

## **PARISH OF GODALMING**

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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, 27 NOVEMBER 2014 at 6.30pm.

DATED this 21<sup>st</sup> day of November 2014.

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 Meeting of the Council held on the 18 September 2014.
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 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. TO RECEIVE official announcements, letters, etc.
6. TO RECEIVE Chairmen's reports of the Committees as under:

#### **Audit Committee**

The Audit Committee made the following recommendations to Full Council, that:

- An additional user licence to access the RBS finance management system with the associated training be purchased to allow staff to access up-to-date income and expenditure information;
- A full-time financial administrator be engaged as a matter of priority;

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

- Council should receive a report about the Town Council's website (report attached for the information of Members); and
- Council should note that: the external audit for Godalming Town Council for the year ending 31 March 2014 was received on 12 September 2014. There were no matters which came to the auditor's attention which required the issuing of a separate additional arising report. The Notice of Conclusion of Audit has been displayed on the Town Council's notice board for at least 14 days as required by the Accounts & Audit Regulations 2011. The external auditor's report is attached for the information of Members.

### **Planning & Environment Committee**

There were no recommendations to Full Council.

### **Policy & Management Committee**

There were no recommendations to Full Council

7. TO RECEIVE the minutes of the undermentioned Committees:

	Meetings Dated
Audit Committee	13 November 2014
Planning & Environment Committee	2 October 2014 23 October 2014 13 November 2014
Policy & Management Committee	23 October 2014

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

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 20 November 2014.

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. **LOSELEY FIELDS CHILDREN'S CENTRE**

Members to receive a presentation from Pam Arrowsmith, Manager of Loseley Fields Children's Centre about her work and the role of the Children's Centre.

11. **GODALMING COMMUNITY NAVIGATOR**

Members to receive a presentation from Fiona Fyfe the Godalming Community Navigator (a Town Council employee in post since 24 July 2014) about her role and how Members can support her in her work.

12. **DATE OF NEXT MEETING**

The date of the next Full Council meeting is scheduled to be held on Thursday, 15 January 2015 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 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.