

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 17 DECEMBER 2015**

\* Councillor Reynolds – Chairman  
\* Councillor Thornton – Vice Chairman

*	Councillor P Martin	0	Councillor Gordon-Smith
*	Councillor Poulter	*	Councillor Cosser
*	Councillor Wheatley	0	Councillor T Martin
*	Councillor S Bott	*	Councillor Hunter
*	Councillor Noyce	*	Councillor Welland
*	Councillor Williams	*	Councillor Pinches
*	Councillor Bolton	*	Councillor Gray
0	Councillor Walden	#	Councillor Young

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

313. MINUTES

The Minutes of the meeting held on 15 October 2015, having been previously circulated, were signed by the Chairman as a true record.

314. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

315. 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.

316. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Wheatley declared a non-pecuniary interest in Agenda Item 10 on the grounds that she used to be the owner's bookkeeper. Councillor Wheatley remained in the Chamber when that agenda item was debated.

317. COMMITTEE WORK PROGRAMME

Members considered the work programme and noted the information contained therein.

318. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 16 October 2015	550,442.88
Receipts received since the 16 October 2015	158,635.42
Balance held in Current Account	
Balance at 17 December 2015	30,837.93
Balance held in the Business Deposit Account	
Balance at 17 December 2015	336,936.48

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.

319. BUDGET MONITORING

Members considered a budget monitoring report for month eight of the current financial year 2015/16 (the year to 30 November 2015) and noted that the report showed a total variance to date against budget of £9,437 underspent. The projected variance to the year-end indicated a projected net underspend for the current year of £2,265.

Members discussed the presentation of the figures and concluded that the accounting software's use of a minus sign to denote an overspend was potentially confusing.

320. REPORT OF THE COMMUNICATIONS WORKING GROUP – WEBSITE

This item was deferred to the next meeting of the Committee on 7 January 2016.

321. NATIONAL AUTISTIC SOCIETY

Members noted correspondence from the National Autistic Society thanking the Town Council for a grant made to the Society.

Members indicated that they would like to see other correspondence from grant recipients and the Town Clerk undertook to prepare a report on grants made and feedback received for a future meeting of the Committee.

322. THE LOUNGE BAR & GRILL, 1 HIGH STREET, GODALMING

Members noted the correspondence from Waverley Borough Council concerning the outcome of a licensing hearing.

323. WILFRID NOYCE REFURBISHMENT PROJECT – UPDATE

The Town Clerk reported that the Town Council had received a generous donation of £38,000 from the trustees of the Caudle Memorial Trust to fund the desirable items to complete the refurbishment of the Wilfrid Noyce Centre. The Town Clerk reminded Members that representatives of the Trust would join them after the meeting and that this would provide Members an opportunity to thank the trustees personally.

Members resolved to move a formal vote of thanks to the Caudle Memorial Trust at the meeting of Full Council on 14 January 2016.

Members received an oral update on the project so far from the Facilities Manager and noted a budget monitoring report.

324. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING TOGETHER CIC

Members noted with thanks a tabled report from Councillor A Bott on the Godalming Together Community Interest Company (report attached to the record minutes) an organisation on which Councillor Bott represents the Town Council.

325. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON WAVERLEY CYCLE FORUM

Members noted with thanks a report from Councillor Walden on the Waverley Cycle Forum an organisation on which Councillor Walden represents the Town Council.

326. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON SALC

Members noted with thanks a report from Councillor Cosser on the Surrey Association of Local Councils an organisation on which Councillor Cosser represents the Town Council.

327. ACTION TAKEN UNDER THE TOWN CLERK'S DELEGATED AUTHORITY

Members noted a report from the Town Clerk detailing action taken under her delegated authority.

328. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 7 January 2016 at 7.30 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

329. 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.

330. THE SQUARE

Members received an oral report from the Town Clerk and noted the contents of correspondence. The confidential text of a letter to the head leaseholder was agreed.