trust (Grant Aid in Kind)	208.00
	Go Godalming Association (Grant Aid in Kind)	84.00
	St John's Spring Fair (Grant Aid in Kind)	100.00
	Meath Epilepsy Trust (Grant Aid in Kind)	36.00
		<hr/>
		32,714.00

Members to consider the following application for grant aid – the summary of the application is given below – the detailed application is attached for the information of Members.

**The Cellar Café**

£800 is applied for to assist with the costs of 2 subsidised day-trips by coach which would include more people than the previously arranged holidays. One trip would be to Portsmouth and one to Brighton and the second trip would be of particular benefit to members of The Cellar Art Club. Up to 30 people would go on each trip. Previous grants: £800 in 2012/13.

15. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 25 July 2013 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

16. 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 disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]<sup>2</sup> [a non-pecuniary interest]<sup>3</sup> in the following matter:-

**COMMITTEE:**

**DATE:**

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

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interest	Non-Pecuniary Interest	Reason

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

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

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2013/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

<sup>3</sup> A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.