

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, 21 NOVEMBER 2013 at 6.30pm.

DATED this 15th day November of 2013.

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 12 September 2013.
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 recommendation to Full Council – that Full Council consider the recommendations contained in the External Auditor's Report dated 30 July 2013 (copy attached for the information of Members).

Members are also asked to review the programme of risk management undertaken by the Audit Committee (details 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.

Planning & Environment Committee

There were no recommendations.

Policy & Management Committee

The Policy & Management Committee recommended the following documents to Full Council for adoption (copies of the documents are attached for the information of Members):

- Health & Safety Policy Statement
- Fire Safety Policy Statement
- Standing Orders

7. **TO RECEIVE the minutes of the undermentioned Committees:**

	Meetings Dated
Audit Committee	10 October 2013
Planning & Environment Committee	26 September 2013 17 October 2013 7 November 2013
Policy & Management Committee	17 October 2013

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

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 8 October and 14 November 2013.

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. **GODALMING & DISTRICT CHAMBER OF COMMERCE**

Members to receive a presentation from John Taylor and Alison Daniels, President and Treasurer respectively of the Godalming & District Chamber of Commerce.

11. **DATE OF NEXT MEETING**

The date of the next Full Council meeting is scheduled to be held on Thursday, 16 January 2014 at 6.30 pm in the Council Chamber.

12. **ANNOUNCEMENTS**

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

GODALMING TOWN COUNCIL

Disclosure by a Member¹ 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]² [a non-pecuniary interest]³ 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 _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² 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

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